



**MINUTES**  
**OAK BAY HERITAGE COMMISSION**  
**TUESDAY, FEBRUARY 11, 2020 AT 5:00 PM**  
**COUNCIL CHAMBERS MUNICIPAL HALL, 2167 OAK BAY AVENUE**

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**MEMBERS PRESENT**

Janice Appleby  
Jane Hall  
Bronwyn Taylor

Cora Smith  
Pat Wilson  
Councillor Esther Paterson

**MEMBERS ABSENT**

**STAFF PRESENT**

Deborah Jensen, Manager of Planning  
Krista Mitchell, Building / Planning Clerk

**1. Call to Order**

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

**2. Adoption of Minutes**

It was moved and seconded that the minutes from January 17, 2020 be adopted as amended.  
The motion was carried.  
None opposed.

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

The agenda was approved as amended for an update on volunteer training under Item 5(a).  
The motion was carried.  
None opposed.

**4. Old Business**

- a) Heritage Value Considerations  
For properties at 1545 York Place and 1670 Prospect Place within the proposed Prospect Heritage Conservation Area

D. Jensen advised this item is follow up from the January Heritage Commission meeting for discussion of the Prospect Heritage Conservation Area and the addition of 1545 York Place and 1670 Prospect Place. She noted Commission members were researching heritage value for these properties, which is presented in the documentation attached to the agenda.

***Commission Comments***

It was moved and seconded that the heritage value consideration of 1670 Prospect Place and 1545 York Place as presented in the *Documentation to support the proposed Schedule of Properties in The Prospect Heritage Conservation Area* updated January 2020 be accepted.

The motion was withdrawn.

Commission members noted that the owners of 1545 York Place and 1670 Prospect Place requested they be added to the HCA Schedule of Properties. They also noted the heritage value of 1545 York Place as a classic example of a mid-century building that sits well on the lot; and of 1670 Prospect Place as a contextual house with an original old building in the rear yard, likely an original summer cottage.

Councillor E. Paterson clarified that 1670 Prospect Place and 1545 York Place are already included in the Schedule, with the Commission recommending approval of the HCA at their last meeting, and the content of the *Documentation to support proposed Schedule of Properties in the The Prospect Heritage Conservation Area* details the rationale as to why the two properties are to be included.

D. Jensen noted that the documentation provided will serve as background for the properties as statements of significance are prepared and added to the Heritage Register should Council adopt the Prospect Heritage Conservation Area.

It was moved and seconded that the Heritage Commission support the heritage value of the properties at 1545 York Place and 1670 Prospect Place as presented in the *Documentation to support proposed Schedule Properties in The Prospect Heritage Conservation Area*.

The motion was carried.

None opposed.

## 5. New Business

### a) Volunteer Training

Commission members noted the need for training and guidelines to assist in making decisions on applications and laying the groundwork for the next group of members.

Councillor E. Paterson advised that the committee and commission review is still underway, and that Council recognizes the knowledge base from their volunteers.

## 6. Information Items

### a) Council Liaison

E. Paterson advised that archivist C. Duncan is departing from the District, that Heritage Week is running from February 17 to February 23, and that the BC Heritage conference will be held May 7 to May 9, 2020.

### b) Community Register / Designation

D. Jensen advised there is not yet a schedule for writing statements of significance for HCA properties, which still requires Council adoption before any work is undertaken.

### c) Education

J. Hall advised that Terrence Williams will be introducing a film on Coast-Modern architecture on February 19, 2020, and that the walking trails map has been distributed.

### d) Tourism

No report.

### e) Planning

D. Jensen noted that the District is hosting respectful workplace training for advisory body members on March 26, 2020, and Panel members can email to confirm attendance at one of the two sessions. She also reiterated that the Public Hearing for the Prospect HCA is being held on February 24, 2020.

### f) APC Commission Attendance

J. Hall will attend the upcoming APC meeting on March 3, 2020.

**7. Next Meeting**

Chair B. Taylor advised that a celebration of life will be held for former member Joan Heagle at 2:00 pm on February 14<sup>th</sup> at First Memorial. She also noted the Municipal Dinner is scheduled for March 6<sup>th</sup>.

The next regular meeting of the Heritage Commission is scheduled for Tuesday, March 10, 2020 in the Council Chambers of Municipal Hall.

**8. Adjournment**

The meeting was adjourned at 6:05 pm.

Certified as fair and accurate:

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Chair

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Recorder