



MEETING MINUTES

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| Date: | Tuesday, September 10, 2024 at 5:30 pm |
| Present: | Jennifer White (President), Liam Hall (Vice-President), Lauren Ober (Treasurer), Mauricio Curbelo, Dan Sharp, Charlotte Clar, Genevieve Weber, Councillor Karen Harper |
| Regrets: | Kimberly Van Nieuvenhuysse |
| Guests: | n/a |

| ITEM | NOTES |
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| 1 | <p>Welcome</p> <ul style="list-style-type: none"> • Jennifer volunteered to take minutes <p>MOVED by Lauren and Seconded by Genevieve “That the agenda be approved”.</p> <p style="text-align: right;">CARRIED</p> |
| 2 | <p>Previous Meeting Minutes</p> <p>MOVED by Lauren and Seconded by Genevieve “That the minutes of the June 11, 2024 meeting be adopted as circulated.</p> <p style="text-align: right;">CARRIED</p> |
| 3 | <p>Heritage Tracker Status Updates</p> <ul style="list-style-type: none"> • 4512 West Saanich Road (original Municipal Hall/Med Grill) <ul style="list-style-type: none"> ○ Developer/owner to provide update a future meeting in fall • 2254 Arbutus Road <ul style="list-style-type: none"> ○ Moved to public hearing ○ From Saanich Meeting June 18th: MOVED by Councillor Harper and Seconded by Councillor Chambers: “That Development Permit DPR01000 be approved and issued subject to Final Reading of the Heritage Designation Bylaw and the decommissioning of the second existing dwelling (Bannerman Residence).” CARRIED ○ Final reading of designation bylaw 10011 occurred Sept 9 and was carried. |

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| | <ul style="list-style-type: none"> ● 3251 Harriet Road <ul style="list-style-type: none"> ○ Property currently registered, owners are requesting designation of exterior only ○ 1st reading occurred at Aug 12th Saanich Council Meeting. Forwarded the application to designate 3251 Harriet Road as a heritage building to a public hearing. ○ Open house and second/third reading scheduled for Sept 24th |
| <p style="text-align: center;">4</p> | <p>Treasurer’s Report</p> <ul style="list-style-type: none"> ● As per summary to September 9, 2024. Includes annual grant received from Saanich. ● Current balances for the accounts are as follows: <ul style="list-style-type: none"> ○ Operating Account: \$6,047.25 ○ Grant Account: \$93,529.73 <p>MOVED by Liam and Seconded by Genevieve “That the Treasurer’s report be received for information”.</p> <p style="text-align: right;">CARRIED</p> <ul style="list-style-type: none"> ● ACTION: Jen and Lauren to go to bank in person to close Dodd/Hall house accounts ● ACTION: Liam to be added to signing authority list. Lauren to coordinate. ● ACTION: Lauren to create sponsor document that summarizes the process/requirements for future transition of signing authorities. |
| <p style="text-align: center;">5</p> | <p>2023 House Grants</p> <ul style="list-style-type: none"> ● 762 Ralph Street (roof ventilation and exterior paint) <ul style="list-style-type: none"> ○ No updates, work must be completed by end of October (as per extension request) |
| <p style="text-align: center;">6</p> | <p>2024 House Grants</p> <ul style="list-style-type: none"> ● 702 Gorge Road West (exterior painting - Mauricio) <ul style="list-style-type: none"> ○ Work underway, and sign is up ● 1084 Marigold (roof replacement) - Jennifer <ul style="list-style-type: none"> ○ Mid progress check-in occurred in July, and sign was provided to the homeowner. Work is now complete. Paperwork will likely be submitted by end of September for reimbursement ● 1650 Earlston Ave (roof replacement) - Liam <ul style="list-style-type: none"> ○ Work underway ○ Site visit conducted in summer, which noted some questionable work. |

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| | <p style="text-align: center;">This was flagged to contractor and fixed.</p> <ul style="list-style-type: none"> ● 4516 West Saanich Road (exterior painting) - Liam <ul style="list-style-type: none"> ○ No response from applicant |
| 7 | <p>Website Creation/Graphics</p> <ul style="list-style-type: none"> ● 48North has submitted V3 of the website. ● Final feedback to be provided to 48North by end of September, with website going live in October. <ul style="list-style-type: none"> ○ ACTION: Lauren to create table for collecting comments/edits ○ ACTION: Everyone to review and add updated text/proposed edits into table ○ ACTION: Jen to send invite for follow up meeting on Sept 23rd at 7pm to review proposed edits (optionall, for those able to attend) ● Noted that BC Gov has a new map layer integration that we may be able to incorporate into our website to show heritage designations <ul style="list-style-type: none"> ○ ACTION: Genevieve to share link to BC Gov map page, and investigate feasibility of using |
| 8 | <p>Social Media/Public Engagement</p> <ul style="list-style-type: none"> ● Dodd House tour on July 19 was very successful. |
| 9 | <p>Bylaw Discussion</p> <ul style="list-style-type: none"> ● Need to update components of our Bylaws to address changes in Society Act bylaw template (to ensure alignment), and to clarify role as distinct from Saanich, per their request. ● Anticipate work occurring over October/November, so can present changes at AGM in early 2025. |
| 10 | <p>Adjournment</p> <ul style="list-style-type: none"> ● The meeting adjourned at 7:30 pm. |
| 11 | <p>Next Meeting</p> <ul style="list-style-type: none"> ● The next regular meeting of the SHF will be held on Tuesday, October 8th, 2024 at 5:30 pm. |
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