



Minutes of the Directors' Meeting - April 14, 2021

Location: Zoom meeting, hosted by Stuart Macpherson

Time : 7:00 - 9:20 p.m.

Attendees: Cynthia Hawksworth, Holly Holt, Bob Lucy, Stuart Macpherson, Mac Nanton, Carl Ross, Stew Vinnels **Absent:** Gary Weeks

Opening remarks (Stuart):

Welcome to Paul Thorkelsson (CAO Saanich). Stuart did a brief overview of the composition and history of our community and our association. He also reiterated our Focus Points for 2021.

Conversation with guest Paul Thorkelsson:

1. Pat Bay (Hwy 17) Noise Wall – Stew addressed this issue
 - a) Paul has been a helpful contact especially with technical support. One area to note is that the actual ownership of the area for which the location of noise wall is proposed is currently unknown.
 - b) Continue focus on obtaining Ministry of Transportation support. Next step may be to ask M of T to do a sound study.
2. L855 Rezoning for Subdivision – Stuart addressed this issue.
 - a) The developer has recently submitted new documentation / revisions so FCA should contact Planning department for a new update as soon as possible. New Planner on this issue is Gina Lyon.
 - b) The FCA expressed our disappointment that we had to hire an arborist to find an alternate solution to save Garry Oak trees on the property subsequent to the initial application. Our request was that Saanich arborists ensure due diligence in maintaining protected trees and urban forests.
3. Crematorium Emissions – Stuart addressed this issue
 - a) Paul was aware of issues. The fire department has been out to address a prior community complaint and found no infractions.
 - b) There are no provincial emissions standards for crematoria.
 - c) Consumer Protection BC is the provincial regulator and issuer of licences for crematoria and ensures compliance to regulations. Paul indicated that most crematoria have cameras to record smoke emissions and review them regularly.
 - d) Bob has been the liaison for FCA for both crematoria in our community.
4. Funeral parking overflow on Falaise Drive – Mac addressed this issue
 - a) Parking enforcement is currently reactive as opposed to proactive. It is enforced by Saanich Police if there is deemed to be a safety concern (e.g. not enough road space to accommodate movement of emergency response vehicles).
 - b) Saanich has recently approved the hiring of 3 bylaw officers to take over the parking enforcement in the hope to become more proactive. It is anticipated that this program will be in effect by Fall 2021.



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5. Traffic calming on Falaise Crescent – Stuart addressed this issue
 - a) Main road bend by the park is currently 30 KMH but the signage is not overly visible. Suggestion for larger sign, zebra markings on roadway.
 - b) Idea of a Road Mural pilot project has been brought forward by a community member as a way to address traffic calming.
 - c) Suggestions by Paul are to speak to engineering department and perhaps put up a temporary speed reader board as an interim measure.
6. Update on the Royal Oak Area Plan is overdue – Stuart addressed this issue
 - a) Last updated 2001.
 - b) Paul advised that there is a current pause on updated community plans due to increased focus on the current housing crisis. The Royal Oak Area Plan is in the middle of the group that require updating. Funds have been reallocated to the Housing Task Force.
7. Updating on the Urban Forest Strategy is overdue – Stuart addressed this issue
 - a) It is looked at prior to development approvals.
 - b) A new Urban Forestry Manager position has been recently approved for Saanich.
 - c) There is a need for increased monitoring and reporting after new policies are introduced. Council is now trying to ensure clear implementation plans and funding at the time policies are approved.
 - d) Saanich is looking at increasing urban density in specific corridors and urban areas (e.g. Uptown, Shelbourne corridor) while ensuring that long-established residential neighbourhoods are minimally impacted.

Additions to Agenda:

1. None
 - Please note: As we had a guest speaker this month, most updates and committee reports were completed through written submissions due to time constraints. Directors were encouraged to add questions or comments as they deemed necessary.

Minutes from March 10, 2021 meeting:

Approved as written.

Motion to approve: Bob Seconded: Cynthia Approval: unanimous

Correspondence:

1. Ken Kowalsky – continued concerns re parking enforcement along Falaise Drive during large funeral gatherings (when COVID restrictions are lifted)
2. Alan Taylor – information on a pilot project for road murals as a means of traffic calming, beautification and community building.
3. Tim Wood – North Quadra resident who would like to discuss joining forces to advocate for highway noise barriers. He is advocating for the area of Cameo St and Douglas. He was referred to our association by Lana Popham.



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Business arising from minutes:

Status of action items from last month: written submissions

Bob: done

Mac: done

Stew: done - continuing to monitor

Carl: done. A draft of the April newsletter has been reviewed by Bob and Stuart

Stuart: Welcome letter delivery – ongoing: rest of items – done

Cynthia: done

Holly: done

Registrar Report: Mac : written submission

1. 2021 Membership Renewal Drive
 - a) 175 paid members to date
 - b) Anticipate membership drive will be completed within next couple of weeks.

Financial Report – Carl : written submission

1. Last month's Financial submitted and reviewed
 - a) Mac and Carl agree on numbers of members and dues paid as of financial date
 - b) Outstanding expenditures: Zoom license for meetings and cost of second set of business cards – Bob

Motion to approve: Holly

Seconded: Mac

Approval: unanimous

SCAN report – Mac : written submission

1. Saanich Council has approved an increase in the insurance grant (\$850 was mentioned) to cover the premium for Directors and Officers Liability.
2. Community associations are being asked to prepare questions for the meeting with the MLA's that will be held in the Fall.
3. Community associations should be following developments around the proposed development and Royal Oak Drive and the Lochside Trail.
4. The CRD traffic committee has funds for education programs in relation to Traffic Safety. Community associations may want to consider projects in their areas.

Committee Reports

1. Noise Wall (Stew)
 - a) Stew is continuing contact with Lana Popham. The committee met with Susan Brice and she is on board. Will set up meeting with Judy Brownoff next.
 - b) Stew will contact Tim Wood to determine if it would be advantageous to us to join forces.
 - c) Lane separators from the McKenzie overpass construction may be useful in temporarily providing some noise abatement.



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2. Crematorium Emissions : written report (Holly)
 - a) Survey has been completed and analyzed. A total of 5 residents (7% of the community sample surveyed) indicated a problem with emissions.
 - b) The results will be examined at May's meeting and a decision as to next steps made at that time.
3. Community Survey: written report (Bob)
 - a) Survey deadline was extended to April 16th
 - b) Preliminary results show that majority of residents are very satisfied or satisfied that the FCA communicates in an effective manner.
 - c) Final results will be analyzed and discussed at our next meeting.
 - d) Bob will prepare a brief recap of main results for the April newsletter
4. Constitution Review: written report (Bob)
 - a) Bob, Carl and Holly met on Zoom – ongoing progress
 - b) Two policy drafts for future approval were circulated (Policy Regarding External Communications and Policy Regarding the Nomination of Directors)
 - c) Draft of currently proposed constitutional amendments were sent out to Directors
5. Falaise Park Update (Stuart)
 - a) Parking on verge of road by playground has become a safety issue. Stuart has contacted Engineering department to find solutions. In progress.
6. Falaise Focus newsletter : written report (Carl)
 - a) Draft has been circulated to Bob and Stuart.
 - b) Bob will add brief recap of survey.
 - c) Carl will add information on meeting with Paul Thorkelsson
 - d) Stuart will revamp / edit his article on the highway beautification project
 - e) A request for a volunteer to take over as the FCA Facebook administrator will be put into the newsletter - Carl
 - f) Final draft of newsletter to be sent out to Directors next week.

New Business

1. Traffic – Falaise Traffic calming
 - a) Alan Taylor has expressed concerns re speeding on Falaise Crescent.
 - b) Alan has forwarded an opportunity to FCA to become involved in a pilot project for a road mural on Falaise Crescent. This is intended to assist with traffic calming. Teale Phelps Bondaroff is the coordinator for this program. He would apply for grants to assist in costs (costs currently unknown)
 - c) Recommendation that Stuart contact Teale and Alan to set up an initial meeting followed by a presentation to the Board.
2. Community/ Resident attendance at Board meetings
 - a) At present the constitution does not set recommendations or guidelines around this.
 - b) Stuart will draft a policy statement to be discussed at our next Board meeting
3. Little Book Library



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- a) A resident would like to set up and maintain a Little Book Library at Falaise Park.
- b) Saanich Parks is open to this idea but require input on design and would do the installation (unknown if there would be a charge for this).
- c) Stuart will speak to resident and advise her of next steps. Cynthia will go with her to view Little Library at Rutledge Park if resident agrees.

Other Business - none

Motion to adjourn: Stew

Seconded: Mac

Approval: unanimous

Next Meeting: Wednesday, May 12, 2021: Zoom

Summary of Action Items:

Bob

- Compile final survey results
- Communicate results to Directors. Next steps will be discussed at May meeting.
- Write brief overview of survey results for April newsletter

Stuart

- Send letter to Paul Thorkelsson thanking him for the meeting
- Follow up on invitation extended to Ned Taylor for a park walkabout
- Check with Gina Lyon (Planning Department) re L855 Falaise application status
- Follow up on park parking issue with Engineering
- Draft policy re Community members attendance at Board meetings
- Edit article on highway beautification project for newsletter
- Contact Alan and Teale to explore Road Mural project potential / costs and arrange presentation to Board
- Communicate with resident re Little Book Library next steps
- Items to add to next month's meeting: Crematorium emissions, Community attendance at Board meetings, Lot 855 Falaise update, survey results, September picnic

Carl

- Write summary of meeting with Paul Thorkelsson for newsletter
- Put request for volunteer to manage our Facebook page in the newsletter
- Complete Falaise Focus Newsletter for publication
- Arrange for publication of newsletter



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Stew

- Continue to head the Noise wall committee and monitor progress / update FCA
- Meet with Tim Wood re potential collaboration on Noise Wall advocacy.

Mac

- Speak to Engineering about more visible 30 KMH sign and possible speed reader board
- Forward SCAN report to Holly when information is received from Don Gunn. If the information is not time-sensitive, it could be rolled into next month's report.
- Completion of membership drive
- Check with Broadmead Ratepayers Association re projected date for September picnic (depending on COVID regulations) so that we can pick a potential date for our (anticipated) September picnic.

Holly

- Draft thank you letter to Paul Thorkelsson for Stuart to send

Cynthia

- Meet with resident re Little Book Library after initial conversation with Stuart