



Fairwinds Community Association 2019-20 Annual Report

Community Relations

The FCA Board continues open engagement with our community, membership, local agencies and, where possible or needed, with other key stakeholders such as Fairwinds Enterprises, Seacliff Group, and the Regional District of Nanaimo (RDN) along with other local organizations and non-profits.

Our endeavours in this past year have included:

- Participating in RDN forums, Parks and Open Spaces Committee meetings, Emergency Planning, and FireSmart sessions.
- Hosting seminars or information sessions on Neighbourhood Emergency Preparedness Planning (NEPP) and Crime Prevention.
- Promotion and start up assistance for new NEPP groups in Fairwinds.
- Community communications with emails, newsletters, Facebook, and public inquiries.
- Environmental awareness events such as broom busting.
- Non-profit support and awareness for Nanoose Community Services.
- A complete redesign of our website for easier access to information.
- The FCA ceased providing financial support for the annual Water Calendar but continued support for Nanoose Community Services Sunday@4 program.

The end of our fiscal year saw challenges due to the pandemic, leading to the cancellation of our Annual General Meeting. These challenges continue through 2020, but we remain hopeful that we will be able to hold an AGM in 2021.

Restrictive Covenants, Architectural Guidelines, and Building Schemes.

Throughout the year we advised and provided assistance on issues relating to Fairwinds Restrictive Covenants and Architectural Guidelines. As stated in previous years, these are difficult to enforce, and have been interpreted in a more flexible manner by the developer's Approving Agent.

Bylaws

We continue to promote awareness of RDN bylaws within our Membership and the Fairwinds Community. In the past year one AirBnb short-term rental property was shut down by the RDN after community complaints. Rentals of less than 30 days are not permitted in the RDN.

Emergency Preparedness

The FCA was successful in obtaining a grant from the Regional District of Nanaimo, intended to provide financial assistance in the startup of new NEPP groups in Nanoose Bay.

Our efforts were led by FCA NEPP Committee director Sheila Cruikshank, and members from various area NEPP Programs: Schooner Heights, Glen Eagles, AAAA (Andover, Amberwood, Ashton, Avondale), all in Fairwinds, and Madrona and Arbutus Hill in Nanoose Bay. A new NEPP Group formed in the “C” Section of Fairwinds, and now has 60 homes in the area involved.

In January, 2020, the Committee held an NEPP information session at the Pacific Shores Resort and Spa. Close to 70 people attended, and several areas indicated interest in forming new Neighbourhood groups. Then COVID-19 arrived and most activity around our NEPP planning came to a standstill. A second session planned for the spring was cancelled. We hope to revive our efforts once this pandemic subsides.

The FCA Board extends our thanks and appreciation to Sheila for all her efforts, and to her team of group leaders. Our thanks goes also to the Pacific Shores Resort for their sponsorship of our information session.

Community Awareness

In the fall of 2019, the FCA sponsored a Home Security/Crime Prevention presentation by Oceanside RCMP Staff Sergeant Pelletier. The event was held at the Nanoose Place Community Centre and attended by approximately 40 Fairwinds residents. Staff Sergeant Pelletier provided information on crime in the Nanoose area, safeguarding your identity and crime prevention. A few key items from the meeting:

Always lock your car (and your home). Most vehicle “break-ins” are in fact theft from unlocked vehicles. If you have a garage door opener in your vehicle, it can be used to get into your house. Thefts of garage door openers often happen in shopping center parking lots. Thieves will look at your insurance or registration for an address, and then proceed to your home to rob you. The Staff Sergeant recommended blacking out the address on your insurance and registration (this is completely legal). Do not leave items visible in your vehicle, as that is asking for a break and grab.

Engrave your driver’s license number on items such as bicycles, tools, electronics etc. When stolen goods are recovered the police can quickly identify you as the owner.

Membership

Fairwinds continues to change as vacant lots are being built upon, and residents move away with new ones arriving. Our membership fluctuates with those changes, and we ended our fiscal year with just over 200 members. Our thanks goes to Caryl Wylie for all her work overseeing the membership process.

Communications

Communication is an important part of community relations.

This year the Board engaged a web designer to update our website, a crucial tool for our members. The design was modernized with a clean new look and the website’s purpose and strategy was redefined and streamlined to provide quick access to information. Under the various headings you can find local maps, trails, links to area organizations and clubs, and many local government links. You will also find information on the FCA, its executive, bylaws

and policies and copies of our recent newsletters. Many thanks to Crystal Ironside, our FCA Communication lead, for her hard work on this project.

Our quarterly newsletter provided information about local bylaws, restrictive covenants and messages for the RDN. Occasionally we sent emails directly to our members regarding items that needed timely distribution. As well our Facebook page was regularly updated with additional information. We again thank Crystal for all her efforts on our behalf.

The Board will continue to provide community information and updates. Knowledge is power and our community engagement unites us with ongoing email communications, newsletters and website activity.

Parks and Grass Roots

Broom Busting and Community Cleanup

A successful broom busting and garbage clean-up event was held on April 16, 2019 with about a dozen members participating. Significant progress was made in cutting back broom along Fairwinds Drive and adjacent to the ponds by the military base entrance. We owe a debt of gratitude to the staff at the Golf Club for collecting the cut broom and providing the volunteers with coffee and cookies free of charge.

No organized broom busting/community cleanup event was held in 2020 because of the Covid19 pandemic. However, the Community Association continues to recognize the importance of such activity; the community survey conducted two years ago demonstrated strong member support for these efforts. Instead, a number of dedicated community members did turn out on their own to tackle the scourge of broom.

Although the effectiveness of cutting back broom has been questioned, it does have a significant impact in the long term. One only needs to take a look at some of the areas outside Fairwinds where broom has effectively taken over large areas to realize how invasive this pest can be. For more information on broom busting on the Island go to www.broombusters.org.

We encourage property owners to do their part to keep our green spaces safe from this invasive species, and to be considerate with garbage and pet waste.

Dumping of Yard Waste

From time to time the Association receives complaints from members that yard waste is being dumped on undeveloped and community properties. An informal survey was conducted last year and found significant evidence of such activity. As a result, the FCA designed, purchased and posted a number of “No Dumping” signs. We encourage members to keep our community free from unsightly dumping and to use the green waste collection system that is available through Jack of All Trades (contact Jack at fairwindwaste@hotmail.com).

Bonnington-Coventry Community Park

There currently exists a narrow linear park connecting Bonnington Drive and Coventry Place. The park is undeveloped and largely inaccessible because of steep terrain and recent development in the area.

A report by RDN staff has identified the work that would need to be completed to make the

connector accessible and the project had been scheduled for 2021. However, because of the significant cost of the undertaking, Director Rogers has asked the Area E Parks and Open Spaces Advisory Committee to give some thought to the priority of this project in relation to other projects in the work plan for upcoming years.

Jack Bagley Community Park (adjacent to Nanoose Bay Elementary School)

The re-development of Jack Bagley Park will take place in two phases. The first will provide two tennis courts, washrooms and a staircase to the playing field level. Phase 2 will involve re-conditioning the field, installation of irrigation and the provision of parking.

An engineering consulting firm was hired to complete the detailed construction and tender documents for phase 1 and 2 of this project. An initial meeting with RDN staff was conducted and the geotechnical assessment of the site was completed in June 2020. The next step is to review the detailed design drawings as well as the massing and servicing of the future washroom building. The RDN expects to complete construction of the first phase of this project in 2021.

Brickyard Community Park

Brickyard Community Park will have a bench installed at the end of the point. The donor is paying for the cost, which includes a plaque. An arborist has prepared a plan to deal with declining Arbutus in the park.

The RDN Parks Amenity Donation Program Policy

In 2011, the Regional District of Nanaimo placed a moratorium on park donations such as the one detailed in 3.3 above. Since then, because of the ongoing cost of maintenance of such installations, staff have dealt with such requests on a case-by-case basis. Recently the RDN passed a Parks Amenity Donation Program Policy the purpose of which is to provide a means for residents to recognize and honor a person, organization, or significant event. The program will be managed by RDN Parks Services staff and funded through the parks budget.

Beach Access Signage

Electoral Area E of the RDN contains 66 designated beach access points. Some of these are obvious and well used such as the one at Brickyard Bay Community Park; many others are not easy to find and may be largely inaccessible because of steep terrain or overgrown vegetation. The Area E Parks and Open Spaces Advisory Committee has completed a survey of access points and identified a number that could be developed and identified with signage. However, there are no immediate plans to carry out such work. Ministry of Transportation and Infrastructure permit for any signage at a beach access point would need to be acquired.



2019-20 Treasurer's Report: Year Ended March 31, 2020

Results

	Actual	Budget
Membership dues	\$2382	\$3500
Disbursements	\$3791	\$4690
(Deficit) of receipts over disbursements	\$(1409)	\$(1190)
Web site upgrade expenses	\$2100	\$2000

The Association ended the fiscal year with a deficit from activities of \$1409 as opposed to the budgeted deficit of \$1190. Membership dues were \$1118 lower than budgeted while expenses were \$899 under budget.

There are currently 198 households in Fairwinds as members (2019 - 234). FCA continues to offer free membership for the first year for new members and a reduced three-year rate as well for new and renewing members.

Expenses were lower than budget for the year in the areas of emergency preparedness (\$1166) and membership (\$230), which were offset by increased expenses for community maintenance (\$180), and for the 2019 annual general meeting (\$316). Other expenses were overall on budget.

Emergency preparedness is a focus for the Association and this past year community sessions on fire emergency response and general emergency preparedness, including both individual household readiness and neighbourhood planning groups, were planned utilizing funds from a RDN grant. An initial session was held early in the year but then the pandemic brought everything to a halt.

Membership expenses were down reflecting efficiencies in renewal and other member communications. The Association carries general liability insurance for its member activities and directors' and officers' insurance. Higher premiums were expected but were less than budgeted (\$50). Expenses for last year's AGM reflect additional advertising and venue costs.

Community support represents expenses for support of the Sunday@4 presentation series.

Balance Sheet at March 31, 2020

Cash balance was \$11,246 at year-end. The unused grant funds were returned to the RDN in August 2020.

Prepaid dues reflect the receipt of 3-year renewals which are deferred for recognition in the applicable membership year.

The Board considers it to be prudent to reserve funds to cover two years' basic expenses and to have a legal reserve, should a need arise for legal consultation.

Budget for the year ended March 31, 2021

Going forward, an excess of disbursements over receipts of \$1272 is proposed in the budget for the year ended March 31, 2021. Membership dues are budgeted at the same amount as the 2020 actual receipts as it is difficult to anticipate the extent of resident turnover as well as its timing which affects the recognition of member dues.

Expenses are planned at \$119 less than this past year's actual expenses. Emergency planning initiatives (\$1000) continue as priority and are focused on supporting the start-up of neighbourhood groups in our community. We have incurred increased insurance premiums (\$1450) for the year. Otherwise, the budgeted expenses reflect our best estimate of requirements in this pandemic environment.

STATEMENT OF RECEIPTS AND DISBURSEMENTS
YEAR ENDED MARCH 31, 2020

	2020	2019
RECEIPTS		
Membership dues	\$2382	\$4165
Total Receipts	<u>\$2382</u>	<u>\$4165</u>
 DISBURSEMENTS		
Community support	\$528	\$408
Insurance	1150	1070
Community maintenance	350	319
Emergency preparedness	34	1310
General meeting	666	254
Office expenses	426	531
Post Office box	177	175
Society fees	90	90
Membership	<u>370</u>	<u>567</u>
Total Disbursements	<u>\$3791</u>	<u>\$4724</u>
 (DEFICIT) OF RECEIPTS OVER DISBURSEMENTS	 <u>\$(1409)</u>	 <u>\$(559)</u>
 Website upgrade expense	 <u>\$2100</u>	 <u>N/A</u>
 DEFICIT FOR THE YEAR	 <u>\$(3509)</u>	 <u>\$(559)</u>

BALANCE SHEET AS AT MARCH 31

	2020	2019
ASSETS		
Cash	\$11246	\$13440
Accounts Receivable		1065
Prepaid Expense		<u>200</u>
Total Assets	\$11246	\$14705
LIABILITIES		
Accounts payable	\$0	\$2
Prepaid Member Dues	<u>2613</u>	<u>2561</u>
Total Liabilities	\$2613	\$2563
RETAINED FUNDS (Note)	<u>\$8633</u>	<u>\$12142</u>
LIABILITIES and RETAINED FUNDS	<u>\$11246</u>	<u>\$14705</u>

Note:

The Retained Funds have been designated by the Board of Directors as follows:

Reserve for operations	\$6000	\$6000
Reserve for legal expense	2000	2000
Website upgrade	<u>0</u>	<u>2000</u>
Designated Funds	\$8000	\$10000
Surplus Funds	<u>\$633</u>	<u>\$2142</u>
Retained Funds at March 31, 2020	<u>\$8633</u>	<u>\$12142</u>