

MINUTES of the meeting of the OAK BAY HERITAGE COMMITTEE, held in the Council Chambers, Oak Bay Municipal Hall, 2167 Oak Bay Avenue, Oak Bay B.C., on Thursday February 12, 2009.

PRESENT: Christopher Watts, Chair  
Tara Ney, Oak Bay Council  
W. John Harker  
Don Reksten  
Jane Nielsen  
Stephanie Sainas  
Bronwyn Taylor  
Brenda Jacques  
STAFF: Roy Thomassen, Sandi Piercy  
REGRETS: Jean Sparks

Christopher Watts called the meeting to order at 8:36 am.

### **CHAIR'S REMARKS**

Christopher Watts welcomed the committee to a new era with a new committee chair and vice chair, John Harker. Christopher explained that this would not be a substantive meeting, but more of an annual planning session to define deliverables of this committee for the year. The basis for our work would be the brainstorming session of November 15, 2008.

### **ADOPTION OF MINUTES**

MOVED by Bronwyn Taylor  
Seconded by Don Reksten, THAT THE MINUTES OF THE MEETING OF THE OAK BAY HERITAGE COMMITTEE HELD ON THURSDAY JANUARY 8, 2009, BE ADOPTED.  
CARRIED.

### **BUSINESS ARISING FROM THE MINUTES**

#### ***Tod House***

The motion in the January 8, 2009 minutes reflects our keen interest in the committee's main priority. It is this committee's role to advise and make recommendations to Council. The committee agrees that, further to the comments made last November, we need to be more proactive in exercising our advisory role.

The priority for this year will be determining a course of action for Tod House. A sub-committee was struck in order to develop a planning process for Tod House, which will lead to recommendations to council for its future management and preservation. A public consultation process is envisaged. This sub-committee will return to the committee as a whole with recommendations as to how to move forward. Don will report on progress at the March meeting.

MOVED by Brenda Jacques  
Seconded by Bronwyn Taylor, THAT DON REKSTEN, JEAN SPARKS AND JOHN HARKER FORM A TOD HOUSE SUB-COMMITTEE.

CARRIED.

## **NEW BUSINESS**

### ***Conservation Planning Workshop at Simon Fraser University***

Tara Ney expressed an interest in attending this workshop.

MOVED by Jane Nielsen

Seconded by Don Reksten, THAT THE COMMITTEE PAY (\$100.00) FOR THE COST OF THE COURSE.

CARRIED.

### ***Committee Structure and Goals***

Christopher Watts has offered to draft a letter to Council outlining what the committee's goals and direction are for the upcoming year. The letter will not be specific, but will include plans for a public consultation process for Tod House. Further discussion of our plans for 2009 is necessary. In addition to our ongoing activities, other priorities that need to be addressed this year are Alan Cassidy's tax proposal and the future management of the Archives.

### ***Hallmark Awards***

Jean Sparks has submitted an application for a Hallmark Award on behalf of the committee, for the Kildonan gardens.

### ***Website***

The website has been having operational difficulties. The committee budget needs to reflect annual maintenance of the site. Christopher Watts will speak to Steve Toleikis about repair of the site and annual cost of maintenance.

### ***Budgetary management***

The Heritage Committee budget has been increased by \$1800.00 this year.

The current budget does not detail expenses for training, website management or contract increases. In the past, "Supplies and Sundry" have provided financial flexibility to offer training and contract costs.

The current role of the secretary should be increased to include: media relations, grant applications, correspondence, educational programs awareness, award program awareness and assistance, developing and maintaining an on-going work plan.

MOVED by John Harker

Seconded by Stephanie Sainas, THAT THE SECRETARY, SANDI PIERCY, WORK UP TO 5 HOURS PER WEEK TO ASSIST THE COMMITTEE AND THAT THE BUDGET REFLECTS THIS EXPENSE.

CARRIED

**REPORT FROM THE DIRECTOR OF BUILDING AND PLANNING**

***Budget***

The budget has been increased by \$1800.00 from 2008.  
There have been no expenditures for 2009.

**HERITAGE ADVISORY PANEL**

The Panel has no current business.

**NEXT MEETING**

The next meeting of the Heritage Committee will be on Thursday March 12, 2009 at 8:30 am.

**ADJOURNMENT**

The meeting adjourned at 9:42 am.