

**St. Helen's Anglican Church
1234 Prestone Drive
Orleans, Ontario
Annual Report for 2020**



St. Helen's Anglican Church, Orleans - Annual Report for 2020

I	Ministry in Covid Times (2020) p. 2
II	Wardens' Report p. 5
III	Associate Incumbent's Report p. 6
IV	Worship p. 7
V	Discipleship p. 11
VI	Stewardship p. 12
	Finances: Treasurer's Report p. 13
VII	Outreach p. 14
VIII	Community p. 15
IX	Quiet Garden p. 17
X	St. Helen's Audio Visual Technology Support p. 17
XI	Administration and Governance p. 18
	Minutes of Vestry, February 23, 2020 p. 21
	Proposed 2021 Budget

I St. Helen's Anglican Church Ministry in Covid Times(2020)

January 2020 dawned resplendent with all of the opportunities and possibilities a new year offers. As many parishioners enjoyed the warmth of southern charm, the rest of us were engaged in the various parish activities which enliven the winter months: Sunday worship, Children's Ministry Sundays, The Branches Youth Ministry, the Tuesday Bible Study, Confirmation Preparation; Wednesday Craft Group, planning for Seniors' Lunches and the Bazaar; Emmaus and Choir rehearsals, Council and other meetings and all of the other work required to keep the church up and running. We eagerly anticipated our first Art Fair to be held in May and other happy community events.

February saw the addition of Annual Report and Budget preparation, the Women's Valentine's Breakfast, Vestry and the Pancake Supper. Planning was in full swing for the Bishop's Visit, Lent and Easter, the Art Fair, and other Spring parish events. On February 26, Ash Wednesday initiated the Season of Lent. The Lenten Devotional "Heart and Soul" began, as did our Lenten disciplines, both on Sunday mornings and within our personal spiritual journeys. Reni Gauthier gave a personal witness on the 8th of March. Little did we know that that would be the last time we could meet for in-person worship for many months.

Our Bishop, John H. Chapman had announced his decision to retire earlier in 2019, necessitating an Episcopal Election within the Diocese. By March 1, 2020, the meetings and discernment process associated with it had taken place for many weeks, and although COVID 19 had reared its ugly reality, the election went ahead as scheduled on Saturday, March 13. Shane Parker was elected the 10th Bishop of the Anglican Diocese of Ottawa. As early as February 9th we at St. Helen's had been asking people who had 'colds' or were anxious about Covid 19 to stay home from church. As of March 14 The Anglican Church, across the Ecclesiastical Province of Ontario was closed, due to the pandemic. Clergy were encouraged to provide devotionals and worship on their websites and online and we were directed by the Bishops of the Ecclesiastical Province to take a 'sabbath leave' from the Sacraments and rather to focus on Feasting on the Word.

Thanks to Ian Kelly, our web site manager, we were able to do just that. The Lenten Devotionals for 2020, *Heart and Soul*, adjusted to address the crisis, and later, the Easter Reflections, "Food for the Soul", Holy Week and Sunday Morning liturgies for use at home were provided immediately. The Rev. Kay Richardson offered

'Journeys with Kay', with reflections on walking the Camino, both in Spain and here in Orleans. The clergy and the Pastoral Care Team, coordinated by Maggie Lorimer, willingly began to engage in a telephone ministry as we sought to touch base with the most vulnerable people in our parish, to connect with those who had been out of the country at the beginning of the pandemic and to provide comfort and prayer support for all undergoing health issues, surgeries, family crisis and deaths. It was no small task and we discovered that our church data base was often lacking as telephone number and e-mails, where applicable, often had not been supplied or updated. What a challenge! And clergy were given strict regulations that they were not to try to visit anyone at home, in a long term care facility, at the church or in hospital. We spent many, many hours on the telephone and computer.

By Easter, under the direction of our 'producer' Derek Reid, we were able to offer recorded prayer services. This turned out to be much more work than the resultant videos might suggest, both for Derek and for the clergy. We were able to incorporate laity reading the lessons and both of our music ministries provided a song for each 'Sunday'. We also offered a contemporary Compline, or Night Prayers service, which remains on our website and additional prayers and resources reflecting world events and needs. Thanks to all those who took part, especially to Derek and Emily Adams. Throughout our Covid 19 isolation, essential ministries did continue, including those mentioned as well administrative details managed by Terry Leversedge, the work of our Financial Ministries Team, and the property maintenance and care of the Quiet Garden as required. Our Wardens checked on the building and we maintained contact with Parish Council virtually, thanks to Peter Humphries. As you can imagine, there was also plenty of work for us on the Diocesan level as changes were made and long 'zoom' meetings were called.

By June most people had accepted that this pandemic was not going away in the short term. Hand washing, the use of and sanitizer, social distancing(6 feet), the wearing of masks, and small 'bubbles' of safe people were first encouraged and then became mandatory. Beginning in March and continuing even now, every person who steps in the door of the church must sign in, and sign out, providing contact information. This would allow, in case of Covid infection, for Public Health to contact anyone who may have been exposed. This practice, and the reality of transmission, became very significant as workplaces, schools, community groups, sports teams, friends and families were exposed to the virus and required testing, quarantine and often medical care. In Ottawa we watched the spread of Covid in Long Term Care facilities and among the most vulnerable, seniors, those immunocompromised, all those financially disadvantaged and the homeless. On the world stage, we witnessed an unprecedented crisis due to the pandemic and ensuing months were marked by headlines that reflected 'natural' disasters such as floods, landslides and fires, the spotlight on racism, with the slogan of 'Black Lives Matter' calling us to respect and justice for all, and the political theatrics and, later, acts of anarchy for our neighbours to the south, among many other deeply troubling situations here and abroad.

By August, even as we were positioning ourselves for partial reopening in September, there were concerns about a 'second wave' of the virus. The toll of isolation, pandemic fatigue, the deterioration of relationships and mental health issues for all age groups was realized. Restrictions and protocols for engagement were widely publicized, with the Diocese working hard to educate and direct the church, creating 'In This Together' document to guide the way forward. By then we knew that it would be many months before there would be any normalcy in church land: all in-person meetings, groups, choirs, events (including our beloved bazaar and Christmas Gala) were already cancelled for the year. In-person worship could be provided, with a maximum of 50 people in attendance and clear procedures and precautions in place. And, on September 13th, St. Helen's Day, we held our first in-person Eucharistic service in over six months.

An average of thirty people attended our in-person services, with all public health procedures being fully utilized. A team of 'greeters', including Glen and Deb McIntyre, Sharon Tremaine, Kathy Pearce, Lorna Ponting and Brenda Reid were on hand, with the clergy and Derek Reid, to welcome those who attended and join with them in worship. By October the numbers of those attending in person were in decline while those with access to our website were increasing. We shut down again after our service on the 11th of October. Virtual Pastoral Care Team meetings were held, coordinated by Maggie Lorimer and hosted by John Leech. The intensity of this telephone ministry needed to be scaled back to prevent burnout and in response to the general comment that 'we are ok'. The autumn was marked by the Letter project, contacting seniors by mail who would regularly attend our senior's lunches.

The Tuesday Bible Study, which had to be suspended when the first lockdown went into effect, resumed as a virtual Bible Study in November. All families with young children were the recipients of an Advent Family Advent resource package, enabling those who chose to mark the season appropriately. Quiet Garden seasonal devotions were provided on our website. Although the bazaar was cancelled, several intrepid cooks and crafters were still able to raise some funds in support of our parish life.

Members of youth groups and their leaders across the Diocese were very disappointed that CLAY 2020 was cancelled. "The Branches" requested that some of the funds they raised within the parish for CLAY be redirected to support an initiative of the National Church and CLAY itself, Youth Homelessness. Under the direction of Olivia Pelling and in conjunction with All Saints Westboro, necessity backpacks with supplies were purchased, filled and then distributed by Restoring Hope Shelter and Operation Come Home. Unable to engage in outreach ministries with our previous enthusiasm, we invited the parish to again contribute gift cards for the Community Ministries. As usual, the parish was very generous and the cards were distributed to the Community Ministries of our Diocese.

By November we decided that our Christmas services would all be on-line, as there would be no way to duplicate our 'normal' celebrations under Covid restrictions. This proved prescient when churches were called upon to seriously consider cancelling any in-person worship by December 23 and lockdown came into effect on December 26. We did not have to 'scramble' to present our Christmas offerings which included the Quiet Christmas Service, a virtual Christmas Gala, Christmas Eve, Christmas Day, The Christmas Lamb and then continuing with Sunday worship as the old year passed away and we welcomed 2021. Appropriate children's material, prayers and other resources were also provided and we were able to access a link to a 'virtual Choirfest' rendition of "Peace, peace".

Parish Administration, incorporating the work of Terry Leversedge, the Financial Ministries team, the Wardens and clergy continued apace throughout the year, as required and following the strictest protocols. 'All parish' communications were mailed in June, September and December and The Vine was produced monthly and provided on our website. Property issues as required were also addressed, from grass cutting, to cleaning, property inspections and maintenance.

Many of our parishioners have continued to support the church monetarily and for that we give thanks. We were ahead of many churches in that we already had PAR and Canada Helps set up as options for financial giving. The 'Jubilee', which the Diocese granted to parishes in the spring, during which we were not required to pay the cost of priestly services (even though we never stopped working) or the Parish Fair Share, helped us breathe a little at the beginning of the pandemic. Not all parishes accepted that offer but we did. So we end the year 'in the black'. That is the fact, however, largely because we were not able to 'do ministry' in the ways we did before. This year, 2021, will also be one for holding the line, trying to keep costs low and exploring new

ways of being community and being faithful, an attitude we have already embraced in the last 10 months. There will be a need to spend some money, on a new telephone/internet system, for example,(as our old one is now un-supported) and on other items requiring attention.

We are all well aware of some of the ways Covid has been detrimental to our lives. From issues of mental health, to the loneliness of isolation, from the terrible sadness of losing a loved one and being legally unable to mark their passing as one would wish, to profound disappointments, illness, job loss and marital and family discord. It has no doubt been a very rough road. Those on the front lines, including medical staff, first responders, essential workers, teachers and clergy, among many others, continue to deal with the effects of the past ten months. In the parish we are heartbroken that we cannot join in the Sacraments of the church, sing together as choirs and congregation or receive the laying-on-of hands for healing. We miss doing ministry 'hands on', in outreach, pastoral care, and evangelism. We miss gathering in community, to study, or join in craft making, even to fund raise together(!), to share in fellowship and simply to be gathered with one another. We miss hugs!

There is hope on the horizon. Our latest efforts at lockdown seem to be having a positive outcome although everyone says "we are not out of the woods yet". The vaccination programme is underway and every week promises more progress in this area. We will look back on this time with sadness but we will also need to look towards the future with a new perspective, with creativity, with the will to build up our faith community again. It won't be the same as it was but we can be confident the Spirit will continue to lead us. Thanks be to God!

II Wardens' Report

An exceedingly difficult year has just ended, and we begin 2021 with renewed hope for better days ahead. With grateful hearts, we give thanks for the promise of vaccines and, as we enter the new year, we pray for the leadership, resources, and capacity necessary for the timely delivery of this life saving measure.

The state of parish finances is always a pre-occupation for church wardens. With the term for the mortgage up for renewal in 2020, and bank mortgage interest rates being reduced, the year began with some optimism on the financial front. It was our belief that lower interest rates at the banks would help persuade the diocese to lower the interest rate on St. Helen's mortgage during the next 5-year term.

In mid-February Susan+ and People's Warden, Glen McIntyre, met with Bishop Chapman to discuss the mortgage issue. The Bishop encouraged us to present our case to the diocesan Property and Finance Committee at their next meeting, which we did in mid-March. We were delighted to learn a few weeks later that the committee had agreed to lower our rate from 4% to 2%. This decision means a reduction in St. Helen's yearly mortgage payments of approximately \$9,800 in each of the next 5 years.

Concurrent with this effort, the threat of church closures due to the COVID-19 pandemic became a reality with lock-down measures introduced in mid-March. The loss of our ability to gather as community for in-person worship was in and of itself difficult for many to process. But coupled with this new reality, parish leadership was once again confronted with the issue of finances.

Thankfully, short-term financial concerns were immediately addressed by the Bishop and diocese by offering parishes a "Jubilee". The offer of "Jubilee" essentially "forgave" St. Helen's from submitting fair share and ECOPS payments to the diocese for a few months. This generous offer relieved a great deal of stress and freed

clergy and lay leadership to concentrate on how we were going to “do church” during an indefinite period of lockdown.

Thankfully, the expansion project had envisioned a more comprehensive audio-video infrastructure and a considerable investment was made during the project to realize this vision. Consequently, all necessary audio and video equipment, computer upgrades, recording production software and wi-fi capability was already in place to “pivot” to on-line worship. Additional supports to enhance the on-line experience were also adapted. These included upgraded music licensing to comply with copyright protection and congregational participation in the recordings. Furthermore, a “Technical Administrator: AV Specialist” position was created with the role of recording and producing the on-line audio-visual worship services.

During the pandemic difficult decisions were made that have had an impact on the hospitality and fellowship opportunities previously taken for granted. Many of the gaps have been addressed by creative, innovative solutions but more importantly a willingness to explore the possibilities offered by technology.

Council meetings were re-established with the introduction of an on-line meeting application. Youth leadership and The Branches remained in regular contact using similar technology. The Fine Art Fair and Sale that was cancelled last spring is now underway, virtually. The organizers of the Bazaar pivoted the sale of popular items to a curbside pickup model. Prayer chains and pastoral care visits pivoted to email notifications and on-line virtual meetings. These are but a few of the innovative approaches that were applied to a wide range of ministries. We give thanks to the many creative people who re-imagined how life might return to some semblance of “normal”.

We are grateful to have once again been offered the opportunity to serve as wardens during the past year. To the members of council, thank you for your faithful service. St. Helen’s has always been blessed by the generous outpouring of material, financial and volunteer support. To our St. Helen’s family, we express our deepest gratitude for your generous offering to ministry in this place. And to our clergy, we give thanks to Susan+ and Peter+ for their leadership and pastoral care of our St. Helen’s family. We will always be grateful that God has blessed this place with your ministry.

As we gather for our first “virtual vestry”, we give thanks for the good things that happened in 2020 and for the grace and resilience shown by the St. Helen’s community. Together we have travelled a difficult journey, but as we reflect upon our accomplishments, we see God’s grace at work in this community. Whether it was our ability to “pivot” toward technological solutions, our collective or individual creativity or the application of new and innovative ways to advance ministry, the Holy Spirit was at work in this place. Thanks be to God, Halleluiah!

In Christ’s Service,

Kathy Pearce (Rector’s Warden) and Glen McIntyre (Peoples’ Warden)

Thank you to Kathy Pearce and Glen McIntyre for their leadership in Governance at St. Helen’s!

III Associate Incumbent

What a year! The whole world put on ‘pause and scramble’ to try and slow down the spread of a deadly virus, which is still eluding our best efforts to contain it. The hope of a vaccine is sustaining us at this time, but our social nets are still straining. St. Helen’s has weathered this current storm perhaps better than some, but we

ache for the gathering and physical contact of our family. God continues to walk with us, even though life and death events can only be celebrated within a 'bubble'.

This pandemic has affected every aspect of St. Helen's life, with the result that many of our normal activities and ministries have been forced to adapt, pause or be reconfigured entirely. Ours was the first Episcopal visit to be cancelled last March, with the result that a number of our family members have had to put Confirmation and Reception on indefinite hold, and we did not have the chance to say goodbye to Bishop John. The Ottawa School for Parish Development suspended its sessions, so that the eight persons from St. Helen's could not participate. We elected a new diocesan bishop, The Rt. Rev. Shane Parker, who has had one of the most challenging beginnings of a new ministry ever. And even the appearance of our nave, with only a few chairs in place, reminds us of the seriousness of our present time.

We have been thankful for the resourceful ministry of a number of people who have used their gifts to comfort and sustain both the family of St. Helen's and the wider community. Derek Reid has been of invaluable assistance in producing weekly online worship services, as well as being on a steep learning curve with our audio-visual equipment and recordings. Music ministry looks and feels very different, since we cannot gather in person, although the creativity and final product seems rather satisfying to all who participate.

Our Pastoral Care Team with Maggie Lorimer, have been exemplary interacting with so many more of our parishioners than your clergy alone could manage. One of my favorite ministries, 'Faith Forum', has been placed on hold for the time being, but I have had the pleasure of being included in St. Helen's Zoom Bible Study as a number of us have the opportunity to wrestle with faith and scripture study together in front of our computers. (For your own invitation, simply email the church office – Tuesdays 9:30 to 11 AM). Our first St. Helen's Fine Art Fair did not occur in 2020, but is well underway online for 2021! Brian Glenn and his team have a website (sthelensartfair.ca), and the response has been quite enthusiastic!

Susan and I have had to learn how to conduct virtual worship services looking out over an empty nave. We did not have any training for this in seminary days! I hope that we have made you feel as welcome and as 'at home' as possible, and that our virtual ministry is as rich and reflective of God's presence and peace as ever. Thanks to all who have offered their assistance with reading, cleaning, phoning, organizing, financial gifts, and mostly prayer throughout these days and into tomorrow. We look forward to the days when we will once again gather together to celebrate Word and Sacraments, with perhaps a rather noisy 'Peace' to be shared as well!!

May God continue to hold us and bless us. May God's grace overflow your life, that other lives may be enriched. May we trust ourselves into God's future.

Respectfully submitted, In Christ's Love and Service, by (The Reverend Canon) Peter Lackey+

IV Worship *Praising God in Community*

"Where two or three are gathered..." It is an understatement that St. Helen's worship in 2020 was a different experience than ever before. From January-March we offered our three Eucharistic celebrations on Sundays, at 8 AM, 9:15 AM and 11 AM. Our popular Shrove Tuesday Pancake Supper appropriately preceded the season of Lent. In our Ash Wednesday liturgy on February 26 we invited Christ's disciples to 'observe a holy Lent'; we started to calm our gatherings with Lenten Quiet; we packed away the 'alleluia' and were reminded, through

the Imposition of Ashes, of the 'frailty and uncertainty of human life'. We welcomed Rene Gauthier to share her faith journey on Lent 2. Then, with the advent of Covid in Ottawa and church closure, everything changed.

All celebrations, from the planned Episcopal Visit with Bishop John Chapman, with Confirmation and Reception into the Anglican Communion, to baptisms, weddings and Celebrations of Life, to the feasts of the Church year, were put on hold. It remains to be seen whether the Episcopal visit for this year will take place or not. All worship liturgies were either offered as 'read only' on our website or, in a matter of weeks, online as recorded services. With thanksgiving for the foresight and the completion of the technology required, and a phenomenal amount of work executed by Derek Reid, supported by Ian Kelly on our website, we consistently provided worship throughout the year. Holy Week was marked with, among other things, a video of 'how to craft palm crosses when you have no palms' to our contemporary 'Service of Shadows' Tenebrae, Maundy Thursday and Good Friday services and our heartfelt Easter celebration of our Lord's Resurrection. Special seasonal services were also offered during the year such as the National Indigenous Day of Prayer, Remembrance Sunday (with thanks to Peter Humphries on trumpet) and new offerings such as the Contemporary Compline (with thanks to Peter Lackey on canoe!). Quiet Christmas, A Virtual Christmas Gala and our Christmas liturgies were produced in due time. There was a steep learning curve, and much discomfort for the clergy (well, for Susan+) in being 'on camera'! With Derek's expertise we were able to offer variety in content, photographs, techniques and lighting etc.

Thank you to Deb McIntyre for the use of a number of her beautiful photos and to Emma Lackey for her assistance and photos for our Christmas Eve celebration. We continue now, in 2021, to seek ways to enrich, refine, and refresh our online liturgies and will do so as we enter into Lent and on towards Easter. We deeply miss our sacramental life, gathered together, sharing in the peace, in fellowship, in conversation, in hugs! We acknowledge that it's been a difficult year even as we are confident that our faith community remains strong and committed.

Worship ministries impact the parish budget in various ways. We were able to pay our Directors of Music and our pianist in full through from March 14, when we closed, to the end of their agreements in June. Derek Reid and Emily Adams worked hard with their constituent members to provide quality music for our online presence. We thank them and those who assisted them. The injunction against singing in church in these pandemic times is one felt deeply, not just by our vocalists but by the parish as a whole. In September, new agreements were signed based on the production of two songs or hymns a month (by each group) to be added to our music library and used in worship. Derek also officially began his work as our AV specialist and technology administrator for worship. Costs also include music licensing, music purchases and piano tuning, paper and copy costs, the expenses associated with the Altar Guild and other related items.

With the postponement of the Episcopal visit back in March, so also was the postponement of the blessing of new art work in our nave. Now consecrated by holy use, we have enjoyed the new frontal, "Spirit Alive" created by our quilt artist Rachel Matthews. In the liturgical colour red, it has been given in thanksgiving for 50 wonderful years of marriage for Brian and Helen Kelly. And thanks to the artistic creativity of paint artist Brenda Reid, two new panels we added to the Living Water wall... "Neawasin", meaning 'beautiful', in Cree, and "Tansin", meaning 'hello' or 'a greeting an old friend'. All parishes had received a ceramic feather from the All My Relations working group, at Synod 2019. It is a symbol of the will to build relationships with Indigenous peoples. St. Helen's feather was mounted in a shadow box (thanks to Loran Ponting) and installed above our Prayer Net. Our Prayer Net, which began in 2016 with the call to become 'Fishers of People', continues to be a valued symbol and practice of our ongoing prayers. Back in March we produced a short video adding a special ribbon as we prayed for an end to the pandemic. Sooner, rather than later, ok Lord?

Our Quiet Garden remains a special place of prayer, of remembrance, of resting with God and listening to the voice of the Holy One. Thank you to John Leech and to all of our workers, planters and everyone who cares for the Garden and its continued growth. If you are interested in purchasing a memorial stone for the Garden, please read the notice in The Vine. Seasonal Quiet Garden devotionals are posted regularly on our website (with a 'hard copy' at the church).

In addition to the priestly ministries inherent in our sacramental tradition, lay ministry, both compensated and volunteer, is exercised faithfully, albeit many have been on Sabbath since lockdown last March. It is important for us to continue to affirm their ministries which we hope will be able to be embraced again this year. Our dedicated music ministries (with the choir led by Director Emily Adams and with pianist Cheung Hu, and Emmaus led by Derek Reid; Readers, Intercessors, sides-people and administrative (including financial ministries) and technical support are all integral to the worship experiences we offer. A number of our readers were able to participate in the recorded liturgies and thanks is extended to the couples who took part in the Advent Wreath Candle Lighting during Advent. The Altar Guild, under the leadership of Debbie Tweedle, as well as our Servers and Communion Administrators, enable the ministry of the Lord's Table. Healing Ministry, in pre-Covid days, was offered on the first Sunday of every month at each service and this 'culture' of prayer for healing and wholeness in body, mind and spirit, continues to be one of the defining marks of our parish. Thanks to Terry Leversedge, Randy Bird, Maggie Lorimer, Bev Hatt and Brenda Reid. Thank you to Lorna Ponting for undertaking the complicated task of scheduling Worship Ministries.

For certain celebrations, the Nave and other areas are decorated with flowers and appropriate décor (including for Episcopal Visits, Easter, Mother's and Father's Day, St. Helen's Day, Thanksgiving, All Saints, Remembrance Day and Christmas observances etc.) We continued to offer this enrichment of our worship space during 2020. Thanks to Emma Lackey especially for her assistance with the manger scene and flower arrangements which graced the nave at Christmas. Funding for flowers is provided for through memorial donations (with only a token amount assigned through the budget) although, in 2020, much was provided for by the Incumbent.

Please read the individual reports provided.

Respectfully Submitted by The Venerable Susan Churchill-Lackey, Incumbent

Altar Guild This last year has been vastly different from other years as the pandemic has impacted our Christian life at St. Helen's and in the Diocese of Ottawa. The Annual Diocesan Altar Guild meeting was cancelled and our Altar Guild duties at St. Helen's went on sabbath in mid March. There were positives ... we welcomed back Mary Albright to her duties in February after recovering from her fall and celebrated Connie Thurlbeck's recovery from her fall while on sabbath. Once again, we were blessed with a new red frontal created by Rachel Matthews and offered in thanksgiving for the long and happy marriage of Brian and Helen Kelly. There has also been more beautiful art to grace our worship area. We said good bye to Brenda Harder in August as she and Ron moved to be closer to their children. My thanks to her for her many years of faithful service.

My deepest gratitude to my Altar Guild friends -- Penny Burgess, Judy Barstow, Sandra Clark, Joy Dorff, Carol Perks, Mary Albright, Jo-Ann Rasmussen, Maxine Schatz, May Woods, Shelly Yerburch, Bev Hatt, Carol Danson, Verlie Nauffts, Debbie Tallack, Ellie Young, Yvonne Rawlingson, Audrey Coupland, Johanna Mulder, Pat Jamieson, Connie Thurlbeck and Leslie Henderson-Whynot -- for their continued and faithful service. I am sure that I speak for all these ladies in that we look forward to resuming our Altar Guild ministry.

*Respectfully submitted by Debbie Tweedle, Altar Guild Chair
Thank you to Deb Tweedle for her leadership of the Altar Guild!*

Contemporary Music Ministry The contemporary music group, Emmaus, leads the music for 9:15AM services from September through to June. With the closing of the church to in-person worship as of March 13th in response to the COVID-19 pandemic, we began to produce recorded music videos that could be included with our on-line worship services. That was not without its challenges as individual members worked out the technical aspects of recording their respective parts and sending them to me for mixing and production of a video. Nonetheless, by God's grace, we have been able to achieve very good results. Although we very much miss the interaction of being able to make music together and to lead you in worship – in person – we hope that these videos have helped to enrich your on-line worship experience.

We give thanks for the commitment and dedication of Reni Gauthier, Helen Kelly, Ron Harder, Ian Kelly, Rachel Matthews, Olivia Pelling, Kim Jones, Henry Giroux and Lyse-Pascale Inamuco as they give of themselves to music ministry each week and we give thanks to their families and loved ones who support them in this commitment.

In September, Ron and Brenda Harder moved to the Kitchener-Waterloo area and we miss them dearly. We thank Ron for his commitment to the music ministry of Emmaus for well over 20 years. While we are still producing music for on-line worship, Ron is able to contribute to that part of our ministry, so we remain very grateful to him for that.

After over 30 years of support to the music ministry at St Helen's, Helen Kelly has decided to retire. We are incredibly grateful for all that she has contributed to music, both, with the Choir and Emmaus and we will miss her. For now, Glen McIntyre has agreed to play keyboard for Emmaus and we are very thankful to him for stepping in on short notice. We look forward to the day when we can gather with you once again to worship.

*Respectfully submitted by Derek Reid, Contemporary Music Director
Thank you to Derek Reid for his leadership of Emmaus!*

Choir Music Ministry The choir has been deeply affected by the COVID-19 pandemic. We have worked to maintain a sense of fellowship, which is a high motivator for joining the choir. Early on, I shared motivating and accessible voice coaching videos to watch and learn from. As the shutdown wore on, we focused more on entertainment, lead by our capable and prolific Peter Humphries. We have fretted and laughed together as we have learned completely new skills, singing alone into a microphone, and listening back to our own naked recordings in all their glorious and horrifying wonder.

I am no longer a conductor, but have become a digital producer, spending hours upon hours at my computer mixing, tweaking, and listening. All of this to provide a different version of spiritual nurture for St. Helen's in the form of music. We have been limited by our inhibitions, lack of technology or knowledge to use it, and energy to do a hard thing when there are so many demands on our emotional reserves. But we have also been bolstered, inspired, and encouraged by the magic that happens when we join our recordings together, the challenge of learning new ways of doing things, the personal growth of listening to our own singing, being able to contribute to the community, and an end result that sounds pretty good.

I would like to say a huge sincere thank you to all the choir members who have kept me motivated, have participated when they could, have shared a lovely conversation, have kept in touch with each other, and those who are waiting to get back to singing together in person. A huge thank you to Derek Reid for his technical and management support, to Cheng Hu, providing all the piano accompaniment and lots of enthusiasm, and to our instrumentalists Val Guest, Jane Rowland, Peter Humphries, Nancy Foad, Reg Woods, and Dave Halpenny for the extra contributions.

*Respectfully submitted by Emily Adams, Choir Director
Thank you to Emily Adams for her leadership of the choir!*

V Discipleship *Growing in Faith and Witnessing to Christ*

The COVID-19 pandemic has led to the physical closing of the church for most of the year. Consequently, Discipleship activities have had to be curtailed or reimagined. Peter+ provided the leadership for the Confirmation and Reception into the Anglican Church classes, beginning in the fall of 2019 and completed in March of 2020. Sadly we could not proceed with the Episcopal Visit and that celebration is still on hold.

This year the seasonal devotionals for the Quiet Garden, the Lenten Devotional “Heart and Soul”, (written by Susan+), the Easter Reflections “Food for the Soul” and “Journeys with Kay” by The Rev. Kay Richardson were available on the St Helen’s website, along with other resources for prayer and worship (with thanks to Ian Kelly) In 2021 look for the Lenten Devotional, “Of Water, Born”.

Since April, the Branches Youth Ministry has participated in virtual weekly meetings. Because of the pandemic, CLAY was cancelled and some of the funds raised for CLAY were used by the Youth for the youth homelessness service project. Please see their report.

In-person Bible Study was cancelled in March but resumed on November 10 for 6 weeks as a virtual study on zoom led by Peter+ and using the resource “The Bible Project”. The study now being offered on Tuesdays at 9:30 AM is a World Council of Churches resource, *Healing the World*, Eight Bible Studies for the Pandemic Era.

2020 began with Children’s Ministry Sundays until closure in March. A creative Advent Family Resource package was mailed to all families with young children and resources were made available on the website. Materials to assist families in ‘observing a holy Lent’ will be distributed this year.

Thank you to all who participated in the Discipleship activities this year and to those who lead these activities. Wanetta will be retiring as co-chair and thanks St Helen’s for the privilege of being a representative of Discipleship on Parish Council. Jeff will continue as chair of Discipleship.

Respectfully submitted by Wanetta Cheung and Jeffrey McRae, Co-Chairs of Discipleship. Thank you to Wanetta Cheung and Jeff McRae for their leadership in Discipleship Ministry!

Church School The COVID-19 lockdown effectively prevented any activities from occurring at the church for the young ones in either Church School or the Nursery. Thanks to the efforts of Susan+, an Advent package was however mailed in December to the parents or grandparents of school-age children.

Respectfully submitted by Eileen Leversedge

The Branches This past year has been unlike any other; everyone has been affected in one way or another. Yet, The Branches and its leaders have accomplished many great things throughout this tumultuous year. The year began with an incredible paint workshop organized by our wonderful youth and led by St. Helen's very own Brenda Reid. This event was organized to foster intergenerational relationships within our parish - which we hope was a success, and to fundraise for CLAY 2020.

From January until early March, we used Rick Warren's book "What on Earth am I Here For" for the lesson plan each Sunday. Unfortunately, this all came to a halt on March 14th. We were inactive for about a month. Then in April, we met again, this time through Zoom. We met twice a month to catch up with each other. We also prepared care packages for our youth and delivered them on their front porches as a token of our appreciation, both early in the Spring and later on for the holidays.

Zoom meetings were held throughout the summer, every Friday evening. We held movie nights, game nights, did tie-dyeing, and cooking activities. We also hosted a socially distanced picnic with all the youth and leaders at the end of September to mark the new school year.

Unfortunately, like many other large public gatherings, CLAY 2020, set in Calgary, was cancelled. It has been postponed to 2021 as a virtual event. Despite the disappointment, the youth were able to work on the National Youth Project, which addresses youth homelessness. They prepared care packages for Restoring Hope Shelter and Operation Come Home. They gathered in the church parking and filled backpacks with everyday essentials and gifts. It was a wonderful way to make a lasting impact on the lives of the affected youth. It got the message out that we are not only thinking about them but also care for them.

For our current curriculum, we are using *Renovations from the Heart: Putting on the Character of Christ*, written by Dallas Willard. It is a guide for our weekly youth meetings, which are held on Sundays at 11:30 AM. Other topics of conversation have included conflict resolution and homelessness in our community. We are eternally grateful for the constant support of the St. Helen's community. Despite the hard times, our youth have shown nothing but grace and perseverance with everything they pursue, which we admire and are thankful for. Thank you to our leadership team, who are continuously committed to our ministry and who provide their guidance, time, and support. We cannot wait for what the new year brings!

Respectfully Submitted by the St. Helen's Youth Ministry Team: Berthorie Beauvoir, Olivia Pelling, Ron Harder, Carol Danson, and Eric Jones.

Thank you to the leadership team noted above!

VI Stewardship *Looking After the Gifts that God Gives Us*

With most services being online this year the audio-visual equipment has really proven its worth time and again, expertly managed by Derek Reid to produce top-quality worship experiences during the pandemic, while maintaining all health and safety protocols. Outside, the Quiet Garden continues to provide a reflective space with ongoing maintenance under the steady guidance of John Leech and his support team. Final landscaping, grass, and possibly a patio area for barbecues and outside gathering area remain a future option.

Here are a few highlights of other things completed, those on-going, and/or still to be addressed.

Upkeep of our Building and Grounds: Stewardship relies heavily on our many volunteers to keep our facility in good shape and keep our operating costs as low as possible. Judy Beehler, and the pandemic team of Bev Hatt and Diane Dodd have worked to keep our interior space clean, sanitized and presentable. Our small but mighty crew looked after grass cutting and grounds upkeep again this year. Thanks to all who pitched in. Dan

Boehner and his grass-cutting partner, Al Burchill, led a team that not only cleared significant yard waste in the spring but also backfilled several sunken areas in addition to fertilizing and seeding. Dan also significantly improved the shed interior with benches and tool racks.

Due to financial constraints, and the limited church use this year, the vinyl floor refinishing was deferred again. Thanks to Peter Humphries and the POG (Putting Out the Garbage) team, this necessary duty is realized, with the additional support of the Administrative Assistant and the clergy.

Maintenance and Upgrades and Repairs

A number of small repairs inside and out were made over the course of the year, ranging from siding and roof shingle repairs to errant doorbells and the usual array of lights and batteries.

This coming year, St. Helen's will have the 'honour' to contribute to another municipal program that protects the city's freshwater supply from contamination. This will require an engineering investigation, report and a yearly inspection going forward.

Terry Leversedge is playing a key role in monitoring some of the routine maintenance and being there when contractors are called. We thank him for his support.

Security and Safety Our security and fire safety systems are working well. Both are regularly inspected and maintained. We owe a debt of gratitude to Dave and Kim Jones for being our "first responders". They are the first to get a call from our monitoring company (day or night) if there are fire or security alarms. They have had a few calls, but fortunately nothing serious. Our fire system has a major inspection completed once yearly by Chubb Edwards and any deficiencies are addressed promptly. We continue to work closely with our snow contractor to make sure our parking lot and pathways are clean and safe. Thanks to Peter Humphries, salt and sand boxes are replenished regularly so feel free to use them if you see an issue.

Stewardship is truly a leadership role in our Church. Our main task has been to guide our many volunteers and provide them with the tools to get things done. We are always open to support from any and all who wish to step forward. It is a rewarding role when you get to step back and look at what has been accomplished.

It continues to be an honour and pleasure to serve our Church in this capacity.

Respectfully submitted by Colin Taylor, Chair of Stewardship

Thank you to Colin Taylor for his leadership in Stewardship Ministry!

Treasurer's Report to Vestry

As always, I begin by thanking God for the generosity of this Parish. We finished well into the black this year, which given the state of so many organizations at this time is no small miracle.

The big news is COVID, and it definitely played a part on our financial statements. Our offerings were well below budget, and without the usual community events to top things up, we ended up being \$43,000 below what we budgeted for. Having said that, parishioners found ways to continue to support the work and ministry of the church via Canada Helps and PAR. By making your financial support digital, you saved the team from having to go out more than necessary, for which we are so very grateful. Those who were unable to give digitally, continued to give via envelopes and many used cheques instead of cash which we greatly appreciate as it makes it that much easier for us to treat with a minimum of personnel. Thank you so very much for all your efforts in this regard.

While our offerings were well below budget, so were our expenses as our ministry became largely (though not solely) virtual. As well, the Diocese of Ottawa declared a “Jubilee” for the months of April and May. This means that the monthly remittance we make to the Diocese was “forgiven” for those two months. As this is the largest expense we have (covering clergy salaries and benefits, diocesan programs, Community Ministries and building insurance), this greatly improved our financial situation for this year.

Ministry did continue, and financially speaking:

- We began to use GIFT funds (supporting lay ministry) to give an honorarium to a needed AV Technician
- We used GIFT funds to fund Melissa Courchesne, a member of St. Helen's, in her Master of Divinity programme at St. Paul's, when her funding was placed on hold because of COVID
- We were able to fully fund our Music Ministries until June and then, from September – December under new ‘virtual worship’ agreements.
- The Youth raised money for CLAY 2020 with a “Paint Nite” in February which was hugely successful.
- As CLAY 2020 was put on hold because of COVID, our youth used some of those funds raised to combine with those from All Saints Westboro to put together backpacks for homeless youth in Ottawa, a project encouraged by CLAY organizers and the Primate
- The money that was made from the sale of Jean Blanchard's craft items was added to the altar guild fund, and we used part of the altar guild fund to pay for some new artwork in the worship space
- We created a new memorial flower fund from unused portions of flower donations to help with future arrangements.

While COVID provided many challenges to the Financial Ministry Team, they continued to work hard to ensure that all our financial commitments were fulfilled properly and on time, no small feat during these times when everything seems to move slowly. Thank you so much to Paul and Lynn who worked tirelessly to see that money was deposited quickly and securely, and bills were paid on time. We are all blessed by their service.

Respectfully submitted by Kim Jones

Thank you to Kim Jones for her leadership in Financial Ministry!

VII Outreach *Servant Ministry: Caring for the Community*

It was a quiet year for Outreach activity due to the Covid-19 pandemic. Our collections for January through March were: ‘Muffins Made with Love’ for The Well; socks (January) collected for the Mission; canned fruit (February) and Knorr Sidekicks (early March) both for the Food Bank. Poise and other health products were discontinued, until further needs are expressed from the community organizations. Regular collections, and any special projects, were then on hold due to Covid restrictions. Donations were encouraged in the meantime for T4T, supporting community and other ministries within the Diocese, PWRDF for international work, and the Orleans-Cumberland Resource Centre.

In November-December, \$10 gift cards were collected for Community Ministries to distribute at Christmas. A total of 260 cards (\$2,600 worth) was delivered to the Well for distribution among the ministries. The youth under the guidance of their leaders participated in the National Youth Homelessness Project by preparing necessity backpacks for youth at risk in Ottawa, funded by CLAY monies raised in the parish. Sadly, Ottawa’s historic *Bales for the North* (coordinated by the Diocesan Anglican Church Women) project is coming to an end. St. Helen’s supported this project admirably over the years and all who contributed should be commended for their dedication.

Sadly, Ottawa's historic *Bales for the North* (coordinated by the Diocesan Anglican Church Women) project is coming to an end. St. Helen's supported this project admirably over the years and all who contributed should be commended for their dedication.

Thanks to all those who participated in Outreach, made deliveries, and to all who made financial and "in kind" offerings (when it was possible to do so) to Outreach programs. Each and every gift is appreciated by those less fortunate in our community. We look forward to doing more collections again this year, when it is permitted to do so.

Respectfully submitted, Carol Danson and Sharon Tremaine, Co-chairs Outreach
Thank you to Carol Danson and Sharon Tremaine, for their leadership in Outreach ministry!

VIII Community *Sharing in Christ's Fellowship*

Once again, a group of men stepped forward to continue the tradition of preparing and serving a Valentine's Day Breakfast to the ladies of St. Helen's. The breakfast took place on Saturday, February 15th in Trinity Hall. The tables were all decorated and beautifully set. A delicious breakfast which started with a yogurt parfait, and was followed with quiche and Waldorf salad, tea, coffee or juice. As usual, the turnout was excellent. A huge thank you to the men of St. Helen's for continuing this annual event which is anticipated each February and very much appreciated by the women of St. Helen's.

Our annual Shrove Tuesday Pancake Supper took place on Tuesday, February 25th. As usual, it was very well attended and enjoyed by all. Many volunteers participate in this event under the leadership of Catherine Cromey and her team. Volunteers cook sausages, mix pancake batter, flip pancakes, chop fruit, and the many other tasks that are required to serve everyone a delicious pancake supper. Thank you Catherine, once again, for a job well done!

An Episcopal Visit and Reception was scheduled for Sunday, March 15th, however, it was cancelled as a result of the COVID restrictions. As a result of no in person attendance, our usual remembrance for all ladies of St. Helen's to commemorate Mother's Day did not happen. Fingers crossed, 2021 will allow us to, once again, honour all female members of St. Helen's in May.

St. Helen's had planned it's first Art Fair for Saturday, May 30th. Much planning and preparation went into this event prior to being postponed due to COVID. A virtual version of the Art Fair is now online, see our website. Many thanks to Brian Glenn and Jill McKinlay for their initiative and effort.

During the pandemic, our Pastoral Care Team was very proactive in maintaining contact with parishioners who were not well or needed support. The team was very much aware of the adverse effect of solitude on many of St. Helen's parishioners and attempted to stay in touch. Thank you to Maggie Lorimer and her group for their caring support.

Another casualty of 2020, was our Annual Christmas Bazaar. This was extremely disappointing as preparation for this event starts early in the year. Fortunately, through word of mouth, many of our preserves which are prepared in late summer and early autumn, were available for sale; St. Helen's was able to earn approximately \$1,100. Thank you to all those who made the jams, jellies, chutneys and pickles! Another \$1,600 was raised by selling various knitted and craft items. Thank you to Helen Giroux and Sandra Clark.

St. Helen's Senior's Lunches, which normally take place in March, June, September and December were very much missed by many. Not only the attendees, but the organizers and servers look forward to these lunches. Hopefully, during the latter half of 2021, we will once again be able to enjoy these delightful occasions.

Our annual Christmas Gala could not take place in person but a virtual version, with Christmas readings, music and reflections was offered in December. As we begin 2021, St. Helen's looks very much forward to the day we can once again gather in person to share fellowship with each other. It will be a challenge to rebuild our social network but all of us look forward to it. We will also continue to seek opportunities to reach out to others in our community to provide support. Thank you to all who generously provide support with all the events that take place at St. Helen's.

*Respectfully submitted, Lorna Ponting, Chair of Community
Thank you to Lorna Ponting for her leadership in Community ministry!*

St. Helen's Pastoral Care Team The Pastoral Care Team (PCT) continues to offer pastoral ministry to parishioners facing surgery, chronic illness, mental health issues, and relationship issues. With the onset of the COVID-19 pandemic early in the year, and Public Health Orders to stay at home, in-person worship was halted. This created challenges for many living alone, Seniors, young families, and those with health issues, not able to join in worship and fellowship with their Church family. In March, members of the PCT and the clergy embarked on a "Call Check-in" ministry to reach out to all members of the Parish. The response was very positive. The calls continue with the focus on the more fragile members of the Parish, and those facing ongoing health issues. Prayer Chain Ministry continues for those seeking prayerful support.

Seniors' Luncheons were cancelled for the year. In November, some members of the PCT undertook a letter-writing campaign. Note cards were handwritten and sent to those Seniors who regularly attend the luncheons, letting them know we miss the fellowship, and look forward to the day when we will be together again.

The PCT thanked Helen Giroux for her ministry as she resigned from the team, and thanked Ron Harder for his ministry as he moved away from Ottawa. The PCT welcomed two new members: Melissa Courchesne and Pat Giddings.

The OPCTP continued to offer Continuing Education Events through Zoom: One in June, entitled "Pastoral Care in an Era of Physical Distancing", and one in November entitled "Spiritual Care in the Face of Medical Assistance in Dying".

*Respectfully submitted by Maggie Lorimer, PCT Co-ordinator
Thank you to Maggie Lorimer for her leadership of the Pastoral Care Team and Prayer Chain ministries!*

Seniors' Lunches 2020 As you know, we have been unable to host any Seniors' Lunches this year. That does not mean that we have forgotten how much we have enjoyed doing just that, and how much we are looking forward to seeing everyone again when it is safe to gather. God Bless.

Respectfully submitted by Liz Whidden, Seniors' Lunch co-ordinator

Craft Group As always, we started meeting on the first Wednesday in the New Year and enjoyed a cup of coffee and fellowship and talked about making crafts for the Bazaar. Then came March and the pandemic and

that was the end of our meetings for the rest of the year. However, despite not having a Bazaar we did manage to make some money and we thank all who contributed. We sold Easter chicks, preserves, masks and mitts amounting to \$2,772. Hopefully we can have a better year in 2021.

Respectfully submitted by Johanna Mulder and Yvonne Rawlingson, Coordinators of the Craft Group

2019 Bazaar Report St. Helens did not hold a Bazaar in 2020 because of the constrictions imposed by the COVID 19 pandemic, however parishioners were still busy crafting and making preserves. We were able to raise over \$1100 selling jams and preserves by contacting known customers. Another \$1600 was raised by Johanna Mulder selling the Easter Chicks prepared before the lockdown, making masks and selling knitted and craft items. We already have an inventory of items ready for 2021, and hope by November things will be almost back to normal. It is now marmalade season, please keep busy crafting and jam making helping us make this years Bazaar the biggest ever.

Respectfully submitted by your most grateful coordinators, Helen Giroux and Sandra Clark

IX St. Helen's Quiet Garden *Sharing Outdoor Space for the Inner Journey*

What a year it has been! The good news is that COVID 19 has not infected our lovely garden! It has remained an oasis of tranquility, a place to visit and reflect, as the world changed around us. Our gardeners, ably led by Reg Albright and Helen Giroux, have faithfully tended the plants, ensuring continued glorious displays of nature's colours.

Susan+ has eloquently provided us all with seasonal thoughts to stir (and calm) our spirits in her periodic "Quiet Garden Devotional" posts on our website. We look forward to the coming year of revival, as we consider all our blessings. Thanks be to God!

Respectfully submitted by, John Leech – Project Coordinator

Thank you to John Leech for his leadership of the Quiet Garden team!

X Report Audio and Video Technical Support

In 2019 we completed the third and final phase of a project that we had embarked on in 2016: to install audio and video capability throughout the church building that would support a wide range of ministry/activities for many years to come. From May of 2019 and early into 2020, for the 9:15 AM service, we began displaying song lyrics on the TV's, greatly reducing the cost of producing weekly bulletins. Then at Christmas, for all services, in addition to displaying lyrics we displayed much of the liturgy on the screens. So, we were quickly starting to enjoy the benefits of our investment in technology.

A key component of Phase 3 of A/V project was to install a good quality camera at the rear of the Nave, so that we could record and/or live stream services at some point. Just before the 3rd Sunday of Lent, we were forced to close the church to in-person worship due to the COVID 19 pandemic. As Susan+ and Peter+ began to consider ways to make liturgy and resources available on our website, I met with them to discuss the video recording of liturgy to make it available for Sunday services. There were a few outstanding technical issues to resolve but, in time, we established a schedule whereby we are able to produce a video every week as well as additional videos for special celebrations throughout the year. These videos, along with other resources, have been made available on our website.

To further enrich the on-line worship experience, we began to incorporate lay readers, music videos produced by the Choir and Emmaus, and other media and resources. Lay Readers would often do their own video recording but, for some, I would meet them in their back patio to record and, as we have moved to colder weather, I meet them at the church to record. I thank all those who have contributed to and/or have participated in our videos. I also want to offer a special thanks to Ian Kelly, who has been very quick to take the videos that I have produced, upload them to YouTube and add links to them on our website. It truly has been a team effort all around from those producing content and from those supporting at a technical level and, for that, I am deeply grateful. Thank you.

*Respectfully submitted by Derek Reid, Audio/Video Technical Support Specialist
Thank you to Derek Reid for his leadership of this new ministry!*

VIII Administration and Governance

Administration and Governance ministries continued to be exercised throughout 2020, as required in a parish of our size and complexity. Although several of those concerned worked when possible from home, being *in situ*, with all protocols in place, was also a reality. The Venerable Susan Churchill-Lackey and The Rev. Canon Peter Lackey, Associate Incumbent, are St. Helen's spiritual leaders. In 2020, we celebrated 37 years of ordained ministry (each!) We are paid according to 'Cost of Priestly Services' (COPS) as determined by the Diocese and Equalized Cost of Priestly Services (ECOPS) which covers stipend, housing and benefits and is a substantial part of the annual budget. Please be aware that new practices concerning housing allowances in the Diocese see new appointments receiving \$5000 more (each) a year than we do at present. This will be a challenge for the parish in the future. We are involved in most areas of parish life and provide leadership in worship, administering the sacraments, preaching, spiritual direction, property and administration and our own faithful prayer and healing ministry. In 'normal' times, and in shared work with the laity, we take part in the developing and operation of both special and regular events and general strategic planning and are hands-on with most parish endeavours, although it is not possible for us to attend all individual groups' events. During the past year, many initiatives enriching parish life and ministry were created and realized by the clergy alone, although there were several exceptions to this, as you will have read in individual reports.

The ministry of pastoral care was very different for much of 2020, focussed, out of necessity, on e-mails, telephone calls, standard mailings and virtual technology. The Pastoral Care Team is to be commended. One outcome of the effort to connect with people is that our database is more up-to-date. If you change your contact information, could you please let the church know. We made a concerted effort to check in, particularly with the most vulnerable. If you did not receive a call, note or e-mail from a pastoral care team member or the clergy, it was not that we do not care. You may have slipped through the cracks or perhaps we had already received information that you were 'ok'. We are, at the time of writing, still unable to visit in person but if you would like a zoom visit, that can be arranged.

Providing Christian education and spiritual growth opportunities is also a mandate within our priestly ministry, as Lenten Devotionals, Advent Family Resources and the virtual Bible study in the autumn attest. We are members of the College of Clergy, required to attend meetings of the Ottawa East Deanery Clericus, Ordinations, The Bishop's Clergy Conference, and Clergy Days. Some of these events were cancelled last year, a large number were experienced virtually and many more meetings and 'conversations' were added. Substantial changes are taking place across the diocese including new appointments, and major revisions to committees and policies. Susan+ is Archdeacon of Ottawa East (newly accepted again by our new Bishop in June 2020), serving also in a minor way as the Diocesan Matrimonial Officer, was on the Episcopal Election

Committee last Spring and on the Human Resources panel, in support of the Diocesan HR Director, Carol Sinclair. Peter+ is a Canon of the Cathedral (St. Alban), now with new responsibilities for the pastoral care of the clergy, as designed by the Bishop, and remains a member of The Ottawa School for Parish Development team. Please read Peter's report.

Terry Leversedge has been wonderfully effective in the role of part-time administrative assistant since 2017. He provides invaluable assistance to the clergy and the general organization and business operations of the parish. He assists with overall planning, the preparation of liturgies, all communications and mailings, responds to a multitude of e-mail and telephone inquiries and is often the person 'on site' for property work, maintenance calls, deliveries and rentals.

Technology became the queen of communications last year. E-mails, virtual platforms, our A/V capabilities, among others, were all extremely important. Some of these required the clergy to brush up their own effectiveness with these tools! It has been obvious for several years, and, much to our frustration even more so last year, that we are in desperate need of a new system for the telephone/internet sector and that will be rectified (as reflected in the budget) as soon as it is possible. Our Web Site (with thanks to Ian Kelly), parish letters (sent out prior to Easter, Thanksgiving and Christmas), the monthly newsletter The Vine (on the web site) and Facebook were all significant means of staying in touch. Due to its high cost, newspaper advertising is limited to Christmas. Parishioners are welcome to contact the clergy at the church or at home, anytime. *Screening in Faith*, the safe church programme, still requires updating and there have been changes in the Police Records Checks programme.

Although we are still structured under our Parish Strategic Plan, no major revision of it has taken place within the last couple of years. As we remain in very unsettled times, planning for the coming year, including the budget, will be subject to many adjustments along the way. Even in 2020 Parish Council members met throughout the year on a monthly basis to share in the leadership that governs parish life, providing reports on activities and participating in discussions as they ensued. It is the responsibility of all parishioners, however, to stay informed about the parish and the Diocese by exploring the websites on a regular basis. Council strives to discern God's will for this parish, to do the 'business' required to the highest standard, to encourage active ministry and to pray for the parish, the church and the world. Thanks to Peggy Gilmour, Council Clerk, to Wanetta Cheung, retiring this year from her excellent work as Co-Chair of Discipleship, and Jeff McRae, also Co-Chair of Discipleship, to Colin Taylor, Chair of the multifaceted Stewardship Pillar, Carol Danson and Sharon Tremaine, serving on Outreach, and Lorna Ponting, our Community Chair. There is no question that the lack of community gatherings during the past year has been keenly felt within the parish and the future will demand concerted effort to build up the community again. Thanks to our Synod Members, Kathy Pearce, Felicia Kwamena, and Peter Humphries for their involvement in the Episcopal Election last March and for attending our first 'zoom' Diocesan Synod, with our new Bishop, last October. Many others take active leadership roles in our parish. Please read the individual reports for more inspiration!

St. Helen's Financial Ministries are managed by our Financial Ministries Team with Treasurer, Kim Jones, Lynn Glenn, Paul Porter and their list of counters, signatories and support staff. The Wardens also play an important role in financial supervision, including reviews, budget setting and other issues. Thanks to Glen McIntyre for joining with Susan+ last February as we negotiated a lower interest rate on our mortgage with the Diocese for the new term. We were blessed that we were already equipped with tools to manage finances during the pandemic, including PAR and Canada Helps. Many of you also took the time to mail or drop your offering in the mailbox. The PAR (Pre-Authorized Remittance) system assists us in financial planning and making this form of commitment to our Lord reveals much about your understanding of mature stewardship.

We thank all those who support the church with gifts of financial offerings, through PAR, church envelopes, Canada Helps, memorials and special offerings such as Easter and Christmas. If you did not support the church financially during the year, please remember that many of our regular bills remain, pandemic or not.

It has not been our practice to run an annual 'stewardship campaign' at St. Helen's but rather, through written material, announcements and homilies to remind the parish of the need to fund ministry of all kinds. We also thank all who have made the step to provide for ministry in this parish after their death, through estate planning and legacy gifts. A pamphlet, entitled Legacy Giving, offering encouragement to remember our church in your will or other estate planning approaches, is available or speak to your financial advisor.

Rental income in 2020 was obviously limited and it will not be a consideration for some time to come. Issues including frequency of use by outside groups, wear-and-tear and professional cleaning, and the management and administration of events will be factors to explore after it is safe to gather again. Costs such as the need for cleaning after major events, paying for a 'church host' for non-parishioners plus other required payments such as insurance (stipulated by the Diocese) will need to be revisited. It is likely that Saturday evening events will be discouraged due to the reality of Sunday morning needs. At present, no event on Saturday can extend beyond 11 PM.

We at St. Helen's have enjoyed the blessing of gifted Wardens, Glen McIntyre and Kathy Peace. They have worked admirably as a team, with complementary talents, and served our Lord, and our parish, conscientiously. They have made their mark, being actively involved in the complicated day-to-day administration and decision making within the parish as well as in finances, volunteer management, support of the clergy and other staff, as well as in their own ministries. Thanks be to God for their faithfulness, their witness, their wise counsel and generous ministry.

**St. Helen's Anglican Church
Minutes of Annual Vestry,
23 February 2020**

1. Call to Order: The meeting was called to order by Susan+ Churchill-Lackey at 12:05 PM. Susan+ welcomed everyone, presented the agenda, opened with prayer; Peter+ read the declaration and instructed members on the meeting procedure and that their signature on the sign-in sheet was their affirmation of this declaration. There were 68 members in attendance. (The attendance sheets are attached to the official copy of the Minutes.)

2. Appointment of Vestry Clerk

Peter Humphries was appointed as Vestry Clerk for this annual meeting by Susan+ Churchill-Lackey. Copies of the Agenda, copies of the Annual Report and copies of the report from BDO were made available prior to the Vestry.

3. Minutes of Last Annual Vestry on 24 February 2019

Peter Humphries moved acceptance of the minutes of the 2019 Annual Vestry. Maxine Schatz seconded. Carried.

4. Ministry Appreciation: On behalf of the clergy, Parish Council and the congregation as a whole, Glen McIntyre, People's Warden, expressed sincere thanks and appreciation to Liz Whidden and Catherine Cromey for leadership in church hospitality and the promotion of community. Kathy Pearce also thanked our priests, Susan+ and Peter+, for their leadership.

5. Wardens' Report: Kathy Pearce moved acceptance of the Warden's report (p. 2) as printed; Audrey Lawrence seconded. Carried.

6. 2019 Reports

Associate Incumbent's Report: Peter+ Lackey moved acceptance of the Associate Incumbent's report (p. 3). Liz Whidden seconded. Carried.

Worship: Susan+ moved acceptance of the Worship report (p. 4). Bev Hatt seconded. Carried.

Discipleship: Wanetta Cheung moved acceptance of the Discipleship report (p. 9). Olivia Pelling seconded. Carried.

Stewardship: Colin Taylor moved acceptance of the Stewardship report (p.12). Arch Campbell seconded. Carried.

Treasurer's Report / Financial Statements: Kim Jones thanked all parishioners for their generosity and drew attention to some items in the 2019 revenues and expenses along with presenting the financial statements overall. We finished "in the red" (with a deficit of \$9,738), when the mortgage payments are included; fortunately, the St Helen's bank account, although finishing 2019 \$22,000 lower than the previous year, was able to absorb the shortfall. BDO reviewed our financial statements, and the draft copy of their report was available (the final copy is produced after Vestry). Kim moved acceptance of the 2019 financial statements as prepared by BDO, John Wiebe seconded. Carried.

Outreach: Sharon Tremaine moved acceptance of the Outreach report (p. 13). Carol Danson seconded. Carried.

Community: Liz Whidden moved acceptance of the Community report (p. 14). Felicia Kwamena seconded. Carried.

Quiet Garden: John Leech moved acceptance of Quiet Garden report (p. 17). Don Morrell seconded. Carried.

Administration and Governance: Susan+ moved acceptance of the Administration and Governance report (p. 18). Deb McIntyre seconded. Carried.

7. Charge to Vestry: The Charge to Vestry was presented by Susan+ Churchill-Lackey at the 8:00 AM and 10:00 AM services on February 23, 2019. Susan+ moved acceptance of her Charge as presented; Peter+ seconded. John Leech asked where the changes to Outreach will be addressed; Susan+ answered that we would address that in the Budget discussion. Carried (copy attached).

8. Presentation and Adoption of Budget for 2020.

Kim Jones presented the budget for 2020. Kim stated that we are proposing a 5% increase over the *actual* offerings of last year. Kim explained the principles behind the preparation of the budget. Budget items were trimmed wherever feasible, and she noted a few of the increases, including those reflecting property maintenance and those that are mandated to the parish by the Diocese. Kim moved adoption of the budget, as presented; Glen McIntyre seconded.

Audrey Lawrence asked if Outreach could somehow be noted in the budget with a \$0 line to recognise our “in kind” contributions. Kim answered that the BDO review highlights that our “in kind” contributions make our activities viable.

Garry Mulder asked about how the Bazaar revenue is reflected and could be channelled to Outreach. Kim answered that the Bazaar revenue is not reflected in the budget because we consider our regular offerings to be our support for the regular activities of the parish and because the Bazaar revenue can be highly variable. Kim noted that Parish Council would have the happy problem of deciding what to do with Bazaar money if St Helen’s was in a surplus situation.

Ron Harder asked about the increase of the budget for offerings. Kim answered that we are asking that parishioners increase their regular offerings.

Arch Campbell noted that charitable giving has shifted, including agencies asking directly for money and parishioners’ wide involvement in other activities. Parishioners’ planning is unpredictable to us.

Lyse-Pascale Inamuco asked how Parish Council came to the decision to cut the Outreach budget. Kim explained that much of our budget is fixed and set beyond our control – water, insurance, ECOPS and mortgage, for example. Moreover, more than \$18,000 of the “Parish Fair Share” that St Helen’s remits to the Diocese goes to support the Outreach ministries, and our “in kind” activities and other fund-raising continues.

Reni Gauthier suggested that we also consider that more people might attend and donate if we are more open about our faith in our daily activities outside the church.

Julia Dudley asked about hall rental revenues. We set the rental rate at \$60/h, but we have no personnel to staff rental times and clean, afterward. Kim also noted that renting Trinity Hall is part of our Outreach ministry and not a core function of the church. Terry Leversedge noted that we are renting the hall about once per month and turn away about one rental request per month (for reasons of costs to us, the inconvenience of Saturday rentals and limited access to our facility).

Olivia Pelling asked if we could add into the cost of the rental the cost of cleaners. Kim answered that the wardens are looking at that.

John Wiebe asked if we could add appeals to support “nice to have” items (such as our Outreach donations) beyond the budget. Susan+ noted that her Charge included a commitment to provide the resources to help people to support our ministries.

Keith Shepherd tries to look at giving as a faith commitment to Jesus, but most of us are more likely to give to something specific that we can identify.

The budget for 2020 was carried.

9. Election, Affirmation and Appointment of Members of Parish Council and other positions for 2020.

(a) Parish Council Membership

Election: Glen McIntyre as People’s Warden and Member of Council. Nominated by Reg Woods. Rod Guest seconded. Acclaimed.

Election: Kathy Pearce as Lay Member of Synod (1st year of 2). Nominated by Allen Burchill. Seconded by Sharon Tremaine. Acclaimed.

Election: Peter Humphries as Lay Member of Synod (1st year of 2) and Member of Council. Nominated by Carol Danson. Bev Hatt seconded. Acclaimed.

Election: Audrey Lawrence as Alternate Lay Member of Synod (1 year). Nominated by Maggie Lorimer. Margaret Gibson seconded. Acclaimed.

Affirmation: Felicia Kwamena (2nd year of 2) as Lay Member of Synod and Member of Council.

Appointment: Kathy Pearce as Rector’s Warden. Appointed by Susan+.

(b) Other Appointments

Appointment by Canon: Susan+ Churchill-Lackey, Chair of Worship and Member of Council

Appointment: Wanetta Cheung, Co-Chair of Discipleship and Member of Council

Appointment: Jeff M^cRae, Co-Chair of Discipleship and Member of Council

Appointment: Colin Taylor, Chair of Stewardship and Member of Council

Appointment: Carol Danson, Co-Chair of Outreach and Member of Council

Appointment: Sharon Tremaine, Co-Chair of Outreach and Member of Council

Appointment: Lorna Ponting, Chair of Community and Member of Council

Appointment: Kim Jones, Treasurer and Member of Council (appointed by Glen McIntyre and Kathy Pearce)

Appointment: Lynn Glenn, Financial Ministry Assistant (appointed by Glen McIntyre and Kathy Pearce)

Appointment: Paul Porter, Financial Ministry Assistant (appointed by Glen McIntyre and Kathy Pearce)

Appointment: Peggy Gilmour, Vestry Clerk for Parish Council (by Susan+ Churchill-Lackey)

(c) Affirmations

Affirmation: Debbie Tweedle, Chair of the Altar Guild

Affirmation: Sandra Clark, PWRDF representative

Affirmation: Maggie Lorimer, Pastoral Care Team / Prayer Chain Co-ordinator

Affirmation: Web Site Management, Ian Kelly

Affirmation: The Rev. Canon Peter+ Lackey, Associate Incumbent

10. Other:

(a) Affirmation of Lay Communion Administrators:

This ministry is licensed to the Incumbent. New Administrator: Melissa Courchesne. A list is attached to the minutes.

(b) Signing Officers: Current signing officers: Arch Campbell, Kim Jones, Peter Lackey+, Kathy Pearce, Glen McIntyre, Louise Garrahan, Lynn Glenn and Paul Porter.

(c) Appointment of Accountants: Glen McIntyre moved that BDO be appointed as Accountants; Kim Jones seconded. Carried.

Other Business

1. John Leech wanted to reflect that, historically, St Helen's did not budget for Outreach, but then we did. He asked that Parish Council consider how best to highlight that to parishioners who are not here. Susan+ answered, "Yes!" Outreach became part of our budget exactly because it was invisible; we have to raise up the understanding that St. Helen's supports Outreach, financially and "in kind."

11. Adjournment: Susan+ thanked everyone who prepared annual reports and also those who made coffee and attended today. John Wiebe motioned adjournment at 1:00 PM.

12. Closing Devotions: Peter Lackey+ thanked the "dynamic" congregation, of which he is happy to speak with pride to others, and closed the meeting with prayer at 1:05 PM.