



**Minutes
Parkminster United Church
COVID-19 Working Group**

**Wednesday, October 27, 2021 - 6:30 pm
via Zoom Video Conferencing**

God is calling us to be an evolving community of faith inspired to embrace our future as we:

- *Deepen our commitment to each other*
- *Nurture our spiritual vitality and growth*
- *Live a life of loving influence in the world*

Working Group Members		
Rev. Heather Power	Richard Jackson – Secretary	Franceen Wagner – COVID-19 WG
Rev. Joe Gaspar	Karen Schertzberg – M&P Chair	Bert Blackburn – COVID-19 WG
Jennifer Allan – Chair	Barb Leask – COVID-19 WG	
Regrets		
Kathy Shortt – Past Chair	Carolyn Machan – COVID-19 WG	

1. **Welcome** - Jennifer
2. **Opening Prayer & Lighting of Candle** - Rev. Heather
3. **Approval of Agenda** - Jennifer
Motion: THAT the Agenda be approved.
 Moved by Karen Schertzberg; seconded by Barb Leask; **passed.**
4. **Approval of Minutes** – Jennifer
Motion: THAT the Minutes be approved.
 Moved by Richard Jackson; seconded by Bert Blackburn; **passed.**
5. **Business Arising from the Minutes**
 Changes to government COVID-19 restrictions and implications were announced on October 25, 2021. In response to continued improvements to key indicators, including ongoing stability in the province’s hospitals, effective October 25, 2021 at 12:01 a.m., Ontario is allowing other settings to **lift capacity limits and physical distancing requirements** if they choose to require proof of vaccination, including: locations where a wedding, funeral or religious service, rite or ceremony takes place and may also implement proof of vaccination requirements for services, rites, or ceremonies at the location.

Please note that this means that PUC will not be requiring registration before church attendance but will require evidence of double vaccination against COVID-19 at the Welcome Table before entry. All documents, including safety plans, are being revised and will be circulated for reading.

Motion: THAT everyone entering the church must be doubly vaccinated against COVID-19 (provided that they are legally qualified).

Moved by Bert Blackburn; seconded by Karen Schertzberg. **Passed.**

Motion: THAT the In-Person Worship Safety Plan will apply to funerals at Parkminster United Church with the exception that bulletins be permitted in the funeral.

Moved by Bert Blackburn; seconded by Franceen Wagner. **Passed.**



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Discussion of the In-Person Worship Safety plan indicated a number of clauses that will be omitted or edited. For example, Barb Leask indicated that there must be contact tracing information at the door and a sign outside requiring double vaccination to enter. The Welcome Table is to have a sign-in sheet, which will require the names, phone numbers and number in each party be recorded; the Welcome Table Procedure will be revised.

Action: Melanie to create front-door sign and sign-in checklist.

The Usher Procedure will also be revised. Membership will need to organize volunteers. A seating plan will not be required and singing by the congregation will not be allowed until further notice.

Capacity limits for rental and church groups will be lifted, however all renters and users will have someone *checking* proof of double vaccination. Note that with respect to rental and church group safety plans, these will be amended to *require* double vaccination.

Action: Kathy Shortt will ensure that all safety plans will include double vaccination and that this provision will be forwarded to Council for passing.

Motion: THAT the Mindful Makers safety plan be approved be approved with that amendment that double vaccination be required for all those eligible.

Moved by Bert Blackburn; seconded by Karen Schertzberg; **passed**.

The Communication Plan will be revised as necessary; however, the In-Person Worship Safety Plan is our priority and will be emailed to internet users and either mailed or hand delivered to others. A tab on the website will be created to house the safety plan and other related information. A video explaining in-person worship cannot be completed in the short timeframe available before our November 14th return to worship in the sanctuary as part of hybrid worship. A dress rehearsal of hybrid services will be held on November 7th at the 10:00 a.m. service, with members of Council and the COVID-19 Working Group in attendance, including practice for ushers and for the welcoming table.

6. New Business

With our return to the church building, there was discussion of the need to have church personnel back in the building, in particular, custodian Allen Switzer and office administrator Melanie Chisholm. Allen has resumed his normal hours, which appear to be sufficient to sanitize the Sanctuary after services. Melanie will likely need to come into the building more often although her 25 hours/week will not change.

Action: Karen Schertzberg to discuss with Melanie how to structure her hours between home and being in the church office as she gradually returns to more normal church duties.

7. **Action:** Jennifer is to alert Council that the Working Group has made changes to the various safety plans as required by the new provincial guidelines.

Action: Jennifer is to inform Melanie that church committee meetings are suspended until safety plans are revised and approved at the next council meeting.

8. Closing Prayer - Rev. Joe



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Working Group Meeting Dates/Times:

Nov 10 – 7pm

Dec 8 – 7pm