



*Welcoming all to encounter Jesus, grow as disciples, reach out in faith and service.*

## Pastoral Council Meeting Minutes

**Thursday, March 2, 2023 7:00 p.m. CST**

Meeting Location: Children's Room, In-person meeting

Attending		Regrets
Pastoral Council Members		Members
Father Matthew, Pastor	Heather Hickey, recording secretary	Dean Schmidt
Bronwynn Cutts, Chair	Robin Sander, Vice-Chair	Jhoana Bernarte
Reylan Lozada	Don Griffith	Len Florizone
Val Stone	Chad Sawatsky	
Pastoral Council Resources and Guests		Resources
None.		

### 1. Opening Prayer

*Fr Matthew led a reflection on the upcoming Sunday Gospel.*

### 2. Agenda Review

Other Business agenda item additions:

- Don would like to discuss the music after Communion.
- Val would like to discuss a parish nurse for future meeting.

The motion to accept the agenda with the additions. It was duly moved and seconded. The vote was concluded as all in favour with no abstentions or objections and carried as unanimous.

### 3. Approval of Minutes and Matters Arising from the Minutes

Draft February 2, 2023, Minutes. Fr Matthew suggested a few changes for grammar and clarification.

The motion to approve the agenda, as revised, was duly moved and seconded. The vote was concluded as all in favour with no abstentions or objections and carried as unanimous.

### 4. State of the Parish

The parish financial council meet prior to this meeting. Fr Matthew provided the budget for 2023, including the projected deficit. Finance council has agreed upon the budget and projections, as given the planned surplus from 2020-2021. We also don't know our new normal revenue/expenses, so we'll adjust as we move forward.

### 5. Diocesan Policy on Communion for the Sick

Father Matthew will be launching this March 4/5 weekend.

## **6. Easter Triduum Planning**

Fr Matthew opened the discussion on potential improvements to Easter weekend liturgies. There were no major improvements mentioned. The members all liked how St Anne's has done the Triduum. Decision Item: Holy Thursday collection recipient charity. Fr Matthew suggested Indigenous Healing Fund. The members agreed to this option. The motion to approve the Holy Thursday collection recipient charity as the Indigenous Healing Fund was duly moved and seconded. The vote was concluded as all in favour with no abstentions or objections and carried as unanimous.

### Holy Thursday Charitable Donation Decision Item Amendment – Confirmation of Motion Carried

Following the meeting on March 2nd, via email, Father noted that since the Indigenous Healing Fund will be supported by the diocese, who will be conducting a specific ask later in the spring, St. Anne's Parish needs to consider other options and amend the motion passed. Utilizing a Resolution in Writing, through email, a vote was conducted to consider alternative charity options, noted as CUMFI; Pregnancy Options Centre and CHEP). Recorded via email, the three charitable options were provided and a resolution in writing was conducted. The confirmation of the motion passed was provided through an email dated March 30, 2023, noting the motion as resolved that the charitable donations from the Holy Thursday collection will be provided to the Saskatoon Pregnancy Options charity.

## **7. Church Sanctuary Discernment**

Fr Matthew provided a debrief of the February discussions on the church sanctuary for those members who missed the previous meeting. The diocesan policy on Communion says that priest should bring the Eucharist out of the Tabernacle at Mass. Moving the Tabernacle to the Sanctuary would make this logistically work, which provides an opportunity for change. Len, Dean, and Bronwynn met outside of the PPC meeting to discuss the discernment process plan for change, which could be used with this decision. The draft process plan was provided and reviewed.

Discussions reviewed the diocesan guidelines and the impacts on the practices at our parish. This included whether or not the priest bringing the Ciborium from the Tabernacle could be an issue for people who feel that Liturgical Coordinators should be able to do it. Questions and comments resulting from the discussions were noted as: Should we reframe the decision to be more about updating the sanctuary space and less about the adhering to guidelines for carrying the Ciborium? Is that really the driving force? It is more about enhancing the space. We want to be up front about the decision-making process so the parish is clear about the process. We want community discernment about changing the sanctuary space. Do we agree to reach out the members of the original build? Chad mentioned that this was prudent and transparent. Fr Matthew noted the importance of connecting with those who were engaged in the original build and discussed reaching out to Sandra Richter as a member of that original build. Fr Matthew wanted clarification about what we are asking the parishioners for this discernment process. From the discussions, Father Matthew noted he would provide the item for decision to parishioners at Mass (possibly through homily) over a weekend of consecutive masses (or two?) through an open-ended question and request for prayerful discernment on this decision before providing feedback. The details about what kind of changes are to be considered need to be clear and were discussed as potentially: 1) Move the Tabernacle to Behind the Altar; 2) Move the Crucifix to the Centre, etc. vs Moving the Tabernacle; 3) Moving the Crucifix). Chad mentioned for good data collection the questions should be clearly asked (i.e.: give 5 options and give parishioners a choice 1-5



of what they'd prefer). Discussions also reviewed the notion of providing sketches or visuals to assist parishioners in their discernment. Council agreed that providing sketches would give parishioners some clear ideas about what could be done and would be beneficial to the discernment.

Actions Resulting from Discussions:

- Fr Matthew will consult a few Catholic designers to see if they could provide sketches.
- Bronwynn will meet with Len and Dean to restructure the discernment process plan.
- Fr Matthew will reach out the Sandra Richter as a member of that original build.

## 8. Annual General Meeting (AGM) Planning

As discussed at the previous meeting, the diocese is suggesting a more formalized process for parish AGMs. This will include that each parish would be registered as an individually owned cooperation (provincially/federally), therefore, function under this governing authority as an independent board. The AGM details have not yet been confirmed from the diocese, but were confirmed as to follow the typical legal/formal AGM process. The first half of the meeting would include all legal requirements are completed (provision of the financial statements, etc. ) Each parish would have five set trustees: the bishop, a bishop delegate, the pastor, and two priest-suggested parish members (approved by the bishop). The two members would potentially be from the Pastoral Council and Finance Council.

### AGM Date: Sunday May 28

Action(s) resulting from discussions:

- Fr Matthew will let the diocese know of our AGM date

## 9. Pastoral Council Attendance

Discussion about options to improve attendance to PPC. Change the date or time? The members all agreed to keep the date and time of the meeting.

### Pastoral Council Term Review and Succession Planning

Review of members' terms ending and succession planning include a review of the Pastoral Council Policy (Appendix B)

Saint Anne Pastoral Council Members 2022-2023	
Father Matthew Ramsay, Pastor	Parish Coordinator: Heather Hickey
1. Bronwynn Cutts, Chair	1st term started June 2020; 1st term as Chair June 2021 to June 2022
2. Robin Sander, Vice Chair	1st term started June 2021 1 <sup>st</sup> term as Vice Chair September 2022
3. Len Florizone	1 <sup>st</sup> term started June 2020
4. Reylan Lozada	1 <sup>st</sup> term started June 2020
5. Chad Sawatzky	1 <sup>st</sup> term started June 2021
6. Val Stone	1 <sup>st</sup> term started June 2020
7. Don Griffith	1 <sup>st</sup> term started June 2020
8. Dean Schmidt	1 <sup>st</sup> term started June 2022
9. Jhoana Bernarte	1 <sup>st</sup> term started June 2022

Action(s) resulting from discussions:

- Bronwynn will email members in their 3<sup>rd</sup> year to discuss intent to continue or end terms.
- Bronwynn will update the parish council terms chart.

Since we don't have a past-chair, Don will act as the past-chair for running the next PPC council election. It is important to have good representation of various members of the parish. Fr Matthew would like everyone to come up with ideas of people to nominate.

**10. Strategic Planning – Ongoing Vision Statement Activities - Tabled**

- Continuing discussions on 'Every Catholic a Disciple Maker'

**11. Other Business**

Don discussion of music after Communion

- Don does not like music after Communion. He doesn't like the "performance-type" of reflection songs (not announced, no song sheets). Fr Matthew noted the music to be a time of reflection. Fr Matthew doesn't mind solo songs after Communion as it is a time to pray as long as it isn't done in a performance way.

Action(s) resulting from discussions:

- Fr Matthew will bring the music ministry guidelines to our next meeting.

Val discussion of parish nursing

- Val brought forward asking if St Anne's would consider. Was brought forward from a parishioner.
- Not in the budget. Fr Matthew mentioned not seeing the need but that there is a need to increase pastoral ministry. Fr Matthew suggested that if the parishioner felt strongly, they could proposal for our council.

**12. Action Items Review & Next Meeting**

- Next Meeting Thursday, April 13, 2023

**13. Closing Prayer**

- 14.** Meeting adjourned at 9:00pm (exactly).



**APPENDIX A:**  
St. Anne's Parish  
Parish Pastoral Council Policies and Procedures  
1<sup>st</sup> Draft: February, 2022

This document is an application of the *Diocese of Saskatoon Guidelines* for the Parish Pastoral Council (PPC) of Saint Anne's.

### **Election Process**

PPC members are generally chosen by parish election using the following process:

- The Past Chair is responsible for running the elections.
- Elections are generally held in the spring, with new members attending their first meeting in June.
- Nominations: Parishioners are invited to nominate eligible parishioners to serve on the PPC. This is communicated in the bulletin, snapshot, and other appropriate means of communications.
  - Nominations are usually open for about three weekends.
  - Nominated parishioners will provide a brief biography and picture.
- The weekend before the election takes place, names, biographies, and pictures of all nominees are put in the bulletin.
- On the weekend of the election, parishioners are invited to vote by secret ballot.
- Ballots are counted the following week by a minimum of two people and results are announced the following weekend.

### **Executive**

- The Chair and Vice-Chair are generally elected from the membership.
- A staff member, the Volunteer Coordinator, serves as secretary. In addition to the duties noted in the *Guidelines*, the secretary will:
  - Ensure minutes are posted to the parish website and bulletin board after approval.
  - Track term limits for members.
  - Keep parish records organized and up to date.

### **Meetings**

- The PPC generally meets monthly from September to June.
- Meetings in December and June are usually shortened and followed by a celebration.
- All members of the PPC and the parish are invited to suggest agenda items. The agenda is prepared by the Chair and Pastor.
- Meetings are open to all members of the parish as observers. As observers, visitors are entitled to speak only if invited by the Chair. Portions of a meeting may be held in-camera to discuss confidential matters.