

**St. Joseph's Parish**  
**Pastoral Council Meeting**  
**September 12, 2017, 18:00 – 20:00**

**Attendees:**

Joanne Lee (*Chair*)

Richard Beaudette (*Pastor*)

Chris Adam (*Exec. Director*)

Angela McCanny (*Pastoral Care & Social Justice Cluster*)

Andrea MacWilliam (*Community Building Cluster*)

Donna Rietschlin (*Liturgy Cluster*)

Paul Roche (*Faith Formation & Initiation Cluster*)

Roslyn Brown (*Member-at-Large*)

Jackie Maurais (*Member-at-Large*)

Bob Orser (*Member-at-Large*)

Robert Sykes (*Member-at-Large*)

**Regrets:**

Terry Byrne (*Member-at-Large*)

Jenine Figurado (*University Mass*)

Greg Forestell (*Treasurer*)

Patricia Malikail (*Finance Committee Chair*)

Edwin Okoduwa (*University Mass*)

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**Summary:**

**1. Welcome and Opening Prayer**

**2. Adoption of Agenda**

**Moved** – Fr. R. Beaudette

**Seconded** – A. MacWilliam

**3. Presentation, Jamie Loback**

J. Loback spoke of the liturgical work, music and space rental as they pertain to musical groups that he is responsible for. J. Lee commented on the consistent coordination of music, homily/reflections, decorations. The 9:30 family choir membership is difficult to maintain; A. MacWilliam is going to support that choir. Wish list: (1) better lighting – get the groups who rent to provide as they currently have to bring in and set up lighting for themselves; (2) upgrade to the sound system; (3) the pipe organ is in need of restoration (estimated at \$100,000 in 2000). There is a difficult balance between use of space for liturgical activities and rentals. The group thanked him for both his

presentation and the excellent work he is doing.

#### 4. **Ratification of Record of Meeting of August 8, 2017**

Approved

##### **Actionable Items from last meeting:**

- 4.1. R. Beaudette to follow up on feedback on the unceded Algonquin Lands article – outstanding **ACTION: R. BEAUDETTE**
- 4.2. Council members to read the Pastoral Plan from Canadian Martyrs Parish – done
- 4.3. Report on ministries – ongoing
- 4.4. A. McCanny to circulate the proposed questions/issues for initiating discussion with the ministries – done
- 4.5. R. Beaudette to circulate the ministry leadership contact list – done
- 4.6. J. Lee to invite Brian Ouellette to speak to Council at the next meeting – new item  
**ACTION: J. LEE**

#### 5. **Reflection, A. McCanny,**

A. McCanny lead the group in a series of reflections based on Colossians 2: 6-10.

#### 6. **Standing Items**

##### **6.1. Pastor's Report**

- 6.1.1. Steering Committee for Dialogue Circle on Renewed Relations with representatives from Canadian Martyrs, Sacré Coeur, St. Basil and St. Elizabeth Parishes met to plan the fall and winter programming.
- 6.1.2. University Mass began on September 3rd, a week earlier than usual. Brian Ouellette prepared the celebration well, recruiting people for the various ministries. About 50 attended, approximately 1/3 of the usual number; it was a good beginning and those who attended will probably promote it to their friends. The second Sunday had 100 people attending. An article in the Spirit might be useful.
- 6.1.3. Fr. Ken Thorson, OMI will be presiding at the University Mass six Sundays during the fall semester. Ken will also be involved to some extent in the Young Adult Ministry.
- 6.1.4. The pastor will be attending the Provincial Council meeting of OMI Lacombe September 12-14.
- 6.1.5. Workshop "Dying Well" with Sr. Rosemary O'Toole has been organized for November 18, 10 am to 4:30 pm. The session will be held at Sacré Coeur as there is insufficient meeting space at St. Joe's that day.

- 6.1.6. Brian Ouellette, along with the pastor, will be holding regular office hours in the UOttawa chaplaincy office starting in a couple of weeks.

## 6.2. Executive Director's Report

### 6.2.1. Successful inauguration of Parish Hall stair lift

Both MPP Natalie Des Rosiers and City Councillor Mathieu Fleury were present on August 12, 2017 for the formal inauguration of the Parish stair lift, for which we had received a grant from the Ontario Trillium Foundation. A long-time parishioner, Anne Young, took the "maiden voyage" on our stair lift and both of our municipal and provincial representative spoke very favourably of the Parish's active role in the broader community and of our commitment to inclusion. Approximately 40 parishioners were in attendance for our small reception after 5 pm mass.

### 6.2.2. Mathieu Fleury's apple picking initiative for the Parish

In response to the vandalism of the Supper Table garden, City Councillor Mathieu Fleury contacted the Executive Director and offered to organize an apple picking event in benefit of the Supper Table at the Orleans Fruit Farm for late September. M. Fleury's office would also post pieces to social media highlighting the importance fresh food at social outreach initiatives such as the Supper Table.

### 6.2.3. Roof update

In August, the parish made good progress on moving ahead with another phase of the roof replacement this fall. With Maintenance Manager, Nick Cacciato, the Executive Director met with engineers from the BTC Group, who will act as the parish's consultants on this phase of the roof replacement.

Priority: rectory roof (over steeple)  
Current Service Life: 2019-2020  
Estimated Cost: \$55,000 (includes consulting fees; is less than budgeted)

BTC is overseeing a tender process involving qualified, pre-selected firms and this process will be completed this month. Work on the replacement of the rectory roof membrane, as well as the flashing, will be completed in October 2017.

### 6.2.4. Parking lot update

In August 2017, parking lot revenue was \$15,934, which is in keeping with levels seen in August 2016.

In September, we expect a boost in revenue due to the rental of rehearsal space by the NAC, with full pay parking lot usage. However, this has put a strain on availability of parking spaces for others.

### **6.2.5. Archbishop's Dinner**

To take place on October 18, 2017. A table has been purchased by the parish. See Chris if you have interest in attending.

### **6.2.6. Hall Kitchen**

The Hall kitchen needs a significant update to be fully functioning.

### **6.3. Finance Committee – Greg Forestell**

No report this meeting as G. Forestell is unavailable tonight. A separate joint meeting will be held, probably in November. Head of ministries, by the last day of October, should submit request for money.

### **6.4. Upcoming Parish/Ministry events (tour de table)**

**J. Maurais** – J. Maurais participates in the monthly music outreach to St. Patrick's Home. Should this activity be recognized as a Ministry within a Cluster? J. Maurais will talk to the group to see what they think, regarding which Cluster.

**ACTION: J. MAURAIS**

**P. Roche** – Seekers Group meeting on the 23<sup>rd</sup>; Men's Group last Monday of the month; Breathing Group continues on Fridays at 10:30.

**D. Rietschlin** – D. Rietschlin is on the board of OMRA which provides rental support to refugees for three years; there will be meeting with the St. Joe's refugee group regarding partnerships; L'Arche Ottawa will be doing a photo presentation this coming weekend and next with Henrietta Kelemen will be at most weekend liturgies.

### **6.5. Member's Bio**

R. Sykes provided a detailed outline of his life, education and interests.

Next Month: C. Adams

**ACTION: C. ADAM**

## **7. Current Business**

### **7.1. Meetings with Ministry Clusters**

R. Beaudette set up a questionnaire as a guide to use when speaking to teams.

P. Roche and B. Orser sent questionnaires to groups and one meeting is scheduled; meeting with Brian does not seem necessary, as he will be speaking with us next month.

R. Beaudette reaffirmed the need to speak in person to the ministry representatives, rather than simply using the questionnaire via email. This lets each representative

know that they and their ministry are valued and is likely to capture more information.

**ACTION: ALL MEMBERS**

### **7.2. Discussion of Pastoral Plan (Canadian Martyrs Model)**

- J. Lee noted that their plan was well done, one that we could follow. She provided a “cheat sheet” that highlighted certain items from the Canadian Martyrs Plan.
- R. Beaudette cautioned that we not take the Canadian Martyrs plan and try to “lift” from it an outline for our plan. Our parish is different and this is a different time.
- R. Brown noted that the Canadian Martyrs plan looked a lot like a Strategic Plan. The last Strategic Plan in the parish was done in 2010, 7 years ago.
- We will wait until next month when we have the reports on the ministry clusters to decide on how to move forward.

### **7.3. Monthly articles in Bulletin/The New Spirit**

Members felt that there is a need to tell the wider parish current or future Council activities. One way would be to use the bulletin or New Spirit. B. Orser is willing to take on communications role.

Ideas:

- (1) provide general PPC email address in bulletin of council members, invite parishioners to use for specific purposes;
- (2) provide a comment book at the back of church;
- (3) put a link to the minutes in the bulletin;
- (4) post upcoming agenda, asking for input;
- (5) B. Orser will provide a template for the monthly articles that can be customized to include relevant information from the PPC meetings each month.

A list has been developed, assigning months to Council members to write an article for the bulletin or newsletter.

**ACTION: B. ORSER**

### **8. Pastoral Items for Coming Month – Fr. Richard**

R. Beaudette recommended that, at the weekend liturgy, council members find someone that they don't know and introduce themselves, asking if they are new to the parish or if they are visiting and identifying themselves as a contact person.

**ACTION: ALL MEMBERS**

A. McCanny: it would be helpful to have something to hand out to new people/visitors about the parish such as a tri-fold brochure or something else simple. The Welcome Desk can be experienced as intimidating, as there are so many people, so many things to sign up for. Brandon has created a large welcome package for new people; C. Adam will ask him to summarize his material into a tri-fold.

**ACTION: C. ADAM**

**9. New Business**

**9.1. A. MacWilliam**: Reese and Andrea propose a concert series. Times: Noon hour or Saturday 4 pm might be a good time, which might encourage people to stay for the 5 pm mass.

**10. Food for October Meeting**

Prime: A. McCanny;

Helpers: A. MacWilliam, R. Brown

**11. The meeting ended with a closing prayer.**

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**Parish Council Minutes approved by consensus on:**

**Parish Council Chair:**  
**Joanne Lee**

**Minutes prepared by:**  
**Roslyn Brown**