



MINUTES
OAK BAY HERITAGE COMMISSION
TUESDAY, NOVEMBER 14, 2017 AT 5:00 PM
DOWNSTAIRS MEETING ROOM, MUNICIPAL HALL, 2167 OAK BAY AVENUE

MEMBERS PRESENT

Heather Cochran
Marion Cumming
Cairine Green
Jane Hall
Joan Heagle

Susan Ross
Cora Smith
Robert Taylor
Councillor Kevin Murdoch

MEMBERS ABSENT

Margaret Palmer
Bronwyn Taylor

Monica Walter

STAFF PRESENT

Deborah Jensen, Acting Director Building and Planning
Krista Mitchell, Building / Planning Clerk

OTHERS PRESENT

Members of the Public: 0

1. Call to Order

The meeting was called to order at 5:03 pm.

2. Approval of Agenda and Late Items

The agenda was approved as amended.

3. Adoption of Minutes

It was moved and seconded that the minutes from October 10, 2017 be adopted as amended.
The motion was carried.
None opposed.

4. Correspondence

The Chairperson gave a brief summary of correspondence that was received.

- Commission volunteers needed to review the Heritage Plan, to be discussed in January.
- BC Heritage survey results will be sent out by email.
- A Commission member asked for an update on the Tod house asset management plan.
- Oak Bay Archives is looking for ideas for 2018 Heritage Week, with the theme of Heritage Stands the Test of Time.
- Oak Bay Community Association has cancelled their planned awards.
- No applications have been received for 785 Island Road.

5. Information Item

a) Heritage Conservation Area Working Group Update

H. Cochran reported that the working group has met three times to put together a work plan, and are working on a request for qualifications for a consultant.

6. Report of Subcommittees/Other

a) Council Liaison

None.

b) Education (S. Ross)

- A fall lecture was held on October 18 with speaker Stuart Stark, who discussed the exhibition building, and was well attended by over 100 people.
- A fall lecture is being held November 15 with speaker Kate Humble, who will talk about *Coming Home: Architects, Design, and the First World War*.
- A spring lecture is being held March 7 with speaker Kevin Murdoch.
- The Community Association of Oak Bay hosted a table at the Royal Victoria Yacht Club on November 6 to present materials on Uplands and the proposal for recognition as a national historic site.
- A book launch will be held at 2:00 pm on December 15 at the Monterey Library for a book launch for author Stuart Stark for *The BC Agricultural Association Exhibition Building at the Willows*.
- A Commission member will follow up with a Heritage Foundation member to explore putting on an educational workshop with developers and realtors.

c) Tourism

M. Cumming advised that a final version of the Oak Bay Historical Walking Tour map is close to being completed, which will be cost shared with Oak Bay Tourism and the Heritage Foundation, and advised Michael de Palma will be presented a gift for supplying the materials and labour to build the Trafalgar Park cairn.

d) Community Register/Designation

J. Heagle reported that the subcommittee sent approximately 60 letters to homeowners that are currently on the Community Heritage Register encouraging them to consider designation of their homes, and that the subcommittee will also be sending out approximately 200 letters to homeowners that are listed in Stuart Stark's book *More Than Just Bricks and Boards*. J. Heagle also commented that staff are working on the statement of significance for 1526 Beach Drive, that the Yacht Club is interested in designating their building, and requested information on the demolition of 1984 Crescent Road.

The Chairperson advised that any outgoing correspondence should be sent through staff on Oak Bay letterhead.

D. Jensen confirmed that 1984 Crescent Road was not on the Community Heritage Register or heritage designated, and was demolished without a demolition permit. She noted the engineer advised the house foundation was unsound, and Council has approved new construction, essentially the same house plan, on the site.

Commission members commented they would like an education session with Lui Carvello, as well as a checklist for designating internal features of a home, and inquired about fencing at Patio Court.

D. Jensen confirmed the Lost Souls letter was mailed last week, noting that correspondence should be sent to staff, and advised that the heritage revitalization agreement for Patio Court does not prohibit fencing. She also commented that both staff and Commission members will jointly write statements of significance.

e) Planning and Development

D. Jensen advised that an architect has had preliminary discussions with staff regarding a heritage revitalization agreement for 785 Island Road, which is why a notation is made on the real estate listing, and that the heritage revitalization agreement application for 960 Foul Bay Road has been revised from 5 lots to 4 lots to allow for more green space.

7. New Business

a. Heritage Commission – Annual Workplan (cont'd)

The Chairperson advised that the annual workplan session will be continued in January 2018.

8. Next Meeting

The next regular meeting of the Heritage Commission is scheduled for Tuesday, December 12, 2017 in the Council Chambers of Municipal Hall.

9. Adjournment

The meeting adjourned at 6:21 pm.