



BRIDLEWOOD COMMUNITY ASSOCIATION
MONTHLY MEETING

October 10, 2023

EXECUTIVE ATTENDEES: Erin Coffin, 1st Vice-President; Katherine Robertson-Parrott, 2nd Vice-President; Cathy Sceviour, Treasurer; Sarah Brownrigg, Secretary.

Total attendees: 18

Erin Coffin, 1st Vice-President, called the virtual meeting to order at 7:35 p.m. Quorum confirmed.

APPROVAL OF MINUTES:

Katherine Robertson-Parrott provided a high-level summary of the June 2023 Monthly Meeting minutes. Katherine Robertson-Parrott moved, and Laura McKenzie seconded, that the minutes from June 13, 2023 be approved. Carried.

FEEDBACK REQUEST:

Katherine Robertson-Parrott requested feedback on how to share minutes from the previous meeting in the future. Laura McKenzie suggested providing a brief review of minutes and sharing the full document online prior to the meeting. Lance Mitchell reported that in previous years minutes were circulated a week in advance of the meeting so attendees could read them over prior to the meeting. At the outset of the meeting, it would then be asked if there were any edits or revisions. Erin Coffin agreed to share monthly meeting minutes prior to the upcoming meeting going forward, and noted there was an attempt made this time, however, technical difficulties arose.

PARA PARITY PRESENTATION:

Sally Thomas from Para Parity, a sub group of the Ottawa Transit Riders provided a presentation to meeting attendees. Para Parity's goal is the equalization of services between Para Transpo and OC Transpo users. The presentation provided insight into the barriers Para Transpo users face in navigating the city for errands, medical appointments, work, and leisure activities. It also noted the reforms the Para Parity group is hoping for including: same day and on demand booking, 24-hour service, clear and consistent messaging, a booking service that allows drivers and users to use consistent terminology, accessible card readers, and emergency preparedness. Sally Thomas invited attendees to join the Ottawa Transit Riders and/or Para Parity groups.

Lance Mitchell advised in the past when the BCA was provided with presentations about issues in the community the board of directors could pass of motion of support to write a letter or send



an e-mail of support to someone in a position of authority. Erin Coffin moved, and Sarah Brownrigg

seconded, a letter of support for the Para Parity group be sent to the City of Ottawa by the BCA Executive. Motion carried.

Sally Thomas indicated she would share a copy of her presentation which would be made available on the BCA website.

COMMITTEE UPDATES

Erin Coffin advised the BCA Executive was trying to identify committee needs to provide volunteer opportunities to meet community members interests and desired level of involvement with respect to level of engagement with the BCA and community initiatives.

EXECUTIVE: Erin Coffin advised that while at the recent AGM all BCA Executive positions had been filled, following the meeting Mark Kozlowski resigned as president. Erin noted the BCA Executive is currently working without a president and has confirmed this is in line with the constitution. Efforts are being made to recruit interested community members and meeting attendees are invited to reach out to the BCA executive if they are interested in this position.

The BCA Executive continues to work on the transition from the former executive and is focusing on ensuring BCA services continue to run.

CONSTITUTION: Sarah Brownrigg advised the Constitution Committee requires another committee member who is not part of the BCA Executive to join. She asked that any interested attendees advise the BCA Executive.

BLOCK PARTY: No update to report.

SOCIAL: Erin Coffin advised the BCA Executive is currently addressing Social Committee matters and is open to suggestions from the community.

SPRING SPORTS: Erin Coffin advised Laura McKenzie has already started working on the Spring Sports file and will be completing inventory over the coming weeks.

TREASURER: Cathy Sceviour advised she has been working on a draft budget that will be presented the November monthly meeting. She indicated it was based on the budget for the previous year but took into consideration there are many areas where the price of materials has significantly increased. Cathy Sceviour advised the BCA Executive hoped to increase sponsorships as a way to avoid going too far into a deficit given the increased costs.

Lance Mitchell asked about changing the banking signing authorities. Cathy Sceviour advised she has been addressing this matter and it should be resolved in the coming days.

Laura McKenzie questioned whether committee heads would provide input into the budget. Erin Coffin confirmed this was a possibility and encouraged committee heads to follow-up with Cathy Sceviour.



Lance Mitchell advised that with respect to crafting a budget for the upcoming year and the activities the BCA wants to do it is allowable to change course from past practices and add or reshape activities.

RINKS: Erin Coffin advised all rink coordinators are in place and the BCA Executive is currently in conversation with the coordinators and Councillor Hubley to follow up with respect to rink needs. Sarah Brownrigg advised Danny Lee has agreed to chair the Rink Committee.

DEVELOPMENT: Erin Coffin advised she planned to consult with Lance Mitchell regarding the future of the Development Committee as there is no longer as much development taking place. Erin suggested the committee shift to providing input on City of Ottawa initiatives that impact the community. She provided the example of a request from the Ottawa Police Services requesting planning feedback.

WEBSITE: Erin Coffin advised there are currently some issues with the website, and some access issues following the transition from the former BCA Executive that are being addressed.

Bridlewood Business Network (BBN): Erin Coffin advised an additional volunteer has stepped forward to assist with the BBN.

COMMUNICATIONS: Erin Coffin advised volunteers have stepped forward to assist with communications and social media.

ANNOUNCEMENTS

Erin Coffin advised Matt Creamer Contracting is currently offering a promotion where he donates \$100.00 to the BCA for signed estimates for home renovations over \$5000.00

Sarah Brownrigg thanked Kodiak for agreeing to return to provide snow removal for the rinks this season.

Erin Coffin mentioned the Snow Moles Campaign is looking for contributors, it is an initiative to track the walkability of the community during the winter. She advised information for becoming a snow mole will be put on the BCA social media and website for those who would like more information.

UPCOMING MEETINGS AND EVENTS

Chris Cleary invited the community to a Pumpkin Walk organized and hosted by the third-year Cubs (Scouts Canada). It is taking place November 1st in Deevy Pines. In addition to attending the event itself the Cubs are inviting community members to drop off their pumpkins for the walk. The Cubs are also seeking information with respect to disposing of the pumpkins afterwards. They are seeking to be connected with anyone who might hope to use the pumpkins as animal feed or composting as they hope to keep the pumpkins out of the landfill.

Sarah Brownrigg advised the Christmas Social is booked for December 12, 2023 at Gabriel's starting at 7:30



ROUNDTABLE

Laura McKenzie requested a member of the Ottawa Police Service be invited to the monthly meetings to address car thefts in the area.

Lance Mitchell advised it was BCA tradition to present the outgoing President with a token of appreciation, typically in the form of a plaque at the Christmas social. Erin Coffin advised this had been taken into consideration during recent budget discussions.

NEXT MEETING (virtual) will be November 14, 2023 at 7:30 p.m.

Erin Coffin moved to adjourn the meeting at 8:47, seconded by Jim Humphrey. Carried.

Respectfully Submitted,

Sarah Brownrigg