



MEETING MINUTES

Date:	Tuesday, October 8, 2024 at 5:30 pm
Present:	Jennifer White (President), Liam Hall (Vice-President), Lauren Ober (Treasurer), Mauricio Curbelo, Dan Sharp, Genevieve Weber, Councillor Karen Harper, Kimberly Van Nieuvenhuysen
Regrets:	Charlotte Clar
Guests:	Stephen & Penny Hudson, Joan Wenman

ITEM	NOTES
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 Mauricio and Seconded by Genevieve “That the minutes of the September 10, 2024 meeting be adopted as circulated.</p> <p style="text-align: right;">CARRIED</p>
3	<p>3830 Hobbs Road Discussion</p> <ul style="list-style-type: none"> Presentation by Stephen Hudson on state of the property at 3830 Hobbs Road, a registered heritage building. The house is rented, but the homeowners have plans to redevelop in the near future. and would like to remove the house from the heritage register. The current state of building is much altered from the original. It was raised in the 1940’s with a lower level added, and has since been heavily modified with few original features remaining. The house is also not visible from the road. The house was originally built by the Sinclair family in the early 1900s, and served as their family home until the 1930s at which time it was acquired by Frank Hobbs who lived there with his family until the 1950s.

	<ul style="list-style-type: none"> ● Discussion indicated that much of the historical value of this house is linked to the former owner (Frank Hobbs, former saanich councillor and school board chair/president, and for whom both a nearby street and school are named). There is little remaining heritage value in this building. Therefore, the SHF generally supports removal of this house from the register.
4	<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"> ○ Heritage Designation Bylaw (2254 Arbutus Road), 2024, No. 10011”, adopted by Council on September 9, 2024. <ul style="list-style-type: none"> ■ Actions: Jen to connect with homeowner to provide plaque, and flag for social media posting ● 3251 Harriet Road <ul style="list-style-type: none"> ○ Heritage Designation Bylaw (3251 Harriet Road), 2024, No. 10060”, adopted by Council on October 7, 2024. <ul style="list-style-type: none"> ■ Actions: Genevieve to connect with homeowner to provide plaque, and Jen to flag for social media posting ● 3601 Craigmillar Ave <ul style="list-style-type: none"> ○ Designation application submitted to Saanich on Oct 1, 2024. Includes both interior and exterior features. An updated Statement of Significance is pending.
5	<p>Treasurer’s Report</p> <ul style="list-style-type: none"> ● As per summary to October 8, 2024. ● Current balances for the accounts are as follows: <ul style="list-style-type: none"> ○ Operating Account: \$5,995.75 ○ Grant Account: \$93,529.73 ● Director insurance renewal is due in mid November. ● Hallmark Society annual membership renewal was completed at end of September. HeritageBC renewal upcoming. <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.

6	<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"> ○ homeowner indicated work will no longer be completed.
7	<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"> ○ Work complete, declaration of completion paperwork received and sign picked up. ○ MOVED by Jennifer and seconded by Genevieve: “That a cheque in the amount of \$10,000 be issued from the Grant Account to the owner of 1084 Marigold as per their approved 2024 Grant Application.” <p style="text-align: right;">CARRIED</p> <ul style="list-style-type: none"> ● 1650 Earlston Ave (roof replacement) - Liam <ul style="list-style-type: none"> ○ Work underway ○ Site visit conducted in summer, which noted some questionable work. This was flagged to contractor and fixed. Work is now paused and will resume in the spring. ● 4516 West Saanich Road (exterior painting) - Liam <ul style="list-style-type: none"> ○ No response from applicant on status request
8	<p>Website Creation/Graphics</p> <ul style="list-style-type: none"> ● 48North has submitted V3 of the website. ● Website content review occurred, meeting held Sept 23rd to consolidate feedback. Mauricio will finalize remaining edits and then website can be launched. ● 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
9	<p>Social Media/Public Engagement</p> <ul style="list-style-type: none"> ● Ongoing. New postings this month will flag intake period for foundation members, and new heritage designations.
10	<p>BCAHP meeting update</p>

	<ul style="list-style-type: none"> ● Genevieve attended the recent BC Association of Heritage Professionals (BCAHP) meeting. Some good sessions, highlights included: <ul style="list-style-type: none"> ○ Municipal heritage planners and how they approach BC regulations. Included examples from Burnaby, Kelowna, New Westminister. ○ Updated heritage management plan examples from Sauamish and Rossland ○ Interesting session on Binning house, which has interior/exterior murals. https://www.pc.gc.ca/apps/dfhd/page_nhs_eng.aspx?id=1832 ○ Other key examples included the squamish school house https://www.renewaldevelopment.ca/yellowschoolhouse and St. Andrews Wesley United Church in vancouver. ○ ACTION: Genevieve to share slides once they have been issued by the conference.
10	<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. ● Suggest a hybrid approach, and compare with other jurisdictions who have heritage foundations. Also will likely need legal review. ● Anticipate work starting November after website launch. Noted we can set up a special meeting to approved bylaw changes so doesn't have to be linked to AGM.
11	<p>2025 Board Applications</p> <ul style="list-style-type: none"> ● Applications due Oct 25th, 4:30 pm. New online application process.
12	<p>Christmas Party</p> <ul style="list-style-type: none"> ● proposed for Dec 15th, potluck style. <ul style="list-style-type: none"> ○ ACTION: Jen to send out calendar invite
13	<p>Adjournment</p> <ul style="list-style-type: none"> ● The meeting adjourned at 7:30 pm. ● The next regular meeting of the SHF will be held on Tuesday, November 12th, 2024 at 5:30 pm.