



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

**MINUTES
HERITAGE ADVISORY COMMITTEE**

Wednesday, March 16, 2011

7:00 p.m.

Council Chambers, Municipal Hall

PRESENT: Liz Dill – Chair
Councillor Bruce McIldoon
Councillor Lynda Hundleby
Colin MacLock
Sherri Robinson
Kara Ronse
M. Duncan
Barb Snyder – Staff Liaison

STAFF: Kim Maddin – Recording Secretary

GUEST: Bruce Devitt – Centennial Committee – departed 7:35 p.m.

REGRETS: Jim MacMillan-Murphy
Vice Chair David Sudbury

1. **CALL TO ORDER**

Chair Dill called the meeting to order at 7:07 p.m.

2. **LATE ITEMS**

The following late item was introduced:

1. Added to agenda Item 5. **SPECIAL GUEST**, Bruce Devitt – Centennial Committee

3. **APPROVAL OF THE AGENDA**

Moved by Sherri Robinson, seconded by Kara Ronse that the agenda of the Heritage Advisory Committee meeting of March 16, 2011 be approved as amended.
The motion **CARRIED**.

4. **MINUTES**

Moved by Colin MacLock, seconded by M. Duncan that the minutes of the Heritage Advisory Committee meeting of February 16, 2011 be approved as presented.
The motion **CARRIED**.

5. **SPECIAL GUEST**

- (1) Bruce Devitt – Centennial Committee (**Late Item**)

Chair Dill welcomed Bruce Devitt. Mr. Devitt provided some background information on the Centennial Brick Walkway initiative:

- Project was conceived in 2009 and Memorial Park was selected for its installation

- Residents can purchase brick pavers and have them inscribed. Messages are to be 'inclusive' and may commemorate anything to do with Esquimalt: veterans, pioneers, businesses, residents, etc. Small pavers are \$100, large pavers are \$200
- The current asphalt walkway is in disrepair; the pavers are more tree-root friendly and will improve safety and accessibility
- The space could hold up to 30,000 pavers. To make the project worthwhile they would need to sell about 1000-1500 with a ratio of 60% small and 40% large pavers. Sold 49 in 2010, and another 22 pavers to date this year.
- Walkway design will depend on number of bricks sold. A map outlining the proposed design was circulated. It was noted that there will be plain pavers around the centograph as this area is already a memorial site.

Mr. Devitt asked that the Committee help spread the word about the project.

Mr. Devitt requested a recommendation from the Committee as to which permit would be appropriate to submit: a 'heritage alteration permit' or an 'update and maintenance permit'.

Barb Snyder, Staff Liaison, noted that the protocol for changes to a heritage designated area is to bring the proposal to this Committee, who then makes a recommendation to Council.

It was noted that Parks has already been informed and has discussed the future maintenance of bricks.

The Committee supports established memorial/military protocol that no marked pavers will be placed around the centograph.

Moved by Councillor Hundleby and seconded by Sherri Robinson that the Committee recommend to Council that a heritage alteration permit for Memorial Park be issued for the express purpose of the creation of the Centennial Brick Walkway, until the completion of the project.

The motion **CARRIED**.

Barb Snyder will draft the memo to Council and ensure the Committee receives a copy of the walkway design map once the alteration permit has been received.

Bruce Devitt departed at 7:35 p.m.

6. REPORT FROM THE CHAIR

Chair Dill reported that heritage is again under new provincial direction. The new ministry is called Ministry of Forests, Lands, and Natural Resource Operations and the minister is the Honourable Steve Thomson.

Chair Dill also requested that members ensure all agenda items are forwarded to Barb Snyder and herself for agenda planning purposes.

7. OLD BUSINESS

- (1) 2010 Year End Final Report – February 22, 2011 memo to Council

Councillor Hundleby noted that the memo was received with positive comments towards the Committee's achievements in 2010.

- (2) 2011 Work Plan – addition

Chair Dill noted that there was a change to the 2011 Work Plan: Heritage Certificates of Recognition were added under Item 5, Increasing Public Awareness. The Committee accepted the addition.

A member noted here that the Esquimalt Archives has gained a new volunteer who is resuming a project started 20 years ago of photographing every house in Esquimalt. It is expected it will take a number of years to complete.

It was noted that Council and the Communications Coordinator should be apprised so that they can field inquiries if needed. It was also noted the project will be posted on the Archives website page. However, members were concerned that this information be placed in a more prominent position on the website.

- (3) Communications with John Aldag

Chair Dill made reference to John Aldag's email from Richard Linzey indicating the Heritage Branch's interest in partnering on multi-jurisdictional issues, and asked the Committee how it wished to proceed. The ensuing discussion brought up the following topics:

- Concerns over who will pay for expenses, upgrades, etc. A member recommended asking Parks and Recreation for the costs associated with the bank stabilizing at Macaulay Point, to help inform the discussion
- SOS's are the first step as they indicate what is worth saving

The consensus was that it is worth pursuing and initiating a discussion, but to proceed cautiously. Chair Dill will initiate a conversation on the telephone to indicate the Committee's interest in multi-jurisdictional issues.

Barb Snyder, Staff Liaison, will ask for the information from Parks regarding costs at Macaulay Point.

- (4) Memorial Park

Councillor Hundleby requested information about the undesignated trees from Parks and Recreation and is waiting for a response.

- (5) Dockyard Tour

The Committee was in favour of attending a daytime tour of the dockyard. Chair Dill will contact them for potential dates in April or May. Members requested a Saturday option so that Council committee members can attend and that the tour be accessible-friendly.

- (6) Council Resolution re: Request to Support BC's Heritage program (A Call to Renew BC's Heritage Program)

Rick Goodacre attended the Council meeting to make a presentation about the program and the resolution was endorsed by Council. A letter in support of renewing the program was sent to the Minister of Tourism with a copy to the premier-designate and Heritage BC. The letter to UBCM in the form of a resolution is being drafted.

8. **NEW BUSINESS**

There was no new business.

9. **WORK PLAN ITEMS**

- (1) Heritage Register

- (a) Plaques, Monuments and War Memorials
- (b) List of Properties, Places and Items (For Completing Statement of Significance for)

1217 Lyall Place was added to the priority list.

Members will keep a copy of the prioritized list distributed at the March meeting and keep track of new properties as they are added, to cut down on paper distribution.

- (c) Progress of Statements of Significance (SOS) and Timelines
 - (i) 429 Lampson St

The Committee is waiting for further input. Tabled to the next meeting.

- (ii) Community Heritage Register (four addresses to be added) and next steps

The Committee indicated it would like the format of the SOS's to be standardized for presentation to Council. David Sudbury will be formatting the documents; Barb Snyder, Staff Liaison, will draft the Council memo of addresses to be added to the Heritage Register.

Committee members noted they need clarification to whether heritage status applies to the entire outside of the building or the façade only.

Once Council approves the SOS's they go to the Province and then the owner, with copies to the Archives house file. It was noted that Council should be apprised that there is a legal requirement for the owner to receive a copy. The Recording Secretary will send out letters to notify the owners once the SOS's have been approved.

It was noted that the SOS's are a learning process and that the Committee should consider creating a 'how-to guide' for creating SOS's.

(iii) Standardized format for SOS's

Discussed above.

(2) Updating Heritage Policy

The time of the heritage policy workshop has changed and will now be held from 7:30 – 9:30 p.m. Chair Dill requested that members who are unable to attend send their feedback of the second draft in advance for review at the meeting.

(3) Heritage Foundation Development

(a) Developing a constitution

David Sudbury has been in contact with Donald Linge; they hope to set up a meeting with Steve Barber in the next month.

(b) Establishment of a trust fund

(4) 2012 Centennial Celebration

(a) Possible joint project with Parks and Recreation

The Committee discussed two ideas for potentially collaborating with Parks and Recreation:

- The Saxe Point House willed to the Township has been rezoned as park and is the responsibility of Parks and Recreation. The Committee suggested creating an SOS for this address. Barb Snyder, Staff Liaison, has spoken with the Director of Parks and Recreation and noted there is a requirement to recognize the family of the donor.
- Update the Heritage Tree Policy. The Policy is under the responsibility of Parks. It was noted that the original Heritage Tree Register was completed a number of years ago. The Committee suggested that the Esquimalt Centennial could be part of future memorial plaques. The Committee will wait for feedback from Parks.

(5) Maintaining Public Awareness

(a) *Esquimalt Current*

Chair Dill reported that the publication of the *Esquimalt Current* was delayed and so the 2011 Awards article would not be published before the awards submission deadline. However, the Communications Coordinator has added a notification to the Township website.

(b) Heritage Certificate of Recognition 2011 Awards.

To date there have been no nominations, so Chair Dill asked the Committee for suggestions of addresses to be considered.

The Committee suggested:

- The 'old schoolhouse' float home in Hidden Harbour
- 2 large houses in Hidden Harbour
- House across from Bullen Park (Flannagan's - brown house with white trim)
- House on Lyall Street that has been fixed up
- A member noted a house that may have received an award a long time ago – they will double check with the owner

Chair Dill and Barb Snyder will take photos of these houses; members should email more suggestions to Chair Dill.

Members also proposed the following ideas for the 2012 awards:

- Display a sample Certification of Recognition to promote the 2012 awards
- Recognize homes built in 1912 or earlier

10. REPORT FROM STAFF LIAISON

Barb Snyder, Staff Liaison, reported that the Memorial Park tree recommendation was sent to Parks; also that the 2010 and 2011 Heritage BC membership fees have been paid.

11. COMMUNICATIONS

- (1) Email dated February 16, 2011 from Heritage BC re: February 2011
- (2) Email dated February 21, 2011 from Heritage BC re: Update: February 21, 2011
- (3) Email dated February 24, 2011 from Heritage BC re: Update: February 27, 2011

Moved by Councillor Hundleby, seconded by Colin MacLock that the Committee receive the communication items.
The motion **CARRIED**.

12. COMMITTEE MEMBER ANNOUNCEMENTS / REPORTS

It was reported that the Esquimalt Archives were able to provide assistance to Saanich residents with ties to Esquimalt, who were appreciative of the information they received about their family history.

A member reported that the Victoria Real Estate Board's government liaison committee had plans to pass heritage issues to their commercial division; however, there was such strong interest in the issues that it was decided heritage will remain within the government liaison committee.

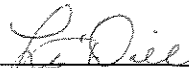
13. NEXT MEETING

The next regular meeting of the Heritage Advisory Committee will take place on Wednesday, April 20, 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 at 7:30 p.m. in the Wurtele Room.

14. **ADJOURNMENT**

The meeting adjourned at 9:13 p.m.



Liz Dill, Chair

This 20th day of April, 2011