



## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

### MINUTES HERITAGE ADVISORY COMMITTEE

Wednesday, May 18, 2011

7:00 p.m.

Council Chambers, Municipal Hall

- PRESENT:** Liz Dill – Chair  
Councillor Lynda Hundleby – arrived 7:11 pm  
Sherri Robinson  
Kara Ronse  
Jim MacMillan-Murphy  
M.Duncan
- STAFF:** Barb Snyder – Staff Liaison  
Karen Hay – Staff Liaison  
Kim Maddin – Recording Secretary
- REGRETS:** David Sudbury – Vice Chair  
Councillor McIldoon

#### 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 **6. SPECIAL GUESTS**, 1. Professor Peter Such and Nancy Ruffolo of the Victoria College of Art
2. Added to agenda Item **13. NEXT MEETING**, (a) Change of Date of November Meeting
3. Added to agenda Item **7. OLD BUSINESS**, 3. Follow-up Regarding Mr. Hodgson

#### 3. APPROVAL OF THE AGENDA

Moved by Jim MacMillan-Murphy, seconded by M. Duncan that the agenda of the Heritage Advisory Committee meeting of May 18, 2011 be approved as amended.  
The motion **CARRIED**.

#### 4. MINUTES

Moved by M. Duncan, seconded by Jim MacMillan-Murphy that the minutes of the Heritage Advisory Committee meeting of April 20, 2011 be approved as presented.  
The motion **CARRIED**.

#### 5. REPORT FROM THE CHAIR

Chair Dill had no items to report.

## 6. SPECIAL GUESTS

### (1) Professor Peter Such and Nancy Ruffolo – Victoria College of Art (**Late Item**)

It was noted that after the Esquimalt Village Plan public hearing was held at the May 16 Council meeting, and the third reading was postponed by Council, a committee member invited Professor Peter Such to make a presentation to the Committee to discuss a proposal for what could be done with the old Municipal Hall.

Professor Such and Nancy Ruffolo, both from the Victoria College of Art, introduced themselves to the Committee. Prof. Such is Director of the Victoria College of Art, and a member of the Hallmark Society.

Prof. Such noted he was informed by the Mayor that the building is uninhabitable, and that if the building is found to not be remediable then it would affect his following proposal.

Barb Snyder, Staff Liaison, provided a brief summary of the history of the old Hall for Prof. Such's information:

- The building was constructed in 1929
- There are concerns about asbestos in the building as well as mold and mildew
- After the new Municipal Hall was built, the old building: stood vacant for a period; was utilized by Parks and Recreation; was used for storage. More recently the Police and Fire Departments have used the building for training purposes. The last few months it has not been used at all.
- It was determined that renovating the building was not practicable. For example, it required major upgrades to make it accessible.

Prof. Such provided some background information on his involvement with the Victoria College of Art as well as the building in which the College currently resides:

- He has been involved with the College three years, and is currently co-owner.
- The building is located on Banks Street; it is a masonry building and is over 100 years old.
- He has started negotiations with District 61 to have the building designated, rather than just registered. Part of his proposal is that the College has been around for 38 years, and is a 'community building' with a philosophy of integrating arts into the community. The school has introduced some 'fine arts occupational certificates' and wants to introduce a new certificate for the 'restoration and repair of public buildings'. He noted that there are experts that are trained to do work on public/private buildings and for everything from foundation to cabinetry work.

If the building were determined to be habitable, Prof. Such would put forward a proposal for an art school for the site, as he believes the old Hall building and site would be more conducive to the College's needs than its current location. He noted their school is bursting at the seams and that art shows draw approximately 800 people, several times a year.

It was clarified that the grounds include the building and annex; the additional buildings could allow for various purposes and allow room for expansion.

Prof. Such envisions that the old Hall could be converted into a new community art space. The centre would plant the seed for an arts culture in the area and encourage the establishment of supporting businesses.

It was noted that there are grants available to assist in renovating and revitalizing heritage buildings.

It was noted that the Art College was interested in the old hall and buildings a number of years ago but backed out – this was previous to Prof. Such's involvement with the College.

Prof. Such requested guidance on next steps to determining whether his proposal is viable, namely determining whether the building is habitable. Barb Snyder, Staff Liaison, noted she is not authorized to allow people into building and the first step would be to write the Mayor and Council with a proposal.

Chair Dill noted that there are positive social and economic implications in Professor Such's proposal. She invited Prof. Such to return to the Committee with an update.

Professor Such and Ms. Ruffolo departed at 7:37 pm.

Chair Dill reported that she has drafted the letter for Council indicating the Committee's disappointment with the pending demolition of the old Hall. The Recording Secretary will forward the letter to Staff/Council.

## 7. **OLD BUSINESS**

### (1) Memorial Park

Tabled to the next meeting.

### (2) Dockyard Tour

The tour date is set for May 25, 2011 at 5 pm, and will last approximately two hours. Chair Dill will resend the email with tour details and made note that responses are required by Monday, May 23.

### (3) Follow-up with Mr. Hodgson (**Late Item**)

Barb Snyder reported that as there are no impending deadlines, she will get in touch with Mr. Hodgson in September. It was noted that Mr. Hodgson's family developed a number of houses on Carlise Street and that he has a collection of photos. Item tabled to the September meeting.

## 8. **NEW BUSINESS**

There was no new business.

9. **WORK PLAN ITEMS**

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

Jim MacMillan-Murphy circulated the 'Inventory of Esquimalt Monuments' document in two different formats: one included photographs and the significance of each item; another outlined the description and location of items. He noted the next step would be to record street addresses.

It was noted that not all items can automatically be put on the SOS list; for example, the items in St. Paul's Church belong to the church; there are also items outside of the Township's boundaries that have historical significance to Esquimalt. It was suggested the Committee could indicate these items exist, they just can't be officially included on the Heritage Register.

It was also noted that due to wear on the monuments it can be difficult to read the inscriptions, so it would be a good idea to record the words on the plaques to preserve the words. Mr. MacMillan-Murphy will incorporate plaque inscriptions into his document.

Members suggested holding a 'historical scavenger hunt' or 'memorial plaque walk' once the document is complete, possibly as Centennial activities.

Chair Dill suggested Mr. MacMillan-Murphy could talk to contacts at the Heritage Branch or go online for more resources.

- (b) List of Properties, Places and Items (For Completing Statement of Significance for)  
(i) Addition of 12 Designated Buildings to Register

It was noted that this item should have read "Addition of 12 Designated Buildings and Memorial Park to Register".

Barb Snyder, Staff Liaison, reported that she held onto the original memo due to full Council agendas, plus she wanted to combine the four properties to receive SOS's onto one memo, so that the heritage properties, Memorial Park and 12 designated buildings could be presented together to Council.

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

Barb Snyder, Staff Liaison, to follow-up with Donald Luxton.

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

It was reported that the SOS template is being drafted and will follow this order:

- Civic Address, then Legal Address
- Description of Historic Place,
- Heritage Value: with Architectural, Social and Cultural significance headings

- Character-Defining Elements
- Photographs

The template will also include the font size and type, etc. It was noted that SOS's may not include all three 'significance' categories if they are not applicable. The Recording Secretary circulated examples for the Committee.

A member suggested Mark Aitken as a resource for creating SOS's.

It was noted the approval of the four addresses has already been done.

Barb Snyder, Staff Liaison, will bring handouts of a workshop held a few years ago by the Heritage Branch to the next meeting.

It was also noted that information is available at the Archives and that it is a good place to start to find homeowners' information.

Copies of SOS's should be kept in Archives and also with the Corporate Administrator in Corporate Services. In the meantime, Karen Hay, Staff Liaison, will begin compiling them in a binder and on a disk; eventually the list will be placed on the website.

(iii) Standardized Format

The Recording Secretary will send out a template for members to use.

(2) Updating Heritage Policy

Chair Dill reported that Donald Luxton was able to complete a draft in the timeframe set out by the contract. It was approved, in principle, by Council. Members noted they are pleased with having finalized the policy; it is a comprehensive document that will guide the Committee. Certain members requested a hard copy from Barb Snyder, Staff Liaison, and the document be distributed electronically with a hard copy for the Library. The Heritage Policy will also be posted to the website in the future.

(3) Heritage Foundation Development

This item will be deferred to the September meeting when Vice Chair Sudbury returns from leave.

(4) 2012 Centennial Celebration

(a) Possible Joint Project with Parks and Recreation

It was noted the Committee will focus most of its attention on holding activities during Heritage Week.

There has been no further communication between the Committee and Parks and Recreation regarding a joint project.

A member noted that the wood Memorial Park sign is unattractive and detracts from the stone pillars, which include name plaques; they suggested the sign be moved to the back side so people approaching from that entrance can identify the park. It was noted that

protocol for additions or changes to Memorial Park dictates that items come to the Heritage Committee for approval.

Councillor Hundleby will add the request for the park sign to be moved to her follow-up memo to Parks and Recreation.

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

The next edition will be published soon and will contain information about the Recognition Certificate awards presentation. The Fall edition is already completely booked with Centennial-related articles.

(b) Heritage Recognition Certificates 2011

Chair Dill reported that the May 16 agenda was already full so the awards presentation was moved up to May 9. Certificates were presented to two homeowners - the other homeowners were unavailable for that date. It was noted that the Committee had intended to award the property on Arm Street, but this will be delayed to next year as members took a picture of the wrong house.

Chair Dill reported that one of the homeowners is interested in participating in heritage home tours and is keen to get their house designated. However, their insurance agent indicated their house insurance costs will increase if they designate it. A committee member believed that the insurance goes up after reaching 100 years only, and not because you designate it. Chair Dill referred the homeowner to Mark Beacon for more information about what it means to be designated.

It was also noted that recent enforcement regulations requiring professional inspections before undergoing renovations will hinder people from getting assessments or drive them 'underground'.

It was noted that the Committee is interested in promoting knowledge and eventually providing financial help for persons interested in designating their house.

(c) Website Update

Ritchie Morrison, Communications Coordinator, will be updating the website as noted in the previous meeting.

(d) *Shoaling Waters*

It was noted that the next submission deadline is June 5; the Committee is hoping to have an article ready for that edition.

(e) Buccaneer Days Display

Chair Dill noted that the Committee will set up a display with information about designation and recognition awards. Chair Dill requested names of volunteers to staff the table on both days, and noted that help was needed to set-up Friday night.

It was determined that the table will not be staffed, and to put up some information instead. Kara Ronse volunteered to help with set-up and Chair Dill volunteered to take down the display on Sunday.

**10. REPORT FROM STAFF LIAISON**

Karen Hay, Staff Liaison, reported that she attended the Hallmark Society Awards.

There was no report from Barb Snyder, Staff Liaison.

**11. COMMUNICATIONS**

(1) Email from Heritage BC dated May 4, 2011, re: Update: May 2011

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

The motion **CARRIED**.

**12. COMMITTEE MEMBER ANNOUNCEMENTS / REPORTS**

A member reported that the God's Acre Candlelight Ceremony would be held on May 26 at 6 pm at the Veteran's Cemetery.

As a note of interest, a member reported that in 1985, Apeldoorn tulips that were planted at the 40 year anniversary of Memorial Park, and had all disappeared when a boxwood hedge was planted; however, one tulip appeared this year.

It was noted that the letter regarding the support of "A Call to Renew Heritage British Columbia's Heritage Program" should be re-sent addressed to the new Minister of Jobs, Tourism, and Innovation. It was also noted that the letter of the same subject, but in the form of a resolution, still needs to be sent to UBCM.

Moved by Councillor Hundleby and seconded by Sherri Robinson that the letters be resent to the new minister with a copy to Rick Goodacre of Heritage BC.

The motioned **CARRIED**.

**13. NEXT MEETING**

The next meeting of the Heritage Advisory Committee will take place on June 15, 2011 at 7 p.m. in the Council Chambers.

The Recording Secretary was asked to cancel the alternate meeting date that was tentatively made for June.

(a) Change of Date of November meeting (**Late Item**)

It was noted that the Committee is required to look for an alternate date for its November meeting, as both the Council Chambers and the Wurtele Room are booked for Advance Polling for Local Government Elections.

The Committee decided to move ahead its meeting one week ahead to Wednesday,

November 23.

14. **ADJOURNMENT**

The meeting adjourned at 8:56 p.m.

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Liz Dill, Chair

This 15<sup>th</sup> day of June, 2011