

OLV Warden's Meeting
June 25, 2026 @ 1:00 p.m. in the Parish Hall

In attendance: Father John Braganza, Linda Cameron, Susan Lemieux, Bill Raby, Nancy Lanthier, Gail Preston, Theresa Ritchie, and Lyall Campbell

Absent:

Item	Description	Action by
1	Opening Prayer: opening prayer led by Linda Cameron	
2	Approval of Agenda: Agenda approved by Bill Raby, and seconded by Susan Lemieux	
3	Approval of Minutes: Minutes of May 21, 2026 as presented by Gail Preston are approved by Theresa Ritchie, and seconded by Susan Lemieux	
4	Administration Activities: 1. Secretary's Report: Gail Preston has nothing to report for this meeting. 2. Treasurer's Report: Nancy Lanthier presented the monthly financial report ending April, 2026. There is a deficit of \$3,442.37. Report approved by Bill Raby, and Lyall Campbell.	
5	Business Arising from Minutes. 1. Rental rate increases and Top Reseau Chretien space in daycare room: Theresa provided an update of the rental fees. All wardens in favor of the following rental increases: Daily rates will be increased to \$75.00 for our weekly rentals AA and NA groups will be increased to \$100.00 per month. Non-profit meeting rentals will stay the same at \$75.00 Private rental for non-parishioner is increased to \$175.00 and \$50.00 cleaning fee for a total of \$225.00. Private rental for OLV parishioner stays at \$75.00. Funerals (Parish Hall) Parishioner from OLV and St. Malachy - \$0.00 Non-Parishioner from OLV and St. Malachy - \$75.00 Concerts: (Chanterelle, La Harmonie...etc.) – Church Rental - \$325.00 - Use of parish hall before and after concerts - \$75.00 NOTES: - Cleanup fee for all hall rentals - \$50.00 - All evening events will finish at 12:00 midnight, with 1 hour of clean-up. - (Out of parish hall by 1:00 AM) - Rentals require Quebec liquor permit to server or sell. The Daycare group has agreed to let the Top Reseau Chretien group use the back corner of the daycare room to store their equipment. 2. Access to Kitchen/Cupboards – Theresa hunted down the missing coffee pot. One of the groups put it in their cupboard by mistake – Mystery Solved! There is no need to lock up the coffee pot cupboard. 3. Status of Hydro Wires – Linda mentioned that the hydro wires have been replaced by Berube Electrique for a total of \$1914.33.	

	4. Status of projects – Lyall provided an update on the following ongoing projects. May 27th -Rectory bedroom flooring completed by Nadon - \$1477.42 May 29th – Lyall painted the baseboards and the new blinds installed in windows. June 4th - Side porch rebuild completed by Gail and Lyall. They wish to thank Susan, Monique, and Nancy for their input on the building steps – Cost of the building materials is \$302.78 (charged to OLV account at BMR) North side church roof repair completed by Germain Lanthier - \$1293.46 5. Vermitek Update – Lyall will notify Mathieu Berndt that the wardens have approved the quote. The total is \$3725.19 for the Vermitek (squirrels) and the soffit/fascia work. 6. Diocese Question: Linda provided information from Rene Laprise at the diocese concerning capital expenditures, retention period for rental contracts and church rates. The “Capital Expenditures” is still being finalized and will be ready shortly from the diocese. Mr. Laprise mentioned that we only need to keep to current rental contracts. The church “rates” schedule concerning masses, funerals, etc is being worked on by the diocese.	
6	New Business: 1. Chairperson renewal form – Linda filled out the form, and renewed the chairperson position for 1 year. Thank you Linda. 2. Website committee update – Linda and Father John provided information concerning the team that is working on the new website. With great help from Mr. Ambrose Ward, the OLV St. Malachy website has been changed to https://stmalachyolv.ca/. The cost is \$65.00 per year, and is substantially less than what the current website provider is charging. The parishioners are welcome to make suggestions to the “Website Team” which is made up of the following people, Mr. Ambrose Ward, Mr. Murray Dunnigan, Mr. Gregg Cybulski, Mr. Don Kearnan, and Father John. Thank you all for your hard work. 3. Collection of Data on Active Places of Worship Document – Linda and the wardens filled out this document. Father John agreed to complete the “Building Inspection” section of the document, by doing a walk through the building. 4. Material Container/Bin – Linda No bin will be rented for now. Father John mentioned that to ensure that the items are disposed of in an environmentally safe manner, instead of getting a “large garbage bin” to get rid of all the unused articles that have been cluttering up the church for a number of years, Father John indicated that he will do a little at a time to bring these articles to the eco-center. We can also look at the Ville de Gatineau schedule for the bulk waste collection. 5. AED Battery required Expiry Date July 15, 2026 – Lyall ordered and replaced the AED expiring battery on June 29, 2026 at a cost of \$395.85	

	6. Insurance Update – Bill will provide a proper invoice for Nancy, indicating the premium and taxes. (\$12,313.00 plus tax) It was decided that Nancy will provide 12 postdated checks for the insurance company. 7. Fundraising Letter – The fundraiser letter was not discussed, but a possible insert letter in the bulletin, explaining that OLV's expenses have risen over the past year. Father John mentioned that he would prepare a draft letter. But on the topic of fundraising, Linda talked to the food bank director and they might be able to cater the supper for our fundraising event. Linda will setup a meeting with the food bank to discuss this item and work out the details.	
7	Next Meeting: July 30, 2026 @ 10:00	
8	Adjournment: Meeting adjourned by Theresa Ritchie and seconded by Gail Preston	