

**Blackburn Community Association**  
**Meeting Minutes**  
**February 20, 2025 7:30 pm**

1. Call to order at 7:31pm
2. Approval of Agenda
3. Minutes from previous meetings
  - Motion by David Purchase to approve the January 16, 2025 minutes. Seconded by Barbara Whittaker. Carried.
4. Bank of Montreal Update (Andrew Cole)
  - The Bank of Montreal is committed to stay and grow in Blackburn Hamlet.
  - Funding for renovations and to hire new staff has been approved.
  - The opening hours will be extended starting at the end of April.
  - Mr. Cole is meeting with businesses in the community to understand their needs.
5. Financial Update (Lisa Margeson)
  - No areas of concern.
6. AGM Agenda (Lynn Lefevre)
  - Agenda was approved and will be published this weekend.
  - Melanie Mathieu and Tammy Bedard will make arrangements to have refreshments and snacks available.
7. Hall Improvements (Lynn Lefevre)
  - Motion to approve \$3,000 to replace 16 square tables by Brent Lawrie. Seconded by Barbara Whittaker. Carried.
8. Menard Safety Workshops (Melanie Mathieu)
  - Menard Safety offers a number of courses aimed at youth, including Home Alone Safety, Social Media and Babysitting.
  - The Home Alone course is offered in the schools and usually sells out quickly. Each session is 2 hours and costs \$35/person + tax. Minimum attendance is 20. Melanie will work on organizing a session, following the same method we use for the First Aid courses.
9. Curb Accessibility Assessment (Kyle Humphrey) 5 Minutes
  - A review of the curbs at Innes and Bearbrook found no issues. Kyle Humphrey will meet with Sharon Kes to understand the issues she is reporting.
10. Emergency Preparedness Plan (Don Kelly)
  - Our package is waiting for review by the City of Ottawa. This has been delayed by the departure of our main contact.

#### 11. Event Updates (Don Kelly)

- Winter Carnival – had 50 people attend despite treacherous weather. Melanie did an incredible job with games and activities. Recommend we return to Family Day Theme.
- Hockey Day was postponed to Saturday February 22 and will have the same activities as previous years.
- The March 22<sup>nd</sup> First Aid is at full capacity.
- The BCA Showcase in the Lois Kemp Arena is progressing. Items have been collected from Greg's family and we are still reaching out to other notable residents. Miriam Hampson is working on the final layout.

#### 12. Big Yellow Bag Fundraising Goals

- It was decided that any funds raised will be allocated to the Funfair this year.

#### 13. Seniors Activities and Discovery Café Update

- **Seniors Breakfast Get-together:** February 5, 2025 – 38 in attendance...a record! Breakfasts continue first Wednesday of each month at 9:00 AM at Halibut House
- **sARTurday morning art sessions:** Heather Vos, a retired art teacher who led similar sessions in the Hamlet prior to the pandemic, led a painting session on Saturday, February 15, 2025 at 9:00 AM. Cost was \$20 per person and 27 people, including children, teens and adults, attended. Another session will be held on Saturday, May 17, 2025. at 9:00 AM at Community Hall. Cost will be \$20 per person.
- **Seniors Potluck Lunch and Games Afternoon,** March 15, 2025, 11:30 AM, at the Community Hall.
- **Discovery Café Lecture Series:**
  - January 23, 2025 – A Day in the House of Commons – Jeffrey LeBlanc – 24 in attendance
  - February 27, 2025 – Cancelled as Hall to be used for provincial election. We will aim to reschedule the speaker.

#### 14. Director of Youth Update

- **Pyjama Party:** January 31st from 7pm to 9pm. 3 volunteers. 18 youth participated. Activities included Nintendo Switch, Minute to win it games, board games, modelling clay activity, coloring, and refreshments.
- **Winter Carnival Kickoff Party:** February 15th 7pm-9pm. 2 Volunteers. Unfortunately, it was snowing and forecasting a winter storm during this event, however, we still had 35 people from the community participate. Dreamer's Song and Dance Inc provided DJ services and people of all ages enjoyed dancing to Just Dance songs on the projector. The Hall was decorated in a Winter Wonderland, refreshments were provided, and we had a "Guess the Candy in the Jar" contest.
- **Winter Carnival in the Blackburn Community Hall:** February 16th - 11am to 1:30pm 7 Volunteers. Unfortunately, there was a winter storm in effect during this event and so we ended it early. Regardless of the weather, we still had 50 community members attend this event. Activities included Nintendo Switch on the projector, 3 carnival games, a scavenger hunt, coloring contest, 2 different winter-themed crafts, refreshments, and a "Guess the candy in the Jar" contest.

15. New Business 5 Minutes

- The replacement of the BCA Locker shelving has been postponed to Mid March.

16. Adjournment at 8:20pm (AGM is March 20, 2025 at the Community Hall and the next Board meeting is April 17, 2025 at the Community Hall).

## **Attendees**

Brent Lawrie

Lynn Lefevre

Barbara Whittaker

David Purchase

Don Kelly

Jenny Lawrence

Melanie Mathieu

Satinder Sahota

Jaclyn O'Shaughnessy

Robert Long

Tammy Bedard

Sharon Kes

Andrew Cole

# BCA Board 2024-2025

## Executive

President	Jeff Miller	<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>
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>
Environment	David Purchase	<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	Shashank Iyer	<a href="mailto:membership@blackburnhamlet.ca">membership@blackburnhamlet.ca</a>
Parks	Brent Lawrie	<a href="mailto:parks@blackburnhamlet.ca">parks@blackburnhamlet.ca</a>
Seniors	Barbara Whittaker	<a href="mailto:seniors@blackburnhamlet.ca">seniors@blackburnhamlet.ca</a>
Social Media	Satinder Sahota	<a href="mailto:satinder@blackburnhamlet.ca">satinder@blackburnhamlet.ca</a>
Transportation	Jeff Miller	<a href="mailto:transportation@blackburnhamlet.ca">transportation@blackburnhamlet.ca</a>
Youth	Mélanie Mathieu	<a href="mailto:youth@blackburnhamlet.ca">youth@blackburnhamlet.ca</a>

## Committee Chairs

Accessibility	Kyle Humphrey	<a href="mailto:kyle@blackburnhamlet.ca">kyle@blackburnhamlet.ca</a>
BANAR	Jaclyn O'Shaughnessy	<a href="mailto:banar@blackburnhamlet.ca">banar@blackburnhamlet.ca</a>
Community Hall	Tammy Bedard	<a href="mailto:hall@blackburnhamlet.ca">hall@blackburnhamlet.ca</a>
Rinks	Mark Lister	<a href="mailto:rinks@blackburnhamlet.ca">rinks@blackburnhamlet.ca</a>
Transportation	Robert Long & Kyle Humphrey	<a href="mailto:RobertLong@blackburnhamlet.ca">RobertLong@blackburnhamlet.ca</a> <a href="mailto:kyle@blackburnhamlet.ca">kyle@blackburnhamlet.ca</a>
Tree Team	Stephen Fanjoy	<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	<b>Vacant</b>	<a href="mailto:transportation@blackburnhamlet.ca">transportation@blackburnhamlet.ca</a>
Cancer Chase	Don Kelly	<a href="mailto:cancerchase@blackburnhamlet.ca">cancerchase@blackburnhamlet.ca</a>
Christmas Market	Jenny Lawrence	<a href="mailto:jenny@blackburnhamlet.ca">jenny@blackburnhamlet.ca</a>
Community Closet	Jenny Lawrence	<a href="mailto:jenny@blackburnhamlet.ca">jenny@blackburnhamlet.ca</a>
Discovery Café	Barbara Whittaker	<a href="mailto:barbara@blackburnhamlet.ca">barbara@blackburnhamlet.ca</a>
Fun Fair	Steve Vesely	<a href="mailto:funfairchair@gmail.com">funfairchair@gmail.com</a>
Garage Sale	Lynn Lefevre	<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	Don Kelly	<a href="mailto:safety@blackburnhamlet.ca">safety@blackburnhamlet.ca</a>
Santa's Pancake Breakfast	Don Kelly & Angie Jodojin	<a href="mailto:santasbreakfast@blackburnhamlet.ca">santasbreakfast@blackburnhamlet.ca</a>
Spring Cleanup	Lisa Margeson	<a href="mailto:cleanup@blackburnhamlet.ca">cleanup@blackburnhamlet.ca</a>
Volunteer Appreciation	Don Kelly	<a href="mailto:president@blackburnhamlet.ca">president@blackburnhamlet.ca</a>