

**MINUTES OF THE  
SAANICH HERITAGE FOUNDATION MEETING  
HELD VIA REMOTE MEETING  
TUESDAY, MAY 11, 2021 AT 5:30 P.M**

Present: Veronica McEllister, President; Sonia Nicholson, Vice President; Art Joyce, Treasurer; Sarah Anderson; Charlotte Clar; Sheila Colwill; Catherine MacKinnon; James Thomson; and Councillor Karen Harper

Regrets: None

Guests: None

Staff: Megan Squires, Planner (Community Planning); and Shirley Leggett, Secretary

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Minutes: MOVED by S. Colwill and Seconded by A. Joyce: "That the Minutes of the April 13, 2021, Regular Meeting be adopted as circulated."

CARRIED

**2021 HOUSE GRANTS PROGRAM – APPROVAL OF RESTORATION GRANT APPLICATIONS AND ASSIGNMENT OF FOUNDATION LIAISONS**

**MOVED by A. Joyce and Seconded by S. Anderson: "That the following 2021 Restoration Grant Applications be approved subject to budget approval and Foundation liaisons be assigned:**

**3956 Stan Wright Lane – Replace 11 window sash – C. MacKinnon - Liaison**

<u>35% Grant portion based on lowest quote -</u>	<b><u>\$3,497.10</u></b>
Prestige Joinery Ltd.	\$9,991.73
Vintage Woodworks	13,731.75

The Secretary advised that the owners will be using Vintage Woodworks as they have replaced other windows for them. They are aware that their grant amount will still be based on the lower quote.

**1941 Ernest Avenue – Repair 2 chimneys – V. McEllister - Liaison**

<u>35% Grant portion based on lowest quote –</u>	<b><u>\$2,578.98</u></b>
CBS Masonry	\$8,064.00
Lennox Masonry	7,368.52

**3710 Craigmillar Ave – Shingle repair/replacement; porch floor, repairs to basement entry door, and partial exterior painting – S. Colwill – Liaison**

<u>35% Grant portion based on lowest quotes –</u>	<b><u>Carpentry - \$5,066.72 and Painting \$2,364.86</u></b>
Heritage Green Carpentry	\$19,792.60
Sean Novak Carpentry	14,476.35
Double A Painting	16,516.50
Beauchemin Painting	6,756.75
Pacific View Painting	10,000.00

CARRIED

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### **1248 BURNSIDE ROAD WEST (STRANTON LODGE)**

The President stated:

- The Consultant has completed the development of the Building Condition Assessment (BCA) for Stranton Lodge and 60% on the Heritage Conservation Plan (HCP).
- The BCA for Dodd House has been completed and 60% of the HCP has been completed.
- She has started to get quotes from contractors to undertake the restoration work on Stranton Lodge identified in the BCA such as stucco cleaning, wood repairs on doors and windows, painting, etc.

The Planner stated:

- It is important for the Parks Department and Lands Department to have the opportunity to review the Heritage Conservation Plans for both Dodd House and Stranton Lodge.
- It is also an opportunity to educate the departments responsible for managing the various Saanich owned properties about the purpose and value of the BCA, HCP and Statement of Significance (SOS) documents.

### **4139 LAMBRICK WAY (DODD HOUSE) – UPDATE**

S. Colwill stated:

- Trevor with Arbor Renovations will be starting the exterior painting in June when the weather is warmer.
- She received an email from the tenant with some information regarding liability insurance for renters with respect to pets, specifically dogs, and how some policies cover accidents such as injuries from dog bites.
- Her son would like to have a dog. If they were permitted to get a dog, it would be a gentle breed and they could set parameters about taking it outside on a leash and not leave it unattended in the fenced yard.
- She would be willing to pay for legal advice and get the necessary liability insurance.
- Several years ago, the tenant asked if she could have a cat and Foundation members agreed to allow it.

Committee discussion noted:

- The most important thing is the preservation of the heritage features of the dwelling.
- If a dog was permitted it would have to be a small breed.
- It costs about \$2,000 to sand and refinish hardwood floors. If the Foundation allowed the tenants to have a dog, it could insist on a \$2,000 damage deposit.
- Fir floors have a tendency to be a softer hardwood and they been refinished once before. Claws can be damaging to hardwood floors and window sills.
- At some point the Lands Department will be taking over managing all of the tenancy agreements for Saanich owned properties. It may be a good idea to get their opinion on pets.

Based on the discussion around the pros and cons about allowing a dog, only one member supported it. S. Colwill will let the tenant know that a dog is not supported at this time.

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## TREASURER'S REPORT – UPDATE

The Treasurer provided the following balances as of Apr. 28, 2021:

Operating Account:	\$3,246.59	
Grant Account:	\$50,247.14	GIC: \$20,810.06 (due April 4, 2021) GIC: \$13,381.98 (due May 7, 2021)
Hall House Account:	\$7,285.73	GIC: \$24,109.37 (due June 12, 2021) GIC: \$ 5,223.97 (Nov. 1, 2021)
Dodd House Account:	\$47,807.43	GIC: 21,464.44 (due Oct. 3, 2021) GIC: 10,467.93 (due Nov. 1, 2021)

**MOVED by A. Joyce and Seconded by S. Anderson: “That the Treasurer’s report be received for information.”**

**CARRIED**

## SOCIAL MEDIA UPDATES

C. Clar stated:

- As a way of increasing the Foundation’s social media visibility, she has been working on posting about architectural features of heritage dwellings and some of the names of various features such as mullions.
- She is also working on promos for the restoration house grant program and will post about the grants that were just approved and the process involved.

## UPDATES FROM THE ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE (ACH)

The Vice President and liaison to the ACH stated:

- The last meeting of the ACH was April 28, 2021.
- Work on the coloring book is progressing. They secured the services of a graphic designer who will convert the pictures from the Archives into coloring pages. There is no text yet to go along with the coloring pages in the architectural series but it is being worked on.
- She will try to bring examples of some of the coloring pages to the next meeting if they are completed in time.
- The ACH also had a presentation from the Senior Planner (Community Planning) on the draft Cordova Bay Local Area Plan (LAP) which recognizes the heritage properties located in that area. The draft document is available on the Saanich website.
- The next ACH meeting is May 26, 2021.

## **ADJOURNMENT**

The meeting adjourned at 6:20 pm.

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**NEXT MEETING**

The next Regular meeting of the Saanich Heritage Foundation will be held **via remote meeting on Tuesday, June 8, 2021 at 5:30 p.m.**

..... CHAIRPERSON