

Blackburn Community Association
Meeting Minutes
October 16, 2025 7:30 pm

1. Call to order at 7:37 PM
2. Approval of Agenda
3. Minutes from previous meetings
 - Motion to approve the September 18, 2025 minutes by Jeff Miller. Seconded by Kyle Humphry. Carried.
4. BCA Facebook group (Jeff Miller)
 - Concerns have been raised about politics and bigotry on recent posts in the BCA Facebook group. This group has always been open to respectful posts and discussions. Jeff Miller to follow-up with moderators on the specific concern raised.
5. BCA Purpose (Lynn Lefevre)
 - Motion to approve the updated BCA not for profit purpose statement by Jeff Miller. Seconded by Don Kelly. Carried.
 - The Blackburn Community Association (BCA) is a volunteer-run, non-profit corporation operating in Blackburn Hamlet, Ottawa, Ontario, Canada, recognized by the City of Ottawa, and is carried on without the purpose of gain for its board members. The BCA's purposes are:
 - a) to develop and foster community spirit within Blackburn Hamlet;
 - b) to provide educational and/or recreational programs throughout the year for individuals of all abilities and socioeconomic backgrounds within Blackburn Hamlet;
 - c) to support other local organizations that foster community spirit and provide social services in Blackburn Hamlet;
 - d) to administer the Blackburn Community Hall (190 Glen Park Drive) in accordance with the terms of the related agreement with the City of Ottawa;
 - e) to operate programs in accordance with the terms of agreements with the City of Ottawa;
 - f) to identify and communicate matters of public interest pertaining to the Blackburn Hamlet community and provide a forum for discussion and engagement.
6. 2026 BANAR Deadlines (Jaclyn O'Shaughnessy)
 - The board agreed on the following 2026 BANAR dates:

○ FEBRUARY	Content: Jan 15, 2026	Delivery: weekend of Feb 7, 2026
○ APRIL	Content: Mar 26, 2026	Delivery: weekend of April 18, 2026
○ JUNE	Content: May 7, 2026	Delivery: weekend of May 30, 2026
○ SEPTEMBER	Content: Aug 6, 2026	Delivery: weekend of Aug 29, 2026
○ NOVEMBER	Content: Oct 22, 2026	Delivery: weekend of Nov 14, 2026

7. Annual General Meeting Date (Lynn Lefevre)

- The board agreed to schedule the next Annual General Meeting on March 12, 2026.

8. Event Updates (Don Kelly)

- The Volunteer Appreciation event was a great success.
- The Ottawa Police Service is only providing minimal support to the Neighbourhood Watch program. As a result, the Blackburn Hamlet and Cardinal Creek groups have organized an event on March 30 to reach out to the other Orleans communities to help them start their Neighbourhood Watch programs.
- There are 29 vendors confirmed for the November 28 Christmas market and confirmation has been received that the room in the Lois Kemp Arena will be open for the event (the arena is currently closed for repairs to the ice plant).
- The December 6 Pancake Breakfast is ready and has lots of volunteers signed up to help.
- The Community Christmas Tree Lighting will be held on December 13 at 5:30pm.

9. Cancer Chase (David Purchase)

- There were 83 registered participants for this year's event and over \$19,500 was raised – new record! Many thanks to Blackburn Pharmacy and Dr. Chantal Plant for their generous help boosting our fundraising total.

10. Grants (Satinder Sahota)

- Presented draft grant guidelines and form. Feedback given at the meeting and over the next week will be incorporated in the next draft, which will be reviewed at the November board meeting.

11. Seniors Action Committee Update (Shirley Sheppard)

- **Tour of the Life Centre Food Bank – September 23rd**

Once again some of the seniors were welcomed on a tour of the Food Bank premises and were quite impressed with what we saw. One of our seniors, Janet, volunteers there regularly and collects our donations at the breakfasts each month. Another one of our seniors, Lynn, offered to volunteer there as well following the tour.

- **Monthly Breakfast – October 1st**

This breakfast happened to be held on the same day as National Seniors Day. 37 People attended the monthly breakfast at Halibut House. Garth Hampson sang Happy Birthday to some of the seniors with birthdays in October and also expressed profound thanks to the Action Committee for its work in organizing the monthly breakfasts and other events and also spoke favourably about his many years of living in Blackburn Hamlet among many wonderful and community-minded residents. Jack Arsenault also provided some entertainment at the breakfast with two great songs which he played from his phone and speaker, which he and his wife, Dianne, composed with the help of AI which added the voice and music, one being about our breakfasts and the other about Blackburn Hamlet. He posted the link to the latter song on the BCA Facebook page. As it was National Seniors Day, we gave out two reflective armbands to everyone present

and a pen (thank you BCA) and had a draw for prizes – two lovely gift baskets prepared and donated by Lynn, one of the seniors, two \$25.00 gift certificates kindly donated by Halibut House, several generous gift certificates Tammy Bedard provided from Aspira for lunches and one included the Hallowe'en movie for seniors. Once again, we received donations of non-perishable foods and \$115.00 in cash for the Food Bank.

- **Friendsgiving – Oct. 12th**

Kudos to Melanie who did an absolutely wonderful job of organizing and preparing (including her CBC radio interview), for the Friendsgiving event and members of the Seniors Action Committee helped with the set-up and take-down and decorating, etc. and several of us seniors really enjoyed the pot-luck lunch, the trivia game and getting to meet other members of the community who were there. 50 people attended the event.

- **Walk & Talk – Oct. 15th**

Nine seniors and two four-legged friends participated on the walk yesterday – a lovely crisp and colourful autumn day. It took place for the first time just outside the hamlet at Mer Bleue.

- **Thank you**

We would like to express our appreciation for the Volunteer Appreciation event in September and for the ongoing support provided by BCA, especially by Nina and Lynn and also Melanie for all she did for the recent very successful Friendsgiving event.

12. Adjournment at 9:20 PM (Next Board meeting is November 20, 2025 at the Community Hall & Online)

Attendees

Jeff Miller
Brent Lawrie
Lynn Lefevre
Barbara Whittaker
Camille-Emmanuelle Purchase
Don Kelly
Kyle Humphrey
Melanie Mathieu
Shirley Sheppard
Steve Vesely
Tammy Bedard
Sharon Kes

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