

MINUTES OF THE
SAANICH HERITAGE FOUNDATION MEETING
HELD AT SAANICH MUNICIPAL HALL
COMMITTEE ROOM #2
TUESDAY, MAY 10, 2016 AT 5:30 P.M.

Present: Brad Shuya, President; Ross O'Connell, Vice President; Sheila Colwill; Kelsey Dupuis; Ken Johnson; Bernard von Schulmann; Robert Townsend; and Councillor Sanders, Council Liaison (5:45 pm)

Regrets: Art Joyce, Treasurer; Andrew Rushforth

Staff: Jane Evans, Planner; and Shirley Leggett, Secretary

Guests: B. Thordarson, owner, 5259 Pat Bay Highway

Minutes: Moved by B. von Schulmann and Seconded by K. Johnson: "That the Minutes of the April 12, 2016 Regular Meeting be adopted."

CARRIED

5259 PAT BAY HIGHWAY – 2015 GRANT FOR ROOF REPLACEMENT

2015 Grant Application - Declaration of Completion and paid final invoice from Vintage Roofing for roof replacement (excluding the shed roof) at 5259 Pat Bay Highway.

Mr. B. Thordarson, owner, 5259 Pat Bay Highway was in attendance and stated:

- As he mentioned at the December meeting, the shed roof at the rear of the house requires some structural work so Vintage Roofing did not install the cedar shingles on that portion; he plans to put an edging of cedar shingles around the outsides of the shed roof with a torch-on material in the middle.
- He has some cedar gutters left over so he is going to use them to restore the existing cedar gutters himself.

The Secretary reminded Foundation members that at the December meeting, they agreed to approve in principle, a grant up to a maximum amount of \$5,250.00 to replace the roof with cedar shingles supplied by the owner and with Vintage Roofing doing the installation.

MOVED by K. Johnson and Seconded by S. Colwill: "That a cheque in the amount of \$5,250 be issued from the Grant Account to the owners of 5259 Pat Bay Highway for their 2015 grant application to replace the roof."

CARRIED

1248 BURNSIDE ROAD WEST (STRANTON LODGE) – UPDATE

The President did not have anything new to report.

S. Colwill stated:

- She spoke with Trevor from Arbor Renovations and he will refinish the front door; he will need to remove it and take it to his shop but he will put up some plywood in its place.

4139 LAMBRICK WAY (DODD HOUSE) – UPDATE

S. Colwill stated:

- She contacted Saanich Parks and asked them to come out and do a safety check of the trees around the house; they came out and removed all of the dead wood from around the house so they should be fine for the next five years or so.
- The clothes dryer wasn't working so she contacted a service company to come and check it out; it turns out the plug was not all the way in; the invoice for the service call is \$93.45.
- She had an electrician come out and look at the smoke alarm that was installed in the kitchen as it hasn't been operating properly; he said because there's another smoke alarm right outside the kitchen door it's not necessary to have the one in the kitchen.
- The light fixture in the bedroom quit working so she bought another one from McLaren's Lighting and she will have the electrician install it.
- She has started getting quotes to replace the roof on the house in the next 1-2 years.

TREASURER'S REPORT – UPDATE

The Treasurer was absent from the meeting.

2016 HOUSE GRANTS PROGRAM – APPROVAL OF GRANTS AND ASSIGNMENT OF FOUNDATION LIAISON MEMBERS

Excerpt from the Special Council Meeting held April 19, 2016 with respect to the 2016 Operating Grants and Community or Social Service Grants. Council passed a motion to approve the grant request from the Saanich Heritage Foundation in the amount of \$42,000.

1955 Saltair Crescent – Multiple projects including chimneys and perimeter drainage

At the January 12, 2016 SHF meeting, based on the proposed scope of work and multiple projects the owners want to undertake, members agreed to accept the 2016 grant applications to rebuild the chimneys and install new perimeter drainage.

The Vice President stated:

- He has spoken with the owner and visited the site on a couple of occasions to discuss the restoration work the owner wants to undertake.
- The chimneys lean and need to be fixed but he wants to defer that work and have new perimeter drainage installed as the basement is leaking. He also wants to extend the existing deck and a build a new portion of roof.
- The owner spoke to a Saanich Inspector and was told he did not need a drainage permit to fix the perimeter drains so he went ahead and had the work started – 3 sides have been completed. Apparently there was a miscommunication and the Inspector thought the drains were just going to be repaired and not replaced.

Committee discussion noted:

- The owner needs to get a drainage permit before the perimeter drain work is completed on the last side of the house.
- In light of the owner going ahead with the drainage work without the necessary permits or confirmation of his grant approval, grant funding should only be approved for the chimney restoration work.
- If the owner intends to extend the existing deck and a portion of the roof he will also need to

get a Heritage Alteration Permit.

The Vice President advised that he will speak with the homeowner again about obtaining the necessary permits and that grant funding for 2016 will be based on restoring the chimneys. He will also continue to act as the grant liaison member for 1955 Saltair Crescent.

MOVED by B. von Schulmann and Seconded by K. Johnson: “That a 2016 grant be approved for 1955 Saltair Crescent to rebuild two (2) chimneys.”

CARRIED

3261 Harriet Road – Exterior paint and roof replacement

The Secretary provided an overview of the ongoing late/missing information and paperwork required to complete the applicant’s 2016 Grant Application, and advised members that according to pictures and invoices submitted by the applicant, it appears that the owner has gone ahead without prior approval from the Foundation and replaced the roof at 3161 Harriet Road. Members were also reminded that the applicant proceeded without prior approval in 2015 as well, and as a result he was sent a letter advising that future applications may not be considered if the Restoration Guidelines were not followed.

Committee discussion noted:

- The owner of 3261 Harriet Road was given notice last year that future applications may not be funded if the proper procedures outlined in the Restoration Guidelines were not followed.
- Apparently the owner has replaced the roof on the dwelling without approval from the Foundation so his 2016 application for grant funding should not be approved. He should be sent a letter advising his application was not approved because the Guidelines were not followed.

MOVED by S. Colwill and Seconded by B. von Schulmann: “That the 2016 grant application for 3261 Harriet Road not be approved and the homeowner be sent a letter advising that because the Restoration Guidelines were not followed, he will not receive any grant funding for 2016.”

CARRIED

with K. Johnson voting against.

MOVED by S. Colwill and Seconded by K. Johnson: “That the following 2016 Grant Applications be approved:

1525 Oak Crest Drive – Replace roof

35% Grant portion based on lowest quote – \$5,677.87

Replace gutters and downspouts

35% Grant portion based on lowest quote – \$2,078.21

R. Townsend will act as the grant liaison member for 1525 Oak Crest Drive

1996 Ferndale Road – Replace fifteen (15) windows

35% Grant portion based on lowest quote - \$1,133.54

B. Shuya will act as the grant liaison member for 1996 Ferndale Avenue

5930 Pat Bay Highway – Roof replacement (Owner to supply cedar shingles)

35% Grant portion based on lowest quote - \$5,250.00

R. Townsend is the grant liaison member for 5930 Pat Bay Highway

762 Ralph Street – Exterior painting – trim work, windows, doors, fascia

35% Grant portion based on lowest quote - \$3,939.60

B. von Schulmann will act as the grant liaison member for 762 Ralph Street

4281 Tyndall Ave. – Repair gutters and downspouts (Owner wants to do the work)

35% Grant portion based on lowest quote - \$134.00

Repair/seal a portion of the foundation (Owner wants to do the work)

35% Grant portion based on lowest quote - \$631.75

S. Colwill will act as the grant liaison member for 4281 Tyndall Avenue

1245 Burnside Road West – Replace two (2) sets of French doors

35% Grant portion based on lowest quote - \$2,667.38

K. Dupuis will act as the grant liaison member for 1245 Burnside Road West

CARRIED

Grant Restoration Guidelines

Currently the Grant Restoration Guidelines allow for homeowners to do their own restoration work and be reimbursed for materials, however their labour is not eligible for funding. After a brief discussion, members agreed that permitting homeowners to undertake their own restoration work makes it difficult to administer grant funding and that it should no longer be permitted under the Guidelines.

MOVED by B. Shuya and Seconded by K. Johnson: “That the House Grants Program – Restoration Guidelines be amended to reflect that homeowners will no longer be permitted to undertake their own restoration work and be reimbursed for materials under the grant process.”

CARRIED

HERITAGE REVITALIZATION AGREEMENTS – PURPOSE AND EXAMPLES

The Planner stated:

- At the April 12, 2016 Foundation meeting, members reviewed an application for subdivision of land and a Heritage Revitalization Agreement (HRA) in the Agricultural Land Reserve for 6187 Hunt Road.
- At that meeting, members were uncertain about the protection afforded by an HRA and she would like to ensure them once again, that according to the *Local Government Act*, an HRA is considered to carry the same weight as a covenant or heritage designation.
- The owners of 6187 Hunt Road intend to retain the heritage dwelling and subdivide and create one new lot; the application will need to go to the Agricultural Land Commission.
- The HRA allows for the retention of the heritage dwelling and variances to the zoning bylaw.
- A report to Council and the necessary bylaw has been prepared and will be going forward to Council.

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- Other examples of heritage protection through an HRA are the Craigflower Bridge Store, and the Royal Oak Schoolhouse.

HERITAGE BC CONFERENCE – MAY 5 - 7, 2016

The Planner and Councillor Sanders both attended the Heritage BC Conference held on Granville Island in Vancouver May 5th to 7th, 2016 and provided some highlights of the various workshops they attended. The Conference is being held in Tofino in 2017.

474 WALTER AVENUE – REMOVAL FROM THE HERITAGE REGISTER

Memorandum from the Legislative Manager dated April 12, 2016 to the Acting Director of Parks and Recreation, confirming that Council at their April 11, 2016 meeting, approved the removal of 574 Walter Avenue from the Saanich Heritage Register.

1941 ERNEST AVENUE (DESIGNATED) – WATER ISSUES/GRANT FUNDING

The President stated:

- As discussed at the April meeting, the owner is having drainage issues and chimneys are leaking; according to Saanich Engineering, there is no storm drain available to the owners so they will have to consider other viable options to solve the problem.
- He and K. Johnson visited the site and spoke with the owner regarding the drainage and chimneys.
- The owner will need to get a professional engineer to design a drainage system and present it to the Saanich Engineering Department to see if they will approve it and issue the necessary permits.
- The chimneys need to have the old caulking removed as it breaks down over time and have a roofer install a lead flashing that is malleable so it can be formed around the river rocks on the chimneys; the chimney caps also need to be redone.

1950 LANSDOWNE ROAD (YOUNG BUILDING AND SURROUNDING LANDS) – SHARED USE BIKEWAY/WALKWAY - UPDATE

The Planner stated:

- Plans are still underway for the proposed shared use bikeway/walkway for the north side of Lansdowne Road from Foul Bay Road to Shelbourne Street
- Saanich has a right-of-way agreement with Camosun College and Engineering staff are still working on finalizing it.
- A Heritage Alteration Permit (HAP) is not required as the new path is a replacement path and the stone wall and landscaping are being retained; no trees will be impacted.
- It is proposed that the path surface will be asphalt with a textured concrete border.

ADJOURNMENT

The meeting adjourned at 7:15 p.m.

NEXT MEETING

The next Regular meeting of the Saanich Heritage Foundation will be held **Tuesday, June 14, 2016 at 5:30 p.m.** in Committee Room #2.

..... CHAIRPERSON