



Falaise Community Association  
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## Minutes of the Directors' Meeting

**Where:** Zoom meeting, hosted by Bob.

**When:** Wednesday, 14-Oct-2020, 7:00 p.m. to 9:15 p.m.

**Attendees:** Cynthia Hawsworth, Bob Lucy, Stuart Macpherson, Mac Nanton, Gary Weeks

**Absent:** Sandrine Lio, Carl Ross, Stew Vinnels with apologies

**Guest:** Alan Taylor, resident 870 Falaise Cres

**Agenda:** Minute taker - Stuart

1. Review Zoom sign-in experience
2. Review and adopt September minutes
3. Review YTD financial statement
4. Review Action Items
5. Aerial photo quotes for noise wall
6. Create Task Force to prepare noise wall position paper
7. Finalize fall newsletter
8. AGM preparation
  - a. will you stand for re-election?
  - b. who else can we approach to run?
  - c. financial reviewers needed – any volunteers/suggestions (ideally no more than 1 Board member)
  - d. method of voting; test the use of polls – handling 2 members on 1 computer?
  - e. recommended membership fee for 2021
  - f. How shall we do presentations (e.g. financial report)? – give screen sharing to presenter or Bob do all the screen sharing
  - g. what reports shall we give?
9. Mac: proposal to donate to charity
10. Other business

### 1. Zoom sign-in

Went reasonably well. The Unmute button (left bottom of screen) needed to be held down by some people before the microphone worked. Sign-in needs to be by the link in the registration confirmation email. Mac couldn't get audio, it may be his computer?

### 2. Minutes.

Accepted as written. Cynthia moved, Gary seconded, that the minutes be accepted. All in favour.

### 3. Financial statement

Sandrine circulated the YTD financial statement to October 14<sup>th</sup>. Stuart will request Sandrine provide a copy of the September YTD to review differences in revenue and expenses months. Cynthia moved, Gary seconded that the financial statement be accepted. All in favour.



#### **4. Review of Action Items**

Bob:

- Completed Zoom tests with Directors.
- Confirmed insect speaker, Linda Gilkeson, for 6.30 p.m., just prior to the AGM.

Stew:

- Set up meeting with Mayor and COO for September 29<sup>th</sup> 1.30 p.m. regarding the noise wall.

Carl:

- Fall 2020 Newsletter draft all but completed.
- Draft Zoom tutorial for AGM circulated.

Stuart and Mac:

- Noise Wall Chronology completed and posted on FCA website.

Gary:

- Garden suite bylaw passed by Saanich council last month.

Gary and Stuart:

- Get information about how crematoriums are affecting residents in other B.C. communities.
- Project is still a work-in-progress. Contact received from Don Morris EARTH OPTION requesting support for aquamation.

We still need information as to how other communities are dealing with the emissions.

#### **5. Aerial photo quotes**

In response to the Mayor's request for more information on the noise wall Bob obtained two quotes for drone overhead aerial photo shots of the highway during rush hour. One for \$250 from Skyscope and one for \$500 from Drone Focus. Generally feeling was that a photo would be a helpful illustration of the traffic flow and busy traffic pattern on the highway and the on-ramp. Moved by Mac that we obtain photos from Skyscope. Carried unanimously.

Note: Via a subsequent email exchange with Directors, it was agreed to spend an additional \$100 to get a video as well as the still shots.

Noise level - Gary asked if we could get a reading on the decibel level of the highway noise. Mac volunteered to look into this - it would need to be done to MOTH standards; time of day etc. He will contact Claire Wakefield, highway engineer.



Photo mosaic - Mac has assembled a photo mosaic (black and white) illustrating the section of highway that the noise wall might cover. It would be part of the position paper documentation package.

## **6. Task Force for Noise Wall Position Paper**

Bob summarised the outcome of the meeting with the Mayor. The Mayor felt it would be difficult to move the request forward as it was not included in the Saanich budget. He would need information from us to get it into the budgeting process by convincing Council. He suggested we create a position paper outlining our proposal including graphics. In his view this might be useful to get Councillors on side. Nevertheless it became apparent during the meeting that the Mayor thought our proposal would be a low budgetary priority. The position paper should outline benefits such as:

- increased public safety on Falaise Drive
- continuity for the bike lane
- improve the funeral home parking
- visually screen the community from the highway (shield from vehicle lights at night)

We had some discussion on which councillor we might get to be supportive and to champion our proposal; Susan Bryce was suggested but then considered to not likely be particularly supportive.

Suggested Task Force members were Stew, Mac, Stuart and Bob in background. They will meet to draw up a scope and outline. It requires an action plan and a target completion date.

## **7. Fall 2020 Newsletter - Falaise Focus**

The fall edition is almost ready to print. Need to add a date for a presentation from Saanich on its Climate Change Plan. Preferred date is Nov 9<sup>th</sup>, then 12<sup>th</sup> then 10<sup>th</sup>. Bob will confirm with Saanich.

## **8. AGM Preparation - November 18**

a. all directors present said they would stand for re-election. The three absentee directors need to confirm if they will too.

b. new directors - Alan Taylor said he was interested. If there are others we would need an election.

c. financial review. Alan Taylor and Mac volunteered to review the financials before the AGM.

d. Voting method - discussed how to vote on Zoom. Tested out a show of hands, a thumbs up.

If two are voting from one household would need to use two computers in the household.

e. Membership fee for 2021

Bob said we are down about \$1000 in bank compared to last year. This is primarily due to unexpected expenses. Generally felt that this trend may continue as we have the ongoing noise wall project, crematorium emissions etc. and we might dip below a comfortable reserve level. Stuart wondered what



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our yearly expenses were on average? After discussing whether to leave the fee at \$5 we decided to recommend a fee of \$10 per member.

We should prepare a rationale for the increase to \$10 for presenting at the AGM. Note – this task unassigned.

f. Reports - Bob do all the screen-sharing of reports, documents. Felt this is the most efficient way.

g . Reports need to follow the constitution requirement i.e. Treasurer's report, then other Directors' reports. These would be a Presidents report, Registrars report.

### 9. Charity Donation

Mac proposed that the FCA make a donation to one of the charities such as Mustard Seed Food Bank. This is in light of the COVID situation and increased demand for services from such organisations. Generally it was agreed that although this was a noble suggestion it was outside the objective and mandate of the FCA, which is to advance the interests to the Falaise community.

### 10. Other

Cynthia led a discussion of the purposed Royal Oak apartment tower development adjacent to Elk Lake Park. How this might impact the community, the urban/rural interface, and preferred locations for increased density development downtown. Agreed this is a conversation we should have with the community in the coming year.

Stuart is endeavouring to compile a list of the FCA presidents since inception. He is hoping to contact Richard Atwell who may have an archived copy of the previous website.

### Summary of action items:

#### Bob:

- Contact Saanich to confirm for Nov 9<sup>th</sup> date for Climate Change Plan presentation
- Contact Skyscope for drone aerial photo
- Complete AGM preparation November 18<sup>th</sup>

#### Carl:

- Complete Falaise Focus fall newsletter

#### Stew, Mac, Stuart, Bob:

- Meet to draw up scope for Noise Wall position paper

#### Mac:

- Investigate obtaining highway noise (decibel) level data



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Gary:

- Rationale for fee increase