

**Blackburn Community Association**  
**Meeting Minutes**  
**February 15, 2018 @ 7:30 pm - 9:30 pm**  
**Blackburn Community Hall**

1. Call to order - Laura
2. Minutes from January meetings – To be reviewed and approved at the next meeting.  
Draft of the AGM minutes has been filed with the city.
3. New Business
  - a) Tennis Club \$6,000 Funding Request.  
Move that we approve the \$6,000 funding request for this year and ask them to work with us to define a strategy for future years and future investments.  
Motioned by Satinder. Seconded by Ian. Motion Carried (For 5, Against 2).  
Board to work out what exactly we are looking from the Tennis Club and send to Laura.
  - b) Laura to circulate opportunities for training board and committee members. BCA could provide funding.
4. Presidents Report – Laura
  - a) Should we change volunteer appreciation instead of one annual party, more ongoing? We will need to discuss this at a future meeting.
  - b) Laura to circulate link to Federation of Community Associations as it may be beneficial for BCA to join.
  - c) There was no volunteer willing to take over organizing the Cancer Chase so it will not be held this year.
5. Councillor's report - Jessica
  - a) There is a Free Family Skate day scheduled for the Blackburn Arena on February 19.
  - b) An Easter Pancake Breakfast is being planned for March 31.
  - c) The \$12,000 funding for the Tennis Club is working its way through the city process.
  - d) BCA splash pad grant request due in March.
  - e) Snow Removal has been slower than other years. Many side streets are overloaded and sidewalks are not properly cleared. This issue is city wide and councillors are pushing for answers and resolution.
6. Director's reports
  - a) Park and Rinks (Vacant)
    - Hockey Day is not happening this year. Ali reached out to usual sponsors who did not respond in time. We need a volunteer to take on organizing this event if it is to happen next year.
  - b) Membership - Satinder
    - Satinder is contacting local organizations and businesses to find those who would be willing to offer discounts to BCA members. If any board/committee

members have connections to groups who might be interested, please contact Satinder.

- Is hoping to add an option to renew memberships on our website using Paypal for payment.
  - Discussed creating Top x reasons to join the BCA and creating a coupon book of 10 x \$1 off at local participating businesses.
  - Also working on redesigning the cards.
- c) Website – Kaitlyn (provided update via email)
- There's a third google group for use as a mailing list. It's for including more people in threads concerning upcoming meetings. Anyone can ask to join the list. Andrew Leslie (MP) and Marie-France Lalonde (MPP) offices have been added, Chelsey will contact Tammy to sign up Councillor Mitic's office.
  - Don't forget we can also loop in individual addresses, e.g. for guest speakers. Anyone, including guest,s should be able to reply-all if necessary.
  - The base list of recipients for a thread about public meetings is:  
bca-board-of-directors@googlegroups.com  
bca-committee-chairs@googlegroups.com  
bca-meeting-notice@googlegroups.com
- d) Safety - Ian
- A New Neighbourhood watch volunteer has joined. Will setup a table at events to promote.
- e) Social - Ian
- There is a meeting scheduled for end of February with the Principle of Glen Ogilvie Public School and meetings will be scheduled with the other elementary schools to ask if they will participate in a Canada Day promotion by submitting drawings of the students favorite Blackburn Hamlet spot.
  - Need more Volunteers.
  - There will also be an open contest for the Canada Day logo.
- f) Youth and Education - Belinda
- Continuing programs focused on youth/education.
- g) Community Relations/Communications – Chelsey
- Will be working to collaborate with BCA committees to ensure BCA events are well advertised via email newsletters, social media and other outlets as required. Please send any known events dates as soon as possible.
  - Working on creating scheduled posts on the BCA Facebook page for events or information we know we would like to share in advance, such as monthly meetings. This can also be done for our Twitter account.
  - Monthly e-newsletter to be sent out starting this month. Please forward anything that you would like included in the newsletter by Wednesday, February 21st. Working with Satinder to become familiar with our email system, Cyber Impact.
  - BCA has a spot in the Monthly Heart of Orleans BIA The Beat publication section "What's up". Let me know if you are interested in sharing events on

this page ASAP. The publisher would prefer that, if possible, content for the year would be received in advance rather than on a monthly basis. That said, please feel free to forward information closer to the event dates if needed.

- Next month will have a focus on strengthening existing and building new community partnerships. If any Directors would like to connect to explore how we can do this better, I would love to have all available input. For example, how can we do better to reach out to those who aren't connected via social media, etc.? Ideas and input are always welcome. There may also be some opportunities to do direct outreach with community members and partners. If anyone is
  - interested in joining these efforts, let me know.
  - As discussed in the last BCA meeting, the community relations portfolio will include some volunteer database management work, and I will continue to explore and determine which tool is best suited to meet BCA requirements. Will be reaching out to individual directors to find out what's currently working in their processes and what can be improved. More details to follow.
  - Also as discussed at the last BCA meeting, a card expressing support was sent to the family of Royal Galipeau on behalf of the BCA.
- h) Environment/Transportation - Kendra
- Spring Cleanup date is set for April 21<sup>st</sup> 2018, and plans are in the works
    - Will publish an article in the BANAR beforehand
  - Fun Fair – we will be putting together an educational table for Fun Fair
  - Ecology Ottawa - they reached out to our group with two questions:
    - Top 3 environmental concerns: we are collating a list of ideas, which we will share with the community via Facebook, to allow community members to vote and contribute additional ideas
    - June is park month – we are hoping to participate in Park month, and have few ideas (nature walk, community picnic, reading in the park)
  - Parking and Traffic concerns on Centrepark
    - We would like to support this initiative through the promotion of active transportation (walking school bus, cycling) and helping to identify resources that currently exist
    - We believe that this is also a safety issue
    - We plan to publish a blog post and article in the BANAR regarding the different resources available for active transportation, and encouraging parents to get engaged with their schools
  - Bike skills development day – working towards having a bike skills day for all 3 elementary schools in late April or early May
  - Environment Education Event >> September 8<sup>th</sup>, 2018
    - Currently deciding on a theme, would like to start booking speakers for the day

7. Standing Committee reports

a) Splashpad Committee - Ian

- City grant request will be submitted a week before the deadline. We need to provide our non-profit registration number for inclusion on the request.

8. Operational groups

a) BANAR - Evelyn

- Banar delivery was delayed this month.
- Took a week to retrieve copies from the Blackburn Minor Hockey Association coordinator who did not deliver.
- At that time there was ice which made it too dangerous for delivery so copies were left in stores and the library.
- Evelyn to provide Satinder with list of streets that still need to be covered so that another request for assistance can be made on facebook.
- We need a contingency plan for future deliveries.

b) Fun Fair - Ian

- Parade Theme Day at the beach
- Movie Night
- Beer/wine Friday.
- Stage and live bands. Still looking for country and jazz bands – any ideas?

9. Other Business

10. Adjournment Motioned by Ian. Seconded by Kendra 8:50pm

Next Board meeting is March 22, 2018, 7 pm at the Library.

Next Public meeting is April 19, 2018, 7:30pm at the Community Hall

**Attendees:**

Laura Dudas  
Lisa Margeson  
Lynn Lefevre  
Satinder Sahota  
Ian Chamberland  
Belinda Joy  
Kendra Brett  
Sarah Morgan-White  
Jessica Maxwell  
Peter Taylor