

Blackburn Community Association
Meeting Minutes
November 21, 2024 7:30 pm

1. Call to order at 7:40pm
2. Approval of Agenda
3. Minutes from previous meetings
 - Motion by Satinder Sahota to approve the October 17, 2024 minutes. Seconded by Jeff Miller. Carried.
4. Councillor's Update (Laura Dudas)
 - Council is currently focused on the budget.
 - Transit is one of the top topics being discussed and a new proposal for fare increases will be presented at the Transit Commission on Monday November 25.
 - We are still waiting for details regarding the infrastructure proposals for each Ward.
 - The budget includes a second speed camera on Bearbrook Road near Louis Riel (pending Hydro Ottawa assessment).
 - There will be a drop-in budget consultation session on Thursday, December 5, from 6:30 to 8 pm, at the Lois Kemp Arena.
5. Financial update & 2025 BCA Budget Reminder (Lisa Margeson)
 - Most of the 2025 BCA budget submissions have been received. The proposed budget will be circulated to the board prior to the vote at the January board meeting.
 - The outstanding tax returns from 2004 to 2019 have all been submitted to Revenue Canada as part of our GST rebate claim. Lisa Margeson will be following up with them next week and will report back at the next board meeting.
6. Transportation Director (Jeff Miller)
 - Multiple people are interested in helping with this portfolio. Jeff Miller will stand in as Interim Director and each person will report to him until the March AGM.
7. Pull down Projector Screen (Lynn Lefevre)
 - A tab tension Pull Down 110" Screen would cost \$900 +Tax. The board agreed that the current portable screen is sufficient.

8. Making Spirits Bright Funding/Support (William Pfitzer)
 - The organizers are looking for up to \$750 to offset the cost of games, crafts and food.
 - Motion by Jeff Miller for the BCA to provide a grant of \$350. Seconded by Lisa Margeson. Carried.

9. Hall Updates (William Pfitzer)
 - The mural on the wall has been updated to replace pieces that have fallen off.
 - The storage locker has been cleaned and reorganized.
 - Firehouse Coffee is donating coffee to use in the Hall each month.
 - There are extra Hall Keys if any of the BCA directors need one.
 - Don Kelly has raised concerns about where some items have moved to. Where possible, event specific items should be in the containers when they are not needed. Napkins, plates and utensils that should be shared are currently stored in the container.
 - Don Kelly will lead a sub-committee of storage users to continue improving the organization.

10. Interim BCA Grant Proposal (Lynn Lefevre)
 - Motion by Lynn Lefevre to adopt the following Interim Grant guidelines. Seconded by Jeff Miller. Carried.
 - No grant should exceed \$500;
 - Grant priority should be associated with a BCA event (Cancer Chase, Garden Tour, Teddy Bear Clinic, Christmas Market, etc) and groups who help support these events;
 - Any unallocated grant money should be allocated to community groups based on their alignment with the BCA Purpose.

11. Christmas Market (Jenny Lawrence)
 - The market currently has 22 vendors and 24 tables and has been expanded to include the community room at the Lois Kemp Arena.
 - Vendor fees will be donated to the Ottawa Mental Health program to help cover supplies needed by patients when they are discharged.

12. Tutor Doctor Youth Learning sessions (Melanie Mathieu)
 - Tutor Doctor enquired if the BCA was interested in offering shared sessions to community members (6 student per session/8 sessions). Unfortunately, this is not a program we can fund.

13. Accessibility Training (Melanie Mathieu)

- Melanie Mathieu will work with Kyle Humphrey to create an accessibility guide for the BCA. The goal is to complete this by next Spring.

14. Pool Mural (Melanie Mathieu)

- There was funding in this year's budget for a mural but Melanie Mathieu was not able to lead this activity. If no one is interested in taking the lead, it will be removed from next year's budget.

15. Winter Carnival (Don Kelly)

- Don Kelly is working with other Directors and Volunteers to expand the Hockey/skate day on Family Day weekend into a winter carnival.
- The Bearbrook rink would be used for skating and the Norman Johnston rink would host Hockey.
- Additional activities will include a Stingers hockey demonstration, snowshoe races, and a tug of war in the snow, They are also looking at hosting a Ringette demonstration and a Sledge Hockey demonstration.
- Both locations will be setup to provide food and drinks.

16. Showcase (Don Kelly)

- The BCA showcase in the Arena now has glass doors but we are still waiting for a lock. The committee made progress on content and hopes to have it completed in January.

17. Emergency Preparedness Plan (Don Kelly)

- The review and revisions of the plan have been completed.
- A meeting will be scheduled with the Ottawa Office of Emergency Management for their endorsement of the plan.
- The plan will be presented to the BCA after the City has approved it..

18. Event Updates (Don Kelly)

- The planning for Santa's Breakfast is going well and we have received a good response from the community. The 8:30am session is full and the 9:45am session is nearing capacity. There are still open spaces for the 11am session. The 11am session will be promoted on social media, the newsletter and our website.
- Don Kelly will be picking up the Community Christmas tree on November 29th. An inflatable bear will be added to this year's display. If there is no snow for the lighting event, arrangements have been made to bring some from the Arena. The lighting event is on December 14 starting at 6:30 pm. Kids will be encouraged to bring an ornament to hang on the tree.

19. Board & Spouse Christmas Party (Jeff Miller)

- Jeff Miller will book space at the Arms for December 12 (if the space is available). Attendance will be open to the board, committee chairs and spouses..

20. Presidents Update (Jeff Miller)

- Reminder that the construction fences and work on the NCC land adjacent to Tauvette is being conducted by the NCC, not the City of Ottawa, the BCA or Just Food.

21. New Business

- The asphalt plant group still looking at what can be done. The Freedom of Information Request requires a vote at a meeting to be held in December since a third party is involved.
- With the impending closure of our TD branch in the spring, the BCA will be looking at the costs and benefits to move our account to the Bank of Montreal.

22. Seniors Update (Barbara Whittaker)

a) Seniors Breakfast Get-together

- November 6, 2024 – 31 in attendance
- December 4, 2024 – Donations for Lifecentre Food Bank accepted
- No breakfast gathering on January 1, 2025

b) Seniors Walk-and-Talk Outings

- November 20, 2024 – 6 participated
- Walks will resume in spring 2025, dates TBC

c) Seniors Holiday Christmas Gathering

- November 30, 2024 –NL Holiday Kitchen Party Potluck Dinner
- Potluck Dinner at Community Hall, starting at 5:00 PM
- Mason`s Apron” to provide musical entertainment
- NL Expressions Game
- Mummers Dress (optional) and prize for best costume
- Door prizes

d) Proposal for 2025

- Spring Art sessions for adults on Saturday, February 15, 2025 and Saturday, May 17, 2025 at Community Hall. \$20 per person per session.

23. Discovery Café (Barbara Whittaker)

- October 24 -- First Crossing: Alexander Mackenzie`s fascinating crossing of North America – Richard Van Loon – 32 attended
- November 28 – Let`s Talk Climate Change -- Elsa DaCosta
- January 23, 2025 – A Day in the House of Commons – Jeffrey LeBlanc
- February 27, 2025 – Topic TBC -- Halim Yanikomeroğlu – Professor in the Department of Systems and Computer Engineering, Carleton University
- March 27, 2025 – Forever Chemicals: Chemicals that define environmental persistence -- Amy Rand, Assistant Professor in the Chemistry Department and Institute of Biochemistry, Carleton University
- April 24, 2025 – Raymond Leury, Electric Vehicle Council of Ottawa
- May 22, 2025 – The Making of a Podcast: “The Interview Dudes” -- James Charron

24. Youth Update (Melanie Mathieu)

- **Friendsgiving:** This event had about 40 people in attendance. The room was decorated beautifully and attendees appreciated the Fall themed trivia game at the end. Prizes were won! Laura Dudas was in attendance. Lesson learned for next year: don't need to make it as long.
- **Kids and Youth Halloween Parties:** The kids party in the morning had so many people we were almost at capacity for the hall! Kids enjoyed all the coloring activities, ring toss, the karaoke, and the opportunities to dance or win prizes. The Youth party had about 40 youth. They had a scavenger hunt, played musical chairs, carved pumpkins and mobile escape rooms hosted 2 escape rooms. Lessons learned: Less tables for kids event to make more space. Needed more bags to decorate, and more candy to hand out. Someone should sit with Melanie at the karaoke table to communicate with the other volunteers. Next year, should let the youth know that they must arrive on time if they want to participate as many arrived late and missed their chance to join the escape room, or get a pumpkin to carve.
- **Holiday Crafting for Kids and Youth all ages** November 30th - Community Hall 10:30am-12:30 pm. This will be a lot like art in the park (various craft tables in the hall), but scheduled for a shorter amount of time, and holiday themed. Art in the park was extremely successful so I expect a good turn out. If anyone would like to volunteer, please let me know!
- **Family Pizza and movie night** December 23rd Community Hall 6pm - 8:30pm. People need to register in advance for their slice of pizza and drink. I`m also going to have popcorn there. We will likely watch Elf.
- **Gamer play ages 10-17** December 26th Blackburn Community Hall 6:30pm to 8:30pm. I`m going to set up 2 wifi hotspots in the hall. Kids can bring their ipad or switch. We will also have 3-4 multiplayer games on hand (Projectors and Monitors) which we will rotate kids in and out tournament style. Will have prizes.

- **Winter Wonderland Paint Night all ages** December 29th Community Hall, 1pm start. People must register their kids in advance. Kids under 10 must be with an adult. I will split the hall into two sections and I will moderate a paint night for kids 10 and up, while another volunteer will moderate an easier painting for kids under 10 while their parent assists them. This event should not take more than 2 hours or so.
- **Pajama party ages 12-17** January 2nd Community Hall, 7pm to 9pm. I will set up a hot spot for the kids to log on to their phones, I will put a projector up and have youtube videos. Board games and snacks will be available, and I will moderate a few silly games for them like minute to win it, etc.
- **Basketball Tournament** January 4th Le Dome de Louis Riel 10am to 2pm. 3 versus 3. 10am- 11:45 will be for kids 8-12 and noon-2pm will be for 13-17. Tournament style, there will be small prizes/ medals for winning teams. I am hoping to get a good turnout for this to make it worth the booking/ get lots of teams. **Please spread the word to your friends and family. So far we don't have many registered.**

25. Adjournment at 9:45pm (Next Board meeting is January 16, 2024 via a Zoom Call)

Attendees

Jeff Miller
 Lisa Margeson
 Lynn Lefevre
 Barbara Whittaker
 David Purchase
 Don Kelly
 Jenny Lawrence
 Melanie Mathieu
 Nina Ryan
 Satinder Sahota
 William Pfitzer
 Jaclyn O'Shaughnessy
 Laura Dudas
 Sharon Kes
 Kyle Humphrey
 Katie Shea
 Robert Long
 Angie Jodoin
 Sharon Benson
 Amanda-Lyn Smith-Kennedy

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 Hall | William Pfitzer | hall@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 | Jeff Miller | transportation@blackburnhamlet.ca |
| Youth | Mélanie Mathieu | youth@blackburnhamlet.ca |

Committee Chairs

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|-----------|--|--|
| BANAR | Jaclyn O'Shaughnessy | banar@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

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|---------------------------|--------------------------|--|
| Bike Rodeo | Vacant | transportation@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 |
| Spring Cleanup | Lisa Margeson | cleanup@blackburnhamlet.ca |
| Volunteer Appreciation | Don Kelly | president@blackburnhamlet.ca |