



Minutes of the Directors' Meeting- December 11, 2025

Location: Commonwealth Place

Time: 7:00 – 8:30 pm

Attendees: Stuart, Holly, Glen, Graham, Carl, Matt, Nikki, James

Regrets: Mac

Opening remarks (Stuart): Thank you to James, Matt and Nikki for joining board. Holly is stepping down.

Business Meeting:

Additions to Agenda: none

Minutes from November 12, 2025 meeting:

Approved as written.

Motion to approve: Glen Seconded: Carl Approved: unanimous

Correspondence: none

Board of Directors 2026 – Stuart

Allocation of Directors' roles:

President: Stuart

Vice-President: Graham

Secretary: Carl

Treasurer: Nikki

Registrar: Glen

Webmaster (Website/Facebook): James

Newsletter: Carl

Social events: TBA

SCAN: Mac / Graham

Issues management: TBA

Members At Large: Matt, James

1. Meeting Dates: Second Wednesday of each month 7:00 pm
2. Directors' Consent to Serve forms: handed out – to be returned to Stuart and then put on the website
3. New email addresses for Directors: Carl to set up
4. Business cards: none needed at present
5. Website access: James / Carl to set up website access
6. Nametags: Stuart to get some made up for new directors / positions
7. Review of FCA Constitution: has been sent out to directors for review



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Financial Report: Carl

Financial report dated December 9, 2025 was submitted for approval.

- a) Deficit for year is almost \$1300. Important to monitor this closely and maintain a reasonable cash reserve.

Motion to approve: Holly Seconded: Nikki Approved: unanimous

Committee reports / actions:

1. Membership (Glen) – 2026 annual fees collection plan
 - a) Early January – send out email to community inviting payment by e-transfers
 - b) Would like to do an audit of email contact info to ensure consistency– Stuart to send most recent list to Glen.
 - c) After Family Day event – begin door-to-door canvassing until April (send out reminder emails to community and advise of door-to-door canvassing for those who haven't paid).
2. Matt to set up Google Meets for next year (longer free timeframe than Zoom).

Old Business

1. Review November and AGM items: Stuart
 - a) Regarding new multiunit housing, need to stay informed as infrastructure will be negatively impacted. This may result in increased costs to homeowners (new water pipes, increased fire department/policing costs, etc.) **See item i) below**
 - b) Write to our MLA Lana Popham, Christine Boyle (Minister of Housing and Municipal Affairs) and Premier Eby. **To Do**
 - c) Obtain a copy of the letter Saanich Council sent a letter to Premier Eby concerning a review of Bill 44 impacts. **Done**
 - d) Our association has already sent letters to Lana Popham and Christine Boyle. Circulate these letters to the community. **Done**
 - e) FCA to send out the link to the province-wide petition advocating to include municipalities and communities in decision-making to the Falaise community. **Done**
 - f) FCA to send out background links re government legislation. **Done**
 - g) Continue to advocate for sidewalks to improve walking safety along Falaise Crescent.
 - h) Send letter to council, etc. re parking problems along Falaise Crescent by the new developments (928, 930 Falaise Cr). **To Do**
 - i) Send out an email to the community with view to setting up a FCA Task Force to monitor and coordinate responses. **To Do**
2. Update on meeting with Saanich re road safety concerns (Stuart)
 - a) Met with Saanich Engineering – they are not prepared to alter the situation (speed calming, crosswalks) at this time as current signs, sightlines, etc. are within their guidelines.
 - b) It is anticipated that there will eventually be a bike lane from Chatterton that will connect with the bike path on Falaise Crescent. Crosswalk markings will be put in at that time.
3. Family Day 2026 planning (Feb. 16th)– Stuart
 - a) Location: McCall's Sequoia Centre



New Business

1. Family Day 2026 planning – Stuart
 - a) Book location (McCalls if possible): Stuart
 - b) Music: Alex or Matt (Stuart to check with Alex)
 - c) Book entertainment (Matt to check into) / face painters (James to check into)
 - d) Food to be determined
2. Winter newsletter – Carl
 - a) Anticipate publication: Mid-January to early February
 - b) Directors to send brief bio to Carl for inclusion in the newsletter
 - c) Articles – to be sent to Carl
3. Christmas cards for Saanich Councillors – Stuart
 - a) Done and delivered
4. Calendar update (Dec., Jan. and Feb.)- Holly
 - a) December calendar overviewed: Carl to complete items for December 2025
5. Parking Lot items:
 - a) Letter to Saanich re Falaise Cres sidewalk (collaboration Mark Harper/Stuart)
 - b) Listing of FCA property / files by location
 - c) Survey update – Action items
 - d) Focus points for 2026 – to be determined next meeting (Stuart to email Directors with 2025 Focus points) - Additional suggestion: create an emergency preparedness list of people/resources in the neighbourhood.
 - e) Review outstanding items from AGM meeting

Other Business

1. Round table: none

Motion to adjourn: Nikki Seconded: Glen Approved: unanimous

Next Board Meeting: January 7, 2026 Location and time: Google Meets 7:00 pm

Action Items:

Stuart:

- Draft a letter to Saanich (with Mark's input) re funds left over from original FCA resident-funded Storm bylaw 5872
- Create an inventory of FCA items with current locations
- Send current residents' email list to Glen
- Collect Consent to Serve forms from Directors and have them posted on the website
- Contact Trevor McCall to determine if we can use the Sequoia Room for the Family Day event
- Contact Alex to see if he is willing to DJ the Family Day event

Carl:

- Liaise with Nikki re Treasurer position



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- Begin working on Winter newsletter
- Send in AGM confirmation and new Directors names to Societies of BC
- Set up 2026 calendar
- Complete December 2025 calendar items
- Post approved November minutes on the website
- Liaise with James to take over the webmaster duties
- Set up FCA email addresses for Directors
- Send Consent to Serve form to Stuart

Graham

- Liaise with James re Facebook administrator duties
- Attend SCAN meeting
- Sent updated bio to Carl for newsletter
- Send Consent to Serve form to Stuart

Glen

- Continue to monitor / welcome new residents
- Check accuracy/ consistency of community email addresses with Stuart's list
- Send updated bio to Carl for newsletter
- Send Consent to Serve form to Stuart

Mac:

- Attend next SCAN meeting
- Continue to monitor community parking concerns
- Send updated bio to Carl for newsletter
- Send Consent to Serve form to Stuart

James:

- Liaise with Carl re taking over the webmaster duties
- Check on face painters for Family Day event
- Send Consent to Serve form to Stuart
- Send brief bio to Carl for newsletter

Matt:

- Arrange for Google Meet for Directors' meetings
- Check on entertainment for Family Day event
- Send Consent to Serve form to Stuart
- Send brief bio to Carl for newsletter

Nikki:

- Liaise with Carl to take over Treasurer position
- Send Consent to Serve form to Stuart
- Send brief bio to Carl for newsletter



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