



## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

### MINUTES HERITAGE ADVISORY COMMITTEE

Wednesday, October 20, 2010

7:00 p.m.

Council Chambers, Municipal Hall

**PRESENT:** Liz Dill – Chair  
Colin MacLock – Vice Chair  
Councillor Lynda Hundleby  
David Sudbury  
Sherri Robinson

**STAFF:** Barbara Snyder – Director of Development Services (Staff Liaison)  
Kim Maddin – Recording Secretary

**GUEST:** John Aldag, Parks Canada – departed at 7:35 pm

**REGRETS:** Councillor Randall Garrison

#### 1. CALL TO ORDER

Chair Dill called the meeting to order at 7:00 p.m.

#### 2. LATE ITEMS

The following late items were introduced:

1. Added to Agenda item **9. WORK PLAN ITEMS** (1) Heritage Register (a) Plaques, Monuments and War Memorials (i) Create a Statement of Significance for plaques and war memorials
2. Added to Agenda item **7. OLD BUSINESS** (4) Request for a letter of support from Council for the Heritage Legacy Fund

#### 3. APPROVAL OF THE AGENDA

Moved by Councillor Hundleby, seconded by Vice Chair MacLock that the agenda of the Heritage Advisory Committee meeting of October 20, 2010 be approved with the inclusion of the late agenda items.

The motion **CARRIED**.

#### 4. MINUTES

Moved by Councillor Hundleby, seconded by Jim MacMillan-Murphy that the minutes of the Heritage Advisory Committee meeting of September 16, 2010 be approved with the following amendment:

1. On page 6, under item **10. COMMUNICATIONS** (1) Email from Heritage BC dated July 21, 2010, re: Update July 2010, the sentence "Members suggested creating a cairn for High Rock Park and working on its designation as a park" be modified to read: "Members suggested working on the designation of the currently undesignated portion of what is commonly known as High Rock Park."

The motion **CARRIED**.

## **BUSINESS ARISING AFTER MINUTES**

It was noted that more information was needed around the status of the trees in Memorial Park than was noted under 8. WORK PLAN ITEMS (1) Heritage Register (a) Plaques, Monuments and War Memorials. The item was deferred for discussion under 9. WORK PLAN ITEMS (1) Heritage Register (a) Plaques, Monuments, and War Memorials.

### **5. REPORT FROM THE CHAIR**

Chair Dill noted that it has been a busy month with lots going on. She reported that committee members spent the earlier part of the afternoon taking their guest, John Aldag, on a the tour of Esquimalt. She thanked Mr. Aldag for their discussions and his contributions, and noted he would be leaving the meeting early to meet his travel arrangements.

### **6. SPECIAL GUEST**

(1) John Aldag, Parks Canada

John Aldag thanked the Committee for the opportunity to represent Parks Canada. Mr. Aldag noted he heard the concerns of the Committee and what is important to the community. He commended the Committee's interest, awareness and passion for the history of the community.

He noted that the Committee discussed a number of items during his visit and that he would provide a brief recap for the minutes, including what his roles and responsibilities are with Parks Canada:

- Mr. Aldag is the National Historic Sites Manager for Parks Canada, responsible for the Interior, Lower Mainland and all of Vancouver Island. He is responsible for four national historic sites: Fort Rodd Hill, Fisgard Lighthouse, Fort Langley and the Gulf of Georgia Cannery.
- He noted that Parks Canada only operates 10 national historic sites - the rest are privately owned
- His portfolio includes: heritage practices, cost-share improvements, and the stewardship of the National Sites program. He works with communities for new nominations of persons, places and events of significance.
- Parks Canada has no responsibility for buildings owned by the DND. Any matters involving DND-owned land would be best addressed by developing a relationship with them.
- His department plays a role in sharing best practices, for example they keep standards and guidelines for the maintenance of historic buildings

For discussion at this meeting Mr. Aldag suggested exploring together the designation of historic sites and districts. He provided the following information:

- The support of the property owner is necessary for property designation
- Parks Canada has a program for persons of national significance. An example of a designated person is Lt. Col. Joan Kennedy, the founder of the Canadian Women's Army Corps. The Committee suggested Col. James Peters as a possible candidate. Mr. Aldag will do some research on Col. Peters and encouraged the Committee to submit further names for candidates.
- Mr. Aldag also invited the Committee to put forward suggestions for 'Events of National Significance'
- Mr. Aldag will look into the writing of Statements of Significance on jurisdictions where the property is privately owned. He mentioned he is also intrigued with the SOS as put forward by the Heritage Branch.
- Mr. Aldag will talk to his staff about the possibility of collaborating to create interpretive signs for Macaulay Point. He mentioned he had conversations with Jennifer Iredale around community conservation efforts which could tie in with Macaulay Point. Some

fortifications are owned by the Province, who was pursuing funding through the national cost-share program; he will find out which fortifications had been part of that program.

Discussion ensued from the Committee:

- It was suggested that Esquimalt be linked with Royal Roads and Fort Rodd Hill to create a military story packaged as a tourist product and have it represented in Esquimalt and elsewhere. This could help bring more exposure to the Naval Museum.
- A committee member suggested that if the Archives does not already have a copy of the 'best practice books' that include the Standards and Guidelines, it should obtain one
- Regarding designated sites, a committee member asked if it was possible to tie in related areas that were not part the original designation; it was clarified that this can be done.
- It was noted that the plaque for Lt. Col. Joan Kennedy may contain an error as it indicates there was a Canadian Women's Army Corps at the 'Esquimalt base', when no base existed at Work Point at the time. It should refer to the fortress headquarters for the Army: Pacific Command and Military District no.11, B.C. ('base' being a naval term).
- It was also noted that her plaque had been moved; Mr. Aldag will look into where the original recommended location was for Lt. Col. Kennedy's monument. Mr. Aldag confirmed that the wording on plaques can be changed and that you can have those discussions with the custodians of plaques.

The Committee presented the *Esquimalt Remembers* booklet to Mr. Aldag as a parting gift. He welcomed committee members to contact him.

Mr. Aldag will report back to Chair Dill regarding the information requested by the Committee. He departed at 7:35 pm.

Chair Dill noted that the visit was encouraging and productive.

## 7. OLD BUSINESS

- (1) Heritage Property Merit Certificate Awards
  - (a) Report on October 18, 2010 Award Ceremony

Chair Dill reported that four of the five recipients attended the presentation (the fifth planned to accept their award at a different Council meeting). She noted that the recipients appeared moved by the gesture, e.g. one couple had obvious pride as they noted they had been working on their house for 20 years, while another couple brought their children to the presentation.

It was noted that one recipient provided some background information on their home at the presentation. This was a nice touch and it was suggested that a dialogue or story about the homes could be presented during Heritage Week.

The remaining framed certificate was circulated to the Committee for viewing. The Committee thanked David Sudbury for creating the beautiful certificates as well as Barb Snyder, Staff Liaison, for purchasing the frames.

In response to a query about the timeline for next year's nominations, Chair Dill noted that the next edition of the *Esquimalt Current* would be requesting nominations for the 2011 Certificates of Recognition, however no specific date was established. The edition will also include a write-up about this year's recipients. It was noted that nominations must be received by March in order to be ready for the Hallmark Society Awards presentation. Chair Dill suggested deferring the discussion on the 2011 certificates to the next meeting.

- (2) Report on distribution of *Esquimalt Remembers* – Chair Dill

Chair Dill reported that copies have been distributed to: the Victoria Library (4 copies), Esquimalt Mayor and Councilors, Esquimalt Library, Esquimalt Archives, and the Naval Museum.

It was noted that a member of Council will take a copy to the Base Commander at their next scheduled meeting.

Chair Dill circulated a draft introduction letter to use when distributing the booklets. This letter was tailored for presenting to local schools.

Jim MacMillan-Murphy will present a copy to his contact at the BC Archives and make inquiries into the Victoria Archives and the BC Heritage Office. It was suggested he contact Pam Copley for a list of local archives in Greater Victoria.

Other suggestions were to present a copy to the Legion, the Esquimalt-Royal Roads MLA Maurine Karagianis and Esquimalt-Juan de Fuca MP Keith Martin.

(3) Draft Statement of Significance for 429 Lampson Street

The Committee wished to follow-up with Councillor Garrison to determine if he had input for the draft. The item was tabled to the next meeting.

Barb Snyder, Staff Liaison, noted she had taken most of the information from the English Inn's website. She noted that although some of the information is contrary to other information she had collected in the past, she included it to get the process moving forward.

(4) Request a Letter of Support from Council for Heritage Legacy Fund (**Late Item**)

Councillor Hundley reported that Council has supported the writing of the letter. She recommended the Committee write the letter and forward it to Diane Knight, Executive Secretary.

## 8. NEW BUSINESS

A committee member referred to a letter written by Bishop James Cowan announcing the last worship of the St. Paul's congregation and the subsequent disestablishment of the church. A closure is scheduled for renovations needed to accommodate the members of closed churches that will form a new congregation at St. Paul's. The major concerns were the strong possibility that the St. Paul's name not be retained, and what would happen to the artifacts in the church.

Summary of discussion around the name change:

- St. Paul's Church is of major significance to the community and its history; it is highlighted in the community's tourism brochures and is included in the walking tours
- As the other Anglican churches had to give up their names, it appears very unlikely that the church can keep the St. Paul's name
- Does it set a precedent that a designated building be allowed to change its name?

Summary of discussion around important church artifacts:

- It was noted that the church houses an important monument as well as the King's colours, which were given to the Navy (it was noted that this is the only flag that has been presented by a reigning sovereign).
- It was noted that the congregation has control over interior changes and its furnishings. Therefore, once an item has been brought to the church it is considered property of the church community. However, the outside of the building is protected by its designation
- It was suggested the Navy could request the flag be returned if the church does not recognize and honour the protocol of laying up colours and intentions of the gift
- The Naval Memorial Window was recently installed with the intention of it belonging to St. Paul's

It was noted there is no heritage representative for the Anglican Church that can be appealed to.

A committee member requested that if the Committee receives a request for a letter of support to

keep the St. Paul's name, that the Committee do so. Chair Dill suggested the Committee be proactive and write a letter without waiting for a request.

A committee member suggested the Committee write to the Esquimalt Council and appropriate persons in the heritage field to keep them apprised of the situation.

Moved by Sherri Robinson, seconded by Councillor Hundleby that a letter be sent to the Bishop James Cowan in support of the retention of the name of St. Paul's for this church and for the preservation of the artifacts of the church in situ because of the significance to the Esquimalt community and to Canada.

The motion **CARRIED**.

Chair Dill will write the draft letter.

## 9. **WORK PLAN ITEMS**

- (1) Heritage Register
  - (a) Plaques, Monuments and War Memorials

It was noted that more information was needed around the status of the trees in Memorial Park. It was clarified that the front of Memorial Park is designated, along with the centograph, guns and trees within that portion. The back of the park is not designated: the trees in this section have plaques that state who planted them, but they are not part of the Heritage Tree Register. It was suggested these trees be added to the Tree Register if they meet the criteria. The first step in this process would be to add them to the Committee's prioritized list. It was suggested that Andy Katschor, Parks Manager, be contacted for necessary information (i.e. species, size, planted for a specific purpose) to help identify which trees should be added to the list.

Moved by David Sudbury, seconded by Jim MacMillan-Murphy that the trees with plaques at the end of the park be considered for inclusion on the Heritage Tree Register. Barb Snyder, Staff Liaison, will approach the Parks Department for the required information.

The motion **CARRIED**.

- i. Create a Statement of Significance (SOS) for Plaques and War Memorials  
**(Late Item)**

Barb Snyder, Staff Liaison, reported she received a few responses from her cross-Canada survey of colleagues. The City of Victoria reported that they do not include plaques and monuments on their register. Nanaimo does include them and they provided a copy of their list, which she circulated to the Committee. The City of Vancouver does include monuments and plaques; they didn't provide a list but gave some examples.

Chair Dill had a conversation with Pam Copley about SOS templates. Ms. Copley suggested that the focus for SOS's for memorials and monuments be the significance of the person or place being represented, instead of the historic plaque. She also provided a site of examples of SOS's for monuments (it was noted there are not many). Chair Dill will forward this information to Jim MacMillan-Murphy to assist with creating the SOS's.

Ms. Snyder used the example of the remains of an original survey marker for the Hudson Bay Farm, found at the corner of Drake and Old Esquimalt Road; it has significance in the founding of the community and could be recognized for that.

- (b) List of Properties, Places and Items (For Completing Statement of Significance For)

There were no additions.

(c) Progress of Statements of Significance and Timelines

Vice Chair MacLock reported that the SOS for the Guard House is coming along, and that he acquired the original plan for the house.

A committee member wanted to clarify that a plan of a residence would not be included in a final SOS (but in this instance it would be okay to include because the Guard House is not a residence).

The draft SOS for 429 Lampson Street, the English Inn, was tabled to the next meeting in order to ensure all members had provided feedback.

David Sudbury has three draft SOS's, each a page long. He reported that responses from the intended recipients have been varied. He is working on checking all the facts and expanding the amount of information.

Chair Dill circulated interior house pictures forwarded by the one Certificate of Recognition recipient who was not able to attend the October 18 Council presentation.

(2) Updating Heritage Policy

Vice Chair MacLock has not yet connected with Nick Russell. The item was tabled to the November meeting.

(3) Heritage Foundation Development

It was noted the constitution template is ready for discussion, albeit it is very basic. Chair Dill forwarded it to Councillor Don Linge for review and discussion when he attends the November HAC meeting.

It was noted that Councillor Linge clarified the need for a motion to establish a Heritage Fund. Councillor Hundleby added that the Committee needs to put together information for Council, even if it is in draft form, regarding the particulars and how would it be funded (noting that the Province does not have money for operational funding).

The Committee should also determine if it is eligible and research any potential legal liabilities.

Chair Dill noted that as a foundation you can apply for grants. It was noted that the City of Victoria Council designates money to their Heritage Foundation and that they do not fundraise.

The Committee will put the questions around legal implications and fundraising to Councillor Linge at the November meeting.

(4) 2012 Centennial Celebration

(a) Collaborate on a project with the Naval Museum

It was noted that the project is not necessarily limited to the 2012 Celebrations.

Chair Dill was provided some potential meeting dates from Clare Sharpe however those dates did not work for those interested; Chair Dill will check back with her for other dates.

The Committee felt that the visit from the Parks Canada representative could bring recognition around the potential of Macaulay Point. Chair Dill will connect with the Director of Parks and Recreation to inform him of the Macaulay Point discussion, to see whether they would like to participate in further discussions.

Some committee members would like to explore military options at Macaulay Point. A committee member noted a boat tour has potential to stop at Macaulay Point to bring the tour into Esquimalt.

- (5) Maintaining Public Awareness
  - (a) *Esquimalt Current*

Discussed under 7. OLD BUSINESS (1) Heritage Property Merit Certificate Awards (a) Report on October 18, 2010 Award Ceremony.

- (b) Other

Chair Dill's name has been given to the new magazine featuring Greater Victoria communities.

- (6) Heritage Week, February 21-27, Parks and Protected Areas Theme
  - (a) Ideas for Participating
    - i. High Rock – Park designation and/or cairn

Tabled to next meeting.

- (7) Possible Sources of Funding/Grant Opportunities
  - (a) Heritage Trust Fund – update on potential contribution from the Municipal Archives

Discussed under 9. WORK PLAN ITEMS (3) Heritage Foundation Development.

#### **10. REPORT FROM STAFF LIASION**

There was no report.

#### **11. COMMUNICATIONS**

There were none.

#### **12. COMMITTEE MEMBER ANNOUNCEMENTS / REPORTS**

It was reported that 23 people attended the meeting of the Regional Archivists Association held at the Esquimalt Archives. The attendees remarked that they were impressed the Mayor came to greet them. The Esquimalt walking tours and Centennial Memorial Walkway brick paver information was distributed to them.

Chair Dill noted that the West Bay Marina has plans to buy a Centennial brick paver in memory of one of their neighbours who recently passed away.

#### **13. NEXT MEETING**

The next meeting of the Heritage Advisory Committee will take place on November 17, 2010.

#### **14. ADJOURNMENT**

The meeting adjourned at 9:02 p.m.

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Liz Dill, Chair

This 17<sup>th</sup> day of November, 2010