



Falaise Community Association

Growing a stronger community together

Minutes of the Directors' Meeting – October 13, 2021

Location: Zoom

Time: 7:00 pm – 8:30 pm

Attendees: Cynthia Hawksworth, Holly Holt, Bob Lucy, Stuart Macpherson, Mac Nanton, Carl Ross

Apologies: Stew Vinnels

Additions to Agenda: None

Opening remarks (Stuart):

No updates from Saanich. We have received a communication from a concerned resident re a suspected auto shop business operating on Falaise Drive. The resident felt that the FCA had a role in addressing this issue. Stuart will advise the resident that this issue should be reported to the bylaw office by the resident. The FCA has no role in bylaw enforcement.

Minutes from September meeting:

Approved as written (Note that subsequently the date of the AGM was changed to November 17 and approved by directors through an email exchange.)

Motion to approve: Bob

Seconded: Mac

Approved: unanimous

Correspondence: None to report

Business arising from minutes:

Status of action items from last month:

Stuart: done with the exceptions of the Falaise Drive/ Royalwood Place intersection issue and the road mural project which are both ongoing.

Carl: done

Holly: done

Cynthia: done

Stew: done

Mac: follow up with Ministry of Highways is ongoing

Bob: done except for the addition of the seed exchange to the LFL which is ongoing. Bob will speak to Stew re construction modifications needed to the LFL to accommodate the seed exchange.

Registrar Report – Mac

1. 2021 Membership Renewals Update – 210 members currently paid; this corresponds to Carl's numbers. Continuing to finetune addresses and contact information for residents in the data base.
2. Some suggestions for modifications to the current welcome letter: Stuart to revise
 - a) Add LFL information
 - b) Add reminder to check the FCA website periodically to stay informed of FCA initiatives



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Financial Report: - Carl

210 members paid to date

The cost of the tent has been moved from miscellaneous to assets as per September's discussion.

Year to date Financial Statement dated October 11, 2021 submitted and reviewed.

Motion to approve: Holly Seconded: Bob Approved: unanimous

Re: financial audit for AGM- Stuart to confirm with auditors and Carl to host review.

Motion: Move to approve the appointment of community residents Kent Boag and Glen Schoepp to conduct the annual audit of the FCA financials for the November 17, 2021 AGM.

Motion to approve: Cynthia Seconded: Bob Approved: unanimous

SCAN Report - Mac

1. SCAN finalized questions have been circulated for the November 3rd meeting with the MLAs. There may be a change/ cancellation of this event. Mac to notify the directors as soon as things are confirmed.
 - a) If the meeting goes forward, Mac and Holly will attend as representatives for FCA.

Committee reports / actions:

1. Noise Wall (Mac and Stew)
 - a) No response by Ministry of Transportation staff.
 - b) No response to request to Lana to continue to advocate for the wall.
 - c) Dean Murdock has not yet arranged a meeting with Rob Fleming
 - d) Mac to check with Jesse (Lana's assistant) on status of the request to highways for a price to estimate the noise wall budget and whether a noise monitoring plan is to be initiated.
2. Crematorium Emissions (Stuart)
 - a) All reports are completed, and Carl will post them on the website.

Motion: Move that this is an adequate investigation into the community concerns regarding how crematoriums operate. We do not need to do further investigation at this time.

Motion to approve: Cynthia Seconded: Bob Approved: unanimous

New Business

1. AGM November 17th meeting arrangements
 - a) Hybrid meeting preferred with venues being Saanich Commonwealth Place (cost: \$45 plus taxes) and Zoom – decision by Tuesday, October 19th (i.e. a "hybrid" meeting)



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- b) Mac will check on WiFi capability and use of projector/laptop technologies at SCP. He will also check on SCP and COVID restrictions re refreshments.
- c) Stuart will arrange for a flyer to be sent out to the community a minimum of 1 week prior to the AGM.
- d) Stuart will draft an agenda for the AGM and circulate it to directors.
- e) Stuart will confirm Teale Phelps Bondaroff (Greater Victoria Placemaking Network) as guest speaker. Honorarium to be offered: \$150

Motion: Move that the FCA approve an honorarium of \$150 for speaking at the Annual General Meeting.

Motion to approve: Bob. Seconded: Holly Approved: unanimous

Motion to adjourn: Mac Seconded: Cynthia Approved: unanimous

Next Meeting: AGM Wednesday, November 17, 2021 7:00 pm Location: TBA (anticipate Hybrid model for venues)

Summary of Action Items:

Stuart:

- Reply to resident re bylaw concern
- Follow up with Falaise Drive / Royalwood Place intersection safety issue
- Follow up on Road Mural project (poll neighbours and arrange for artist's drawing)
- Revise the Welcome Letter for residents
- Contact Kent and Glen to confirm their appointment as auditors and provide Carl's contact information
- Confirm Teale Philips Bondaroff as guest speaker at AGM and arrange for honorarium
- Set agenda for AGM and send to directors for feedback
- Send information re finalized venue(s) to directors by Tuesday, October 19th
- Arrange for community flyers advertising the AGM to be delivered to the community at least one week prior to November 17th

Carl:

- Post the crematorium reports on the website
- Provide information to Kent and Glen to complete the financial audit
- Check into adding a column to the monthly financial statements to identify current month's revenues and expenses (in addition to year-to-date total)
- Post the September minutes on the website



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Holly:

- Forward September 2021 Minutes to Carl for the website
- Attend SCAN meeting with MLAs on November 3rd as FCA representative

Stew:

- Continue to report on progress of Noise Wall project.

Mac:

- Follow up with Highways re response to letter
- Check with Jesse (Lana's assistant) re update on progress and possibility of scheduling a noise monitoring program
- Continue to finetune residents' addresses and contact information in the database
- Check with Don Gunn - SCAN re status of November 3rd meeting and advise directors
- Attend SCAN meeting on November 3rd as FCA representative
- Pursue AGM venue arrangements with Saanich Commonwealth Place
- Check on WiFi and projector/laptop requirements for hybrid AGM
- Check on any SCP / COVID restrictions re refreshments for AGM

Bob

- Contact Stew re possible alterations to LFL to accommodate seed exchange