Falaise Community Association
Growing a stronger community together

Minutes of the Directors' Meeting- December 9, 2024

Location: Saanich Commonwealth Place **Time: 7:00 – 9:10 pm**

Attendees: Stuart, Mac, Carl, Holly, Graham, Glen, Hardeep

Opening remarks (Stuart): Meeting will begin with allocation of roles for Directors.

Business Meeting:
Additions to Agenda: Consent to Serve forms
Minutes from November 4/24 meeting:
Approved as written.
Motion to approve: Glen Seconded: Graham Approved: unanimous

Correspondence: none

Board of Directors 2025 (Stuart)

1. Allocation of directors' roles for 2025
   a) Directors can be appointed to the Board at any time throughout the year.
   b) There must be a minimum of three directors.
   c) President: Stuart Macpherson
   d) Treasurer: Carl Ross
   e) Secretary: Holly Holt (interim)
   f) Registrar: Glen Schoepp
   g) Newsletter/Webmaster: Carl Ross
   h) Vice-President: Graham Stone
   i) Social convener: Hardeep Kaur
   j) Director at Large/ SCAN rep: Mac Nanton
2. All directors to sign "Consent to Serve" forms
3. Meeting schedule 2025 – second Wednesday of each month
4. All Directors must be paid up members to serve.
5. Input for Focus Points 2025 (draft)
   a) Highway tree watering coordination with Royal Oak Burial Park
   b) Hosting community social events (Picnic, Halloween, Family Day, Garage Sale)
   c) Traffic / Pedestrian safety
   d) Solutions for illegal parking along Falaise Drive
   e) Apply for trial project of noise camera for the highway
   f) Make the community aware of the role of SCAN

Business arising from minutes

Status of action items from last month:

Stuart: done

Carl: done

Holly: done

Graham: done

Glen: done

Hardeep: done

Mac: continue to monitor parking concerns

Financial Report: Carl

Financial report dated December 7, 2024 was submitted for approval.

a) 221 paid members at present (223 actual – 2 new members with 2024 membership fee waived)

Motion to approve: Glen Seconded: Mac Approved: unanimous

Committee reports / actions:

1. Highway barrier project (Stuart)
   a) Update: MOTI are currently installing the glare screen (anticipated completion Dec. 10)
   b) Embankment tree planting: 21 trees planted Nov. 5th by Saanich
   c) ROBP – agreement confirmed with CEO re watering of trees
2. Membership (Glen)
   a) New residents' welcome cover letter has been composed and is ready for distribution
   b) 2025 fees collection plan: email to be sent out early January and suggest e-transfers for payment of dues
   c) Canvassing mid-March to end of April 2025
3. SCAN (Mac)
   a) Meeting on Dec. 4th; new executive roles allocated
   b) Going forward, SCAN will publicize AGM dates for community associations to encourage public attendance
   c) Community grants from Saanich will be increased 10% and will be increased (tied to inflation) every 2 years
4. Falaise Park update (Stuart)
   a) Oak tree seedlings were purchased from GOMPS nursery $100 (5 trees) to replace trees that had died in the park.

Old Business

1. AGM feedback
   a) Turnout was on par with last year – quorum was met.
   b) Guest speaker was relevant to community issues (Poly B pipes).

2. Speeding on Falaise Crescent (Community involvement – reported by Stuart)
   a) Chris Nelson wrote a citizen's letter to Teale re speeding concerns by the park.

b) Alan Taylor continues to advocate for larger speed signs (larger than Saanich's current policy).

3. Financial auditors' thank you honoraria (Stuart)
   a) "Thank you" card and $30 Thrifty Foods gift card was given to each auditor.

New Business

1. Family Day 2025 planning (Feb. 17th 2025)
   a) Need location: reach out to McCalls' and/or Gateway Baptist Church
   b) Flyers need to be printed and sent out once details are confirmed
2. Winter newsletter (Carl)
   a) Director bios to be updated and included
   b) AGM review: Stuart
   c) Summary of Poly B presentation: Stuart
   d) Highway Barrier update
   e) Halloween report
   f) Bio of local resident (Olympian) – Barbara Ross
3. "Season's Greetings" emails or cards to be sent to Saanich Council and MLA Popham (Stuart)
4. Calendar update for 2025 (secretary) – tabled for next meeting

Other Business

1. Round table: Graham suggested –
   a) a bottle drive to raise funds (community member, Taylor Love, has offered to organize it)
   b) the need to repaint Royal Wood sign – Nav Basra is willing to supply water, supplies, etc.
   c) that we apply for a Neighbour-to-Neighbour Saanich grant ($500) for protecting nature (applications accepted after Jan. 1/25)

Motion to adjourn: Graham Seconded: Hardeep Approved: unanimous

Next Board Meeting: Jan. 8/25 Location and time: 7:00 pm Commonwealth

Action Items:

Stuart:

- Write letter to ROBP thanking them for watering of highway trees
- Ask Teale for data re speeding by the park
- Send formal thank you to Saanich Parks for planting trees
- Ask Bob to design flyer for Family Day once plans are in place
- Send out community email re payment of FCA dues in early January
- Write AGM for newsletter
- Write Summary of Poly B presentation for newsletter
- Write Highway Barrier update for newsletter
- Update bio for newsletter and send to Carl

- Complete "Consent to Serve" and send to Carl
- Send "Season's Greetings" to Saanich Council and MLA Popham

Carl:

- Post approved November minutes on the website
- Post approved Dec. Financial Statement on the website
- Write Halloween article for newsletter
- Update bio for newsletter
- Complete "Consent to Serve" form
- Collect Directors' bios for newsletter and website
- Collect signed Directors' "Consent to Serve" forms for website

Graham

- Act as administrator and moderator for the new FCA Facebook group
- Speak to Mark re history of potential sidewalk funding
- Check into bottle drive fundraiser
- Apply for Saanich "Neighbour-to-Neighbour" grant
- Update bio for newsletter and send to Carl
- Complete "Consent to Serve" form and send to Carl

Glen

- Continue to monitor / welcome new residents
- Begin preparations for January membership drive
- Update bio for newsletter and send to Carl
- Complete "Consent to Serve" form and send to Carl

Hardeep

- Check into entertainment options for Family Day
- Check into venues for Family Day
- Update bio for newsletter and send to Carl
- Complete "Consent to Serve" form and send to Carl

Mac:

- Attend next SCAN meeting
- Contact Saanich re parking concerns along Falaise Drive
- Check with DJ Alex re possibility of playing music at Family Day
- Continue to monitor community parking concerns
- Update bio for newsletter and send to Carl
- Complete "Consent to Serve" form and send to Carl

Holly:

- Send November minutes to Carl for posting on the website
- Send out draft of December minutes
- Update 2025 Calendar for approval at January meeting – send to Directors for feedback