

Parish of Central Saanich Council Minutes – November 17, 2020
7:00 p.m. Hybrid In-Person at St. Mary & by Zoom

Follow-up Action Items arising from the meeting:

Name	Action Item	Target Date	Priority
Wardens	Strategize about Communications	ongoing	(In process)
Leslie/Derek	Draft Deficit Elimination Appeal Letter	To go out by November 24	H

Participants: The Rev. Lon Towstego, Chair The Rev. Matt Humphrey (Z)
Derek Osman Lynda Clifford Greg Robinson Ian Stuart
Deb Butler Terry Hartley (Z) Karen McColm (Z)
Ken Pedlow Sandra Scarth (Z) David Stewart
Don Wilson (Z) Leslie Pedlow (Recording Secretary)

- I **Open meeting with Prayer** – The meeting was called to order at 7:05 p.m. Rev. Lon opened the meeting with a prayer from ***Daily Prayer*** with the Corrymeela Community by Padraig O'Tuama. Attendance at the meeting was by Zoom and in person.
- II **Agenda:** Lon asked if there were any changes or additions to the Agenda. David Stewart asked if we could discuss whether the next Council Meeting would be hybrid or fully Zoom. Lon indicated that we would discuss it under "Next Meeting"
- III **Minutes:**
Council Meeting – October 20, 2020 – The Minutes were adopted by Electronic Vote with two abstentions due to the technical difficulties which compromised being able to hear the content of the meeting.
- IV **Business Arising from the Minutes:**
- a) **Initiatives with United Church Neighbours** – Lynda and Lon reported that another group meeting was held in late October. The two Parishes have agreed to work together on the collection of items for Our Place through to January. Lon, Matt and two representatives from Central Saanich United Church made a site visit to a possible location for a "Wild Church" service to be held on November 29th at 1:00 p.m. by invitation only. The numbers are limited by the property owner at this point. David asked what Wild Church was and Matt explained that it was using the outdoors to hold a service. It is meant to be ecumenical with scripture, walking, period of quiet. Lon indicated that the site was a lovely setting but involved a 10 to 12 minutes hike that was not especially easy. Lon also stated that it is a Diocesan Ministry and Matt heads it up but we had planned to do it in conjunction with the United Church and our parish with Matt leading it. Deb Butler and Derek Osman are on the team. *(Post Meeting Note – this has now been cancelled following Provincial Health gathering restrictions announced on November 19th)*
- b) **Succession Planning** – Nothing further to report at this time. David suggested that perhaps a Parish Announcement could be made including a two or three-line job description for each position. It might spark some interest and nominations. Lon asked David to draft some information.

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- c) Being Visionary – Lon indicated that he had expected to discuss this matter under the response to brainstorming item on the agenda. He reiterated that with the complications of the Covid-19 pandemic that this is the time to be visionary and flexible not to become weighed down by a visioning process when the impacts of Covid are likely to be felt well into 2021.

V Non-Financial Reports:

- 1. Incumbent – Lon's report was presented as written. There has been a question around returning to on-line services only. Lon asked Ian to start by addressing item Covid-19 Protocols.

- a) Covid-19 Protocols – Ian began by indicating that he thought we were doing very well to date. Yes, the number of cases is rising. However, he didn't think that there was a need to return to virtual services at this time. He did indicate that if there was anything more we could do it would revolve around mask wearing. It was agreed that, as per Provincial Health guidelines, there be a strong recommendation (not a mandate) for wearing masks when in church. He reiterated that people need to learn to be comfortable asking people to wear their mask or maintain social distancing if they are feeling uncomfortable. There were some logistical questions around current protocols i.e. – ventilation, flow of foot traffic, mask wearing, visiting in the church and chatting in the parking lot. Lon had recorded a pastoral message that was played for the information of council members. Lon indicated that he and Cathy Quicke spoke regarding some of her concerns and feels that they have been satisfactorily addressed. They have mutually agreed to step back on the number of singers and that there would be no singing during Communion as concerns had been expressed. It was suggested that the protocols be reintroduced to the congregations as a refresher on what is appropriate behaviour.

Sandra had asked the question about returning to on line services as she has had some people express concern. Greg asked if the idea of closure was mandated or of our own initiative. At this stage Lon indicated this would be on our own initiative and that Archdeacon Penelope Kingham is fine with in-person services continuing and Lon is happy to do so. He is also aware that we must remain flexible as direction could change at any time.

- b) Response to brainstorming suggestions – Lon indicated that the video that had just been viewed was one result of the brainstorming. It stemmed from Karen's suggestion for using 2 -3 minute updates or mini-sermons and Lon will take Karen's advice about the target audience. Lon reiterated that some of the suggestions can be done immediately, some in the longer term and some will need more discussion. He assured everyone that their comments would be taken seriously by the clergy and wardens. Derek asked about Lon providing a summary of the comments and he was referred back to the Minutes of the last meeting. Lon will also review.
- 2. Assistant Curate – Rev. Matt didn't feel that he had anything new to add. He is Currently working on Advent Reflections. On a personal note, he reported that he would be moving house at month end.

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3. Wardens:

St. Mary – There were no questions on the St. Mary report.

St. Stephen – There were no questions on the St. Stephen report.

It was **Moved** by Derek Osman, **Seconded** by Deb Butler, that the non-financial reports be received. **CARRIED.**

VI Financial Reports:

a) Treasurer's Report – Derek spoke to his report. He asked if there were any questions. David wondered why the salaries were below budget. Derek explained that the Diocese has switched to a new payroll system and there were issues getting the details of the September salaries broken down into positions. The lump sum for all September salaries has been noted in a separate line item and if you add it to the salary information it brings them in line with the budget. Leslie is currently working with the payroll staff to correct this deficiency.

b) St. Mary Statements to October 31, 2020 – Derek indicated that he would reserve any discussion on the Deficit until later on the agenda. He called for any questions. David suggested more clarity on the Ron Smith Legacy before the AGM. He wondered why it was not incorporated into the Rector's Discretionary Fund. Leslie advised that it was meant to be used to help people who were, or were in danger of becoming, homeless (especially those who were living rough) on a larger scale than those who were assisted by the Rector's Discretionary Fund. Lon reiterated by examples, the types of things the RDF is typically used for.

It was **Moved** by Derek Osman, **Seconded** by Ian Stuart that the St. Mary Financial package to October 31, 2020 be adopted as presented. **CARRIED.**

c) St. Stephen Statements to October 31, 2020 - Derek, on behalf of Lynda presented the financial package. Derek called for questions. David wondered why St. Mary's had an Accounts Receivable for St. Stephen's October payroll and that St. Stephen's didn't have an off-setting payable. Leslie explained that the payroll information does not come in until after month's end and that Bob had no way of putting an offsetting entry into his October statements as he was not invoiced until November.

It was **Moved** by Derek Osman, **Seconded** by Lynda Clifford that the St. Stephen Financial package to October 31, 2020 be adopted and that there will be follow-up discussion between Derek Osman and Greg Robinson pertaining to the 2019 year-end adjustments. **CARRIED.**

d) St. Stephen Cemetery Financial Reports to October 31, 2020 – The statements were presented to Council for information only as they had not been adopted by the Cemetery Board. However, Council was advised that the September statements previously submitted had been adopted.

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It was **Moved** by Derek Osman, **Seconded** by David Stewart that St. Stephen Cemetery Financial Statements to October 31, 2020 be received for information as presented. **CARRIED.**

- e) Deficit Elimination Appeal – Derek referred back to the Treasurer's Report where the deficits were stated to be \$22,875 for St. Mary and for St. Stephen it was \$22,998 minus \$15,431 from the Deficit Reserve Fund for a deficit of \$7,567. Greg had some question for Derek about how the funds in the Deficit Reserve were reported in his Treasurer's report and they agreed to discuss outside of the meeting. After the messages from Sunday, November 15th and November 22nd, both churches will need to get a Deficit Elimination Appeal letter out as soon as possible. Sandra reiterated that the letter should be short and to the point. Leslie indicated that she and Derek were working on a draft.

VI New Business

There was no new business brought to the table.

- VII Next Meeting** – Tuesday, January 19, 2021 at 7:00pm *or as needed*. David Stewart asked if we would continue as a hybrid meeting or go back to fully Zoom. Lon asked those on Zoom if the technology was improved. There was a consensus that it was much better. Sandra emphasized that the people who wore masks while speaking were still difficult to hear. Lon felt that unless there are mandated changes, we will continue to meet using the hybrid method unless there is the need for a short, one-topic meeting prior to January 19th. Lon also indicated that our AGM will likely be some sort of hybrid meeting with only Executive on site.

Ken Pedlow made a motion to adjourn at 8:58 p.m.

- VIII Closing with a Prayer and the Grace** Matt lead a closing prayer and we said the Grace together.



Lon Towstego, Chair