

MINUTES OF THE
SAANICH HERITAGE FOUNDATION MEETING
HELD AT SAANICH MUNICIPAL HALL
COMMITTEE ROOM #2
TUESDAY, JANUARY 10, 2017 AT 5:30 P.M.

Present: Brad Shuya, President; Ross O'Connell, Vice President; Art Joyce, Treasurer; Kelsey Dupuis; Ken Johnson; Alvin Lau; and Robert Townsend

Regrets: Sheila Colwill and Andrew Rushforth

Staff: Shirley Leggett, Secretary

Minutes: Moved by A Joyce and Seconded by K. Johnson: "That the Minutes of the November 8, 2016 Regular Meeting be adopted as circulated."

CARRIED

Members welcomed new member Alvin Lau to the Foundation.

INVOICES FOR SECRETARIAL SERVICES AND ADMINISTRATIVE COSTS - JULY 1 TO DECEMBER 31, 2016

Draft invoices in the amounts of \$6,583.56 for Secretarial Services provided from July 1, 2016 to December 31, 2016 and \$516.90 for postal charges, mileage, photocopying, and stationary and overhead costs (totalling \$7,100.46).

MOVED by R. O'Connell and Seconded by K. Dupuis: "That a cheque be issued from the Operating Account in the amount of \$7,100.46 for Secretarial services and other associated administrative costs for the period of July 1, 2016 to December 31, 2016."

CARRIED

2017 HOUSE GRANTS PROGRAM – RESTORATION GRANT APPLICATIONS (SUMMARY)

The owners of the following properties submitted 2017 Restoration Grant Applications for the following projects:

1911 Woodley Road – Replace Roof on House and Garage
35% Grant portion based on lowest quote - \$10,000 (Maximum allowed)

Brokop Roofing	\$47,250.00
Victoria Roofing	57,529.50

4366 Blenkinsop Road – Replace Roof
35% Grant portion based on lowest quote – \$3,722.77

Parker Johnston	\$15,367.80
Smythe Roofing	17,745.50
A. Mackenzie	10,636.50
Victoria Roofing	14,043.75

762 Ralph Street – 15 Storm Windows
35% Grant portion based on lowest quote – \$3,438.66

Prestige Joinery (Second quote to be submitted)	\$9,824.77
--	------------

1040 Burnside Road West – Repair Foundation
35% Grant portion based on lowest quote – \$7,074.37

Built-Rite Construction	\$20,212.50
True Level Concrete	23,940.00

1996 Ferndale Road – Replace Twelve (12) windows
35% Grant portion based on lowest quote - \$899.00

PNR Screens	\$2,568.60
-------------	------------

(Only company that provide a quote)

702 Gorge Road West – Replace Roof
35% Grant portion based on lowest quote - \$5,090.25

Brokop Roofing	\$15,330.00
Aerial Roofing	14,543.55
High Definition Roofing	20,455.05

MOVED by R. O’Connell and Seconded by A. Joyce: “That the 2017 Restoration Grant Applications be received.”

CARRIED

2017 GRANT APPLICATION TO COUNCIL – DEADLINE FEBRUARY 1, 2017

Members discussed the 2017 grant application to Council and reviewed the total amount of restoration grant work received for 2017. The amount is based on six (6) grant applications totalling \$105,025.92 in work. The Foundation’s potential contribution based on 35% is estimated to be \$30,225.05. Administrative and secretarial costs for 2016 were approximately \$16,000.

A discussion ensued and members agreed that they would submit a grant application to Council in the amount of \$47,000 to cover the cost of grant applications, administrative and secretarial charges, and continuing education/conference costs for Foundation members for 2017.

MOVED by A. Joyce and Seconded by R. O’Connell: “That a Grant Application in the amount of \$47,000 be submitted to Council to cover the cost of grant applications, administrative and secretarial charges, and continuing education/conference costs for Foundation members for 2017.”

CARRIED

1248 BURNSIDE ROAD WEST (STRANTON LODGE) – UPDATE

The President advised that he had contacted Fortis BC with respect to inquiring about the cost of connecting to the natural gas line for both Dodd House and Hall House, however he has not gotten a response back yet.

4139 LAMBRICK WAY (DODD HOUSE) – UPDATE

S. Colwill was not present at the meeting and the Secretary stated that she did not have anything to report on at Dodd House.

TREASURER’S REPORT – UPDATE

The Treasurer provided the following Statement of Receipts and Disbursements as of December 31, 2016:

Grant Account:	\$34,355.77	GIC’s: \$32,546.21
Operating Account:	\$ 9,515.33	
Hall House Account:	\$11,124.94	GIC’s: \$28,156.60
Dodd House Account:	\$17,714.90	GIC’s \$30,210.58

MOVED by A. Joyce and Seconded by R. Townsend: “That the Statement of Receipts and Disbursements as presented by the Treasurer be received for information.”

CARRIED

SAANICH HERITAGE REGISTER UPDATE – CANADA 150

K. Johnson advised that Councillor Sanders is looking into funding opportunities to update the Saanich Heritage Register through the Canada 150 Fund.

CRAIGFLOWER SCHOOLHOUSE – PROPERTY TAX ASSESSMENT

K. Johnson stated:

- The Hallmark Society received a Property Tax Assessment for the Craigflower Schoolhouse; the building and land have been assessed at \$138,000.
- The Hallmark Society started leasing the property in July 2016 and they are being taxed as a business. The Hallmark Society’s annual budget ranges from \$12,000 to \$15,000 a year and the taxes on the property have been calculated to be \$2,809 a year.
- Property tax exemptions for non-profit organization are controlled by BC Assessment and a formal request needs to be submitted in order to exempted; the deadline for requests is in October and the Hallmark Society just recently received the Assessment.
- The Craigflower Schoolhouse is owned by the Province and is a National Historic Site and therefore should not be taxed; he will do some further investigation into the matter.

ADJOURNMENT

The meeting adjourned at 6:55 pm.

NEXT MEETING

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

..... CHAIRPERSON