



**MINUTES**  
**OAK BAY HERITAGE COMMISSION**  
**TUESDAY, SEPTEMBER 13, 2016 AT 5:00 PM**  
**COUNCIL CHAMBERS, MUNICIPAL HALL, 2167 OAK BAY AVENUE**

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**MEMBERS PRESENT**

Cairine Green  
Joan Heagle  
Jan Mears  
Margaret Palmer

Susan Ross  
Monica Walter  
Pat Wilson  
Councillor Kevin Murdoch

**MEMBERS ABSENT**

Richard Collier  
Marion Cumming

Robert Taylor

**STAFF PRESENT**

Deborah Jensen, Manager of Planning  
Roy Thomassen, Director of Building / Planning

Krista Mitchell, Building / Planning Clerk

**OTHERS PRESENT**

Members of the Public: 8

**1. Call to Order**

The meeting was called to order at 5:08 pm.

**2. Approval of Agenda and Late Items**

The agenda was approved as presented.

**3. Adoption of Minutes**

It was moved and seconded that the Minutes from July 12, 2016 be adopted as presented.  
The motion was carried.  
None opposed.

**4. Correspondence**

None.

**5. Chair's Report**

C. Green noted a response to the Housing Retention report was drafted and will be discussed at this meeting, and she attended the September 10 Residential Infill Strategy Open House.  
The motion was carried.  
None opposed.

## 6. New Business

### a. Heritage Conservation Area – Preliminary Consideration

M. Prince, spokesperson, gave a brief presentation on the proposal to create a heritage conservation area. Some of the comments were:

- Heritage conservation area proposed for York Place, Prospect Place, San Carlos Avenue, Beach Drive and Oak Bay Avenue area, which would be the first heritage conservation area in Oak Bay.
- The proposed area has approximately 50 homes, 11 with heritage designation and another 11 in the Stuart Stark *More Than Just Bricks and Boards* book, and the proposal is supported by about 40 of those homeowners.
- The 2013 heritage plan endorses heritage conservation areas and supports retention of buildings, rock walls, streetscape, and so on.

### Commission Comments

D. Jensen noted that this proposal is in the early stages, would require approval from Council, and staff would provide support to the group to help work through the process.

Commission members indicated this initiative is in a location appropriate for a heritage conservation area, and would be supported by the Commission.

It was moved and seconded to recommend that Council support, in principle, the first heritage conservation area proposal in Oak Bay for the Prospect Place, York Place, Beach Drive cluster.

The motion was carried.  
None opposed.

Item 8(d) for 2018 Meadow Place was considered prior to other items listed on the agenda.

### 8(d) Community Register / Designation 2018 Meadow Place – Statement of Significance

A Commission member noted the property at 2018 Meadow Place represents the development of Oak Bay with the introduction of street cars, and the building is substantially in its original form with a rich social history.

It was moved and seconded to recommend that Council support the application to include 2018 Meadow Place on the Oak Bay Community Heritage Register.

The motion was carried.  
None opposed.

## 7. Old Business

### a. Housing Retention – Summary of Feedback

C. Green advised the draft response to the Housing Retention report is based on a meeting of the Education Subcommittee.

Commission members stated that the intent is not to create community hostility with respect to mandatory versus volunteer inclusion on the Heritage Register, and that the Heritage Commission should be actively expanding the Heritage Register with owners embracing 'pride of place' in being included on the Register.

Councillor K. Murdoch noted there is a cost attached to expanding the Register, but asked whether the current practice of voluntary heritage registration should continue, or whether active expansion should occur.

R. Thomassen advised the current Council policy is for voluntary inclusion on the Heritage Register, and once on the Register, legislation enables a 60 day protection order for any future works to the home.

A Commission member stated the current policy is out of alignment with provincial legislation, and a review of policies and procedures is needed.

Councillor K. Murdoch recommended a revised report be brought forward to Council after further consideration at the October meeting of the Heritage Commission.

The Chairperson noted the housing retention response will be modified to separate out the topic of expanding the Heritage Register.

b. Heritage Brochures

D. Jensen advised the print design of the brochure requires high quality digital photos.

Councillor K. Murdoch will provide photographs of properties on the Heritage Register.

**8. Reports of Subcommittees / Other**

a. Council Liaison ( K.Murdoch)

K. Murdoch noted that heritage should be considered as part of the Residential Infill Housing strategy process.

A Commission member advised the Heritage Commission, Advisory Planning Commission and Advisory Design Panel can all assist with the Residential Infill Strategy.

b. Education

A Commission member advised the upcoming speaker series includes:

- September 13, 2016 Kate Humble
- October 19, 2016 Jim Wolf, Heritage Planner from Burnaby
- November 16, 2016 Larry McCann, speaking to his new book on Uplands
- March 2017 Panel regarding Heritage Foundation and Commission
- Upcoming Green features of upgrading your home

Commission members asked that the website information be updated for contact information, and that meeting end times be discussed.

D. Jensen confirmed Commission members will be provided the current list of properties on the Heritage Register, and the website information is being updated.

c. Tourism

No report.

d. Planning and Development

D. Jensen noted that a public hearing will be held September 19, 2016 to consider heritage designation for the home of Pat Wilson.

## 9. Information Items

a. 949 Patullo Place – Photo inventory

Historical photographs of the original home have been donated to the municipality and will be provided to Archives.

b. UVIC Continuing Education

The University of Victoria has published its Fall 2016 Continuing Studies calendar, which includes heritage programs.

A Commission member noted that utilizing a Heritage Co-op student could be valuable for the Oak Bay Heritage program.

## 10. Next Meeting

The next regular meeting of the Heritage Commission is scheduled for Wednesday, October 12, 2016.

## 11. Adjournment

The meeting adjourned at 6:30 pm.