

Blackburn Community Association Annual General Meeting Minutes March 21, 2024 7:00 pm

1. Call to order at 7:30pm
2. Motion to approve the meeting agenda by Lisa Margeson. Seconded by Barbara Whittaker. Motion Approved.
3. Motion to approve the minutes of the March 23, 2023 Annual General Meeting by Robert Bellizzi. Seconded by Steve Vesely.
4. Motion by Robert Bellizzi to update the Blackburn Community Association Articles of Incorporation to include the following:

Members and Voting Rights

Blackburn Community Association has two types of memberships: Regular and Associate

Regular members reside within the boundaries of Blackburn Hamlet. Membership gives them the right to vote on motions raised at Members' Meetings and to vote on the election of the Directors.

Associate members reside outside the boundaries of Blackburn Hamlet. Membership gives them the right to vote motions raised at Members' Meetings. Associate members are not eligible to vote on the election of the Directors.

Seconded by Steve Vesely. Motion Approved.

5. Finances: Lisa Margeson
 - Presentation of the 2023 Financial Statements.
 - Revenue was \$164,000. The largest sources were the Funfair, Hall Rental and City of Ottawa Grants.
 - Expenses were \$133,000. The largest expenses included Funfair and BANAR production and delivery.
 - Presentation of the 2024 Budget with a projected revenue of \$94,000 and Expenses of \$104,000 (excluding the Funfair Revenue and Expenses).
 - Motion to appoint Kelly Huibers McNeely Chartered Professional Accountants as Accountants for the 2024 financial year by Lisa Margeson. Seconded by Steve Vesely. Motion approved.

6. Community Report by Councillor Dudas

- Councillor Dudas is grateful for the dedication of the volunteers who support the community.
- There will be a Community Egg Hunt at Orleans fruit farm on March 23 from 10am to Noon.
- Due to an increase in traffic volumes, the left hand Turn into École secondaire publique Louis-Riel on school mornings is causing traffic to back up and delaying transit buses. The City has reviewed the intersection and will be adding a left turn advance light during peak periods.
- Councillor Dudas is looking for community feedback on the On-Demand Transit Pilot. To date that have been 85 trips spread across the five Sunday's it has been running. She also reminded the community that if it does not get used it will be discontinued.
- The OC Transpo Route review is nearing completion and it will change the 28 route. More information will be published in April.

7. Summary report on the 2023 BCA activities

a. President & Rinks: Mark Lister

- In addition to the wide array of activities undertaken by the BCA, a number of new initiatives were introduced, including Seniors events, Discovery Café and Emergency Preparedness.
- The 2023 season was challenging due to the number of freeze/thaw cycles along with freezing rain events. They were able to opened all three rinks but the season was quite short. The poor conditions resulted in the cancellation of the annual Hockey Day event in 2023.
- Heather McCuaig Edge stepped down from the board and Membership Chair. Shashank Iyer covered the membership duties for the remainder of the year. Total memberships grew from 146 to 166.
- Nina Ryan, Satinder Sahota, Daniel Gosson and Patrick Phillips successfully managed the Facebook moderation for another year. In addition, Nina Ryan, was able to keep up with the never-ending requests to create wonderful posters and promote BCA activities on our Social Media channels.
- Thank you to David Masrour and the City off for our annual recreation funding and thank you to the City of Ottawa staff who support the BCA.

- b. Vice President & Funfair: Brent Lawrie
 - Focused mainly on maintaining BCA storage, stage and trailers, posting signs for BCA events and assisting with the Rinks, Cancer Chase, and the Christmas Tree event.
 - The Funfair was successful and distributed \$8,000 to the community. The 2024 Funfair chair is Steve Vesely.

- c. Beautification & Garden Tour: Miriam Hampson
 - It takes up to 20 volunteers each year to maintain and water the Gardens at the intersection of Bearbrook and Innes and at the three Gateway signs.
 - Cynthia Hoisak led another successful Garden Tour weekend, which was enhanced with the addition of musicians in some of the locations.
 - The BCA partnered with rainbarrel.ca and sold close to 100 rain barrels.
 - Proceeds from Garden Tour and Rain Barrel sales were donated to the local food bank.

- d. Community Liaison & Christmas Market: Jenny Lawrence.
 - The Holiday market was a success and a great chance to showcase local vendors in an intimate location.
 - The Community Closet clothing swap was created as a way to get the community involved in sustainable clothing management and the second edition in 2023 was another great success with a wide diversity of attendees and donors. Future events will be more focused in order to reduce the impact on the volunteers.

- e. Safety & Events: Don Kelly
 - The Cancer Chase moved to Convent Glen in 2023 and raised \$14,000 for cancer research. It will be moving back to the Hamlet in 2024 and will be held at Just Food Farm.
 - Neighbourhood Watch has 28 captains and 182 members and will be used as an integral part of the BCA Emergency Plan that is under development.
 - The Pancake Breakfast served 327 attendees and had lineups out the door. They had fantastic sponsors including Metro, Blackburn Pharmacy and Tim Hortons along with 31 volunteers. This year's event will require pre-registration and set times in order to avoid lineups.
 - There were 50 participants at the first annual Blackburn Hamlet Christmas Tree lighting held next to and supported by the Blackburn Pharmacy.

- f. Seniors & Discovery Café: Barbara Whittaker
 - The Discovery Café and the Seniors Portfolio and Action Committee were revived in 2023.
 - The Seniors portfolio started by assembling local resources and focused on social activities where Seniors could connect with other Seniors. This included monthly Breakfasts, Walks in the Hamlet and a Holiday Karaoke event. These activities

also provided opportunities for Seniors to identify what they are looking for and to provide information on activities in the Hamlet.

g. Transportation: Robert Bellizzi

- The focus was mainly on active transportation and mobility. The youth bike rodeo had 60 participants and the Adult bike safety event included a demonstration of safety around large trucks at Lafarge.

h. Youth: Maureen Forsythe

- There were 9 youth activities totaling 130 participants that included 4 poetry/writing contents, which were popular with participants and the schools.
- Events included a February Valentines event, April Birthday Bash, a Halloween party and the painting of the new mural on the Lois Kemp Arena.
- The Young Helping Hands activity linked pairs of youth volunteers with seniors who needed help with garden and yard work.
- Over past 3 years a total of 50 youth were involved in painting the 2 murals on the Lois Kemp Arena and the mural on the Community Hall.

i. Environment and Tree Team: Sarah Morgan-White

- We led 2 coloring contests. One for Earth Day and the other for National Tree Day. We had several hundred entries and the drawings decorated the Metro and library in Blackburn in celebration of those days! Prizes for both contests were generously donated by Metro!
- We held our second Community Closet in April. It was very well attended and another huge success! The list of those to thank is overwhelmingly long so I won't name everyone but will definitely say a special thanks to Jenny, Angie, Robyn and Sonya who were instrumental in organizing and leading this event! While the format will be changing for 2024, I have no doubt that it will be just as impactful and help our community thanks Jenny for keeping it going!
- Thanks to Lisa for organizing and leading the Spring Cleanup. As always it was very well attended and a beautiful event to get people outdoors and helping to clean up our community!
- Thanks to Brent for putting up the signs for the 2023 Garage Sale and Spring Cleanup.
- Tree giveaway! We gave away 200 saplings to whomever wanted them. We found them all homes! Thanks Chris for ensuring they found homes! We have ordered 250 more for 2024 (100 white pine and 100 white spruce and 50 black walnut) and will ensure that our community continues to regreen with diverse trees. Thanks Chris for leading this important initiative!
- Neighbourwoods is our tree identification and inventory project. We held our second training in May and it was a big success! Volunteers continued to inventory trees throughout the summer months. Thanks to Clifton and Regina for continuing to lead this important project! Next training is May 25 and 26th at

the community hall so SAVE THE DATE! If you want to get involved or find out more, contact Clifton and Regina at treeinventory@blackburnhamlet.ca

- In September, we held the first Teddy Bear Care event where individuals could bring any stuffed animal that was in need of repair. Thanks to Devon, Angie, Rachel and Alex for helping with the event. We cared for and patched up many very loved stuffies! 38 people attended our event.
- On July 9th several community leaders and residents attended a focus group on ticks and Lyme Disease the purpose of which was to: learn more about ticks and Lyme Disease, share experiences, learn ways to help mitigate risks in Blackburn Hamlet and start developing a plan. A big thank you to all those who participated! We have a Tick Talk page now on the BCA website which we hope to keep updated with information about Ticks and Lyme Disease. We have since received the final plan from the University of Montreal and an uptick community advisory committee has been formed with other individuals from around the City.
- Funfair showcase. Our enviro and tree team volunteers had a table on Sunday at the funfair where we showcased mandala's made of natural things (such as petals, leaves, twigs etc) and where Stephen showcased and discussed his tree seed collecting and growing project. Overall we had many interested individuals attend our tables and took many beautiful photos of the mandalas! Thanks to all the volunteers that helped!
- Adopt a Tree. We held another adopt a tree event where residents were able to apply to adopt Almond, yellow birch, blueberry and fig tree (indoor). It is always a lot of fun to see residents excited at the possibility of adopting a tree and adding it to their yard or indoors. Overall, I find that this is a very simple event, that is well received by the community and leads to positive change in our community adding diversity of tree species and age.
- Tree seed collection. Stephen continues his important work collecting tree seeds in our community. The seeds are being grown on the Foret Capital Forest plot at Just Food farm and will be used to replant our Community and City. Residents were able to email treeteam@ to be connected with Stephen.
- We worked with Carleton University and received a report which helps to identify tree pests and diseases specific to Blackburn and remedies. Carleton University's Environmental Studies professor is interested in working again with us. The new director should make sure to reach out to Susan: SusanAitken@cunet.carleton.ca
- We continued to work with the City to identify locations for tree plantings in our parks.

j. Website & Newsletter: Lynn Lefevre

- 83 posts and 48 event entries were added to the BCA website in 2023 along with articles from the BANAR dating back to 2000. There were 15,000 Page Views in 2023 and the busiest pages were BANAR, Main Page and Community Hall with peak visits in May through July.
- Electronic Newsletter subscribers increased from 297 to 322. An edition was sent out at the start of each month along with three special notices (April 2023 Ice Storm resources, October 2023 Scheduled Power outages and December 2023 Seniors Survey).

k. BANAR: Kendra Brett

- With all of the BCA activities throughout the year there were times where we had more articles than space in the BANAR.
- Thank you to the team who distribute each edition!
- Jaclyn O'Shaughnessy will be taking over as BANAR editor starting with the June 2024 edition.

l. Community Hall: Pamela Barton

- The Community Hall is very busy. Bookings increased from 562 in 2022 to 670 in 2023 now that all pandemic restrictions have been removed. This averages to 56 bookings per month and resulted in a 30% increase in revenue.
- Even with streamlined booking with the new online system that Steve Vesely implemented, Pamela receives over 100 emails per week.
- In 2023 a new rule was implemented. To ensure fair use of the hall, payments must be received within 7 days or the rental will be cancelled.

8. Motion to adjourn the meeting at 9:00pm by Satinder Sahota. Seconded by Steve Vesely. Motion Approved.

Board Elections

- I. Steve Vesely appointed as the Returning Officer
- II. President
 - Satinder Sahota nominates Jeff Miller. Seconded by Brent Lawrie. Jeff Miller accepted.
Acclaimed
- III. Vice-President
 - Brent Lawrie nominates Brent Lawrie. Seconded by Barbara Whittaker. Brent Lawrie accepted. **Acclaimed**
- IV. Treasurer
 - Lynn Lefevre nominates Lisa Margeson. Seconded by Robert Bellizzi. Lisa Margeson accepted. **Acclaimed**
- V. Secretary
 - Steve Vesely nominates Lynn Lefevre. Seconded by Barbara Whittaker. Lynn Lefevre accepts. **Acclaimed**
- VI. Directors (up to 11 Directors)
 - Maureen Forsythe nominates Barbara Whittaker. Seconded by Jenny Lawrence. Barbara Whittaker accepts. **Acclaimed**
 - Camille-Emmanuelle Purchase nominates David Purchase. Seconded by Norm Robillard. David Purchase accepts. **Acclaimed**
 - Robert Bellizzi nominates Don Kelly. Seconded by Jeff Miller. Don Kelly accepts.
Acclaimed
 - Barbara Whittaker nominates Jenny Lawrence. Seconded by Robert Bellizzi. Jenny Lawrence accepts. **Acclaimed**
 - Alexander Muir nominates Melanié Mathieu. Seconded by Nimco Ahmed. Melanié Mathieu accepts. **Acclaimed**
 - Don Kelly nominates Miriam Hampson. Seconded by Maureen Fosite. Miriam Hampson accepts. **Acclaimed**
 - Angie Jodoin nominates Nina Ryan. Seconded by Satinder Sahota. Nina Ryan accepts.
Acclaimed
 - Miriam Hampson nominates Robert Bellizzi. Seconded by Angie Jodoin. Robert Bellizzi accepts. **Acclaimed**
 - Maureen Forsythe nominates Satinder Sahota. Seconded by Nina Ryan. Satinder Sahota accepts. **Acclaimed**
 - Lisa Margeson nominates Shashank Iyer. Seconded by Jeff Miller. Shashank Iyer accepts.
Acclaimed
 - William Pfitzer nominates William Pfitzer. Seconded by Robert Bellizzi. William Pfitzer accepts. **Acclaimed**

Attendees

- Nimco Ahmed
- Robert Bellizzi
- Anaska-Dee Bernard
- Sheri-Ann Cameron
- Laura Dudas
- Florence Dumas-Oxley
- Thierry Faure
- Paul Faure
- Maureen Forsythe
- Marion Hall
- Miriam Hampson
- Amelia Harrison
- Willis Hebb
- Shashank Iyer
- Angie Jodoin
- Don Kelly
- Sharon Kes
- Jenny Lawrence
- Brent Lawrie
- Lynn Lefevre
- Michelle Levac
- Mark Lister
- Lisa Margeson
- Melanie Mathieu
- Jeff Miller
- Alexender Muir
- David Purchase
- Norm Robillard
- Nina Ryan
- Satinder Sahota
- Steve Vesely
- Barbara Whittaker