



MINUTES
OAK BAY HERITAGE COMMISSION
TUESDAY, SEPTEMBER 11, 2018 AT 5:00 PM
COUNCIL CHAMBERS, MUNICIPAL HALL, 2167 OAK BAY AVENUE

MEMBERS PRESENT

Marion Cumming
Cairine Green
Jane Hall
Susan Ross

Bronwyn Taylor
Robert Taylor
Pat Wilson
Councillor Kevin Murdoch

MEMBERS ABSENT

Heather Cochran
Joan Heagle
Cora Smith

STAFF PRESENT

Bruce Anderson, Director of Building & Planning
Graeme Buffett, Planning Technician
Moira Harrison, Building, Engineering & Licencing Clerk

OTHERS PRESENT

Members of the Public: 3

1. Call to Order

B. Taylor asked B. Anderson, Director of Building and Planning to introduce himself to the meeting attendees.

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

2. Adoption of Minutes

C. Green noted there was an omission under Communication, Item 7 (g). The Commission is working to develop a better communication process between the Heritage Commission and the Building and Planning Department.

Item 8 should be amended to September 11, 2018.

It was moved and seconded that the minutes from June 12, 2018 be adopted with the amendments as above.

The motion was carried.
None opposed.

3. Approval of Agenda and Late Items

P. Wilson asked for the addition of demolition and repairs and the need for heritage alteration permits to the agenda.

The agenda was approved as amended.

4. Correspondence

B. Taylor advised that an invitation had been received from the Royal Oak Historical Society in respect of a reconciliation meeting on September 29, 2018.

5. Information Items

None.

K. Murdoch joined the meeting at 5:10 p.m.

6. New Business

a) BP011404 – 2086 Byron Street

To consider window modifications to the heritage home.

G. Buffett gave a brief description of the proposal to modify windows. Some of the comments included:

- Owners have had issues with opening and closing of windows. Some glass needs replacing. Existing windows are significantly weathered.
- Proposing to replace windows with new custom made vinyl windows. The homeowner has researched replacement windows to ensure they are in keeping with the current appearance of the house and matches the design of the previous windows.
- A protection order, due to the building permit application, will be considered by Council.
- Work has begun and many of the new windows are in place.

P. Wilson commented that the house is of significant heritage value as it is listed on the *Canadian Registry of Historic Sites*.

C. Green thanked the homeowner for her efforts in respect of this home and recommended she look into designation of the property. Designation would further protect the home.

It was moved and seconded to recommend that Council approve BP011404.

The motion was carried.

None opposed.

7. Reports of the Subcommittees / Other

a) Council Liaison

K. Murdoch advised Council has not met over the summer so there is nothing to report.

b) Heritage Conservation Area Working Group Update

K. Murdoch advised the Working Group has had productive subcommittee meetings. He added that B. Anderson's planning perspective has been very helpful in respect of the HCA, and advised that one more public input session will be held and a report prepared with firm recommendations for submission to the new Council.

c) Community Register / Designation

Some of the other comments for work in progress are:

- Statement of Significance prepared for 941 Island Road with the hope that the house and land will be designated.
- Statement of Significance being prepared for the home at 524 Victoria Avenue, a mix of storybook and mid-century building.
- 1441 St. Patrick in Stark's book. Building and Planning department to look at possible additional processes to allow for more square footage.
- 1476 Beach Drive apartment railings is being reviewed by the Building and Planning Department for various alternative compliance pieces.
- 1590 Beach Drive is designated but does not have a Statement of Significance. The property is comprised of two lots. The owners are considering a revised lot layout.

B. Anderson asked if staff are notified of properties where the Commission is working on Statements of Significance, as communication is essential.

d) Education

S. Ross noted the following events will be taking place:

- September 19, 2018 is Peter Grant speaking on *50s to the 50s*, with a heritage walk on Sunday, September 23rd. This will be the 50th presentation in this series, which will be emphasized in its promotion. There will be a celebratory anniversary cake at the event.
- October 17, 2018 is Yvonne Van Ruskenveld speaking on *Women on the Home Front in WW1*. Poster has been produced.
- November 21, 2018 is Alastair Kerr speaking on *So Why is Heritage Important?*

e) Tourism

M. Cumming questioned if there are enough Historical Walking Tours brochures available for distribution through various groups including Oak Bay Tourism.

f) Late Items

B. Taylor noted that the number of demolitions taking place in Oak Bay is a matter of concern. As statistics have been produced showing the number of demolitions over the past few years, what can be done to encourage people to do other things such as heritage revitalization agreements rather than demolition?

It was moved and seconded that the Commission receive a presentation on heritage revitalization agreements for an upcoming meeting.

The motion was carried.
None opposed.

B. Anderson commented that it is beneficial for the Commission to learn more about these agreements.

Commission members asked if there is a way for the Building Department to issue a permit for minor repairs rather than requiring a heritage alteration permit, noting there is the issue of delegated authority.

B. Anderson advised some consideration of delegation to staff has been brought before Council, but at this time no bylaws have been prepared and presented back to Council.

8. Next Meeting

The next regular meeting of the Heritage Commission is scheduled for Tuesday, October 9, 2018 in the Downstairs Meeting Room of Municipal Hall.

9. Adjournment

The meeting was adjourned at 6:15 pm.