

Blackburn Community Association

Meeting Agenda

June 15, 2023 7:30 pm

1. Call to order at 7:35pm
2. Approval of Agenda
3. Minutes from previous meetings
 - Motion to approve the minutes from May 18, 2023 by Brent Lawrie. Seconded by Barbara Wittaker. Carried.
4. “Mayor” Greg Kazmierski (Brent Lawrie)
 - Greg’s wake was an excellent tribute to all of his activities, awards and medals as he had a positive impact on a lot of people in the City.
 - Initial discussions with the Chris (former Manager at Metro) and Greg’s brother would be to work on installing a commemorative plaque in the Lois Kemp Arena.
 - Brent Lawrie and Miriam Hampson will with Chris, Greg’s family, the Arena staff and Councillor Dudas to work out the details for a plaque and possibly a bench in the Hamlet.
5. Councillor Update (Chelsey Wynne)
 - Bearbrook pool opened on Monday and the splash pad opened in late May.
 - City staff will be doing some remediation of the ditches along Bearbrook to help drain the water from Lafarges regular road washing.
 - If there is a fire on NCC lands surrounding the Hamlet, the NCC has to invite Ottawa Fire Services (OFS) to extinguish it (as was done for a recent fire in Kanata). If there are issues with people seen lighting fires, Ottawa Police can be asked to patrol the area.
 - The City is still working on a plan for adding flex posts on Bearbrook from Westpark to Hornets Nest.
6. Hall Projector, Screen, Cables, Case (Lynn Lefevre)
 - Our existing projector will now be stored in the BCA Hall Locker along with an extension cord. This is to be used at future BCA events. Lynn Lefevre to work with Brent Lawrie to retrieve an extension from the Container and store these in the Hall locker.
7. Feather Flag Legs (Lynn Lefevre)
 - Motion to approve up to \$500 for bases and weights for our four BCA flags by Mark Lister. Second by Brent Lawrie. Carried.

8. Four Corners Cleaning Supplies (Lynn Lefevre)

- Motion to approve up to \$100 for Paul Van Bruinessen to purchase cleaning supplies needed to pick up trash around the four corners during his daily walks by Brent Lawrie. Seconded by Kiel Dixon-Lawlor. Carried.
- Don Kelly to contact Paul Van Bruinessen to work out the details.

9. BCA Finances (Lisa Margeson)

- 40% of our projected 2023 income has been received.
- 1% of our budgeted program expenses have been spent - this excludes the projected expenses the fun fair committee would incur.
- 49% of our budgeted operating expenses have been incurred.
- The third quarter revenue of the City for Recreation programs has been received.
- We budgeted for an operating loss of \$10K; currently we have an operating surplus of \$27K.
- No Grants have been requested or allocated. The executive will make a proposal to the board in the fall.

10. Funfair Update (Brent Lawrie)

- This year's event followed the same format as last year with Inflatables, a Climbing Wall, Games, and other activities replacing the rides
- Thanks to some great weather and a really good group of dedicated volunteers, this years event was a success.
- Feedback indicated that this year was one of the best Arena showcases in recent history.
- Last year we kept \$15,000 as seed funding for the next year and gave \$15,000 back to the community. This year we expect to keep around \$17,000 for seed funding due to rising costs and give back around \$10,000 to the community.
- For next year's event, the BCA would like to be placed at the start of the Parade and we should create a new Banner to highlight that the Funfair (and other community activities) are "Proudly brought to you by the BCA".

11. Beautification & Garden Tour (Miriam Hampson)

- BCA Gateway Gardens
 - 16 volunteers have been scheduled to water the gardens from May through October.
 - All four gardens are finished now with the annuals planted amongst the established perennials
- Rain Barrel Sale
 - Last day to order online is Friday, June 16th.
 - We have approximately 100 items that have been purchased from our sale, and over 75 rain barrels being shipped to Blackburn!
 - I will need a few volunteers to help me unload and distribute the barrels on June 22. The Hall has been booked all day to accommodate delivery and pick up.
 - I will have more details after the sale with regards to the amount raised.

- Garden Tour
 - We currently have 12 gardens signed up for the July 8/9 tour.
 - An online map of the participating gardens has been created and a printed version will be available at each garden.
 - Brent Lawrie will install the Garden Tour signs closer to the date of the event.
 - I will be putting together the brochure/leaflet which will also be available online and at each garden location.
 - Jenifir and David Theiss-Thompson will provide a musical interlude at one of the gardens on July 8th and Garth Hampson will serenade at another garden location with an accompanying organist.
 - We will be collecting funds at each garden site for our local Food Bank.

12. Event Updates (Don Kelly & Robert Bellizzi)

- The Home Safety event had 27 attendees. We will post the presentation on our website.
- Don is still working on two location options for the Cancer Chase Hornets Nest and Cairine Wilson Secondary School.
- Don Kelly is starting to plan a fun Lob Ball tournament for BCA/Alumni vs Volunteers to be held in July.
- We had 12 participants at the Bike Safety event. It included good presentations from Ottawa Police Service and an eye-opening visit to Lafarge to learn about safety features, blind spots and danger zones on their 35 Ton mixer.

13. Emergency Preparedness Plan (Don Kelly)

- Brad Hampson and Don Kelly have assembled a template for our plan. They will be meeting with City officials on June 27 for their input. Following that there will be a focus group session including the BCA and key businesses. The draft plan should be ready by the middle of July.

14. Seniors (Barbara Whittaker)

- The Seniors program document was sent to the board for their feedback. The next steps will be to re-establish the Seniors Action Committee, encouraging more people to attend the monthly Breakfasts and updating the resource list on the BCA website.

15. Youth (Maureen Forsythe)

- Mural funding has been received from the City. The consultation with the artist and youth will be held on July 10. The mural will be painted on the Lois Kemp Arena wall facing Glen Park in early August.
- The winners of the spring poetry contest were announced in BANAR and the prizes have been delivered.
- Young helping hands for Seniors proceeded as planned. There are 3 teams and a total of 5 volunteers. 7 visits were completed in the first 2 weekends and one visit planned for this coming weekend. The work will continue until the end of June and resume in mid September for fall cleanup.
- The next event will be a Halloween party.

16. Holiday Market (Jenny Lawrence)

- The Community Hall is reserved for November 18 and Vendor engagement will start in late August. The format will be similar to last year and Vendor fees will be donated to a local charity.

17. Car Show Event (Lynn Lefevre)

- Vehicular Exclusivity contacted us about organizing a charity car show event. Lynn Lefevre to work them to determine what would be needed from BCA.

18. Movie Nights (Lynn Lefevre)

- July 7 (Top Gun: Maverick), August 11, Sept TBD
- Brent Lawrie will follow up with Jeff Miller to determine what equipment will need to be supplied by the BCA.

19. Ping Pong Table Give away (Lynn Lefevre)

- The unused table stored in the hall will be posted for free on social media this weekend.

20. President Updates (Mark Lister)

- Our 2023/2024 General Liability insurance through the City has been renewed. We are waiting for the final certificate from the provider.
- The clarifications needed on our City funding application have been completed.
- A new Volunteer Showcase/Meet the BCA event will be organized for this Fall.

21. Adjournment at 9:40pm (Next Board meeting is September 21, 2023).

Attendees

Mark Lister
Brent Lawrie
Lisa Margeson
Lynn Lefevre
Barbara Whittaker
Don Kelly
Heather McCuaig Edge
Jenny Lawrence
Kiel Dixon-Lawlor
Maureen Forsythe
Miriam Hampson
Nina Ryan
Robert Bellizzi
Satinder Sahota
Chelsey Wynne
Marion Hall
Sharon Kes

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	parksanddrinks@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	parksanddrinks@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