



Bridlewood Community Association
Annual Members Meeting
Annual Report for Fiscal Year 2024-25

President's Report

2024-25 year has been a busy year for the Bridlewood Community Association. We experienced the first year of the updated bylaws and with the Board of Directors growing from four to 13 directors, it has been a lively table for discussion and action! Luckily Sara Badeen and Maureen Dubiel (VP Communications) continued with the board this year, and I was appointed President after a year of acting. Joining us this year was: VP Social, Craig Skjerpen; VP Development, Nagmani Sharma; VP Finance, Lance Mitchell; as well as new Neighbourhood Directors: Alyssa Munaretto, Deb Sonogo, Moe Salah, Vicki Cleary, Larissa Chambers, Dave Westbury, Len Goosen, and John Roach.

I thank everyone on the board who came together to ensure that our programs and events happened despite external challenges (e.g., changes to US legislation caused us to part ways with TeamSnap and Stripe for Spring Sports - Craig and Kass really felt the brunt of this and managed it admirably). We happily were able to support our local schools again this year as well as the 3rd Kanata Scouts. A heartfelt thanks to Maureen for managing letters to Santa and developing monthly information presentations by local experts providing valuable information on safety, ticks, emergency preparedness and cyber security experts.

On behalf of the board I also want to thank all the volunteers and community members who dedicated their time and energy to make all our initiatives possible this year; coaching soccer and softball, collecting food - your support is a true testament to the importance of building a strong, positive and connected community. We cannot forget to thank our ice rink operators – this year was colder but all the snow was a challenge to keep our rinks open!

As we move into the next year, we are excited to continue building on this strong foundation and look forward to engaging even more community members in the wonderful initiatives that will be planned for 2025-2026. We are planning to work with our community partners to finally launch a program to assist our senior neighbours to age at home. We are also eager to welcome new members to the executive team, whose enthusiasm and fresh ideas will continue to guide our community forward.

See you around the neighbourhood!
Erin Coffin, President, BCA



Communications

In order to keep residents informed about our activities and increase the visibility of the BCA in our neighbourhood, the BCA reaches out to residents in a number of ways:

- **The Facebook page** has nearly 4000 followers and shares BCA information, local news, and events. Followers do “DM” us to ask questions and engage with us.
- **X (formerly Twitter)** While many have left X, the BCA still has over 800 followers, so we continue to keep this channel for sharing BCA information.
- **Mailchimp Email updates** helped us send newsletters and updates to 1200 subscribers; We successfully brought new subscribers by a “gorilla QR code campaign.”
- **Email accounts** (pres@bridlewood.ca and info@bridlewood.ca) are frequently used by residents to reach out directly to the BCA.
- **The BCA Website** (www.bridlewood.ca) is...a struggle. We desperately need a webmaster - Erin has been trying to keep the website up-to-date but struggles with the software. We very much wish to find a volunteer webmaster to assist us with the website as it should be the main portal for sharing information, event calendar, membership sales, and registering for the Spring Sports Program.
- In addition to these electronic platforms the BCA also **posts signage** to promote key events such as the Big Bridlewood Garage Sale, Spring Sports, and the Block Party. Alyssa made our signage much more engaging and inviting to learn more!
- **Information Sessions** were organized this to provide neighbours information on issues that affect them. We had the Ottawa Police come and speak about community safety, City of Ottawa researchers spoke on ticks, Dr Jeff Donaldson spoke on preparing for an emergency, and we also had a presentation on cyber security.

Staying connected is more important than ever and by using all the resources available to us, the BCA works to ensure that our community stays informed and engaged. We encourage residents to stay connected with us online to be part of the vibrant community we continue to build together. We value your input and encourage residents to share feedback on our communication channels to help us improve and better serve our neighbours!



Bridlewood
COMMUNITY ASSOCIATION

ARE YOU PREPARED IF EMERGENCY STRIKES?

Join us while **Dr. Jeff Donaldson**, a proud Bridlewood resident and **professor of Disaster and Emergency Management**, will be speaking on emergency preparedness from a non-apocalyptic, evidence based educational foundation.

TUESDAY, FEBRUARY 25TH
7:00-8:00 PM

**EVA JAMES MEMORIAL
COMMUNITY CENTRE**
65 Stonehaven Drive

Santa Letters



In November 2024 there was a Canada Post strike just before Christmas and there were several children wondering how they were going to send Santa a letter that would make it to the North Pole before Christmas 2024.

The BCA mailbox in the Eva James Community Centre was converted into Santa's mailbox to the North Pole, and Maureen Dubeil organised a small band of volunteers with remarkable penmanship - Babette, Carole, Deb, Deborah, Dianne, Donna, and Simon - write letters (English and French) to the over 230 letters we received from children in our neighbourhoods. Erin Coffin drove delivered the letters to the children's homes and schools.





The Second Annual Food Drive

We had amazing volunteers to reach out to all the streets in our neighbourhoods and deliver a paper bag with a list of the Kanata Food Cupboard's (KFC) of most needed items, and then pick up donations on April 12th. We were extremely fortunate to have over 250 volunteers visit over 175 streets and **collected over 34,000 pounds of food and toiletries for the food cupboard.** This was more than the 26,000 we collected in 2024! There was so much collected, the KFC also shared over 4000 pounds of food to neighbouring FAMSAC Food Cupboard in Bells Corners.

The Kanata-Hazeldean Lions, The West Team real estate brokerage, and Venvi Stonehaven Resident partnered with us again stage the largest community-wide food drive for the Kanata Food Cupboard. We also appreciate the Pine Hill Community participating as well! A huge thank you to Terri Gabbatt for all the volunteer coordination - a key role – as well as Larissa Chambers who coordinated a number of streets as well!

With great pride in our neighbours,
Erin Coffin, President



Social Report

Remembrance Day Ceremony

In November, the BCA was represented at the Kanata Cenotaph in Village Green Memorial Park during the annual Remembrance Day ceremony. Our V.P. Social, Craig Skjerpen (Cmdre Ret'd), laid a wreath on behalf of the BCA in honour of those who served. We are proud to have been part of this solemn and important community tradition.

Halloween Decorating Contest

The Halloween Decorating Contest continues to be a popular and well-loved event within the Bridlewood community. This year, residents showcased their creativity with an array of impressive and festive displays, making it a challenge for the judging panel to select the winners. First place won a \$50 gift certificate, while 2nd & 3rd place winners received \$25 gift cards. We thank all participants for their enthusiasm and effort in making Bridlewood a vibrant and spirited community during the Halloween season.

12 Days of Bridlewood

The popular “12 Days of Bridlewood” event continued this year under the leadership of the Cleary family, who provided creative and engaging daily clues throughout the event. Participation remained strong, nearly 30 families actively taking part. The winners received a \$50 variety gift card were informed We sincerely thank the Cleary family for their time, enthusiasm, and commitment to fostering community spirit.



Holiday Party



The annual BCA Holiday Party was hosted at Gabriel's Pizza in Bridlewood, drawing approximately 20 attendees. Despite the cold weather, board members, rink operators, and other BCA members who gathered for an evening of seasonal cheer and community connection. The event provided a warm, informal setting to celebrate the holiday season and recognize the efforts of our volunteers.

The Spring Egg Hunt

This year's Egg Contest attracted 23 entries as families were challenged to find the 12 decorated eggs hidden throughout our neighbourhoods. Some eggs disappeared due to weather or curious neighbours, replacements were promptly placed to ensure a smooth experience thanks to the Cleary family who stepped in and replaced the missing eggs. One lucky winner won a gift basket with a \$50 gift card kindly **donated by Boomerang Kids**.

Block Party 2025

The 2025 Block Party was very successful, attracting hundreds of residents of all ages. The day featured: Inflatable attractions, face painting, a live magic show, a bubble show, and balloon animal artist! Our local Member of Parliament, Jenna Sudds handed out free ice cream cones to residents, and we also had community volunteers dressed as popular cartoon characters Belle, Chase – and they kept BCA mascot, Bucky the Beaver, company for the day!

This large-scale event was made possible by the dedication of board members Larissa, Alyssa, Vicki, Len, and Maureen, who led event planning and logistics for several months. Their commitment and leadership ensured a seamless experience for all attendees. We also extend our gratitude to the many volunteers who contributed to security, clean-up, and day-of coordination.

The BCA gratefully acknowledges the financial and in-kind contributions of our 2025 Block Party sponsors as their support was instrumental in the success of this event:

- ***Tony Graham Toyota (marquée sponsor)***
- **Venvi Retirement Living**
- **Flora Mobile Dental**
- **Hazeldean Chiropractic**
- **The West Team**
- **CID Heating and Cooling**
- **Bridlewood Animal Hospital**



Movie Night in the Park

The West Team hosted their **movie in the park** at Crownridge Park in July with over 300 participants watching Minecraft, and snacked on treats provided by the BCA. Again, great outreach to Monahan Landing and let them know the BCA is here for them!



Spring Sports Program

Spring Sports remains the BCA's flagship community program, with over 250 children from JK to Grade 6 participating in soccer and baseball throughout the spring season. This initiative brings together families from across our neighbourhoods and nearby communities, to foster engagement, physical activity, and friendship. While enrollment saw a bit of a decline from last year participation remains strong. Due to rising operational costs such as field rentals, uniforms, and medals we saw a slight fee increase Each participant received:

- A team shirt and hat
- A medal and gift (e.g., lego minis, playmobil figures, etc.)
- A \$10 voucher from sponsor **Gabriels Pizza Stonehaven**.

Program Enhancements and Future Planning - We continue to strive for value and accessibility while maintaining program quality. Looking towards 2026, the BCA plans to implement several program improvements:

- Earlier registration deadlines to improve scheduling and team assignments
- Streamlined communication with coaches and volunteers
- Timely ordering of shirts and hats
- Continue use of RAMP, a Canadian team management platform (despite initial onboarding challenges - has been effective for team allocation and communications.)

We thank all volunteer coaches and assistants whose efforts ensure the continued success of Spring Sports. Volunteer support remains critical to the program's future, and we welcome new volunteers for the 2026 season.

Conclusion

2025 has been a year of revitalized engagement, strong volunteerism, and successful programming for the BCA. Our events continue to foster a strong sense of belonging, celebrate community spirit, and provide meaningful connections for residents of all ages. We are grateful to all board members, volunteers, sponsors, and community partners who contributed their time, expertise, and resources throughout the year. We look forward to building on this momentum in 2026.

Respectfully submitted,
Craig Skjerpen, Vice-President Social

Community Outdoor Ice Rinks

The BCA builds and maintains 11 rinks (puddle and boarded) in nine parks throughout Bridlewood and Monahan Landing: Laura Dubois, Sawyer's Meadow, Brian Parsons, Meadowbreeze, Stonemeadow, Huntsman, Bluegrass, Scissons, and Mattawa. BCA receives "grants" from the city to build and maintain these rinks and the grants help with the costs of many of our community events, so it is really a backbone of our association.

The rinks are hives of activity after school and on weekends with both skaters and hockey players enjoying the ice. During the day, neighbouring schools, like Roch Carrier, Bluegrass, and W.O. Mitchell, also use the rinks. Jenna Sudds hosted a winter carnival on February 17th at Scissons and BCA organized Hockey Day in Bridlewood at five parks on February 23rd.



Many rink users think the city provides the rinks and are not aware of the role BCA and volunteers play in creating these great places to play. To address this, we posted new signs at the rinks and Erin mentioned the rink volunteers in several newsletters. One newsletter linked to drone videos of four rinks.

Many thanks to our Rink Operators and their teams, all volunteers, for battling through an early season thaw and several heavy snowfalls late in the season: Jason, Mike Br., Kevin, Charles, Sean and Mike Bl., Terrence, Neal, Andy, Darren, and Danny. Thanks also to the Air Cadets and Kodiak Snow Removal for their help.

If you would like to join the Ice Crew, please let us know at pres@bridlewood.ca. We are looking for help at all rinks, but especially at Meadowbreeze and Bluegrass. You can also help by keeping off the rinks when the Rink Closed signs go up, especially at the start of the season.

Respectfully submitted,
Danny Lee, Chair of Rinks

WE NEED RINK VOLUNTEERS!

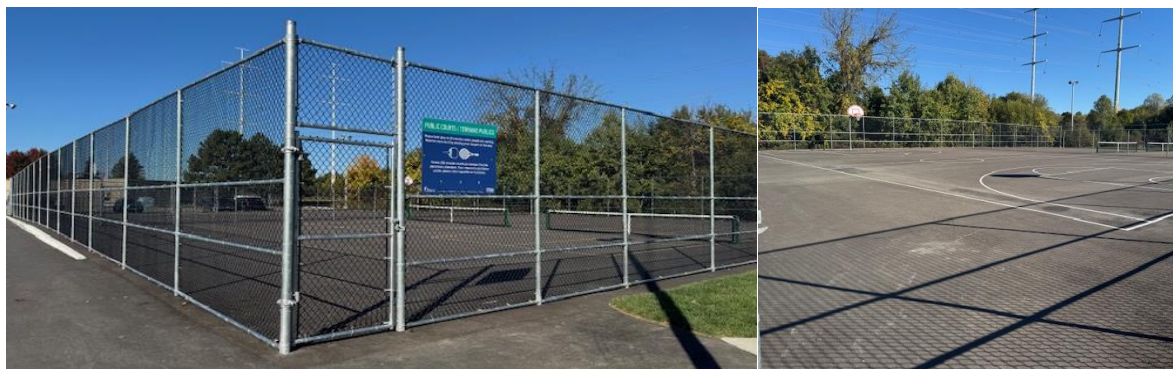
Development Report

The BCA’s mission is to increase the stewardship of our community and foster a sense of community pride through events and activities as well as a stewards of our neighbourhoods through liaising with local government officials on development related issues.¹ When we receive notices from the city on development and park upgrades pertinent to our neighbourhoods, we are sure to share information as we receive it.

Bluegrass Park finally had some updates: the asphalt on the tennis courts and basketball court, as well as the immediate adjacent pathway has been terrible for years. Finally , it was part of the city’s 2025 Lifecycle projects. The BCA reviewed the city’s plans, and brought to their attention:

- Recommended the city make additions to the design of the proposed pickleball courts to ensure noise reduction, and create rules for use of the location to minimize the impact of noise on neighbours and neighbouring buildings (e.g., school hours);
- Concerns about the boarded rink moving to the basketball court side of the courts with no planned location for the puddle rink – recommended the city move the existing puddle rink to the baseball diamond, and that the boarded rink on the basketball rink be temporary and only over the winter season so residents can play a proper game of basketball,
- Ensure that the lighting is repaired and that the city ensure access to power sources to city /BCA ice rink and court operators for the five 25-foot light pylons within the court areas, as well as ensure that the park lighting in the surrounding area is also refreshed for safety (e.g., new light covers);

We met with the city to discuss the placement of amenities for ease of ice rink preparation (e.g., where the openings are in the fencing, where the seating is for the rinks). The Board was approached by the Councillor to fund additional unfunded components of the park update, and it was decided to spend up to \$20,000 on accessible game (checkers/chess) tables. The BCA’s Park fund which is meant to fund additional improvements to our local parks, is being used for this initiative. The court area and walkway are complete and we should see the games tables hopefully installed before winter!



¹ We will note that the Parks Committee (approved in September 2024) was placed on hold in February 2025 while the BCA reviews the Terms of Reference and clarifies the roles and responsibilities of this and related committees.

Cleaning up the Capital

The BCA participated in the city’s Cleaning the Capital program to help clean our local park areas. We focused on Laura Dubois Park and a section of the Trans Canada Trail, as well as the area around the Stonehaven and Old Richmond Road Roundabout. A number of families joined to pick up the garbage, and after two hours we had filled eight black bags of garbage.

The Great Kanata Garage Sale



For 2025 the BCA worked with other community associations in Kanata to create a shared look and feel for the Great Kanata Garage Sale. Our own Alyssa designed posters and banners, and our community association colleagues shared and posted the information online and in their neighbourhoods.

Both the Kanata-Hazeldean Lions (Glen Carin) and the Katimavik-Hazeldean Community Association contributed to signage costs for their neighbourhoods.

Respectfully submitted,
Nagmani Sharma, VP Development

The Bridlewood Tree Inventory

The Canadian Federal of University Women (CFUW) have been engaged in a park tree inventory throughout Ottawa. The Kanata Branch reached out to the BCA to assist with surveying all the parks in Bridlewood, including Trail West, over the summer. CFUW (Kanata) Holly Glenn and Neighbourhood Director Deb Sonogo were pleased to report that with the exception of the lack of trees in Brigitta Park and the Bridgestone strip along the soccer fields in Deevy Pines Park, the city has done an excellent job in identifying and replacing dead or damaged trees in all other parks. Suggestions were provided to the city where more trees might be planted but these areas were few. After an onsite park meeting with Brooke Milsom, Ottawa Forest Management, Milsom reported that Brigitta Park, as previously determined, would received a tree upgrade this fall. Because of our efforts, her report would include the possibility of tree planting along Bridgestone for the fall of 2026, noting that it would also help with throttling speeding along Bridgestone. She added that any trees required on school property could be planted by the city but they would require prior consent by the respective school board. She thanked the CFUW and the BCA for their efforts noting our concern regarding the destructive invasive Wild Grape and Wild Buckthorn plants.

Respectfully submitted,
Deb Sonogo, Neighbourhood Director

Finance Report for Fiscal 2024/25

The BCA had a good year financially and generated a surplus of \$1,975 from daily operations. Committee Chairs and others responsible for specific activities spent their budgets with prudence and generally kept within budget allocations.

Revenue from sponsorships (total \$6,020) was down a bit compared to the previous year (\$7,550) but solid efforts were made to attract corporate partners. A smaller number of spring sports participants registering to play caused a 25% decrease in overall revenues expected. Spring sports costs were proportionally reduced, although costs such as sports field rentals are fixed. Two programs did not occur this year, namely the Paul Van Steen Sports Award (budget \$600) and the Seniors Information Program (budget \$1,000). Both programs will be considered for next year's activities.

There were no "capital asset" type expenditures this year. These types of expenses funded either by the Park Fund (for assets permanently installed in Bridlewood parks) or from the accumulated surpluses from past years' Operating Fund (for any other assets not installed in a park). With the BCA having operated for over 45 years, surpluses in both Funds have built up to healthy amounts.

Typical non-park type assets purchased in the past have included snowblowers, mascot costumes, computer hardware, shade canopies, barbecues and storage room racking.

Financial Statements for the year ended August 31, 2025 are attached with notes to provide important supplementary information and should be read in conjunction with the Financial Statements.

Respectfully submitted,
Lance Mitchell
Vice-President Finance

**Bridlewood Community Association Operating Fund
Comparative Statement of Revenues and Expenditures
for the year ending August 31, 2025**

Revenues

Budget Holder	Budget Item	Cash Budget Approved for the year (Note 4)	Current Year Ending Aug 31, 2025 Total Actual Amounts	<i>Comparative Prior Year Ending Aug 31, 2024 Total Amounts (Note 3)</i>	Current Year Goods-in-kind transactions recorded (Note 8)
SS Chair	Registration fees - Spring Sports (SS)	\$22,000	\$16,630.00	\$22,080.00	
President	Spring Sports Sponsors	\$3,000	\$0.00	\$4,475.00	\$820
President	City Rinks Grant	\$16,000	\$16,880.00	\$16,880.00	\$520
VP Com	Membership Fees (Note 7)	\$4,500	\$1,470.00	\$1,810.00	
BP Chair	Block Party (BP) Sponsors and Vendor Table Fees	\$2,000	\$2,600.00	\$3,075.00	\$2,600
VP Fin	Bank Interest	\$0	\$322.09	\$0	
VP Fin	Donations Received	\$500	\$32.09	\$273.54	\$350
TOTAL Revenues for the year		<u>\$48,000</u>	<u>\$37,934.18</u>	<u>\$48,593.54</u>	<u>\$4,290</u>

Expenditures

Major Programs and Activities

SS Chair	Spring Sports program	\$22,000	\$14,520.86	\$23,487.02	\$820
VP Soc	Block Party Event Costs	\$10,000	\$8,804.92	\$9,217.09	\$2,600
President	Donations to Bridlewood Groups (Note 9)	\$4,000	\$4,000.00	\$5,000.00	
Rinks Chair	Rink Operating costs	\$3,000	\$2,726.04	\$2,324.16	\$520
VP Soc	Social Contests & Fun Happenings (Note 10)	\$2,000	\$1,690.63	\$1,589.15	
	Subtotal – major programs and activities	\$41,000	\$31,742.45	\$41,617.42	\$3,940

Other Program Expenses and Activities

President	Seniors Info program	\$1,000	\$0.00	\$0.00	
President	Bridlewood Food Drive	\$1,000	\$796.94	\$180.38	
President	PVS Sports Award	\$600	\$0.00	\$0.00	
	Subtotal – other program expenses and activities	\$2,600	\$796.94	\$180.38	0

**Bridlewood Community Association Park Fund
Comparative Statement of Revenues and Expenditures**

Revenues	FY 2024/25	FY 2023/24
Bank Interest	\$2,255.18	\$4,465.76
Accrued interest on GIC Investments	2,068.34	<u>NIL</u>
Total Revenues	\$4,323.52	\$4,465.76
Expenditures	NIL	NIL
Net Park Fund surplus for the year	<u>\$4,323.52</u>	<u>\$4,465.76</u>

**Bridlewood Community Association
Combined Operating and Park Funds Balance Sheet as at August 31, 2025**

	Balance August 31, 2025	<i>Comparative Balance August 31, 2024</i>
Assets		
Operating Fund chequing account	\$4,526.48	\$28,061.88
Operating Fund savings account (Note 14)	\$25,322.09	\$0.00
Park Fund savings account	<u>\$83,831.51</u>	<u>\$161,576.33</u>
Total bank accounts	\$113,680.08	\$189,638.21
Petty Cash (held by VP Fin)	\$200.00	\$0.00
Park Fund interest receivable	\$2,068.34	NIL
Park Fund short term investments (Note 15)	<u>\$80,000.00</u>	<u>\$0.00</u>
Total current assets	<u>\$195,948.42</u>	<u>\$189,638.21</u>
Capital Assets recorded (Note 17)	NIL	NIL
Total Assets	<u>\$195,948.42</u>	<u>\$189,638.21</u>
Liabilities & Members Accumulated Surplus		
Current Liabilities	<u>\$11.30</u>	<u>NIL</u>
Members Accumulated Surplus:		
Operating Fund opening balance Sept 1	\$28,061.88	\$23,594.15
Add surplus for the year	\$1,975.39	\$4,467.73
Equals Operating Fund closing balance Aug 31	<u>\$30,037.27</u>	<u>\$28,061.88</u>
Park Fund opening balance Sept 1	\$161,576.33	\$157,110.57
Add surplus for the year	\$4,323.52	\$4,465.76
Equals Park Fund closing balance Aug 31	<u>\$165,899.85</u>	<u>\$161,576.33</u>
Total Liabilities and Members Accumulated Surplus	<u>\$195,948.42</u>	<u>\$189,638.21</u>

Bridlewood Community Association
Notes to the Financial Statements as at August 31, 2025

1. **Form of Organization.** The BCA received its original Articles of Incorporation from the Ontario government as a not-for-profit corporation in 1978. The BCA subsequently lost its incorporation status and was re-incorporated in 1992. The BCA is governed by the requirements of the Ontario Not-for-profit Corporations Act (ONCA) and in particular must meet the enhanced financial reporting requirements of being deemed a Public Benefit Corporation as defined in the Act.
2. **Significant Accounting Policies.** BCA By-law #3, paragraph 8-7 defines the key accounting policies used by the BCA. These policies generally follow the Public Sector Accounting Board (PSAB) pronouncements for non-profit organizations. Particular accounting policies and practices are also stated in other Financial Statement Notes.
3. **Comparative Numbers.** The comparative fiscal year 2023/24 amounts have been sourced from the previous VP Finance records and do not include any gift-in-kind accounting entries.
4. **Cash Budget.** On November 12, 2024 the Board of Directors approved the Fiscal Year (FY) 2024/25 Operating Fund Cash Budget. This Budget provides specified BCA Officers and Committee Chairs with spending initiation authority to purchase goods or services. The VP Finance is to subsequently pay all invoices and manage the bank accounts. BCA By-law #3 requires that the yearly budget be prepared on a break-even basis. During the year, the Board of Directors may revise the budget to add, amend or delete activities so long as the break-even principal is respected. Regarding the Park Fund, any expenditures must be separately and directly approved by the Board of Directors. During the year, the Board of Directors approved the following budget changes:
 - (1) Feb 26, 2025 - Park Fund. Subject to certain conditions, pay the City of Ottawa \$12,000 to install one accessible picnic table in Bluegrass Park.
 - (2) Mar 12, 2025 - Operating Fund. In anticipation of hiring website professional services, reduce donations to Bridlewood groups by \$1,000 and increase website expenses \$1,000.
 - (3) Apr 8, 2025 – Park Fund. Increase the proposed payment to the City from \$12,000 to \$20,000 on condition that two picnic tables be installed in Bluegrass Park.
5. **Purchase Commitment.** The BCA President is negotiating the purchase of two all-weather games/picnic tables from the City of Ottawa to be installed in Bluegrass Park at a maximum cost of \$20,000. These tables to be located somewhere in the vicinity of the refurbished pickleball courts. In the fall of 2025, City of Ottawa staff will use their standing offer procurement process to buy and install the tables and then will seek reimbursement of these costs from the BCA. As the amount owing is not determinable as at August 31, 2025, no liability or expense has been recorded in the BCA Park Fund.
6. **Revenue Classifications.** The following terminology has been used to distinguish between the various types of BCA revenues:
 - a. Registration fees – a fee paid by people to participate in a BCA activity;
 - b. Grants – the BCA has an annual agreement with the City of Ottawa to create and maintain nine outdoor park rinks and is paid for such services by a City grant;
 - c. Membership fees – the annual fee paid to be a member of the BCA;
 - d. Sponsorships – businesses negotiate a payment to the BCA so that the business can receive certain publicity rights for sponsoring a BCA activity; and
 - e. Donations – people or businesses make a donation to the BCA without receiving any advertising rights or publicity in return.
7. **Membership Fees.** BCA memberships are effective for one calendar year. For 2025 the annual cost of a membership is \$15 (in 2024 the cost was \$10). The membership revenue of \$1,470 is comprised of 92 memberships at \$15 and 9 memberships at \$10. Comparative 2024 was 181 memberships at \$10 (total \$1,810).
8. **Goods-in-kind donations.** BCA By-law #3 requires that all goods-in-kind donations received be monetized and recorded as both a revenue and an expense. Goods-in-kind donations recorded do not affect the cash budget allocations. The following goods-in-kind donations were received during the year:

Donor	How Received	Purpose/ Expense	Amount
Gabriels Pizza	50% discount on 114 \$10 food coupons	Spring Sports kids loot bag item	\$ 570
The Works	20% discount on fifty \$25 gift certificates	Spring Sports coaches thank you	\$ 250
Kodiac Snow Removal	Free snow clearing of rinks	Rinks - 13 clearings at \$40 each	\$ 520
City of Ottawa	Credit on BCA user account	No charge for monthly meeting room rental at City Community Center	\$ 350
Block Party transactions:			
Floral Design Co	Directly paid Block Party supplier on our behalf	face painting	\$ 500
CID Heating & Cooling	ditto	balloon artist	\$ 500
Jenna Sudds MP	ditto	100 ice cream cones	\$ 500
Venti Retirement	ditto	bingo	\$ 500
The West Team	ditto	Magician	\$ 500
Long & McQuade	ditto	public address system	\$ 100
Total goods-in-kind donations recorded			<u>\$ 4,290</u>

The BCA also receives from the City of Ottawa the free use of three concrete storage bunkers located in City parks for the storage of BCA equipment, primarily rink shovels and snowblowers. The value of using the concrete bunkers has not been monetized and recorded in these financial statements.

9. **Donations to Bridlewood Groups.** Total cost \$4,000 (comparative 2024 \$5,000). The following school councils and Bridlewood based groups each received a \$500 donation:

Recipient Organization	Current Year Donation	Prior Year Donation
Elisabeth Bruyere School Council	\$500	\$500
Maurice Lapointe Elementary School Council	\$500	\$500
Roch Carrier School Council	\$500	\$500
W.O Mitchell School Council	\$500	\$500
St James Elementary School Council	\$500	\$500
St Anne Elementary School Council	\$500	\$500
Bridlewood Community Elementary School Council	\$500	\$500
3rd Kanata Scouts Group	\$500	\$500
Girl Guides of Canada	\$0	\$500
Cameron Highlander Army Cadets	\$0	\$500
Year totals	\$4,000	\$5,000

10. **Social Events and Fun Happenings.** Total cost \$1,690.63 (comparative 2024 \$1,589.15) The following social events occurred in the year: Nov 11 wreath laying \$60, Dec Social Night \$222, Xmas lights contest \$50, Santa Letters \$199, Feb Hockey day in Kanata \$397, Apr Easter Egg park hunt \$12, May Garbage Pickup \$20, June Garage Sale posters \$429, and June Movie Night \$302.

11. **IT Software Licences.** Total cost \$574.07 (comparative 2024: \$410.56). This expense account records administrative software costs of Zoom meeting software (\$121) and MailChimp email management services (\$453). Mailchimp enables BCA Officers to maintain email lists for monthly community updates and recipients can easily unsubscribe online. The cost of the sports team management software (RAMP Interactive) is included in the Spring

Sports expense category and in FY 2024/25 this expense was \$420. In addition, RAMP requires a financial institution interface software (called Sportspay) and the \$559 cost of this service was included in credit card and bank fees. In 2024, the comparative IT service to RAMP/Sportspay was the TeamSnap software costing \$2,124 which was all expensed to Spring Sports.

12. **Capital Asset Purchases.** By-law #3 authorizes the Board of Directors to spend prior year Operating Fund surpluses on non-park capital asset type items. Any such purchases are not included in the Annual Cash Budget but would be shown as an adjustment to the Members Accumulated Surplus account. No such purchases were approved by the Board of Directors in FY 2024/25 (comparative 2024: no purchases).
13. **BCA Park Fund.** *Since 1992, starting with regular Bingo fundraisers, the BCA raised funds for parks in Bridlewood.*² In accordance with By-law #3, all such monies were deposited in a separate bank account. Over the years, the BCA has co-funded some park improvement projects with the City of Ottawa, including the purchase of rink boards and frost-free rink water lines and such expenditures reduced the Park Fund balance. In addition, various BCA Treasurers over the years have deposited Operating Fund annual surplus funds into the Park Fund savings account as this was the only BCA savings account available at the time. Therefore, the current Park Fund balance includes some portion of previous Operating Fund surpluses.
14. **Operating Fund Savings Account.** A new savings account for the Operating Fund was created on December 17, 2024 to hold excess funds otherwise being held in the chequing account. The current interest rate on this savings account is 1.65%.
15. **Park Fund GIC Investments.** On December 13, 2024 the following two Guaranteed Investment Certificates (GIC) issued by the Meridian Credit Union were purchased from funds otherwise being held in the Park Fund savings account (current interest rate of 1.65%).
 - a. GIC #1: \$40,000 principal, 9 month term maturing September 13, 2025, interest rate of 3.65%;
 - b. GIC #2: \$40,000 principal, 12 month term maturing December 13, 2025, interest rate of 3.65%;
 - c. Accrued interest of \$2,068.34 on the above two GICs for 8.5 months has been recorded as an accounts receivable.
16. **Expensed Items.** By-law #3 accounting principles states that the following items shall be expensed when purchased and not otherwise recorded as an asset on the balance sheet:
 - a. Prepaid expenses. For example, software licences and directors liability insurance coverage extending past August 31, 2025 has been expensed;
 - b. Supplies and inventories; and
 - c. Sports equipment and shovels each costing under \$500.
17. **Capital assets on hand.** By-law #3 states that equipment and other durable items owned by the BCA with an individual value over \$500 are not to be capitalized and depreciated. Instead, any such capital asset type items still in use are to be recorded in a Financial Statement Note with the following information: current location, description,

² Note: The wording in italics has replaced text that the BCA board has deemed not necessary for the financial report notes. This is the response from our VP Finance in regards to the change required by the majority of the Board: "The Financial Statements are unsigned due to a dispute over some of the wording in Note 13 (on page 8). At the September 9 Board meeting, a motion was passed to remove all wording in Note 13 about the BCA having a commitment to the Ontario Gaming Commission to spend 1990s era bingo revenues on Bridlewood park projects. One Director stated that she had phoned the Gaming Commission and was told they had no record of the BCA in their system. Therefore, it was concluded that there was no legal obligation to the Gaming Commission and the BCA could spend the money in the fund for any purpose. The VP Fin position is that this obligation is real, and was previously accepted by the BCA on many occasions, most recently by the Board in the Feb 28, 2025 Financial report and by the Membership in By-law #3 para 8-8. In his opinion, a phone call to a customer service rep about 30 year old paper documentation is poor evidence to discharge a significant obligation. In addition VP Fin stated that he had participated in the bingo fundraisers in the 1990s, had seen the BCA name on the bingo licences, so the current Gaming Commission rep advice was faulty. Given the misguided decision of the Board of Directors, the VP Fin has refused to alter Note 13."

year of purchase and cost. Accordingly, the capital asset type items on hand as at August 31, 2025 are as follows:
(TBD = to be determined, as financial records may not now exist)

Current Location	Quantity	Description	Year bought	Cost
BCA President	1	Bucky the Beaver costume	2020	\$3,998
Deevy Park Storage Bunker	8 + 8	Tables & benches	2023	\$711
	10	Benches	2024	\$565
Deevy Park Bunker	1	6ft long propane BBQ	TBD	TBD
Deevy Park Bunker	2	10ft x 10ft canopy	TBD	TBD
Deevy Park Bunker	2	12ft x 12ft canopy	TBD	TBD
Bluegrass Park Storage Bunker	1	Snowblower: Ariens 1332DLE	2021	\$2,802
Bluegrass Park Storage Bunker	1	Snowblower: Ariens Premium 30 SHO	TBD	TBD
Meadowbreeze Park Storage Bunker	1	Snowblower: Ariens Professional 28	2019	\$2,623
Meadowbreeze Park Storage Bunker	1	Snowblower: Powersmart 24	TBD	TBD
BCA President	1	Laptop Projector	TBD	TBD

Note 1: all storage bunkers are owned and maintained by the City of Ottawa

Note 2: during the year the following capital assets items were written off: (1) child elf costume cost \$1,296 purchased in 2021 (item cannot be found), and (2) computer laptop cost \$690 purchased in 2016 (item obsolete).

18. **Bank and Credit Card fees.** Based on the previous year expense of \$114.89, \$150 was budgeted in November 2024 for this administrative line item. However, with the switch to the RAMP/Sportspay software in February this year, the costs for sports management software and financial processing fees were now visible and separate. To best reflect the nature of the expenses, it was decided to classify the Sportspay financial processing fees to the bank and credit card fee budget item, resulting in a total cost of \$630.31 for the year. The component costs of this budget item are as follows:

Type of Fee	Amount
Sportspay - credit card fees and software licencing fees	\$559.55
Interac bank e-transfers (at \$1.50 each)	\$58.50
Stripe - processing fees (until Jan 2025)	\$7.26
Other bank charges	\$5.00
Total FY 2024/25 expenses	\$630.31

19. **“Buy Local” Purchase Data.** While it is not a By-law requirement, the current Board of Directors expressed an interest in knowing where our suppliers are located. In FY 2024/25, there were 93 purchases totaling \$35,959 of expenses, and the retailers break down geographically as follows:

Retailer Location	Total \$ Purchased	Total Number of Transactions	Average Cost of Transaction
Kanata (within 25 km of the Eva James Memorial Community Center)	\$21,275	50	\$425
Rest of Ottawa	\$7,353	12	\$613
Canada	\$5,589	15	\$373
USA	\$1,505	14	\$108
Rest of World	\$237	2	\$119
Totals	\$35,959	93	

Note that the USA purchases were all IT software licence providers and the World purchases were Chinese companies retailing via Amazon.

And that's a wrap.

Grateful for Our Community: Thank You, Bridlewood!

Looking forward to building an even stronger community in the coming year!



Larissa, Nagmani, Len, Dave, Vicki, Alyssa, Erin, Sarah, Moe, Deb, Craig, Moe, Lance, and of course, Bucky!

