



MINUTES
OAK BAY HERITAGE COMMISSION
WEDNESDAY, OCTOBER 12, 2016 AT 5:00 PM
COUNCIL CHAMBERS, MUNICIPAL HALL, 2167 OAK BAY AVENUE

MEMBERS PRESENT

Richard Collier
Marion Cumming
Joan Heagle
Jan Mears

Margaret Palmer
Susan Ross
Pat Wilson
Councillor Kevin Murdoch

MEMBERS ABSENT

Cairine Green
Robert Taylor

Monica Walter

STAFF PRESENT

Deborah Jensen, Manager of Planning

Krista Mitchell, Building / Planning
Clerk

OTHERS PRESENT

Members of the Public: 2

1. Call to Order

The meeting was called to order at 5:10 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 September 13, 2016 be adopted as amended.

The motion was carried.
None opposed.

4. Correspondence

None

5. Chair's Report

The Chair reported that Oak Bay Archives has a twitter account with the goal of 100 followers.

The motion was carried.

None opposed.

6. New Business

- a. BP009419 – 1110 Beach Drive (Victoria Golf Course)
To construct an addition to the lower level of the clubhouse.

R. Halliday, architect, gave a brief presentation of the proposed renovation. Some of the comments were:

- The proposal is to expand the locker room on the lowest level by infilling under the concrete walkway.
- The infill materials will be stucco to match the rest of the building. The two stone columns remain and a stone base to match the existing stone wall.

A Commission member commented that this was a great improvement to what is there now.

It was moved and seconded that Council approve the BP009149.

The motion was carried.

None opposed.

- b. Membership Terms and Appointments

D. Jensen noted that the following members appointments were coming to term December 31, 2016, but they could reapply to remain on the Commission with the exception of P. Wilson, whose term will now be complete at the end of the year; R. Collier, C. Green, J. Heagle, S. Ross, R. Taylor.

Existing members will be contacted by corporate services.

K. Murdoch departed at 5:24 pm

- c. Commission Motions Format

D. Jensen commented that to improve efficiency it was suggested to have the motion prepared before the meeting and then it can be incorporated into the minutes.

- d. Commission Meeting Times

A Commission member commented that during discussions with the Heritage Foundation it was agreed to keep the current meeting times. The Foundation will continue to meet from 4-5 pm and then the Commission meeting will follow immediately after. The Foundation would schedule a separate meeting time to continue discussions if need be.

7. Old Business

- a. Response to Housing Retention Report

A Commission member commented on the response to the referral and the intent to send the report to Council. Some of the other comments were:

- Council is in favour of placing certain homes on the Heritage register without the owner's approval, however the Commission does not have the expertise to run that program.
- The Municipality would need to share services with the City of Victoria or hire consultants to share the process.
- The Commission likes the idea of registering historical properties in Oak Bay but they need expertise of heritage planners or other municipalities.

It was moved and seconded that the Heritage Commission response to Council's request for consideration of mandatory versus voluntary incorporation in the Oak Bay Community Heritage Register be referred back to Council.

The motion was carried.
None opposed.

A Commission member commented on the response to the housing retention report, in general, not specifically expanding the register. Some of the comments were:

- The Commission would like that report written by C. Green to go forward to Council attached to the one page staff report.

It was moved and seconded to recommend that the Heritage Commission Feedback Summary with respect to the report of the Housing Retention Working Group be forwarded to Council for their consideration.

The motion was carried.
None opposed.

It was moved and seconded to recommend that Council forward the report of the Housing Retention Working Group to the Advisory Planning Commission for their review and comment.

The motion was carried.
None opposed.

b. Tod House Update

Deferred to November 2016.

8. Reports of Subcommittees / Other

a. Council Liaison (K. Murdoch)

K. Murdoch gave an update on various projects. Some of the comments were:

- The San Carlos properties including the new garage and 1705 Monteith have been approved and will be signed off by Council.
- The GNS school (1701 Beach Dr.) upgrade went through a successful update in the Land Use Contract as well as a public hearing process Oct. 11, 2016.
- The Uplands sewer separation was approved by Council to go ahead.

- The Heritage Conservation Area is proceeding forward and it was positively received.
- November 4th is Council's priorities session to discuss where to direct resources until the end of the current term.

b. Education (M. Palmer)

- Oct 19th- Jim Wolf, heritage planner from Vancouver with a specialty in Samuel Maclure homes will be making a presentation at Windsor Pavillion. He will also be visiting the residents of the proposed HCA.
- November 16th-(Windsor Park) Larry McCann's book, "Imaging the Uplands", will be launched soon and he will be donating the proceeds from the first 10 books sold to the Oak Bay archives. The cost of the book is \$55.00.
- March 2017- A speaker will discuss the meaning of heritage tools and explain the terms of heritage designation, registration and heritage conservation areas. As well to explain what the Foundation and Commission roles are.
- A builder from City Green Solutions will talk about ways to improve the efficiency of your home under renovation and make it more cost effective. Also looking to have homeowners speak to the panel about their own renovations.

c. Tourism

M. Cumming met with Oak Bay Tourism.

d. Community Register / Designation (P. Wilson)

At C. Green's request, P. Wilson has agreed to be the liaison to the proposed Heritage Conservation Area. P. Wilson stated that it was a very exciting project for Heritage and was pleased to be working with them.

e. Planning and Development

D. Jensen gave a few updates on Heritage projects:

- M. Prince and neighbours attended the October 11th Council meeting to discuss putting in an HCA. This will be going forward to a future Committee of the Whole meeting with a staff report.
- Council directed the Heritage Commission and possibly the APC be involved in the development of the staff report, so D. Jensen will be in contact for input.
- Heritage website is going to be updated.

9. Information Items

D. Jensen thanked K. Murdoch for the beautiful photos of heritage properties in Oak Bay. The photos have now been sent off to the designer for the brochure.

A Commission member advised the membership that the Fairfield Gonzales association is hosting a series of community events including one on heritage.

10. Next Meeting

The next regular meeting of the Heritage Commission is scheduled for Tuesday, November 8, 2016.

11. Adjournment

The meeting adjourned at 5:55 pm.