

Blackburn Community Association

Meeting Minutes

April 18, 2024 7:30 pm

1. Call to order at 7:35pm
2. Motion to approve agenda by Brent Lawrie. Seconded by Satinder Sahota. Carried.
3. Minutes from previous meetings
 - Motion to approve the minutes from February 15, 2024 by Lisa Margeson. Seconded by Brent Lawrie. Carried.
4. Community Update (Councillor Dudas)
 - The new advanced left turn light into Lois Riel Secondary School will be installed this summer.
 - The flex posts have been reinstalled on Innes Road. The Bearbrook posts will be installed soon and will include new posts from Westpark to Hornets nest. Councillor Dudas would appreciate receiving feedback on these to determine if they are effective or not.
 - Residents are encouraged to use the Sunday On-Demand Transit pilot. OCTranspo is still working out some issues with the application vendor so that the pilot can be expanded to include Saturdays.
 - The OCTranspo Route Review will not only result in the removal of service on Tauvette and Southpark, it will also remove service from Northpark, Ridgeburn and Eastpark as these stops were seeing very limited use. The 28 service will be replaced by the extended route 24 which will travel along Westpark, Bearbrook and Innes before routing to the Chappel Hill South Park and Ride.
5. Board Chair Assignments
 - The returning board members will retain their portfolios.
 - David Purchase will be the Enviro Chair.
 - Mélanie Mathie will be the Youth and Accessibility Chair.
 - Shashank Iyer will be the Membership Chair.
6. Quilting Queens Grant request
 - Motion to approve a \$1000 grant to the Quilting Queens by Satinder Sahota. Seconded by Lisa Margeson. Carried.
7. Blackburn Ladies Softball League Grant Request
 - Motion to approve a \$1000 grant to the Blackburn Ladies Softball by Satinder Sahota. Seconded by Lisa Margeson. Carried.

8. Grants Committee

- Motion to form a subcommittee to review grant application guidelines and procedures and to hold new requests until June 2024 by Satinder Sahota. Seconded by Jeff Miller. Carried.
- Lynn Lefevre to remove the grants page from the website until updated guidelines have been approved.
- Satinder Sahota, Jeff Miller and Mélanie Mathieu will present a draft at the May board meeting. If needed, a final version will be presented at the June board meeting.

9. First Aid Training

- The BCA has initiated a campaign to have a wide section of our community attend a First Aid Course. It behooves the BCA Board to set an example for this life saving skill and do the same. The board agreed to cover this under the existing Safety Budget.

10. Financial Update (Lisa Margeson)

- No areas of concern.

11. Board Meetings Virtual vs In Person (Jeff Miller)

- Aspira is open for the BCA to use their rooms for our meetings. If needed, we can also schedule the use of the Community Hall starting in June.
- Motion by Jeff Miller to hold future board meetings in person with the exception of any board meetings held in January, February or March. Seconded by Lisa Margeson. Carried.
- Brent Lawrie will ask Aspira to reserve a room starting with the May 16 meeting.
- Lynn Lefevre to provide updated text for the BANAR, Newsletter and Website.

12. Funfair Showcase tables (Lynn Lefevre)

- The board agreed to reduce the number of showcase tables to three. These will be shared between Membership (Saturday only), Cancer chase, Garden Tour, Enviro and the BCA display.

13. Seniors (Barbara Whittaker)

- Seniors Breakfast Get-together
 - April 3, 2024 – 12 in attendance
 - May 1, 2024 – Broadway Bar and Grill
 - Halibut House opened yesterday and will begin serving breakfast on the weekend. We will verify with them whether there is enough seating to accommodate the seniors group for breakfast in the future.
- Seniors Walk-and-Talk Outings
 - April 17, 2024 outing – 7 attended. New location: Diceman Park at 1:00 PM. We will use the interpretative trail info as part of walk.
 - Future outings: May 1, 15, 29 and June 12, 1:00 PM at Diceman Park
 - No walks during the summer due to temperatures.

- Seniors Winter Social Potluck Lunch and Games Afternoon -- March 16, 2024, 11:30 AM to 3:30 PM, Community Hall
 - 31 in attendance
 - Great feedback from participants
 - Lunch, games, door prizes.
- Seniors Saturday Social – June 22, 2024 – 11:30 AM to 3:30 PM - Potluck Lunch and Around the World in 80 Minutes
 - Discuss what it is like to live and work in other cities or countries.
 - Seniors Action Committee meeting tomorrow and we will iron out more details.

14. Discovery Café (Barbara Whittaker)

- March 28, 2024: Tap Dancing, Rhythm and Flow – 33 in attendance, great feedback
- April 25, 2024: YOW: A Primer on Its Operations – Dick Brown
- May 22: Benefits of Green Space in Urban Environment: A Canadian Perspective – Paul Villeneuve
- No sessions June to August 2024
- Fall Sessions: September 26, October 24 and November 28
- Thank you to those who have made suggestions for topics.

15. Upcoming Events (Jenny Lawrence)

- Community Closet Popup Adults Only. May need funding for storage bins for future events. August back to school Childrens event. Clothing to be collected 2 weeks before each event.
- Holiday Hop. This is intended to create coordination between various community holiday events such as our Breakfast, Christmas Tree, Market, Just Food Market, etc. A passport would be printed in the BANAR and posted on the BCA Website listing the community holiday events. Attendees would receive a stamp at each event they visit. Passports can be dropped off at the last event or at the Library and a draw will be held to give out prizes.
- Community Connect. This would be a series of Facebook or Youtube Live informational interviews with community organizations to expose them to our community. If successful, it could be expanded to include notable Residents and community Businesses.

16. Safety (Don Kelly)

- On April 6 a First Aid /CPR course was held in the Theatre of the Blackburn Retirement Residence. Sixteen people successfully completed the course. April 6. The course was instructed by Paul Needham of the PSMK First Aid Training Inc. A letter of appreciation will be sent to the Aspira Retirement Living Company on behalf of the BCA for their community support. Two more courses are planned for this year.
- On April 8 Brad Hampson and Don Kelly made a presentation to the Ottawa Neighborhood Watch (ONW). ONW coordinates the Neighborhood Watch Programs for the City of Ottawa. ONW were briefed on the Blackburn NW and the concept of integrating the NW program into the Emergency Preparedness Plan. We are the first community association to explore this idea.

- On May 16 BCA Safety will be holding a community event at the Hall where we will be presenting a written document of the Blackburn Emergency Preparedness Plan. Promotion of the event will include notices on social media and a poster. A written plan will be published in advance of the meeting and open to feedback from BCA Board.
- The May 25 Volunteer appreciation planning is ongoing.
- The Arena showcase contract has been funded and the display cabinet should be ready by the end of May.

17. Hall Coordinator (Jeff Miller)

- William Pfitzer has agreed to take on the role as an unpaid Director.

18. Membership Cards (Shashank Iyer)

- Motion to explore the option of having virtual membership cards by Shashank Iyer. Seconded by Jeff Miller. Carried.

19. Facilities and Signs (Brent Lawrie)

- A storage container cleanup day will be held in May.
- Spring cleanup signs have been installed and the Garage sale signs will be installed on April 30.
- If large signs are needed for other events let Brent know.

20. Presidents Update (Jeff Miller)

- Jeff's focus will be to clear any roadblocks the board has in the execution of their duties.
- A letter to obtain free level 2 Criminal Record & Judicial Matters Checks for BCA board members will be sent out soon.
- Wifi is one of the needs the BCA has been pursuing for far too long and is becoming increasingly important as part of our Emergency Plan. Jeff to follow up with Don Kelly and Councillor Dudas.

21. Adjournment at 9:35pm (Next in person Board meeting is May 16, 2024. Location TBD)

Attendees

Jeff Miller
Brent Lawrie
Lisa Margeson
Lynn Lefevre
Barbara Whittaker
David Purchase
Don Kelly
Jenny Lawrence
Melanie Mathieu
Miriam Hampson
Nina Ryan
Sarah Morgan-White
Satinder Sahota
Shashank Iyer
William Pfitzer
Jaclyn O'Shaughnessy
Laura Dudas
Sarah Loomis (Councillor Dudas)
Sharon Kes

BCA Board 2024-2025

Executive

President	Jeff Miller	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
Communications	Nina Ryan	communications@blackburnhamlet.ca
Community Relations	Jenny Lawrence	jenny@blackburnhamlet.ca
Community Safety	Don Kelly	safety@blackburnhamlet.ca
Environment	David Purchase	enviro@blackburnhamlet.ca
E-Newsletter	Lynn Lefevre	newsletter@blackburnhamlet.ca
Facilities and Operations	Brent Lawrie	vp@blackburnhamlet.ca
Membership	Shashank Iyer	membership@blackburnhamlet.ca
Parks	Brent Lawrie	parks@blackburnhamlet.ca
Seniors	Barbara Whittaker	seniors@blackburnhamlet.ca
Social Media	Satinder Sahota	satinder@blackburnhamlet.ca
Transportation	Robert Bellizzi	transportation@blackburnhamlet.ca
Youth	Mélanie Mathieu	youth@blackburnhamlet.ca

Committee Chairs

BANAR	Jaclyn O'Shaughnessy	banar@blackburnhamlet.ca
Community Hall	Pamela Barton	hall@blackburnhamlet.ca
Rinks	Mark Lister	rinks@blackburnhamlet.ca
Tree Team	Stephen Fanjoy	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
Christmas Market	Jenny Lawrence	jenny@blackburnhamlet.ca
Community Closet	Jenny Lawrence	jenny@blackburnhamlet.ca
Discovery Café	Barbara Whittaker	barbara@blackburnhamlet.ca
Fun Fair	Steve Vesely	funfairchair@gmail.com
Garage Sale	Lynn Lefevre	enviro@blackburnhamlet.ca
Garden Tour	Cynthia Hoisak	gardentour@blackburnhamlet.ca
Hockey Day	Mark Lister	rinks@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	Don Kelly	president@blackburnhamlet.ca