

MINUTES OF THE
SAANICH HERITAGE FOUNDATION MEETING
HELD AT SAANICH MUNICIPAL HALL
COMMITTEE ROOM #2
WITH THE ANNUAL GENERAL MEETING TO FOLLOW
TUESDAY, MARCH 8, 2016 AT 5:30 P.M.

Present: Brad Shuya, President; Ross O'Connell, Vice President; Art Joyce, Treasurer; Sheila Colwill; Kelsey Dupuis; Ken Johnson; Andrew Rushforth; Bernard von Schulmann and Councillor Sanders, Council Liaison

Regrets: Robert Townsend

Staff: Shirley Leggett, Secretary

Minutes: Moved by R. O'Connell and Seconded by K. Johnson: "That the Minutes of the February 9, 2016 Regular Meeting be adopted as amended."

CARRIED

Foundation members welcomed new member, Kelsie Dupuis, and introduced themselves. Ms. Dupuis provided a brief overview of her background and her interest in heritage.

1248 BURNSIDE ROAD WEST (STRANTON LODGE) – UPDATE

The President stated:

- He hasn't heard of any new issues from the tenant.

Richmond Property Group Ltd. – 2016 Lawn/Garden Maintenance Contract

2016 Lawn/Gardening Maintenance Contract for Stranton Lodge in the amount of \$2928.98 for the months of June to October. There is an increase of \$37.25 from 2015.

MOVED by K. Johnson and Seconded by S. Colwill: "That the 2016 Lawn/Gardening Maintenance Contract from Richmond Property Group Ltd. for 1248 Burnside Road West (Stranton Lodge) in the amount of \$2928.98 be approved."

CARRIED

The Secretary was asked to check when the yearly rental increase is due.

4139 LAMBRICK WAY (DODD HOUSE) – UPDATE

S. Colwill stated:

- The small prototype house that the tenant was constructing out of wooden pallets has been completed and moved off the property.
- She will be doing her annual April meeting with the tenant to review maintenance expectations and will discuss the proposed amendments to the Addendum of the Tenancy Agreement.
- She periodically visits the property and inspects the interior and it appears to be well maintained.

K. Johnson mentioned that several years ago there was some discussion around designating the interior of Dodd House and he was wondering if the Foundation was still going to pursue it. A brief discussion ensued and the Secretary was asked to check the files and contact the Planner to see if there was any record of heritage features that should be included in the

proposed designation.

Tenancy Agreement Addendum – Proposed Amendments

Members reviewed the proposed wording changes to Clauses 3, 8, and 16 in the Addendum to the Tenancy Agreement and suggested that “hot water tank” be added to Clause #5.

MOVED by K. Johnson and Seconded by A. Rushforth: “That the proposed amendments to the Addendum of the Tenancy Agreement for Dodd House as presented at the March 8, 2016 regular Heritage Foundation meeting, be approved.”

CARRIED

Richmond Property Group Ltd. – 2016 Lawn/Garden Maintenance Contract

2016 Lawn/Gardening Maintenance Contract for Dodd House in the amount of \$2826.60 for the months of June to October. There is an increase of \$350.96 from 2015 to cover time and costs spent going to the dump.

MOVED by B. von Schulmann and Seconded by A. Rushforth: “That the 2016 Lawn/Gardening Maintenance Contract from Richmond Property Group Ltd. for 4139 Lambrick Way (Dodd House) in the amount of \$2826.60 be approved.”

CARRIED

The Secretary was asked to check when the yearly rental increase is due.

TREASURER’S REPORT – UPDATE

There was no update from the Treasurer.

HOUSE GRANTS PROGRAM - RESTORATION GUIDELINES – PROPOSED AMENDMENT TO MAXIMUM AMOUNT OF GRANT FUNDING

As discussed at the January meeting:

MOVED by B. von Schulmann and Seconded by K. Johnson: “That the Restoration Guidelines be amended to include a clause that states the following: *“Grant funds for any one house over a ten-year period will normally be limited to \$20,000 of SHF monies.”*

CARRIED

Foundation members agreed that there should be a date associated with when the new clause would take effect and agreed that all applications for the 2017 grant year and subsequent years would be subject to the ten-year limit.

The Secretary stated that she would amend the Restoration Guidelines and have the updated version posted on the Saanich website.

1955 SALTAIR CRESCENT – 2016 GRANT APPLICATION – RESTORATION WORK PRIORITIES

The Secretary advised that she had been contacted by the owner of 1955 regarding water issues in the basement and that excavation had begun for the new perimeter drains. The owners wants to replace the perimeter drains and deck/new basement door in 2016 as these two projects are partially connected, and he wants to defer restoring the chimney until 2017 when cash flow permits.

R. O'Connell provided the following update on his site visit with the owner:

- He visited the site and there are three different areas (cracks) in the stone foundation where water is coming in to the basement; two rooms in the basement have incurred water damage.
- Apparently the main water line that comes up the driveway is old and brittle and is leaking; the owner wants to replace it at the same time the perimeter drains are being dug.

A brief discussion ensued and the following was noted:

- Does the owner have the necessary plumbing permits for the perimeter drainage work?
- The cracks in the foundation should also be repaired
- The owner should contact Saanich to see if it's possible to connect to the municipal storm line down at the street.
- Once the owner has the final cost for the repairs to the foundation and the new perimeter drains, members will be able to discuss the amount of grant funding.

The Secretary was asked to contact the property owner about the required permits.

2895 COLQUITZ AVENUE – WATER ISSUES (ATTIC) – POTENTIAL LEAKY CHIMNEY

The Secretary advised that she had been contacted by the owner of 2895 Colquitz Avenue regarding water leaking into the attic. The roof and gutters were replaced in 2015 and prior to the work being done, there weren't any water issues. The owner had the roofing company back out to inspect the roof and it was suggested that the water in the attic may be coming from cracks in the chimney. The owner has someone coming out to inspect the chimney.

K. Johnson and B. Shuya volunteered to visit the site and take a look at the chimney and the flashing around it and report back.

574 WALTER AVENUE – REMOVAL FROM THE SAANICH HERITAGE REGISTER

Memorandum dated March 1, 2016 from the Legislative Manager to the Director of Parks and Registration, confirming Council's February 15, 2016 resolution to support the removal of 574 Walter Avenue from the Saanich Heritage Register and that the land be established and operated as a natural park.

ADJOURNMENT

The meeting adjourned at 7:05 p.m.

NEXT MEETING

The next Regular meeting of the Saanich Heritage Foundation will be held **Tuesday, April 12, 2016 at 5:30 p.m.** in Committee Room #2.

..... CHAIRPERSON