

Blackburn Community Association
Meeting Minutes
September 18, 2025 7:30 pm

1. Call to order at 7:35 PM
2. Approval of Agenda
3. Minutes from previous meetings
 - Motion to approve the June 19, 2025 minutes by Lisa Margeson. Seconded by Jeff Miller. Carried.
4. Scouts (Joanne Ingram and Paul Bornn)
 - The Blackburn Hamlet Scouts date back to 2007. There are currently 61 youth and 23 volunteers and attendance is growing. The majority of the youth are residents of Blackburn.
 - They be attending the Brotherhood Joint Canadian/US camperee in Morrisburg at the end of this month.
 - They participate in BCA activities including Spring Cleanup and FunFair and are hoping to help at the October Teddy Bear Picnic.
 - Since the local groups only receive \$25 from each participant, they rely on their annual apple fundraising sale and grants, to pay for replacement of aging tents and equipment.
 - They will be submitting a grant request to the BCA to help offset some of their costs this year.
5. Councillor's Update (Laura Dudas)
 - Councillor Dudas is looking for feedback from residents on the 2026 Budget priorities. Residents can complete the survey on her website or contact her via email. There will be public consultations scheduled soon.
 - The LRT East extension testing on the weekend went well. The KEV staging area next to Montreal Station is now being turned into a bus loop.
 - Volunteers are needed to help plant 500 trees on October 4th at 1756 St. Joseph Boulevard (the former Convent site which is now a newcomers transition housing centre).
 - The Bearbrook Rink replacement was not started this year. After reviewing the state of the rink, staff determined it needs a full rebuild. This will require additional funding from the City before it goes out to tender next year.
6. Financial Update (Lisa Margeson)
 - No areas of concern.
 - Directors are asked to submit their proposed 2026 budget in November.

7. Motion by Jeff Miller to allocate an additional \$500 for replacing two more damaged 6' tables in the Hall. Seconded by Lisa Margeson. Carried.
8. The board determined that the Ski Heritage East request for a \$500 grant would not qualify under the new guidelines as they received a grant last year.
9. Hall (Tammy Bedard)
 - In the near future, each group who books the hall regularly will have their own key and their own access code. This will allow us to better track when each group is using the Hall.
 - A request to extend the 6-month limit on public Hall bookings was denied. The rule was initiated in order to ensure the BCA had sufficient openings for their own event.
 - Hall booking payments are not always received within 7 days making it difficult to track. On October 1st, we will be adjusting our booking process so that rental is only approved after payment has been received. Robert Long will be looking at options for accepting online payments.
 - We will be promoting the Hall in future editions of the BANAR.
 - We encountered issues this year with the City's summer school regarding the conditions of the kitchen appliances and tables. Discussion with the City representatives identified changes to improve next year's experience. The school's primary fridge will be the one in the Arena in order to ensure that the fridge in the Hall is cleaned out on Fridays and any days where the Hall is being used in the evenings. They will also ensure that tables are covered so they don't get stained.
10. Cancer Chase (David Purchase)
 - This year's Cancer Chase is being held on September 27.
 - \$3,500 has already been donated. Dr Chantal Plante is helping to raise funds for the event and Frangian Blackburn Pharmacy will match the first \$5,000 in donations
 - Quilting Queens are donating a quilt for the auction. Unfortunately, there has been a lower than expected response for other silent auction donations.
 - Aspira is providing the water for the runners and Frangian Blackburn Pharmacy is helping with gift bags and silent auction items.
 - There will not be a fire truck this year.
 - The large signs were posted last weekend and the small signs will be distributed on Sunday.
11. Activity and Event Updates (Don Kelly)
 - **Crime Prevention incidents from 24 July to 8 Sep 2025**
 - 1 Arson
 - 3 Thefts of Motor Vehicles
 - 6 Theft Under \$1000 from across the south end of Blackburn paralleling Innes east to west and on Orient Park Drive
 - 2 Assaults south of Innes off Orient Park Drive
 - 1 Threat at Emily Carr Middle School

- **Neighbourhood Watch**
 - Working with 6 other Community Associations to form an East End Neighbourhood Watch Committee
- **BCA Christmas Market**
 - We have received 35 applications. There will be 29 Tables, 19 at the Hall and 10 at the room in the arena. Our committee will select the 29 vendors next Monday.
- **Hockey Day in the Hamlet**
 - For the past few years the BCA holds a Hockey Day in the Hamlet in February as part of Family Day. For the past 2 years weather conditions have made it challenging; last year it was weakly attended.
 - A key part of the event is for us to give 67 Hockey Tickets as prizes; however, the season is mostly over in February.
 - The event will be scheduled for Hockey Day in Canada, which is January 17, 2026.
- **Emergency Preparedness**
 - Our EEP committee is meeting with the City's Office of Emergency Management on September 24. We will be presenting the Draft of our Emergency Preparedness Plan.
- **Showcase**
 - We now have the plaques for the Volunteer of the Year & BCA Presidents. Miriam will adjust the showcase for these items. We are also looking to display the picture of the Board.
- **Community Bench**
 - The bench at the four corners was damaged and will not be replaced.

12. Beautification Update Miriam Hampson - BCA Beautification Director

- **Year 4 of the Blackburn Hamlet Garden Tour**
 - 200+ visitors in some gardens
 - 17 gardens were open for viewing, on two hot and one rainy afternoon downpour.
 - The ice cream truck did his part to help lower the temperature of our visitors.
 - 9 Hometown musicians and artists added their creativity to the already beautifully presented gardens. 2 Master Gardeners offered their advice to many visitors with their garden questions.
 - The donations yielded \$1,213 which was topped up by \$500 from the BCA, bringing in a total of \$1,713 for the Lifecentre Food Bank
 - Just Food off Pepin Court, a community farm, added a new dimension to the tour, with several tours and events of their own. Pleased to say, they are on board for next year.
 - You can view 16 of the gardens on YouTube Blackburn Hamlet 2025 Garden Stroll.
 - Next year is the big 5! Get those 2026 calendars out on your phones and mark July 11th & 12th, for next year's garden tour.
 - A huge thank you from Cynthia Hoisak and I to EVERYONE who helped make this BCA event a success!

- **Year 5 of Watering Crews and the four BCA Gardens**
 - 20 volunteers this year have offered their time to help water the four BCA gardens from May to October. 5 of these volunteers have been with us since the initial revitalization of this BCA project in 2021 (Christine Varley, Monica DeRomer, Garth Hampson, Don Kelly, Miriam Hampson)
 - The main garden that was re-designed last year (located by the Art Structure in “downtown” Blackburn) remained one of the BCA garden focal points this summer. Easier to water (thanks to the cooperation of Aspira Retirement Living who has allowed us to use a hose connected to their water outlet), this garden thrived with less difficulty and enhanced the curb appeal at that corner.
 - Unfortunately, the bench that was donated by Sarah Walsh and refurbished to add to this garden area broke (perhaps due to vandalism or possibly due to its delicate state when lifting/moving by Aspira’s land maintenance team). I was unable to repair the bench. We are looking at other possible avenues to provide a new bench for this garden area.
 - This September Julie Williams and I have begun revamping the Innes West Sign Garden (Baseball) and the Bearbrook North Sign Garden (Dome).
 - We are having three yards of garden soil delivered to the Innes West sign and trying to elevate the sunken areas around the sign for better visibility of the garden beds.
 - The garden plans are to create something more visually appealing, more permanent, and low maintenance.
 - Some of the plants from this garden were transferred over to the Bearbrook North garden which is also undergoing a “facelift”.
 - The goal is to prepare the two new garden beds, re-plant/ re-use any perennials from the two existing gardens, create a fall garden with a few colourful Mums, and re-plant a new design in the spring.
- **BCA Bulletin Boards**
 - For several years, BCA was given permission to use the bulletin boards at the local Public Library and at Metro in order to advertise our events.
 - This has become increasingly more difficult. Metro has had an abundance of ads added to their board limiting our space and the library has added new restrictions to the use of their locked glass door bulletin board.
 - Lynn will be giving keys to Shirley, Miriam and Elena to facilitate access to the public library showcase for BCA news.
 - I will continue to organize the bulletin boards when possible and include relevant Banar articles to help promote our BCA activities.

13. Seniors Action Committee Update

- **Seniors Breakfasts**
 - The July, August and September breakfasts were well attended with 35-40 people present at each breakfast at Halibut House.
 - Our favourite local senior virtuoso, Garth Hampson, once again led the singing of the birthday song to those with birthdays during each month along with “The Maple Leaf Forever, My Bonnie Lies over the Ocean (as one of our seniors, Bonnie, had a birthday!) and Take me out to the Ball game”.
 - Over those three months, we collected several non-perishable food items and a total of \$330.00 in cash was also collected and donated to the Food Bank. One of our seniors who volunteers at the local Food Bank passed along their thanks for our continued support and on behalf of Pastor Gabe invited seniors to another tour of their premises. This will take place on September 23rd.
 - Tammy Bedard from Aspira Bearbrook Court was present at two breakfasts and kindly paid for coffee and tea for all the seniors in attendance. She also printed our usual handout to seniors - a list of upcoming BCA and library events. We are in the process of finalizing plans with Tammy for some future senior activities at Aspira.
- **Seniors Walk and Talk Outing**
 - There were five participants on the walk on September 17. Walkers were grateful for the bottled water donated by Aspira.
 - The next walk will take place at Mer Bleue in October.
 - Walks were suspended over the summer period.
- **Summer Event**
 - To welcome summer and to continue to support businesses in our community, we held a lunch at the Portugalos Restaurant on June 20 with 25 seniors present.
- **Upcoming Events**
 - On September 24th, there will be another Heart Valve Screening session at Aspira. All spaces have been filled.
 - Other than our regular monthly breakfast, plans are in the works for a lunch event in October as well as a movie, Hallowe’en themed.
 - Seniors are also being encouraged to participate in the Friendsgiving Event and some members of the Seniors Action Committee have volunteered to assist in the set-up and take-down.
- **Thank You**
 - We wish to express our appreciation to Lynn and Nina for their ongoing support of our activities.

14. New Business

- The Arena is under repair and will not open until November.
- Brent and Jeff have determined that we only need a 5 burner BBQ. Jeff to procure one from Rona.
- Brent and Kyle are still working on a sound system for the hall.
- Tammy will purchase paper plates to replace the ones that disappeared from our locker.
- The board is invited to attend and promote the October 12 Friendsgiving pot luck lunch event.
- The Theatre group who we share the trailer and stage with are back up and running. Brent to work with them to determine if they are willing to take over responsibility for storing and insuring the trailer.

15. Adjournment at 9:45 PM (Next Board meeting is October 16, 2025 at the Community Hall & Online)

Attendance

Jeff Miller
Brent Lawrie
Lisa Margeson
Lynn Lefevre
Barbara Whittaker
Camille-Emmanuelle Purchase
David Purchase
Don Kelly
Kyle Humphrey
Melanie Mathieu
Miriam Hampson
Nina Ryan
Robert Long
Satinder Sahota
Shirley Sheppard
Tammy Bedard
Laura Dudas
Sharon Kes
Paul Bornn
Joanne Ingram

BCA Board 2025-2026

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

Accessibility and Transit	Kyle Humphrey	kyle@blackburnhamlet.ca
Beautification	Miriam Hampson	beautification@blackburnhamlet.ca
Communications	Nina Ryan	communications@blackburnhamlet.ca
Community Relations	David Purchase	david@blackburnhamlet.ca
Community Safety	Don Kelly	safety@blackburnhamlet.ca
Environment	Camille-Emmanuelle Purchase	enviro@blackburnhamlet.ca
E-Newsletter	Lynn Lefevre	newsletter@blackburnhamlet.ca
Facilities and Operations	Brent Lawrie	vp@blackburnhamlet.ca
Membership	Barbara Whittaker	membership@blackburnhamlet.ca
Parks	Brent Lawrie	parks@blackburnhamlet.ca
Seniors	Shirley Sheppard	seniors@blackburnhamlet.ca
Social Media	Satinder Sahota	satinder@blackburnhamlet.ca
Transportation	Robert Long	transportation@blackburnhamlet.ca
Youth	Mélanie Mathieu	youth@blackburnhamlet.ca

Committee Chairs

BANAR	Jaclyn O'Shaughnessy	banar@blackburnhamlet.ca
Community Hall	Tammy Bedard	hall@blackburnhamlet.ca
Rinks	Mark Lister	rinks@blackburnhamlet.ca
Website	Steve Vesely Lynn Lefevre (Content)	webmaster@blackburnhamlet.ca webadmin@blackburnhamlet.ca

Events

Bike Rodeo	Don Kelly	safety@blackburnhamlet.ca
Cancer Chase	David Purchase	cancerchase@blackburnhamlet.ca
Christmas Market	Don Kelly	safety@blackburnhamlet.ca
Community Closet	Camille-Emmanuelle Purchase	enviro@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	Don Kelly	safety@blackburnhamlet.ca
Santa's Pancake Breakfast	Don Kelly	safety@blackburnhamlet.ca
Spring Cleanup	Camille-Emmanuelle Purchase	cleanup@blackburnhamlet.ca
Volunteer Appreciation	Don Kelly	president@blackburnhamlet.ca