

DRAFT
Bridlewood Community Association
Virtual Meeting
January 18, 2026 Minutes

Board Members Present:

Executive Directors: Erin Coffin, President, Eric Sonego, VP Finance, and Deb Sonego, VP Communications

Neighbourhood Directors: Terri Gabatt, Larissa Chambers and Dave Westbury

Vacant Positions: VP Social

Board Members Absent: John Roach, VP Development, Neighbourhood Directors Moe Saleh, Vicky Cleary and Sharon Leaf

1. Call to Order

With quorum being established, the meeting was called to order by the President and Chair at 2:10 pm.

2. Approval of the Agenda

Moved by E. Coffin and seconded by D. Sonego
That the agenda be accepted.

CARRIED

3. Approval of Minutes, December 13

Moved by D. Sonego and seconded by T. Gabbatt.
That the Minutes of December 13, 2025 be accepted.

CARRIED

4. Financial Update

E. Sonego reported that as of August 31, 2025 year end, in our Meridan accounts we had:

- 2 GICs: \$90,000
- Chequing: \$10,929.68
- Saving: \$25,456.29
- Park Fund: \$76,635.96

Since then, we have had a net income of \$7,305.31 that includes the sale of membership cards and interest earned.

In addition to purchasing a new snowblower for approximately \$3,000 we have incurred an additional \$621 in expenses for rinks. The snowblower purchase was approved last year by the Board and it came out of chequing account. Other expenses include the

Annual Membership Meeting, the Halloween Contests and the Christmas Parade and contests.

Coffin has updated the directors list at Meridan and will get Sonogo a bank card so that the GICs that have come to maturity can be addressed.

5. Rinks

Coffin reported that the rink installations and maintenance are off to a good start. Volunteers ensured that we had one of the first rinks opened in the city. The city has done an inspection and locked some rinks to stop people from going on ice during the spell of warm weather we had. The BCA Received one payment of \$7,443 out of 3 payments. A total of approximately \$17,000 will be forthcoming. The puddle rink at Scissons Park had some vandalism with chairs being broken. The city has been made aware that the lights at the rink at Stone Meadow Park haven't worked reliably. Coffin to follow up. She thanked Kodiak and Capital for helping our volunteers remove snow off the 2 Blue Grass and Meadowbreeze rinks respectfully.

6. Block Party

Coffin informed the BCA that the contract for the permit to operate the BCA Block Party on Saturday, June 20 at the Eva James Memorial Community Centre has been signed. The invoice for a total of \$918.17 is due on May 11, 2026. A chair for the planning subcommittee needs to be started. This was led last year by Craig Skjerpen who was the VP Social, however, he was unable to continue in the position which remains vacant. Coffin indicated that she will reach out to Catherine Robertson-Parrot to take on this role. Sonogo volunteered to assist Robertson-Parrot was not prepared to take on the chair as she was not involved last year. Coffin will reach out to Cleary to be the volunteer coordinator again this year, including the 1st responders. Chambers agreed to coordinate the vendors again.

Planning. Last year the musicians were very popular and it is hoped that a band will be found this year to entertain the participants. Efforts to find one have been unsuccessful. We are also looking for a new piper to start the event as the one last year is unable to attend. Coffin also added that Gabbatt is not able to assist with the Block Party as she is leading up the BCA Food Drive.

7. Website update

Coffin has signed the contract and payment has been made to our webmaster, Ryan Whyte. They are currently working to update the site and asked that Board members provide her with head shots if they have not already done so.

8. Spring Sports

Coffin indicated that the city is presently sorting out our fields but that no one has come forward to be the coordinator for our Spring Sports. An advertisement has been put on

our Facebook page for someone to run it. She indicated that if no one comes forward to assist with this, it will not be run this year. It is hoped that one of the parents whose child participated last year will come forward.

Moved by E. Coffin seconded by T. Gabbatt

That the cost for a child's registration be set at \$80 for nonmembers and \$55 for BCA members for each sport (soccer and t-ball). **CARRIED**

Moved by E. Coffin seconded by D. Westbury

That the 2 coaches required for each team be granted \$55 per team coached in either soccer and/or t-ball providing they remain coaching for the full 8 weeks. This money will be allocated at the end of the Spring Sport 2026 session. **CARRIED**

Coffin added that Gabriel's will once again provide a gift certificate to participants and she is going to ask Tony Graham Toyota to sponsorship the Spring Sports and/or other BCA events.

9. Upcoming Valentines Day and Easter Contests

Coffin was pleased to report that this year a substantial prize will be awarded to the winner of our Valentines Day contest as the Amuse Restaurant is offering a \$200 gift certificate and Ginestra Flower Shop on Castlefrank is also going to provide a \$70 gift certificate for flowers. Entrants are asked to submit their romantic story which Cleary will collect with the winner being decided by Coffin, Cleary and the owners of Amuse and Ginestra.

Sonego suggested that the winner of the Valentines Day Contest be announced at our in-person meeting on Tuesday, February 17.

10. Membership Sales

147 memberships sold so far and Coffin credits the vouchers on the card for helping to do so. Sonego is asking Metro, the Superstore and Home Hardware if we can set up a table in the store to help do this. Coffin has been door knocking and she asked that all Directors try to sell at least 10 memberships.

Roach advised that the Chinese New Year will take place on the day of our next BCA meeting and that we should approach the TNT grocery store to assist with this as a celebration of the Year of the Firehorse would be a great opportunity to sell memberships to the Asian community. Sonego and Roach to see if TNT will sponsor this event.

Gabbatt reported that she has been encouraging Scouting parents to buy memberships.

11. Aging in Bridlewood

Coffin reminded the Board that she emailed the information on Ottawa's Seniors Project and is encouraging Neighbourhood Director Saleh to get this off the ground as seniors want to see more things happen in Bridlewood for them. In order to consult local

seniors, Coffin has suggested that a survey be undertaken to find out how the BCA determine their needs. She will be asking Saleh to reach out for volunteers on the Kanata Seniors Council to help with this.

12. Bugquest

Sonego reported that she has applied for Guelph University's Centre for Biodiversity Genomics' Bugquest project of collecting local bug samples through a passive capture initiative. They will supply all equipment, materials and shipping for their capture tubes which will need to be changed every week from April to October. More information can be found on their website: <https://bioscan.life/bugquest/>. She noted that projects such as this are environmentally important due to the world-wide bug crash.

13. Paint It Up

The City of Ottawa's Paint It Up program is now accepting applications for funding of a youth engagement program and Sonego agreed to get in touch with local student Kai Macieszczak to see if her group is still interested in repainting the murals on the TransCanada sign. The OCDSB is the owner of the storage unit in Blue Grass Park near the hockey rink. Sonego will seek permission from the OCDSB to paint the doors.

14. Round Table Discussion

Sonego suggested that we have something to recognize our BCA volunteers such as a bench with plaques in Deevy Pines Park. She agreed to contact the city regarding this and restoration of the main path from the parking lot to the hydro lines in the park. Coffin to forward contact information.

Work on the BCA By-laws has not yet been started and Coffin agreed to provide Sonego with a list of recommendations for change.

15. Adjournment

Moved by E. Coffin and seconded by E. Sonego
That the meeting adjourn at 2:40 pm.

CARRIED