St. Augustine Parish Council Agenda
Wednesday September 2, 2026
7:00 p.m. St. Augustine Church

Attendance: Fr. Liju, Brad Normandeau Russell Hemingson, Jim Rakai, Nikki Forster, Fran Hefti, Rollie Comeau, Henry Hollman

1. Call to order: *7:19PM*
2. Opening Prayer from Father Liju
3. Addition to Agenda
4. Approval of Minutes of June 5, 2026
   Jim makes motion - Rollie seconds - Motion passed
5. **Volunteer Recruitment**:
   a. PPC membership:
      i. PPC Recruitment – Welcome to Henry Hollman
      ii. Brad agreed to be the recorder beginning in September 2026.
      iii. Succession plan for chair person, Franziska and members 3 years and more on PPC
      iv. Terms on PPC are 3 years and may be extended an additional 3 years.
      Henry opened a conversation about having Parish Council representation from various Parish member organizations (CWL, KofC, Music Ministry etc.).
   b. Plan for PPC members to complete the half day **training (TIM) Together in Ministry** to fully understand the Parish Councillor role.

      Russell will look into the TIM training to provide information so new members can receive this training.

6. **Safe Environment**

   Tina Hemingson is still continuing with this training as described in the June minutes.

7. **Old Business**:
   a. **Logo for St. Augustine church** letterhead circulated.
   b. **Parish Pictorial Directory** circulated to parishioners
      i. Russell has an **updated list of parishioners** from the pictorial directory. Jan has started updating the list in Parish Friendly. If Jan needs assistance, both Nikki and Russell.
      Jan has updated contact information using the updated list. The information will next be updated into flocknote.
   c. **St. Augustine website update**:
      i. Couples for Christ (CFC) Missionary Couples for Christ operates at St. Augustine Church. Couples for Christ is no longer operational at St. Augustine church This information needs to be updated on our web site. Many new parishioners to our parish go to the website to see resources

available and may then make contact with MFC. Replace CFC to MFC. Jo Jo can provide us with proper information.

Fr. Liju reported that Nexson Oandasan will make these updates to website.

8. New Business:

a. **Volunteer recruitment and promotion**

This time of year is where we often recruit for ministries. Russell proposed distributing a sign-up sheet at Mass in the pews or with people at the entrances.

He also proposed having some representatives of various ministries coming to speak about the role to help with recruitment. Brad proposed using this when a role is short-staffed to recruit for that role.

Nikki proposed choosing a different ministry each month to target. We have someone from that role to speak to the congregation and for each PC member to approach one person during the month to help with recruitment.

b. **Inventory update**

An annual inventory of all church assets will be completed over the next month by the members of each ministry. The previous categorized list will be provided by Russell.

c. Annual Insurance Renewal: complete the *Arson Risk Management Compliance Declaration* and *Self-Assessment Checklist for Preventing Water Damage*
https://capri.formstack.com/forms/arson_risk_management_compliance_declaration and *https://capri.formstack.com/forms/selfassessment_checklist_for_preventing_water_damage*

Martien Opsteen will complete these forms for insurance purposes, and ensure that the church is in compliance with the requirements.

d. Goals for the 3-year CAEDM Plan

The parishes goals have been set to align with CAEDM's 3-year priorities:

1. *Formation of Eucharistic Worship*
2. *Formation of Confident Witness*
3. *Formation for Service to Families and Marriage*

Fr. Liju has sent the report for the parishes approach to this 3-year plan. We are awaiting feedback from the archbishop.

e. Church Basement Flooring

Henry and Jim examined the failing and stained carpet in the church basement. They have explored the option of removing the old carpet and painting the floor underneath. Estimated cost of $500-$1000.

Henry motioned: Remove carpet and purchasing paint and associated supplies with a cost of $500-$1000 to give the floor a face lift. Jim seconded – Motion carried

f. Basement Station of the Cross Paintings

9. Reports:

a. **Stampede Food Booth**
Rollie missed the Stampede Food Booth Meeting due to another commitment.

Fr. Liju shared that $152 000 was earned and $12 000 was shared with St. Stephen for a profit of $140 000. We need more volunteers in general and especially more volunteers to work as shift coordinators.

b. **Together We Serve:** We are on target after the first quarter. Next statement update will be in early July.
Jan has reported that are target is $12 000, and we are well under target with only $2000 collected for the quarter ending in June. We will need to add information to bulletins and announcements to let Parishioners know so we can perhaps make up that shortfall.

c. **Faith formation:** On-line courses are offered by OLPH in Sherwood Park. We are able to access these courses.
Adding information on these opportunities to bulletins will provide parishioners to take advantage of this opportunity.

d. **St. Augustine School Liaison:**
Brad asked for the opportunity to invite parishioner to the meeting on Sept. 10 at St. Augustine School to discuss the possibility of separating the school into two schools.

e. **St. Augustine School Council:**
School Council supported the School's Open House BBQ by supplying hot dogs and helping cook.

f. **School Trustee**

Nikki is exploring the question of hiring Catholic teachers for the Catholic Schools. Brad discussed the challenges and philosophy that comes with this.

g. **Building Committee:**
The building committees for the archdiocese needed to be reformed after the assignment of a new archbishop. The process is ongoing, and we are waiting for the committee to form to approve building plan.

h. **Parish Council Outreach:**

i. **First communion** –

We discussed coordination between school and parish to spread the word and recruit first communicants. Rollie will come speak at the School's Friday God's Garden Assembly. Information to be distributed from the afterwards.

j. **Confirmation –**
No confirmation this year.

k. **RCIA –**
l. **CWL –**
m. **Knights of Columbus –**

n. **Maintenance –**
Martien reports $300 for stump grinding. Burning excess waste wood in a barrel (needed a fire permit). Eavestrough repairs have been made.

o. **Pastoral Council**

10. **Closing Prayer** from Father Liju
11. **Meeting Adjourned**
12. **Next meeting** Wednesday October 7, 2026 at 7:00 p.m. at St. Augustine church.