

Blackburn Community Association Annual General Meeting Agenda March 12, 2026 7:30 PM

1. Voter Registration + Meet and Greet 7:00 PM to 7:30 PM.
 - Refreshments and Snacks will be available.
2. Call to order (Quorum = 7 Board members / 5 BCA Members)
3. Motion to approve the agenda
4. Vote to approve the minutes from the March 20, 2025 Annual General Meeting
 - https://blackburnhamlet.ca/wp-content/uploads/2025/03/BCA_minutes_2025-03-20-AGM.pdf
5. Finances: Lisa Margeson
 - Presentation of the 2025 Financial Statements
 - Presentation of the 2026 Budget
 - Motion to appoint Kelly Huibers McNeely Chartered Professional Accountants as Accountants for the 2026 financial year
6. Motion to approve the updated BCA not-for-profit purpose statement (see below)
7. Community Report by Councillor Dudas
8. Summary report on the 2025 BCA activities by Jeff Miller
9. Meeting adjournment
10. Board Elections
 - a) Appointment of Returning Officer
 - b) Election Rules
 - **Candidates must be BCA Members or Associate members and nominated and seconded by BCA Members**
 - Voting is restricted to two adults (18 years or older) per household
 - Associate Members are not entitled to vote on the election of the Directors
 - If there is only one candidate for President, Vice-President, Treasurer or Secretary, the candidate will be elected without a vote unless there is an objection raised
 - If there are 11 or fewer candidates for Director positions, the candidates will be elected without a vote unless there is an objection raised

- If a written vote is required, the President shall appoint a Member of the BCA to conduct the voting
 - Portfolio Chairs / Co-Chairs will be determined at a board meeting after the AGM
- c) Elections of all BCA Board of Directors positions - Returning Officer
- President
 - Vice-President
 - Treasurer
 - Secretary
 - Directors (up to 11 Directors)

Revised Blackburn Community Association not-for-profit purpose statement

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.

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	VACANT	
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	VACANT	
Santa's Pancake Breakfast	Don Kelly	safety@blackburnhamlet.ca
Spring Cleanup	Camille-Emmanuelle Purchase	cleanup@blackburnhamlet.ca
Volunteer Appreciation	Don Kelly & Brent Lawrie	safety@blackburnhamlet.ca