



Falaise Community Association

Growing a stronger community together

Minutes of the Directors' Meeting – June 9, 2021

Location: Zoom : hosted by Stuart Macpherson

Time : 7.00 pm – 9:00 pm

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

Additions to Agenda: None

Opening remarks (Stuart):

All documents pertaining to tonight's agenda were sent out via email and received. Stuart routinely forwards any pertinent correspondence received from Saanich to our membership via email.

Minutes from May meeting :

Approved as written.

Motion to approve: Bob

Seconded: Carl

Approved: unanimous

Correspondence:

1. Saanich notice re the public hearing on June 15th. The Doral Forest development will be discussed at this meeting. The directors do not feel that this issue requires the FCA to participate in the public hearing as no residents have expressed concerns.
2. Happy Dogs in Parks. An email was received requesting community support for a multi-use trail system in the parks. This email will be forwarded to community members via email to raise awareness of this initiative. Individuals may respond if desired.

Business arising from minutes:

Status of action items from last month:

Stuart: done

Bob: done

Carl: done

Holly: done

Cynthia: 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.

Will forward 2021 membership email list to Stuart

Registrar Report - Mac

2021 Membership Renewals Update – 197 currently signed up (192 to Carl with 5 in progress)

Thank you to canvassers.



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Financial Report - Carl

192 members paid to date

Outstanding expenses: Zoom cheque for Bob, Funds for Little Free Library not yet disbursed.

Year to date Financial Statement dated June 8, 2021 submitted and reviewed.

Directors liability insurance invoice has not yet been received. The grant from Saanich has been approved. Payment will be made on receipt of the invoice.

SCAN Report - Mac

1. No update on the L4690 Lochside development.
2. Meeting agenda with MLAs in November has not been formalized. Follow-up in September.

Committee reports / actions:

1. Noise Wall (Stew)
 - a) Mac sent a letter to Mike Pearson (Manager of Highways for Vancouver Island) documenting the conversation from their May meeting (Stew, Mac, Lana and Mike). It was suggested that Mac forward copies to Lana Popham and her assistant. Stew will then follow up with Lana's assistant.
2. Crematorium Emissions (Stuart)
 - a) Stuart has formulated a list of ten questions to be discussed during the meetings with representatives Dave Williamson (First Memorial /Dignity) and Crystabelle Fobler (Royal Oak Burial Park).
 - b) Meeting dates have not been finalized. Sandrine will attend with Stuart as a second community member.
3. Community Survey (Holly)
 - a) Holly, Bob and Cynthia completed the survey report and put it forward for acceptance by the Board.
 - b) Carl will put the report on the website.
 - c) The action plans will be reviewed at following meetings and will be ongoing.

Motion to accept: Bob

Seconded : Carl

Agreed: unanimous

4. Little Free Library (Cynthia)
 - a) Saanich approval was received for design and location.
 - b) The LFL has been constructed (Thank you Stew and Carl).
 - c) Cynthia will contact Saanich for installation.
 - d) On-site location will be finalized by Cynthia and Stuart prior to installation.
 - e) Additional funding was requested for final details (plexiglass, FCA decal, miscellaneous)

Motion: Moved that the Board authorize up to an additional \$150.00 to complete the LFL project.

Motion to approve: Stew

Seconded: Stuart

Agreed: unanimous



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5. Falaise Park update (Stuart)
 - a) Stuart forwarded concerns to Saanich Parks re cars parking on the verge by the playground.
 - b) Work parties have continued and maintenance is ongoing.
 - c) The newly planted oak trees look healthy.
6. Falaise Road Mural (Stuart)
 - a) Alan and Teale are currently working on a one page handout/ information sheet to take with them when they canvass neighbours about the project.
 - b) The following motion was moved and approved via email on June 1 with one abstention.

Motion: Moved that the Road Mural Project proposal be accepted and supported by the Board and that the proponents proceed with the initial implementation. Note this does not imply an obligation of financial support from the board at this point.

Moved: Stuart Seconded: Bob Approved: 7 Absent: 1

7. Facebook Page administrator update
 - a) Stuart to speak to Taya and Shaun to see if they are interested in taking this on.
8. Decorative wrap on BC Hydro boxes (Stuart)
 - a) BC Hydro has approved the application.
 - b) Next steps: determine a design and obtain funding (neighbourhood donations)
 - c) Cost varies from \$500 to \$1000 dependent on design and installation costs
 - d) Stuart to follow up on any grant possibilities.

New Business

1. Draft Policies – previously discussed for approval:
 - a) Policy Regarding External Communications

Motion to accept.

Moved: Holly Seconded: Carl Approved: unanimous

- b) Policy Regarding the Nomination of Directors

Motion to accept.

Moved: Bob Seconded: Cynthia Approved: unanimous

2. Draft Policies – new for review and discussion
 - a) Regarding Attendance at Board Meetings
 - A discussion ensued. It was agreed that directors reflect further on the variety of suggestions made and forward comments to Holly by June 20th. A second draft will be developed and discussed at the July meeting.



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- b) Regarding Input on Neighbourhood Community Issues
 - A discussion ensued. It was agreed that this will be tabled and revisited at another meeting. Perhaps use some wording from the previous constitution.
- 3. Handling residents' bylaw complaints
 - a) Bylaws infringements that affect the collective community (e.g. funeral overflow parking) will continue to be championed by the Board
 - b) Individuals with bylaw complaints that are not deemed to affect the collective community will be given information on how to access the bylaw department
- 4. Summer and Community events (after September 7th due to CoVid Restrictions)
 - a) Suggestion to combine the Community Garage Sale and the Picnic in the Park on one weekend in September. Mac will check with BARA to determine that the date we select will not coincide with the Broadmead Community Day.
 - b) Halloween party – Stuart to check with community to determine if this is feasible and what would be the expectations. He will check with the Falaise Mothers' Group.
- 5. Tent canopy purchase (Mac)
 - a) Mac to look into actual costs and cost of having the FCA logo printed on it.
 - b) Tabled to July meeting

Round table

- 1. No concerns / questions
- 2. July meeting will include only essential items and updates

Motion to adjourn: Stew Seconded: Mac Approval: unanimous

Next Meeting : Wednesday, July 14, 2021 7:00 pm Zoom

Summary of Action Items:

Stuart:

- Send out email to community re Happy Dogs in Parks proposal
- Follow up on meeting with crematoria operators
- Follow up on application for Decorative Wraps for BC Hydro boxes
- Follow up on potential Facebook Page administrator
- Follow up on potential turnout/ feasibility of Halloween Party with community (email)
- Things to add for next agenda: Purchase of tent, Community Garage Sale / Park picnic, Park update, Facebook Page administrator, Community Attendance at Board Meetings Policy, Input on Neighbourhood Community Issues Policy, action plan item from Community survey report?



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Carl:

- Put the Community Survey report on the website

Holly:

- Forward Community Survey report to Carl
- Collate input re Policy Regarding Attendance at Board meetings
- Redo the draft of Policy Regarding Input on Neighbourhood Community Issues for future consideration (look at wording in old constitution)
- Forward Policy Regarding External Communications and Policy Regarding the Nomination of Directors to Carl for posting on the website

Cynthia:

- Meet with Stuart re final location/ position of Little Free Library
- Arrange for installation of Little Free Library (Saanich Parks)
- Ensure final details are in place for LFL (FCA decal, Take 1 Leave 1 sign, etc.)

Stew:

- Continue to report on progress of Noise Wall project.
- Continue to liaise with Lana's assistant

Mac:

- Follow up with Engineering Department regarding the 30 KMH sign by the park
- Contact BARA re dates for Community days / Falaise Community Picnic
- Send complete residents' email list to Stuart
- Forward copy of Mike Pearson letter to Lana Popham and her assistant
- Continue to pursue details re the costs of a FCA community canopy

All:

- Send any comments re the Policy Regarding Attendance at Board Meetings to Holly by June 20th.