



# Falaise Community Association

Growing a stronger community together

## Minutes of the Directors' Meeting – May 12, 2021

**Location: Zoom :** hosted by Stuart Macpherson

**Time :** 7.00 pm – 9:10 pm

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

**Additions to Agenda:** Beautification project – decorative wrap on BC Hydro boxes

### Opening remarks (Stuart):

Some agenda items may need to be tabled to next month depending on the length of the presentation by our guest speaker, Teale Phelps Bondaroff of the Greater Victoria Placemaking Network.

Confirmation that all Directors received the documents sent out prior to the meeting.

### Minutes from April meeting :

Approved as written.

Motion to approve: Bob

Seconded: Stew

Approval: unanimous

### Correspondence:

None

### Business arising from minutes:

#### Status of action items from last month:

Bob: done

Stuart: done

Carl: done

Stew: done

Mac: initial contact made with Engineering department re 30 KMH sign – will follow up

Unable to contact BARA to date regarding the date for their Fall community day

Holly: done

Cynthia: done

### Registrar Report - Mac

2021 Membership Renewals Update – 191 currently signed up (189 to Carl with 2 outstanding)

Final push this weekend

### Financial Report - Carl

189 members paid to date

year to date Financial Statement dated May 10, 2021 submitted and reviewed

Motion to approve: Bob

Seconded: Mac

Agree: Unanimous



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## SCAN Report - Mac

1. Reminder of the scheduled meeting with MLAs in November. Mac will request that FCA issues are put on the agenda.
2. There is currently nothing new on the Lochside Development application. Anticipate more information in June.

## Committee reports / actions:

1. Noise Wall (Stew)
  - a) Meeting with Mayor Haynes on March 20<sup>th</sup> – some follow up items
  - b) Met with Tim Wood re his advocacy for a noise wall on Douglas Street by Cameo (North Quadra area) – some common concerns
  - c) Committee will meet with Lana Popham and the engineer in charge of Highways from Nanaimo to determine next steps
  - d) Anticipated next step will be to ask Lana Popham to request a full noise assessment from the Ministry of Transport.
  - e) Need to advocate for our noise wall at the SCAN meeting with MLAs in the Fall
2. Crematorium Emissions (Holly)
  - a) Overview of survey results shared: 5 residents indicated negative effects (smoke and/or odor)
  - b) A discussion ensued over responses: decision was made to have Stuart and one other concerned resident meet with the Crematorium operation to discuss concerns and get an overview of their usual timetables / procedures

Motion: Two members of the community will meet with the Crematorium operators to discuss procedures and report back to the Board.

Motion to approve: Stew                      Seconded: Mac                      Approval: unanimous

3. Community Survey (Stuart)
  - a) Results were shared and a general discussion ensued over how the results should be shared with the wider community. There was some discussion over the validity of results, specifically around the use of email as a primary communication tool. Some felt that this should be carefully interpreted as not all residents use email. It should be noted that not everyone answered all questions - 45 responses were obtained overall. The survey was also mentioned in the Winter Falaise Focus and the link was put on the website.
  - a) Mac will send the latest membership list to Stuart
  - b) Directors were asked to forward comments / suggestions to Holly by Wednesday, May 19<sup>th</sup>
  - c) Holly, Bob and Cynthia will meet to go over suggestions and determine the best way to share accurate results with the community and develop action items to be brought back to the Board for approval



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### 4. Constitution Review (Bob)

- a) Changes to be considered for the Constitution review have been forwarded to all Directors and have been posted on the website
- b) The community will be given a “heads up” on the proposed changes in the next Falaise Focus prior to the Annual General Meeting. The changes will be voted on at the AGM.

Motion: Moved that the Board accept the proposed amendments to the Constitution and move it forward to be approved at the AGM.

Motion to approve: Holly

Seconded: Cynthia

Approval: unanimous

### 5. Falaise Park update (Stuart) – tabled to June meeting

### 6. Falaise Focus – Spring newsletter (Carl)

- a) The printing at Lana Popham’s office went fairly smoothly and we anticipate using this resource in future.

### 7. Facebook Page administrator update – tabled to June meeting

## New Business

### 1. Little Free Library (Cynthia)

- a) Currently in the process of getting Saanich Parks approval for park placement
- b) A manager is required before approval will be given: resident Dale Summers will take this on
- c) The structure plans need approval (set designs) from Parks
- d) Parks will install a concrete base and metal pole stand to support the LFL
- e) Stew has completed the design and the application form. Stuart will need to sign it prior to submission.
- f) Funds are requested for materials

Motion: Moved that the Board support the installation of the Little Free Library and authorize up to \$250.00 to be put toward this project.

Motion to approve: Stew

Seconded: Holly

Approval: unanimous

### 2. Attendance at Board meetings - discuss attached policy draft – tabled to June meeting

### 3. Falaise Road Mural initiative (Stuart)

- a) Briefing notes by Stuart and Alan Taylor were forwarded to Directors
- b) Guests: Alan Taylor and Teale Phelps Bondaroff to present the project
  - Road murals are intended to build community through a local art project which also acts as a traffic calming measure



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- Cost is dependent on how community chooses to proceed ( create our own design and get donated paint – cost minimal: hire an artist to create design templates and purchase paint and materials approx.\$2000)
- Maintenance depends on traffic flow – anticipate that it will need repainting annually
- Mural can be removed through sandblasting at an approximate cost of \$60 per hour
- Teale would write the grant application for this project
- Alan will take on the role of project champion
- Residents on the street will need to be polled and results brought back to Board before final decision is made

Motion: To have Teale and Alan draft a full proposal to explore the concept of a road mural and bring back to the Board.

Motion to approve: Gary

Seconded: Carl

Approval: unanimous

4. Beautification projects in the Falaise Community: Decorative Wrap on BC Hydro boxes (Stuart)
  - a) General discussion on the application process for getting approval from BC Hydro
  - b) All Directors felt this would be a worthwhile project.

Motion: Moved that Stuart approach BC Hydro. If any costs are involved, the project will be brought forward at a Board Meeting, discussed and a decision made for each individual project.

Motion to approve: Gary

Seconded: Stew

Approval: unanimous

### Round table

1. Mac – request that we discuss the purchase of a tent for community events at our next meeting
2. Stew – request for Stuart to sign off on the Little Free Library application prior to the next meeting so that it can proceed
3. Request to discuss the possibility of a Community Garage Sale at the June meeting
4. Carl – kudos to all door-to-door canvassers. Thank you.

Motion to adjourn: Stew

Seconded: Gary

Approval: unanimous

**Next Meeting :** Wednesday, June 9, 2021 7:00 pm Zoom



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## Summary of Action Items:

### Stuart:

- Sign application for the Little Free Library approval
- Meet with Saanich Parks to recommend the site of the Little Free Library in the park
- Follow up on application for Decorative Wraps for BC Hydro boxes
- Arrange with Sandrine or another interested community member and yourself to meet with the First Memorial and Royal Oak Burial crematoria managers to discuss concerns and gain awareness of usual procedures
- Follow up with Teale and Alan re Road Mural Project
- Things to add for next agenda: Purchase of tent, Community Garage Sale, Park update, Community survey publication, Facebook Page administrator, Community Attendance at Board Meetings

### Bob:

- Arrange meeting with Holly and Cynthia to discuss final community survey results publication

### Carl:

- Keep reminder to put Constitution Review information in next Falaise Focus

### Holly:

- Meet with Bob and Cynthia re Community Survey results

### Cynthia:

- Submit the signed application for the Little Free Library to Saanich Parks and follow up with the footing /post request
- Meet with Bob and Holly re Community Survey results

### Stew:

- Continue to report on progress of Noise Wall project.
- Begin assembly and painting of the Little Free Library box

### Mac:

- Follow up with Engineering Department regarding the 30 KMH sign by the park
- Contact BARA re dates for Community days / Falaise Community Picnic
- Submit request to SCAN to have our community issues included in the Fall meeting with MLAs
- Send latest residents' email list to Stuart

### All:

- Send any comments re the Community Survey reporting of results to Holly by Wednesday, May 19th