

# Blackburn Community Association

## Meeting Minutes

### April 20, 2023 7:30 pm

1. Call to order at 7:34pm.
2. Approval of Agenda
3. Minutes from previous meetings
  - Motion to approve the minutes from March 16, 2023 by Miriam Hampson. Seconded by Brent Lawrie. Carried.
4. Vacant Positions / Recruitment
  - BANAR Delivery Coordinator
  - Funfair Chair
  - Canada Day
  - Norman Johnston & Bearbrook Rinks
  - We are looking for ideas to improve our connection to the community and encourage them to take over vacant BCA roles.
  - Brent Lawrie has new community members helping to fill some of the Funfair roles.
  - We should have a meet and greet/As us about the BCA Info table or rover at each event to help promote the BCA and let people know how they can help improve our community. Satinder Sahota to work on Ask Me About The BCA Buttons.
  - We will need writeups for each vacant position that we can post on social media, BANAR, eNewsletters, and Posters.
  - We also need a recruitment support the BCA, support the community poster highlighting the BCA role and where we need volunteers for key roles. This would be used for BANAR ads, Event Handouts, eNewsletter, Bulletin board posters (2 at the hall, Library, Arms and Metro. Lynn Lefevre and Jenny Lawrence to expand the Raise Your Hand concept started by Steve Vesely and Lisa Margeson.
  - We should also expand the Funfair tell the story promos on social media to include the BCA Volunteers and the work we do for the community.
  - Another suggestion is to hold a Meet & Greet BCA BBQ / Volunteer Fair for Adults and Youth. Barbara Whittaker to work with Mark Lister on planning an event.
5. Cancer Chase (Don Kelly)
  - Ongoing discussions with Convent Glen Orlenas Wood Community Association but they have limited resources and volunteers to help so we may have to rely mainly on Hamlet volunteers this year. More event details will be provided at the next board meeting.

6. Emergency Preparedness Plan (Don Kelly)
  - The City of Ottawa website has a template for a community emergency plan. Brad Hampson is working with Don Kelly to work on completing a plan for us with input from the Ottawa Police Service, Councillor Dudas' office, Medical professionals, Neighbourhood Watch Captains and BCA Board members.
  
7. Bike Events (Don Kelly)
  - Planning for the May 14 Youth Rodeo is underway. Posters will be distributed throughout the community next week.
  - For the Adult event on June 10, the Ottawa Police Service will be delivering the presentation. They are hoping for 35 riders to attend and will have a Lafarge truck on-site to showcase new truck safety features. After the presentation, the Police bike group will be coordinating a ride along Bearbrook.
  
8. Park cleanup Contract (Kiel Dixon)
  - The contract is being finalized and will run from mid-May to Labour Day. The cost will be the same as last year.
  
9. Seniors (Barbara Whittaker)
  - A program document is being finalized and will be discussed at the May board meeting.
  - Barbara Whittaker has joined with the organizer of the Seniors Breakfast to assist in organizing future events. Since Olito's is no longer offering breakfast, the next event will be held on the first Wednesday each month at Broadways on Orleans Blvd in their private room. This will be a good forum to promote BCA activities.
  
10. Funfair Parade and Showcase Participation (Lynn Lefevre)
  - One group will be participating in the parade showcasing all BCA Functions, including Cancer Chase.
  
11. Hall Parking Options (Lynn Lefevre)
  - Arena parking space was reduced as a result of the expansion and the need to add planters to counteract the heat island effect. This can have an impact on our events when they coincide with a large event at the Arena as was the case last weekend when our Community Closet event in the Hall was held at the same time as a large lacrosse event in the Arena .
  - Unfortunately, we have no other official parking options available as street parking in the area is limited.
  - This will be further complicated as the parking lot installation did not meet City standards and will need to be rebuilt as soon as the contractor is available.

## 12. Painting Donation (Mark Lister)

- A former resident of Blackburn Hamlet offered to donate painting done by Yvonne Diceman to the BCA. Mark Lister will coordinate the donation of the painting and photos the next time the donor is in town.
- Once we have received it, we will review the options for displaying the painting with a plaque in the hall, library or arena, in coordination with the City of Ottawa and Councillor Dudas' office.

## 13. Environment (Jenny Lawrence/Sarah Morgan-White)

- We held our second Community Closet on April 15th. It was again an overwhelming success. We had over 350 attendees at the community closet and so many volunteers! This event would not have been possible without the help of Jenny, Angie and Robyn who were instrumental in organizing the event, washing the clothing as well as coordinating and rallying volunteers! A very special thanks to them! Of course, a huge thanks to all our volunteers who helped in various capacities on Friday and Saturday! Either loading and bringing the clothing to the hall on Friday night; setting up or packing away the tables; picking up lunch; blowing balloons for kids; helping Friday night to unpack and lay out the clothing; helping shoppers on Saturday find their special "new to them" clothing; continuously folding the clothing through the day on Saturday; and packing up the left over clothing and delivering it to Dress for Success and Salvation Army at the end of the day. A very special thanks to Sonia whose skill and stamina as well as connection with Dress for Success have helped in our continuing success! Finally, a special thanks to (in no particular order): Rita, Amelia, Linda, Brody, Valerie, Maggie, Auramarine, Aaron, Irene, Rachel, Bob, Aline, Steve, Julie, Greg, Emma, Alexandre, Theodore, Kevin, Nin, Noel, Kathy, Marie, Katharina, Brian and Liz. Thank you to those who lent us clothing racks for our event: Sonia, Madeleine, and the Pineview Community Association. Thank you to Valerie for donating a clothing rack to our event.
- We will be holding this event each spring and Pineview Community Association will continue holding their event each Fall.
- Anna-Sarah Eyrich organized a Home Energy retrofit seminar with Envirocentre earlier in the week.
- The Earth Day colouring contest deadline is Friday with a \$50 gift card donated by Metro.
- On Tuesday April 18<sup>th</sup> we led Earth Day themed activities with the Girl Guides in Blackburn Hamlet.

#### 14. President Updates (Mark Lister)

- Lafarge is working on an information package that will be shared with the community soon regarding the recent blasting concerns. Recent blasts were on the south east side for the first time in a while, which may have contributed to the increase in noise. Councillor Dudas has sent a formal letter our MPP Stephen Blais asking that he raise the concerns of our residents to the Provincial Ministry of Natural Resources as the Province is responsible for ensuring the operation does not exceed Provincial guidelines.
- The new insurance program from the City of Ottawa includes an option for Directors liability insurance. Lisa Margeson is comparing the cost/benefits with our existing policy to determine the best option for the BCA.
- The City of Ottawa is still working on a formal response to our request for Hall Wifi or the ability for the BCA to install our own Wifi service. Currently our best option is a mobile hotspot for BCA Volunteers to use, which costs approximately \$60/month. Brent Lawrie will follow up with Steve Vesely to determine if this would be a good interim option for us.
- Constable Marc Laroux has been moved to Vanier. Constable Burleau is now our Community Police representative.

#### 15. School Reunions (Satinder Sahota)

- The Gloucester High 60<sup>th</sup> Anniversary and School Reunion will be on June 23 & 24. More details are available at [ghsreunions.ca](http://ghsreunions.ca).
- Emily Carr Middle School 50<sup>th</sup> Anniversary celebration will be on May 26<sup>th</sup>. For more information contact [emilycarrms@ocdsb.ca](mailto:emilycarrms@ocdsb.ca)

#### 16. Adjournment (Next Board meeting is May 18, 2023) 9:10pm

## Attendees

Mark Lister  
Brent Lawrie  
Lynn Lefevre  
Barbara Whittaker  
Don Kelly  
Heather McCuaig Edge  
Jenny Lawrence  
Kiel Dixon-Lawlor  
Miriam Hampson  
Nina Ryan  
Sarah Morgan-White  
Satinder Sahota  
Kendra Brett  
Sharon Kes

# BCA Board 2023-2024

## 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

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

## 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 Lynn Lefevre (Content)	<a href="mailto:webmaster@blackburnhamlet.ca">webmaster@blackburnhamlet.ca</a> <a href="mailto:webadmin@blackburnhamlet.ca">webadmin@blackburnhamlet.ca</a>

## Events

Bike Rodeo	Robert Bellizzi	<a href="mailto:transportation@blackburnhamlet.ca">transportation@blackburnhamlet.ca</a>
Canada Day	<b>Vacant</b>	<a href="mailto:canadaday@blackburnhamlet.ca">canadaday@blackburnhamlet.ca</a>
Cancer Chase	Don Kelly	<a href="mailto:cancerchase@blackburnhamlet.ca">cancerchase@blackburnhamlet.ca</a>
Fun Fair	Brent Lawrie	<a href="mailto:funfairchair@gmail.com">funfairchair@gmail.com</a>
Garage Sale	Sarah Morgan-White	<a href="mailto:enviro@blackburnhamlet.ca">enviro@blackburnhamlet.ca</a>
Garden Tour	Cynthia Hoisak	<a href="mailto:gardentour@blackburnhamlet.ca">gardentour@blackburnhamlet.ca</a>
Hockey Day	Mark Lister	<a href="mailto:parksandricks@blackburnhamlet.ca">parksandricks@blackburnhamlet.ca</a>
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>