



**Falaise Community Association**

Growing a stronger community together

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## **Minutes of the Directors' Meeting**

**Where:** Berwick Royal Oak retirement community, 4680 Elk Lake Dr.

**When:** Wednesday, 9-Oct-19, 7:00 pm to 9:00 pm

**Attendees:** Cynthia Hawsworth, Sandrine Lio , Bob Lucy, Stuart Macpherson, Mac Nanton, Carl Ross, Stew Vinnels

**Absent:** Kyla Shauer

### **Agenda:**

1. Review and adopt minutes from last month
2. Review and adopt financial report
3. Quick updates
  - a. SCAN
  - b. newsletter
  - c. others?
4. 855 Falaise
  - a. where we are at
  - b. further work required before meeting with Developer
  - c. budget for meeting with Developer
  - d. flyer/door knocking
  - e. Zak deVries meeting agenda
  - f. other things we should be doing
5. AGM planning
  - a. Mac's lists
  - b. what do we want to report on
  - c. flyer
  - d. Directors for next year - continuing/new
  - e. who will do what
6. New Business

### **1. September minutes**

The action item regarding the first aid kit should be changed from "Inquire about" to "Purchase". Bob moved, Stew seconded, that the amended minutes be accepted. All in favour.

### **2. Financial report**

Bob moved, Sandrine seconded, that the financial report be accepted. All in favour.



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### 3a. SCAN

Mac indicated that there was nothing significant to report.

### 3b. Newsletter

Carl indicated that Kyla had sent a text to him indicating that a draft of the newsletter was complete.

### 3c. Other items

Stew indicated that Councillor Mersereau had told him that there are several CAs concerned about traffic noise. Stew is going to get a list and see if we can coordinate our initiatives. Bob had been contacted by a supplier of noise walls.

Sandrine said that she had no new information on the First Memorial crematorium issue. Stuart said that they had recently been aware of smells from a crematorium but he wasn't sure which one.

Sandrine pointed out that vehicles were ignoring the new "No Parking" signs on Falaise Dr.

## 4. 855 Falaise

This item did not follow the subheadings in the agenda. The following is a summary of the discussion.

Carl summarized a phone call with Denise Kors that led to three main issues:

Council motion: Denise would like that we be sure of the Council motion before we go ahead with the community meeting. There was general agreement that this was a good idea. Bob will write to Council asking when the minutes of the meeting will be available.

Arborists: Denise would like that the arborists meet before the community meeting. The committee supported this idea. There was a feeling that the discussion should be broader than simply saving tree #1986. Stuart will talk to Ron Carter.

Facilitator: There was a general feeling that Bob Yates was still the best choice for facilitator. Denise had expressed a concern that he might interject himself into the discussions, because of his background in planning. The committee does not believe this is a concern. Stuart will meet with Bob as soon as he is back to clarify his role.

Meeting expenditures: 1) Stew moved that we allocate up to \$400 to support the additional work required by Ron Carter. Seconded by Mac. All in favour. 2) Stew moved that we negotiate to split the facilitator cost 50/50 with Denise and that we allocate up to \$300 for the facilitator. Seconded by Cynthia. All in favour. 3) Stew moved that we split the meeting room expenses 50/50 with Denise and we allocate up to \$200 for this item. Seconded by Cynthia. All in favour.

There followed a general discussion as to the best possible outcomes. The concerns remain trees, large houses, parking/traffic and privacy. The road modifications allow for two more parking spots. Stew suggested that a change in the driveway locations could allow for a total of four spots. Stuart has been in touch with the Saanich Area Planner and suggested that we arrange to meet with her. Cynthia suggested that we put together an information package for Bob Yates to help provide him with background information. Stuart has arranged a meeting with Councillor de Vries that Stuart and Bob will attend.



## 5. AGM planning

Bob and Kyla will prepare the minutes from the 2018 AGM. Mac prepared a check-list to help with planning the meeting. The main items on his list were reviewed. Bob will confirm the location with First Memorial. Mac will check with potential donors. Bob thought that Sue would greet people and check membership. Carl will manage the elections. We need two people to prepare a financial audit report. One can be a member of the Executive and Mac has volunteered. Sandrine will approach a resident in her area. Bob indicated that our priority list for the year had been addressed. Directors elected at the meeting are not assigned specific positions; this happens at their first meeting. Bob pointed out that the Director serving as President can have no other roles although other Directors may have more than one role.

## 6. Other business

Bob received a notice from Saanich asking for volunteers to serve on various committees.

Bob mentioned that there is a public hearing scheduled for an A1 rezoning on Del Monte. It may be useful to attend so we are better informed as to how public hearings are conducted.

Mac proposed that we generate a “Happy Holidays” card that gets emailed to all our members. A paper card would be delivered to new residents. Mac volunteered to draft the card.

Stuart indicated that he now has the application form for the Tannis Warburton memorial and has been in contact with the family.

## Next meeting

AGM, November 13<sup>th</sup>, at First Memorial.

## Summary of action items:

### Cynthia:

- Introduce the Mayor at the AGM.

### Sandrine:

- Approach a resident to serve as an auditor.

### Kyla:

- Finish our last newsletter of the year.

### Bob:

- Write to Council asking when the minutes of the 16-Sep-19 meeting will be available.
- Confirm the AGM meeting room with First Memorial.
- Prepare AGM materials.



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## Stuart:

- Contact Bob Yates regarding duties as facilitator.
- Maintain communication with Ron Carter.

## Mac:

- Contact potential donors for support with the AGM.
- Serve as a financial auditor.
- Prepare a draft Happy Holidays card.

## Carl:

- Manage the elections at the AGM.
- Prepare the membership list for check-off at the door.
- Help with audit report for the AGM.

## Stew:

- Prepare introductory remarks for Cynthia to use when introducing the Mayor.