

Council Executive Meeting Minutes ... RE-OPENING COMMITTEE UPDATE

Wed. Aug. 12, 2020

Present: Kirk Wilson, Regan Pfaff-MacDonald, and members of Re-Opening Committee: Marion Staples, Pat Morrison, Bryce McGarvey, John Scott, Gord Walkling, Lori Armstrong, and Regan.

Regrets: Barb Baxter

Meeting began via Zoom at 7:09pm

1. Quorum is 3 members of Council Executive and minister. Quorum was not met, so information will be emailed to Council Executive and they will be asked to vote via email by Aug. 19, 2020.
2. Marion thanked the Re-Opening Committee for their assistance with developing a solid re-opening plan for the worship services. A special thank you to Gord, Bryce & John for all the measuring and calculations needed to figure out seating capacity of the sanctuary.
3. Bryce presented a PowerPoint presentation of traffic flow on a Sunday morning using Room 1, the narthex and the sanctuary.
4. Attached to the minutes is a visual of seating plan for sanctuary which allows for correct social distance. Capacity is a minimum of 30 to 40 people up to a maximum of 132, depending on whether people are arriving as singles, doubles, or larger family groups. The maximum of 132 is within the government rule of 30% capacity.
5. Worshippers will enter via Room 1. There is fast track line if their screening/contact tracing form is already filled out. The greeter will collect their form and allow them to proceed to the narthex. For those who do not have a completed form, they will follow a separate line where a screener will have blank copies of the form for them. Extra masks and hand sanitizer will be available.
6. The worshipper will then enter narthex where ushers will meet them and take them to their seats. The sanctuary will be filled from front to back. The expected length of the service will be 40 to 50 mins since there is no singing and less movement and involvement of people (i.e. passing of the peace and offering). After the service, the ushers will assist with exiting the sanctuary - back to front, north side first then south side. People will be encouraged not linger in the narthex and to exit in a timely fashion.
7. Through the weekly group worship email, specific communication will be sent to members/adherents to let them know the protocols that will be in place for returning to in-person worship. It will also include the screening/contact tracing form and will let them know only the one exterior door can be used, so to park in the parking lot, and not on Cathcart Blvd, and that masks will be mandatory.
8. The Re-Opening Committee recommends Sept. 20, 2020 as the first Sunday for in-person worship. This date was chosen specifically because it will be 2 weeks after schools open.
9. There will still be some sort of live streaming or online service for those unable or uncomfortable with attending in person worship. Pat and Worship Committee will work out the details for this to happen. Pat has offered the church the loan of his equipment until the church can decide what our long-term equipment needs are.

10. The Re-Opening Committee has asked Finance to discuss at their next meeting how they want to handle the counting of the offering. The offering plate will be placed on a table, as opposed to passing it around.
11. The Re-Opening Committee will continue to meet to discuss when the building will be opened to other groups, rentals, committees, and staff. The committee would like to see the in-person worship up and running for a couple of weeks first before the next phase.
12. Next Re-Opening Committee meeting set for Wed., Aug. 26 at 7:00pm, via Zoom

Meeting adjourned at approx. 7:55pm

Minutes taken by Lori Armstrong

[../../../../COVID/Covid Worship rev 6.pdf](#)

[../../../../COVID/Sanctuary Seating Map rev 1.pdf](#)

[../../../../COVID/Worship Screening Form.pdf](#)

[../../../../COVID/Church Pew Measurements.pdf](#)

[../../../../COVID/Questionnaire Sign for Doors.docx](#)