

**MINUTES OF THE
SAANICH HERITAGE FOUNDATION MEETING
HELD VIA REMOTE MEETING
TUESDAY, APRIL 12, 2022 AT 5:30 P.M**

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

Regrets: None

Guests: None

Staff: Silvia Exposito, Planner (Community Planning); and Shirley Leggett, Secretary

Minutes: MOVED by S. Colwill and Seconded by A. Joyce: "That the Minutes of the March 8, 2022, Regular Meeting be adopted as circulated."

CARRIED

1248 BURNSIDE ROAD WEST (STRANTON LODGE) - UPDATE

Final invoice from John Dam & Associates (JDA) dated April 6, 2022 for providing the concluded Heritage Conservation Plan (HCP) in the amount of \$1,470 for 1248 Burnside Road West (Stranton Lodge). The contract to provide the Building Condition Assessment (BCA) and the HCP commenced in January 2021 and was approved by the Foundation at that time.

Gardening Contract

The Secretary stated:

- It was mentioned at the October 2021 Foundation meeting that Richmond Property Group who have been maintaining the gardens and lawns at Stranton Lodge from the beginning of April to the end of October each year for the past several years, no longer employs gardeners so we would have to find a new company to take over.
- The tenant offered to contact a couple of gardening companies to get quotes for 2022 and the lowest quote was from a company called Tom's Lawns and Gardens and the term of the contract was from May to September – 4 hours per month in the amount of \$200/month plus GST; members passed a motion to approve the contract.
- When she contacted the company at the end of March to see if they were still available she was advised that the rates had increased from 2021 and the minimum hours increased from 4 to 5.5.
- Members agreed to the increased costs and to extend the timeframe to include April and October as in past years; subsequently the company was notified and asked to send a contract to the Secretary.

The President stated:

- As the tenant was out of town at the time, she met with Tom's Landscaping on March 26th because he wanted to confirm the scope of work. She asked the tenant to meet with him again, go over what works needs to be done, the number of hours per month she needs help with, and to send a finalized quote for the April meeting.

A discussion ensued with respect to the management of Stranton Lodge and Sheila Colwill offered to take over as she does not have the same time constraints as the President who works full-time.

The Secretary was asked to contact the tenant and let her know of the change of management.

4139 LAMBRICK WAY (DODD HOUSE) – UPDATE

Final invoice from John Dam & Associates (JDA) dated April 6, 2022 for providing the concluded Heritage Conservation Plan (HCP) in the amount of \$1,470 for 4139 Lambrick Way (Dodd House). The contract to provide the Building Condition Assessment (BCA) and the HCP commenced in January 2021 and was approved by the Foundation at that time.

S. Colwill stated:

- She did her spring walk-around the house and yard there are a few small repair jobs to be done.
- She has gotten one quote so far for the remediation of the insulation and ventilation in the crawlspace and another quote will be coming in May.
- Trevor from Arbor Renovations is doing a condition assessment on the fence with respect to repairing and replacing damaged pickets and the cost to re-paint it, and he should have an idea of the cost in May or June. He did the fence many years ago and she trusts that the quote will be fair.
- She has made arrangements to have the Laurel hedge at the rear of the property trimmed by the same fellow who took care of it the last time.
- The doorbell needs to be replaced and the bathroom caulking needs to be repaired.

TREASURER’S REPORT – UPDATE

The Treasurer provided the following balances to April 1, 2022:

Operating Account:	\$3,697.05		
Grant Account:	\$56,318.69	GIC:	\$20,810.06 (due April 4, 2022)
		GIC:	\$13,489.04 (due May 7, 2022)
Hall House Account:	\$9,391.00	GIC:	\$24,302.24 (due June 12, 2022)
		GIC:	\$ 5,254.91 (due Nov. 1, 2022)
Dodd House Account:	\$42,919.75	GIC:	\$21,604.34 (due Oct. 4, 2022)
		GIC:	\$10,509.80 (due Nov. 1, 2022)

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

CARRIED

SOCIAL MEDIA UPDATES

C. Clar stated:

- She doesn’t have anything new to report on. She’s finished school so she will have more time for posting.

ADVOCACY AND OUTREACH – UPDATE

The Vice President stated:

- The Uvic student that is volunteering her time is working on an article on the Women’s Institute (Royal Oak Community Hall) - 4516 West Saanich Road.

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

The Vice President and liaison to the ACH stated:

- At the March 23, 2022 ACH meeting, there was a discussion on potential actionable public history items to be completed in 2022.
- One of the ideas was for a Heritage Passport where a certain number of Saanich heritage sites would be chosen that are open to the public; participants would mark off each site on the Passport to show that they had been to the site.
- Once the passport is completed, the participant would be entered into a draw for some kind of a nominal prize.
- Some of the sites listed on the Walking Tour brochure could be re-worked and used as locations on the Passport.

Foundation discussion noted:

- The Passport idea could potentially be very time consuming for committee members; staff likely won't have the time to be involved.
- It would be a good idea to use locations that don't have tenants/occupants otherwise their privacy could be impacted. Perhaps there could be six sites that form a loop – it could be interactive and participants could use their phones.
- For ease of accessibility there could be a mix of physical and social media locations.
- The next ACH meeting is April 27th.

FOR INFORMATION

3910 CEDAR HILL ROAD – REQUEST TO REMOVE SCHOOL BUILDING FROM THE SAANICH HERITAGE REGISTER – MOTION FROM THE APRIL 4, 2022 COUNCIL MEETING (APPROVED)

COMMUNITY SERVICE PROVIDER GRANTS (SHF) – MOTION FROM THE MARCH 22, 2022 FINANCIAL PLAN MEETING – “To keep the grant amount for 2022 the same as 2021”.

ADJOURNMENT

The meeting adjourned at 6:35 p.m.

NEXT MEETING

The next Regular meeting of the Saanich Heritage Foundation will be held **via remote meeting on Tuesday, May 10, 2022 at 5:30 p.m.**

..... CHAIRPERSON