

**ST. MICHAEL CATHOLIC COMMUNITY (“SMCC”)
PASTORAL COUNCIL (“PC”)
MINUTES OF MEETING
JANUARY 27, 2026 @ 7:00 PM**

In attendance: *Ex officio* Fr.Vargas, M. McGee (Chair, SMCC Finance Council)
M. Nasse (Chair), M. Tapuska (Secretary), B. d’Souza, C. du Toit,
M. Fitzsimmons, K. Gibson, D. Helton, S. Kelly, O.Uwagboe

Regrets: Fr.Chukwurah, G. Puhl, K. McKinnon

Conversation in the Spirit

Call to Order and Welcome

Items from October Meeting

1. Approval of Minutes

Moved that the minutes of the October 28, 2025, meeting of PC be approved. **Seconded.**
Approved as tabled.

2. Financial Update – M. McGee (Report presented based on notes in italics)

St. Michaels hit all its 2025 TIA objectives and all the benchmarks required to qualify for the Multiply the Hope campaign, but until the end of the month when we hear from the Diocese, we won’t know exactly what that amount will be towards the potential \$510,569 total in matching funds from the Diocese. The Diocese also confirmed that we received a clean Specialized Procedure Report (audit) from Ernst & Young. All in all, we were blessed with excellent financial results this year with special thanks to our generous parishioners and excellent stewardship on behalf for Fr. Edmund, Fr. Kelvin and the St Michaels leadership team!

The financials for the month ending December 31st and the draft year-end results are summarized as follows: December revenues were \$272k with net profit an exceptional \$267k, due primarily to the generous contributions to the new Multiply the Hope initiative of \$129k. December revenues were up \$106k from \$166k in November with monthly expenses up \$15k, being mostly attributed to a \$22k elevator maintenance expense. YTD revenues at \$1,860k are \$441k ahead of budget at \$1,419k and ahead of 2024 annual revenue at \$1,573k. 2025 year-end net profit of \$508k is \$431k ahead of the \$77k budgeted. Adjusting for the \$129k Multiply the Hope Contributions (which did not exist in 2024), we still exceeded budgeted income by \$302k with a further favorable variance vis-a vis 2024 in the form of a \$78k increase in annual Building Fund Collections. Annual operating expenses at \$1,660 were \$213k higher than budget, broken down as follows: Salaries & Benefits +\$61k, Maintenance +\$58k, Admin/Office +\$98k (Entert/Hosp/Church Events +\$15k, Equip. Maintenance +\$38K, Information/Technology +19k, RC Activity Fee \$21k). Annual Building Fund and Other Income at \$436k was ahead of 2025 by \$191k, made up as noted earlier by +\$191k contributed to Multiply the Hope and +\$62K in annual building fund collections. Working

capital remains a healthy \$1.23M with total cash & equivalents at \$677k and \$298.5k in Central Fund Savings. We continue to pay down our Central Fund Loan with total liabilities of \$3.6M and total equity of \$20.1M.

3. Parish Renewal Update

Since our last meeting of PC, the Parish Renewal Team (“PRT”) hosted two events:

1. The Diocesan Advent Retreat by Zoom with Archbishop Prendergast, Archbishop Emeritus of Ottawa-Cornwall, on December 6
2. Holy Night Retreat and Reflection morning (produced by creators of The Chosen), on December 13.

Both events were reasonably well attended for being held on a Saturday morning and were prayerful and thoughtful reflections on the season of Advent. Many thanks to M. Fitzsimmons and S. Kelly from the PRT for leading the events.

The PRT meets monthly on Saturday mornings. At our last meeting on January 24, we completed our exercise of identifying the action items in the Parish Renewal Plan that we have discerned should be acted on first. Some of these items involve the creation of new ministries. These ministries will be included in a new volunteer booklet that is being created by our Volunteer Screening Coordinator, Gladys Doh. Also, the PRT will be hosting two Stewardship Sundays to offer parishioners a chance to learn about and sign up for new and existing ministries. The proposed dates are September 12 & 19.

A ministry coordinators Mass & workshop is tentatively planned for Saturday, September 26. It is hoped this will be an annual event and is an action item in the Parish Renewal Plan.

SMCC will be sponsoring Feed the Hungry on April 5 (Easter Sunday) and June 21 (Father’s Day). Volunteer positions will be first offered to the newly baptized and confirmed RCIA participants and will then be offered parish wide.

Diocesan Matters:

1. Bishop’s Lenten Visits – two dates in Calgary, February 19 at St. Vincent Liem and March 19 at St. Albert the Great. The PRT will have members attending both evenings. All PC members, ministry leads and PRT renewal planning day attendees have received an invitation by email.
2. A Diocesan Renewal Conference will be held at SMCC on Friday evening, April 17 and Saturday, April 18. More details will be provided; volunteer help from SMCC is welcome.

Finally, a group of youth from the Saint Francis Xavier Chaplaincy will be attending World Youth Day in Seoul, South Korea in 2027. Inquiries have been made about the possibility of youth from SMCC joining that group.

4. Pastor Items

There will be a Lenten retreat at SMCC with Fr. Andrew Dalton, LC, Shroud of Turin Apostolate, on March 22, 23 and 24.

Shalom Ministry will celebrate a Healing Mass at SMCC on June 4 at 6 pm

New Items

1. Fundraising and supports

SMCC has been approached by ViTreo, a fundraising and leadership development firm. They have been retained by the Diocese and are available to help us reach our fundraising goals for the Multiply the Hope Campaign. In view of the financial results noted above, the consensus was that we don't need their assistance at this time. However, if anyone is interested in this initiative, please contact M. Nasse.

2. Parish Pictorial Directory

A small committee has been formed to explore the possibility of organizing a parish pictorial directory for SMCC. The last one was done in 2019 to coincide with the 60th anniversary of the parish. There are two companies that will do this: Artistic Impressions (they prepared the 2024 pictorial directory for Holy Spirit's 50th anniversary) and IPC Canada Photo Services Inc. (they have prepared the last 4 pictorial directories for SMCC). IPC Canada is recommended by the committee based on their previous work.

There was discussion about the possibility of a digital pictorial directory; however, there are concerns around privacy. Each family that has a picture taken for the directory will receive a free hard copy.

Moved that the committee initiate exploratory steps regarding the development and implementation of a pictorial directory for SMCC. **Seconded.** The motion was approved.

3. Prayers of the Faithful at Weekday Masses

Prayers of the Faithful have been omitted at weekday Masses since the beginning of Advent as they are a repeat of the Prayers of the Faithful from the previous Sunday. In lieu, there are two minutes of silence for attendees to reflect on the homily. This is also the practise at St. Mary's Cathedral. It is recommended that this practise be continued as feedback from weekday mass attendees has been positive.

Moved that Prayers of the Faithful at weekday masses be replaced by two minutes of silence. **Seconded.** The motion was approved.

4. Collection Basket/Children's Basket/Collection with the Offertory

The collection baskets will be part of the offertory and will be placed in the new children's basket. This will begin mid-March. Our priests and the ministries affected by the change in procedure, including the Altar Servers and Eucharistic Ministers, need to be informed of the change.

Action Item: All ministries affected by the change in procedure will be notified.

5. Fire Alarm Protocol

If a fire alarm is sounded, the building must be evacuated. This is the correct protocol and is also mentioned in the Hospitality Ministers Volunteer Handbook. The Hospitality Ministry will be reminded of the protocol.

It was agreed to postpone discussion of the Fire Alarm Protocol to the next meeting of PC.

6. March meeting date rescheduled

There is a conflict for Fr. Edmund on the next scheduled meeting date, February 24. The scheduled date for the March 24 meeting is in conflict with the Lenten Retreat. The next two meetings will be combined and will be held on March 10.

Closing Prayer

Adjournment

Moved that the meeting be adjourned. **Seconded.** The meeting was adjourned at 8:30 pm.

Next Meeting – March 10, 2026