

**Blackburn Community Association**  
**Annual Meeting Minutes**  
**January 16, 2020 7:30 pm**  
**Blackburn Community Hall**

1. Call to order 7:45 pm
2. Approval of Agenda
3. Minutes from previous Annual Meeting
  - a) January 17, 2019
  - b) Motion to approve Kiel Dixon. Seconded by Ian Chamberland. Motion Approved.
4. Bylaws (Lynn Lefevre)
  - The intent was to present the bylaws, answer questions posed by members and then vote on their adoption.
  - Members of the community raised some concerns about the wording for sections 3.05 as there is no minimum participation for a quorum - particularly when the board is voting on financial matters. Concerns were also raised for section 9.04 where a board could be elected or changes made to the bylaws with very few members participating.
  - Kiel Dixon motioned to amend sections 3.05 and 9.04 of the draft bylaws as presented at the Annual Meeting. Kendra Brett Seconded the motion. Motion Carried.
  - Kiel Dixon motioned to amend section 3.05 to read: "Each member of the board has one vote. Decisions arising at any board meeting must be approved by a majority vote of the entire board." Mark Lister Seconded the motion. Motion Carried.
  - Satinder Sahota motioned to amend section 9.04 to include a Quorum for Members Meetings at 10%. Conrad Leblanc Seconded the motion. Motion Carried.
  - Kevin White motioned to amend section 9.04 with "The minimum number of members required for the Corporation to officially conduct business and to cast votes (a "quorum" of members), at a Members' Meeting, is 10% of the Members eligible to vote." Satinder Sahota Seconded the motion. Motion Carried.
  - Satinder Sahota motioned to approve the bylaws as amended. Kiel Dixon Seconded the motion. Motion Carried.
5. Board and Committee Reports
  - a) Treasurer: Lisa Margeson
    - Lower than expected revenue and expenses. As a result, we spent more of our reserve than we had initially planned.
    - The 2020 budget is not ready at this time.
  - b) President & Parks: Ali Yassine

- Amazing year for a relatively new board.
  - Thank you to all the board members for their time spent on making Blackburn Hamlet one of the best communities in the City.
  - The Environment Committee very active.
  - Cancer chase was the most successful ever.
  - Mark ensured that the rinks were well maintained.
  - Brent organized a fantastic Funfair. Ian will be the 2020 Funfair chair and will be making some changes due to the arena construction.
  - Ali will be stepping down as President and looks forward to working with everyone in the future.
- c) Vice President & Community Relations: Chelsey Wynne
- The 2019 Pancake breakfast with Santa had the largest turnout to date. Chelsey will be organizing the 2020 event.
  - Chelsey will be taking over as organizer of the 2020 Canada Day event.
  - Chelsey will be working with Auramarina and others to improve the hall rental process.
- d) Environment: Kendra Brett
1. CommuniTree Conference
    - The tree team hosted a CommuniTree conference on Saturday October 19th, 2019 at the Just Food Farm. The conference included various panels, a networking break and a tour of a Community Food Forest. The Conference was an opportunity for community members to share tree-related stories, data and projects and provide attendees with new ideas, information and resources to carry out tree-related initiatives in their communities. We had over 65 participants representing residents from across the city including representatives from across the City of Ottawa (Orleans to Kanata), Ontario Invasive Plant Council, various community associations, Tree Fest, Ecology Ottawa, and the Orleans Rotary Club.
  2. Neighborwoods Project:
    - Members of the Tree Team are bringing Neighborwoods to Blackburn in 2020.
    - Neighborwoods is a community-based tree inventory program. The Beaverbrook (Kanata) Community Association is an active participant in the program and we have the opportunity to learn more from them and determine if the Hamlet would benefit. This project is ideal for individuals interested in learning about trees, their health and identification and would involve walking. Training will take place the end of May.
  3. Environment Speaker Series
    - We launched our enviro speaker series. A member of the environment committee hosted two events at the Bearbrook retirement residence

(who generously donated their space and some goodies). One talk was about invasive species and the other about trees.

4. Spring Clean Up
  - Despite needing to hold the event on the rain date, we had an amazing turnout of 180 volunteers, who showed up to clean up garbage in the neighborhood. We collected close to 200 bags of trash and 20 bags of recycling from the parks, paths, and streets in the Hamlet. We were also fortunate to receive some wonderful donations from local Blackburn businesses: Tim Hortons; Spanish-2-Go; Vie Esthetic Studio; and Perfectly Fit. As well as great donations from Ottawa businesses: 9Round - Orleans West; Flying Squirrel; The Ottawa Champions; The Ottawa Outlaws, Terra20; and Giant Tiger.
5. Invasive Species
  - Welcomed a new member to the environment committee, who is passionate about protecting our local parks from invasive species (and bringing back the trilliums). We hope to do a pull of invasive species this fall, or in the spring, and work towards restoring the health of our native ecosystem.
6. Planting flowers at the Blackburn entrance signs
  - Tree Team members are organizing the planting of flowers at the Blackburn Hamlet entrance signs. We are currently waiting for city of Ottawa approval. Only non-invasive plant species will be planted to protect the environment.
7. Tree planting through the city:
  - The tree team worked with the city to arrange for over a dozen trees to be planted at John Kemp Park and Bearbrook Park Fall 2019.
8. Schoolyard tree planting grant:
  - Members of the environment committee worked to complete the City of Ottawa Schoolyard Tree Planting grant for Good Shepherd School. The grant was accepted. Work is still underway and a formal announcement is forthcoming.
  - Members of the Tree Team are working for a schoolyard grant for Glen Ogilvie.
9. TD Tree Grant
  - Tree team collaborated with Just Food Farm and Earth Path to submit a grant to TD for planting trees. The grant was successful and 150 trees were planted in the fall.

- e) Transportation: Dave Garand
- Speeding and traffic volume continue to be a major concern. Dave is looking to form a working group to focus on data gathering.
  - Dave was going to put a website up for bus feedback, but the city put a call out so the focus was to direct our residents to continue contacting the City.
  - The Bike Rodeo had good turnout and Dave hopes to hold one in May 2020.

- Talks are progressing for a bike repair stand to be installed at the corner of Innes and Bearbrook.
- f) Community Safety: Don Kelly
- There have recently been two serious accidents at Glen Park and Innes.
  - Over the last 3 months a survey of Innes and Bearbrook found that 70% of the cars were speeding.
  - The good news is that statistics from the speed board on Bearbrook show that speeds have been reduced due to the presence of the speed board and improved police enforcement.
  - Last winter there were a lot of concern about ice on sidewalks. There have not been any complaints this winter.
  - Don is working with the firehall to provide youth community hours by having them clear hydrants after winter storms.
- g) Social: Ian Chamberland
- Canada day was a massive hit. Great volunteers, live music and lots of attendees. Came in on budget. 2020 will be moved due to arena construction.
- h) Community Communications: Kiel Dixon
- The Online feedback form on the BCA website is now working.
- i) Membership: Satinder Sahota
- We now have over 200 Members.
  - We changed the membership year to run from July to June to make it easier to sell and deliver membership cards.
  - Working on posting an online form on the website and we are now accepting etransfers for membership fees.
- j) Rinks: Mark Lister
- Last year ran from December 31 almost to March break.
  - Held Hockey day and was happy with the turnout despite some very cold weather.
  - We acquired 1 bunker from the City to store equipment and allow volunteers to get out of the cold and expect to receive bunkers for the other two rinks later this year.
  - We finally opened the rinks yesterday.
- k) Website: Kevin White
- We moved the BCA to Google Apps in order to improve collaboration.
  - The Accessible Ontario Disability Act will require us to make some changes to the BCA website this year in order for us to be compliant.
- l) Senior Action Committee: Melissa Cinquino

- They are working on planning the return of the annual Seniors Information Event in 2020.

m) Cancer Chase: Don Kelly

- The tentative date is September 13, 2020.
- Working on obtaining approval from the City and the NCC.
- Will need some additional funds from the BCA to replaced damaged and aging signs.

n) BANAR: Evelyn Budd

- Thank you to the board for their submissions to the Banar.
- Thank you to the Funfair for the info table.
- A distribution coordinator has been found in order to reduce the workload on Evelyn.
- Moved away from using different groups to distribute the BANAR and now have individuals taking on specific routes. The new process is working well.

o) Funfair: Brent Lawrie

- Thank you to the community and a fantastic team of volunteers for supporting the Funfair.
- \$14,840 of the funds raised was distributed back to the community last year. The remaining \$15k will be used as the seed funding for this year.

6. Board Elections

a) Appointment of Returning Officer: Conrad Leblanc.

b) Election of BCA Board of Directors.

- President – Mark Lister Elected.
- Vice President - Brent Lawrie Elected.
- Treasurer – Lisa Margeson Acclaimed.
- Secretary – Lynn Lefevre Acclaimed.
- Directors (Maximum 15):
  - I. Satinder Sahota Acclaimed.
  - II. Kiel Dixon Acclaimed.
  - III. Kendra Brett Acclaimed.
  - IV. Chelsey Wynne Acclaimed.
  - V. Dave Garand Acclaimed.
  - VI. Kevin White Acclaimed.
  - VII. Ian Chamberland Acclaimed.
  - VIII. Patrick Phillips Acclaimed.
  - IX. Nina Ryan Acclaimed.
  - X. Don Kelly Acclaimed.

7. Adjournment at 9:50pm.