

Telling our Parish Ministry Story

BUILDING CARE

At the 2024 Synod parishes from across our Diocese were asked to tell the Parish Ministry Story of our diocese by each completing worksheets on five different areas of ministry and how that ministry unfolded in their parish context over the past month.

Over the two days of Synod these stories were collected in five different areas of the Conference Room to gather together the ministry of our whole diocese together in five spaces.

What was collected was a wonderful narrative of who we are as the people of God over the diverse landscape of our Diocese.

BUILDING C

2. The month at North Dundas (St. Clare's) the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- Lawn is cut by Parishioners
- Cleaning is done by Parishioners
- Administration done by Worden & Interim Priest



2. The month at St. Bartholomew's the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- Garden clean up.
- Handy man repairs.
- Regular cleaning
- Office hours by paid & volunteer.
- Alter guild.
- Rectory maintenance
- Launch of compost program

BUILDING C

2. The ¹⁵ month at EPIPHANY the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

-  FIVE HYDRAULIC REPAIR & WATER BACK ON
- SIGNED CONTRACT & DESIGN FIRM FOR BUILDING REPAIR
- NEW WATER HEATER
- BACK-FLOW VALVE CONTRACT SIGNED
- SNOW REMOVAL CONTRACT SIGNED

BUILDING CARE

2. The month at Parish of the Valley the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

15 churches + chapels
4 rectories (office)

Cemeteries - 13

admin. (Mon-Fri. - 9-12) 22hr

multiple council meetings

- Treasures, 30 bank accounts



2. The month at Parish of Lou the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- Vankleek Hill - Foundation
 - eaves
 - regular clean
- Hawkesbury - Pitch in clean
 - 3 days Admin
 - Gardening.
- Maxville - Regular roof repair
- Calumet - Estimates of Roof



BUILDING CARE

2. The month at St. Bartholomew's the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- Garden clean up.
- Handy man repairs.
- Regular cleaning
- Office hours by paid & volunteers
- Alter guild.
- Rectory maintenance
- Launch of compost program

BUILDING CARE

2. The month at St Barnabas Ottawa the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)



completion of repainting work for tower.

- yard work each week.
- office hours 2 days/week + additional
- regular maintenance by laity

BUILDING CARE

2. The month at St. Barnabas Deep River the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

1 mural painted in basement ★

Elevator testing

raking and mulching leaves on lawn

office open every morning (staff + volunteers)

BUILDING CARE

2. The month at Ascension the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

garden care: putting to bed for the winter

seeking sawtooth installation

furnace maintenance

dishwasher repaired (chunay!)

Carbon monoxide sensor reinstalled

regular cleaning

Little Library maintenance ★

Lighting overhaul in the church hall

BUILDING CARE

2. The month at Parish of Pakenham the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

New fencing on property boundary at St. John's Antrim

Bi weekly cleaning of interior of church - St. John's (alter guild)

Monthly @ Pakenham (volunteers)
St. George's prior to each service (volunteers)

Volunteers cut grass + gardening
(maintenance of outhouse) Parking lot maintenance by MTO

No formal office -
Various volunteers prepare + send out newsletters, duty rosters, announcements service programs and special hymns

Use of audio visual by talented parishioners
Music by volunteers (1 main lady)

BUILDING CARE

2. The month at CCBC the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

Sexton cared for the Building
Garden Team

Facilities Management

OFFICE Administrator 4 DAYS per wk

9:30 - 2:30

A Team Fixed a crumbling Railing That was folding
We turned the furnace on.

Change Lites of Timer because of time.

" ✓ Clocks.

Change 2 Lite Bulbs in chapel

Altar Guild



BUILDING CARE

2. The month at ST PAUL'S the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- interior maintenance: electrics, furnace repair, alarm + security installation, floor waxing
- exterior maintenance: repaired walkway, repaired parking lot, gardening, lawn care, exterior building maintenance,



BUILDING C.

2. The month at St Helen's the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

Eave troughs repair 
Washroom repair
3 cleanings of church
16 days of administration
Cemetery paper work
Corp meeting
Parish Council meeting
Grounds clean up
Christmas communications

2. The month at TRINITY OTTAWA SOUTH the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

fixed: emergency door
- smell of gas (this week)

fall garden clean up

admin done weekly

office hours 2x week

managing rentals - more than 1 dozen / week



BUILDING CARE

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2. The month at Christ Church Cathedral the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

→ Step 5 - new entrance steps (2 sets) on heritage bldg
→ General Maintenance
→ window cleaning 
→ Fridge Repair
→ Gardening
→ cleaning
→ Reception Volunteers
→ repair of delicate frontals

BUILDING CARE

2. The month at ST MARY'S NAWAN the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- leaves raked
- eaves trough cleaned
- lawn's cut
- church / hall cleaning
- new floor in tower entrance
- new bright blue doors painted
- new water treatment system

Volunteer work

- New hire for cleaning & event setup at end of month



2. The month at St. Mary's & Holy Trinity the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

St. Mary's

- Quotes for AC
- Arrangements for decommissioning of lift. (wheel-chair) stair
- Build new cork board

Holy Trinity

- Always garden care
- Preparations for roof repair
- Quotes for Door replacement
- Talk of snow fence and storm door



BUILDING CARE

2. The month at St. James, Perth the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

Office Hours 24 office hours days
Work Party cleaning Parish hall radiators

31 days of volunteer Bldg checks
Capital working group meeting
& Meetings with Carpet estimation
& Meetings with painters.





BUILDING CARE

2. The month at St John the Evangelist the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

Chapel Renovation ★

Roof Replacement

Garden 4 x 3 = 12 hrs

Air Conditioning units

25 volunteer office hours x 4 = 100 hrs

12 wk Warden Hours 48 hrs

4 Property Volunteer Team = 16

4 Bulletin Prep x 4 = 16



BUILDING CARE

2. The month at Community Ministries the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- industrial kitchen - @ 454 x 1
- garden consultation @ 454 x 1
- Kitchen upgrade @ 454 x 1
- Painting @ well x 1
- Cornerstone/Security
- Cornerstone - # of false alarm



- St Luke's table x 1 lease
- Cornerstone - release of lease
- lighting @ 454 x 1
- Reorg smoking area @ 105 x 1
- Reorg @ OPC x 1

BUILDING CARE

2. The month at Parish of South Dundas the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)



- 3 people staff office hours 3 mornings/week (volunteers)
- paid staff 1 day week
- new dishwasher to support ministry
- garden volunteers cleaning up outdoors, + regular mowing etc
- volunteer decorating committee for Thanksgiving
- church cleaned weekly (at least)
- Vestry door/alarm issues repaired
- reporting for office/finance functions
- ~~ten~~



BUILDING CARE

2. The month at St. Stephen's - Ottawa the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)



Weekly newsletter to Parish
Replacement of electrical switches
Meetings re. ecological friendly ^{replacement of} heating system (heat pumps)
Meetings re replacement of hall windows
2 new sanctuary chairs in memory of Eleanor Henoch
Meetings re replacement of Sound System
Meetings re building additional steps into play yard.
Replacement of fire exit doors.
Replacement of drainage pipes (eaves troughs)
3 times per week plus special services & events
24 hours/week - office administrator
15 hours/week - priestly administration
20 hours/week property management
20 ^{hours} garden & lawn maintenance



BUILDING CARE

2. The month at All Saints Greely the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- leaf mulching
- tree pruning
- hedge pruning
- picking up garbage along street
- bulletin preparation
- monitoring emails & facebook
- gardening - preparing for winter
- water system UV light



BUILDING CARE

The month at Parish of Huntley the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)



- New steps put in.
- Annual furnace maintenance.
- Regular cleaning of the churches.
- Our office is open 3 days a week.
- Final grass cutting and leaf blowing of the cemetery.
- Grounds are watered
- St. James' roof was repaired.
- Cemetery grave locations confirmed

BUILDING CARE

2. The month at St. James Reitano the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

New Fridge 

BUILDING CARE

2. The month at St. Margaret's the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

Professional cleaners came two times each week
We had the HVAC system maintained
we had grounds keeping: cleaning gutters, collecting litter
Parish administrator: 12 hours per week (Mukeshimana)
Bookkeeper Sarah: 4 hours a week
Year end stewardship appeal 
Corporation meeting
Parish Council meeting is discussing concrete repairs
Readers/Greeters meeting for 11:30 (Inuktitut) service
Planning session for Inuit Christmas Feast

BUILDING CARE

2. The month at Julian & Norwich the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- Weekly maintenance by volunteer experts
- 24 hours (6 hrs./week) office administration
- garden clean-up - 10 hours.



BUILDING CARE

2. The month at St. Matthew's the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

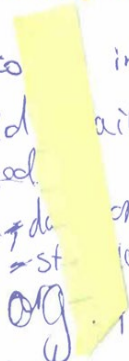
- volunteer clean-up day (Sat-am) - including garden
- office hours 9-12 (M-F)
- Greening certification - "Green Team"
 - emails & suggestions of how to reduce your carbon footprint
 - "curb your carbon" potluck
- doing assessment of building - esp. foundation



BUILDING CARE

2. The month at Parish of Mississauga Lake the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- St. James repair of metal co in building
- St. James Garden. winterized air's ongoing
- Ashton kept maintained & done on for new
- Clayton - purchased new org - st. class front door
- gardens winterized. windows refreshed
- Frankton kept maintained
- Kitchen maintenance + repairs (4 Jones CP)
- Dishwasher + hood inspection
- Finance committee meeting (St. Jones CP)
- Church office - Mon-Fri 9-1
- Stewardship Campaign delivered + completed



BUILDING CARE

2. ^{This} The month at St. Thomas the Apostle the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- Building commission inspection
- ETX - + Special Vestry
- Property Committee
- Community garden care
- 25K (weekly cleaning volunteers)
- Ad hoc cleaning
- Minor repairs



BUILDING CARE

2. The month at PARISH OF MABERLY-LAMARK the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- Painted steps
- Parking railing being fixed
- grass cut
- vacuum/clean church



BUILDING CARE

2. The month at St Columba ★ the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

Weekly maintenance (dedicated Nidia)
Garden Care - Community garden members
- members of parish
← Plumbing repaired

Lighting outside (safety)
Door locks repaired
Office Admin (part time - 3 1/2 days)
Minister per diem - Wed + Sunday



BUILDING CARE

2. The month at St Aidan's the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- Fall Clean Up Day, Pruning
- Planted 3 new trees!!!
- Furnace broke (10th time?) → FIXED!!!
↳ created statement of work for long-term fix. ★
- Office Hours: 3 days/week
- Assessed crack in Garden Wall Foundation
- 1 Office Administration (all the things!)
- 1 Custodian (weekly)
- Property Team



BUILDING CARE

2. The month at Chelsea ~~Wakefield~~ ^{Lascelles} the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- Chelsea: - Elevator maintenance
- Snowplow markers
- Saturday cleaning
- Wakefield: - new Garden shed
- Tilling of garden. Harvesting
- Thanksgiving decorations - Inside + outside
- Cleaner hired
- Replacement of ceiling fans
- + Chelsea: - Hall Rentals
- new Volunteer

Office hours - By appointment

Financial: - changes to Signing Authority at Ben

Added fruit trees and berry bushes to community (food bank) garden

BUILDING CARE

2. The month at St. Mark's the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- raskigled the outdoor shed
- filled pot holes
- trimming hedges + cleaned gardens
- replaced sump pumps ~~to~~ after basement flooding
- change of lighting in hall + outdoors

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2. The month at St Paul's Almonte the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

 Dedication of Labyrinth + ^{new} outdoor steps
"Picture Perfect" Labyrinth maintenance + gardening group



- Ongoing maintenance and repairs to our Church building and two residences to facilitate our ministries, and to keep our tenants happy!

our coffee minute
12 to be exact

BUILDING CARE

2. The month at Christ Church Ryker the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

Facility care - Furnace, Hall Roof
Cleaning 4 Days
Garden - 4 Days
Administration - Council Meeting 1



BUILDING CARE

2. The month at ALLSAINTSWESTBORO the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- Deck water flow valve
- covered vents in kitchen
- garden maintenance
- office open 5 days each week
- parish-wide survey
- photo directory
- update parish list
- rentals
- partnership with First United
- install fans in church



BUILDING CARE

2. The month at Area Parish the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)



Outdoor

Garden, lawn/leaf, landscaping x 3 churches.

Buildings

Rectory repair - Christ Church.

Cleaning

Furnace Maintenance,
Hot water heater.

Organ repair.
Office reorganization.
Audio/video upgrade.

OFFICE HRS/Administrative

20 hrs/week office admin (paid x 1 church).

Bulletins - 20 hrs/month x 2 churches.

BUILDING CARE



2. The month at Parish West Quebec the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

Heat pump furnace - stopped working.
Hall renovations - accessible push buttons & painting.
New Alarm system installed.

Rectory - new appliances
Contractor for bell tower - 2 year project



2. The month at St. John's Kanata North the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- Replaced lighting in the halls to be brighter
- Took down a large dead tree
- Repaired a stained glass window
- Replaced a furnace that failed
- Parishioners looked after the church/cemetery gardens
- Hedge trimming
- Security system upgrade
- New wheelchair accessible parking spots
- Office hours 3 days/week
- New piano in worship space

BUILDING CARE

BUILDING CARE

2. The month at West Carleton - March the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

Admin support for worship materials
St Mary's replacement of heating system in church & hall - Replaced toilets & sinks.
Custodial care for worship buildings
Garden care in preparation for winter
Care & maintenance for 5 Cemeteries
Replaced furnaces at St Thomas' & St Paul's

BUILDING CARE

This:

2. The month at St. John's (Smiths Falls) the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)



Lawn Mowing
Winterizing
Maintenance + Repair to accessibility
Cleaning
Hold removal from basement heaters
Boilers maintained + repaired
Bat Guano investigation
Engineer's Investigation into building health
Office hours - 3 hrs./wk. day

BUILDING CARE

2. The month at Parish of South Carleton the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- garden cleanup + leaves
- roof repair
- storm windows on
- crosses on Veteran's grave stones
- website.
- social media outreach
- accessible wash room building
- committee.
- new printer.

2. The month at St Pauls Renfrew the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

fire inspecti - no issues
Neil - getting heater fixed in the sacristy
Lawn care
Trouble / ongoing microphone issues
Garden care
6 hrs office hours

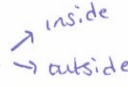


BUILDING CARE

2. The month at Saint-Bernard-de-Clairmont the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- on est chanceux de partager le bâtiment avec l'église
c'est pas notre responsabilité !

2. The month at St. Albans the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- cleaning day 
- Sunday morning lead clean up. 
- Center 454 rat remediation
- fence repair
- graffiti removal
- needle pick up.
- liaison comm. Hee mtgs Center 454.
- application to Heritage Ottawa for restoration work on the buttresses on building

BUILDING CARE

2. The month at St. Thomas, Stittsville the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

- Yard Clean up
- Old paint + chemicals properly disposed of
- Gardening Committee - winterizing gardens
- Lights changed above Altar
- Office hours Tuesday, Wed, Thursday
- Lawn maintenance
- Telephone system updated
- Filters on fans replaced
- Plumbing repairs
- Installing new (donated) shelving



BUILDING CARE

2. The month at ST JAMES MANOTICK the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

15 hours / week of admin / office.
garden maintenance and ~~have~~ gathering from healing garden of Indigenous medicines — braiding sweetgrass — ongoing maintenance. through the month.
cleaner several days / week.



BUILDING CARE

2. The month at St. John's Richmond the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

rewired to have video airflow in
chapel & livestream
leaf raking - scouts
cemetery / quiet garden
office reorg
Deacon office hours
rectory got new washing machine



BUILDING CARE

2. The month at Emmanuel Ann Arbor the oak & iron of our building(s) were cared for in these ways (include facility care & maintenance, administration, garden care, office hours, etc.)

FIRE INSPECTIONS 
ORGAN REPAIR & TUNING
MICROPHONE / SOUND SYSTEM TROUBLESHOOTING
2 Days Week OFFICE HOURS.