

Parish Council

Tuesday March 10, 2026

St. James Anglican Church

Attendance: Rev. Mark Lewis, Doug Jarvis, Elizabeth Irwin, Wally Baker, Melody Praine, Jill Dumaresq, Patty McLaughlin

Regrets: Rosemary Wells, Jack Barkley, Isobel Tuttle, Rev. Pat Martin

Start time: 7:31

1. Welcome/opening prayer	Mark Lewis	
2. Approval of Agenda	Moved: Melody Praine	Seconded: Elizabeth Irwin
2a Approval of Minutes	Moved: Wally Baker	Seconded: Melody Praine
3. Business Arising	Mark Lewis requested that the job posting for a new 'Communication Coordinator' be added to New Business agenda item	
3a. Event calendar	<p>Chamber breakfast – no new dates yet.</p> <p>Tim McLaughlin and Mark Lewis need to discuss potential date for the Roast Beef fundraiser.</p> <p>Mark Lewis shared that he has been advised that the kitchen at the Matilda Hall, has not been updated. Point of contact for the hall is David Jansen. A new venue may need to be discuss.</p> <p>It has been noted that Kathy Lucking will be visiting on the dates May 9-10. Co-ordinating the Roast Beef dinner around these dates should be considered.</p> <p>Mark put forth the following suggestion on behalf of Rosemary: In an effort to offset the slow decline in 'offerings' at the beginning of the year perhaps a fundraiser/event should be considered for February.</p> <p>Another suggestion would be to host a 'breakfast' fundraiser.</p>	

	Bakeless bake sale also suggested for raising funds.	
3b. Milk mat workshop	March 25 <sup>th</sup> at 1pm To be held at the Community Living Building. Frankie will be leading the workshop.	Melody reminded council we need a pic of Frankie to help advertise the workshop.
3c. Ruth Update	<p>Mark shared that Ruth has officially left her position with St. James.</p> <p>March 26<sup>th</sup> there will be a meeting with executive archdeacon Linda Hill and our Parish Discernment Committee.</p> <p>At this time Ruth is at St. Helens. Focusing on her calling. Mark shared that Ruth is doing a great job. The entire parish council sends her our unwavering support.</p>	
4. Rector's report	Rev. Mark. (see attached)	<p>It was stressed that the parish requires routine repairs.</p> <p>Maintenance repairs are required for the building. Upkeep is important.</p> <p>Paving the street (is coming our way) – would be nice if they would pave the parking lot. Could potentially save \$ by doing it as the road is paved.</p> <p>Prep work (Gravel) first is required.</p> <p>Report attached.</p>
5. Warden's report	Jill Dumaresq	<p>Addition by Mark Lewis: EFM met twice in February 2026.</p> <p>Also the name 'Speer' has been corrected to remove the extra 's' at the end as well Gibb.</p> <p>Report attached</p>

<p>6. Treasurer's report</p>	<p>Rosemary Wells –attendance regrets</p> <p>As per Mark Lewis on behalf of Rosemary Wells ~ General giving's are down approx. \$4000 when comparing 2025 to 2026. Noted we have lost some significant patrons from our congregation.</p> <p>I</p> <p>It was noted that repair of the elevator/lift – was a new expense incurred. Actual repair completed in March.</p> <p>General question from Melanie Praine ~ St. James Security amount has increased. This could be a typo.</p> <p>Doug Jarvis also raised question if there will be a rent increase for the hub.</p> <p>Moved by Mark Lewis Seconded by Jill</p> <p>Report accepted.</p>	<p>It was noted that the snow removal cost has increased.</p> <p>Suggestion for quarterly reports will be submitted to Rosemary. Elizabeth suggested that the weekly– bulletin incorporates a quick and easy Inflows/Outflows Chart. Allows parishioners to see a snap shot of the church's finances. Jill volunteered to create Inflows/Outflows chart comparison for bulletin.</p> <p>Mark will investigate.</p> <p>Mark Lewis advised a 5% increase will be incorporated. Legal documents need to be drafted.</p>
<p>7. Holy Trinity report</p>	<p>No report</p>	
<p>8. Cemetery report</p>	<p>No report</p>	
<p>9. Apple tree ministry</p>	<p>Melody shared that she received a 'Thank You' note for assistance provided by the Apple tree ministry.</p>	
<p>New Business</p>	<p>A – Paving Bob Ruddock is willing to support investigating the paving of the parking area around the church. Mark Lewis will contact Bob, and they will begin asking preliminary questions regarding this process.</p>	

B ~ Rectory Fireplace  
2 quotes provided.

Doug questioned if both quotes are for the same BTU. Wally found answer online (for Harbers).

There is a small difference in dollars between the quotes. Doug, Wally and Jill voiced that they have had interactions with Harbers and they have excellent customer service.

Funding for the fireplace repair will need to come from the CTF. Total amount required \$10,000.00.

C ~ Easter Services  
Nothing will change for these services with the exception that it happens to be on the week where there will also be a contemplative service (as per the rotation).  
Question if there will be an advert placed in the local paper? Mark Lewis suggested it's a good idea. The suggestion is to put the notice on the same page as the listings of church Easter Services. Jill and Mark will discuss further.

Saturday service (time is set for 7pm) Mark Lewis is considering adjusting the time to 8pm). More meaningful if its darker to bring the 'new' light into the church.

D ~ E-Transfer  
The new email address  
Has been implemented in anticipation for the new incumbent. This new email address is meant to keep Business and Finance dollars separate. New email address is [apsd.gifts@gmail.com](mailto:apsd.gifts@gmail.com)

Wally moved to proceed with the Harbers quote.  
Jill seconded. Motion by Doug. All parish council are in favour moving forward with Harbers.

Motion by Jill to approve withdrawal from CTF for \$10,000.00.  
Second by Elizabeth  
All in favour – carried unanimously.

	<p>E ~ Holidays  Marks brother Steve is turning 70. Mark and Wendy are flying down to help celebrate. Departure May 13<sup>th</sup> – Return May 19th.</p> <p>F ~ Communication Co-ordinator</p> <p>Jill Dumaresq requested the actual job description. Jill Dumaresq and Mark Lewis will review and reach out to Ruth as well for any additional information/suggestions.</p>	
11. Motion to adjourn	Wally	
12. The Grace.		

Meeting Adjourned: 8:59

Recorded by  
Patty McLaughlin