

**PARISH COUNCIL**  
**Meeting of**  
**Tuesday, October 31, 2023**  
**10:00am, Bishop Reed Hall**  
**DRAFT MINUTES**

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

**Regrets**

Gillian Morris

**Opening the Meeting**

The meeting was called to order at 10:05 a.m.

Father Julian offered a prayer.

**Approval of the Agenda**

Two items were added:

Keys and Locking Up

Sunday School

Approval was moved by Pauline Adams and seconded by John Hancock *CARRIED*

**Business Arising From Previous Meeting**

**Overview of Synod 2023**

Starting Thursday night with the bishop's charge to Synod where he reminded us that we are all together. We are not stand alone parishes, we are interconnected by our faith and our passions. It is the "we" (together) that makes us stronger and able to look forward to the future, to look beyond what we do on a Sunday and embrace a holistic balance of care and inclusion. Just think of what we are doing through Coffee, Company, and Conversation.

Friday morning we heard from Dean Sewell from St. Georgia's College Jerusalem about the challenges and the hurt they are experiencing as a result of what is occurring in Gaza, in a tearful presentation he brought home the immediacy of what was happening and the role that the Anglican church is playing in providing relief. The hospital that was bombed was directly supported by the Diocese of Jerusalem. We also learned that the Primates World Relief Fund has committed to provide up to \$30,000 in relief funds. Go to the PWRDF website if you would like to contribute.

Over the two days we were shown what the diocese has been working on to implement programs supporting every aspect of our diocesan & parish work.

Beginning in 2024, what was previously known as parish fair share, will be renamed as Proportional Parish Share and will reflect a 22% reduction to parishes. They intend to look to the following to offset revenues previously collected from Parish Fair Share:

- property revenues
- utilizing Central Trust Fund dividends (owned by the Diocese not parishes)
- Cathedral Hill income

Community Ministries will continue to be a vital support to our at risk people, since COVID the need for affordable housing, homeless shelters and essential support to at risk people is increasing at an alarming rate.

How do we fit in?

The Diocese is introducing Contextual Mission; Contextual mission is the response we give to the question “how is God calling us to proclaim the good news in our time and place?” It means learning how to share the love of God in ways that are aware of the cultures and situations of people in the wider community. It is how we as a church respond to the Great Commission to “go and make disciples of all nations.” (Matthew 28.19).

We will be a Spirit-led Church equipped for contextual mission through the implementation of Shape of Parish Ministry Consultation (SPMC) actions to enable, support, resource, and nurture practical and spiritual renewal amongst the lay and clergy leadership of our parishes and congregations. Every parish and congregation of our diocese will be engaged in contextual mission, with each one initiating or collaborating on at least one identifiable new venture by 2028. By 2032, the 135th anniversary of the founding of our diocese, we will have created 35 new worshipping communities, in a great variety of shapes and sizes.

This process of prayer, education and action will start in 2024 with the introduction of Divine Sparks in our Midst: A time for prayer.

There is so much more as to what happened at synod and the best way to capture is to look at the Synod Summary Highlights at the link below.

[https://ottawa.anglican.ca/news/ado-synod-2023-summary-highlights/?utm\\_source=Cyberimpact&utm\\_medium=email&utm\\_campaign=ADO-SYNOD-2023-Synod-Highlights-for-you-to-Share](https://ottawa.anglican.ca/news/ado-synod-2023-summary-highlights/?utm_source=Cyberimpact&utm_medium=email&utm_campaign=ADO-SYNOD-2023-Synod-Highlights-for-you-to-Share)

Michael Perkin

### **Welcome Kit**

Joan Hounsell shared the completed Welcome Kit to be given to visitors to St. Marks. Inside a small colourful bag a visitor will find a pen with the church contact info on it, a small post-it booklet and a list of pertinent information regarding service times and other contact information.



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



Over the years we at St. Marks were quick to adopt green measures, moving to LED lighting and ensuring we have recycling capabilities for paper, plastic, and kitchen waste. We have reviewed the current situation with regard to our greening/recycling efforts and have determined that there are a few areas where we can do better.

We propose that we acquire some additional blue and black boxes and strategically place them in high usage areas (office, choir room, link, and Bishop Reed Hall). Associated with the additional boxes we recommend we put up additional signage to encourage people to help be green.

For example:

**Romans 8:28** And we know that in all things God works for the good of those who love him, who have been called according to his purpose.

**Please Recycle**

**2 Corinthians 9:7** Each of you must give as you have made up your mind, not reluctantly or under compulsion, for God loves a cheerful giver.

**Please Recycle**

In the kitchen we recommend that a small green bin (which could remain in the kitchen not outside) be acquired to handle kitchen waste. Also create more signage so that renters and other users can understand better what goes in the garbage and what can go in our various recycling bins.

Used paper plates, used paper napkins and paper towels. recyclable coffee cups are often put in regular waste vs recycling.

PAPER, RECYCLABLE PLASTIC, FOOD, COFFEE CUPS MAKE ME ILL  
PLEASE USE THE RECYCLING BINS



Finally, we need to confirm that bins will be emptied on regular basis and green recycling is done weekly or even more often. Green Bag to earth bags may be necessary to reduce spillage and can be transferred to the larger green bin for disposal.

Submitted by Janis and Michael Perkin

#### **Approval of the Minutes from the October 31, 2023 meeting**

Approval of the minutes was moved by Joan Grayer and seconded by Pauline Adams CARRIED

#### **Regular Reports**

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

#### **Rector's Report 17 October 2023**

1. Servers' Practice was held on Saturday 28<sup>th</sup> October @ 11 am.

2. Lindsey and Ashley Whitman will have their children baptized on November 5. There were 2 other children but the father who is outside of the country prefers to be present. Upon his return, I will have further discussions with the family.
3. I'm in the process of organizing a teaching/study for the season of Advent. By mid-November more concrete information will be shared.
4. A Big Thank You to all who served on the Stewardship team, in particular: Michael Perkin (chair), Georgia Roberts, Joy Bowerman, Joan Hounsell, Keith Wilkins and Joseph Amuah. Now we await all the responses to the forms that were submitted.
5. The new deanery met for the first time at midday 17<sup>th</sup> October at St. Matthew's Church. In attendance was Archdeacon Kathryn Ottley.
6. The Rev Monique Stone has been appointed as Incumbent of Christ Church, Bells Corners and Archdeacon of West Ottawa effective, January 16 2024. She was the Incumbent of Julian of Norwich. We wish her God's blessings in her new capacities.
7. Synod started with a Eucharist on Thursday 19 October @ 7 pm @ Christ Church Cathedral. Our representatives from the parish were Fr. Julian along with Michael Perkin and John Hancock. (Michael will submit a report).
8. The rector is on call at the Ottawa Hospital October 30 to November 5.
9. The rector will be doing outreach at Viewmont Seniors Residence during the month November. The chapel committee has already contacted me and we await finalization of a date.

**Rector's Warden Report  
October 31, 2023**

**Property Report October 2023**

1. RJ Masonry agreed to do parging at the church this month. They estimated a cost of \$2500 which was the maximum authorized by Parish Council. The workers were at the church on Oct. 5, 6 and 11 to complete the job.
2. The new vanity sink in the basement has been slow to drain since installation. The drain trap was cleared Oct 6th afternoon with assistance from Russell Wilkins.
3. On Oct. 10, I re-attached the refrigerator door handle and put a new battery in the kitchen clock.
4. The sump pump in the furnace room has been making a noise. I am checking regularly and will adjust it to operate properly.
5. October 28. I purchased a wireless, motion-activated LED safety light from Home Depot. It has been installed in the long hallway to the basement, just past the door beside the electrical room.
6. Bill Barber has contacted Francis Fuels for Fall maintenance on furnaces and filters.
7. Bill has also contacted MVS to overhaul the lawnmower and sharpen the blade.

John Hancock and Bill Barber

From the meeting:

The maintenance on the furnace has been completed.

The Lawnmower also received its maintenance.

We are still waiting on Meadowlands Roofing to get back to us about the loose fascia.

Pauline Adams offered thanks to the Property Team for all the work they do in caring for the church building and grounds.

### **Treasurer's Report**

#### **September 2023 Financial Summary Notes**

At the end of September, we were around \$12,000 behind where we had hoped to be in our collections income, although we are almost exactly the same as we were last year. To balance that, our User Fees are up almost \$7,000 from budgeted and about \$10,000 from last year so that our general income is within about \$5,000 of our budget. Our expenses are very close to predicted (subtracting directed income) which leaves our net income almost \$3,000 less than budgeted.

Joy Bowerman, Treasurer

### **Membership Report**

#### **Membership report October 2023**

There have been no big changes since last month, or I have missed them. George Hopkinson passed away, leaving his wife Juanita. We are holding an Advent chili lunch on December 10th, the 2nd Sunday in Advent. Hopefully we will hold a welcoming of newcomers in early January.

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### **Stewardship Report**

#### **Stewardship Financial Campaign 2023**

Since the Stewardship campaign wrapped up the congregation has submitted 25 forms so far. 19 forms were from long-standing parishioners and there were 5 from newer members who had joined us in the last 2 years. & members have asked for their PAR to be increased and 2 members have asked to start PAR in 2024.

### **Outreach Report**

#### **Outreach Report October 2023**

I delivered 2 carloads of food to DDFH from the blue bin and from Thanksgiving donations in the church. Deliveries were made on the Friday before and the Tuesday after Thanksgiving.

-One of my neighbours is downsizing so I was able to deliver several small appliances and household supplies that she will not need.

-Gillian and I bundled 2 large plastic bags of folded milk bags for delivery to All Saints, Greely. Once I make contact with Grace at the church I will drop them off for her "Mat Project." This will be the 3<sup>rd</sup> delivery from St Marks since March 2023.

-Lastly, a delivery of stamps was made to OXFAM this past week. Thanks to Mani and others who donate stamps for their devotion to this project.

-Our Welcome Kit for new parishioners is still a work in progress. There are still some items to be added to the gift bags before we present them. I hope to get this project finished before the end of October .

Joan Hounsell, Outreach

## **Choir Report**

### **Choir report October 2023**

While I'm sure we would all like to settle into a regular routine with a 'semi-permanent' temporary organist, things seem to be going well.

We are using that fact that we keep changing organists every week or two, to actually look at their different abilities and methods, so that if and when we have a search committee, we will have a better idea of the type of person who would fit in. That of course is easier said than done.

Things are working well, and there were many compliments on Sunday's anthem.

I personally would like to thank Joy for all the work she has done this term. She has worked with all the Sunday organists, choosing anthems and so on, since they know neither our repertoire or whether with a smaller choir we can still sing specific anthems. She has also spent a lot of time practising on the piano, so that she has been able to lead 2 rehearsals and will also do the same this Thursday along with Sunday's organist. Not all organists are used to conducting a choir, and not all conductors can play the organ.

We have been very lucky so far that all has gone smoothly. So as well as thanks to Joy for her excellent choir practices I would like to thank the choir members for their hard work. When a choir is small, every voice counts, so having a Sunday off makes a difference.

Our permanent temporary organist Glenn will return on the 19th November, and we are looking forward to his upbeat personality.

If you have wondered why the service has changed some Sundays, it is to help a non-Anglican organist who is unused to our sung liturgy. So the Gloria has become a hymn when needed and also the psalm. There have been other changes to simplify things.

Cynthia Greer

## **New Business**

### **Keys and Locking Up**

Our renters have been reporting problems with keys not working while unlocking and locking doors at the church. Penny Miller and Joy Bowerman will review and produce new procedures for using the alarm system. Joy Bowerman suggested that the property team look at costings etc. for installing an outside keypad for the link door.

### **Sunday School**

With staffing difficulties, it was suggested that we attempt to start having a session 2 Sundays per month. On November 12<sup>th</sup> Janis Perkin will provide a planned activity for children in the Hall.

### **Next Meeting**

The next meeting date will be set later.

### **Adjournment**

The meeting adjourned at 11:43am with the saying of the Grace.

Respectfully submitted by Janis Perkin