

MINUTES OF THE  
**SAANICH HERITAGE FOUNDATION MEETING**  
HELD AT SAANICH MUNICIPAL HALL  
COMMITTEE ROOM #2  
**TUESDAY, SEPTEMBER 11, 2018 AT 5:30 P.M.**

Present: Brad Shuya, President; Ross O'Connell, Vice President; Art Joyce, Treasurer; Mark Brown; Sheila Colwill; Ken Johnson; Alvin Lau; and Katherine Whitworth

Regrets: Robert Townsend; and Councillor Sanders

Staff: Megan Squires, Planner; Shirley Leggett, Secretary

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Minutes: MOVED by K. Johnson and Seconded by M. Brown: "That the Minutes of the June 12, 2018, Regular Meeting be adopted as circulated."

CARRIED

**994 AND 998 GORGE ROAD WEST – HERITAGE REVITALIZATION AGREEMENT FOR THE REHABILITATION OF THE CRAIGFLOWER BRIDGE STORE (BROOKMAN'S CORNER)**

The Planner stated:

- As a follow up to the discussion at the June 12, 2018 SHF meeting regarding Brookman's Corner at 994 and 998 Gorge Road West, the Heritage Revitalization Agreement (HRA) was adopted by Council in May, 2014.
- There is wording in the Agreement pertaining to the heritage building that states that the original structure will be rehabilitated to the extent necessary so that it can be legally occupied for the intended purpose established.
- There is also a clause that in the event it is determined that the heritage building is structurally unsound to the extent that it cannot be moved without risking significant damage or destruction, the owner will replicate it in consultation with the District.
- The Planning Department was contacted when it became apparent that the heritage building was structurally unsound and the developer did respond to the concerns expressed by the Planner. The owner and developer did follow the process as set out in the HRA.

Committee discussion noted:

- The building has been replicated; there are new windows, siding and roof.
- It should be removed from the Heritage Register as it's no longer in its original built condition.
- They were given the option under the HRA to replicate which they have done; any salvageable material were re-used elsewhere on site and lumber was milled to replicate the original materials. Interpretive signage was also installed.

**1744 KISBER AVENUE – DECLARATION OF COMPLETION - UNDERPINNING FOUNDATION AND PERIMETER DRAINS (CONTRACTOR CLARIFICATION)**

The President stated:

- As members will recall, the original grant application was for perimeter drains and then the scope of work changed after it was determined that the foundation and footings had to be underpinned as well.
- When the owners submitted their revised grant application they advised they were only able to secure one quote from Built-Rite Structural Services at a cost of \$59,892.00 and if they couldn't get another quote that they would likely act as the contractors themselves.

- He told the owners that the Foundation does not support this type of arrangement especially where structural work is concerned, and the Foundation requires licensed contractors who have past project experience, liability insurance and WCB coverage in place.
- Members approved their grant application based on the quote from Built-Rite.
- When the owners sent in the Declaration of Completion and all of the invoices to the Secretary, she noticed that none of the paperwork included any evidence that Built-Rite had performed the work.
- He contacted the owners and asked for clarification on who did the work and that's when he was told that they had acted as the contractors themselves using hired labor and rented equipment and had the work done for \$25,795.59.

Committee discussion noted:

- The excerpt from the Restoration Grant Guidelines states that homeowners are not permitted to do their own restoration work and be reimbursed for materials under the grant process; and once projects are approved, unauthorized changes are neither accepted nor funded.
- Members discussed various options on how to handle the application, whether to impose penalties, reimburse a partial amount or not approve it at all.
- In the end, members agreed that because the owners didn't follow the guidelines, their 2018 grant funding should not be approved and a letter be sent to them explaining why.

#### **1955 SALTAIR CRESCENT – DECLARATION OF COMPLETION – EXTERIOR PAINTING**

Copy of Declaration of Completion, paid invoices and pictures of exterior house showing the completed painting by Brad McDonnell Painting and Decorating.

The Vice President advised that he was the Foundation liaison for 1955 Saltair Crescent and that he had inspected the work during and after completion and that Brad McDonnell Painting had done a superb job, and that their quote was quite a bit lower than the other quotes that were submitted by the owner.

**MOVED BY R. O'CONNELL AND SECONDED BY A. LAU: "That a cheque in the amount of \$4,691.13 representing 35% of the lowest quote from Brad McDonnell Painting and Decorating be sent to the owner of 1955 Saltair Crescent for completion of their 2018 grant application for exterior painting."**

**CARRIED**

#### **TREASURER'S REPORT – UPDATE**

The Treasurer provided the following Statement of Receipts and Disbursements as of August 30, 2018:

Grant Account:	\$62,723.95	GIC's: \$33,069.02
Operating Account:	\$ 20,771.83	
Hall House Account:	\$13,568.78	GIC's: \$28,571.08
Dodd House Account:	\$18,625.11	GIC's \$30,508.37

**MOVED by R. O'Connell and Seconded by A. Lau: "That the Statement of Receipts and Disbursements for the period ending August 30, 2018 be received for information."**

**CARRIED**

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

The President stated:

- He still hasn't contacted anyone to undertake the chimney/stucco repairs.

S. Colwill stated that Trevor from Arbor Renovations will do the fall cleaning of the gutters again this year.

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

S. Colwill stated:

- The yearly servicing of the fireplace was done; she hasn't gotten an invoice yet.
- She and Trevor (Arbor Renovations) spent a day completing several maintenance jobs which included the following:
  - Replacement of faulty front door deadbolt; readjusted and tightened front door hinges
  - Fixed inner entry door handle; tested smoke alarms – all ok.
  - Fixed end of baseboard heater; fixed kitchen drawer
  - Primed and painted damaged cupboard door; replaced toilet seat and re-caulked bathroom fixtures; replaced 1 damaged floor tile in front of sink
  - Cleaned and vacuumed dryer vent ducting; cleaned gutters; swept debris from kitchen roof and shed roof
- At the June meeting she presented a window quote from Oakridge Windows; she has also gotten a quote now from Prestige Joinery which is lower than the Oakridge quote.
- Trevor gets his windows from Prestige so she will get a quote from Trevor for him to install them – it could be \$1,200 to \$1,500.
- She was going to wait until spring to order the windows but she will go ahead and order them now from Prestige and have them store the windows until they are ready to be installed in the spring.

Members discussed the benefits of having ductless heat pumps installed at both Dodd House and Hall House. Point Ellice House has a heat pump and the ductless condensing unit which is the size of a suitcase is mounted on the outside of the building.

### **6187 HUNT ROAD – HERITAGE DESIGNATION BYLAW, 2018, NO.9505**

Copy of correspondence from the Manager of Legislative Services dated August 28, 2018 to the BC Heritage Branch advising that Council gave final reading and adoption on July 9, 2018 to Heritage Designation Bylaw, 2018 (6187 Hunt Road), No. 9505.

### **VICTORIA ASSOCIATION FOR COMMUNITY LIVING - 3861 CEDAR HILL CROSS ROAD – CEDAR HILL SCHOOL MANUAL TRAINING HALL (later “BRAEFoot ANNEX” AND SURROUNDING LAND (DESIGNATED)**

Foundation members received an invitation from the owners of the property, Victoria Association for Community Living, to attend an information meeting on July 17, 2018 for a proposed development at 3861 Cedar Hill Cross Road to build affordable housing, office and programming space.

S. Colwill stated:

- She attended the information meeting in July; there were a few people there from the neighborhood and the Cedar Hill Community Association, however, they are still trying to get

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- more input from the neighborhood.
- The proposed development is still in the planning stages but they are thinking of constructing a 3 or 4-storey building with living spaces for assisted living. They are exploring different options, all of which have implications for the heritage buildings, and in particular the larger registered building.
  - The one-storey wood-frame annex structure would be retained and raised up to create a lower level; they would also give consideration to keeping the building looking like the same although it could be moved closer to the street.

**ADJOURNMENT**

The meeting adjourned at 7:00 pm.

**NEXT MEETING**

The next Regular meeting of the Saanich Heritage Foundation will be held **Tuesday, October 9, 2018 at 5:30 p.m.** in Committee Room #2.

..... CHAIRPERSON