

**MINUTES OF THE  
SAANICH HERITAGE FOUNDATION MEETING  
HELD AT SAANICH MUNICIPAL HALL  
LEARNING CENTRE  
TUESDAY, JUNE 14, 2016 AT 5:30 P.M.**

Present: Brad Shuya, President; Ross O'Connell, Vice President (5:40 pm); Art Joyce, Treasurer; Kelsey Dupuis; Ken Johnson; Robert Townsend; and Councillor Sanders, Council Liaison (5:40 pm)

Regrets: Sheila Colwill; Andrew Rushforth; and Bernard von Schulmann

Staff: Shirley Leggett, Secretary

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Minutes: Moved by K. Johnson and Seconded by R. Townsend: "That the Minutes of the May 10, 2016 Regular Meeting be adopted."

CARRIED

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

The President stated:

- He's not sure if the new irrigation system controller has been programmed so he will check with the tenant.

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

The Secretary advised that she had gotten an email from S. Colwill with respect to an invoice from an electrician for the installation of a light fixture in the bedroom.

**TREASURER'S REPORT – UPDATE**

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

Grant Account:	\$22,695.25	GIC's: \$32,484.77
Operating Account:	\$6,832.85	
Hall House Account:	\$14,758.99	GIC's: \$22,926.70
Dodd House Account:	\$23,876.16	GIC's \$20,000.00

**MOVED by K. Johnson and Seconded by B. Townsend: "That the Statement of Receipts and Disbursements as presented by the Treasurer be received for information."**

**CARRIED**

The Secretary advised that she had received the Saanich Heritage Foundation grant cheque from Council in the amount of \$42,000 and that she will deposit \$30,000 into the Grant Account and \$12,000 into the Operating Account.

**GRANT RESTORATION GUIDELINES – PROPOSED AMENDMENT WITH RESPECT TO HOMEOWNERS DOING THEIR OWN RESTORATION WORK**

At the May 10, 2016 Saanich Heritage Foundation meeting, members passed a motion to amend the Restoration Guidelines so that homeowners are no longer permitted to do their own restoration work and receive grant funding for the materials.

Members reviewed the proposed amendment and requested that the amendment include the

date of May 10, 2016 as the effective date of the revision to the Guidelines.

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Councillor Sanders left the meeting at 5:55 p.m.

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### **1955 SALTAIR CRESCENT – 2016 GRANT FUNDING**

At the May 10, 2016 Saanich Heritage Foundation meeting, members passed a motion approving a 2016 grant for 1955 Saltair Crescent to restore/rebuild two chimneys up to a maximum of \$2,708, and commented that because the owner started work on perimeter drainage without the necessary permits or grant approval, that only the chimneys should be covered under grant funding. The owner advised that he would like to defer the chimney work until 2017 as his priority is the drainage.

The President stated:

- He's been exchanging emails with the owner with respect to the perimeter drainage work and it turns out that the owner was told by Saanich that he didn't need a permit so he went ahead and started the work.
- Apparently there was a miscommunication and the owner has now gotten the necessary plumbing permits from the Inspection Services Division.
- He told the owner to submit the invoices and Declaration of Completion for consideration by the Heritage Foundation.
- The owner has said that it will be a few weeks before he has all of the paperwork together but anticipates the final cost of the drainage work to be about \$12,000 to \$13,000.

Committee discussion noted:

- The owner has gotten grant funding in the past for other restoration work so he is aware of the proper procedures to follow.
- A grant application for Harriet Road was not approved because the owner didn't submit all of the necessary paperwork and went ahead and had the roof replaced without prior grant approval.
- The owner has been approved for funding for chimney work so that money could be applied towards the drainage work once he submits all of the final paperwork.
- Committee agreed to review the application again at the September Foundation meeting.

### **3261 HARRIET ROAD – 2016 GRANT FUNDING**

Copy of correspondence sent to the owner of 3261 Harriet Road outlining why his 2016 grant application was not approved.

### **1525 OAK CREST DRIVE – 2016 GRANT APPLICATION FOR NEW ROOF**

R. Townsend is the Grant liaison member for 1525 Oak Crest Drive and he advised that he had visited the site and taken a number of pictures of the roof from the widows walk.

### **2755 ADMIRALS ROAD - CRAIGFLOWER SCHOOL HOUSE**

K. Johnson stated:

- Saanich has gotten a ninety-nine (99) year lease for the land around the Craigflower School

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House.

- Saanich Parks will continue to mow the lawn and will clear about six feet of brush back from the around the school.
- There are two trees that need to be removed as one has lifted a portion of the rock wall and the other is impeding electrical wires. He will be sending a letter to the Provincial Government asking for permission.

### **5259 PAT BAY HIGHWAY – CEDAR SHINGLES**

The owner of 5259 Pat Bay Highway advised that he has about seventy-five (75) feet of used cedar gutters that can be re-milled into shingles if the Foundation is interested in using them on one of the houses that they manage.

Committee discussion noted:

- Cedar gutters have a tendency to eventually leak and rot and it is difficult to get a good profile without it being too thick.
- The President commented that he will check to see if Stranton Lodge has cedar gutters; Vintage Woodworks may be able to re-mill them but it may not be worth it depending on the cost.

### **ADJOURNMENT**

The meeting adjourned at 6:25 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