



MEETING MINUTES

Date:	Tuesday, April 8, 2025 at 5:30 pm
Present:	Jennifer White (President), Liam Hall (Vice-President), Genevieve Weber, Colin Newell, Aiden Watson, Joan Wenman
Regrets:	Lauren Ober (Treasurer), Mauricio Curbelo, Councillor Karen Harper
Guests:	Kathryn Bridge

ITEM	NOTES
1	<p>Welcome</p> <ul style="list-style-type: none"> Jennifer volunteered to take minutes <p>MOVED by Liam and Seconded by Joan “That the agenda be approved”. CARRIED</p>
2	<p>Previous Meeting Minutes</p> <p>MOVED by Aiden and Seconded by Jennifer “That the minutes of the February 11, 2025 meeting be adopted as circulated. CARRIED</p>
3	<p>Save our Saanich</p> <ul style="list-style-type: none"> Guest presentation Kathryn Bridge on the resident feedback and experiences with the McKenzie-Quadra Plan community engagement by Saanich, and development concerns related to heritage buildings. Feedback noted: <ul style="list-style-type: none"> Particular concern was flagged for buildings near Beckwith, along high Quadra and by Christmas Hill Noted most residents don’t understand the potential impact of plan on their neighbourhoods, nor what density zones mean for heritage registered/designated buildings. Some areas with higher density of heritage buildings appear to be excluded (upper Maplewood), but others (lower Maplewood) are not. No rationale for this has been provided by Saanich when questioned. Current planning/development process does not incentivize heritage protection sufficiently

	<ul style="list-style-type: none"> ○ Heritage homes were typically built along/near early roadways, which are now major transportation routes, and targeted for densification. ○ Moving a heritage home to a heritage designation area may be one solution, but moving a home out of its neighbourhood context also is not ideal.
4	<p>Communications</p> <ul style="list-style-type: none"> ● Mailout to designated homeowners in early March to flag grant deadline <ul style="list-style-type: none"> ○ ACTION: Lauren to update mailer, and provide as a PDF. Jennifer to provide to Saanich for printing/mailing. ● Option to have a group meeting with Victoria, Oak Bay, Esquimalt Heritage Foundations, etc. to see what issues are being encountered, commonalities re preservation, approach for outreach <ul style="list-style-type: none"> ○ ACTION: Liam to obtain contact info from Gavin, Jennifer to reach out ○ ACTION: Genevieve to provide contact for staff working on new View Royal heritage register ● Discussion on other outreach options highlighted the upcoming Gorge Canada Day Picnic. <ul style="list-style-type: none"> ○ Opportunity to have a booth for the day (July 1) to showcase heritage in Saanich, local heritage walking tours, grants, etc. Likely a high impact/visibility event for minimal cost (~\$30) ○ Genevieve would be able to sit at booth, with support from other Board members at various times ○ Liam can provide some tables, tents <p>MOVED by Genevieve and Seconded by Liam “That the SHF apply for a booth at the Gorge Canada Day picnic and obtain quotes for a table banner.”</p> <p style="text-align: right;">CARRIED</p> <ul style="list-style-type: none"> ○ ACTION: Genevieve to reach out to Gorge Picnic Committee for registration link ○ ACTION: Genevieve/Liam to obtain costs for producing a SHF branded table banner
5	<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"> ○ Application for de-registration and demolition has now been submitted by applicant to Saanich. <ul style="list-style-type: none"> ■ Three memorials to be installed as part of redevelopment, locations have been slightly adjusted since concept originally presented to SHF.

	<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Size of memorials and layout/design has not yet been confirmed. Design will be provided to SHF for comment once drafted. ○ SHF provided formal written feedback to Saanich Planning on March 24, 2025 on updated application ● 794 Burnside Road W <ul style="list-style-type: none"> ○ Revised redevelopment application for heritage registered building received by Saanich ○ SHF provided formal written feedback to Saanich Planning on March 24, 2025 on revised application ● 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. ○ Plaque has now been installed on the residence ● 3601 Craigmillar Ave <ul style="list-style-type: none"> ○ Designation application submitted to Saanich on Sept 26, 2024. Includes both interior and exterior features ○ Saanich Planning indicated that the application has since been put on hold by the applicant - no change ● 3830 Hobbs Street <ul style="list-style-type: none"> ○ Application for de-registration has been received by Saanich Planning on December 11, 2024. ○ SHF provided formal written feedback to Saanich Planning on March 24, 2025 based on information provided by Saanich Planning re request for statement of significance, and state of building
6	<p>Heritage Queries</p> <ul style="list-style-type: none"> ● VCKC - 355 Gorge Road West <ul style="list-style-type: none"> ○ roof/gutter issues flagged via email. <ul style="list-style-type: none"> ■ ACTION: Liam to connect with VCKC re options for addressing water issues - in progress ● Heritage Houses in Strata <ul style="list-style-type: none"> ○ Questions received from both Strata board and homeowner of registered heritage building related to removal of original wood windows and replacement with vinyl. ○ Noted that homeowner did not want windows replaced, and the vinyl windows were not in keeping with the heritage style of the exterior. Request was not endorsed by SHF and feedback was provided to both parties, and also flagged to Saanich Planning. ○ Information received from homeowner also noted that previous Strata boards had blocked ability of homeowner to designate home, which is

	<p>not typical. Most newer stratas created by subdividing the property of an older home now incorporate designation of the original home as part of the development application.</p> <ul style="list-style-type: none"> • Duke Street Mansion <ul style="list-style-type: none"> ○ Request received for support on planned window and stucco repairs, painting and masonry work. Liam and Jennifer met with homeowner and their contractors on March • Women History Month <ul style="list-style-type: none"> ○ Genevieve presented a session at the Royal BC Museum on the representation of women in heritage sites. https://youtu.be/zH-Y6bR-GkI?feature=shared • Building Improvement Guidance <ul style="list-style-type: none"> ○ ACTION: Colin to add to homeowner Q&A on our website to address HVAC and solar panel questions
7	<p>Treasurer's Report</p> <ul style="list-style-type: none"> • As per summary to March 31, 2025. • Current balances for the accounts are as follows: <ul style="list-style-type: none"> ○ Operating Account: \$325.00 ○ Grant Account: \$72,778.23 <p>MOVED by Joan 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"> • Grant Guidelines <ul style="list-style-type: none"> ○ ACTION: Jennifer to distribute updated grant eligibility guidelines to allow for consideration of multifamily residences and non-profit owned residences applications after single family residences applications, subject to funding availability.
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"> ○ 85% of work is complete, will resume in spring • 1650 Earlston Ave (roof replacement) - complete <ul style="list-style-type: none"> ○ ACTION: Liam to pick up SHF sign • 4516 West Saanich Road (exterior painting) - Liam <ul style="list-style-type: none"> ○ Additional wood rot found, delaying work/approach. ○ Liam & Mauricio met with homeowner to review issues noted. Suggested an extension to painting work would be reasonable. There is also the option to have homeowner apply in 2025 for a new grant to cover the cost of wood repairs. Homeowner indicated they would apply for an extension and submit a new grant application at the same time.

	<ul style="list-style-type: none"> • For 2025 Grants, deadline is April 30th.
8	<p>Website</p> <ul style="list-style-type: none"> • 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/linking from our website • ACTION: Colin to start streamlining our website content - ongoing <ul style="list-style-type: none"> ○ Key areas are how to find out about grants, where to go to find more about the history of your house (links to other helpful places, like Saanich Archives), other useful information, like Vancouver Heritage Foundation for paint colours, Heritage BC resources for homeowners, etc. • ACTION: Colin to add some fields to clarify intent of contact us form submission, and suggest approach for managing incoming communications
11	<p>Adjournment</p> <ul style="list-style-type: none"> • The meeting adjourned at 7:35 pm. • The next regular meeting of the SHF will be held on Tuesday, May 13th, 2025 at 5:30 pm.



- Future Activities (for tracking)
 - build up membership list by promoting online via website/social media
 - email/newsletters/websites of community associations
 - infosheet for realtors - flag to SHF when designated house is for sale, connect new homeowner to SH
 - Masonry repair guidelines for on website (general tips)
 - Working group for policy/bylaw updates over the summer

Bylaw Discussion (carried over from last month)

- Bylaws update to reflect changes in Society Act bylaw template (to ensure alignment)
 - Suggest a hybrid approach, and compare with other jurisdictions who have heritage foundations. Also will likely need legal review.
 - ACTION: Genevieve can connect with Victoria Heritage Foundation contact on how they approach their bylaws.
- Option to set up grant working group to investigate additional grant cycles (currently we have a second intake planned for September if outstanding grant monies available), increasing amount of annual grant, increasing cap/10 year period. To be investigated at next meeting further