

Blackburn Community Association

Meeting Minutes

July 16, 2020 7:30 pm

1. Call to order 7:32pm
2. Approval of Agenda
3. Minutes from previous meetings
 - June 18, 2020
 - Motion to approve Brent Lawrie Seconded by Lisa Margeson. Approved.
4. BCA working together
 - As a board we need to work together. We are all volunteers and need to be respectful of each other. If anyone has concerns, areas to be addressed, or suggested community projects please reach out to the board members who are the leads. Mark is available to discuss concerns at any time.
 - Managing Facebook moderation is a very difficult task and our volunteers do a great job despite the challenges posed by some members of the community.
 - Ian Chamberland continues to chair the Funfair.
5. Community Hall Reopening
 - Correspondence from city was late and only arrived last week. The City cleans the hall once a day. If we open the Hall, there would need to be additional safety measures and arrangements would need to be arranged for cleaning between bookings on the same day.
 - There is also a requirement for us to ensure that Hall renters track contact details for every person who enters the hall.
 - Mark is working with Auramarina to work through the requirements. Until we have an approved plan and an updated rental contract, the hall will remain closed.
6. Park Maintenance Position
 - The City has no concerns with us contracting a resource to keep the Parks clean. We will need to provide PPE (good gloves, bags, trash picker, sharps container) and guidelines on the scope for Park cleaning as part of the contract. Mark is working on engaging the person who has cleaned the Parks in previous years. Zack will be overseeing the person and approving hours worked and forwards to Lisa for payment.
 - Satinder asked about the City adding more garbage cans in the Parks. Kendra spoke to the City last year and identified areas that needed more. The City responded that they may convert one summer only can to year-round if approved in 2021 Budget. The City also has concerns that more cans would result in more homeowners using them for garbage. Mark is willing to bring it up with John if someone puts together a list of locations to be addressed.

7. Community Hall Review

- A second meeting was held on June 24. They have assembled revised fees that align with City guidelines and simplify the work for Auramarina. All changes would take Effect Jan 1, 2021. The proposal will be circulated to board and past users of the Hall with a board vote to be held at the September BCA meeting.

8. Bookkeeper

- A Bookkeeper has been hired and is bringing the books up-to-date. The plan is to provide updated financial statements to the board at the September meeting. They are also working on getting the paperwork ready for GST and our upcoming Corporate Submission.

9. Splash Pads and Beautification

- Mark has been dealing with the City for the Splashpad and benches. Mark will submit an application by Sept 1 for the Bench funding. He is also working on getting some tree coverage for the area.

10. Ottawa Ward Boundary Review

- If the BCA wishes to be involved in the current public discussions on the ward realignment proposals, we need someone to take the lead. If interested, let Mark know.
- It is not clear what our involvement would be. We would either need to conduct a community engagement exercise or just provide the board position as input into the consultation. The approach will depend on who takes the lead.

11. By- Laws (Brent)

- By-Law updates are progressing well. They are expecting to present an updated version in the Fall.
- It would be good to have the revisions ready for announcement in the November BANAR (Oct 14 Deadline) along with Facebook and Email list.

12. Funding (Brent)

- The updated application form complete. The application review process is still under development.

13. Storage

- The Arena construction is scheduled to be completed by the end of March 2021. There will be room for our existing container plus one more. If we need additional storage, we can also keep a container at the temporary location for the foreseeable future.

14. BANAR, Newsletter & Membership Update

- The Email Newsletter is ready to be sent out this week.
- The BANAR deadline is August 12.
- The BCA Membership list will be circulated to the board once it has been updated.

15. 2021 Funfair 50th Anniversary.

- It is not clear if the event will be held at Just Foods or if the Arena construction will be completed in time to plan an event at the Arena/Hall. It would be nice if we could showcase the renovated hall at the Funfair.
- The Funfair will be asking the BCA for extra funding to create a larger event as part of the 50th Anniversary celebration.
- There was discussion on creating a commemorative book but a good book takes up to to years to assemble, format and fact check. An alternative would be a photo slide show at the event and online.

16. Adjournment 8:38pm (Next meeting August 20, 2020, 7:30pm).

Attendees

Mark Lister
Brent Lawrie
Lisa Margeson
Lynn Lefevre
Nina Ryan
Patrick Phillips
Daniel Gosson
Satinder Sahota
Kendra Brett
Zack Jackson
Evelyn Budd

BCA Board

Executive

President: Mark Lister

Vice President & Facilities and Operations: Brent Lawrie

Secretary: Lynn Lefevre

Treasurer: Lisa Margeson

Past President: Ali Yassine

Director Portfolio's

Environment: Kendra Brett

Parks & Rinks: Zack Jackson

Communications: Nina Ryan, Dan Gosson, Patrick Phillips

Community Relations: Kiel Dixon

Website: Kevin White

Transportation: and Community Safety: Don Kelly

Youth: Vacant

Membership: Satinder Sahota

Committee Chairs

BANAR: Evelyn Budd

Seniors: Melissa Cinquino

Beautification: Vacant

Community Hall: Auramarina Sawyer

Events

Fun Fair: Ian Chamberland

Canada Day: Chelsey Wynne

Cancer Chase: Don Kelly

Hockey Day: Mark Lister & Zack Jackson

Pot Luck Dinners: Auramarina Sawyer

Santa's Pancake Breakfast: Chelsey Wynne

Volunteer Appreciation: Mark Lister

Spring Cleanup: Kendra Brett

Seniors Information Event: Vacant

Bike Rodeo: Dave Garand