

**Congregational Council Meeting  
Holy Trinity Anglican Church  
Thursday, January 13, 2022 - 7:00 p.m. via Zoom**

**Present:** Rev. Allan Livingstone, Heather Smith, Karen Rapien, Terri Ellison, Phyllis O'Neil, Calvin Charbonneau, Clayton Charbonneau, Bryan Smith, Jackie Dix,Carolynn Hodgins, Liz Hodgins, Jackie Martens

**Regrets:** Josh Marsden, Paul Marsden, Darlene Howald

**Guests:** - Tom Tomes, Dave Goddard

**Call to Order:**

Rev. Allan opened the meeting with a prayer.

**Approval of Minutes:**

Moved by Liz Hodgins; Seconded by Terri Ellison

That the Minutes of the December 9, 2021 meeting be approved as amended. Carried.

**Business Arising from the Minutes:**

- **Medway High School** – no report
- **Wilberforce Public School** – Liz contacted Wilberforce this morning. She will deliver 10 cases of water on Monday morning. It was questioned if Holy Trinity could be acknowledged for providing water in a newsletter. Liz will ask.

**Correspondence:**

- Received a Thank you from Lois Hodgins family
- Liz received a letter from the cancer clinic thanking us for the funds to pay for parking.
- Rev. Allan received 2 letters from the Diocese; to complete the certificate of elections and from Paul Rathbone re: the charity number for St. James, Clandeboye.
- Heather received a notice of subscription due for Forward Day By Day books. They are well received but since no one is at church right now she will drop some off at the apartment buildings.

**Treasurer's Report:**

Calvin presented the Treasurer's report. He still has not received payroll invoices for the months of October, November and December. We received an estimate of \$4,320.94 for October and \$2,469.67 for Nov. and Dec. We will have to use estimates for the year end reports if we don't get the actuals in time. Karen has been in contact with Rev. Tanya Phibbs several times to get the final amounts. Apportionment for next year should be \$20,000.

Moved by Calvin Charbonneau; Seconded by Karen Rapien

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

**2022 Budget:**

Calvin presented the budget for 2022. It was decided to raise church repairs to \$2,000. Rev. Allan commented that he has visited several churches in the parish and ours is the best maintained church in the Diocese. Bryan said the window sills on the parish hall windows need repair and the bricks behind the kitchen need pointing. We discussed the contract with Bell and the subsequent fee to cancel our service with them. Everyone agreed that the upload speed is much better with Quadro solving some of the problems recording services.

Moved by Calvin Charbonneau; Seconded by Jackie Dix

That the budget be recommended to Vestry. Carried - Unanimous

**Committee Reports:**

**a) Property Report:**

- Bryan continues to check the church daily.
- Ken Latta repaired the roof heat cables. He delivered his scaffolding and picked it up free of charge. Bryan, Dave, Gerry and Orville reworked the cables over the parish hall and they seem to be working well. Bryan commented that Ken is a good friend of the parish.
- There have been problems with the sound system. Bryan, Karen & Gerry had a virtual meeting with Don Klassen from Horizon and he walked them through how to fix the problems.
- The property committee are planning on putting a secure letter drop off box in the parish hall door for letters, donations, etc.

**b) Warden's Report:**

- Heather asked for approval to change the date of the Vestry Meeting from January 23, 2022 to February 6, 2022. The meeting will be by Zoom. She is waiting for paperwork from the Diocese. Because we have an Interim Minister, our Territorial Archdeacon, Kim Van Allan will chair the meeting. The Vestry Report is almost ready. We will email the Vestry reports and also make a time available for people to pick them up.
- Karen is meeting with Calvin and Tom Tomes to sort out the problems with the charity numbers between Holy Trinity and St. James.
- Karen reported on her research regarding insurance. She did receive a more reasonable quote but the diocese was questioning if this was a reputable company. According to Canon 35 we are not allowed to use this quote even though it would save us approximately \$3,300.00. Karen contacted the diocese to tell them that Canon 35 was severely out of date and suggested several updates.

**c) ACW Report:**

- Phyllis O'Neil has handed in a brief report for Vestry.

**d) Sunday School Report:**

- Nothing to report.

**e) Rector's Report:**

- Rev. Allan is enjoying being with this parish.
- He is a little concerned about broadcasting with no live audience. He suggested it would be nice to have different readers. Jackie Dix said there is a schedule for readers. She volunteered to get in touch with them to see if they are comfortable to read at their designated service. She will see that there is a reader each week.
- Rev. Allan said we will stay with Morning Prayer for January and then reassess.

**f) Re-gathering Sub Committee:**

- Will continue with online services until at least January 30.

**g) Selection Committee:**

- Dec. 12 – met with Kim Van Allen to review the process.
- Karen & Heather have begun filling out Parish profile.
- Dec. 30 – the committee met again over Zoom. They reviewed the Parish Profile. They also took pictures of different parts of the church to go along with the profile. It is complete.

The committee also discussed the questionnaire. Karen & Bryan had delivered about 90% of questionnaires. The deadline to return them is January 22. Once they have received them back they will compile the questionnaires.

- Bryan commented that the hand delivery was more personal and many people asked about the church, minister, etc. Rev. Allan said that is the value of pastoral visiting.

**New Business:**

- Jackie M. asked about storage of old minutes. Terri gave Jackie an email for the diocesan archives.
- Jackie M. asked about gas compensation to Bryan and Karen. They declined.
- Liz said in the fall we discussed having someone from Craigwiel Gardens come to make a presentation regarding the new nursing home. We will table this to the March meeting.
- Liz asked if Amanda was still posting minutes. Jackie will contact her. Calvin will put a note of explanation on the Treasurer's Report.
- Heather mentioned that Cheryl Steckly will be joining the Parish Council.
- Talked about the Cemetery Board. Linda Smith is interested in being a member.

**Upcoming Dates:**

- Sun. Feb. 6, 2022 – Vestry Meeting – 1:00 p.m.

**Next Meeting:** Thursday, February 10, 2022 at 7:00 p.m.

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

The meeting closed with everyone reciting the small doxology – Glory to God.....