

**Triunity-Clifton United Church  
Council Meeting Minutes  
October 10, 2023**

Present: Mary Ann Burke-Matheson, Gordon Matheson, Anne Love, Bruce Fitchett, Heather Cameron, Linda Dunning, Phil Floyd, Alma Mutch, Lynn MacPhail, Bob MacNutt, Rev. Dr. John Moses, Susan Willis

Regrets: David White, Miriam Lank, Vicki Allen Cook

**1. Opening Prayer:**

Gordon Matheson called the meeting to order and invited Rev. John to lead prayer for Council members. Bob MacNutt was welcomed as liaison for the property committee.

**2. Approval of Agenda:**

It was moved by Bruce Fitchett and seconded by Phil Floyd that the agenda be approved. Motion carried.

**3. Approval of Minutes of the previous Meeting:**

It was moved by Linda Dunning and seconded by Phil Floyd that the minutes of the September 12, 2023 meeting be approved. Motion carried.

**4. Correspondence:**

Letter from Hannah MacDonald, Office Administrator, on September 25, 2023.

**5. Reports:**

**a) Finance and Treasurer:**

The most recent update of the budget is to come. Phil Floyd indicated that the operating loan will be in use later this week as cheques are written.

**b) Property:**

Bob MacNutt reported on flooring costs for replacing the carpet in the lower hall and the parlour and Rev. John reported on a quote of \$1200 for cleaning the soiled carpet in the hall. This matter was discussed. There may be sufficient money in the property budget to replace the hall carpet with vinyl plank flooring. The refinishing of the manse floors is excellent and the heat pump was installed in the manse and is functioning.

**c) Worship:**

Linda Dunning reported that the committee had met. World Wide communion was well attended. Don Fraser is looking for section leads for the choir. The worship committee approved the replacement of the projectors in the sanctuary from the media fund. Rev. John called various companies and obtained 2 quotes. The cost for replacement and installation is \$5149.70.

**d) Outreach and Service:**

The September minutes of the committee were circulated. UPEI food bank collection is in October. Holland College food bank will be considered through the benevolent fund.

Heather Cameron reported that the committee is planning their November and December activities.

**e) Christian Development:**

Alma Mutch indicated that the committee is working on police record checks for volunteers. Gillian Scantlebury and Alma are looking at the nursery and what is required there. Volunteers have sorted Sunday School material from storage boxes.

**f) Pastoral Care:**

Anne Love reported that the committee had met and are working on the congregational list. Rev. John would appreciate receiving information from visits made by committee members.

**g) UCW:**

The UCW met on October 2, 2023 and Lynn MacPhail indicated that gratitude was the focus of the meeting. Dishes have been cleaned and returned to the kitchen. The Health Inspector is coming on October 11, 2023 to do an inspection of the kitchen. The Food Safety Management course will start in November. The UCW will buy a new fridge for the kitchen by the parlour.

**h) Trinity Men:**

Phil Floyd has announced a meeting of this group for October 18, 2023.

**i) Nominating:**

Phil Floyd is planning to meet with Rev. John.

**j) Trustees:**

Linda Dunning indicated that a cheque had been sent to Council as per the last Council meeting. There will be an annual review with Dominion Securities.

**k) Ad Hoc:**

Rev. John and Phil met regarding this work. Phil and David White will review some of the options for property re-development that have been considered in recent years.

**6. Minister's Comments:**

Rev. John is continuing his contact with people and is visiting. There is consideration, by some of the Prince Street churches, of reviving the Advent lunch time services.

Rev. John indicated that there is a need to re-visit supervisory responsibilities for staff. There will be a meeting regarding this with Miriam Lank and the Council Co-chairs.

**7. New Business:**

**a) Archives:**

Katherine Dewar, church archivist, joined the meeting to update the Council on work that is underway with the church archives. Suitable space for archives continues to be an issue. Keltie MacPhail comes in every 6 months to do work on our archives. Katherine is recommending the transfer of archival material to Sackville NB, and has been in touch with the archivist from there. It was moved by Linda Dunning and seconded by Phil Floyd that the documents identified be transferred to the Archives in Sackville, NB. Motion carried. A list of the documents to be transferred will be filed with these Council minutes.

Katherine indicated that the only waterproof and fireproof cabinet the church has is in the office and it contains death, marriage and birth records. These records up to the 1960's went to the Provincial Archives.

Linda Dunning acknowledged Katherine's work with archives at Trinity. Mary Ann Burke-Matheson thanked Katherine for her work and also acknowledged Keltie for her work on our archives.

**b) Property Re-development:**

Rev. John spoke to this matter as it may be a good time to investigate this considering housing needs. His daughter, Sarah, would help if requested to do so. Phil Floyd will have the Ad Hoc committee look at this. Tax status on a rented part of the building will need to be considered.

**c) Proposed Space Rental Policy:**

: Discussion ensued on this matter following a review of the letter from Hannah MacDonald. In particular, a proposed 20% non-refundable deposit on rentals was discussed.

It was moved by Phil Floyd and seconded by Lynn MacPhail that we approve a non-refundable deposit of 20% for rentals. After some discussion it was moved by Heather Cameron and seconded by Linda Dunning that we lay the motion on the table. Motion carried.

Finance, trustees and property are asked to consider the letter from Hannah and to bring a direction back to Council.

**d) Computer Purchase for Office:**

A computer has been ordered.

**e) Committee Minutes:**

These are to be signed and sent to the office once they are approved by the respective committee.

8. **Next Meeting: Tuesday, November 14, 2023 at 6:30pm.**

9. **Adjournment and Benediction:**

On a motion from Bruce Fitchett to adjourn, Gordon Matheson adjourned the meeting.

Rev. John led the benediction.