



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

MINUTES HERITAGE ADVISORY COMMITTEE

Wednesday, February 16, 2011

7:00 p.m.

Council Chambers, Municipal Hall

- PRESENT:** Liz Dill – Chair
Vice Chair David Sudbury
Councillor Bruce McIlldoon
Councillor Lynda Hundleby
Colin MacLock
Sherri Robinson
Kara Ronse
M. Duncan
- STAFF:** Kim Maddin – Recording Secretary
- GUEST:** Rick Goodacre – Heritage BC (departed at 7:45 pm)
- REGRETS:** Barb Snyder – Director of Development Services, Staff Liaison
Jim MacMillan-Murphy

1. CALL TO ORDER

Chair Dill called the meeting to order at 7:01 p.m.

2. LATE ITEMS

The following late items were introduced:

1. Added to agenda Item **9. WORK PLAN ITEMS**, 1. Heritage Register (b) List of Properties, Places and Items (For Completing Statement of Significance For)
 - i. 321 Plaskett Place
2. Added to agenda Item **9. WORK PLAN ITEMS**, 7. Memorial Park

3. APPROVAL OF THE AGENDA

Moved by Colin MacLock, seconded by Councillor Hundleby that the agenda of the Heritage Advisory Committee meeting of February 16, 2011 be approved as amended.
The motion **CARRIED**.

4. MINUTES

Moved by Vice Chair Sudbury, seconded by M. Duncan that the minutes of the Heritage Advisory Committee meeting of January 19, 2011 be approved as presented.
The motion **CARRIED**.

5. REPORT FROM THE CHAIR

Chair Dill updated the Committee on recent communications with John Aldag from Parks Canada. He is proceeding with contacting persons at the federal and provincial level.

He noted that the province is interested in providing assistance with heritage initiatives where there are cross-jurisdictional issues. He also noted that there is interest in recognizing Major James Peters as a person of national significance. Mr. Aldag will have more information available for the March meeting.

While on the subject of military recognition, it was noted by a committee member that they wanted to expand upon a point in the January 19, 2011 meeting minutes. On page 5, under item 9. Work Plan Items 2011, it states that “there is desire to include the heritage of DND persons, places and events; however, the DND is a separate entity and as such its buildings are not within our jurisdiction”. It was noted that this fact does not preclude the Committee from maintaining an interest in the DND and its buildings nor from creating Statements of Significance for DND buildings.

6. SPECIAL GUEST

(1) Rick Goodacre – Heritage BC

Rick Goodacre thanked the Committee for the opportunity to speak about Heritage BC and the effect of recent provincial funding cuts. He congratulated the Committee on the full page article in the Times Colonist highlighting Heritage Week in Esquimalt and for its relevance to this year’s Parks and Cultural Landscapes theme. He distributed Heritage Week Posters, the Heritage BC Quarterly newsletter, the “Heritage Legacy Fund – the First Five Years” booklet and Heritage BC Stops of Interests rack cards.

Mr. Goodacre presented some background information on Heritage BC:

- Is a non-profit organization representing 165 members in BC
- Heritage BC ran the B.C. Heritage Trust program which was established in 1977; in 2003 the program was terminated and the Heritage Legacy Fund of BC Society was instated to take over the community support role of providing grants
- The Heritage Legacy Fund has offered advice and assistance on local heritage issues and has issued 2 million in grants over the last few years, with the next round slated for May

The “A Call to Renew British Columbia’s Heritage Program” campaign began in the fall of 2009 in response to a 100% cut from provincial and gaming funds, which effectively shut the program down. Heritage BC made the difficult decision to use Heritage Legacy Fund monies to get back to work but this has reduced the funds available for supporting community heritage projects.

Local governments now hold all the responsibility for heritage since the BC Heritage Branch lost its funding for programs. However, the supports for municipalities to do this are being taken away, and cities are not able to carry the loss of monies. Only provincially owned heritage sites are still receiving some funding.

Mr. Goodacre has made presentations to several municipalities in BC to speak about the campaign, which intends to:

- Educate communities that this is not an issue only affecting Heritage BC but one that concerns local governments and communities across the province as municipalities are legislated to protect BC’s heritage
- Make the provincial government understand that they have a legislative and political responsibility to provide funding for heritage

Mr. Goodacre asked the Committee to consider making a resolution to take to Council to support the “A Call to Renew British Columbia’s Heritage Program” campaign. To date there have been 36 letters sent to the government indicating support from municipalities and a number of architects.

Councilor Hundleby noted that Council would require a separate memo from the Chair as a resolution. Mr. Goodacre will provide a resolution template, Chair Dill will write the content of the memo, and the Recording Secretary will format it.

Moved by Colin MacLock and seconded M. Duncan, that the Committee recommend to Council to lend support to the “Call to Renew British Columbia’s Heritage Program”.
The motion **CARRIED**.

It was suggested that Mr. Goodacre make a presentation to Council the evening that the recommendation is presented to Council; Mr. Goodacre was welcome to the idea.

Mr. Goodacre thanked the Committee and departed at 7:45 pm.

7. OLD BUSINESS

- (1) Heritage Certificate of Recognition Awards
 - (a) 2011 Awards

Chair Dill noted a small piece in the Times Colonist advertising the 2011 awards. It was noted the deadline was set for March 16 and the application information is on the website. Chair Dill reconfirmed with Vice Chair Sudbury that he would assist with making the certificates again as the Committee was pleased with last year’s design.

- (2) Terms of Reference – Heritage Advisory Committee, No. Admin 50 – revised
January 17, 2011

It was noted that the Terms of Reference were revised with the addition of the following:

- All communications from the Committee are to represent the Corporation of the Township of Esquimalt
- A youth representative member position

- (3) 2010 Year End Final Report

The 2010 Work Plan and the 2009 Year End Report were distributed as a reference point along with the 2011 draft Year End Report.

The 2010 Activities and Accomplishments for 2010 report (draft Year End Report) was presented to the Committee for approval.

A member suggested that the Certificates of Recognition will be referred to as ‘individualized’ instead of ‘individual’.

Moved by Vice Chair Sudbury, seconded by Colin MacLock that the ‘2010 Activities and Accomplishments for 2010’ summary be accepted for the ‘2010 Year End Final Report’ and presented in a memorandum to Council.
The motion **CARRIED**.

- (4) Designating undesignated portion of Memorial Park and adding trees to the Heritage Register

Chair Dill reported that Barb Snyder, Staff Liaison, discussed the possibility of designating the undesignated portion of Memorial Park with the Director of Parks and Recreation. At this time Parks and Recreation is not interested in pursuing a joint project for this purpose; there was an indication that future plans may be in the works and the trees in question may not be healthy. Ms. Snyder recommended that Chair Dill speak to the Director directly for more information as she will be away.

The Committee discussed the trees and the designation of the undesignated portion:

- It was noted that what is important is the plaques and keeping the sentiments and thoughts of the memorial trees in perpetuity, i.e. who planted them and why
- These trees are not on the heritage register; they would need to be assessed by an arborist as a first step
- The concern was expressed that if the park is not designated in its entirety it would leave it open to development; however, it was noted that it can not be developed as the park is protected by the park resolution bylaw
- It was noted that the last surveying post for the municipality of Esquimalt is located in the park and this fact could allow the whole square to be designated

Chair Dill would like to gather more information before the Committee decides whether to pursue either motion. She suggested revisiting the original idea of adding the trees to the Heritage Register and determining whether the trees are worthy of being added to the Heritage Tree register. The first step would be to determine their condition, life expectancy, etc. with assistance from Parks.

Moved by Sherri Robinson and seconded by Vice Chair Sudbury that the Committee ask Parks and Recreation to explore whether there are possible additions of trees in the undesignated portion of the park that can be added to the Heritage Tree Register. The motion **CARRIED**.

Councillor Hundleby volunteered to follow-up with this action item.

- (5) Letter from Clare Sharpe, CFB Esquimalt Naval and Military Museum, dated January 18, 2011, re: Heritage Week 2012 activities - discussion

Chair Dill reported that she and another member met with Clare Sharpe in December, the outcome being a proposal for a special weekend at the museum which would be free and open to the community, and which would feature Heritage Week as part of the 2012 Centennial Celebrations. The Committee committed to help promote the event as a joint project and Chair Dill will communicate this intention Ms. Sharpe.

It was noted that Ms. Sharpe has contacted the Dockyard to ask if the Committee can be given a tour of the Dockyard.

8. **NEW BUSINESS**

- (1) 2011 Work Plan

Chair Dill requested that members refer to the 2010 Work Plan that was distributed.

Each item was discussed for changes or amendments:

Item 1. *Heritage Register*

The following changes were requested:

- Remove the addresses as this list is frequently updated
- Add a second bullet – ‘Maintain an ongoing list of priority sites’

Item 2. *Update Heritage Policies*

No changes proposed. It was noted that Donald Luxton will combine relevant heritage policies and documents into one attachment.

Item 3. *Creation of a Heritage Foundation*

It was noted the Committee has not applied for funds from Heritage BC, though this option may not be possible due to the Centennial Committee having applied already.

Councillor McIlldoon noted that there is a matching grant for refurbishing memorial plaques with a five year time frame. If the Committee pursued this it would need to be budgeted into funds by Council.

It was noted that provincial grants were explored last year, however there is still a need to pursue concrete actions. There was consensus that the Committee wishes to follow through with creation of a Heritage Foundation.

The Committee decided that item 6. *Research Possible Sources of Funding/Grant Opportunities* would be moved under item 3. *Creation of a Heritage Foundation* as they are related.

Item 4. *Participate in BC Heritage Week*

No changes proposed.

Item 5. *Maintain/Increasing Public Awareness of the Importance of Heritage*

No changes proposed.

Item 6. *Research Possible Sources of Funding/Grant Opportunities*

Moved under Item 3.

It was noted that the original 2009 Work Plan was based on the Heritage Context Plan.

Chair Dill noted that four items were determined as a high priority based on what was discussed at the previous night’s heritage policy meeting.

Moved by M. Duncan and seconded by Colin MacLock that the 2011 Work Plan be forwarded to Council.

The motion **CARRIED**.

9. **WORK PLAN ITEMS**

(1) Heritage Register

- (a) Plaques, Monuments and War Memorials

It was noted that the Committee would like to send a card to Jim MacMillan-Murphy.

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

i. 321 Plaskett Place (**Late Item**)

It was recommended that 321 Plaskett Place, a 1941 home, be added to the priority list.

It was recommended that the stone survey marker that marked the corner for the district of Esquimalt, at Drake Avenue and Park Terrace, also be added to the list.

(c) Progress of Statements of Significance (SOS) and Timelines

• 429 Lampson St

It was noted at the policy meeting of February 15 that Donald Luxton is working with this property and as part of that development he would be preparing an SOS. Tabled to the next meeting.

• Work Point Guard House

The Committee recommended using “Guard House” as opposed to “Guardhouse” and to include the honours of the people listed in the document. Other corrections were suggested by Committee. It was noted that Pam Copely is also reviewing the draft for accuracy.

Moved by Councillor Hundleby and seconded by Vice Chair Sudbury that the Work Point Guard House draft be added to the Community Heritage Register.

The motion **CARRIED**.

• 1214 Old Esquimalt Road

Moved by M. Duncan and seconded by Kara Ronse that 1214 Old Esquimalt Road be included on the Community Heritage Register.

The motion **CARRIED**.

• 704-3 Rockheights Ave

Moved by Colin MacLock and seconded by M. Duncan that 704-3 Rockheights Ave be included on the Community Heritage Register.

The motion **CARRIED**.

• 1209 Lyall St.

This address is the last remaining storefront in Esquimalt.

Moved by Colin MacLock and seconded by Kara Ronse that 1209 Lyall St. be included on the Community Heritage Register.

The motion **CARRIED**.

- It was suggested that the Committee adopt a standardized format for the SOS's
- Chair Dill noted that the drafts must be word-smithed outside of the meeting, in order to respect meeting limitations
- It was also suggested that more information be included in the SOS's, however it was noted as per Donald Luxton that an SOS can be created with a single statement
- It was noted that the Committee will wait until all the SOS's are in their complete draft

form before being presented as a package for Council

(2) Updating Heritage Policy

Chair Dill reported that the Committee held a successful meeting the previous night. The next heritage policy meeting will be held on Thursday, March 31 at 7 pm in the Wurtele Room and will be attended by Donald Luxton.

(3) Heritage Foundation Development
(a) Developing a constitution

Vice Chair Sudbury and Councillor Linge will meet with Steve Barber from the Victoria Heritage Foundation to gather more information about developing a foundation. They will bring their information to next meeting.

(b) Establishment of a trust fund

(4) 2012 Centennial Celebration
(a) Meeting with Clare Sharpe, Naval Museum

There were no new developments.

(b) Centennial Committee meeting of February 8, 2011

(c) Other

(5) Maintaining Public Awareness
(a) Esquimalt Current

Chair Dill noted that the next edition would be published in February or March.

(b) Other

The Shoaling News Review will be launched soon; Chair Dill will get in touch with them.

(6) Heritage Week, February 21-27, 2011, Parks and Protected Areas theme
(a) Proclamation

It was noted that a proclamation would need to be created for the February 21 Council meeting.

(7) Memorial Park (**Late Item**)

The item was discussed under 7. OLD BUSINESS, 4. Designating undesignated portion of Memorial Park and adding trees to the Heritage Register.

10. **REPORT FROM STAFF LIAISON**

There was none.

11. COMMUNICATIONS

- (1) Memorandum dated January 20, 2011 from Carollyne Evans, Manager of Corporate Services, re: Abstention Votes
- (2) Letter dated January 17, 2011 from Heritage BC, re: Heritage Week 2011: February 21-21
- (3) Letter from Ken Johnson, Hallmark Society, re: Heritage Week 2011 activities
- (4) Municipal World article, September 2010, "Mapping Community Identity – The Power of Stories"

Moved by Councillor Hundleby and seconded by Sherri Robinson that the Committee receive the communication items.

The motion **CARRIED**.

12. COMMITTEE MEMBER ANNOUNCEMENTS / REPORTS

It was noted that the Centennial Committee went directly to Council for approval of the Memorial Brick Walkway project without apprising the Heritage Advisory Committee. Their original plan was to lay bricks in a heritage designated area; however, as this is prohibited they have been apprised of other options such as the walkway leading to the designated area. Bruce Devitt from the Centennial Committee will attend a future HAC meeting to request the Committee's approval of the project.

Councillor Hundleby referred to a tour she took last year of the Morley Soda Factory "re-gegrification project". Vice Chair Sudbury offered to download the CD for members.

A member distributed pamphlets for Victoria's Old Cemeteries tours.

13. NEXT MEETING

The next regular meeting of the Heritage Advisory Committee will take place on Wednesday, March 16, 2011 at 7 p.m. in the Council Chambers.

The next additional meeting to discuss heritage policy will take place on Thursday, March 31, 2011 in the Wurtele Room. The Recording Secretary will ensure that members receive a hard copy of final draft policy in advance.

14. ADJOURNMENT

The meeting adjourned at 9:30 p.m.

Liz Dill, Chair

This 16th day of March, 2011