

# **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
<b>President</b>	Jeff Miller	Satinder Sahota	Lisa Margeson	Acclaimed
<b>Vice President</b>	Brent Lawrie	Jeff Miller	Barbara Whittaker	Acclaimed
<b>Treasurer</b>	Lisa Margeson	Lynn Lefevre	Steve Vesely	Acclaimed
<b>Secretary</b>	Lynn Lefevre	Satinder Sahota	Lisa Margeson	Acclaimed
<b>Director</b>	Satinder Sahota	Lynn Lefevre	Melanie Mathieu	Acclaimed
<b>Director</b>	Melanie Mathieu	Jeff Miller	Nina Ryan	Acclaimed
<b>Director</b>	Kyle Humphrey	Satinder Sahota	Melanie Mathieu	Acclaimed
<b>Director</b>	Barbara Whittaker	Shirley Sheppard	Jeff Miller	Acclaimed
<b>Director</b>	Shirley Sheppard	Lisa Margeson	Barbara Whittaker	Acclaimed
<b>Director</b>	Nina Ryan	Melanie	Satinder Sahota	Acclaimed
<b>Director</b>	David Purchase	Jeff Miller	Brent Lawrie	Acclaimed
<b>Director</b>	Camille-Emmanuelle Purchase	David Purchase	Brent Lawrie	Acclaimed
<b>Director</b>	Robert	Jeff Miller	Satinder Sahota	Acclaimed
<b>Director</b>	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	<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	Don Kelly	<a href="mailto:safety@blackburnhamlet.ca">safety@blackburnhamlet.ca</a>
Cancer Chase	David Purchase	<a href="mailto:cancerchase@blackburnhamlet.ca">cancerchase@blackburnhamlet.ca</a>
Christmas Market	<b>VACANT</b>	
Community Closet	Camille-Emmanuelle Purchase	<a href="mailto:enviro@blackburnhamlet.ca">enviro@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	<b>VACANT</b>	
Santa's Pancake Breakfast	Don Kelly	<a href="mailto:safety@blackburnhamlet.ca">safety@blackburnhamlet.ca</a>
Spring Cleanup	Camille-Emmanuelle Purchase	<a href="mailto:cleanup@blackburnhamlet.ca">cleanup@blackburnhamlet.ca</a>
Volunteer Appreciation	Don Kelly & Brent Lawrie	<a href="mailto:safety@blackburnhamlet.ca">safety@blackburnhamlet.ca</a>