

MINUTES of the meeting of the OAK BAY HERITAGE STEERING COMMITTEE, held in the Council Chambers, Oak Bay Municipal Hall, 2167 Oak Bay Avenue, Oak Bay B.C., on Thursday November 8, 2007.

PRESENT: Christopher Watts, Interim Chair
Jean Sparks
Stephanie Sainas
Don Reksten,
W. John Harker
STAFF: Nigel Beattie, Sandi Piercy
REGRETS: Mayor Christopher Causton
Jane Nielsen

Christopher Watts called the meeting to order at 8:32 am.

ADOPTION OF MINUTES

MOVED by Don Reksten
Seconded by Christopher Watts, THAT THE MINUTES OF THE MEETING OF THE OAK BAY HERITAGE STEERING COMMITTEE HELD ON THURSDAY OCTOBER 18, 2007 BE ADOPTED.

CARRIED

NEW BUSINESS

BC 150 Grant Application

A grant application has been made to the BC 150 Direct Access Gaming Grant through the Ministry of Public Safety and Solicitor General for the *Oak Bay Salish History Monuments* Proposal.

Continuing Education

Christopher Watts presented information from the University of Victoria about a course he would like to take: *Conservation in Context: Frameworks for Heritage Stewardship* from December 3 – 8. The cost of the course is \$620 with \$250 returned upon completion of the course.

MOVED by John Harker
Seconded by Stephanie Sainas, THAT THE HERITAGE STEERING COMMITTEE PAY FOR CHRISTOPHER WATTS TO TAKE THE *CONSERVATION IN CONTEXT: FRAMEWORKS FOR HERITAGE STEWARDSHIP* COURSE AT THE UNIVERSITY OF VICTORIA.

CARRIED

The committee finds that there is a lack of awareness about ongoing course offerings and educational opportunities that are potentially available to the Heritage Steering Committee (HSC) and/or municipal staff. Jean Sparks will take on the future responsibility of checking on course offerings from the University of Victoria, Simon Fraser University and Royal Roads

Heritage Walks

Heritage walking tour maps have been on the HSC agenda for many years, but little progress has been made. Several Victoria Heritage Foundation walking tour maps were presented to the committee which prompted the committee to begin work on this project.

MOVED by John Harker

Seconded by Jean Sparks, THAT THE HSC DEVELOP ONE OR MORE HERITAGE WALKING TOUR MAPS.

CARRIED

Jean Sparks will head the Walking Tour sub-committee whose inaugural meeting will be on Thursday November 29 at 9:00 am in the Archives.

Heritage Revitalization Agreement

A multi-unit dwelling on Foul Bay Road has applied for a Heritage Revitalization Agreement (HRA), however the HSC had not been informed of the application. Whether or not there are changes to the exterior of a building or grounds, an HRA directly involves heritage in our community and the committee would like to see a procedure in place to inform the HSC prior to decisions being taken by Council so that the HSC may provide Council with information relevant to the application.

MOVED by John Harker

Seconded by Don Reksten, THAT THE COUNCIL INFORMS THE HSC OF ANY ACTION OR NEW INFORMATION INVOLVING HERITAGE BUILDINGS OR PROPERTIES.

CARRIED

Heritage Lecture Series

The November 14 7:00 pm lecture *Fantasy and Practicality* will be followed by a _ hour HSC information session (related to strategic planning). Christopher Watts, with Nigel Beattie's input presented the committee with some draft talking points for this post-lecture discussion, for their review. Don Reksten has developed a list of accomplishments of the HSC and will forward this for hand-outs at the lecture.

Community Visioning and Mapping

A local community group is meeting at the Windsor Pavilion on Thursday November 25 at 7:30 pm to discuss a community visioning and mapping project. Several committees will be in attendance; it may be an opportunity for the HSC to make sure some important heritage locations are not left out of the discussion. Committee members were encouraged to attend.

REPORT FROM THE DIRECTOR OF BUILDING AND PLANNING

Budget

Nigel Beattie presented the current budget; current budget commitments are few and all foreseen commitments can be met.

Web site

Nigel has had the opportunity to meet with Steven Toleikis to discuss the heritage web site. An outline of the web site was circulated and committee members were asked to review the outline and provide feedback to Nigel. Nigel will return with a budget for the site at the next HSC meeting.

COMMUNITY INITIATIVES COMMITTEE

Several grant applications have been made that will support heritage projects. The Community Initiatives Committee (CIC) will be supportive of the Heritage Walking Tour Map project taken on by the HSC.

ARCHIVES

The Archives grant application to the Arts Now 2010 Catalyst Program was turned down. A second application will be made in June 2008, which will build on our progress. The Archives do not want to apply for the BC 150 Direct Access Grant at this time.

Don Luxton and Dorothy Mindenhall are currently working on the Heritage Register.

Victor Lotto has completed his pen and ink drawing, which was presented to the committee. Paul Redchurch may not complete his drawing in 2007, but the budget needs to reflect that the artist was hired in 2007.

HERITAGE ADVISORY PANEL

Don Reksten is following up with panel members regarding the Glenlyon Norfolk School onsite parking. Don will have a plan of the proposal for the next meeting.

BUSINESS ARISING FROM THE MINUTES

Tod House

The committee is still waiting for a report on Tod House and its devolution process. The committee recommends that Christopher Causton speak to Ida Chong, MLA for Oak Bay – Gordon Head about Tod House.

Several options were suggested by the HSC to help manage Tod House such as a working Board, a Group of Friends and/or a Foundation.

Nigel Beattie will follow up on the community gardening project and report back at the next meeting on its status.

Annual Report

It was suggested that the HSC prepare an annual report with recommendations to Council.

NEXT MEETING

The Heritage Walking Tour Sub-Committee will meet on November 29, 2007 at 9:00 am.

The next meeting of the Heritage Steering Committee will take place on Thursday December 13, 2007 at 8:30 am.

ADJOURNMENT

The meeting adjourned at 10:12 am.