



MINUTES
OAK BAY HERITAGE COMMISSION
TUESDAY, DECEMBER 10, 2019 AT 5:00 PM
COUNCIL CHAMBERS MUNICIPAL HALL, 2167 OAK BAY AVENUE

MEMBERS PRESENT

Marion Cumming
Jane Hall
Joan Heagle
Susan Ross

Cora Smith
Robert Taylor
Pat Wilson
Councillor Esther Paterson

MEMBERS ABSENT

Bronwyn Taylor

STAFF PRESENT

Deborah Jensen, Manager of Planning
Christine Currie, Building / Planning Clerk

1. Call to Order

The meeting was called to order at 5:05 pm.

2. Adoption of Minutes

It was moved and seconded that the minutes from October 8, 2019 be adopted.

The motion was carried.

None opposed.

3. Approval of Agenda and Late Items

The agenda was approved as amended for an update on matters under Item 6(e).

The motion was carried.

None opposed.

4. Old Business

a) Prospect Heritage Conservation Area

D. Jensen provided an overview of the heritage conservation area process for the Prospect neighbourhood, noting that materials being finalized for Council consideration include the guidelines, statement of significance, and an OCP amendment bylaw. She also described the overall legislative process for implementing a heritage conservation area, and noted that staff are seeking feedback from the Commission on the proposed guidelines and OCP amendment documentation that is before them.

G. Macdonald, consultant, Heritageworks, provided some background and context of a heritage conservation area and the process to date. Comments included:

- Objective is to strike a balance between being overly prescriptive and facilitating design creativity and innovation within the conservation area.
- Working Group was mindful of creating a reproducible benchmark for future heritage conservation areas in Oak Bay.
- Guidelines use a recommended / not recommended format to mirror the Standards and Guidelines for the Conservation of Historic Places in Canada.
- The Statement of Significance for the neighbourhood has been edited with input from the BC Heritage Branch.
- Heritage alteration permits will apply to most works within the conservation area, with different guidelines applying to different works.

- A heritage conservation area does not come with specific protections, but acts as a vehicle to apply specific protections; the scheduled properties were added based on identified heritage value, which were vetted through the Working Group, and includes properties that were already heritage designated or on the Heritage Register.

Commission Comments

D. Jensen provided an overview of the draft OCP amendment bylaw content, as provided to the Commission, noting staff is looking for a formal recommendation on the Heritage Conservation Area package from the Commission but this could be considered at the January meeting. Commission members provided overall comments on all heritage conservation area documentation, noting that the Prospect Statement of Significance should include Indigenous history and cultural significance, and that there is a lack of clarity respecting the process flowchart provided in the Executive Summary.

G. Macdonald, consultant, advised the Statement of Significance will include the Indigenous importance, acknowledging pre-history and land use, with context provided for important archaeological sites and Indigenous land use in the surrounding area.

D. Jensen reconfirmed that the Indigenous context will be addressed through both the Statement of Significance and through the OCP amendment bylaw. She also noted the flowchart has not been incorporated into the OCP amendment bylaw, and the process for how different types of applications will be reviewed has not yet been determined.

Councillor Paterson confirmed the guidelines are a standalone document, that the OCP amendment bylaw is required to go through a public hearing process, and also provided background information used by the Archaeological Branch.

Commission members provided additional comments on the heritage conservation area documentation, noting the following:

- Add stronger, specific acknowledgement of Indigenous heritage to the Statement of Significance; add land acknowledgement at the beginning of the document; add both Indigenous names and translations into the glossary.
- Review the demolition section.
- Provide heritage applications with appropriate level of review by those with expertise in heritage and architecture, appoint panel to review applications.
- Consider labelling both the art nouveau gates and the Annandale carriage house as "2019 removed by property owner" in the Statement of Significance, remove reference to the art nouveau gates in the draft OCP bylaw, and remove the carriage house from the pictures and from the Schedule.
- Questioned whether the additional properties will be included on the Schedule.
- Maintain consistency of naming conventions for both documents, for example, The Prospect Heritage Conservation Area and Schedule of Protected Properties.
- Add a fourth objective to ensure the addition of new buildings are respectful of and contextual to the heritage character of the area.
- Reword the first paragraph and following four points within the Application section using positive wording.
- Add ongoing, normal maintenance to Exemptions.

Commission members inquired whether applicants could be required to provide an archaeological review as part of their application.

G. Macdonald, consultant advised it is better to make reference to the Archaeological Branch documentation and standards rather than include in this documentation.

Mayor K. Murdoch joined the meeting.

5. New Business

None.

6. Information Items

a) Council Liaison

No report.

b) Community Register / Designation

No report.

c) Education

No report.

d) Tourism

No report.

e) Planning

D. Jensen provided an update on the following:

- The 1416 St David Street Heritage Revitalization Agreement was adopted by Council.
- The temporary protection order for 1558 Beach Drive is in effect until mid December.
- A one year heritage control period bylaw for the Prospect neighbourhood has been adopted by Council.
- The coach house at Glenlyon Norfolk School has been dismantled and will be reconstructed in its new location.

f) APC Commission Attendance

No report.

7. Next Meeting

The next regular meeting of the Heritage Commission is scheduled for Tuesday, January 14, 2020 in the Council Chambers of Municipal Hall.

The Chair acknowledged that Joan Heagle and several other members were not returning to the Commission and that this was the last meeting for Commission member Marion Cumming, who has been a long term supporter of heritage in Oak Bay.

Mayor K. Murdoch thanked Ms Cumming for her service as a Heritage Commission member.

Ms Cumming gifted several of her watercolour pictures to the District of Oak Bay.

8. Adjournment

The meeting was adjourned at 6:14 pm.