

**Congregational Council Meeting
Holy Trinity Anglican Church
Thursday, December 9, 2021 - 7:00 p.m.**

Present: Heather Smith, Karen Rapien, Terri Ellison, Phyllis O'Neil, Calvin Charbonneau, Clayton Charbonneau, Bryan Smith

Zoom: Rev. Allan Livingstone, Jackie Dix,Carolynn Hodgins, Liz Hodgins

Regrets: Jackie Martens

Call to Order:

Heather Smith called the meeting to order. She welcomed Territorial Archdeacon Kim Van Allen by Zoom who started the meeting with a prayer. The Rev. Kim discussed the process to be followed in searching for a new minister as outlined in the document – Parish Selection Committee Guide. The process that the selection committee will follow will help the Bishop understand the strengths and needs of the parish so that he can select an appropriate candidate. The list of committee members that had been approved by council was presented to her. The selection committee members are: Heather Smith, Karen Rapien, Calvin Charbonneau, Bryan Smith, Linda Smith, Gary Raymond and Dave Goddard. Rev. Kim indicated that the process time frame usually takes 6 months but the committee are hoping to have the process completed and ready for the Bishop by January 31, 2022. Heather Smith will email a copy of the guide to council. Also, the council felt that a survey filled in by the congregation in early January would be a great way for the congregation to express their thoughts and ideas. The first meeting of the committee was set for Sunday, December 12, 2021 at 2:00 p.m. in the parish hall with Rev. Kim.

Then Heather welcomed Rev. Allan to our council meeting by Zoom. He opened the meeting with a prayer.

Approval of Minutes:

Moved by Darlene Howald; Seconded by Terri Ellison

That the Minutes of the November 9, 2021 meeting be approved as circulated. Carried.

Business Arising from the Minutes:

- **Medway High School** – Darlene has not heard from Medway and is waiting till the new year before she purchases the gift cards.
- **Wilberforce Public School** – Liz will make contact next week
- **Poinsettia Fundraiser:** Heather was pleased with the fundraiser and \$750.00 had been raised.

Correspondence:

- The council received a thank-you from Phyllis O'Neil for the gift basket that she received after the passing of Don.

Treasurer's Report:

Treasurer's report was reviewed as emailed. He still has not received payroll invoices for the months of October and November. Terri Ellison reported that the October invoice was incorrect and Rev. Tanya Phibbs is dealing with it. To be proactive, Calvin has sent in the apportionment of \$5,218.22. Even though the church is showing a good balance, Calvin indicated that about \$6,900.00 for payroll has to be paid by the end of the year.

Moved by Darlene Howald; Seconded by Liz Hodgins

That the Treasurer's report be accepted as distributed. Carried.

Committee Reports:

a) Property Report:

- Bryan continues to check the church daily.
- A representative of Horizon stopped in and adjusted the sound to the speakers in the tower. Bryan indicated that nobody should touch the sound system. A schematic of the sound system should be put in the church records so that a copy is always available.
- Quadro has finished installing the telephone and internet. It seems to be working well.
- Ken Latta repaired the roof heating cables so that they are working now.

b) Warden's Report:

- Vestry Meeting is on January 23, 2022. Please have your reports completed by January 7, 2022.
- Josh Marsden and Paul Marsden have resigned from council. On behalf of Holy Trinity, Heather thanked them for their service and their offer to continue checking the emergency equipment for us. Two volunteers will be needed to fill the vacancies.
- Heather Smith is distributing gifts to the council and other workers as a token of appreciation for their time and effort to support Holy Trinity.
- Karen has emailed an insurance quote from Robertson Hall to Paul Rathbone. The quote for Holy Trinity would give us a considerable savings. Karen received a call from Ron Birkett, the chair of the insurance sub-committee for the diocese in early December to say that he felt our insurance would be the same amount or even more. The diocese was holding an insurance meeting on December 7, 2021.
- A reminder of Merrymount "Fill the Steps" on Saturday, December 11 was made. Liz Hodgins indicated that she had enough volunteers to help.

c) ACW Report:

- Phyllis O'Neil reported that over thirty PWRDF Christmas cards had been sent to Holy Trinity members over eighty years old. A donation of \$500.00 was made to the Ailsa Craig Food Bank and \$500.00 to Women's Rural Resource. Phyllis thanked the ACW for the Christmas porch arrangement.

d) Sunday School Report:

- Nothing to report.

e) Rector's Report:

- Rev. Allan thanked Jackie Dix for her support in preparing the Sunday bulletins.
- The pamphlet re: Advent, Christmas prayers used during the service has been well received.
- He thanked the Christmas decorating committee and was delighted to join them for this activity.
- He would be delivering communion to some of the elderly in the coming weeks.
- At the beginning of the service Rev. Allan said that he would remind people of the importance of following the health and safety measures.
- During his time at Holy Trinity, he has been delighted to see the sense of mission demonstrated by members.
- The candles are to be set-up for the Christmas Candlelight Service. Rev. Allan will bring glow sticks as candles for the 4:30 p.m. service.

f) Communication Update:

- Christmas cards with a picture of Holy Trinity Church have been mailed to the members of the congregation. Thanks to Heather for her work completing this task.

g) Re-gathering Sub Committee:

- The committee had a evening meeting by zoom on Wed. December 11, 2021. Amanda Jackman mentioned from her observations that she felt the congregation could use a gentle reminder of the health measures to be followed. Amanda designed a card with the guidelines. The card was placed in the pews as a reminder of how important the guidelines are to keep everyone safe. The question of whether a service should be held on December 26, 2021 was raised. Council discussed the Covid concerns raised by the subcommittee regarding the Sunday service. Because of the increased number of contacts people have with family and friends on Christmas safety at the Boxing Day Service becomes a greater concern.

Moved by Bryan Smith; Seconded by Liz Hodgins
That the service on Sunday, December 26, 2021 be cancelled.

Carried.

New Business:

- Terri mentioned that it was 10 years ago that Baby Jesus went missing from the manger scene outside the church.

Upcoming Dates:

- Sat. Dec. 11, 2021 – Fill the Steps – 10 a.m. to 1 p.m.
- Sun. Dec. 12, 2021 – MP 3rd Sunday of Advent
- Sun. Dec. 19, 2021 – HE 4th Sunday of Advent
- Fri. Dec. 24, 2021 – HE 4:30 pm Family Service
– HE 7:00 pm Candle Service
- Sun. Dec. 26, 2021 – MP Boxing Day – Cancelled due to health safety
- Sun. Jan. 2, 2022 – H. E. –
- Sun. Jan. 9, 2022 – M. P.
- Sun. Jan. 16, 2022 – H. E.
- Sun. Jan. 23, 2022 – M. P. – Vestry Meeting to follow.

Next Meeting: Thursday, January 13, 2022 at 7:00 p.m.

Motion to Adjourn: Terri Ellison made the motion to adjourn.

The meeting closed with everyone reciting the grace.