

**OLV Warden's Meeting
August 19, 2021**

In attendance: Bill Cameron, Father Murray, Susan Lemieux, Bill Raby, Gail Preston, Lyall Campbell

Absent: Nancy Lanthier

Item	Description	Action by
1	Opening Prayer: opening prayer led by Bill	
2	Approval of Agenda: Agenda approved by Susan Lemieux, and seconded by Bill Raby	
3	Approval of Minutes: Minutes as presented by Gail are approved by Susan Lemieux, and seconded by Lyall Campbell	
4	<p>Administration Activities:</p> <p>1. Secretary's Report: Nothing to report</p> <p>2. Treasurer's Report: Nancy not in attendance.</p>	
5	<p>Business Arising from Minutes.</p> <p>1. Basement leakage project update:</p> <p>Lyall mentioned that on August 11/21 he purchased 30 bags of topsoil from the Pepiniere L'Ange Gardien on Pierre Laporte St. (these bags are at the back of the church near back porch).</p> <p>Susan has donated the patio stones. The plan is to remove the sod, re-slope the low corner on an angle away from the outside wall of the sacristy/basement with the top soil and then we can replace the sod. We will then place the patio stones on top of the sod to divert the water away from the corner where the water is entering the basement at the conference room entrance at the stairs.</p> <p>As this job may take at least a half a day to complete, a decision was made to complete this project when the weather gets cooler.</p> <p>2. Schematic project update:</p> <p>No progress so far. Need to follow up with everyone.</p> <p>3. Continuing role of Ushers and Greeters:</p> <p>It was decided to keep the Ushers and Greeters to provide assistance for seating, and also record the names and phone numbers of non-regular attendees to mass. This is in accordance with the Protocol from the Diocese,</p>	

6	<p>New Business:</p> <p>1. Elections Canada project:</p> <p>Elections Canada has approached Our Lady of Victory Church to use the Church hall in the basement as a voting station for the upcoming Federal election on September 20, 2021.</p> <p>Bill Cameron will fill out the questionnaire that Elections Canada has provided (i.e. obtain contact information, and leasing information).</p> <p>We will put a schedule in place to see who among the warden's is available as a contact person and when they could be at the church if Elections Canada needs help.</p> <p>The church doors will need to be opened for 7:00AM and locked around 11:00PM/12:00AM.</p> <p>Lyall will look into getting the basement stair lift repaired prior to the election.</p> <p>Susan will contact Dan Clement to advise him that OLV will be a polling station on September 20th and ask him to make sure the bathrooms are clean and are stocked with toilet tissue and paper towels.</p> <p>2. Filing cabinet and bookcase from Just Equipping:</p> <p>Lyall was talking to Monique, and it was mentioned that there is a filing cabinet and bookcase that Just Equipping wants to donate to the church.</p> <p>It was decided to keep both of these and find a place for them.</p>	
7	Next Meeting: Sept 16, 2021	
8	Adjournment: Meeting adjourned by Susan Lemieux, and seconded Bill Raby	