

**PARISH COUNCIL**  
**Meeting of**  
**Wednesday, September 27, 2023**  
**10:00am, Bishop Reed Hall**  
**MINUTES**

**In attendance:** Suzanne Bisson, Gillian Morris, John Hancock, Joan Hounsell, Laurie Slaughter, Cynthia Greer, Pauline Adams, Joan Grayer, Bill Barber, Rev. Julian Campbell, Joy Bowerman, Georgia Roberts, Janis Perkin, Michael Perkin, Carolyn Findlay

**Regrets**

None

**Opening the Meeting**

The meeting was called to order at 10:03 a.m.

Father Julian offered a prayer.

**Approval of the Agenda**

Approval was moved by Pauline Adams and seconded by Georgia Roberts *CARRIED*

**Business Arising From Previous Meeting**

**St. Mark's return to Use of Green Bin & Recycling**

There was some discussion about the location and use of the recycling bins at St. Mark's. Signage was deemed to be of importance in both encouraging the use of, and indicating where the different receptacles can be found throughout the property. Janis and Michael Perkin will start creating signage.

**Approval of the Minutes from the June 20, 2023 meeting**

Approval of the minutes was moved by Joan Hounsell and seconded by Gillian Morris *CARRIED*

**Regular Reports**

**Rector's Report**

**Rector's Report 12 September 2023**

1. Chris and Lisa intend to be married on December 23<sup>rd</sup> 11 am. They want a church wedding but can't afford a reception. We can help. Date hasn't been finalized as yet.
2. Seven new people have filled out forms to be members.
3. Sunday School will restart hopefully in October. Seun, new member has volunteered to be one of the teachers.
4. Servers' Practice was to resume on Saturday 23<sup>rd</sup> September @ 11 am but was cancelled. A new date will be announced.

5. Lindsey Whitman along with her sister are requesting baptism for their children. They are Anglicans but don't live in the area anymore. They have a tradition with St. Mark's of having family members baptized here.
6. We have arranged a few organists for 7 weeks. Glen Keefe will return 3rd Sunday in November until next August 2024 and we are seriously taking him up on that availability. Susanne will further address this issue. **(Joy and Susanne)**
7. Clergy Conference will be held at Hotel Lac Carling. The featured facilitator of the week will be Dr. Sarah Johnson, wife of Dr. Carl Bear. Carl did a presentation called **Hymn Festival** and most of it is based on **Sing a New Creation Hymnal**. He currently works in the National Liturgy Office of the Canadian Conference of Catholic Bishops and will soon begin a term as Editor of *The Hymn: A Journal of Congregational Song*. Bishop Shane has also encouraged clergy to do 2 things within the liturgy: 1. To use more inclusive language within the Eucharistic Prayers 2. To take greater advantage of Supplementary Eucharistic Prayers from approved liturgies.
8. Bishop Shane is pleased to announce the appointment of the Venerable Kathryn Otley as Incumbent of the parish of All Saints Westboro and Archdeacon of Ottawa Central, effective September 12, 2023. The Venerable Kathryn Otley will be inducted as Incumbent of the parish of All Saints Westboro on Tuesday, October 3rd, the Eve of St. Francis, at the church (347 Richmond Road, Ottawa) at 7 PM.
9. My last on call schedule at the Ottawa Hospital was September 4 to September 10. A new schedule will be issued by month's end. In June past I administered Holy Unction to an Anglican from another part of Canada at the hospital.
10. Fr. Matthew Brown from the Valley Parish and I will do a parish exchange in the future. Once plans are arranged, the parish would be notified.
11. Seun, a new parishioner indicated that she wants to be more involved in the life of the church. Her husband wishes to do the same and wants to be part of the serving guild upon his return from Nigeria in November.

### **Rector's Warden Report**

#### **Parish Council September 27, 2023**

It has been a busy summer. Corporation met on August 1, 2023 to discuss issues that needed immediate attention, one of them being the resignation of our music director.

#### **Organist/Music Director**

Finding replacements was a challenging task as there are limited organists on the RCCO organist supply list who are interested in more than a one off Sunday. One name on the list that was unfamiliar to everyone was Glenn Keefe. I called him and the rest is history. I have also arranged for subs for the period October 1 to November 12. And Glenn will be back on November 19 until the end of May with some holiday breaks during that time. This information has been provided to corporation and the choir president.

#### **Asbestos**

Another issue that arose over the summer was that the supervisor at Carleton Memorial sent Penny an email identifying some pipes in Bishop Reed Hall which she felt were encapsulated in asbestos. They are fine if they are not compromised but once they are, an abatement is necessary.

After much discussion and research, including a call to Francis Fuels, it was determined that there was no way to ascertain that it was not asbestos and because of the health issues related to asbestos, we should arrange for an abatement.

#### **Parking - St. Rita's School.**

There are still some parents who park in the church parking lot when dropping off or picking up their children. We have had discussions with the principal of St. Rita's and she has sent out a notice to parents to refrain from using the lot. You will notice that St. Rita's is no longer placing the pylons across our driveway.

### **Policy on Harassment**

Some months ago, a copy of the Workplace Discrimination, Harassment, and Violence Response Policy was provided to corporation and parish council members. This policy is required by federal and provincial law. Corporation recently met and it was felt that we should have procedural guidelines which will be drafted and posted in the parish newsletter.

Examples of conduct that constitute harassment under this policy include Derogatory or degrading remarks about another person for any reason; conduct that creates an intimidating, hostile, or offensive atmosphere for another employee whether or not the conduct is directed at a particular employee; jokes, cartoons, or remarks about a person's age, race, ethnicity, gender, etc.

At the same time we have to recognize those situations that are not considered harassment, such as disagreements, interpersonal conflicts, or when we have minor feelings of discontent.

### **Grants**

Joy and I were hoping to meet in September to start the process of applying for a grant. This is on our agenda. (Information on what is involved is detailed in the June 2023 minutes)

### **Crab Apple Tree**

Russell Wilkins, who frequently does tree maintenance for the church pointed out to me where the branches of the crab apple tree are dead and suggested it would be better to cut it down. As nice as it was in the past to have a crab apple tree, for the past years the tree has not been producing viable fruit. I have heard people commenting on the mess that has to be swept from the walkway.

Russell has offered to cut the tree down, and I can have someone remove it. The 75th anniversary committee thought it would be an opportune time to start the anniversary kick-off with a tree planting ceremony on St Mark's Day in April. I have priced some non-fruit bearing trees at Peter Kniple nursery and various two metre trees cost \$170 - \$250.

Respectively submitted,  
Suzanne Bisson, Rector's Warden

### **Property Report**

#### **Property Report September 2023**

On Thursday, September 21, I installed a new sump pump in the furnace room in response to an email from Dan Walls, a renter, about water on the basement floor. When I tested it, there was a big spray out of the exit hose. That was patched on Saturday.

I obtained a quote from Sam Caminiti of \$2500 to repair parging at the church and Bishop Reed Hall. This needs approval from Parish Council.

Michael Perkin had a call from the alarm company that one of the back-up batteries had a low charge. I checked it out to make sure that the emergency safety light system was working properly.

A large number of sow thistles and burrs were removed from the cedar hedges and the gardens.

John Hancock

The following motion was made: "It is moved that a maximum of \$2,500.00 be approved by Parish Council to repair the parging at the church." Moved by John Hancock and seconded by Michael Perkin **CARRIED**

## **Treasurer's Report**

### **Financial Summary August 2023**

Although our collections income is actually slightly higher than last year, we are still almost \$10,000 behind where we hoped to be at the end of August. Other revenues have increased, particularly our rentals income so that we are only about \$3,000 dollars under our expected net income. The bank balance is as low as it has been since 2010. Also, our negative net income has exceeded the amount of the accumulated funds.

Joy Bowerman, Treasurer

## **Membership Report**

### **Membership September 2023**

For the first time ever, we had new members arrive during the summer. Usually, we have visitors only. I spoke with all of the new people plus 5 visitors, 2 from the States and 3 from Guyana, on Sunday.

It was good to see Carlene Lucas back and to see her sitting with Ann Matthews who has faithfully phoned her every 2 weeks since Covid began and has now seen her in real life.

As membership we make sure we talk with all new people and encourage them to come into coffee hour. We wait a few weeks, using stick-on nametags since some people don't like to be noticed until they have made up their minds.

At this point, Margaret Lodge is still making badges. please let me contact her if you wish her to do a specific job concerning Membership in any way.

In May or June, she and I looked at the trifolds and found that only the pastoral care is current.

There are so many changes and cancellations in the other 2 that they will need to be totally redone. We were waiting until more people came back to see what was still viable besides CCC. On Sunday there were 57 people, which augurs well for this coming year. I need to meet with the Corporation before reshaping the trifolds.

At some point we will be holding a luncheon for new people, our usual practice. In the past we have held it first at noon but then, until Covid at the breakfasts, which are unlikely to recommence. Membership along with Mother's Union as support staff, has been responsible for the various meals after church on St Mark's Day Christmas, BBQs picnics and any other special meals.

Sitting in the choir certainly gives one a good vantage point for checking our newcomers! We lost Connie Bowerman and James Kelly as Greeters unfortunately. It needs a special person to do that job, and one who is not in the choir, or on streaming the service or on coffee. At present some of our sidespersons are very comfortable noticing and helping new people. It is not everyone's cup of tea.

We have lost one or 2 people because they have moved away. I will know more about that in the next little while.  
Cynthia Greer

## **Choir Report**

### **Choir report- September 2023**

Since Carl Bear resigned to take up another job, we have experienced several different people playing the piano or organ. This is actually very good because it causes some of us to think of how different they all are, and what they offer, especially their touch on the piano and their ability to use the foot pedals on the organ, not specifically their directing, over the summer.

Glenn Keefe has been with us for 3 Sundays. He will be back in Mid-November.

He is a very cheerful friendly person and has been very helpful in bringing the choir back together although he doesn't know that. He seems to have us 'eating out of his hand' as the saying goes and enjoying it.

Although this situation of organist is semi temporary, we are expecting Glenn to be with us mainly, but not entirely, until the end of May, by which time hopefully, it will be obvious in which direction we will proceed.

Cynthia Greer

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## Stewardship Report

### Stewardship Financial Campaign 2023

The planning is on-going.

## Outreach Report

### Outreach Report September 2023

Over the summer I have made several deliveries from the blue bin (to DD) of food and egg cartons. Cash and cheques have also been delivered in a timely manner. My neighbours have been cleaning out closets over the summer and have donated to DD many bags of ladies' clothes, shoes, purses and personal hygiene products.

The School Supplies donations were once again extremely generous. I delivered 2 carloads of filled backpacks plus cash and cheques before the beginning of September.

Thanks to everyone for their generosity.

I dropped off a bag of stamps at 39 Mc Arthur today (Sept 18) and will continue to do this when needed.

Laurie Slaughter, Janis Perkin and I are working on a WELCOME KIT gift bag as an Outreach to new parishioners.

We hope to have this completed in October for Parish Council's review.

Joan Hounsell, Outreach

### Coffee, Company and Conversation Report Sept 26, 2023

- 1) Laurie Slaughter would like all PC members to have a copy of the fall program.
- 2) One Thursday is dedicated to Cards and Games (including Bridge.) Please note that there are 2 very accomplished Bridge Players among the regulars. One is a Master. They are available to help and give advice to any bridge player.
- 3) Creative Writing sessions will now be every 2 months .... this is changed from monthly.
- 4) CCC now has a Book Sharing Program.

## New Business

### St. Marks 75<sup>th</sup> Anniversary Planning Committee

#### **75<sup>th</sup> Anniversary Planning Committee Report to Parish Council September 2023** Members of the Planning Committee:

Fr Julian, Joseph Amuah, Suzanne Bisson, Joan Grayer, Penny Miller, Gillian Morris, Georgia Roberts

The committee has met three times to brainstorm and discuss ideas.

The committee is proposing that celebration of the anniversary take place between St Mark's Day 2024 and Sunday October 6 2024. In that interval, a number of activities and events are being considered and investigated, including the following:

Kick-Off: Tree planting on the front lawn – to take place on a Sunday morning around St Mark's Day

History of St Mark's, presented at an afternoon social hour - to take place soon after St Mark's Day. Possibly invite our neighbours to attend.

Musical concert in the church by one of the singing groups with some connection to St Mark's – to take place late spring.

High tea, strawberry social, or similar event, where people are invited to come dressed from some time in the past 75 years – to take place before the summer.

Casual fun events during the summer, such as a t-shirt day and an interesting walk

Bishop's visit, with confirmation, followed by a celebration lunch – Sunday October 6. Note: Bishop Shane has the date in his calendar.

During the anniversary months, there will be St Mark's swag for giveaway and sale. Also pictures and material will be collected into a 75<sup>th</sup> anniversary booklet that will be available for sale.

We will be discussing with the Beaver and Cub leaders as to whether/how they might wish to participate in the anniversary.

Your comments/suggestions to the planning committee are welcomed.

Georgia Roberts  
75<sup>th</sup> Anniversary Planning Committee Chair

### **Crab Apple Tree Removal**

At this point in the meeting the following motion was made: "It is moved by Suzanne Bisson that the dying Crab Apple Tree at the front of the church be cut down." Seconded by Michael Perkin **CARRIED**

### **Next Meeting**

The next meeting will be in-person on October 24, 2023.

### **Adjournment**

The meeting adjourned at 11:33am with the saying of the Grace.

Respectfully submitted by Janis Perkin