

**OLV Warden's Meeting**  
**November 16, 2023 @ 10:45 in the Church Hall**

**In attendance:** Bill Cameron, Susan Lemieux, Bill Raby, Nancy Lanthier, Gail Preston, Theresa Ritchie, Mervin Butler, and Lyall Campbell

**Absent:** Father Greg Murray

Item	Description	Action by
1	<b>Opening Prayer:</b> opening prayer led by Bill	
2	<b>Approval of Agenda:</b> Agenda approved by Theresa Ritchie, and seconded by Susan Lemieux Additional items added.	
3	<b>Approval of Minutes:</b> Oct 12, 2023 minutes as presented by Gail are approved by Susan Lemieux, and seconded by Bill Raby	
4	<p><b>Administration Activities:</b></p> <p><b>1. Secretary's Report:</b> Gail has nothing to report for this period.</p> <p><b>2. Treasurer's Report:</b> Nancy is in attendance and provided the financial statement for the period ending October 31, 2023. We are currently in a deficit position of \$21,292. Cash in checking account is around \$21,890.00.</p> <p>Nancy mentioned that parish activities are not subject to the diocesan tax.</p> <p>The Easter and Christmas are now subject to the diocesan tax.</p> <p>The financial statement is approved by Lyall and seconded by Theresa.</p>	
5	<p><b>Business Arising from Minutes.</b></p> <p><b>1.Plumbing update &amp; future challenges</b></p> <p>Lyall gave a status on the plumbing issue in the rectory basement. There is a blockage in the main sewer pipe that leads to the street in the basement of the rectory. Prosecure came in on Tuesday Nov 14, 2023 to look at the pipe with a camera and they recommended that approximately 20 feet of pipe needs to be replaced due to corrosion and blockage. The plumber will replace the cast iron pipe with a new plastic PVC sewer pipe. He mentioned that depending on the condition of the existing pipe, he might need to dig further to obtain a secure point to attach the new pipe. Prosecure will provide an estimate as to the cost to do the work. The water shut off valve is in the old bathroom downstairs located in the hot water tank room. This valve is also to be replaced.</p> <p>Rectory Upstairs – new vanities and taps to be installed in rectory bathroom and in the apartment with new shut off valves and flexible tubing. The shut off valves for the bathroom water are located in the hot water tank room in the rectory basement. The valves are close to the ceiling and have been labeled.</p> <p><b>2. Future Financial Challenges</b></p> <p>We can look at sending out a letter for fundraising.</p> <p>When we did the roof we sent out a letter. We sent it out to former parishioners and those families that had been at the church for various sacraments i.e. marriage, baptism, confirmation or for a funeral. The last letter in 2014 around \$12,000 was raised through the letter.</p>	

	<p>Bill would like to get all the estimates and costs together and list all the expenses that we incurred over the year. Expenses for hall painting, outside caulking/eaves trough work, basement window replacement, rectory vanity work and water and sewage costs will be indicated in the letter. Bill will indicate that we provide support to various community groups and self help groups which use our hall.</p> <p><b>3. Parish hall - Basement window replacement update</b></p> <p>The completion of the window replacement should be done by the end of November. Full payment is due when the job is completed. Bill will advise Nancy when they will schedule the job and she will prepare the cheque.</p> <p><b>4. Keys project update</b></p> <p>Bill is verifying with all the rentals as to which keys that they have in their possession for the church.</p> <p><b>5. Quebec Regis des Entreprises update</b></p> <p>The form has been completed by Linda. However, it is a very complicated process and it is all in French.</p>	
6	<p><b>New Business:</b></p> <p><b>1. Price of missals –</b> Susan mentioned that the church missals are being bought for \$3.95 and we sell them for \$6.00. This is the 3<sup>rd</sup> year at \$6.00 We order 75 and there are missals that go to St. Malachy. We could look at increasing the cost to \$10.00 for next year.</p> <p><b>2. Pro4Saisons – Laneway marker for shared driveway</b></p> <p>Lyll mentioned that Pro4saisons should put a laneway marker at the shared driveway. This will ensure that they will come for laneway when they arrive to do the front walkway and front path.</p> <p>Bill talked to Lea and will move her car when she gets a text from Pro4Saisons. Unfortunately, If she does not move her car, there is not much that we can do.</p> <p>At the moment there is lots of stuff in her yard that makes it hard for her to park her car and now she is parking close to the side of the garage. It makes it hard for Lyll to get the snow blower out to clean the security access. In order to prepare for the snow removal season, Lyll mentioned that went to the side of Lea’s house and picked up a package of shingles, metal rods and old boards so that the snow removal company will not pick them up in the snow blower.</p> <p>Bill will meet with Lea and discuss the snow removal issues that may occur if she does not move her car.</p>	
7	<p><b>Next Meeting:</b> December 14, 2023 at 10:45 a.m.</p>	
8	<p><b>Adjournment:</b> Meeting adjourned by Susan Lemieux, and seconded by Mervin Butler</p>	