

**Blackburn Community Association**  
**Meeting Minutes**  
**October 20, 2022 7:30 pm**

1. Call to order 7:30pm
2. Approval of Agenda
3. Minutes from previous meetings
  - Motion to approve the minutes from September 15, 2022 by Lisa Margeson. Seconded by Brent Lawrie. Carried
4. BCA Finances (Lisa Margeson)
  - Our program expenses are lower than anticipated – mainly due to lower expenses for Funfair and the cancellation of the Canada Day event.
  - Board members are reminded to submit their 2023 budget proposals by November 15, 2022.
  - Brent Lawrie to obtain a quote for T-shirts and will work with Lisa Margeson to complete the purchase.
5. Storage (Brent Lawrie)
  - Brent is still working on a plan for container shelving. A cleanup and inventory has been scheduled for Oct 22 at 2pm.
  - Angie is working on organizing supplies from the Hall lockers. Once the TV and stand have been removed, we will release one of the lockers for rental.
6. Santa's Breakfast (Don Kelly)
  - The event will be held on Saturday, December 10.
  - Angie Jodoin is working hard on organizing this event and has already recruited 12 volunteers.
  - The 2019 event had over 300 participants.
  - They will be improving the hall decorations this year and are reaching out for sponsors, including the Blackburn Pharmacy, to help offset the costs. This includes a Christmas scene as a backdrop for the Santa photos.
  - Costumes will be purchased for the volunteers.
  - The event is free for the families of BCA members and families who are not members are charged \$10 to become members and gain entry to the event.
  - Chris from Metro will help provide food at cost.
  - Pancakes, sausages, fruit & drinks will be served at the event.
  - Setup will start on Friday evening.
  - The event will be promoted using Social media, a BANAR ad and posters.
  - Motion by Lynn Lefevre to increase the Santa's Breakfast budget to \$1,000. Seconded by Lisa Margeson. Carried.

#### 7. Christmas Bazaar (Jenny Lawrence)

- The event will be held on December 3, 2022 and will be similar to the one organized by Fresh Mango last year.
- It will be held in the hall and will have up to 18 vendor tables.
- This new event will need a budget for signs and posters.
- We are still looking for volunteers to assist with organizing and running the event.
- Motion by Maureen Forsythe allocate \$500 in funding for the Christmas Bazaar. Secoded by Don Kelly. Carried.

#### 8. Cancer Chase (Barbara Whittaker)

- The 2022 Blackburn Hamlet Cancer Chase was held on Sunday, September 25, 2022 at Hornets Nest Park and Clubhouse and Green's Creek trails in Blackburn Hamlet.
- Amazing community spirit shown that day!
- Donations will close on October 25, 2022; the amount raised is still TBC, but will be over \$14,000.
- Conservative estimate is that over 175 people participated in the event.
  - 146 people registered (99 online in advance and 47 in person.)
    - Based on previous Cancer Chase events, we expected 15-20 people to register on the day of the event. The in-person registrations were more than double that number.
    - We are awaiting information from the OHF re: the final registration numbers for adults, youth, seniors and children. As registration fees were adjusted this year, we need this info to know how much of a difference the new fees made.
  - Approximately 35 additional people attended, including volunteers, guest speakers, OHF staff, etc.
- Displays by OHF and Imerman Angels were a great addition to the event and the new selfie station and loonie line were popular.
- Photos taken are saved in the following folder: Cancer Chase 2022 - BCA Data - Google Drive.
- NEXT STEPS:
  - Organizing committee will hold lessons learned meeting on October 25, 2022.
  - BANAR article, website updates, treasurer's report and a few other administrative items to completed.
- **OUR APPRECIATION to all the donors, volunteers, participants, as well as to the staff of the OHF, the City of Ottawa, the NCC and the Hornets Nest Clubhouse for their support and participation.**

9. Youth (Maureen Forsythe)

- Young Helping Hands for Seniors – Finished in Mid-October as availability of youths was decreasing. 11 visits, 6 volunteers. Next year will work on increasing the number of volunteers and a focus on Spring/Fall as it is difficult to get participants in the summer months. An article will be published in the November BANAR.
- The Co-Winners of the BCA Youth Essay Contest 2022 will be announced in the November BANAR and the essay's will be published on the BCA website.
- The Spooktacular Halloween Party will be held outdoors on Sat. Oct 29<sup>th</sup>. Approximately 20 youth ages 10-14 have registered for the event.
- A new short story contest for youth will be announced in the November BANAR.
- Maureen will be submitting an application for Tim Horton community funding, with a reduced scope than last years request. The submission deadline will be early 2023.
- For the 2023 youth budget Maureen has grouped some budget items to facilitate expenditure tracking, rather than presenting individual costs by each small activity or event.

10. Enviro (Sarah Morgan-White)

- Summary of Upcoming Enviro, Tree Team and Seniors Events in Blackburn open to the public!

Date and time	Event	Location	How to Register or Attend
CANCELED	Traveling Series for Seniors: Spanish Language and Food (w Auramarina)	CANCELED	CANCELED
Wednesday January 18th, 2022 6pm	Uptick project.	Virtual	TBD (more info: <a href="https://www.uptickproject.ca/copy-of-overview">https://www.uptickproject.ca/copy-of-overview</a> )

- Climate - Anna-Sarah Eyrich - No update.
- Interpretive Trails - No update
- Enviro
  - Let's Connect Outdoors - We took a break in October, but will continue throughout the winter months likely less frequently e.g. once a month.
  - If you have ideas for activities we could have or you are interested in leading an event please let us know: [enviro@blackburnhamlet.ca](mailto:enviro@blackburnhamlet.ca). The events are posted on the BCA webpage, Facebook page and are emailed to those on the email distribution list!
- Blackburn Community Closet - Placard Communautaire  
 Jenny and Sarah organized the first Blackburn Community Closet and wow did we ever have a great event on Saturday October 15th. Over the course of the day, we had 100s of people attend our event and take home new-to-them clothing. Clothing that was left over (there wasn't much) was donated to Dress for Success, Clothespin and Emily Murphy. A very special thanks to all those who donated clothing and to all the volunteers who helped wash clothing, set up the hall the night before the event, lent clothing racks/hangers/mannequin for the event, helped during the event (folding clothing, helping people find clothing etc) and who helped with the tear down. Thank you to Pineview Community Association for lending us to clothing racks for the event.

A very special thank you to: Robyn, Angie, Sonia, Chantal, Auramarina, Aaron, Maksim, Irina, Benjamin, Irene, Linda, Corey, Brody, Kevin, Devon, Bob, Scott, Ericha and Rebecca! The event could not have been as great of a success without your help. Thank you!!!!



Joe and his son David picked up clothing for Clothespin/Epingle a Linge a not for profit on St. Laurent Blvd



Angie delivered the women's clothing to Emily Murphy housing complex



Sonia delivered the clothing for Dress for Success.  
<https://ottawa.dressforsuccess.org/>

- Tree Team - No update.
- Tree Seeds - We invited residents to contact us if they were willing to share their tree seeds with us (in particular local indigenous trees)! Stephen has been working hard at collecting tree seeds and is working on a project with Foret Capital Forest to grow them! Want to donate your tree seeds to this project? Or your plastic flower pots (to grow trees) then : contact [treeteam@blackburnhamlet.ca](mailto:treeteam@blackburnhamlet.ca).
- Project in Southpark - We have explored various different opportunities with the City and adjoining school (Sainte-Marie) for the little park space. At this time, we are aiming to plant native trees and develop a small trail through the trees. The native trees would have plaques identifying them. This project is in its infancy.



- Community Fruit Tree/Shrub/Vine Orchard Project - No update since last report.
- Sincerely, Enviro Committee (Sarah, Anna-Sarah, Laura, Lisa, Devon and Jenny)

#### 11. Beautification (Miriam Hampson)

- 4 BCA Gardens/ Garden Tour/ BH in Bloom Photo Contest:  
All gardens have been put to "bed" with just a few pumpkins, scarecrows and plants to clear. A Google Survey was completed by all volunteers on the watering team for suggestions and comments on this year's garden initiative and Garden Tour. I have written an article in the Banar that was submitted to Kendra this week for the November issue to thank the many volunteers who volunteered with the gardens, the

garden tour, and the photo contest. We also delivered a donation cheque of \$1200 on Thanksgiving weekend to the local Food Bank with donations collected from the Garden Tour. Cynthia Hoisak and I are looking at interviewing Julie Frereault from the LifeCentre Food Bank to write an article for the Banar on this gem of a place serving our community.

- BH Sign Repairs

I am hoping Sharkey Inc., can get the repairs done before the end of the month as these were repairs identified as necessary at the end of 2020. I understand that weather is tricky in both spring and fall seasons. Fall is the preferred time to do any work as the gardens are finished at this point.

- Budget for 2023

Ideas are being put together for beautification ideas for next year. I will be gathering information to spearhead the possibility of installing lightpost banners throughout the main corridor of the Hamlet (four corners). Our beautification goals next year will also include encouraging our local businesses to beautify the front of their shops along the business strips with floral arrangements.

## 12. President Updates (Mark Lister)

- No stopping signs have been installed along Bearbrook at Hornets Nest. The signs had been removed during construction a few years ago but had not been replaced until recently.
- Jenny Lawrence worked hard to organize an Election debate, but unfortunately the team was unable to coordinate an agreeable date/time.
- The new Rinks agreements should be arriving soon. There will be no increase in rates despite rising costs.
- The bulletin board outside the Hall is secured with 2 x 5/16' bolts on the bottom. To access it, you need to remove the screws and swing the panel up (it helps if you use the door to prop it open while adding/removing posters).
- Heather McCuaig Edge is now our Membership Director.

## 13. Round Table

- BCA's objection to the Federal riding changes was submitted to Marie-France Lalonde, Laura Dudas and the Elections board.
- We need to ask the City if they could supply netting for the hockey boards at Orient Park Rink or if they would let the BCA supply and install them.
- The Bearbrook Park pad and boards need to be replaced as they are deteriorating. Since this is City property, the work must be fairly competed, which would limit the ability for companies to donate supplies.
- We are getting the rinks volunteers organized in the coming weeks. Our hope is we can open the ice huts this year.

## 14. Adjournment 9:15pm (Next Board meeting is November 17, 2022)

## Attendees

Mark Lister  
Brent Lawrie  
Lisa Margeson  
Lynn Lefevre  
Barbara Whittaker  
Don Kelly  
Heather McCuaig Edge  
Jenny Lawrence  
Laura Smith  
Maureen Forsythe  
Nina Ryan  
Sarah Morgan-White  
Kendra Brett  
Pamela Barton  
Sharon Kes  
Mark McEvoy

## BCA Board 2022-2023

### Executive

President	Mark Lister	<a href="mailto:president@blackburnhamlet.ca">president@blackburnhamlet.ca</a>
Vice President	Brent Lawrie	<a href="mailto:vp@blackburnhamlet.ca">vp@blackburnhamlet.ca</a>
Secretary	Lynn Lefevre	<a href="mailto:secretary@blackburnhamlet.ca">secretary@blackburnhamlet.ca</a>
Treasurer	Lisa Margeson	<a href="mailto:treasurer@blackburnhamlet.ca">treasurer@blackburnhamlet.ca</a>

### Director Portfolios

Environment	Sarah Morgan-White	<a href="mailto:enviro@blackburnhamlet.ca">enviro@blackburnhamlet.ca</a>
Beautification	Miriam Hampson	<a href="mailto:beautification@blackburnhamlet.ca">beautification@blackburnhamlet.ca</a>
Parks	Kiel Dixon-Lawlor	<a href="mailto:parks@blackburnhamlet.ca">parks@blackburnhamlet.ca</a>
Rinks	Mark Lister	<a href="mailto:parksandrinks@blackburnhamlet.ca">parksandrinks@blackburnhamlet.ca</a>
Communications	Nina Ryan & Barbara Whittaker	<a href="mailto:communications@blackburnhamlet.ca">communications@blackburnhamlet.ca</a>
E-Newsletter	Satinder Sahota	<a href="mailto:newsletter@blackburnhamlet.ca">newsletter@blackburnhamlet.ca</a>
Community Relations	Jenny Lawrence	<a href="mailto:jenny@blackburnhamlet.ca">jenny@blackburnhamlet.ca</a>
Transportation	<b>Vacant</b>	<a href="mailto:transportation@blackburnhamlet.ca">transportation@blackburnhamlet.ca</a>
Community Safety	Don Kelly	<a href="mailto:safety@blackburnhamlet.ca">safety@blackburnhamlet.ca</a>
Youth	Maureen Forsythe	<a href="mailto:youth@blackburnhamlet.ca">youth@blackburnhamlet.ca</a>
Membership	Heather McCuaig Edge	<a href="mailto:membership@blackburnhamlet.ca">membership@blackburnhamlet.ca</a>
Seniors	Maureen Forsythe & Sarah Morgan-White	<a href="mailto:seniors@blackburnhamlet.ca">seniors@blackburnhamlet.ca</a>
Facilities and Operations	Brent Lawrie	<a href="mailto:vp@blackburnhamlet.ca">vp@blackburnhamlet.ca</a>

Volunteer Management	Mark Lister	<a href="mailto:president@blackburnhamlet.ca">president@blackburnhamlet.ca</a>
City Liaison	Kiel Dixon-Lawlor	<a href="mailto:kiel@blackburnhamlet.ca">kiel@blackburnhamlet.ca</a>
Director at Large	Laura Smith	<a href="mailto:laura@blackburnhamlet.ca">laura@blackburnhamlet.ca</a>
Director at Large	Satinder Sahota	

### Committee Chairs

BANAR	Kendra Brett	<a href="mailto:banar@blackburnhamlet.ca">banar@blackburnhamlet.ca</a>
Climate Team	Anna-Sarah Eyrich	<a href="mailto:climate@blackburnhamlet.ca">climate@blackburnhamlet.ca</a>
Community Hall	Pamela Barton	<a href="mailto:hall@blackburnhamlet.ca">hall@blackburnhamlet.ca</a>
Tree Team	Sarah Morgan-White	<a href="mailto:treeteam@blackburnhamlet.ca">treeteam@blackburnhamlet.ca</a>
Website	Steve Vesely	<a href="mailto:webmaster@blackburnhamlet.ca">webmaster@blackburnhamlet.ca</a>

### Events

Bike Rodeo	Dave Garand	<a href="mailto:Davethebikeguy@gmail.com">Davethebikeguy@gmail.com</a>
Canada Day	Lino Demasi	<a href="mailto:canadaday@blackburnhamlet.ca">canadaday@blackburnhamlet.ca</a>
Cancer Chase	Barbara Whittaker	<a href="mailto:cancerchase@blackburnhamlet.ca">cancerchase@blackburnhamlet.ca</a>
Fun Fair	Trish Cloutier, Mike Murphy & Brent Lawrie – Interim Co-chairs	<a href="mailto:funfairchair@gmail.com">funfairchair@gmail.com</a>
Garage Sale	Laura Smith & Miriam Hampson	<a href="mailto:garagesale@blackburnhamlet.ca">garagesale@blackburnhamlet.ca</a> <a href="mailto:laura@blackburnhamlet.ca">laura@blackburnhamlet.ca</a> <a href="mailto:miriam@blackburnhamlet.ca">miriam@blackburnhamlet.ca</a>
Garden Tour	Cynthia Hoisak	<a href="mailto:gardentour@blackburnhamlet.ca">gardentour@blackburnhamlet.ca</a>
Grad Walk	Nina Ryan & Satinder Sahota	<a href="mailto:gradwalk@blackburnhamlet.ca">gradwalk@blackburnhamlet.ca</a>
Hockey Day	Mark Lister	<a href="mailto:parksanddrinks@blackburnhamlet.ca">parksanddrinks@blackburnhamlet.ca</a>
Photo Contest	Jen Read	<a href="mailto:photocontest@blackburnhamlet.ca">photocontest@blackburnhamlet.ca</a>
Pot Luck Dinners	Auramarina Sawyer	
Santa's Pancake Breakfast	Don Kelly & Angie Jodoin	<a href="mailto:santasbreakfast@blackburnhamlet.ca">santasbreakfast@blackburnhamlet.ca</a>
Seniors Information Event	<b>Vacant</b>	<a href="mailto:seniors@blackburnhamlet.ca">seniors@blackburnhamlet.ca</a>
Spring Cleanup	Lisa Margeson	<a href="mailto:cleanup@blackburnhamlet.ca">cleanup@blackburnhamlet.ca</a>
Volunteer Appreciation	Mark Lister	<a href="mailto:president@blackburnhamlet.ca">president@blackburnhamlet.ca</a>