

# **Blackburn Community Association Annual General Meeting Minutes March 20, 2025 7:30 pm**

1. Call to order at 7:35pm
2. Motion to approve the meeting agenda by Lisa Margeson. Seconded by Barbara Whittaker. Motion Approved.
3. Motion to approve the minutes of the March 21, 2024 Annual General Meeting by Jeff Miller. Seconded by Steve Vesely. Motion Approved.
4. Finances: Lisa Margeson
  - Presentation of the 2024 Financial Statements which ended with a surplus of \$12,463, assets of \$196,942 and liabilities of \$7,645. The BCA is currently working with the City of Ottawa on an agreement to use a portion of our cash assets to fund the replacement of the boards when the City replaces the pad at the Bearbrook Rink.
  - Presentation of the 2025 Budget with a planned deficit of \$20,809.
  - Motion to appoint Kelly Huibers McNeely Chartered Professional Accountants as Accountants for the 2025 financial year by Steve Vesely. Seconded by Don Kelly. Motion Approved.
5. Summary report on the 2024 BCA activities
  - a) President: Jeff Miller
    - Very impressed at the number and range of events being offered by the BCA over the past year, which is significantly more than his previous time on the board and unique compared to most of the other Community Associations across the City.
  - b) Vice President: Brent Lawrie
    - Continued helping with the Rinks and FunFair as well as managing the storage containers and the stage trailer. In addition to supporting BCA events, the Stage is used by other groups like Capital Fair and Orleans Canada Day.
  - c) Beautification & Garden Tour: Miriam Hampson
    - Continued improving the gardens around the three entrance signs and at the Four Corners as well as coordinating the volunteers needed to water each garden throughout the season.
    - Worked with Cynthia Hosiak to organize the 2024 Garden Tour that allowed avid gardeners to visit 14 gardens throughout the Hamlet. The event raised \$2,200 for the Food Bank.
    - Maintained and updated the bulletin boards in the Library and Metro throughout the year.

- d) Communications : Nina Ryan
- Worked with all the Directors and Event Chairs to promote their activities on social media as well as creating posters for the events and taking event photographs.
- e) Community Liaison, Community Closet & Christmas Market: Jenny Lawrence
- Organized two successful Community Closet events – one for adults and one for children. Both events were a success and splitting it into two significantly reduced the burden on the volunteers.
  - Organized the Christmas Market, which expanded to include a room in the Arena in addition to the Hall and was a success.
- f) Environment: David Purchase
- Spent the majority of the year learning about the BCA, the board and the role of Environment Director.
- g) Membership: Shashank Iyer
- The year ended with 112 active members. Most of the renewals and signups occurred at the membership tables that were setup at the FunFair and at Santa's Breakfast.
- h) Safety & Events: Don Kelly
- We are seeing a small increase in crime in the Hamlet.
  - Working with the Ottawa Police on Fraud Awareness.
  - Continued work on Emergency Preparedness but was delayed by the City. Discussions have resumed and we hope to present the plan to the community in June.
  - Neighbourhood watch increased street captains to 37 with 200 members. We are now working with other east end communities to share ideas and initiatives.
  - Coordinated 3 first aid training events and these will continue this year.
  - Santas Breakfast was sold out with 300 participants.
  - Hockey Day/Winter Carnival 2025 was challenged due to a significant winter storm.
  - The Christmas tree launch had good attendance.
  - Stepping down as Cancer Chase chair this year. Raised over \$14,000 in 2024.
  - Worked with the Lois Kemp Arena team, Brent Lawrie, Lisa Margeson, Lynn Lefevre and Miriam Hampson to setup the new BCA Showcase in the Lois Kemp Arena, which is now complete and is currently honouring the memory of Gregory "Mayor Greg" Kazmierski.
- i) Seniors & Discovery Café: Barbara Whittaker
- Organized 11 breakfasts, 12 walks and 3 potlucks throughout the year.
  - Held a Heart valve screening clinic in coordination with Aspera.

- 8 discovery café sessions were held with a topics ranging from Generative AI, Tap Dancing, Ottawa Airport, Climate Change and more.

j) Youth: Melanie Mathieu

- Learned a lot as her first year as Director
- Organized 17 activities throughout the year as well as a writing contest.
- Most successful events included Arts and Crafts as well as activities aimed at 12 and under.
- Ages 12 and over were more challenging, although the glow in the dark capture the flag worked well.
- The BCA now owns a Nintendo Switch and some games that can be used at future events.

k) BANAR: Jaclyn O'Shaughnessy

- Joined as BANAR editor last April.
- There are 5 editions published each year with 3,500 copies printed for each addition and an average of 25 articles in each one.
- Thank to Joanne, who is our volunteer delivery coordinator and ensures that all homes receive their copy of the BANAR in a timely manner.

l) Community Hall: Tammy Bedard

- Took over management of the hall bookings 2 months ago and is quickly learning the nuances of the role.
- Thank you to the Lois Kemp Arena staff for quickly replacing the broken 20-year-old oven as well as the fridge and stove at no cost to the BCA.
- The broken windows in the Hall are scheduled to be replaced on April 3rd.

m) FunFair: Steve Vesely

- Funfair is a fun affordable event for everyone in the community.
- Thanks to good weather and attendance we raised \$20,00 for the community in 2024.
- The addition of the Escape room and the return of the Softball tournament were a success.
- More of the same for 2025 with new inflatables, a Casino Night will replace the Escape room activity. Hoping to run bed races on the field.
- A new 50 amp circuit was installed in the Hall and hope to use EV trucks to power inflatables, which will help reduce our reliance on gas generators.

6. Motion to adjourn the meeting at 8:20pm by Brent Lawrie. Seconded by Jeff Miller.  
Motion Approved.

## Board Elections

1. Steve Vesely appointed as the Returning Officer.
2. Elections of all BCA Board of Directors positions - Returning Officer

Position	Candidate	Nomination	Second	Result
<b>President</b>	Jeff Miller	Lisa Margeson	Barbara Whittaker	Acclaimed
<b>Vice President</b>	Brent Lawrie	Miriam Hampson	Jeff Miller	Acclaimed
<b>Treasurer</b>	Lisa Margeson	Steve Vesely	Melanié Mathieu	Acclaimed
<b>Secretary</b>	Lynn Lefevre	Miriam Hampson	Don Kelly	Acclaimed
<b>Director</b>	Melanié Mathieu	Jeff Miller	Brent Lawrie	Acclaimed
<b>Director</b>	Kyle Humphrey	Jeff Miller	Brent Lawrie	Acclaimed
<b>Director</b>	Nina Ryan	Jeff Miller	Brent Lawrie	Acclaimed
<b>Director</b>	Miriam Hampson	Jeff Miller	Brent Lawrie	Acclaimed
<b>Director</b>	Satinder Sahota	Jeff Miller	Brent Lawrie	Acclaimed
<b>Director</b>	Don Kelly	Jeff Miller	Brent Lawrie	Acclaimed
<b>Director</b>	David Purchase	Jeff Miller	Brent Lawrie	Acclaimed
<b>Director</b>	Shirley Sheppard	Jeff Miller	Brent Lawrie	Acclaimed
<b>Director</b>	Barbara Whittaker	Jeff Miller	Brent Lawrie	Acclaimed
<b>Director</b>	Robert Long	Jeff Miller	Brent Lawrie	Acclaimed
<b>Director</b>	Camille-Emmanuelle Purchase	Jeff Miller	Brent Lawrie	Acclaimed

## **Attendees**

- Tammy Bedard
- Andrew Cole
- Garth Hampson
- Miriam Hampson
- Kyle Humphrey
- Shashank Iyer
- Don Kelly
- Sharon Kes
- Jenny Lawrence
- Brent Lawrie
- Lynn Lefevre
- Robert Long
- Lisa Margeson
- Melanié Mathieu
- Jeff Miller
- Jaclyn O'Shaughnessy
- David Purchase
- Camille-Emmanuelle Purchase
- Nina Ryan
- Shirley Sheppard
- Steve Vesely
- Barbara Whittaker

## BCA Board 2025-2026

### 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

Accessibility and Transit	Kyle Humphrey	<a href="mailto:kyle@blackburnhamlet.ca">kyle@blackburnhamlet.ca</a>
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	David Purchase	<a href="mailto:david@blackburnhamlet.ca">david@blackburnhamlet.ca</a>
Community Safety	Don Kelly	<a href="mailto:safety@blackburnhamlet.ca">safety@blackburnhamlet.ca</a>
Environment	Camille-Emmanuelle 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	Barbara Whittaker	<a href="mailto:membership@blackburnhamlet.ca">membership@blackburnhamlet.ca</a>
Parks	Brent Lawrie	<a href="mailto:parks@blackburnhamlet.ca">parks@blackburnhamlet.ca</a>
Seniors	Shirley Sheppard	<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	Robert Long	<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

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>
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	Robert Long	<a href="mailto:transportation@blackburnhamlet.ca">transportation@blackburnhamlet.ca</a>
Cancer Chase	<b>Vacant</b>	<a href="mailto:cancerchase@blackburnhamlet.ca">cancerchase@blackburnhamlet.ca</a>
Christmas Market	<b>Vacant</b>	<a href="mailto:jenny@blackburnhamlet.ca">jenny@blackburnhamlet.ca</a>
Community Closet	David Purchase	<a href="mailto:david@blackburnhamlet.ca">david@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	<a href="mailto:safety@blackburnhamlet.ca">safety@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>