

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

1. Call to order at 7:35 PM
2. Motion to approve the meeting agenda by Lisa Margeson. Seconded by Satinder Sahota. Carried.
3. Motion to approve the minutes from the March 20, 2025 Annual General Meeting by Satinder Sahota. Seconded by Shirley Sheppard. Carried.
4. Finances: Lisa Margeson
 - a) Presentation of the 2025 Financial Statements which ended with a deficit of \$2,754, assets of \$231,918 and liabilities of \$17,035. The Donations and Other Revenue line includes the CRA GST Rebate for past years.
 - b) Presentation of the 2026 Budget with a planned deficit of \$9,768.
 - c) Motion to appoint Kelly Huibers McNeely Chartered Professional Accountants as Accountants for the 2026 financial year by Lisa Margeson. Seconded by Jeff Miller. Carried.
5. Motion to approve the updated BCA not-for-profit purpose statement by Jeff Miller. Seconded by Kyle Humphrey. 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. Summary report on the 2025 BCA activities by Jeff Miller

a) 2025 Event Highlights

- The BCA held a record 70 community events throughout 2025. This includes:
- 19 events for Kids and Youth and 23 activities for Seniors
- Seven Discovery Café sessions and two sARTurday Art Sessions (Feb and May)
- Winter carnival and Hockey Day (Feb)
- Spring Clean-Up (Apr) and the Community Garage Sale (May)
- Community Closet clothing giveaway events for Adults and Children (Apr and Oct)
- Blackburn FunFair (June) and Garden Tour (July)
- Cancer Chase 5K Walk/Run, which raised \$19,500 for cancer research (Sep)
- The BCA Teddy Bear Care Picnic in collaboration with CHEO (Oct)
- Second annual Friendsgiving pot-luck event open to the community (Oct)
- A Holiday Market held at the Community Hall and Lois Kemp Arena (Nov)
- Our very popular Pancake Breakfast with Santa (Dec)
- The third annual lighting of a Blackburn Community Christmas Tree (Dec)

b) 2025 Accomplishments

- Provided grants to 1st Blackburn Scout Group and Quilting Queens
- Raised funds to benefit Lifecentre Food Bank, Ottawa Hospital Foundation, Snowsuit Fund, CHEO and many local groups through FunFair shares
- Published 5 editions of the BANAR and 12 editions of our eNewsletter
- Managed 232 individual bookings of our Community Hall (30 more than 2024), plus regularly scheduled bookings for Quilting, Bridge, Scrapbooking, Fitness. Day Camps, Embers and more!
- Worked with CRA and our accountants so that we could receive GST rebates
- Liaised with our Councillor, MPP, MP, City Council and City of Ottawa staff
- Continued to enhance and expand our Neighbourhood Watch Program
- Maintained and improved the gardens at the Four Corners and at entrance signs
- Maintained three outdoor rinks in the winter seasons
- Organized two First Aid training sessions
- Ensured the Parks were kept clean in the Summer
- Participated in the Friends of the Mer Bleue board meetings
- Organized a Volunteer Appreciation event at Just Food Farm
- Updated the content in the BCA Showcase located in the Lois Kemp Arena
- Assisted with hall administration and updated the administration and user guides
- As of March 11, 2026, we have 3846 members in our community facebook group. In a 3-month period there were 801 posts, 2834 comments, 7393 reactions, 152 requests to join the group with 52 requests that were approved.

c) New to the BCA in 2025!

- Enhanced BCA branding with new table cloths, tent, pens and the BANAR cover
- Collaborated with other Neighbourhood Watch groups to enhance the program
- Participated in the Eco-Action Orleans Network.

d) Congratulations to:

- Lynn Lefevre - BCA Volunteer of the Year!
- Don Kelly - Move 100/CTV/La-Z-Boy Community Hero & RedBlacks Wood Cookie Award!
- “Super” Kyle Humphrey - Accessible Ottawa Award!
- BCA Award Winners:
 - Alan Barton
 - Brittany Burden
 - Paul Faure
 - Angie Jodoin
 - Cynthia Hoisak
 - Michelle Levac
 - Paul VanBruinessen

e) Thank you!

The BCA would not exist without the generous support from community volunteers, donations from local businesses, program funding from the City of Ottawa and a grant from The Friends of the Mer Bleue.

A special thank you to Willam, Lisa and the Lois Kemp Arena staff who upgraded the kitchen appliances and worked with Councillor Dudas and City of Ottawa staff to provide Wifi in the Hall!

7. Motion to adjourn the meeting at 8:00 PM by Brent Lawrie. Seconded by Jeff Miller. Carried.

Board Elections

1. Steve Vesely appointed as the Returning Officer.
2. Election of all BCA Board of Director positions

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

Attendees

- Tammy Bedard
- Miriam Hampson
- Kyle Humphrey
- Don Kelly
- Sharon Kes
- Brent Lawrie
- Lynn Lefevre
- Lisa Margeson
- Melanié Mathieu
- Jeff Miller
- Rolf Pedersen
- David Purchase
- Camille-Emmanuelle Purchase
- Nina Ryan
- Shirley Sheppard
- Steve Vesely
- Barbara Whittaker
- Dave William (MPP Blais Office)

BCA Board 2026-2027

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