

**Blackburn Community Association**  
**Meeting Minutes**  
**September 17, 2026 7:30 PM**

1. Call to order at 7:35 PM
2. Approval of Agenda
3. Minutes from previous meetings Lisa Don
  - Motion to approve the June 18, 2026 minutes by Lisa Margeson. Seconded by Don Kelly. Carried.
4. Canada Post Mailboxes (Jeff Miller)
  - a) The BCA has been contacted by a resident regarding the mailbox pads being added on City easements without informing all impacted residents. They are selecting locations where side yards are adjacent to the road with good fences or privacy screening. The BCA is not involved with projects under federal jurisdiction and the City of Ottawa has no input into the locations selected. If residents have any concerns with these installations they need to contact Canada Post directly..
5. BCA Finances (Lisa Margeson)
  - a) No areas of concern.
6. Ward 2 Candidate Event Funding (Lynn Lefevre)
  - a) Motion by Lynn Lefevre to allocate up to \$100 for the Ward 2 Councillor candidate Question & Answer Event. Seconded by Barbara Whittaker. Carried.
7. Bearbrook Rink Update (Brent Lawrie)
  - a) Brent Lawrie, Jeff Miller and Councillor Dudas met with the project Engineer and were advised that the project has been delayed until 2027 due to concerns about the soil conditions and the possible need to replace entire base of the rink. This has increased the budget to \$700k in order to include a contingency for base remediation (vs the original \$400k estimate for boards and asphalt).
8. Bearbrook Truck Traffic (Robert Long)
  - a) We have received a number of complaints about increased quarry traffic and the mud/dust/rocks they are spreading in the area. Don Kelly dealt with this in the past and worked through Councillor Dudas' office to improve the street cleaning. The City of Ottawa has an agreement on the frequency of cleaning, but it has not been effective this year. Robert Long to follow up with the quarry to determine if any additional measures can be undertaken.
9. Treat accessibility (Kyle Humphrey)
  - a) This is an initiative for barrier free access to treats on Halloween. We need 25 more homes to join so that we can receive free signs highlighting the homes who are participating. Lynn Lefevre will promote this on the BCA website and our October Newsletter.

10. Volunteer Appreciation Day (Don Kelly)

- a) This is being held on Saturday. Doors open at 2 PM. We are expecting 60 people. This years band is from the School of Rock.

11. Community Emergency Plan (Don Kelly & Jeff Miller)

- a) We need to work out what the board is willing to support. There are two aspects – preparing residents for an emergency and BCA's reaction to an emergency.
- b) BCA can promote personal preparedness.
- c) In order to have a BCA plan for reacting to the emergency, we need the board to commit to staffing the Hall/undertaking any duties we agree to take on. The board needs to consider the impact for future discussion as it is likely any significant emergency will impact our board members and volunteers.

12. Hall Backup Power (Don Kelly)

- a) We are still considering the options as the City grant program has some restrictive requirements (general liability insurance and storage of supplies) that may be adjusted in the future. We also need a clear understanding if the BCA Board is willing to commit to staffing the hall during an emergency.

13. Beautification (Miriam Hampson)

**a) Summer Report**

- The Beautification Committee has completed another successful summer season, marking the sixth year of the BCA Gardens.

**b) BCA Garden Watering and Maintenance**

- Our Watering Crew included 24 dedicated volunteers responsible for watering and maintaining four BCA gardens. The gardens required regular care from May through October, with each volunteer taking on approximately 4–6 weeks of watering shifts throughout the season. These gardens would not be sustainable without the help of these incredible volunteers.
- This year, the gardens remained particularly healthy, lush, and beautiful, due in large part to the successful redesign of the Innes North and Innes West gardens undertaken last year. The improvements have continued to enhance both the appearance and sustainability of these spaces.

**c) BCA Garden Tour**

- The annual Garden Tour was another successful community event, with 29 volunteers contributing to its organization and execution. The weather was ideal, and each garden welcomed more than 100 visitors over the weekend, with attendees coming from communities throughout the city.
- The tour raised \$1,231.60 for the local food bank, with an additional \$500 donated by the BCA, bringing the total contribution to \$1,731.60. Lisa Margeson and I dropped off the cheque and got another tour of the Lifecentre Food Bank.
- The Garden Tour continues to grow as a popular community event, with musicians, artists, and an ice cream truck adding to the welcoming atmosphere and making the weekend an enjoyable experience for visitors of all ages.

#### **d) Looking Ahead**

- One of the Committee's ongoing goals is to find more effective ways to advertise and promote BCA events so that we can showcase the many activities and contributions of the BCA while reaching and engaging an even larger audience within the community.
- Planning for next year's Garden Tour is already underway. Cynthia Hoisak, co-lead of the Garden Tour, has selected the dates for next year's event (July 10+11, 2027), which will mark the sixth year since the revival of the Garden Tour. Five new gardens have already signed up for next year!
- As the Beautification Director, I am so grateful to all of our volunteers and supporters whose time, energy, and enthusiasm continue to make the BCA gardens and Garden Tour such valued parts of our community.

#### **14. Seniors Action Committee (Shirley Sheppard)**

##### **a) Seniors Breakfast Get-togethers**

- On July 1st (Canada Day) we met at Halibut House with a turnout of 50 people including Laura Dudas who popped by for a brief visit and encouraged us to participate in the Canada Day festivities planned that day (later postponed due to inclement weather). Garth sang "Ode to Newfoundland" as it was Memorial Day there (and he spoke about it), our National Anthem and Happy Birthday to those with birthdays in July. We collected a record \$261.00 and grocery items at that breakfast for the Life Centre Food Bank.
- On August 5th we met again for breakfast with 39 in attendance and collected \$156.00 and grocery items for the Food Bank. Garth sang "Let Me Call You Sweetheart" for Bill & Cathy who celebrated their 63rd wedding anniversary, an old cute song "The Honeysuckle and the Bee" and Happy Birthday to the August birthday people.
- On September 2nd we had 38 in attendance and collected \$128.50 plus grocery items for the Food Bank. Garth wasn't at that breakfast so we all sang Happy Birthday to the group with birthdays in September.
- The next breakfast will be Wednesday, October 7th – same time, same place.

##### **b) Seniors Walk & Talk Outings**

- The June 17<sup>th</sup> walk had 9 participants.
- No Walk and Talk events took place for the period July - September and will likely resume in October.

##### **c) A Few Past Events**

- June 26th Lunch at noon at Portugalos - 32 people attended this lunch. Another one is planned for October 30th.
- September 1361th – Seniors' Family Picnic at Just Foods premises (12:00 – 2:00 pm). This was a very successful event with 61 people attending in all, four of whom were very helpful student volunteers. As well, Sara from Just Foods was there with her family following our invitation to join us as well. Tammy Bedard/Aspira Retirement provided a wonderful gift basket (\$100.00 value) as a prize and gifted us \$150.00 to defray our costs. Thanks Tammy/Aspira. We had face-painting, games, draws for prizes and great food and beverages.

**d) A Few Upcoming Events**

- September 30 (arrival at vineyard 11:00 am)
- Guided Visit and Lunch at Vézeau Vineyard, #365 Hwy 321 Ripon, Quebec. Carpool recommended. Cost = \$35.00 plus taxes. Further details in poster posted within community and social media.
- October 10 – Friendsgiving (11:00 am – 1:00 pm). As Melanie will not be present at this event, a few of us on the Seniors Action Committee who will be available have agreed to help with the event to ensure it goes through with Melanie doing most of the preparatory work and us making it happen at the community centre. We informed Melanie that we have some leftover items from the picnic to bring including 2 Dollarama gift cards and 10 loot bags for kids and we have already lined up student volunteers to help.

**e) Acknowledgments**

- Thank you to the BCA for supporting our events, especially the recent Seniors Picnic. Special thanks to Lynn and Nina for regularly getting the word out through social media, website etc.
- We also extend our thanks to Tammy/Aspira Bearbrook Retirement Home for their ongoing support of our activities including printing some of the posters and their above-mentioned generosity in supporting the recent Seniors' Picnic.

15. New Business

16. Adjournment at 9:30 PM (**Next Board meeting October 15, 2026**)

## **Attendees**

Jeff Miller  
Brent Lawrie  
Lisa Margeson  
Lynn Lefevre  
Barbara Whittaker  
Don Kelly  
Kyle Humphrey  
Miriam Hampson  
Nina Ryan  
Robert Long  
Tammy Bedard  
Sharon Kes

# 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       | Vacant                      |                                                                                          |
| 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<br>Lynn Lefevre (Content) | <a href="mailto:webmaster@blackburnhamlet.ca">webmaster@blackburnhamlet.ca</a><br><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              | Camille-Emmanuelle Purchase  | <a href="mailto:cancerchase@blackburnhamlet.ca">cancerchase@blackburnhamlet.ca</a> |
| Christmas Market          | Jenny Lawrence               | <a href="mailto:market@blackburnhamlet.ca">market@blackburnhamlet.ca</a>           |
| 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                | Jeff Miller and Brent Lawrie | <a href="mailto:president@blackburnhamlet.ca">president@blackburnhamlet.ca</a>     |
| 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>           |