

Blackburn Community Association

Annual General Meeting Minutes

March 23, 2023 7:30 pm

1. Call to order (Quorum = 8 Board members / 5 BCA Members) at 7:35pm
2. Introduction to Online AGM (Mark Lister).
3. Motion to approve the minutes of the previous Annual General Meeting held on March 24, 2022 by Kiel Dixon-Lawlor. Seconded by Lisa Margeson. Motion Approved.
4. Community Report by Councillor Laura Dudas
 - Councillor Dudas is working with the community and the City to provide a safe walking and cycling connection from Blackburn Hamlet to the new Montreal Road LRT Station. City staff collected speed data along Bearbrook on January 24 and are looking at available options to pilot safety improvements before the launch of the LRT.
 - Discussions between the City and the developer of 98/100 Bearbrook are ongoing. If any significant changes are made, there may be a second community consultation.
 - Another new development was announced today for 2663 Innes, next to the retirement home. It will be a 4-storey mixed use building with apartments plus two main floor businesses and the law firm offices on part of the second floor.
 - Councillor Dudas will once again be partnering with the wonderful Henrie family to host her annual #Eggstravaganza on April 8, from 10 am to 12 pm at the Orleans Fruit Farm.
 - Councillor Dudas has asked that the community be consulted regarding any planned bus route changes that will be needed when the LRT Opens.
5. Board and Committee 2022 Reports
 - a. President: Mark Lister
 - It was a great year for the BCA with lots of activities and events returning post pandemic.
 - Some of the many accomplishments included:
 - Launch of our new website
 - Publication of 5 BANAR editions
 - The return of our spring cleanup with 200 participants
 - The BCA response to the Spring Derecho and resulting extended power outages which included opening the all as a charging location as well as organizing a food drive and helping to distribute emergency funding for the most vulnerable members of our community.
 - The return of the FunFair with great success despite loss of carnival rides
 - CPR/AED training
 - The return of the Cancer Chase
 - A new BCA Holiday Market that also raised funds for the Ottawa Hospital
 - The return of the Santa's Pancake Breakfast with 250 attendees

- Upgrades to the Hall continued throughout the year and rentals continue to grow
- Neighbourhood watch grew adding more streets and volunteers
- Youth engagement increased significantly.
- Chis Shaeen, Manager at the Blackburn Metro grocery store, has moved on to new duties. We will be honoring all the support he has given to the community and BCA over the many years he was Manager.

b. Vice President & FunFair: Brent Lawrie

- Worked with Miriam Hampson to engage Sharkey Renovations to repair the Hamlet Entry Signs.
- Worked with a number of volunteers to clean out and organize our Shipping container and Hall storage.
- BCA Event signs were updated and posted as needed.
- We donated the BCA riding mower/snowblower to Just Food as was not effective for clearing our rinks.
- Represented the BCA on the board of the Friends of Mer Bleue who provided us with an annual \$4,000 grant plus an additional grant for specific programs.
- The 50th annual Funfair went very well, despite the loss of carnival rides, and contributed \$15,000 to community organizations.

c. Treasurer: Lisa Margeson

- Presented an overview of the 2022 Financial Statements.
 - Revenue was \$155,000. The largest sources of revenue are Hall Rentals and City of Ottawa Grants.
 - Expenses were \$139,000. The largest expenses include management of the Outdoor Rinks and printing/distribution of the BANAR.
 - There was a surplus of \$16,000 and our net assets are now \$160,000.
- Motion to approve the 2022 financial statements as presented by Brent Lawrie. Seconded by Kiel Dixon-Lawlor. Motion Approved.
- Presented the approved 2023 Budget which anticipates \$90,000 in revenue, \$100,000 in expenses and a deficit of \$10,000.
- Motion to appoint Kelly Huibers McNeely Chartered Professional Accountants as Accountants for the 2023 financial year by Lisa Margeson. Seconded by Nina Ryan. Motion approved.

d. Beautification: Miriam Hampson

- The Beautification team planted 1000 tulip bulbs before the end of the season to enhance the spring look in addition to the annuals and perennials we have at the entrance signs and the 4 corners.
- The Garden Tour returned and was a great success. last year and will continue this year.
- Will continue working on improvements to the community by encouraging businesses to add more plants and flowers to their properties and will continue to pursue the addition of light post banners along Bearbrook and Innes.

- e. Parks: Kiel Dixon-Lawlor
- The parks were kept clean throughout the summer thanks to the local student who was contracted by the BCA. The student has already asked to return for the 2023 season.
- f. Community Safety, Transportation & Santa's Breakfast: Don Kelly
- A report was created on the deteriorating state of the Blackburn Hamlet paths but we are still waiting for feedback from the City.
 - We continue to receive feedback regarding congestion at the 4 corners at start and end of each school day. Impatient drivers are increasing the chance of an accident during these times.
 - In conjunction with the Ottawa Police Services, we published articles in the BANAR on Bike theft and Scams.
 - Robert Bellizzi recently took over the Transportation duties and has already started planning Youth and Adult bike events later in 2023.
 - New streets were added to Neighbourhood watch and we now have 25 Captains. Looking for someone to take over as lead and renew the push for more streets to be added.
 - While the Ottawa Police Services advertise a home security inspection service, we have not been successful in engaging them as there are limited resources. In June 2023 we will be holding an information session in the Hall as an alternative to these inspections.
 - The Santa's Pancake Breakfast event went very well with the help of 25 volunteers. There were 250 attendees with 600 pancakes and 500 sausages that were served. Thanks to Metro, Blackburn Pharmacy and Lafarge for their support.
- g. Communications: Nina Ryan
- There were a large number of events to promote on social media in 2022. There was a good flow of communications with the Directors and event organizers to help plan out and schedule the posts.
 - While promoting the Cancer Chase event, Barbara Whittaker suggested we use a standard template for the photos in order to provide a more cohesive look. Will be working on a template that can be used for all future BCA social media posts.
 - For 2023, will be expanding the social media posts to include messages and photos while events are occurring.
- h. Environment: Sarah Morgan-White
- Amazed by large number of volunteers who helped at the events throughout the year.
 - 2022 was a busy and fun year. It started with LDD Moth egg removal from trees around the Hamlet.
 - Through our activities we were able to build new relationships with the Brownies and with Norman Johnston school.
 - Thanks to the support from Norman Johnston and a grant from the Friends of Mer Blue, a new Monarch waystation garden was established at the school.

- There were a number of virtual education seminars held throughout the year, including one on home energy retrofits which will also be held in April 2023.
 - Another recent seminar was on Tics and Lyme Disease by the University of Ottawa. The link to video recording will be posted soon.
 - Miriam Hampson went over and above with the 2022 Garage Sale that included a large post sale donation collection for Ottawa Charities. In addition, the tree team handed out 200 seedlings during the event. This year will return to our regular Garage Sale and the Tree team will be handing out another 200 seedlings around Mothers day.
 - Many Lets Connect outdoor events were held throughout the year with a variety of activities including tours around Just Food farms and Tree discussions. Participation varied depending on the event ranging from 2 to 25.
 - Thanks to a grant from the Friends of Mer Bleue, a bird house build event was held last year. This year a similar event will be held in the fall to build Bee Hotels.
 - There will be an Earth Day colouring contest starting on April 1. It will be open to everyone and Metro has donated a \$50 gift certificate for the winner.
 - Spring Cleanup returned last year and will be held once again this this year thanks to Lisa Margeson who is organizing this large event once again.
- i. Membership: Heather McCuaig Edge
- The role of Membership Director was transferred to Heather during the year.
 - There were 146 members at end of the 2021/2022 membership cycle.
 - There are now 166 members who have already joined the BCA thanks to the return of in-person registrations at FunFair and the Santa's Pancake Breakfast.
- j. Rinks: Mark Lister
- In 2022 we had really good winter weather for the Rinks. Attendants were hired to maintain the rinks but we could not open the warming huts.
 - Thank you to Charlie McDonald and Bill Logan who ran the Bearbrook Park Rink, Paul VanBruinessen, who ran the Norman Johnston Rink and Bruce Laval who ran the Michael Budd Park rink.
 - The growing slope on the Bearbrook park rink continues to make it difficult to maintain ice in winter. 2007 was the last time the surface was redone, which means it is due for replacement in 2027. The expected cost would be \$160,000 to repave and \$500,000 if additional accessibility features and pathway improvements are included. Lafarge has indicated they would like to Partner with us to repair the rink.
- k. Youth: Maureen Forsythe
- Nine events were held through the year. These included in person events in addition to poetry, short story & essay contests.
 - The Arena Mural had 20 participants and there were over 30 participants at the Halloween event.
 - A funding application has been submitted to the Tim Hortons Smile campaign for funding additional Youth activities.

- A funding application has been submitted for the Paint It Up program to fund another mural in 2023.
- 2023 programs will be similar to the ones held in 2022, including the Young Helping Hands for Seniors to help maintain gardens.

l. Cancer Chase: Barbara Whittaker

- The Cancer Chase was held for the first time in 3 years. It was a success and raised \$15,000 for Cancer Research through the Ottawa Hospital Foundation.
- In addition to the 5km walk and auction, a raffle for participants, a loonie line and a selfie station were added to the event.
- There were a series of speakers plus displays from the Ottawa Hospital Foundation and the Imerman angels.
- There was a new promotional approach that included a sliding scale for registration fees and coordinated donations directly with the Ottawa Hospital foundation.
- To future proof the event, all records were organized on the BCA file shares so that new organizers have easy access to the information.
- Thanks to all donors, participants and volunteers who helped make this a successful event.
- The 2023 event will be managed by Don Kelly who is investigating options for a location with fewer restrictions.

m. Website: Lynn Lefevre

- Thanks to a lot of hard work by Steve Vesely the new BCA website was officially launched at the 2022 AGM. The new site also integrated our Membership and Hall Booking management, which has improved our ability to manage these functions.
- During the year we also added more historical content taken from the BANAR archives as well as a new Newsletter plugin, which was used successfully in December, January and February to keep the community informed of current BCA activities.

6. Motion to adjourn the meeting at 9:06pm by Mark Lister. Seconded by Brent Lawrie. Motion Approved.

7. Election of all BCA Board and Director positions.

i. President

- Satinder Sahota nominates Mark Lister. Seconded by Barbara Whittaker. Mark Lister accepted. **Acclaimed**

ii. Vice-President

- Barbara Whittaker nominates Brent Lawrie. Seconded by Satinder Sahota. Brent Lawrie accepted. **Acclaimed**

iii. Treasurer

- Brent Lawrie nominates Lisa Margeson. Seconded by Satinder Sahota. Lisa Margeson accepted. **Acclaimed**

iv. Secretary

- Jenny Lawrence nominates Lynn Lefevre. Seconded by Satinder Sahota. Lynn Lefevre accepted. **Acclaimed**

v. Directors (up to 11 Directors)

- Sarah Morgan-White nominates Miriam Hampson. Seconded by Jenny Lawrence. Miriam Hampson accepted. **Acclaimed**
- Don Kelly nominates Robert Bellizzi. Seconded by Brent Lawrie. Robert Bellizzi accepted. **Acclaimed**
- Satinder Sahota nominates Sarah Morgan-White. Seconded by Miriam Hampson. Sarah Morgan-White accepted. **Acclaimed**
- Sarah Morgan-White nominates Jenny Lawrence. Seconded by Miriam Hampson. Jenny Lawrence accepted. **Acclaimed**
- Barbara Whittaker nominates Maureen Forsythe. Seconded by Kiel Dixon-Lawlor. Maureen Forsythe accepted. **Acclaimed**
- Jenny Lawrence nominates Barbara Whittaker. Seconded by Brent Lawrie. Barbara Whittaker accepted. **Acclaimed**
- Barbara Whittaker nominates Nina Ryan. Seconded by Kiel Dixon-Lawlor. Nina Ryan accepted. **Acclaimed**
- Satinder Sahota nominates Heather McCuaig Edge. Seconded by Miriam Hampson. Heather McCuaig Edge accepted. **Acclaimed**
- Miriam Hampson nominates Don Kelly. Seconded by Barbara Whittaker. Don Kelly accepted. **Acclaimed**
- Brent Lawrie nominates Kiel Dixon-Lawlor. Seconded by Nina Ryan. Kiel Dixon-Lawlor accepted. **Acclaimed**
- Kiel Dixon-Lawlor nominates Satinder Sahota. Seconded by Heather McCuaig Edge. Satinder Sahota accepted. **Acclaimed**

vi. Portfolios

- Robert Bellizzi will be Transportation Director
- Barbara Whittaker will be Seniors Director

Attendees

Barbara Whittaker
Brent Lawrie
Don Kelly
Heather McCuaig Edge
Jenny Lawrence
Kiel Dixon-Lawlor
Lisa Margeson
Lynn Lefevre
Mark Lister
Maureen Forsythe
Miriam Hampson
Nina Ryan
Sarah Morgan-White
Satinder Sahota
Kendra Brett
Marie-Claire Namroud
Robert Bellizzi
John O'Carroll
Sharon Kes
Laura Dudas

BCA Board 2023-2024

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 Portfolios

Beautification	Miriam Hampson	beautification@blackburnhamlet.ca
City Liaison	Kiel Dixon-Lawlor	kiel@blackburnhamlet.ca
Communications	Nina Ryan	communications@blackburnhamlet.ca
Community Relations	Jenny Lawrence	jenny@blackburnhamlet.ca
Community Safety	Don Kelly	safety@blackburnhamlet.ca
Director at Large	Satinder Sahota	satinder@blackburnhamlet.ca
Environment	Sarah Morgan-White	enviro@blackburnhamlet.ca
E-Newsletter	Lynn Lefevre	newsletter@blackburnhamlet.ca
Facilities and Operations	Brent Lawrie	vp@blackburnhamlet.ca
Membership	Heather McCuaig Edge	membership@blackburnhamlet.ca
Parks	Kiel Dixon-Lawlor	parks@blackburnhamlet.ca
Rinks	Mark Lister	parksandricks@blackburnhamlet.ca
Seniors	Barbara Whittaker	seniors@blackburnhamlet.ca
Transportation	Robert Bellizzi	transportation@blackburnhamlet.ca
Volunteer Management	Mark Lister	president@blackburnhamlet.ca
Youth	Maureen Forsythe	youth@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 Lynn Lefevre (Content)	webmaster@blackburnhamlet.ca webadmin@blackburnhamlet.ca

Events

Bike Rodeo	Robert Bellizzi	transportation@blackburnhamlet.ca
Canada Day	Vacant	canadaday@blackburnhamlet.ca
Cancer Chase	Don Kelly	cancerchase@blackburnhamlet.ca
Fun Fair	Brent Lawrie	funfairchair@gmail.com
Garage Sale	Sarah Morgan-White	enviro@blackburnhamlet.ca
Garden Tour	Cynthia Hoisak	gardentour@blackburnhamlet.ca
Hockey Day	Mark Lister	parksandricks@blackburnhamlet.ca
Santa's Pancake Breakfast	Don Kelly & Angie Jodoin	santasbreakfast@blackburnhamlet.ca
Seniors Information Event	Vacant	seniors@blackburnhamlet.ca
Spring Cleanup	Lisa Margeson	cleanup@blackburnhamlet.ca
Volunteer Appreciation	Mark Lister	president@blackburnhamlet.ca