

**St. Helen's Anglican Church
1234 Prestone Drive
Orleans, Ontario
Annual Report for 2021**



St. Helen's Anglican Church, Orleans - Annual Report for 2021

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I Incumbent's Report

It has not been my practice, generally, to submit an Incumbent's Report for the Annual Report, although my input was always evident within the Worship, Administration and Governance and often clergy review and narrative budget reflections. It has been my custom to offer a 'Charge' to the parish for the coming year; a call to ministry specific to the challenges and opportunities the year might offer, in the service of Christ. In these liminal times, of such uncertainty and transition, my prayer for the parish of St. Helen's is that the Holy Spirit will inspire you to engage in Kingdom work of all kinds, *for the common good*, and that you will fully support the new priestly leadership God will bring into your midst.

Our voyage with you over twenty years has included every kind of travel experience, from sharing in mountaintop joys, to walking with wonderful fellow pilgrims, to tearful hugs, to the frustration and weariness when plans, or relationships, don't work out the way we would wish. We have been privileged to journey with you and are sad to leave, even if we do believe that 'to everything there is a season'. There is no way to name all those who have touched our lives and worked with us so devotedly, to God's glory, caring for the world 'so loved'. We hope that we have nurtured an 'attitude of gratitude' and that you will continue to give thanks, not only to our Lord, for blessings received, but to, and for, the other members of St. Helen's Christian family.

Although I rarely let St. Paul have the last word, in this circumstance I think that his blessing to the church at Colossae is truly appropriate: Colossians 2:6-7 "As you therefore have received Christ Jesus the Lord, continue to live your lives in him, rooted and built up in him and established in the faith, just as you were taught, abounding in thanksgiving."

Blessings, **Susan+**

Respectfully submitted, In Christ's Love and Service, by The Venerable Susan Churchill-Lackey+

II St. Helen's Anglican Church Ministry in Covid Times (2021)

Last year this submission to the Annual Report ended full of anticipation that the lockdowns of 2020, combined with our compliance with Covid protocols and the expansion of the vaccination programme, would lead to an end to the pandemic. As we all know it did not progress as hoped and 2021 was challenging to say the least, with wave after wave of the virus, and much confusion around restrictions and vaccinations, throughout the year.

From January until September worship was virtual. Thanks to Derek Reid, our AV specialist, to Ian Kelly, website manager, to Derek Reid and Emily Adams, as music ministry directors and to their musicians and vocalists, to our readers and to The Rev. Kay Richardson, the principal feasts, special remembrances as well as Sunday liturgies were all celebrated, albeit not as we would wish.

In-person meetings were not possible but ministry of all kinds continued with much enthusiasm and participation. The Lenten Devotional "*Of Water, Born*" was offered on our website, providing a daily guide through the season (later followed by the Advent Devotional *Along Right Pathways*). Other reflections, prayers and worship were also available on the website, including Early Morning Devotions and Compline as well as Quiet Garden Devotions. Bible Study explored virtual studies and The Branches continued to meet. Families with children received seasonal mailings as did all parishioners in the form of parish letters and the monthly newsletter, *The Vine*, on the website. Church gatherings, including music rehearsals, community events and the craft group were also suspended and yet many managed to stay in touch by 'zoom', recording music, for example, and creative individuals worked on their own to prepare for the eventuality of some kind of a Bazaar, which did take place with a wonderful outcome, in November. The Art Fair, in May, pivoted to a virtual event and was not only highly successful in 2021, with an impact on the wider community, but is eagerly anticipated in 2022.

Business was, generally, conducted virtually, including monthly Parish Council and Pastoral Care Team meetings, Annual Vestry on February 28, 2021, multiple Diocesan Synod 'zooms', meetings concerning the Shape of Parish Ministry Consultation and many, *many*, others. Essential daily ministries continued, including the work of the clergy, of Terry Leversedge, our Administrative Assistant and that of our Financial Ministries Team, the Wardens and property maintenance and care of the Quiet Garden as required. Baptisms, Weddings, Celebrations of Life, home, hospital and seniors' residence visits, in-person individual counselling and spiritual direction were all suspended, creating deeply challenging and emotional pastoral situations for many of our 'flock'. When we were again able to have in-person events we did manage to mark two Baptisms and two Celebrations of Life as well as an Episcopal Visit with Confirmation and Reception into the Anglican Communion. The Pastoral Care Team and clergy continued their efforts to stay in touch with our parishes' most vulnerable members and, although there were complaints, of course, that not everyone was contacted, most people truly appreciated our efforts and that of the Prayer Chain. Pandemic fatigue, frustration and depression and other mental health issues affected many, with little relief available.

By August, Public Health, government and the Diocesan "In this Together" Covid Communique updates prompted hope for in-person worship again. On St. Helen's Day, marked on September 12th, we celebrated our first in-person Holy Eucharist since December 2020 in a 10 AM service.

Restrictions around capacity and cleaning, the use of hand sanitizer, social distancing, mandatory masks, and contact tracing, as well as pre-registration for each service added complications and work. Thank you to all those who assisted with the same. Changes and precautions concerning seating, the administration of

Communion and other elements became a reality. By October we added an 8 AM liturgy and soon the church at 10 AM services again resounded with singing as we were able to join as a congregation, with combined music ministry, wearing masks, of course! By November we made the decision to ask for proof of vaccination for all who entered the church, whether for worship, for Contemplative Prayer and the Bible Study *Climate Change Through the Lens of Scripture*, with The Rev. Kay Richardson, *Faith Forum* with Peter+ or any other meeting or reason.

In November, St. Helen's Holiday Market was a resounding success, thanks to the coordinators, all who provided baking and crafts, our volunteers and the hundreds from the wider community who came to shop. Our ministry of Outreach was marked by a gift of \$15,000 to *Building a Community of Hope* (to be matched by another donor), Muffins Made with Love, and our November and December Outreach collection which included pyjamas, chocolates, quilts, scarves, gift cards and other items to benefit Cornerstone and other Community Ministries. Again our members revealed ongoing generosity to reach out to those in need.

As we entered into the season of Advent, anxiety about the variants and next wave of the pandemic necessitated planning for Christmas worship which included "A" if we can be in-person, "B" if we are not. On December 18 we were advised to make a decision concerning resuming lockdown and, in the interest of keeping all of St. Helen's members as safe as possible, we did so, with much sadness. Christmas was again offered virtually. As of this writing, in-person services are to resume on February 20, 2022. Much to our chagrin, Peter+ and I will not be with you as we will have retired by that time.

We give thanks that many of our parishioners have continued to consistently support the church financially. Assistance to all parishes was also forthcoming from the Diocese in 2021. The coming year will no doubt reflect what we are all experiencing in the rise of food and gas prices but regular expenses will, of course, continue. The new telephone/internet system, for example (which will save us money in the long run) has start-up costs; there will be discussions re pay for our music ministry and other independent contractors, and there are a number of required purchases and adjustments that will come with the appointment of new spiritual leaders, as well as other items requiring attention.

We look to the future, deeply aware of God's blessings upon us, as individuals and as the Body of Christ, the Church. May the spirit of thankfulness, rooted in faithfulness, and exercised in acts of generosity and love, keep us mindful that God, "whose power working in us, can do infinitely more than we can ask or imagine". To God's glory!

III Wardens' Report

"I am the vine; you are the branches. If you remain in me and I in you, you will bear much fruit; apart from me you can do nothing." John 15:5

"He cuts off every branch in me that bears no fruit, while every branch that does bear fruit he prunes."
John 15:2

Dear Friends in Christ, as your Wardens, we continue to be blessed to be part of the parish of St. Helen's and its leadership team, and we delight to share in your walk with Christ and in our Kingdom work. Our shared vision remains to be a Christian family, called by God to excellence, to be a community always known by its love, its inclusiveness and by the light, the peace, the hope and the grace of Christ, shared freely.

Despite a resurgence of COVID-19 and the recent news that Susan+ and Peter+ will be starting a well-deserved retirement from their active ministry amongst us, we sense that the saints of St. Helen's remain remarkably upbeat. The past year has been challenging. Reading these many reports clearly shows that we are still a vibrant, caring parish. However, many of the old ways that allowed us to thrive under Susan+'s and Peter+'s guidance have been pruned due to the Public Health restrictions necessary to address COVID-19.

Yet, we have learned to worship in new ways. On-line services and Zoom Bible studies and Youth activities, amongst other new experiences, have moved us out of our comfort zones, provided us with new skills and forced us to reflect on the way ahead. At the same time, the upgrades we invested in to enable these new activities have created opportunities to support new growth in response to the severe pruning we have undergone.

Notwithstanding this pruning and your own uncertainties and worries about your personal health and well-being, you have remained generous and concerned about the greater community, and you have continued your unselfish support of St. Helen's and the community outreach activities in which we are engaged. St. Helen's is well placed to move forward into new opportunities in this new COVID reality.

The Rev. Kay Richardson has agreed to support us with priestly duties until a new incumbent arrives. She will provide the equivalent of three days per week to support core activities. With this in mind, we will need to manage our expectations of Kay+ and not overload her.

We will provide regular updates on our progress to identify our new incumbent and assistant incumbent. Our hope is that we will have an incumbent in place around mid-September. Identifying and selecting an assistant incumbent will follow; we hope that we will have both in place by the spring of 2023.

The parish committee (Peter Humphries, Kathy Pearce, Felicia Kwamena and Jeff McRae) had a very productive meeting with the Venerable Linda Hill (Executive Archdeacon) to kick-start the discernment process for our new incumbent. We discussed the process and the time line. The committee's first task, completing a Parish Profile, is well begun, making good use of your input for the Shape of Parish Ministry Consultation. Should you have any questions about the discernment process for new clergy, please feel free to contact any member of the parish committee.

Parish Council continues to provide leadership for our five strategic pillars of worship, discipleship, stewardship, outreach and community. We look forward to the opportunity to speak directly to you about the ongoing mission and continuing operations of the church at the virtual Vestry meeting on Sunday, February 27.

It is essential that we keep our eyes fixed upon the cross in these tumultuous times!

“When the hay is removed and new growth appears and the grass from the hills is gathered in, the lambs will provide you with clothing and the goats with the price of the field.” Proverbs 25-26

Yours in Christ,

*Respectfully submitted by Peter Humphries (Rector's Warden) and Jeff McRae (Peoples' Warden)
Thank you to Peter Humphries and Jeff McRae for their leadership in Governance at St. Helen's!*

IV Associate Incumbent

It is with a mixture of sadness and hope that I write to you at St. Helen's Vestry for 2022. We have not yet emerged from the world-wide pandemic that has affected every part of our lives for the last two years. Our day-to-day living has changed, expectations rise and then are dashed once more, even our language has new words like 'double vaxxed', 'herd immunity' and 'zoom'. This time in our community's history is still abundant with promise, although somewhat tempered with this Covid fatigue. St. Helen's family has been richly blessed with excellent leadership, skills and gifts in plenty, and a gentle sense of pride. Susan+ and I have been richly blessed by you in our time as your clergy over the past 20 years. Part of my sadness stems from the fact that we will be leaving you at the end of January this year as we enter into our retirement from the Diocese of Ottawa. My hope is that you will blossom once more into a renewed and vibrant part of Christ's Body as you respond to God's call to love one another in Orleans.

We began the year 2021 recording our Sunday worship services to have them available on our website (sthelens.ca). This meant that anyone on the planet could enjoy our services in their pyjamas if so desired. We were not trained for this in seminary. It was not until September 12 that we resumed in-person worship services. We began with one service at 10 am and we were to preregister in order to maintain our capacity limit of 50 people. With an increasing demand for attendance, we added an 8 am service on October 3. When we were allowed to increase our capacity, it came with the restriction that we were to check for proof of vaccination. (A somewhat odd addition to our 'welcome to worship'.) We were open for in-person worship for 13 Sundays until Dec. 18, when the Covid situation closed us down again. We have been recording our services again since then. It is hoped that with the improvements to our telephone and internet systems now underway, you will be capable of live-streaming your services in the not too distant future, when in-person worship is allowed once more.

My priestly ministry continued throughout 2021, although in different forms from usual. My involvement paused with the Ottawa School for Parish Development when it's activity was suspended (which was a disappointment for the eight people from St. Helen's who had hoped to attend in June of 2020). Other Diocesan ministries continued online such as Deanery Clericus meetings, meetings on various topics with our Bishop, such as Anti-Racism, Human Resources, and Canons, and with an online Synod in October. Bishop Parker came to be with us in person on November 30 for the Sacrament of Confirmation, and Reception into the Anglican Church, which was originally scheduled for March 15, 2020. He also dedicated the newest artwork at St. Helen's, two painted panels by Brenda Reid (entitled: "*Neawasin*" and "*Tansin*"), and the new red altar frontal ("*Spirit Ablaze*") by Rachel Mathews.

St. Helen's enjoyed online Bible studies in the winter and spring of this year, and we had the opportunity to have three sessions of in-person 'Faith Forum' beginning in September. Brian Glenn coordinated our first St. Helen's Art Fair in May, and Sandra Clark and Helen Giroux managed to pull together St. Helen's Holiday Market in November. Both were great successes and thanks to all involved. St. Helen's Parish Council met online throughout the year until November and December, when we held two in-person gatherings! As part of our deliberations, we were able to give an outreach gift to our Diocesan Community Ministries of \$15,000, which was matched during their fundraising campaign in October. Jeff McRae and I even had our (masked) photo taken for the Diocesan newspaper!

The pastoral care of St. Helen's family continued, although with some challenges. Maggie Lorimer is a superb leader of our pastoral care team and prayer chain ministry. This team (along with your clergy) was in constant communication with the members of the parish, especially in stressful situations of which we were aware. We

were not able to conduct 'Celebrations of Life' for deceased members until November (we held two), although your clergy managed to assist in several graveside committals (masked and distanced) in the fall when requested. When there was a break in the Covid lockdown, we were able to celebrate two Baptisms in the parish, although in modest form.

We certainly missed the human contact part of this family. Since so many of our community events have had to have been either cancelled or postponed indefinitely (including Susan+'s and my farewell reception scheduled for January 23 of this year), our fervent hope and prayer is that we shall emerge from this pandemic stronger and more resilient than ever, and look forward to worshipping in person once more. I trust that we shall be able to share a 'not-quite-so-quiet Peace' with one another again, and that our joy shall be renewed. St. Helen's is truly in transition time for now, both with repeating Covid restrictions, and now, as you listen to God's voice, in the discernment of the next clergy for the parish. The ministry of this place will be different, with a new shape of mission and outlook. Do be kind to all those entrusted with leadership, it is not an easy task. May God's grace and peace be with you always.

With love,

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

V Worship *Praising God in Community*

2021 began with fervent hope that the pandemic would be brought under control quickly as the promise of vaccinations became a reality. No one could foresee that multiple Covid variants would continue to plague the world. From January through to September 5 we were able, under the direction of Derek Reid, to offer online services for parishioners and 'visitors'. With his expertise we were able to offer variety in content, photographs, techniques and lighting and other elements. Derek is our AV specialist and technology administrator for worship and a call for assistance in this ministry is in the Vine. Peter Humphries has had success exploring the realm of telephone and internet capabilities for the parish and it looks like live-streaming of services will indeed soon become an exciting new feature of parish life. As in 2020, the technology we already had allowed us to be creative, consistent, and faithful as we preached 'good news', and the blessing of God's presence in all circumstances, in the midst of very difficult months.

At beginning of the season of Lent resources and recipes for Shrove Tuesday were on our website but they were no substitute for our popular Pancake Supper! The Ash Wednesday liturgy was recorded. We packed away the 'alleluia' and were reminded, of the 'frailty and uncertainty of human life' as we were, as Christ's disciples invited to 'observe a holy Lent'. The Lenten Devotional *Of Water, Born* offered a daily reflection throughout the season (with thanks to Ian Kelly for his expertise as web manager).

Holy Week worship included Palm/Passion Sunday, services of Evening Prayer, "From Her Perspective" led by The Rev. Kay Richardson, a contemporary 'Service of Shadows' or Tenebrae, and Maundy Thursday and Good Friday, "The Celebration of Our Lord's Passion", services. Several of these services were enriched with photos, videos and with artwork slides available through the Vanderbilt Divinity Library. Our virtual Easter celebration of our Lord's Resurrection was bittersweet but the hope of the Gospel, as always, encouraged us all to proclaim heartfelt alleluias! Our celebration of the gift of the Holy Spirit at Pentecost was illustrated with an installation of the Flames of the Spirit displayed on the reredos.

Special remembrances were offered, within the homilies and in the prayers, for a wide variety of concerns, including, but not limited to, Black History month, the pandemic in India, the National Indigenous Day of Prayer, Canada Day, the tragic revelation of the deaths of children in Residential Schools and the call to proclaim 'Every Child Matters' and the killing of George Floyd and the renewed efforts to raise consciousness and to educate concerning systemic racism in Canada and around the world. Ongoing challenges, including the pandemic, extreme weather and climate crises, and the reality of violence around the globe were also addressed on a regular basis as were the needs of specific groups within our community and beyond. The clergy, including Kay+, Peter+ and Susan+ with Derek Reid, worked double time during June in order to provide weekly worship throughout the summer. Thank you to Deb McIntyre for the use of a number of her beautiful photos in our liturgies, to Emma Lackey for her photos, and assistance with both flowers and technology and to others for photos used as opening slides for songs and hymns.

Due to Covid closures and restrictions, so many celebrations, from baptisms, weddings and Celebrations of Life, to the feasts of the Church year, were put on hold or marked in a very different manner than we might have wished. We were able to officiate at the marriage of Jenna Leversedge and Adam Wood (in a venue outside the church) and to honour Bob Merrick, Bob Beggs and Keith Shepherd in Celebrations of their life and witness. Families of other beloved parishioners who died in 2020 and 2021 marked their lives in their own ways. Memorial stones were blessed and placed in the Quiet Garden in tribute to Bob Neville, Bob Merrick, Bob Beggs and Charles Quenneville.

On September 12, St. Helen's Day, we were again open for in-person worship, starting off with one service at 10 AM. In-person required following a number of protocols including pre-registration (with thanks to Peter Humphries, Kathy Pearce and their team for their work on this necessity), following capacity guidelines and rearranging the chairs in the nave, the wearing of masks at all times, sanitizing before and after people came into the building and so on. We were/are required to follow not only Public Health and government regulations but to also stay in line with Diocesan communications. We were able to resume Eucharistic celebration, much to our joy as a community! Although permission was given by the bishop to resume offering the common cup, we made the decision, after much consultation within the parish, to continue with communion 'in one kind', that is the host, which is, and has always been, "full communion". Beginning in October we widened the scope to include two Sunday services at 8 AM and 10 AM (with sanitizing in between) and, to the delight of all our music ministries, were again able to gather (socially distanced) and to offer combined music ministry. This combined music ministry offers such richness to our worship, not provided for in most parishes. We still had to wear our masks but we were allowed to sing again in worship!

Aside from St. Helen's Day, we marked special Sundays such as Harvest Thanksgiving and Remembrance Sunday (thanks to Peter Humphries on trumpet) with All Saints Day. The spirit of remembrance was symbolized at the front of the altar with the Remembrance Day wreath from the Legion, with its poppies and its banner, Lest We Forget; the floral tribute, in celebration of the lives of all the saints; and with the painting of the eagle feathers and the beaded cross, created especially for this purpose by artist Brenda Reid. The actual original feathers and cross were gifted by an elder to Brenda's Dad, Arthur Merrill Anderson, on the occasion of his ordination in 1987 at Emmanuel St. Chad in Saskatoon. Brenda's painting remembers all the children who suffered and died while in Residential Schools and their families who grieve still. The three objects, side by side, provided a poignant backdrop to that day of Remembrance.

As the autumn months passed, our numbers for Sunday attendance continued to rise and when capacity limits (but not social distancing requirements) were lifted, *if* we requested proof of vaccination and ID of anyone coming into the building, including for worship, we again made that decision. Pastorally it was a two-edged

sword: we felt for those who have, for whatever reason, not been vaccinated but wanted others to feel safe enough to come to church in-person.

At the end of October and in November we offered two opportunities for families who had requested Baptism to attend a Sunday afternoon liturgy to allow that to take place. Please note that this is not the 'norm'! Holy Baptism is to be celebrated within the main Sunday morning community worship and not 'privately' but strange times called for some leniency on the matter. We were also able to add a new Early Morning Devotions video to the website to join the Contemporary Compline service, and a virtual Quiet Christmas service, for all those who find the season of Christmas difficult.

On November 30, St. Andrew's Day, The Right Rev. Shane Parker, Bishop of Ottawa, celebrated the Eucharist at St. Helen's, and the Confirmation and Reception into the Anglican Communion, postponed in March 2020, finally took place. What a privilege to witness the reaffirmation of Baptismal vows and the commitment to the life of faith expressed that night. It was a happy occasion, even if we were conscious that several members who had prepared for this event could not attend, due to various reasons. We were also able to finally bless the new art work in our nave. The red frontal "Spirit Ablaze" created by our quilt artist Rachel Matthews, was given in thanksgiving for 50 wonderful years of marriage for Brian and Helen Kelly and has now been enjoyed for almost two years by those participating in our online worship. The two new panels, by paint artist Brenda Reid, grace the Living Water wall... "*Neawasin*", meaning 'beautiful', in Cree, and "*Tansin*", meaning 'hello' or 'a greeting an old friend'. 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. Our fervent prayers for true end to the pandemic continue.

By the time we were lighting the first candle on the Advent wreath, the candle of Hope, we were all becoming aware of the new variant Omicron, and planning for Christmas took on a Plan A, B, or C quality. We were, unfortunately, locked down again beginning on December 18 and the Christmas service was provided online. What a profound disappointment, for us as clergy, in our last Christmas, for our musicians and community as a whole and for all of us, as a 'normal' Christmas and family gathering was, again, not to be. The clergy were also not be able to offer home or Residence visits for Christmas Communion.

Worship ministries impact the parish budget in various ways. Our Directors of Music and our pianist are employed part-time as 'independent contractors'. Given the times, their agreements have tried to reflect the changing landscape. The Wardens will be in communication with them moving forward on issues of expectations and compensation. Derek Reid and Emily Adams have worked creatively with their musicians and vocalists to provide music for our online and in-person presence. We thank them and those who assisted them. Derek Reid is also an 'independent contractor' as AV specialist and we have funded his work to date through the monies raised through our parish Gift share, intended for use for lay ministry. Costs also include music licensing, music purchases and piano tuning (which all increased considerably in the past two years), paper and copy costs (which decreased with our use of overhead screens), the expenses associated with the Altar Guild and other related items.

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 see the website. Seasonal Quiet Garden devotionals have been posted regularly on our website (with a 'hard copy' at the church).

Although much of lay worship ministry has been 'on hold', both compensated and volunteer, this will change as the pandemic eases once again. We continue to affirm our dedicated music ministries (the choir led by Director Emily Adams and with pianist Cheung Hu, and Emmaus led by Derek Reid); Readers, Intercessors, sides-people or 'registration checkers' 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 as well as our in-person worship. The Altar Guild, undergoing some reorganization in 2021, resumes duties, under the leadership of Debbie Tweedle. Our Servers, Communion Administrators and Healing Ministry team have been on Sabbath during Covid but as Eucharistic worship resumes with new clergy, the need for commitment in these ministries will become apparent. We pray that the Healing Ministry, of body, mind and spirit, will once again be practiced at St. Helen's. Thank you to Lorna Ponting for continuing the 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.) Funding for flowers is provided for through memorial donations (with only a token amount assigned through the budget). With the clergy retirements pending you will find a call for a volunteer to coordinate this ministry in the February 2022 copy of The Vine.

Please read the individual reports provided.

Respectfully Submitted by The Venerable Susan Churchill-Lackey, Incumbent

Altar Guild We had hoped for a return to a somewhat more normal routine, however 2021 proved to be very similar to the previous year. Although St. Helen's was open for in-person services on St. Helen's Day in September, with a 10:00 am service, it was set and cleaned up by Susan+ and Peter+. The Altar Guild was on Sabbath until Thanksgiving weekend and then performed our duties until Advent Four, when in-person services were cancelled.

With the reduction in duties and some members choosing to continue on Sabbath, the Altar Guild was condensed into two teams with May Woods and I leading Team 1 and Bev Hatt & Yvonne Rawlingson leading Team 2. Setup was still on Saturday mornings (with a maximum of two Guild members) and one Guild member would attend the 10:00 am service to clean up. Susan+ and Peter+ cleaned up after the 8:00 am service and set up for the 10:00 am service.

Although the Altar Guild was on duty for a short period of time, we assisted at two funerals, one baptism and the Bishop's Visit.

As was the case in 2020, the Annual Diocesan Altar Guild meeting scheduled for 2021 was cancelled. St. John's Smiths Falls is scheduled to host the 2022 meeting.

Five of our ladies have chosen to retire from the Guild - Mary Albright, Jo-Ann Rasmussen, Yvonne Rawlingson, Judy Barstow and Ellie Young. Each has made a significant contribution to St. Helen's Altar Guild and will be sorely missed when we resume duties once again.

I would like to thank my Altar Guild friends -- Penny Burgess, Judy Barstow, Sandra Clark, Joy Dorff, Carol Perks, Ellie Young, Mary Albright, Jo-Ann Rasmussen, Maxine Schatz, May Woods, Shelly Yerburgh, 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 faithful service.

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

Contemporary Music Ministry As we entered the second year of the pandemic with the church still closed to in-person worship, we continued to produce recorded music videos for inclusion in our on-line worship services. We all longed for the day when we could lead the community of St. Helen's in song, in-person, and were overjoyed when that day came in October and continued each Sunday throughout the fall.

At our rehearsal on Saturday, December 18th, we were preparing music for Advent 4 and Christmas when it became evident that, with the Omicron variant spreading quickly, the return to on-line worship was imminent. So, we took the opportunity to quickly do a live recording of a few Christmas songs which were then offered for inclusion in our on-line worship recorded services throughout Christmas.

We give thanks for the commitment and dedication of Reni Gauthier, Ian Kelly, Rachel Matthews, Kim Jones, Henry Giroux and Glen McIntyre as they give of themselves to our contemporary music ministry, and we give thanks to their families and loved ones who support them in this commitment.

In June, we offered thanks to Olivia Pelling for her commitment, dedication and music offered through her participation in our group for 10 years. We wish God's blessings upon her as she continues in her faith journey.

We look forward to the day when we can gather with you, in-person, to worship.

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

Choir Music Ministry We started 2021 by continuing to make recordings of hymns from the hymn book that we enjoy and could handle in a virtual context. Continuing until June, we produced 10 additional hymns for Sunday pre-recorded services, which are now part of the Church's library of recorded hymns to use when needed in the future. The Choir joined Emmaus to provide live music starting October 3, and navigated Public Health guidelines and Singer's Masks to present a hymn or two each Sunday. The return to regular practice and worship was very much appreciated by most of the choir, as we enjoyed some real live (distanced) company and the joy of singing together once more.

We are sad to see Cheng Hu, accompanist, leave our parish to concentrate on her Doctorate and other employment opportunities, including teaching piano. We thank her for her two years of service to this parish. She will be finished at the end of January.

I would like to thank Peter Humphries for his extra efforts for the choir and to all choir members for their music, their efforts, their trust, and their communication.

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

VI Discipleship *Growing in Faith and Witnessing to Christ*

"Then Jesus said to his disciples, Whoever wants to be my disciple must deny themselves and take up their cross and follow me." Matthew 16:24.

Dear friends in Christ, I have had the honour and pleasure to act as the Chair of Discipleship for the past year. The goals of the Discipleship Pillar within St Helen's are threefold:

1. Develop a full and integrated discipleship program clearly rooted in the Gospel message.
2. Encourage both individual and group initiatives and commitment by parishioners to Discipleship.
3. Continue to provide a wide variety of programs for parishioners of all ages.

It has been an exciting year working to meet these goals within the constraints needed to adapt to the COVID-19 pandemic, which saw the church building closed for most of 2021. Yet despite the challenges resulting from the public health measures, there has been a steady response to Discipleship and innovative growth that will stand us in good stead as we move forward.

Discipleship opportunities continued to be offered online, in mailouts, or in-person, as allowed. Some of the activities are captured below.

In January, Peter+ coordinated a 'zoom' Bible Study on Tuesday mornings using material from the World Council of Churches, *Healing the World*, Eight Bible Studies for the Pandemic Era. During the autumn, Peter+ also provided Faith Forum, Bringing Faith to Life and Life to Faith, honouring capacity and Covid protocols. During the fall of 2019 and the early winter of 2020, Peter+ led a group of parishioners exploring their faith as he prepared them for a significant step in their spiritual journey.

Starting in September, The Rev. Kay Richardson offered the opportunity for weekly in-person Contemplative Prayer on Thursday mornings and Bible Study on the theme '*Climate Change through the Lens of Scripture, and in Advent, 'Advent Waiting .'*' Thanks to Kay+ for her gift of teaching ministry.

Finally, on November 30, 2021, The Right Rev. Shane Parker made an Episcopal Visit to St. Helen's for the Confirmation and Reception of new members into the Anglican Communion. It was terrific to finally join in this celebration, initially scheduled in March 2020 but cancelled due to COVID-19, as we supported them in their walk with Christ.

Throughout this year, the seasonal devotionals for the Quiet Garden, the Lenten Devotional *Of Water, Born* and the Advent Devotional *Along Right Paths* (all written by Susan+) were available on the St Helen's website, along with other resources for prayer and worship (with thanks to Ian Kelly).

We offer thanks to Olivia Pelling, Ron Harder and Carol Danson, who provided leadership for The Branches for the past five years. In addition, we thank Berthorie Beauvoir, Eric Jones and mentor Kathy Pearce for their present leadership. An exciting opportunity for youth to be involved at the Deanery level in the coming year is unfolding under the guidance of the parish of the Epiphany, with their priest, The Rev. Arran Thorpe. Entitled 'Acts of Kindness,' it will be designed to inspire youth to put their faith into action. For more details, please see the report for The Branches Youth Ministry.

Children's Ministry Family Resources were mailed to families with children for Lent/Easter season, Pentecost and Thanksgiving. The Seasons of the Spirit curriculum resource, among others, were used for this purpose. In addition, the Church School cupboard in Trinity Hall was cleaned and sorted, and there is an inventory of materials available for when this ministry can resume.

Although Cursillo weekends are not happening due to the pandemic, the Cursillo community is alive and well, engaged in prayer, encouragement for the journey, and Prayer and Praise Ultreyas. You can find more information at oacm.ca. In addition, our parish library (and the novel exchange) has been edited, with new titles now available for when in-person visits can take place.

The Ottawa School for Parish Development is on hold at the Diocesan level. Still, many other Diocesan virtual events are taking place, including Anti-Racism Workshops for the clergy, a lecture series marking the 125th Anniversary of the Diocese and the Shape of Parish Ministry Consultation.

Throughout the year, both Susan+'s and Peter+'s homilies have included insightful themes on Discipleship, and they mentored those in leadership roles and helped others discern how to mature and develop as disciples of Christ. Thank you to all who participated in the Discipleship activities this year and to those who led these activities.

Should you feel called to ministry in this rewarding area, there are many available opportunities, including assuming the role of Discipleship Chair. See the February Vine for details or speak to me.

*Respectfully submitted by Jeffrey McRae, Chair of Discipleship.
Thank you to Jeff McRae for his 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+ and Peter+, seasonal mailings were sent throughout the year to families with children.

Respectfully submitted by Eileen Leversedge

The Branches The year 2021 was a period of adjustment. From 2020, we learned how to navigate through digital spaces and applied this gained knowledge to discover more efficient ways to reach out and connect to the youth of The Branches.

From January to June, we continued to meet every week, virtually, through Zoom. Our meetings were a mix of thought-provoking discussions, movie nights, game nights, and cooking activities. Some topics of conversation included how to have healthy friendships and youth homelessness in our community. This past year also represented a time of significant change for many of our youth as they prepared to graduate from high school and make their way to post-secondary education. In honour of such, we prepared care packages and celebrated this milestone of theirs by visiting each one of them at home, all while socially distanced.

A transition period did not only occur for our youth, but for a few of our fellow youth leaders. Olivia Pelling, Ron Harder, and Carol Danson's time with The Branches came to an end. We would like to thank them for their time and dedication to our youth ministry. They were instrumental in its continuation and laid down the foundation for the next generation of leaders. As a result of their incredible work within our ministry, a natural progression occurred.

We took a hiatus during the summer as we planned the next chapter for The Branches. We returned in late October, once again virtually, but now twice a month. We also adjusted our format to be a check-in period for our youth, providing them with a safe space to openly discuss and share their ideas and thoughts. Furthermore, this year we welcomed a new youth leader, Kathy Pearce. In such a short time, she has already made herself an integral part of our team.

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, Eric Jones, & Kathy Pearce
Thank you to the leadership team noted above!*

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

Despite a brief return to in person worship, once again most services were online this year and the audio-visual equipment continued to prove 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 memorial stones and whose ongoing maintenance under the steady guidance of John Leech and his support team. Final landscaping, grass, and possibly a patio area for barbeques 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. Bev Hatt, Diane Dodd, Debbie Tallack and Norm Dorff, among others, worked to keep our interior space clean, sanitized and presentable. A special thanks to Louis and Peter Garrahan and Dave Jones for work on floor repairs and to Peter Garrahan, and Peter Humphries, Terry Leversedge and everyone who helped prepare the interior space the floor's first resurfacing in several years, and subsequent buffing just before Christmas.

Our small but mighty crew looked after grass cutting and grounds upkeep again this year. Thanks to all who pitched in. Dan Boehner led a team that not only cleared significant yard waste, removed the odd tree (and a lot of low hanging branches), but also backfilled sunken areas and this year tackled the enclosed weed gardens around the HVAC units. Several yards of gravel and bags and bags of stone dust were trucked-in along with landscape fabric and wooden boarders added and yards of fill removed.

Work included grass cutting, bagging, window washing, hauling rocks and other sundry duties with thanks to Dan Boehner, Al Burchill, Louis and Peter Garrahan, Dave Jones, Norm Dorff, Norm Croswell and Peter McQueen, Colin Taylor and others.

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, lights, batteries, and even outlets expire, but nothing out of the ordinary.

This year, St. Helen's honoured the requirement for a municipal program that protects the city's freshwater supply from contamination. An engineering investigation was completed and submitted to the city – so far no

further requirement has been identified.

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. I want to personally apologize for an ongoing series of trouble calls eventually traced to a faulty breaker. 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. Finishing again in the black despite COVID is such a blessing!

Just as in most aspects of our lives, COVID played a role in the financial statements as well. Although, with events such as the virtual Art Fair and the modified Bazaar still going ahead this year, we had the welcome influx to the revenues that was lacking in the previous year.

We had a single month of Forgiveness (a rebate on parts of the monthly Diocesan remittance) as opposed to the two months we had had the year previous.

The Bazaar was a huge encouragement this year and the revenue generated by it is a blessing. Raising more than \$15K, it was a wonderful addition to our bottom line. The Art Fair, in its inaugural year also raised more than \$1400. Let's not forget the selling of Easter Chicks which raised more than \$300.

This year saw a return of financial outreach with a \$15,000 contribution to Building a Community of Hope, a Diocesan initiative which helps fund community ministries (and was matched by the Wesley M. Nicol Foundation), as well as \$1,000 sent to Centre 105 in Cornwall.

We continued to fund an AV Technician (from GIFT) as the need for online worship remained. We purchased a keyboard instrument for the Nave, so we could stop using the personal one we had been (thanks Derek Reid!). We also upgraded some AV equipment to help prepare us for online streaming.

We did some necessary maintenance on the floors to help protect them.

We put an extra \$50K on the mortgage this year, by cashing the GIC that was earning only a pittance of interest on. By paying down the mortgage with this extra payment we have brought the amount owing to under \$1M.

At the end of 2021, we began to use the new finance@sthelens.ca email address, making it easier to access bills and other electronic documents needed by the Finance Team. This email address is a great way to get in touch with the team for any of your church related financial questions and PAR adjustments.

Thank you to everyone who contributes to our Parish finances. Thank you to counters and card reader operators, and to Lynn and Paul who do so much of the day to day running of the church finances. We are truly blessed by all their service.

Respectfully submitted by Kim Jones

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

VIII Outreach *Servant Ministry: Caring for the World God Loves*

This was the 7th year that Sharon Tremaine and Carol Danson have served as co-chairs of Outreach. Due to Covid-19 and summer months, regular collections were not made during the months of January through August. Donations were instead encouraged through the Diocese for T4T, Cornerstone, and the Cathedral Dove Project.

A few muffin making sessions and deliveries for “The Well” were carried out, under certain restrictions, over the year. The September collection of coffee mugs for St. Luke's had a huge response. So much so, that in October extra mugs were also delivered to “The Well”.

In November, Peter+ responded to the “Movember Drive” and was able to collect \$450 by selling masks with moustaches. A \$15,000 donation from St. Helen's was given to the “Building a Community of Hope” project. A Christmas collection of gift cards, ladies' pyjamas, chocolates, scarves, quilts, cards from the Pastoral Care Team and other items, benefitted the Community Ministries of the Diocese and especially the residents of Cornerstone.

Our thanks to Arch Campbell, Sharon and Carol for deliveries, to Joanne for the infinity scarves and to all those who contributed so generously towards these projects.

It is important to remember that our Diocesan ‘Fair Share’ includes a good percentage designated for Community Ministries and other outreach, even as our parish budget for this line item may be limited until things ‘get back to normal’. Individuals often give to PWRDF(The Primates' World Relief and Development Fund) through their offering as a designated gift and everyone can give directly to this fund on the Anglican Church of Canada website. Parishioners also, of course, support a wide variety of other charitable causes as well as prioritizing their tithe to the church.

Respectfully submitted, Carol Danson and Sharon Tremaine, Co-chairs Outreach

Thank you to Carol Danson and Sharon Tremaine, for their leadership in Outreach ministry!

IX Community *Sharing in Christ's Fellowship*

Unfortunately, 2021 started with no in-person worship. There was no Valentine's Day Ladies Breakfast, and no Shrove Tuesday Pancake Supper. The Episcopal Visit and Reception originally scheduled for 15 March 2020 was rescheduled to Sunday, 18 April 2021 but, once again, postponed.

Our Pastoral Care Team continued to be incredibly supportive and proactive by maintaining contact with parishioners who required reassurance, attention, and compassion. 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 empathy.

In spite of the hardships imposed by the pandemic, St Helen's had a very successful virtual Art Fair in May. One hundred thirty-seven (137) works of fine art from eighteen local artists (5 of whom were from the parish) were available between January and May for sale on the Art Fair website. Twenty-four (24) pieces of art were sold for a total of \$3,683, with \$2,771 going back to the local arts community. Entry fees for the Fair totalled \$685 with \$855.60 in commissions, resulting in a net revenue of \$1,440.60 for St. Helen's. A big thank you to Brian Glenn for his coordination and organization of this event. We are looking forward to the 2022 version, in person hopefully.

The 2021 edition of St Helen's Annual Bazaar was a little different but extremely successful. Transformed into *St. Helen's Holiday Market*, it took place on Saturday, November 6th, and although not our traditional set-up, it was immensely popular and worked well. The plan invited shoppers to enter through the front door, thoroughly checked for COVID protocols, and given a shopping bag for their purchases. They then proceeded through the building where our tables displayed holiday crafts, knitting, quilts, baked goods, jewellery, preserves, etc. Once their bags were full, payment took place just before exiting through the Trinity Hall's back door. We were able to accept cash, debit and credit payment which was appreciated by all our shoppers. In total, over \$15,000 was raised. Thanks so much to all those who contributed to our tables and especially, once again, to Helen Giroux and Sandra Clark for their tremendous organization of this event.

Another victim of the pandemic was, once again, St. Helen's Senior's Lunches. However, we are hopeful that we will once again be able to meet and enjoy these delightful times later this year.

The Episcopal visit to celebrate confirmation did take place on Tuesday, 30 November which was an opportunity for many of us to meet our new Bishop, Shane Parker. Unfortunately, due to COVID protocols, no reception took place following the service. This was a very well-attended event.

As we begin 2022, St Helen's looks forward to the day when we can once again gather in person to share fellowship. While it will be a challenge to rebuild our social network, all of us look forward to it knowing we can meet this challenge. We will also continue to seek opportunities to reach out to others in our community to provide support. I would like to take this opportunity to personally thank Susan+ and Peter+ for their generous and continuous support of all the events that have taken place during the past several years. Their ever-present encouragement, enthusiasm and cooperation were very much appreciated.

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 reach out to parishioners facing surgery, chronic and terminal illness, as well as those with mental health issues. Connections are made through phone calls, online, and on occasion virtually with the Clergy if requested. Our Prayer Chain Ministry is also ongoing for those seeking prayerful support.

Cards offering "Thanksgiving Greetings" were mailed to Seniors in the Fall. And cards offering "Christmas Wishes" were sent to residents at Cornerstone.

The OPCTP (Ottawa Pastoral Care Training Program) offered two Continuing Education Events throughout the year through ZOOM:

- "Holding Space for the Grief of Young Adults and Adolescents"
- "Pastoral Care for Those in Vulnerable Situations"

Pat Giddings attended the Advanced Course held on four consecutive Tuesdays in October.

A huge thank you to our ZOOM Administrator John Leech for hosting our monthly ZOOM meetings. Many thanks to all members of the Team for their participation in our meetings, and the card writing ministry.

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 2021 Again, we have been unable to host our Seniors' Lunches this year. It is one of the many things that I've missed. We have not forgotten how much we enjoyed holding these lunches. 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 The craft group did not meet again this year due to the pandemic but many of our members continued to work at home and produced work to be sold at the St. Helen's Holiday Market. Hopefully we can have a better year in 2022.

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

Bazaar Report 2021. We were fortunate to be able to hold our 2021 Bazaar (*aka* Holiday Market) in a lull between Covid waves. We adapted a new Covid-safe layout and followed the current guidelines requiring proof of vaccination for entry into the building. With many willing volunteers and many more enthusiastic contributors, we welcomed eager shoppers to a long-awaited wonderful display of goods. Although limited to baking, preserves, crafts, knitting, quilting and jewellery; we did not disappoint. Our proceeds from this year's efforts were over \$15,000.00. This includes money raised by Johanna Mulder selling scarves and masks and a few others selling various items through the year. Many visitors commented positively on the new style of one-stop payment on exiting. Just one of the insights gained through navigating this new reality. Although not sure what next year will bring, we look forward to working with everyone once again, in whatever circumstances surround us.

Respectfully submitted by bazaar coordinators, Helen Giroux and Sandra Clark

Thank you to Helen and Sandra for their leadership in this regard!

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

With the ongoing waves of pandemic restrictions, it has continued to be quiet in the Quiet Garden during the past year. Our oasis of tranquillity has remained a place to visit and reflect, as world events unfolded. 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 provided seasonal "Quiet Garden Devotional" posts on our website; and we celebrated more memories with the blessing of six new stones along the path. Praise God for all the blessings we receive.

*Respectfully submitted by, John Leech – Project Coordinator
Thank you to John Leech for his leadership of the Quiet Garden team!*

XI Report Audio and Video Technical Support

We began 2021 with the hope that vaccination would eventually allow us to get back to in-person worship. While we looked forward to that, we continued with producing videos for on-line worship up to the end of September. Videos were not produced during October and November. In December, a video was produced for an on-line Quiet Christmas service. Then, with the Omicron variant spreading quickly as we approached Christmas, we were once again closed to in-person worship, so, plans for Christmas services were revised and we produced videos for on-line.

The approach of pre-recording videos, producing content/media, editing and, ultimately, producing a final video for on-line worship has provided quite good results. However, it does take a great deal of time to produce, and the approach is not sustainable in the long term. So, with the approval of a small budget from council, I was able to procure equipment required to give us the capability of moving to a livestream video format.

As of the third week in December when we were closed to in-person worship, with assistance from Brenda Reid, I was able to install microphones and cabling that will enable us to add audio from the choir and piano into our main system; a critical step in being able to include all aspects of our worship experience into the audio for livestream. Other system components have been partially installed but could not be finalized until we addressed St Helen's internet deficiencies. With much thanks to Peter Humphries, who worked with Bell and TekSavvy to implement a much-improved internet solution as well an improvement with the St Helen's phones, we can now go ahead with other planned network enhancements and setup for Livestream. That should be done in February.

I thank all of those who have contributed to and/or have participated in our videos; Susan+ and Peter+, Lay Readers, the Choir and Emmaus. 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 on our website.

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

XII Administration and Governance

Administration and Governance ministries are maintained, even in the midst of a raging pandemic, and are no less ‘gifts of the Spirit’ and ‘in the service of Christ’ than any other ministry. Although we often operated from home during 2021, as proscribed, someone was also working in the church building, with all protocols in place, on an almost daily basis. The Venerable Susan Churchill-Lackey and The Rev. Canon Peter Lackey, Associate Incumbent, have been St. Helen’s spiritual leaders for 20 years and in November 2021 announced their intention to retire at the end of January 2022. This change, though very bittersweet for the clergy, signals a new ‘creation’ for the parish.

Clergy 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 has been the norm at St. Helen’s. It will also be necessary to upgrade the computers in the clergy offices for the incoming clergy. Clergy are involved in most areas of parish life and provide leadership in worship, administering the sacraments, preaching, teaching, spiritual direction, counselling conversations, property, governance 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 envisioning and operation of both special and regular events and general strategic planning and are hands-on with most parish endeavours.

The ministry of pastoral care continued to be extremely important in 2021, although the ‘style’ of it was, by necessity, different from the past and not what we might desire. Thousands of e-mails, telephone calls, various standard mailings and virtual technology, generated through the clergy and the Pastoral Care Team, were the *modus operandi*. It was so beautiful, when we at last were able to hold in-person worship, to see and talk with people face-to-face.

Encouraging Christian education and spiritual growth are also inherent in priestly ministry, and Lenten and Advent Devotionals, Lenten/Easter, Pentecost and Thanksgiving Family Resources and the virtual Bible study in the winter and the in-person Contemplative Prayer, Bible Study and the Advent Study in the Fall, as well as Faith Forum with Peter+, provided those opportunities. Clergy are members of the College of Clergy, required to attend meetings of the Ottawa East Deanery Clericus, Ordinations, The Bishop’s Clergy Conference, Clergy Days and mandated workshops. Some of these events were cancelled last year, a large number were experienced virtually and many more meetings and ‘conversations’ were added.

Susan+ has been Archdeacon of Ottawa East for 16 years, served as the Diocesan Matrimonial Officer since 2000, was on the Human Resources panel, assisted the Bishop and laity in a discernment process for an individual preparing for ordination, and served the National Church in 2021 on a virtual ACPO (Advisory Committee on Postulants for Ordination). Peter+ has been a Canon of the Cathedral since 2008 (St. Alban), with responsibilities for the pastoral care of the clergy. The clergy of the Diocese also have been taking part in multi-part training on Anti-Racism. You will find some new books in the parish library that reflect your clergy’s reading in this area. Please also read Peter+’s report.

Terry Leversedge has been invaluable as part-time administrative assistant since 2017, serving on an ‘independent contractor’ basis. He provides extensive assistance to the clergy and the general organization and business operations of the parish. He supports 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. During 2021 he was also the person who, generally, kept track of all contact tracing and checking for proof of vaccination for all those who entered the church during his office hours. We take this opportunity to offer our heartfelt thanks to him for his gifted ministry and constant support.

We all know that our use of technology in "church-land" blossomed as a result of the pandemic and the necessity it presented to keep social distance. At St. Helen's our long time need of a new system for the telephone / internet sector will soon be met, thanks to the work and perseverance of Peter Humphries and his consultation within the parish. This work, and that of Derek Reid, will allow live-streaming of worship and other events. Our Web Site (with thanks to Ian Kelly), parish letters (sent out prior to Easter, in the autumn, Thanksgiving and Christmas), the monthly newsletter The Vine (on the web site) and Facebook remain significant communication tools. *Screening in Faith*, the safe church programme, still requires updating and we discovered that there have been changes in the Police Records Checks programme.

St. Helen's is still structured under our Parish Strategic Plan. It is likely that its revision, or a new vision, will evolve as new clergy are appointed to the parish. From June through December work was done by parishioners and the parish team (Peter Humphries, Jeff McRae, Kathy Pearce, Felicia Kwamena and the clergy) on the diocesan-wide *Shape of Parish Ministry Consultation*. The resulting documents and the decisions to be made by the Bishop by October 2022, will be extremely helpful, not only during the appointment process but for future planning.

Parish Council members met throughout the year on a monthly basis to share in the leadership that governs parish life. Members provide reports, participate in discussions concerning the 'business' and, being open to the discernment of God's will, encourage others in active ministry and pray for the parish, the church and the world. While we were able to meet in November and December for in-person Council, thanks is due to Peter Humphries who hosted our virtual meetings the rest of the year. We urge all parishioners to stay informed about the parish and the Diocese by exploring the websites on a regularly.

Thanks to Peggy Gilmour, Council Clerk, to Peter Humphries, Warden, to Jeff McRae, Warden and Chair of Discipleship, to Colin Taylor, Chair of Stewardship, Carol Danson and Sharon Tremaine, Co-chairs of Outreach, and Lorna Ponting, our Community Chair, as well as our Synod members and Treasurer, who are noted later in this report. Although we were able to meet in various circumstances last autumn (notably for worship, discipleship programming, music rehearsals and for St. Helen's Holiday Market), the inability to meet in community is, simply, sad. We pray that the months to come will see opportunities to build up the community again. Thanks to our Synod Members, Kathy Pearce, Felicia Kwamena and Peter Humphries, for attending multiple 'zoom' meeting leading up to and including Diocesan Synod, last October. Thanks to all those who exercise 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. We strongly urge you to show your commitment by signing up for the PAR (Pre-Authorized Remittance) system, if you have not already done so. 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 and to those who faithfully raise their offerings each year, recognizing that costs rarely go down!

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, is available or speak to your financial advisor. Due to the reality that in-person worship has been limited, and that we cannot yet 'pass the plate', our donations for 2021 were far from the budgeted goal.

Another area which will need attention once the pandemic has eased is that of rental use of our facility. 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.

Peter Humphries and Jeff McRae, as our Wardens in 2021, have been extremely supportive and hard-working through these unsettled months. They have, perhaps, discovered more fully the breadth of the complex management and operations of St. Helen's! Thanks be to God for their attention to detail, their faithfulness and willingness to serve in such abnormal times. The Wardens, together with the Synod members, comprise the Parish Committee, with which the Bishop consults concerning clerical appointments. The process has already begun as they work with Archdeacon Linda Hill in this regard. Exciting times heralding a new era for the parish!

**St. Helen's Anglican Church
Minutes of Annual Vestry,
Virtual Meeting on February 28, 2021**

1. Call to Order and opening remarks:

Territorial Acknowledgement: As we gather virtually, we acknowledge that our diocese is on traditional Algonquin and Mohawk territories. We seek to nurture our relationship with our Indigenous members and neighbours, and to share responsibility for their homelands.

The meeting was called to order by Susan+ Churchill-Lackey at 11.00 Susan+ welcomed everyone, presented the agenda and opened with prayer. Susan+ read the declaration and instructed members on the meeting procedure and that their response when they registered was their affirmation of this declaration. There were 54 members in attendance. Susan+ thanked Peter Humphries for his work to set this meeting up.

2. Opening Prayers and Declaration:

Vestry Declaration for the Diocese of Ottawa "I solemnly declare that: I am a member of this congregation of the Anglican Church of Canada ("member" means that I have been baptized by water and in the name of the Holy Trinity, am a regular and frequent communicant in the Anglican Church, and subscribe to the doctrine, worship and discipline of the Anglican Church of Canada.(Canon 1.01.i); I am of the full age of sixteen years; I am a regular worshipper with this congregation; I do not intend to vote as a member of any other Vestry in the election of Churchwardens or of members of Synod during the ensuing year; and I am a supporter of this congregation by regular contribution to its maintenance." Canon 5.02.a

3. Appointment of Vestry Clerk

Peggy Gilmour was appointed as Vestry Clerk for this annual meeting by Susan+ Churchill-Lackey.

4. Minutes of Last Annual Vestry (February 23, 2020)

Peter Humphries moved acceptance of the minutes of the 2019 Annual Vestry as presented. Peggy Gilmour seconded. Poll. Carried.

5. 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 Wanetta Chung for her four years on Council as Chair of Discipleship. (video)

6. Ministry in Covid Times Susan+ moved, Peter+ seconded that the record of Ministry in Covid Times be accepted as printed. Poll. Carried.

7. Wardens' Report: Glen McIntyre moved acceptance of the Warden's report as printed; Kathy Pearce seconded. Poll. Carried.

8. 2020 Reports: One motion was presented for all the reports.

Associate Incumbent's Report: Peter+ Lackey moved acceptance of the Associate Incumbent's report. Deb McIntyre seconded.

Worship: Susan+ moved acceptance of the Worship report. Felicia Kwamena seconded.

Discipleship: Wanetta Chung moved acceptance of the Discipleship report. Jeff McRae seconded.

Stewardship: Colin Taylor moved acceptance of the Stewardship report. Kim Jones seconded.

Treasurer's Report / Financial Statements Kim Jones(video) moved acceptance of the Treasurer's report. Kathy Pearce seconded.

Outreach: Sharon Tremaine moved acceptance of the Outreach report. Carol Danson seconded.

Community: Lorna Ponting moved acceptance of the Community report. Sharon Tremaine seconded.

Quiet Garden: John Leech moved acceptance of Quiet Garden report. Colin Taylor seconded.

Audio Visual Technology Support: Derek Reid moved acceptance of the Audio Visual Technology report. Arch Campbell seconded.

Administration and Governance: Susan+ moved acceptance of the Administration and Governance report (p. 18). Liz Whidden seconded.

Poll for all reports. Carried

9. Charge to Vestry: (Presented during recorded Morning Worship for February 28, 2021) The Charge to Vestry was presented by Susan+ Churchill-Lackey. Moved by Susan+ and seconded by Maggie Lorimer. Poll. Carried

10. Presentation and Adoption of Budget for 2021.

Kim Jones presented the budget for 2021 (video) and went over several items. Kim moved adoption of the budget, as it appears in the Annual Report. Jeff McRae seconded. Poll. Carried.
Kim thanked everyone for their continuing support.

John Leech – Question: Is there any way to avoid big transaction costs. Kim's response that the transaction charges are for Canada Helps and PAR. Discussion re debit as opposed to credit card.

Audrey Lawrence – Question: Is Canada Helps double dipping? Discussion re being charged or not, with input from several parishioners. Kim advised that she will look into this.

The budget for 2021 was carried.

11. Election, Affirmation and Appointment of Members of Parish Council and other positions for 2021. (a) Parish Council Membership

***Election: People's Warden (Council)** Jeff McRae. Nominated by Terry Leversedge. John Leech seconded. Poll. All in favour.

***Election: Lay Member (1st year, renewed) Synod (Council)** Felicia Kwamena. Nominated by Kathy Pearce. Allan Jamieson seconded. Poll. All in favour.

***Election: Alternate Lay Member (1 year)** Audrey Lawrence. Nominated by Reg Woods. Julia Dudley seconded. Poll. All in favour.

Appointment

Appointment by Susan+: Rector's Warden (Council) Peter Humphries

Affirmation: Lay Member (2nd year) Synod (Council) Kathy Pearce

Affirmation: Lay Member (2nd year) Synod (Council) Peter Humphries

The following appointments are made, reflecting the Pillar Ministries of our Strategic Plan:

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

Appointment: Jeff McRae, 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 **by Peter Humphries**

Appointment: Peggy Gilmour, Vestry Clerk for Parish Council

Affirmation of the following Ministries:

Affirmation: The Rev. Canon Peter Lackey, Associate Incumbent

Affirmation: Debbie Tweedle, Chair of Altar Guild

Affirmation: Ian Kelly, Web Site

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

Affirmation of Other Leadership Ministries: Terry Leversedge, Administrative Assistant; Emily Adams, Choir Director; Derek Reid, Contemporary Music Director and AV specialist; Eileen Leversedge, Children's Ministry; the 5 leaders of The Branches, Olivia Pelling, Ron Harder (we wish Ron and Brenda well as they now live in Elmira, Ont), Carol Danson, Berthorie Beauvoir and Eric Jones; John Leech, Quiet Garden Co-ordinator; Brian Glenn, Art Fair Co-ordinator, our Financial Ministries team, Kim, Lynn Glenn and Paul Porter and our signing officers, all who care for our property, all other group leaders and all engaged in ministry within this parish, the Diocese and beyond

12. Other:

(a) Affirmation of Lay Communion Administrators:

(b) Signing Officers: Current signing officers: Arch Campbell, Kim Jones, Peter+ Lackey, Lynn Glenn, Paul Porter: add Chris Porter, Lorna Ponting, Peter Humphries, Jeff McRae.

(c) Appointment of Accountants: Jeff McRae moved that BDO be appointed as Accountants for the coming year. Peter Humphries seconded.

13. Adjournment: Susan+ thanked Peter Humphries, Ian Kelly, Glen McIntrye, Kathy Pearce, Kim Jones, Derek Reid, Terry Leversedge, and all who submitted reports.

Reg Wood motioned adjournment at 11.55 PM.

14. Closing Devotions: Peter Lackey+ closed the meeting with prayers at 1:05 PM. video

St. Helen's Communion Administrators for 2022

Randy Bird
Jeannette Bird
Ann Day
Erik Dorff
Helen Giroux
Lynn Glenn
Beverly Hatt
Trevor Jamieson
Brian Kelly
Felicia Kwamena
Terry Leversedge
Audrey Lawrence
Brian Lorimer
Maggie Lorimer
Deb McIntyre
Shirley Neville
Kathy Pearce
Carol Perks
Kevin Piccott
Lorna Ponting
Christopher Porter
Maxine Schatz
Victoria Swinburne-Kennelly
Colin Taylor
Debbie Tweedle
Elizabeth Whidden
Reg Woods
Shelly Yerburgh