

## Memorandum

To: Leona Aitken, Chair of Management Committees

From: Fred L. Martens, Chair, Board of Trustees

Re: Recommendation re Financing Repair of  
Stained Glass Windows, etc.

This is to inform your Management Committees of the decision taken by the Trustees at their meeting on April 5 on the recommendation received by us regarding the financing of the pending work to be done on the stained glass windows and repairs to associated areas.

The Trustees approved the recommendation that \$45,000 be borrowed by Management from the Capital Trust Fund to supplement the grants approved for this purpose by the B.C. Heritage Committee and the Millennium Committee of Canada, a total of \$35,400, so that this work can proceed forthwith. The Trustees understand that the total cost of the repairs contemplated is \$67,000 and that a contingency of 20% or \$13,400 is included in the aggregate cost of \$80,400.

The Trustees are satisfied that this funding will support a quality job. They wish to draw to the attention of the Property Committee the terms of the policy on capital projects agreed to by the Council and Trustees in 1999, basically:

- That a written contract will be obtained, signed by both the contractor and the Property Committee
  - That the work will be carefully monitored to ensure the fulfillment of the contract with regard to cost and quality
  - That invoices will be initialed by the Property Chairman before being presented for payment
  - That an adequate holdback will be written into the contract
- (Please also see policy statement.)

It is further suggested that if any savings can be realized, such as spending less than the amount allowed for contingencies, this should be accomplished. Please make every effort to avoid over-runs.

The terms in this policy should be considered to be precautionary as the Trustees have every confidence in both the Property Committee and the intended contractor. Good luck!

C.c. Larry McGill, Chair of Property Committee

April 5, 2000

**INNOVATIVE  
STRUCTURAL PRESERVATION LTD.**

**3904 LANDIS PLACE,  
VICTORIA, B.C. V8X 4C1  
381-6180 Fax 361-1889**

April 19, 2000

First Metropolitan United Church  
932 Balmoral Road  
Victoria, BC V8T 1A8

**Re: Cleaning of Sandstone  
in Designated Areas**

Attention: Mr Larry McGill

The sandstone on the structure is a medium-grained local material of good quality and shows little signs of exfoliation and that only on random blocks at vulnerable locations. The sandstone is a ferrous siliceous material and is resistant to most mild acids. Some pitting is evident where organic materials were lodged within the sand at the time of formation. Most joints are sound and were manufactured with a hydraulic-cement based/lime mortar. Examination of the mortar under a 30-power microscope reveals some particles of lime. There is no evidence of colouring agents being added and the sands appear to be of local manufacture.

Sandstone soiling - soiling materials are generally soot and general air-borne particles. There is little evidence of organic growths and lichens.

**Cleaning Materials:**

Initial cleaning shall use a pH neutral soap. We generally utilize a locally available veterinary cleanser for this purpose. This material may be diluted from 1:1 to 10:1 with water.

Where required we shall use SureKleen Heavy Duty Restoration Cleaner as manufactured by ProSoCo. We have attached the product brochure and the Material Safety Data Sheet

All glass shall be protected with polyethylene to prevent incidental contact and eliminating the risk of glass etching by the hydrofluoric acid solution.

**Cleaning Procedures:**

The areas shall be pre-wetted to soften and loosen dirt and soot. The diluted cleaner shall be applied with a soft bristle brush and allow a dwell time of one to ten minutes dependent upon wind and temperature. The area shall be rinsed and the treatment repeated as required.

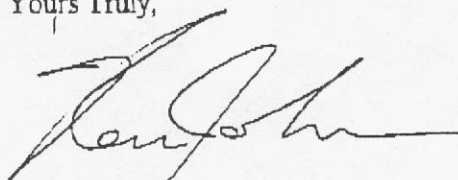
Cleaning of the tracery - The tracery is constructed of a precast concrete and appears to have lightly sandblasted or acid etched at the time of manufacture. We shall use the pH neutral soap and/or a citric-based cleanser here. This will not harm in any way the stained glass lights nor affect the stone, brick or mortar joints.

As noted on our enclosed fax of this date, it would appear that a bird repellent was applied and may have stained into the pores of the concrete tracery. Until such time as the plastic has been removed and a closer examination carried out, we cannot be sure of the success in removing this material.

Innovative Structural Preservation Ltd. has been carrying out repairs to Victoria's buildings since 1985. We are registered with the Worker's Compensation Board and carry third-party liability insurance for your protection.

We trust the above will be of assistance to you in carrying out this needed maintenance. Please do not hesitate to call upon us for the successful resolution of problems involving concrete, brick, or stone.

Yours Truly,



Ken Johnson

Innovative Structural Preservation Ltd.

Member: American Concrete Institute

International Concrete Repair Institute

Association for Preservation Technology

Concrete Technologist (ACI 1993)

Master Certificate in Concrete Repair



# First † Metropolitan UNITED CHURCH

*"A Community of People called to love, honour, worship and serve God."*

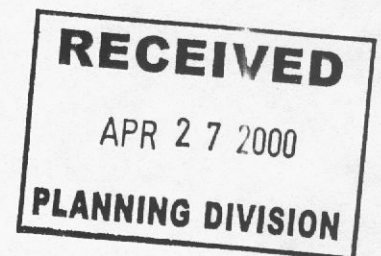
932 BALMORAL ROAD VICTORIA, B.C. V8T 1A8 PH: (250) 388-5188 FAX: 388-5186

Property and Building Committee  
First † Metropolitan United Church  
932 Balmoral Road  
Victoria BC  
V8T 1A8

27 April 2000

Attention: Steve Barber, Heritage Planner

City of Victoria  
Department of Planning and Development  
City Planning Division  
City Hall  
#1 Centennial Square  
Victoria BC  
V8W 1P6



Dear Mr. Barber

932 Balmoral Road, Heritage Designation Bylaw #137  
Heritage Alteration Permit Application  
Building Maintenance Program, Stonework Masonry Cleaning

First † Metropolitan United Church intends to carry out a multi year program for cleaning the exterior sandstone masonry units that have been extensively soiled over the years by soot and general air-borne particles. This year we intend to clean the stonework and related masonry associated with the stained glass windows and main entrance doors on the west elevation of the Sanctuary fronting on Quadra Street. This work is to be carried out concurrently with repairs to the stained glass windows to be carried out this year thus enhancing the aesthetic effectiveness of both projects. This will also enable the joint use of scaffolding resulting in a significant reduction of cost of the work and will result in a one-time presence of scaffolding at the main entrance.

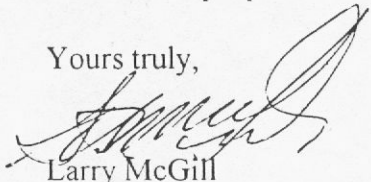
Further to our discussions on this topic, and to assess the feasibility of carrying out the stonework cleaning effectively, we have arranged the testing of appropriate cleaning materials and methods. The procedure we propose has been demonstrated on site to

effectively clean the stonework without damage to the stone and with no significant effect on adjacent brick masonry and pointing.

We therefore submit herewith our application for a Heritage Alteration Permit fully confident the maintenance work proposed will effectively restore the stonework to its original high esthetic quality. Our application includes a description of the work to be performed. Highly qualified and experienced heritage restoration professionals will carry out the work. Rinsing or masking will be carried out to protect adjacent surfaces to further ensure that the performance of the work will have no deleterious effect on brick masonry or stained glass. We expect the work will be carried out late this summer following removal, repair and reinstallation of stained glass windows. Our application fee of \$100 is enclosed.

We trust that you will find our application in order considering the extent and character of the work proposed. We will be pleased to provide any further information required.

Yours truly,

A handwritten signature in dark ink, appearing to read 'Larry McGill', is written over the typed name.

Larry McGill

Chair, Property and Building Committee

Enclosure

cc     Chair, Management Committee  
         Chair, Council  
         Chair, Board of Trustees

## NOTICE OF REGULAR MEETING

### CITY OF VICTORIA HERITAGE ADVISORY COMMITTEE

TUESDAY, MAY 9, 2000

COMMITTEE ROOM #1

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12:00	1.	Announcements	5 Min.
		a) Open House – Cross's Meats	
		b) Committee Re-appointments	
12:05	2.	<b>Minutes of March 28, 2000</b> (laid over from April 25 <sup>th</sup> ) and <b>Minutes of April 25<sup>th</sup></b> ).	5 Min.
12:10	3.	Business Arising from the Minutes	5 Min.
12:15	4.	<b>626 Blanshard Street/Church of Our Lord</b> Pre-Heritage Alteration Permit. Heritage Designated building. Heritage Designation Bylaw #136. Martin Golder, architect. Zoned CA-4 Central Area Commercial Office District. <b>For Discussion and Comment to the Applicant.</b>	45Min
		No written report.	
		Martin Golder will attend at 12:15.	
1:00	5.	<b>932 Balmoral Avenue/1701 Quadra Street</b> <b>First Metropolitan United Church.</b> Heritage Alteration Permit Application #72. Heritage Designated building. Heritage Designation Bylaw #137. Proposed chemical Cleaning of stone elements. Application of Property Committee, First Metropolitan United Church. Zoned C-1 Limited Commercial and R-2 Two Family Dwelling District.	15Min
		No written report.	
		Larry McGill of First Metropolitan United Church will Attend at 1:00.	



**932 Balmoral Avenue/1701 Quadra Street. First Metropolitan United Church. Heritage Alteration Permit Application #72. Heritage Designated building. Heritage Designation Bylaw #137. Proposed chemical cleaning of stone elements. Application of Property Committee, First Metropolitan United Church. Zoned C-1 Limited Commercial and R-2 Two Family Dwelling District.**

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Mr. Jenner, representative from the church, and Ken Johnson were present.

Mr. Barber advised that the proposal is to clean the existing sandstone trim on the designated church.

Ken Johnson advised that the sandstone is heavily soiled and will be cleaned using heavy duty restoration cleaner by Pro So Co, a hydrofluoric acid cleaner. The stone will be presoaked and if water pressure has to be applied it will not be over 1,000 psi. The stained glass in the window will be protected while the sandstone is being cleaned and a different cleaning acid will be used in the area around the window.

**Moved**

**Seconded**

That pursuant to Heritage Designation Bylaw #137, City Council authorize the issuance of Heritage Alteration Permit #72 in accordance with:

1. Plans and specifications dated April 27, 2000
2. Development meeting all bylaw requirements.
3. Final plans to be in accordance with plans identified above.

**Carried**

**221-225 Quebec Street/506-508 Pendray. Proposed amendment to previous Heritage Alteration Permit #53. Heritage Alteration Permit #71. Application of Architectonics on behalf of Pablo's Dining Lounge. Heritage Designation Bylaw #51. Zoned T-21 Quebec Transient Accommodation District. For Recommendation to Council.**

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Martin Levin, architect, was present.

Steve Barber outlined the background of the application and advised of the minor changes of the previously approved plans. City Council, on August 26, 1999 approved Heritage Alteration Permit #53 for a 24 unit boutique hotel addition to the existing heritage designated houses at 221 and 225 Quebec Street. The applicant wishes to revise the approved plans to allow some minor second floor