

AGENDA
ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE
Saanich Municipal Hall, Committee Room No. 2
Thursday, January 18, 2018, from 9:30 a.m. to 11:30 a.m.

1. ADOPTION OF MINUTES

- November 23, 2017 (attachment)

2. CHAIR'S REMARKS

3. SCHEDULE OF REGULAR COMMITTEE MEETINGS

- Discussion as per Section 85(a) of Council Procedure Bylaw 2015, No. 9321
- Memo from Senior Manager of Recreation Services (attached)

4. COMMITTEE MANDATE

- Committee Composition and Terms of Reference (attachment)
- 2018 work plan - discussion

5. STRATEGIC FACILITIES MASTER PLAN (10 minutes)

- Presentation from Facilities Planning. See info at below link:
<http://www.saanich.ca/EN/main/local-government/departments/engineering-department/strategic-facilities-master-plan.html>

6. ARCHIVES

- Report from the Archivist

7. HERITAGE

- Saanich Heritage Foundation report (K. Johnson)
- Minutes from October 17, 2017 Saanich Heritage Foundation meeting (attached)
- Canada 150 Ambassadors report

8. ARTS

- Arts Centre update from Recreation staff

* Adjournment *

Next Meeting: February 22, 2018

In order to ensure a quorum, please call Tania Douglas at 475-5494 ext. 3505 or
tania.douglas@saanich.ca if you are unable to attend.

Go Green!

Members are encouraged to bring their own mug to the meeting.

MINUTES
ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE
Held at Saanich Municipal Hall, Committee Room No. 2
Thursday, November 23, 2017 at 9:30 am

Present: Councillor Brice (Chair), Lyris Agarat, John Crawford, Ken Johnson, Anne Lansdell, Leanna Rathkelly, Michele Sealey, Ned Taylor (non-voting youth liaison)

Staff: Kelli-Ann Armstrong, Senior Manager, Recreation Services; Evelyn Wolfe, Archivist; Jane Evans, Planner, Community Planning; Tania Douglas, Senior Committee Clerk

Regrets: Katherine Whitworth, Stephanie Vieille

Guests: Barry Loucks, Ed Polinsky, Earl Hannan

Minutes

MOVED by J. Crawford and Seconded by M. Sealey: "That the Minutes of the Arts, Culture and Heritage Advisory Committee meeting held October 26, 2017, be adopted as circulated."

CARRIED

CHAIR'S REMARKS

The Chair noted that this is the last meeting of the year and advised that committee members A. Lansdell, S. Vieille and K. Whitworth are stepping down. A call for committee members has been advertised and hopefully new members will be appointed to the committee in December.

PROPOSAL FOR HERITAGE DESIGNATION OF GLENDENNING ROAD

The Planner introduced B. Loucks, E. Polinsky and E. Hannan who were present to speak to their proposal to designate Glendenning Road as heritage. The Planner noted that there are no designated roads in Saanich, but there are other communities that recognize heritage scenic roads. There was a past study and proposal to create a heritage conservation area along West Saanich Road but this would recognize the area, not the road specifically. There is no tool in current legislation to recognize roads and characteristics.

The guests proceeded to present information and a history of the area for committee members and the following was noted:

- Years ago Mayor Leonard started an initiative to recognize Blenkinsop Road as heritage.
- They are looking for support and a recommendation that the heritage register be amended to recognize Glendenning Road as they would like to protect the ambience, trees and history of the road.
- About 10 years ago the idea to designate the road was suggested. Nineteen owners of 12 properties were in favour of this but it was not acted upon. This was revived in 2015 after changes in the road were proposed by Saanich.
- The majority of residents on the road would like to preserve the relaxing rural appearance and ambience of the road.
- The road is the nicest entrance to Mount Douglas Park and is outside the Urban Containment Boundary.
- The road also is a popular route that connects the Lochside and San Juan trails. The trail is used by pedestrian and equestrian communities.
- A mapping and tree inventory was done years ago, there are about 200 trees (the majority being Garry oak, Douglas fir, Grand fir) along the road.

ITEM 1

- This year, a survey of the 20 properties on the road indicated 13 in favour of designation, 2 opposed, 2 absentee landlords (no response), 2 undecided, and 1 neutral.
- There is support from the Blenkinsop Valley Community Association, the Gordon Head Residents' Association, Friends of Mount Doug Park, and the Greater Victoria Cycling Coalition.

A discussion occurred and committee members asked staff some questions. The following comments were noted:

- There is no protection of the roadway if it is just recognized.
- The trail that runs parallel to the road is unnamed and is part of the right-of-way.
- There are posts at the corner of Mount Doug Park and the road that are maintained by the Parks department. They also do some branch maintenance in the area.
- The street is not within the Urban Containment Boundary so designation would not affect future subdivision requests. It is also outside of the sewer service area.
- The best place to study this request would be when the Local Area Plan is reviewed.
- A statement of significance is required when adding anything to the heritage registry.
- Staff have a list of criteria for heritage designation which would be the same for items on the registry. Further information on the history of the property is also needed.
- A public input process would have to occur with the community.

The Planner described the Engineering department's role in overseeing road treatment such as curbs, gutters, sidewalks, etc. She suggested that instead of heritage designation, perhaps identifying the road as having heritage scenic value by placing it on the heritage register would be appropriate.

In response to comments about trees on the road, the Senior Manager of Recreation Services spoke about the differences between protected and significant trees. She also noted that there is no mechanism in legislation to designate a road as heritage. There are many different priorities for the Planning department and procedurally it will take time to move forward. It was noted that the process for placing an item on the Heritage Register is different than the planning process for the Local Area Plan updates.

Motion: MOVED by K. Johnson and Seconded by A. Lansdell, "That the Arts, Culture and Heritage Advisory Committee receive the report 'Heritage Road Designation Application Glendenning Road, Saanich' for information."

CARRIED

Motion: MOVED by L. Rathkelly and Seconded by M. Sealey, "That the Arts, Culture and Heritage Advisory Committee recommends that the report entitled, "Heritage Road Designation Application Glendenning Road, Saanich' be forwarded to the Planning department to be considered for possible inclusion in the Saanich Heritage Register."

CARRIED

Motion: MOVED by J. Crawford and Seconded by L. Agarat, "That the Arts, Culture and Heritage Advisory Committee recommends that the historical and natural value of Glendenning Road be considered during the upcoming Gordon Head Local Area Plan update."

CARRIED

ARCHIVES

The Archivist was present to provide an update on the activities of the department. She noted that:

- There is an exhibit at the Hall reception until November 27, which shows the local support the WWII war effort. One part of the display are Pilot Officer Leslie Kellow's letters home to his family on Burnside Road which was donated by the family.
- Two fall history talks took place; a presentation on Street of Unfinished Dreams by Valerie Green was not well attended because there was a problem with the new online registration system. Bart Armstrong talked about Local Heroes of WWI and this was better attended as the registration problem has been worked on.
- The Ivan Sayers Fashion Event was very well attended, with 112 tickets sold. The only thing that needed improvements was the intermission efficiency. There was not enough space to get everyone their coffee/goodies in good time so the intermission stretched from 15 minutes to 30 minutes. It was noted that this event created revenue which will roll over into next year's budget.

HERITAGE

Foundation Report

Mr. Johnson reported that:

- Hall House/Stranton Lodge (Knockan Hill Park) will undergo a kitchen renovation this winter, to the cost of about \$15,000.
- There is no new news about the demolition request for 1525 Mount Douglas Road. The applicant was open to moving or lifting the house.
- The Hallmark Society recently held a memorial event for Reena Virk at Craigflower Schoolhouse which was very well attended.
- Hallmark Society is also hosting webinars about revitalization agreements, and what happens when you designate your house as heritage.

Canada 150 Ambassador's report

It was reported that Councillor Sanders is looking at the differences between having a stone or concrete monument for the time capsule. They are looking at installing this in the spring. The contents of the capsule will include postcards which will have one side for people to write what they are grateful for, and on the other side, what their hopes are for the future of Saanich.

ARTS

The Senior Manager of Recreation Services reported that:

- It is very busy at the Arts Centre with many seasonal holiday workshops running.
- New displays are coming to the main gallery and the Inter-Cultural Association will have a display "I've not always been Canadian."
- Winter/spring registration will start on November 29th.
- Funding was received for a BCRPA pilot project for an after school program "Creative Pathways".

COMMITTEE 2018 WORKPLAN AND GOALS

The Strategic Planning process review is ongoing and the Terms of Reference mandate is for committee members to review and provide feedback on the Strategic Plan. It was noted that the Comprehensive Arts Policy is a Planning document and the Arts and Culture Strategy is a Parks and Recreation document.

Committee discussed ideas to celebrate/discuss/work toward and the following was noted:

- Committee could look at celebrating Heritage Day on February 19th.
- Saanich's incorporation date of March 1, 1906 could be recognized.
- End of World War I (100th anniversary) November 2018 could be recognized.
- Pearkes 50th Anniversary could be recognized.

- The 100th anniversary of the Observatory will be in 2018.
- Conduct a tour of the Archives.
- Heritage tours of parks like Falaise and Playfair could be worthwhile.
- A joint meeting with the Saanich Heritage Foundation could occur.
- Receive a presentation from Esquimalt Community Arts Council.
- Meetings could occasionally be held at the Craigflower Schoolhouse.
- Committee may be able to provide input on interpretive signs.
- Committee could look at ideas to promote cultural aspects of the community.
- There is a Planning presentation on cultural demographics committee could receive.
- Links with other public bodies/agencies that focus on arts/culture/heritage could be strengthened.
- Committee members should lead by example by attending events and informing people about events.
- Communication needs to be better; need to promote better. Question was raised are we promoting enough awareness for arts and heritage issues.
- The gifts of artwork at the Arts Awards awards was well received; awards are given once a Council term.

ADJOURNMENT

The meeting adjourned at 11:35 am and the next meeting is scheduled for Thursday, January 25, 2018.

Councillor Brice, Chair

I hereby certify these Minutes are accurate.

Committee Secretary

Memo

To: Arts, Culture and Heritage Advisory Committee
From: Kelli-Ann Armstrong, Senior Manager - Recreation
Date: January 12, 2018
Subject: Proposed 2018 Meeting Dates and Agenda Items

While the Municipality will be undertaking numerous projects and initiatives over the coming year, the Art, Culture and Heritage Advisory Committee can expect to see the following agenda items. These items flow from Council's Strategic Plan, the Parks, Recreation and Culture Master Plan, the Arts and Culture Strategy, the Comprehensive Arts Policy, departmental work plans, and other strategy documents.

These items are in addition to the regular reports; the timing is approximate and the items may change or be added to. The dates listed are based on previous history with meetings taking place on the fourth Thursday of the month, excluding July, August and December and with the exception of January and March.

January 18:

- *Strategic Facilities Master Plan Presentation – Engineering Department*
- *Develop 2018 work plan and identify areas of interest*

February 22:

- *Archives proposals for 2018 ACH sponsored event, including a second fashion history event with Ivan Sayers in October 2018. (The content of this event will be completely different from the 2017 event.)*

March 29:

April 26:

- *Cordova Bay and Cadboro Bay Local Area Plan Update – Planning Department*

May 24:

- *Archives – interesting items and new acquisitions*

June 28:

- *Canada 150 Public Art Update – Planning Department*

September 27:

- *Summer Arts Centre Program Report*

October 25:

November 22:

Arts, Culture and Heritage Advisory Committee

Terms of Reference

The purpose of the Arts, Culture and Heritage Advisory Committee is to advise Council and recommend policies on community arts, culture, and heritage promotion, including services, facilities, and specific community interests.

Mandate

The Arts, Culture and Heritage Advisory Committee will, consistent with the purpose described above, undertake the following:

- Develop and recommend policies to Council and respond to Council requests for advice and information.
- Review and provide feedback on the Strategic Plan.
- Provide a community perspective on services, programs, events, and facilities related to arts, culture, and heritage promotion, education and awareness.
- Foster public awareness, recognition, and support for local artistic talent, heritage, and archival preservation.

Meetings

The Committee will meet a minimum of four times per year in accordance with its regular schedule of meetings established annually at the first meeting of the year. No meetings are held during the summer and winter breaks (July, August and December). Special meetings may be held at the call of the Chair. The meeting rules and procedures will be in accordance with the Council Procedure Bylaw.

Membership

The Committee will consist of nine (9) members including:

- One member of Council to serve as Chair, appointed by the Mayor; and,
- Eight community representatives appointed by the Council.

School District Nos. 61 and 63 may each assign a trustee to the Committee as a non-voting liaison.

The Community Arts Council of Greater Victoria may assign a member to the Committee as a non-voting liaison.

The Saanich Youth Council may assign a member to the Committee as a non-voting liaison.

Staff Support

The Parks and Recreation Department is the primary contact and together with the Planning Department and Archives Section will provide the required professional support. The Legislative Division will provide secretarial and administrative support.

MINUTES OF THE
SAANICH HERITAGE FOUNDATION MEETING
HELD AT SAANICH MUNICIPAL HALL
COMMITTEE ROOM #1
TUESDAY, OCTOBER 17, 2017 AT 5:30 P.M.

Present: Brad Shuya, President; Art Joyce, Treasurer; Sheila Colwill; Ken Johnson; and Councillor Sanders
Regrets: Ross O'Connell, Vice President; Kelsey Dupuis; Alvin Lau; Andrew Rushforth; and Robert Townsend
Guests: Taylor Love, re 1555 Ash Road
Staff: Jane Evans, Planner; and Shirley Leggett, Secretary

Minutes: As there was no quorum, members present agreed that there were no errors or omissions in the Minutes of the September 12, 2017 Regular Meeting.

1555 ASH ROAD – PROPOSED SUBDIVISION

Mr. Taylor Love, on behalf of Kasapi Construction, was present at the meeting to present a proposed subdivision plan for 1555 Ash Road.

Mr. Love stated:

- The site at 1555 Ash Road is quite large and under current RS-12 zoning, would allow for subdivision into three lots, however, it would require demolishing the existing heritage registered dwelling which they would prefer not to do.
- If the property is rezoned to RS-10, they could apply to subdivide into four lots. In this scenario they would propose to retain the dwelling and designate it as a condition of the approval of their subdivision application.
- The dwelling is a modest sized house in good shape with a brick façade. They would repaint the exterior trim and patch and repair some minor exterior aging to the brick and concrete.
- They have done some community consultation with neighbours within 90 metres of the subject property and they will be having another meeting next week. The comments from those meetings will help form the design plan.
- The properties located directly behind 1555 Ash Road and fronting on Freemont Road are zoned RS-6 and their lot lines would mirror the proposed lot lines if they rezone to RS-10. They would still meet the minimum lot size however the lots would just be narrower.

A roundtable discussion ensued and the following was noted:

- If one less lot was created then there could be more land around the heritage house and a garage could be added.
- The hand rails may need to be refinished. The condition of the windows should be assessed – they should be retained and could have storm windows installed if necessary.
- It would be ideal if there was some flexibility of the property to accommodate a driveway and garage; it would be more attractive to potential buyers.
- It was suggested that instead of making proposed lots 1 and 2 - 17.15 metres wide and lots 3 (where the existing dwelling is located) and 4 - 17.62 metres wide, changing lot 4 to 17.5 wide so that the lot with the existing dwelling can be made wider to about 18.09 metres. This would create more land around the house and make a driveway and garage along the side between lots 3 and 4 possible.
- It would be ideal if the proposed new dwellings had some features that were sympathetic to the design and character of the existing heritage dwelling.

ITEM 7

Mr. Love stated:

- It may be possible to add some features to the proposed new dwellings such as using similar trim and roofing details as the existing heritage dwelling.
- The property is connected to the Saanich storm drain system.
- The building scheme will be part of the rezoning and subdivision proposal. Once he has the design details he will come back to the Heritage Foundation.

Mr. Love left the meeting at 6:15 p.m.

3956 STAN WRIGHT LANE – APPLICATION FOR HERITAGE DESIGNATION

Application for heritage designation for 3956 Stan Wright Lane from applicants Vicki and William Sanders.

Councillor Sanders stated:

- She has been considering heritage designation for 3956 Stan Wright Lane for some time now.
- It seems appropriate to have the dwelling designated in 2017 as it will mark 80 years since the house was constructed and its Canada's 150th Anniversary.

Councillor Sanders left the meeting so there would not be a conflict of interest.

A brief discussion ensued and because there was no quorum present, the Chair phoned the Vice President to ask him if he supported the heritage designation application. The members present also supported the application.

MOVED by S. Colwill and Seconded by A. Joyce: "That the Saanich Heritage Foundation supports the application for heritage designation for 3956 Stan Wright Lane."

CARRIED

Councillor Sanders returned to the meeting.

1248 BURNSIDE ROAD WEST (STRANTON LODGE) – UPDATE

Email from the tenant at 1248 Burnside Road West to the Secretary regarding annual rent increases and condition of the kitchen sink and counters.

The President stated:

- The hot water tank had to be replaced at a cost of \$1,700.

A roundtable discussion ensued regarding the email from the tenant and the following was noted:

- The current rent is \$926 which is below market value. There have been annual rent increases for the past few years now.
- The tenant mentioned in her email that according to SHF minutes from about seven years ago, the issue of kitchen improvements was discussed but it was decided not to pursue it

- until the tenant moves out because of the disruption it would cause.
- The President stated that he will contact a designer to come and take a look at the kitchen and come up with design options and proposed costs. He also suggested that perhaps it's a project that can be done during the summer next year so that it will cause less disruption for the tenant if she's away on vacation.
 - Members agreed that up to \$2,500 could be allocated for the designer to develop a proposal with project costs.
 - Members also agreed to continue with annual rent increases.

4139 LAMBRICK WAY (DODD HOUSE) – UPDATE

S. Colwill stated:

- She arranged for a service call for the propane fireplace; the contractor couldn't test the fireplace once he was finished as the propane tank was empty. A thermal coupler had to be replaced which she paid for. She submitted the two invoices for reimbursement in the amount of \$210.70.
- The property is being kept tidy.
- The smoke alarms will be checked in the next couple of weeks.
- Trevor from Arbor Renovations will be checking the gutters.

Councillor Sanders left the meeting at 6:55 p.m.

TREASURER'S REPORT – UPDATE

The Treasurer provided the following Statement of Receipts and Disbursements as of October 15, 2017:

Grant Account:	\$36,153.68	GIC's: \$32,819.85
Operating Account:	\$18,678.67	
Hall House Account:	\$18,678.96	GIC's: \$28,353.43
Dodd House Account:	\$18,223.20	GIC's \$30,423.37

PROPOSED NEW PLANTERS FOR MIDDLETON PLAZA

The Planner stated:

- In an email from the Parks Division, it states that the existing planters in Middleton Plaza while still functional, are getting pretty tired looking with the wood starting to rot and the internal framework in questionable as well.
- Parks is considering installing new planters and they have placed a sample planter in the Plaza that is currently holding the recently planted Peace Tree.
- The planter is square shaped in a Sandstone colour; they have a built-in water reservoir and would not need to be connected to the irrigation system. According to the company's website there are a number of styles and colours to choose from.

Committee discussion noted:

- The sample planter is not very attractive as it looks like a plastic material. Perhaps they could be refaced with a wood surround to emulate the existing planters.
- The square shape would work well if it had a metal frame with slats that could be placed over top of the actual planter itself.

GLDENNING ROAD – APPLICATION FOR HERITAGE ROAD DESIGNATION - UPDATE

The Planner stated:

- As a follow-up to the presentation from Barry Loucks at the September Heritage Foundation meeting, on behalf of the Glendenning residents requesting heritage designation for the Glendenning Road, she sent Mr. Loucks an email.
- The email suggested various options on how to proceed such as requesting Council amend the Saanich Heritage Register to include an entry describing the scenic and heritage value of Glendenning road right-of-way.
- Review options to address the protection of the scenic and historic value of Glendenning Road through the planning process to update the Gordon Head Local Area Plan in 2019.
- Request that Saanich Parks consider designation of specific trees that may warrant designation as "Significant Trees" under the Tree Protection Bylaw.

K. Johnson stated:

- In his opinion, he does not think that there is any heritage value to Glendenning Road or that there is anything charming about it; every street has history associated with it.
- He thinks that it's just a way for the residents to control parking along the road.

ADJOURNMENT

The meeting adjourned at 7:15 pm.

NEXT MEETING

The next Regular meeting of the Saanich Heritage Foundation will be held **Tuesday, November 14, 2017 at 5:30 p.m.** in Committee Room #2.

..... CHAIRPERSON