



MEETING MINUTES

Date:	Tuesday, January 9, 2024, 5:30 pm
Present:	Jennifer White (President), Lauren Ober (Treasurer), Mauricio Curbelo, Liam Hall, Charlotte Clar, Dan Sharp, Genevieve Weber, Councillor Karen Harper, Kimberley Van Nieuvenhuysse
Regrets:	
Guests:	Deane Strongitharm, George Papaloukas, George Papaloukas

ITEM	NOTES
1	<p>Welcome</p> <ul style="list-style-type: none"> ● Jennifer volunteered to take minutes <p>MOVED by Lauren and Seconded by Mauricio “That the agenda be approved”. CARRIED</p>
2	<p>Previous Meeting Minutes</p> <p>MOVED by Lauren and Seconded Liam by “That the minutes of the November 14, 2023 meeting be adopted and circulated. CARRIED</p>
3	<p>Introduction of New Board Members</p> <ul style="list-style-type: none"> ● Four board members were re-appointed in December for the 2024 calendar year. ● Three new board members were also appointed: <ul style="list-style-type: none"> ○ Charlotte Clar ○ Dan Sharp ○ Genevieve Weber ● Also welcome to Kimberly Van Nieuvenhuysse (representative from the Arts, Culture and Community Wellness Committee)
4	<p>Heritage Tracker</p> <ul style="list-style-type: none"> ● 4512 West Saanich Road <ul style="list-style-type: none"> ○ Update provided by Deane Strongitharm, see also attached presentation slides ○ Site is the original municipal hall, former Med Grill restaurant. ○ The development application and a draft conservation plan was originally received by Saanich in May 2022. Saanich Heritage Foundation provided feedback July 15, 2022. ○ Since that time, the plans have been revised based on changes requested by Saanich. A taller, slimmer building to the west as originally proposed won't work due to foundation or side street/tree limitations, and doesn't meet dedication/intersection safety improvements requested by Saanich.



- Removing the designated heritage building allows the development height to stay within OCP height of 12 stories.
- One option is to move the building to another location. Logistics don't allow it to go down the highway, so it would have to go to a location close by. A possible area would be the green space south of Fireside Grill, which is owned by Saanich, but would require their approval.
- Another option is to remove some of the London Plane trees at the edge of property, which are also noted as trees of significance.
 - Trees are approximately 100 years old, usual lifespan isn't known. Trees are known to cause allergies, aren't native to area.
 - May be linked to those on Shelbourne that were originally planted for soldiers who died in the First World War, but isn't confirmed.
 - If trees were removed, could increase housing within the 12 stories requirement while retaining the heritage building on the site.
 - Trees could be replanted after development. There is a precedent for this with Shelbourne, where trees were removed for roadway construction and replanted.
- May require a balancing of heritage vs trees to meet Saanich development requirements (ie if heritage more important than the trees, trees might be removed to save the building).
- Will provide options to Saanich Heritage Foundation for review and feedback once further assessment on building options is complete.
- **203 Goward Road**
 - Application for heritage registration was received by Saanich Planning Department on September 5, 2023. SHF Board reviewed the provided information during the November 14, 2023 meeting, and "supports the application for heritage registration at 203 Goward Road, and recommends Saanich Council approve the application."
- **794 Burnside Road West**
 - Pending submission of redevelopment application to Saanich

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Treasurer's Report

- See attached statement (to December 31, 2023)
- Current balances for the accounts are as follows:
 - Operating Account: \$674.37
 - Grant Account: \$71,066.03
 - Hall House Account: \$0.00
 - Dodd House Account: \$0.00

MOVED by Jennifer and Seconded by Liam "That the Treasurer's report be received for information".

CARRIED

	<ul style="list-style-type: none"> ● Transition of rental property funds to Saanich <ul style="list-style-type: none"> ○ Cheques (one for each property account) were issued to Saanich. Account balances are now zero. ○ ACTION: Lauren to close Hall House and Dodd House accounts ● Receipts provided to Lauren for Hallmark Society annual membership cost, and brass screws for plaques ● ACTION: Lauren to create sponsor document that summarizes the process/requirements for future transition of signing authorities.
6	<p>2022 House Grants</p> <ul style="list-style-type: none"> ● 1996 Ferndale Road (window replacement) <ul style="list-style-type: none"> ○ Was granted extension to end of August. Work is now complete ○ Declaration of completion document and paid invoice submitted via mail. Photos received via email. <p>MOVED by Liam and Seconded by Genevieve “That the Treasurer issue the approved grant to the homeowner”.</p> <p style="text-align: right;">CARRIED</p> <ul style="list-style-type: none"> ● ACTION: Liam to write letter to homeowner confirming completion of project and reimbursement amount ● ACTION: Lauren to e-transfer funds to homeowner
7	<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"> ○ Ventilation work still pending, with electrical required before insulation can occur. ○ Painting work completed, declaration of completion and invoice submitted via mail. Photos received via email. <p>MOVED by Liam and Seconded by Jennifer “That the Treasurer issue the approved grant for the painting work portion to the homeowner”.</p> <p style="text-align: right;">CARRIED</p> <ul style="list-style-type: none"> ● ACTION: Liam to write letter to homeowner confirming completion of painting project and reimbursement amount ● ACTION: Lauren to e-transfer funds to homeowner
8	<p>2024 House Grants</p> <ul style="list-style-type: none"> ● Applications due by April 30 ● Application received from: <ul style="list-style-type: none"> ○ 1084 Marigold ● ACTION: Mauricio updating master house inventory spreadsheet with grant information - ongoing

9	<p>Social Media Update</p> <ul style="list-style-type: none"> • Postings have predominantly been to flag registered and designated houses in Saanich • Discussion of social media approach for new year will be discussed in the February meeting.
11	<p>Website Creation</p> <ul style="list-style-type: none"> • Proposal from 48North received December 7, 2023. • Reviewed by Board Members, and no concerns noted. <p>MOVED by Liam and Seconded by Jennifer “That the 48North be retained to develop the SHF website and logo as per their proposal, up to \$10,000.</p> <p style="text-align: right;">CARRIED</p> <ul style="list-style-type: none"> • ACTION: Lauren to transfer funds from the Grant Account to Operating Account to cover this contract. • ACTION: Liam and sign and send back proposal to 48North
12	<p>Electronic Records</p> <ul style="list-style-type: none"> • Scanning of key file info/adding of info to house database master file. <ul style="list-style-type: none"> ○ ACTION: Mauricio to set up database/spreadsheet for entering designated house info from file - ongoing ○ ACTION: Jen/Liam to scan key designated house file information - ongoing. Liam getting some support
13	<p>2024 AGM</p> <ul style="list-style-type: none"> • To be held after February meeting • Will elect positions for President, Vice-President and Treasurer • If board members are interested in running for any position, please let Jennifer know. Members can nominate either themselves or someone else for a position.
16	<p>Adjournment</p> <ul style="list-style-type: none"> • The meeting adjourned at 8:00 pm.
17	<p>Next Meeting</p> <ul style="list-style-type: none"> • The next meeting of the SHF will be held on Tuesday February 13, 2024 at 5:30 pm. The 2024 AGM will occur immediately after the regular meeting.
18	<p>Attachments</p> <ul style="list-style-type: none"> • Treasurer’s Statement of Accounts • 4512 West Saanich Road presentation slides

SAANICH HERITAGE FOUNDATION
(Incorporated under the Society Act of B.C.)

STATEMENT OF RECEIPTS AND DISBURSEMENTS FOR THE YEAR ENDED DECEMBER 31, 2023

	OPERATING ACCOUNT		GRANT ACCOUNT		HALL HOUSE		DODD HOUSE	
	2023 <i>(to Dec 31 23)</i>	2022	2023 <i>(to Dec 31 23)</i>	2022	2023 <i>(to Dec 31 23)</i>	2022	2023 <i>(to Dec 31 23)</i>	2022
RECEIPTS								
Dist. of Saanich grant	10,000.00	17,000.00	25,000.00	18,000.00				
Book sales	149.70	74.85						
Rental income					9,185.86	12,033.84	14,755.11	17,393.04
Interest on account	-	-	-	-	-	-	-	-
Interest on G.I.C.'s			482.59	130.45	833.01	103.45	(932.53)	188.43
	10,149.70	17,074.85	25,482.59	18,130.45	10,018.87	12,137.29	13,822.58	17,581.47
DISBURSEMENTS								
Paid to Saanich (transfer of account)					43,575.51		50,844.60	
Grants paid to homeowners			10,000.00	23,319.38				
Office & Secretarial costs	19,832.53	15,571.85	-	-	-	-	-	-
Insurance fees	850.00	765.00						
Building Condition Reports	-	-				1,470.00		1,470.00
Maintenance expenses					2,582.41	9,465.11	35,808.85	14,172.92
	20,682.53	16,336.85	10,000.00	23,319.38	46,157.92	10,935.11	86,653.45	15,642.92
EXCESS (DEFICIENCY) OF RECEIPTS OVER DISBURSEMENTS	(10,532.83)	738.00	15,482.59	(5,188.93)	(36,139.05)	1,202.18	(72,830.87)	1,938.55
BANK & GIC'S - BEGINING OF YEAR								
BANK BALANCE	11,207.20	10,469.20	56,066.03	61,385.41	6,478.45	5,379.72	38,872.19	37,122.07
G.I.C.'s			34,429.55	34,299.10	29,660.60	29,557.15	32,302.57	32,114.14
	11,207.20	10,469.20	90,495.58	95,684.51	36,139.05	34,936.87	71,174.76	69,236.21
BANK & GIC's - END of PERIOD/YEAR								
BANK BALANCES	674.37	11,207.20	71,066.03	56,066.03	-	6,478.45	-	38,872.19
Due April 4 24 @ 03.00% 1 year			21,206.69	20,893.30				
Due May 7 24 @ 1.25% 1 year			13,705.45	13,536.25				
Due June 12 24@ 3.00% 1 year						24,387.30		
Due Nov 1 23 @ 2.75% 1 year						5,273.30		
Due Oct 4 23 @ 2.90% 1 year								21,755.99
Due Nov 1 23 @ 2.75% 1 year								10,546.58
	674.37	11,207.20	105,978.17	90,495.58	-	36,139.05	-	71,174.76

GRANTS UNPAID

1996 Ferndale	Windows	1,278.30	
2895 Colquitz - Paint	Paint	-	
762 Ralph St - Roof Ventilation		868.98	
762 Ralph St - Exterior paint north side		1,255.00	
		<u>102,575.89</u>	Net Available

v. Dec 31 23



4512 West Saanich Road Med Grill Site Application

District of Saanich Heritage Committee Meeting

January 9, 2024

Purpose

- Update on application process
- Discuss issues and opportunities
- Seek input

Heritage Building



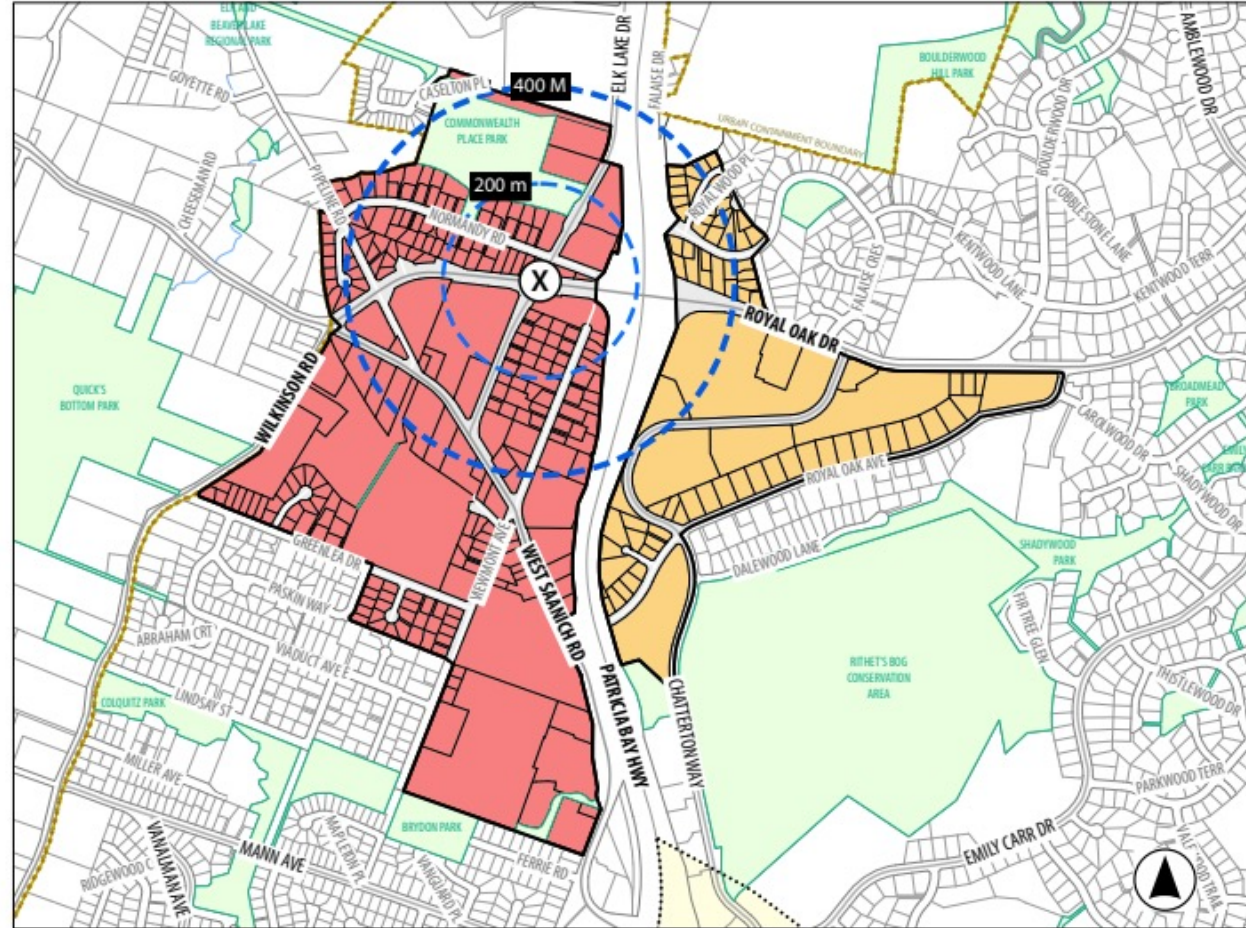
OLD MUNICIPAL HALL

4512 WEST SAANICH ROAD, SAANICH, BC



Updated OCP

- Encourage more housing to meet Provincial mandates
- Promotes higher density in Centres
- Supports High-rise buildings - up to 12 storeys (7.3.23)

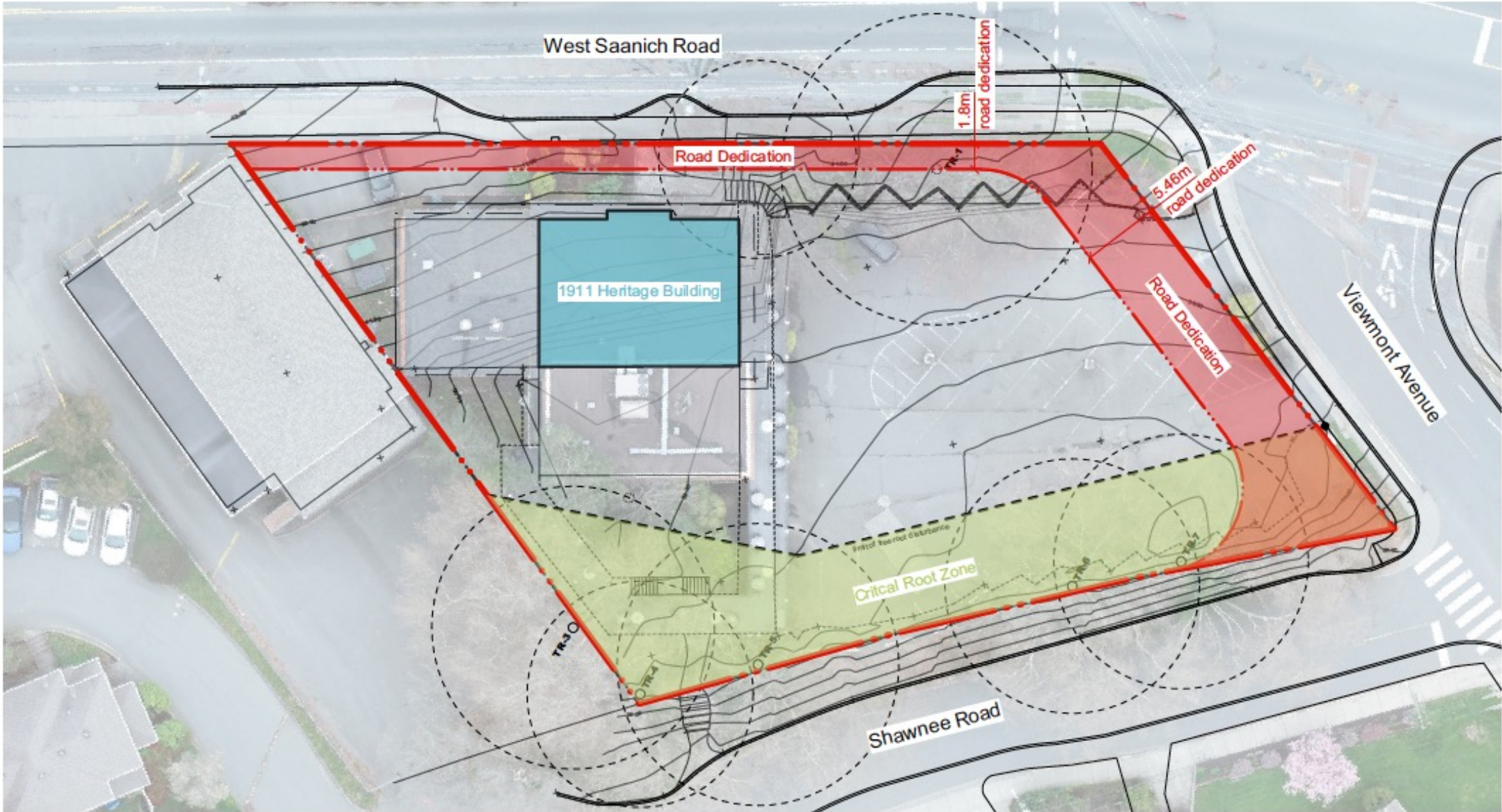


Royal Oak Centre and Broadmead Village

Constraints/ Issues

- London Plain Trees
- Road Dedication
- Intersection Improvements
- Heritage Building

4512 West Saanich Road - Existing Site Plan



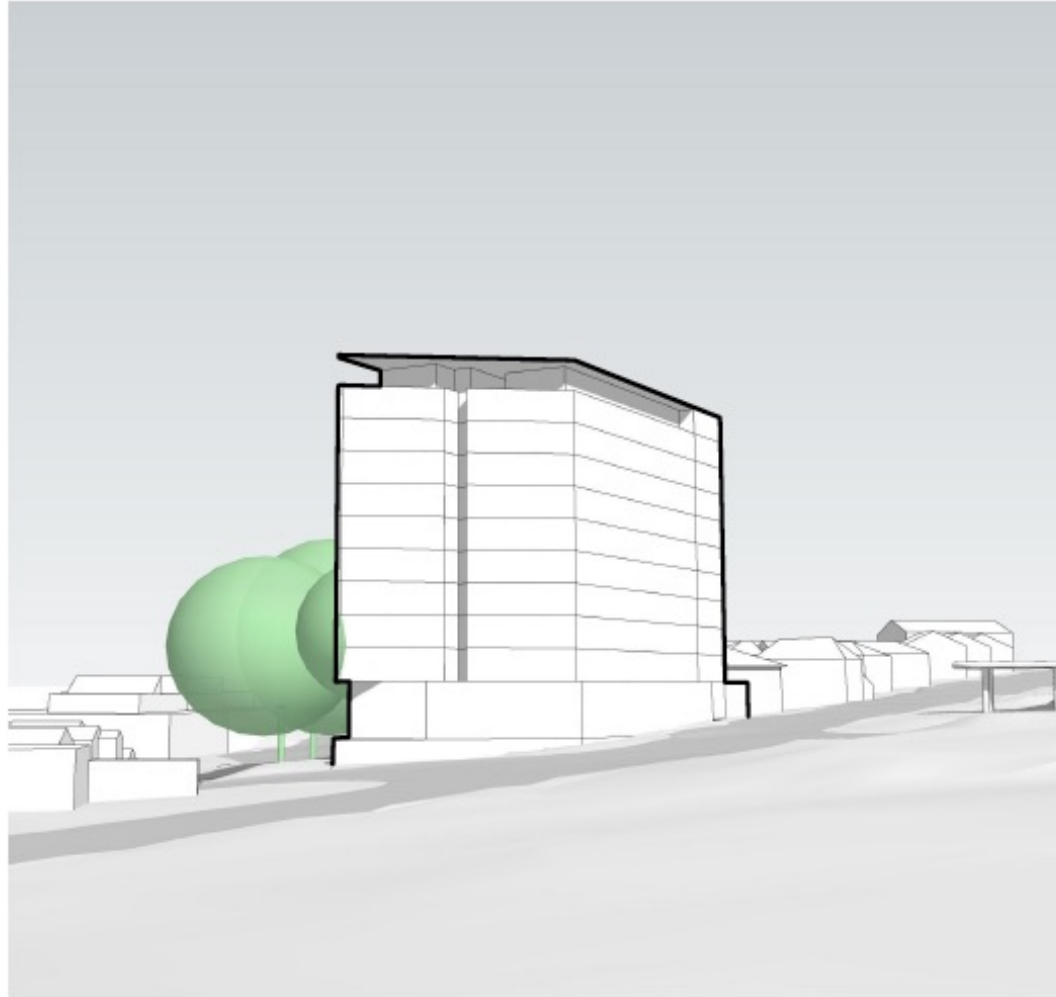
Site Constraints:

- 1911 Heritage Building
- Road Dedication
- Significant Tree Critical Root Zone



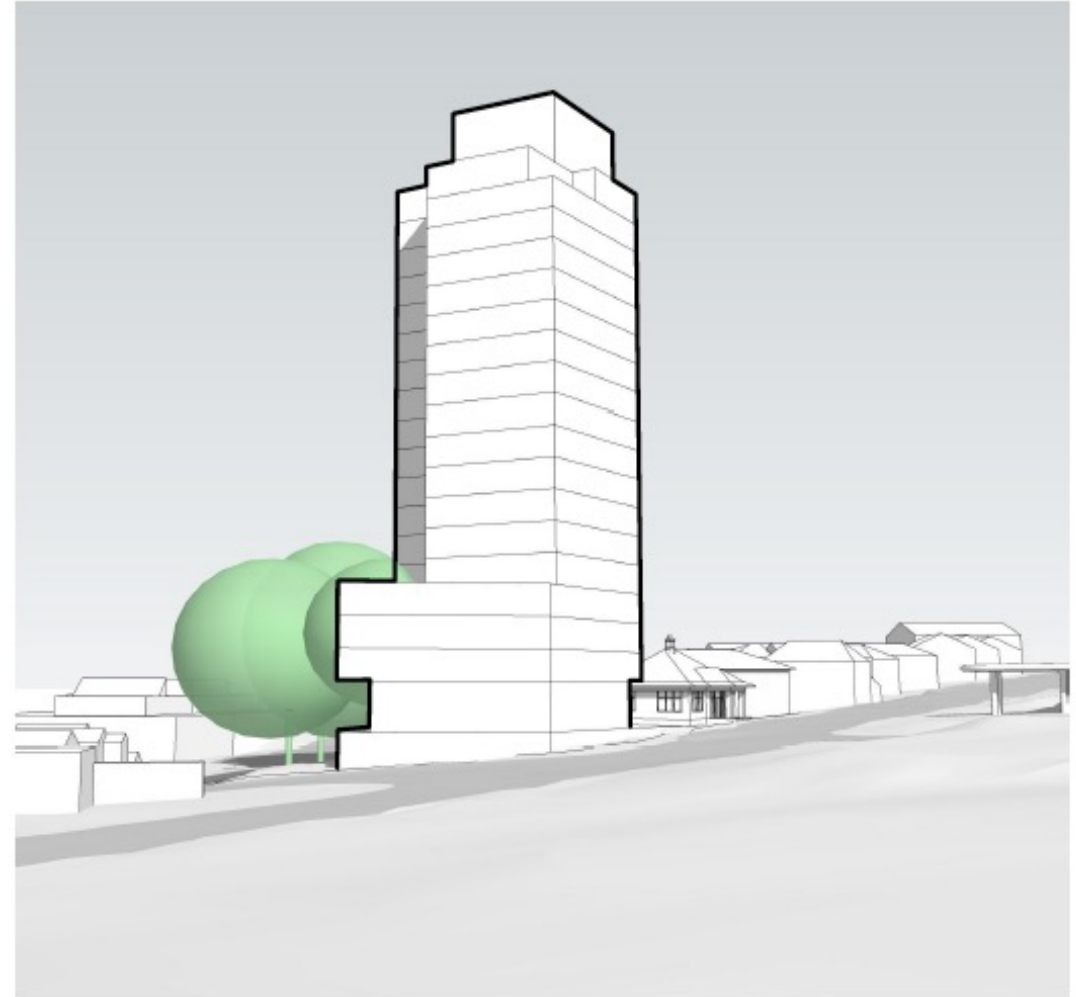
Comparison of Buildings

4512 West Saanich Road - Massing Comparison



12 Storey Massing (11 Storeys from West Saanich Road)

Gross Floor Area: 8,920 m² (96,015 ft²)
Total Residential Units: 80



19 Storey Massing (18 Storeys from West Saanich Road)

Gross Floor Area: 9,701 m² (104,420 ft²)
Total Residential Units: 101

Options for Heritage Building Investigated

- On-site
- Move the building
- Memorializing / recognize in an appropriate fashion

