

Blackburn Community Association
Meeting Minutes
February 17, 2022 7:30 pm

1. Call to order
2. Approval of Agenda at 7:40pm
3. Minutes from previous meetings
 - Motion to approve the minutes from January 20, 2022 by Kiel Dixon-Lawlor. Seconded by Miram Hampson. Approved.
4. Motions passed in January 2022
 - The motion to adopt the updated 2022 BCA budget V1.7 with a \$10,847.50 deficit was approved.
5. BCA Finances
 - Expenses for January totalled \$8,800 and included the costs to scan the BANAR back issues, operate the rinks, refund cancelled hall rentals and pay honorariums.
 - Income totaled \$10,000 and included Rink and Recreation funding from the City, BANAR Advertising, Hall rentals and membership renewals.
 - February expenses will include the purchase of new tables and supplies for the Hall (\$950).
6. BCA Website (Steve Vesley/Lynn Lefevre)
 - Lynn provided a quick overview on updates completed over the past month and is looking for feedback from the board on what updates are needed before we can migrate to the new site.
 - The contact for the Spring Cleanup will be updated as the position is currently vacant. The Rain date also needs to be corrected.
7. Youth Activities (Maureen Forsythe)
 - Despite the cold weather, 3 youth participated in last weeks event and are looking forward to another event in the spring.
 - We are expecting to have a response from the Time Hortons Smile Campaign grant within the next month.
 - A Spring poetry contest is being planned and will be advertised in next BANAR.
8. 2022 Events (Miriam Hampson)
 - The spring cleanup and garage sale events have been cancelled the past two years due to the pandemic and we are hoping to resume these events this year. We are also considering a restart to the Garden tours.

- All events must be in compliance with COVID protocols which are changing regularly so all events need to be adaptable to these changes.
- When planning an event, we need to ensure that volunteers and residents are comfortable with the protocols (such as proof of vaccine) that we put in place even if they are not mandatory at the time of the event.
- Barbara will send a link to a City of Ottawa resource page that has helpful information on holding an event during COVID.
- There will be no Hockey Day this year due to resource availability and weather.
- The Funfair planning continues despite the uncertainty around the COVID protocols.
- Plans are being made to hold an online “Blackburn in Bloom” photo contest this summer.

9. President Updates (Mark Lister)

- Thank you to the Communications team for their efforts managing our social media during these challenging times.
- Don Kelly has temporarily paused his BCA work for the next few months.
- It has been a good year for the rinks (up until the recent warm weather and rain) and the Volunteers have been doing a good job maintaining the rinks. All huts and storage facilities were re-keyed as a key was lost and there were signs of unauthorized use in one of the huts. The Rink operation is under budget due to covid restrictions limiting the time monitors can spend on the rinks.
- Pamela and Barbara have been keeping the Hall rules updated each time the Province and City announce changes to the COVID protocols. The Hall is now available at full capacity except for events that include dancing which is restricted to 25% capacity.
- A contract was signed with the Province to rent the Hall for Provincial election voting.
- There was good participation at the Hamlet vendor holiday market in December. We are hoping to make this a quarterly event focused on Hamlet businesses. The BCA waived hall rental fee for the event and allowed the organizer to collect fees for the table rentals. This structure will be reviewed before the next event to ensure all businesses in the Hamlet are treated fairly across all our events and publications.
- Last week there was an East end community association meet and greet. The goal is meet on a quarterly basis to share knowledge/experiences between the associations.

10. Adjournment (Next meeting March 17, 2021, 7:30pm) 8:15pm.

Attendees

Mark Lister
Lynn Lefevre
Barbara Whittaker
Daniel Gosson
Devon Ellis
Kiel Dixon-Lawlor
Miriam Hampson
Maureen Forsythe
Nina Ryan

Kendra Brett
Sarah Morgan-White
Steve Vesely
Laura Smith
Sharon Kes

BCA Board

Executive

President	Mark Lister	president@blackburnhamlet.ca
Vice President	Brent Lawrie	vp@blackburnhamlet.ca
Secretary	Lynn Lefevre	secretary@blackburnhamlet.ca
Treasurer	Lisa Margeson	treasurer@blackburnhamlet.ca

Director Portfolio's

Environment	Devon Ellis and Miriam Hampson	enviro@blackburnhamlet.ca
Beautification	Miriam Hampson	beautification@blackburnhamlet.ca
Parks	Kiel Dixon- Lawlor	kiel@blackburnhamlet.ca
Rinks	Mark Lister	parksandricks@blackburnhamlet.ca
Communications	Nina Ryan, Daniel Gosson, Patrick Phillips and Barbara Whittaker	communications@blackburnhamlet.ca
E-Newsletter	Nina Ryan and Satinder Sahota	newsletter@blackburnhamlet.ca
Community Relations	Vacant	
Website	Lynn Lefevre	webadmin@blackburnhamlet.ca
Transportation	Don Kelly	transportation@blackburnhamlet.ca
Community Safety	Don Kelly	safety@blackburnhamlet.ca
Youth	Maureen Forsythe	youth@blackburnhamlet.ca
Membership	Satinder Sahota	membership@blackburnhamlet.ca
Seniors	Don Kelly	seniors@blackburnhamlet.ca
Facilities and Operations	Brent Lawrie	vp@blackburnhamlet.ca
Volunteer Management	Mark Lister	president@blackburnhamlet.ca
City Liaison	Kiel Dixon	kiel@blackburnhamlet.ca

Committee Chairs

BANAR	Kendra Brett	banar@blackburnhamlet.ca
Climate Team	Anna-Sarah Eyrich	climate@blackburnhamlet.ca
Community Hall	Pamela Barton	hall@blackburnhamlet.ca
Tree Team	Sarah Morgan-White	treeteam@blackburnhamlet.ca
Website	Steve Vesely	webadmin@blackburnhamlet.ca

Events

Fun Fair	Trish Cloutier, Mike Murphy & Brent Lawrie	funfairchair@gmail.com
Canada Day	Tracy Wilson & Jason Wegner	canadaday@blackburnhamlet.ca
Cancer Chase	Barbara Whittaker & Don Kelly	cancerchase@blackburnhamlet.ca
Hockey Day	Mark Lister	parksandricks@blackburnhamlet.ca
Pot Luck Dinners	Auramarina Sawyer	
Santa's Pancake Breakfast	Tracy Wilson & Jason Wegner	santasbreakfast@blackburnhamlet.ca
Volunteer Appreciation	Mark Lister	president@blackburnhamlet.ca
Spring Cleanup	Vacant	cleanup@blackburnhamlet.ca
Seniors Information Event	Don Kelly	seniors@blackburnhamlet.ca
Bike Rodeo	Dave Garand	Davethebikeguy@gmail.com