

**St. Helen's Anglican Church
1234 Prestone Drive
Orleans, Ontario
Annual Report for 2023**



St. Helen's Anglican Church, Orleans - Annual Report for 2023

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I Wardens' Report

"And the earth was without form and void, and darkness was upon the face of the deep. And the Spirit of God moved upon the face of the waters. And God said, Let there be light: and there was light." Gen. 1 Verses 2 to 3

It was a spirit-filled and exciting year at St Helen's. We are blessed to have The Venerable Rhonda Waters as our Incumbent, The Reverend John Holgate (ordained to the priesthood in May 2023) as our Assistant Curate, The Reverend Canon Hilary Murray and The Reverend Kay Richardson as our honorary assistants. We joyfully welcomed our new Music Director, Carl Bear, to the worship team.

2023 was the first year of the amalgamation of Saint Mary the Virgin (SMTV) with St. Helen's. Although we underwent changes in record keeping and procedures, our first year was successful. Many SMTV parishioners joined St. Helen's Services, stepping in to help with Sunday Services and other ministries, whether joining Parish Council or working as Lay Administrators, Prayers of the People, servers, readers or greeters.

We started an annual tradition of having a service at SMTV in observance of Epiphany and then meeting up at St. Helen's for a potluck dinner. We held one of the Holy Week Services at SMTV and continued the Annual Cemetery Memorial Service tradition. These services were well attended.

Parish Council formed a working committee, in consultation with the Diocese's office, City Councillors, and community associations, to investigate the options to share SMTV facilities with the community. The City

Councillors shared contacts for various associations in the community that might be interested in working together. The Committee will continue working together in 2024 to see how we can share the church.

Besides regular services, we enjoyed many special services at St Helen's and SMTV facilities as we transitioned to a new post-pandemic church life. A trial period of three Sunday services started in January and finished in mid-February, where congregants were encouraged to identify their thoughts regarding service content, music and timing. In light of the results, the Parish Council established two Sunday services—our thanks to all who commented.

Given the post-pandemic environment and amalgamation, we reviewed many standing policies and practices at St Helen's. To align our COVID-19 precautions with Diocesan guidelines, St Helen's dropped mandatory masking at services in April but stated that masking is always welcome and supported.

We also reviewed fire procedures and accessibility to ensure people attending activities at St Helen's are kept safe. In response to the direction from the 2023 Vestry to implement a comprehensive rental policy and procedures, the Parish Council oversaw the development of a revised rental policy. St Helen's rental program saw our first major rental contract with “Pedalheads” over the summer, allowing us to refine our rental policy and procedures and fill our church with excited young voices and laughter. We look forward to seeing them again this coming summer. This experience was a success. Parish Council established and staffed a combined Office Admin and Rental Coordinator Position to support the policy and procedures. The new person is in position to start work early in 2024.

It was a pleasure to reach out to our community and share opportunities to get to know each other as we participated in many special events at the church and elsewhere.

St Helen's met with Queenswood United folk to discuss renting space in our facility for their church services. We identified Trinity Hall as the location and de-conflicted timings to not impact St Helen's or Queenswood United services. There has yet to be a timeline identified for when this would start.

St Helen's received two large bequests from former members of St. Helen's. Parish Council decided that the monies be put towards a patio in the new year to enhance St Helen's facility by adding flexibility with improved outdoor options.

St Helen's undertook a visioning and planning process to help us respond to the many changes of the past years and discern where God calls us to grow. We thank the congregation, especially those who participated in the various sessions and helped create our Mission Action Plan, which we look forward to implementing this year.

It was a pleasure for St Helen's to celebrate its 30th anniversary of worship with Bishop Shane, Fr Paul and Jean Blunt, Ven Rev Susan Churchill-Lackey, and Rev Canon Peter Lackey. With joy-filled hearts, we remembered "the good old days" together and filled our bellies with a wonderful potluck lunch.

In 2023, we experienced the passing of some of our congregation members, leaving many to mourn their loss. One of our losses was the long-standing member, Earl Roberts. Earl Roberts attended SMTV for many decades and, at one time or another, held each position of the SMTV Parish Council and Cemetery Committee. Earl was a staunch supporter of the amalgamation of SMTV with St. Helen's and went on to join St. Helen's Parish Council for the first year of amalgamation. We will miss Earl's knowledge and support.

Thanks to the parish for their generosity, time, talents and treasure. The work at St Helen's in Orleans and Blackburn Hamlet was only possible with the many individuals and teams that continue to organize and support them. In addition, many parishioners who volunteer their time have supported countless behind-the-

scenes activities in administration and technology and generally helped with organizing. We are also grateful that St Helen's had an excellent financial situation at year's end.

To everyone stepping down from Parish Council, we offer our deepest gratitude for all you have done and how you have helped us. It was a pleasure working with you all. May the Spirit continue to work through you.

"God can do anything, you know—far more than you could ever imagine or guess or request in your wildest dreams! He does it not by pushing us around but by working within us, his Spirit deeply and gently within us. Glory to God in the church!" Ephesians 3:20-21

Respectively Submitted Debbie Tweedle (Rector's Warden), Jeffrey McRae (Peoples' Warden) and Janet Hope (Deputy Warden)

Thank you to Debbie Tweedle, Jeff McRae and Janet Hope for their leadership in Governance at St. Helen's!

II Incumbent's Report

There is a difference between a Report to Vestry and a Charge to Vestry: the former is primarily for looking back on what has been done while the latter seeks to name what is to come.

Last year, in my charge to Vestry (which you can read in the 2023 minutes, included in this Report), I said the following:

There have been many, many changes over these past months, never mind these past years and we are still learning who we are now. Happily, I don't think there is any doubt about whose we are and I sense a deep confidence in the presence of God with us, here and now, and a deep readiness to listen to what God is telling us about what we are called to do and who we are called to become.

So how do we do that – how do we listen with the intent to obey?

- *We pray. We pray as individuals and we pray as a community and we wait on God to answer us.*
- *We talk to each other. We participate in questionnaires and small groups and town halls. We share what's on our hearts and minds and we respect what others share with us.*
- *We talk to our neighbours. We find ways to participate in what is going on around us and to get to know the needs of our community.*
- *We try things out and reflect on what we learn from the experience. We embrace failures and successes **both** as listening opportunities.*

I am very happy to say that this charge was taken up with enthusiasm in 2023. A few highlights of our listening efforts:

- Parish council began every meeting with a Parish Examen, a time of prayerful reflection and discernment to ground us in God's presence and open us to God's guidance.
- We conducted an experiment to help us understand how many Sunday services we need to hold at this time, concluding that an 8 am and 10 am service schedule was not simply a response to the pandemic but an accurate reflection of our parish at this time.
- We built up relationships with the Queenwood Heights Community Association, St. Margaret's Church in Vanier, the Norman Johnson Secondary School, and Pedalheads (as well as maintaining many other organizational relationships).

- We responded to increasing requests for Sunday School programming by launching one.
- We connected with neighbourhood families through the second annual Blessing of the Animals Garden Party and the (first annual?) St. Nicholas Day Party.
- We welcomed the help of Canon Janet Marshall, Director of Congregational Development in the Diocese of Toronto, to develop a Parish Mission Action Plan, including a very well attended workshop day. The fruits of this work, shaped into a plan by the MAP Steering Committee and Parish Council will be presented at our 2024 Vestry meeting.
- A number of individuals (some publicly known and some not yet) heard God calling them in new directions, creating a variety of changes and new opportunities for our parish community as well as for themselves.
- And, personally, I continued working on my Doctor of Ministry in Practical Theology, bringing my ministry into conversation with scholars, Scripture, classmates, and the Spirit.

Some of these activities and many more besides are included in the pages of this Annual Report. Together, they tell a story of a parish working hard to hear and follow the voice of God as we continue to learn more about one another and about our ministry in this time and place.

While the Report is meant to be backward looking, I also want to welcome Carl Bear and Joanne Henderson to St. Helen's, both of whom joined our staff team in January 2024. I know I speak on behalf of the whole parish when I say we are looking forward to working with them in the year ahead.

It is a great privilege to serve as your Incumbent and there are many, many people for me to thank, most of whom are named in other reports. I do, however, want to offer special thanks to two partners in ministry: the Rev. John Holgate and Terry Leversedge. John has been Assistant Curate extraordinaire, sharing his considerable gifts as a pastor, his eye for detail, and his skill as a preacher. As Administrative Assistant, Terry does more than any of us know and he does it all with deep thoughtfulness, good humour, and great faith. I am deeply grateful for his wisdom and his practical help in my first year at St. Helen's. He will be greatly missed in the office when he concludes his work at the end of February 2024 and we are all relieved that he will continue to be a member of the parish and so will be available to answer questions!

Respectfully submitted by the Venerable Rhonda Waters

Assistant Curate's Report

Over 2023, several aspects of my ministry stand out, both in St. Helen's and in the wider Diocese.

Throughout the year, I worked with the Pastoral Care Team to provide care to those in need of a listening ear and a supporting presence. Included in this ministry was my coordination of the team's project to identify parishioners who we had not seen for a while and to reach out to them pastorally. Additionally, I coordinated the activities of the Prayer Chain Team, including sending out prayer requests to the team and responding to those who asked for prayers for themselves or loved ones.

I led a well-attended Prayer Day in October that provided time for personal prayer time as well as some group discussion and reflection on prayer and a Eucharist where all contributed to the Prayers of the People.

I provided support to other parishes in our deanery by presiding at several Eucharists in the absence of their clergy. Participating in the Easter Vigil held in conjunction with other parishes at St. Helen's was also a high point.

My presence in the parish made it easier for Archdeacon Rhonda to be available to other churches and the broader Diocese as required.

On behalf of the Diocese, along with others, I participated in anti-racism facilitation training provided by the Evangelical Lutheran Church in Canada. That training is now being put to use in the Diocese as part of a small team that is rolling out a series of activities to encourage conversation about racism that we see around us.

Of course, this work of course comes in the context of the day-to-day ministry of worship, pastoral care, education, and administration. 2023 was my first full year of ordained ministry, and I owe Archdeacon Rhonda much gratitude for her gentle leadership and for the way in which she passes on her knowledge and experience.

I offer my thanks to the parish for the generous and kind reception that it gave to me and to my family as I arrived in January and for its ongoing support throughout the year. My thanks go to Terry Leversedge, the Parish Administrator, and to the Wardens for their guidance. And I am especially thankful to the parish for hosting the service for my ordination to the priesthood on May 9. It is a time that I shall always remember and treasure.

Respectfully submitted, The Reverend John Holgate

III *Worship Praising God in Community*

2023 was the first year since 2020 that we were able to gather in person every week! Our attendance has grown over the year and both the 8am and 10am services are strong.

January was an exciting month on the clergy team front as we welcomed the Rev'd John Holgate as Assistant Curate and the Rev'd Canon Hilary Murray as Honourary Assistant and renewed the appointment of the Rev'd Kay Richardson as Honourary Assistant. It is a joy to work with these wonderful priests and our parish is deeply blessed by the ministry.

We conducted an experiment in January/February to determine whether we should return to three services/Sunday with the conclusion that people, on the whole, preferred the format of two services: 8am with no music and (livestreamed) 10 am with music from the full range of St. Helen's repertoire. We also realized that we do not have the volunteer base to sustain an additional service. With the experiment concluded, we settled into a pattern of having Emmaus lead music on the 1st and 3rd Sundays while St. Helen's Choir leads music on the 2nd and 4th. Fifth Sundays and other off-pattern services varied.

During the summer, we contracted with Michael Darling to play the piano and so had live music to support our singing every Sunday in 2023. In addition, members of the congregation offered special music on a number of Sundays in the summer.

Derek Reid resigned from his position as director of Emmaus at the end of June after many, many years of leadership. My deep thanks, as well as those of the whole parish, go to him for the generosity with which he shared his gifts. Happily, he continues to coordinate all aspects of the A/V work of St. Helen's.

Beginning in September, Ian Kelly led Emmaus while we launched a search for a new Director of Music for St. Helen's who would provide leadership to both Emmaus and St. Helen's Choir. This search eventually led us to Dr. Carl Bear who began in January 2024. Carl's arrival meant saying good-bye to Michael Darling and meant Peter Humphries stepped away from directing the choir and returned to its bass section. I am grateful to Ian, Michael, and Peter for their work and for assisting in the transition to Carl's leadership.

Thanks also go to Debbie Tweedle and all the members of the Altar Guild, Lorna Ponting and everyone who reads, leads intercessions, and serves at the altar, Allan Jamieson and the sidespeople, the members of St. Helen's Choir, Emmaus, and the A/V team, and Terry Leversedge who creates our service slides each week. The faithful service of all these people supports and sustains our parish worship.

Special services in 2023

- Epiphany Service at St. Mary the Virgin (followed by a potluck at St. Helen's)
- Ash Wednesday – 11am and 7:30
- Holy Week – all our Holy Week services were well-attended, and we tried some new things we intend to try again:
 - Palm Sunday – we began the service in Trinity Hall and processed to the sanctuary. The A/V team rose to the challenge with grace!
 - Holy Monday Evening Prayer at St. Mary the Virgin
 - Holy Tuesday Evening Prayer at St. Helen's
 - Holy Wednesday Evensong (cancelled due to weather)
 - Maundy Thursday – Dinner, Liturgy of the Word, and Foot Washing in Trinity Hall, followed by a procession to the sanctuary for Eucharist and Stripping of the Altar
 - Good Friday – 10am Children's Service; 11am Solemn Liturgy of Good Friday
 - Easter Vigil – in collaboration with St. Margaret's Vanier and St. Aidan's
 - Easter Sunday
- Ordination of Rev'd John Holgate to the Priesthood, May 9th
- National Indigenous Month Service (June 4th), with special guest drummers and smudging
- St. Mary the Virgin Cemetery Memorial Service, Sept 10th
- Episcopal Visit and Anniversary of Consecration of St. Helen's Church (Dec 10th)
- Quiet Christmas (Dec 20th)
- Christmas Eve (4pm, 7pm, 10pm)
- Christmas Day

Pastoral Services in 2023

Baptisms: 3

Weddings: 1 (at St. Mary the Virgin)

Funerals: 9

Please read the remaining individual reports provided herein.

Respectfully Submitted by The Venerable Rhonda Waters, Incumbent

Altar Guild It was a busy and fulfilling year for the Altar Guild at St. Helen's. It was a pleasure to support Rhonda and John, our Clergy, and Rev. Canon Hilary Murray and Rev. Kay Richardson, our honorary assistants, as they lead our various worship services. There was a return to our pre-covid team structure when

we went back to four teams after the summer break and in the new year, we will return to our normal method of scheduling. Attendance at services has stabilized and setup has once again become routine. We are back to the familiar. We welcomed Glenda Clark, Dorothy Garvin and Lorna Ponting to the Altar Guild. Maxina Schatz, Carol Danson and Shelley Yerburch chose to step down and Tracy Charles's placement ended at St. Helen's. We wish them well and thank them for their faithful service.

The Annual Diocesan Altar Guild meeting was held at Christ Church Bells Corners in October and the next meeting will be at St Clare's Winchester in September.

Our thanks to Jean Locket and her team who supported our Clergy at the special services held at St. Mary the Virgin. It is wonderful to have that sacred space available to us for worship.

I would like to thank my friends -- Penny Burgess, Sandra Clark, Joy Dorff, May Woods, Bev Hatt, Glenda Clark, Lorna Ponting, Audrey Coupland, Johanna Mulder, Pat Jamieson, Connie Thurlbeck, Leslie Henderson-Whynot, Caroll McRae and Dorothy Garvin for all their help, their advice and their laughter over the past year. It has been a pleasure serving at the altar with you. In closing, we would welcome anyone who would like to join the Altar Guild.

Respectfully submitted by Debbie Tweedle, Altar Guild Chair

Thank you to Deb Tweedle for her leadership of the Altar Guild!

Contemporary Music Ministry It has been a privilege and an honour to lead the congregation in the contemporary music ministry at St. Helen's. This past year Derek Reid announced his retirement from the Contemporary Music Ministry leadership and celebrated his final Sunday as the Contemporary Music Director on June 18, 2023. We would like to thank him for his years of dedicated service to St. Helen's and his continued dedication overseeing the A/V systems. Beginning in September, Ian Kelly took over as the interim Contemporary Music Director while a new Music Ministry Director was found. We give thanks for the commitment and dedication of Reni Gauthier, Carol Fairbrother, Lisee Kiar, Henry Giroux, Rachel Mathews, and Shelly Yerburch as they give of themselves to our contemporary music ministry. We have also been joyous in welcoming Christopher Lyon and our new Music Director, Carl Bear. We would like to give thanks for Kim Jones, Sylvia Glenn, Glen McIntyre, and Michael Darling for all their contributions to the contemporary music ministry, and for Kevin Piccott for continuing to provide audio technical support during rehearsals and services. We thank all members for their support and thank their families and loved ones for their support in this ministry. Thanks be to God.

Respectfully submitted by Ian Kelly, Interim Contemporary Music Director

Thank you to Ian Kelly for his leadership of Emmaus!

Choir Music As 2023 began, the choir continued to mask, out of an abundance of caution, but practices and services were returning to a state resembling pre-pandemic times. The choir sang at 11AM services in January and at 9:15 AM in February. The conclusion of this experiment with Emmaus was that a single service at 10AM could serve our congregation. For the rest of the year, Emmaus and the choir alternated leading music at 10AM, with joint music ministry on fifth Sundays and at other special or significant services. In addition to his role as accompanist for the choir, Michael Darling provided music throughout the summer months and began playing piano with Emmaus in the latter part of the year.

Choir members continued to enjoy presenting service music and anthems, taking advantage of leading music ministry every other Sunday to prepare anthems for presentation during communion. The choir was pleased

to be invited to lead singing at the Story and Songs event, in the Advent season, and to take some additional Sundays in the Christmas season in order to give Emmaus a break. As always, I would like to thank all choir members for the boundless enthusiasm for our Music Ministry. We bid farewell to a couple of long-time members, and we welcomed a new member.

The choir was excited to participate in the "interview" process for the Music Director position and provided lots of feedback after test runs with the candidates, in September. We were very pleased to welcome Carl in December as he worked with Emmaus, before Christmas, and looked forward to his first Sunday with the choir, in the new year. The choir also prepared to bid farewell to Michael in his role as accompanist.

As Carl takes over direction of the choir, I have returned to singing in the the bass section. Thank you to everyone who provided support and feedback to me during the year; I enjoyed planning and leading the choir's music ministry during 2023.

Respectfully submitted, Peter E. Humphries, Interim Choir Director

Thank you to Peter Humphries for his leadership of the choir!

IV Discipleship Growing in Faith and Witnessing to Christ

Thousands of years ago, an unknown person sent up a plea, "*Show me your ways, Lord, teach me your paths.*" (Psalm 25:4)

Similarly, we still yearn to learn more. Discipleship is like climbing a mountain, the more we learn, the further we see. The further we see, the more we realize there is still a wider vision of more to learn and to do.

The goals for Discipleship are threefold:

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

In 2023, the goals for the Discipleship Pillar remained unchanged; yet, they were fulfilled in varying and diverse ways. My heartfelt thanks to those who helped and participated in these learning and educational events.

Key activities included:

- **Sunday School** began in September 2023 with a team of eight volunteer teachers. The lessons are written by the Ven. Rhonda Waters and she and the Rev'd John Holgate each spend one Sunday/month with the children. Attendance ranges from 0 to 6 children, aged 4 to about 8. This format will continue to June 2024 when the future shape of this ministry will be evaluated.
- **Bible Studies** normally are held on Tuesdays in the morning and evening (September-June) and are very much appreciated by the participants who attend both regularly and occasionally. Leadership by the Ven. Rhonda Waters and the Rev'd John Holgate.
- **Day by Day** and **Our Daily Bread** devotionals are available in the church for a wee cost.
- **The Story at Home** is a delightful and informative weekly "e-newsletter" written by the Ven. Rhonda Waters that contains intriguing and insightful listings of active and quiet activities to do in the week as well as updates on Books and Learnings she has discovered or recommends for that week. Truly a weekly blessing in the electronic-inbox.

- In February 2023, we held an evening of presentations titled **Black Canadian Stories** with leadership provided by the Rev. Canon Hilary Murray and parishioner Anne Clark.
- Two educational series were conducted during Lent 2023. *Renewing our Liturgical Ministry* was an informal after-church program looking at activities including leading intercessions, serving, and being a sideperson. *Renewing our Baptismal Ministry* used chapters from the book *To Love and Serve: Anglican Practice and Belief* to explore Eucharist, Baptism, Salvation, and Vocation. Participants as well as parishioners were invited to renew their baptismal vows during the Easter morning service.
- In June 2023, St. Helen's held two sessions of the PWRDF's MAPPING THE GROUND WE STAND ON workshop for almost 50 participants. This "education for reconciliation" worship invited participants to explore Indigenous presence on the map of Turtle Island/Canada as well as their personal relationship to it. We also welcomed Inuk Elder, Asenath Kannutaq from Baffin Island and now at St. Margaret's Anglican Church. [Mapping the Ground We Stand On - The Primate's World Relief and Development Fund \(pwrdf.org\)](https://pwrdf.org)
- In Oct 2023, the Rev. John Holgate led *Meeting with God in Prayer: A Day for Reflection* and, in December 2023, the Rev. Kay Richardson led an Advent Quiet Day.

In addition to all of the above, as Chair for Discipleship, I was involved in the planning for the "PARISH DISCOVERY DAY" held in October and continue, along with others on Parish Council, to provide some advice and encouragement for the ongoing rollout and continuation of this important initiative.

If you feel called to ministry in this rewarding area, there are many opportunities. Many hands make work light. *Chi meegwetch* to the Venerable Rhonda Waters and Rev'd John Holgate for their ongoing support and guidance in the various Bible Studies and other programs throughout the year.

Respectfully submitted, Audrey Claire Lawrence Chair of Discipleship.

Thank you to Audrey Lawrence for her leadership in Discipleship Ministry!

V Stewardship

They said "Come, let us build for ourselves a city and a tower whose top will reach into heaven, and let us make ourselves a name, otherwise we will be scattered abroad over the face of the whole earth". - Genesis 11:4

Stewardship has in the past included much of the operations of the church. This past year, stewardship has been reshaped to be about the buildings (St Helen's and St Mary the Virgin) and property management. The change in scope was driven by the addition of St Mary the Virgin to the responsibilities of the Stewardship Chair. This allowed the Stewardship team to focus their energies on physical parts of the churches (now that there are two).

I stepped into this role well after the 2023 Vestry as Colin Taylor had stepped down. Colin was very good at filling me regarding what the role was and we agreed that the role needed an email that would be unique to the role which is 1234prestone@gmail.com. A unique email has the following benefits.

- 1) The email does not change even though the person in the position may at any time,
- 2) The email also has cloud-based file storage so the information gathered is not lost should the computer being used develop a fatal issue.
- 3) The information can be readily available on a mobile device should the need arise.

- 4) Contact information for the team that makes the Stewardship Chair look good as well as vendors can be retained and built upon as a wealth of information going forward.

One of the underlying attributes of St Helen's and St Mary the Virgin is that there is an abundance of knowledge, care, and willingness to help provided you are willing to lead. Many have been in the position and so know what must be done. Having help that knows what to do is very much appreciated when I have not been part of the congregation that long. Many thanks to Colin Taylor and Peter Garrahan for getting me started and answering the many questions I have put to you both and the assistance graciously given.

Many of the small repairs that take place have been done by Norm Cooper, Peter Garrahan, and Dan Boehner often well before I hear about the issue. It's the selfless volunteers who show up when you least expect it and take care of things that makes the task or job or position as the Stewardship Chair not as daunting as one might expect.

One of the larger jobs that falls under the banner of Stewardship is the lawn around St Helen's. Early last year we had tried to engage an individual to be under contract to maintain the lawn using our very new equipment. This did not work out so our team rallied once more, and we kept things as trimmed up as we could. Having newer lawn equipment has made the work easier but the time needed to complete the work has not changed. Maybe when the patio is installed, the area of lawn will be reduced a little bit. The lawn crew is greatly appreciated for their time and effort in keeping the lawn and the quiet garden looking great are as follows:

Peter Garrahan, Louise Garrahan, Floyd Bjerke, Norm Croswell, Al Burchill, Peter McQueen, Dan Boehner, David, and Kim Jones, John Leech, and Allan Whetter.

St Helen's as a building, is 30 years old and has had one facelift so far. Keeping things working and up to date is an ongoing process. We do have a few contracts for services and large value work that needs to take place from time to time. We have started to use a "Request for Quotation" process where we develop a document with the requirements of service etc. and share this with multiple contractors. This helps provide competitive quotes and it also helps build a list of alternate contractors to be able to reach out if the need arises. By having a written document that explains what the project is etc. the story given to each contractor is the same and we have a good written explanation of each project for future reference. This process has been used for the patio project, snow removal, and repointing of the brickwork at St Mary the Virgin.

There is a small project being worked on to re-lamp the church from compact fluorescent to LED. Part of this project to reduce the cost of energy and the other is to address the end-of-life issues of the current light bulbs. Part of the project is to replace the track lights above the altar. The lamps were replaced by Kim Jones and her team when the noise reduction panels were installed in Trinity Hall last year. At that time, the original lamps were cooked into the fixture and required some finesse to get them out.

There is now a Property Committee to help manage to many projects and repairs that continue to occur and meets on an informal basis since there is additional property and building to maintain. The committee is made up of Janet Hope, Deputy Warden, David Jones, Dan Boehner and Allan Whetter, Stewardship Chair. While there are many volunteers who can help with their experience and knowledge, if you are interested in learning about property maintenance or have skills to offer, please feel free to reach out to us at 1234prestone@gmail.com.

Respectfully submitted by Allan Whetter, Chair of Stewardship
Thank you to Allan Whetter for his leadership in Stewardship Ministry!

Treasurer's Report to Vestry

As always, I begin by thanking God for the generosity of this Parish. This has been a very full year for your Financial Ministry Team. Once again, we have finished the year in a very healthy financial position.

Our financial story for 2023 begins with the Amalgamation of St. Helen's and St. Mary the Virgin on January 1st, 2023. Our finances have been expanded to include the care and ministry that was formerly done by SMTV alone and we see that throughout our financial statements. The process of combining our fiscal lives was far less complicated than anticipated, though still a fair amount of work. Many thanks to Earl Roberts, Don Saunders, Don Clydesdale and Louise Garrahan for their help in matching things up.

What was more complicated than expected was the changing of banks from TD to RBC. We are not quite done that process yet but are well on our way. The move allows your Financial Ministry Team to take advantage of more digital options and move our banking into modern times.

We were able to put a little extra on the Mortgage this year to help lower our debt. And we received a couple of generous bequests which has been earmarked for some work in 2024.

I would like to express my deep appreciation 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.

Finally, I want to thank you all for the support you have offered me these last 8 years as Treasurer. As I retire, I reflect on the joy I had completing the work of Treasurer and feel that I was serving in the place for which I was designed. Thank you for trusting me with the privilege of serving you, our Parish, and most especially our Lord in this ministry.

Respectfully submitted by Kim Jones

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

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

Barb Porter and Lisee Kiar serve as co-chairs of Outreach, joined by Sharon Tremaine, Glenda Farstad-Clark, Jean Lockett and Michael Ladouceur as committee members.

We continue to collect food for the Orleans-Cumberland Community Resource Centre food bank. There is a bin in the front foyer, and we thank Leslie Henderson-Whynot for delivering the collected food to the food bank. In addition, in December we sent them a cheque for \$500.00.

Bells Corners Housing Project: We reached our target of \$2,000.00. Thank you to everyone who donated to this project.

Around Easter, Outreach had a fundraiser selling Simnel Cakes to support the Norman Johnston Alternative Program in Blackburn Hamlet. This is a project that has been supported by SMTV in the past. Our thanks go to Glenda Farstad-Clark for organizing the fundraiser and baking the cakes.

A group of us were able to visit the Norman Johnston Secondary Alternative Program on June 15th and were given a wonderful tour of the school by Sally Collins. The school was thrilled to receive a cheque from St Helen's in the amount of \$ 491.20, from the profits of our sale of Simmnel Cakes. We had great discussions about how we can partner with the school in the future to support the students. Some of us returned to the school for their Graduation Ceremony and were able to hear about the success of the students who have attended the program. Glenda also provided a cooking class for the students later in the year.

At Christmas time we purchased 25 gift cards of \$20.00 each from Walmart and donated them to the school for students in need.

The Anglican day programs (The Well, St Luke's Table and Centre 454) have been consolidated into one new ministry named Belong Ottawa. Throughout the year we collected items for this ministry that were dropped into a bin in the front foyer. Our thanks to Barb Porter who makes regular deliveries of the donated items to Belong Ottawa. We continue to collect Muffins Made With Love. Our thanks go out to Arch Campbell who has been delivering the Muffins Made with Love to The Well for many years. He retired from this task this year and Barb Porter started delivering the muffins when she takes the items collected for Belong Ottawa. Arch will be missed by the volunteers and staff at the Well. In the Fall we sold Christmas Wreaths and the profits of \$1,279.28 from the sale of Christmas Wreaths was sent to Belong Ottawa. Special thanks to Jean Lockett for organizing that fundraiser.

The Big Give: On the first Saturday of June each year, churches of all denominations under the umbrella of The Big Give host a local customized community event where everything is offered free, asking nothing in return. This year it was on June 3rd. We participated with a Gardening Giveaway. Many people donated plants and supplies, volunteered at the event and baked cookies. Almost everything was gone in an hour, and volunteers and those who came to get plants enjoyed lots of gardening conversations. We even got a review about the delicious cookies on Facebook after the event. As a way to connect with the neighbours it was really successful. Thank you to everyone who helped make it a great event.

- Queenswood Heights Community Association: We started providing volunteers to Community Association Events that are held at Queenwood Ridge Park. We helped with the Winter Festival in January, where we helped children build a snow fort and make snow sculptures. In the summer, thirteen people from St Helen's volunteered at the Queenswood Heights Music Festival and Family Fun Day on August 19th. It was a successful opportunity to engage with children and their parents providing family friendly games and help with the BBQ. We were able to promote some of the upcoming events at St Helen's.
- Cornerstone Housing For Women: We had a successful campaign selling tortieres. The profit from the sale of tortieres was used to purchase items to fill bags to be donated to Cornerstone Housing for Women. The beautiful cloth bags were made and donated by our St Helen's Craft group, and with almost \$500.00, we filled 31 bags with items such as shampoo/conditioner, socks, mitts, hand warmers, hand cream, chap stick, a small notebook and pen, chocolate and other small treats. From the remaining profits a cash donation of \$1,025.55 was made to Cornerstone. Special thanks to Glenda Farstad-Clark for organizing and baking all the tortieres for that fundraiser.

In December we donated \$500.00 to St Margaret's Anglican church to support St Margaret's Annual Inuit Christmas Feast Along with our regular collections of food and items for Belong Ottawa, The Community Box in front of the Church is available for exchange of books and food items by members of the community that pass by. We will continue to maintain our partnerships in the community, joining in ministry and friendship with our neighbours around the church and in Ottawa.

Respectfully submitted, Lisee Kiar and Barb Porter, Co-chairs Outreach

Thank you to Lisee Kiar and Barb Porter, for their leadership in Outreach ministry!

VII Community *Sharing in Christ's Fellowship*

This past year has been both productive and busy for the Community of St. Helen's. Our special events included John's Ordination in May and the Bishop's visit in December. As COVID restrictions lifted more and more, Celebrations of Life were reinstated with the option for full receptions in Trinity Hall.

Social events included Games Night returning every second Friday of the month. Thanks to Reni Gauthier for coordinating these intergenerational fun nights that were enjoyed by parishioners and drop in folks from the area. The coffee hour following the 10:00 am service saw an increase in fellowship with some Sundays emptying the 60-cup coffee urn! It may be the bold taste of the Fair Trade Coffee now being served. The Seniors' Luncheons had been coordinated by Liz Whidon, whom we want to thank for her service to this ministry. The Wednesday morning crafters group meets from 9-11 am each week from mid-September through May with time off for Christmas. This year in addition to organizing and supplying many of the items for our annual Christmas Bazaar, the ladies provided the sweets and served the tea and coffee at the Merry Melodies sing-along earlier this month.

Not to be forgotten are the annual events. May was the Fine Arts Fair coordinated by Bryan Glenn. Local artists displayed and sold their creations. There is so much talent and this year the artists were given the opportunity to become mentors for upcoming artists. St. Helen's contributed about \$1,203 raised from the art fair to the Diocesan homeless program. Over the summer, we had the chance to participate in a 12-week pilgrimage to Mystic Britain. Each week participants sent in the kilometres walked and received a newsletter about the history of the area we "visited" and learned some interesting facts about the Saints who lived there and its place in Church history. Virtual badges were earned for the distances travelled. Thanks to Helen Giroux and Catherine Cromey for coordinating the program. The Blessing of the Animals was moved to earlier in September due to scheduling. The "Zoo Crew" petting Zoo joined us for the event. We even had a pet parade at Queenswood Heights Seniors Residence as part of the celebration. The Christmas Bazaar was a smashing success in November coordinated by Sandra Clark and Helen Giroux and their teams.

December was flat out busy starting with the St. Nicolas Party on the second. With crafts, stories, food, and fun, it's sure to be an annual event moving forward. The Christmas Stories and Songs brought young and old out for an afternoon of sharing the Nativity story together. The first Sunday of 2024 had us celebrating Epiphany at St. Mary the Virgin in the afternoon followed by a potluck dinner at St. Helen's. With Easter being earlier in the calendar this year, Shrove Tuesday was February 13. Although Catherine Cromey was helping coordinate this event, Melissa Humphries was in training moving forward.

It is with many thanks to everyone who volunteered or attended these events that helped strengthen our community here at St. Helen's, deepening our fellowship and caring for one another.

With grateful hearts, respectfully submitted, Shelly Yerburch and Kevin Piccott Lorna Ponting, Co-Chairs of Community

Thank you to Shelly Yerburch and Kevin Piccott for their leadership in Community ministry!

St. Helen's Pastoral Care Team The Pastoral Care Team at St. Helen's provides a listening ear to those among us who are facing illness, loneliness, or any other situation. The Prayer Chain Team upholds members of our parish and the community in prayer in times of need. Both ministries are important parts of one of our primary missions as a church: to care for those around us.

In 2023 members of the Pastoral Care Team provided support in person or by telephone to parishioners in need of support. Additionally, the team reached out to 50 families who we had not seen at St. Helen's for a while, some since before the COVID pandemic. Many of those contacted were thankful for the call. Due to ongoing health safety concerns, only the clergy visited patients in the hospital this year. Members of the team were present at the Quiet Christmas Service, ready to provide support to those in need. Many team members participated in a continuing education event held by the Ottawa Pastoral Care Training Program in November.

The Prayer Chain Team prayed for individuals in need of prayer. The team received requests both from the individuals themselves and from family members and friends of those individuals. When we received a request from family or friends, we verified that that the person in need of prayer actually wanted to be prayed for and, if so, what level of detail they wanted to share. Both teams acted to preserve the privacy of individuals that they ministered to.

Respectfully submitted by the Reverend John Holgate Pastoral Care Team & Prayer Chain Team Coordinator
Thank you to John for his leadership of the Pastoral Care Team and Prayer Chain ministries!

Craft Group The Craft group meets every Wednesday Morning from 9 am to 11 am. We offer friendship, food, fellowship and of course some crafts. In 2023, we provided crafts for two major functions for the year; in the spring we sold Easter Chicks and Rabbits and in the fall we provided many of the crafts displayed and sold at the annual bazaar. We also prepared the price tags and other decorations used to make our bazaar beautiful and successful (i.e. The material toppers on all the preserve jars). From time to time, we have guests who come and teach us the techniques for a craft. In the spring of 2023, we were taught how to do card making. In the past year, we also enjoyed going out for lunch at the Lexus Restaurant in the spring before our summer vacation and in the fall after the bazaar. Our group is open to all and we would love to see newcomers. You do not need to be especially crafty as we have many jobs that need to be done that don't involve craftiness. Also, coffee and good conversation are always available.

Respectfully submitted by Johanna Mulder and Catherine Cromeey, Coordinators of the Craft Group
Thank you to Johanna Mulder and Catherine Cromeey for their leadership in this regard!

Bazaar Report 2023. We were very pleased with the success of the Bazaar again this year. As Covid restrictions faded into the background, we were able to continue our return towards pre-pandemic offerings. Le Café was limited to drinks, coffee cake and cookies, but still a welcome break for shoppers and volunteers. Our donations are returning to previous year's levels. We raised over \$23,000 and had a wonderful time. We once again offered one-stop payment on exiting and electronic payment options for customers. Our whole-hearted thanks go out to the St. Helen's parishioners, families and friends. We used our many talents and time throughout the year, to contribute to the big day. Although Bazaar Day is the pinnacle of our event, sales of Johanna's scarves and other items made by the craft group beforehand, and sales at our mini-bazaar Sundays after church are also a part of our success. We look forward to next year's Bazaar, wishing everyone continued blessings as you plan your involvement and contributions. Comments, suggestions and new ideas are always welcome, just speak to either of us whenever convenient. Next year's Bazaar will be in November, but the exact date has not been finalized.

Respectfully submitted by bazaar coordinators, Helen Giroux and Sandra Clark
Thank you to Helen and Sandra for their leadership in this regard!

St. Helen's Art Fair 2023. Thanks to many dedicated volunteers on Thursday, Friday and Saturday, the 2023 Art Fair ended on a very successful note. A special thanks to Brianna Glenn-Mangubat who managed the

sthelensartfair.ca website and set up the Meta Business link with the art fair Facebook and Instagram pages so that we could promote the artists to a wider audience than in previous years. Fifteen local artists exhibited over 184 pieces of original and diverse original art and as a group sold \$4,685 worth of art, with \$3,748 being remitted to the artists. After all expenses, St. Helen's contributed \$1,218 to the Diocesan homeless program. All of the artists were highly complementary about the Art Fair, and most indicated a desire to return and in fact, four visiting artists expressed an interest in participating in the 2024 Fair. Work commenced in November preparing promotional material and the invitations to local artists and for the 2024 Art Fair, which will be held on June 1st.

Respectfully submitted by, Brian Glenn – Art Fair Coordinator

Thank you to Brian Glenn for his leadership of the Art Fair team!

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

At this time of year our Quiet Garden is asleep, resting before providing us with its annual floral display and a place for tranquil reflection on our life at St. Helen's. It's also gratifying to see more of our neighbours enjoying the site as well. Our gardeners, ably led by Reg Albright and Helen Giroux, have faithfully tended the plants, ensuring continued glorious displays of nature's colours; three additional memorial stones have been installed and all the stones were cleaned and levelled; thanks to the good offices of Stewardship, a rain barrel has been added to our resources, a sustainable source of water for our gardeners. Another opportunity for offering memorial stones will be proposed in the coming year.

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!

IX Report Audio and Video Technical Support

We live-stream our regularly scheduled Sunday Morning Eucharist at 10:00 AM as well as any additional services as required during the year. In 2023 we also live-streamed the Good Friday service, Christmas Eve (7PM) service and two funerals. We are very thankful for our volunteers Michael Edwardes, Brian Glenn, Kevin Piccott, Chris Porter and Bill Taylor who operate our systems week-to-week. Thank you, also, to Alexey Holgate who volunteered for the summer months.

I provide ongoing support to the various systems to install and configure equipment, update software, and to reconfigure as needed to meet our changing requirements. This year, with council approval, I purchased and installed equipment as follows:

- Acoustic panels for the hall
- Replaced the wireless lapel mic's
- Two wireless handheld mic's
- Replaced one defective computer
- A second camera and related equipment for livestream
- A new TV and related equipment for announcements (installed in Narthex)

A special thank you to Kim Jones and Andrea Sloan who operated the scissor lift and helped with installation of the acoustic panels in the hall. We can always use more volunteers to support and operate our A/V systems. If you would like to join our A/V support team please speak with Rhonda, John, me or anyone who is already on our team.

Respectfully submitted by Derek Reid, Audio/Video Technical Support Specialist

Thank you to Derek Reid for his leadership of this important ministry!

X Administration and Governance

Encouraging Christian education and spiritual growth is inherent in priestly ministry, and a variety of Bible studies and seasonal devotionals are being provided with this in mind. Clergy are members of the College of Clergy, and are required to attend meetings of the East Ontario Deanery Clericus, Ordinations, The Bishop's Clergy Conference, Clergy Days and mandated workshops. In addition, Rhonda's role as a Territorial Archdeacon calls her to support parishes and clergy in our Deanery and assist the Bishop in his Episcopal ministry.

Special thanks to Derek Reid and his team for the ongoing live-streaming of our worship services and other events. Our Web Site (with thanks to Ian Kelly), parish letters (sent out prior to Easter, in the autumn, and Christmas), the monthly newsletter The Vine (on the web site) and Facebook remain significant communication tools plus we are now transitioning to more electronic means of communications to both save on postage costs and improve awareness. Thank you to all who participated in updating our parish nominal role and the associated information that is on file. Weekly and monthly information emails can be requested on the Website to help stay informed.

St. Helen's is still structured under our previous Parish Strategic Plan. Through various working groups and through Parish Council meetings, this plan and the associated structure are continuing to evolve. You will hear more about its revision, plus a new vision in the Vestry meeting itself.

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. We urge all parishioners to stay informed about the parish and the Diocese by exploring these websites on a regular basis.

Special thanks to Christopher Porter, Council Clerk, to Debbie Tweedle, Warden, to Jeff McRae, Warden, to Janet Hope, Deputy Warden, to Audrey Lawrence, Chair of Discipleship, to Allan Whetter, Chair of Stewardship, Barb Porter and Lisee Kiar, Co-chairs of Outreach, and Lorna Kevin Piccott and Shelly Yerburch, our Community Co-Chairs, and Treasurer, Kim Jones, for all their various efforts. Thanks to our Synod Members, Peter Humphries, Debbie Tweedle and Anne Clarke, for attending the Diocesan Synod, last October. We mourn the loss of Earl Roberts and his many contributions to St. Mary the Virgin Church. Thanks to all those who exercise leadership roles in our parish. Please read their 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 and / or speak to your financial advisor.

Another area which will need attention now that the pandemic considerations eased is that of rental use of our facility. In addition to her regular administrative duties, Joanne Henderson will also coordinate the rental activities with a view to expanding this area of our ministry

ST. MARY THE VIRGIN CHURCH CEMETERY BOARD - ANNUAL REPORT TO VESTRY 2023

(Licence No. 3291602 - Site No. 02901)

BOARD COMPOSITION (2023 to 2024):

Chair:	Gwyn Nicholson	<ul style="list-style-type: none">• 38 Years on the Board• Engineering & Building Code Background• Survey Background• Layout and Burials• Plots in Cemetery• Family in Cemetery.
Secretary/Treasurer:	Don Saunders	<ul style="list-style-type: none">• New to Board.• Financial Management Background.• Treasurer at SMV.• Relatives in Cemetery.
Recording Secretary:	Ian Guthrie	<ul style="list-style-type: none">• 15 Years on Board• Former member of SMV.• Active in the Cemeteries Community.• Was an early member of the Beechwood Cemetery Foundation.
Member:	Bill Taylor	<ul style="list-style-type: none">• 16 Years on the Board.• Member of SMV for many years.• Treasurer of SMV for 13 Years• Plots in Cemetery• Family in Cemetery.
Member:	Jim Clark	<ul style="list-style-type: none">• 1 Year on the Board• Professional Engineer & Consultant• Plots in Cemetery.• Family in Cemetery.

Note - **All have signified their willingness to continue serving for 2024 to 2025.**

Earl Roberts:

The sudden passing of Earl Roberts in December was a great loss to the Cemetery Board, both in terms of his vast knowledge over the last 30 Years, but also with respect to his personal warmth throughout those years.

Earl was a staunch member and good friend to the Church, Cemetery, Synod and the Railroading Community. For the last couple of decades both he and Barb extended the hospitality of their home to host the Board Meetings.

GENERAL:

In terms of internment activity, in 2023 there were only 3-Urn Burials, which is lower than most years.

The By-Laws are compliant with the **Funeral, Burial and Cremation Services Act, S.O. 2002, Chapter 33**, as amended, and the Regulations appended to the Act. The is licensed by the Bereavement Authority of Ontario, and the Ministry of Consumer and Corporate Affairs before that.

The focus and work of the Cemetery Board is with respect to administering the Cemetery. The role of the Board includes managing financial resources to ensure the long-term viability of the Cemetery. As such, the Cemetery Board is managed to be financially self-sustaining.

Where possible, it contributes to the Parish by assisting in projects related to the Church, subject to Budget Constraints, as we also consider having a viable Church & Structure as mutually important. The Board undertook to have the large Maple damaged by the Derecho and paid the \$2,500.00 Deductible.

The Board files any required Reports to the **Bereavement Authority of Ontario (BAO)**.

The Board continued to meet its legislated obligations, responded to occasional challenges, planned for the future, and did it all in a spirit of fellowship. I wish to thank each and every Board Member, for making it a pleasurable and productive experience.

BOARD MEETINGS & ACTIVITY:

26 Feb 2023	Vestry
27 Feb 2023	Regular Meeting
22 Apr 2023	Cleanup
20 Sep 2023	Memorial Service
18 Sep 2023	Regular Meeting
30 Oct 2023	By-Law Review

FINANCIAL:

The **2023 Financial Statement** was prepared, and made available for review by the auditor, and is attached.

The 2023 receipts exceeded expenditures by \$5,174.85. Donations were higher than predicted in the Budget, and the monies for the Survey will not be utilized until 2024.

The **2024 operating Budget**, which was voted upon at the 29 January 2023 Year-End Meeting (Postponed due to passing of Earl Roberts), and approved subject to an E-Vote on the Amendments, is attached:

St. Mary the Virgin Cemetery Board - Financial Statement

As of December 31, 2023

INCOME	BUDGET	ACTUAL	VARIANCE
C & M Maintenance Interest	495.12	525.23	30.11
Interest on Consolidated Trust Fund - Purdy Bequest	2,157.22	3,052.80	895.58
CTF Investment	598.58	0.00	(598.58)
Plot Sales (Including Care & Maintenance - C & M)	2,200.00	2,700.00	500.00
Opening, Closing & Location	500.00	700.00	200.00
Administrative Fees - Transfer Documents	50.00	50.00	0.00
Donations - Misc. & Directed	500.00	400.00	(100.00)
Memorial Service	2,000.00	2,922.25	922.25
Transfer-In from Bank Account (to balance budget)	3,147.66	0.00	(3,147.66)
HST Rebate	1,500.00	1,851.37	351.37
Total Income	13,148.58	12,201.65	(946.93)
EXPENSES			
C & M Fee Remittance from Plot Sales & Markers	1,000.00	1,150.00	(150.00)
Grass Cutting & Leaf Blowing	2,500.00	3,796.80	(1,296.80)
CTF & Purdy Bequest - Inflation Reinvestment	1,500.00	1,500.00	0.00
CTF - Investment Rollover	598.58	0.00	598.58
Grounds Maintenance & Small Projects	500.00	0.00	500.00
Snow	500.00	0.00	500.00
Cleanup	100.00	0.00	100.00
Heating	700.00	0.00	700.00
Survey Augmentation	3,500.00	0.00	3,500.00
Church Restoration Project(s) - i.e. Masonry	2,000.00	0.00	2,000.00
Monument Straightening	250.00	0.00	250.00
Miscellaneous	0.00	580.00	(580.00)
Total Expenses	13,148.58	7,026.80	6,121.78
SURPLUS / (DEFICIT)	0.00	5,174.85	5,174.85

ASSETS (BANK / INVESTMENTS)

Bank Balance - December 31, 2022	26,453.72
Operating Surplus / (Deficit) 2023 (Note 1)	5,174.85
Bank Balance - December 31, 2023 (Note 1)	31,628.57

Consolidated Trust Fund - Purdy Bequest - 3090	68,618.40
Consolidated Trust Fund - Cemetery Investment - 3091	20,038.35
TOTAL ASSETS AT DECEMBER 31, 2023	120,285.32

Note 1:

Figures include outstanding 2023 transactions not posted as of 12/31/2023.

Refer to General Ledger and Bank Reconciliation for details

CEMETERY BOARD
St. Mary the Virgin Cemetery - Budget - 2024

INCOME

C&M Maintenance Interest	\$525.00
CTF Purdy Bequest	\$2,800.00
Plot Sales (Including C & M)	\$2,500.00
Opening, Closing & Location	\$600.00
Administrative Fees - Transfer Documents	\$50.00
Donations - Misc. & Directed	\$400.00
Memorial Service	\$2,000.00
Transfer-In from Bank Account (To balance Budget)	\$5,175.00
HST Rebate	\$500.00
TOTAL	\$14,550.00

EXPENSES

Care & Maintenance Fee Remittance From Plot Sales & Markers (40%)	\$1,000.00
Grass Cutting & Leaf Blowing	\$3,000.00
CTF & Purdy Bequest - Inflation Reinvestment	\$1,500.00
Grounds Maintenance & Small Projects	\$500.00
Snow	\$500.00
Cleanup	\$100.00
Heating	\$700.00
Survey Augmentation	\$5,000.00
Church Restoration Project(s) - i.e. Masonry	\$2,000.00

Monument Straightening	\$250.00
TOTAL	\$14,550.00
 PROJECTED: Revenue minus Expenditures	 \$0.00

INFLATION CALCULATION (Based on Previous Year's Financial Statement)

Revenues for Consideration

C&M Maintenance Interest	\$525.23
CTF Purdy Bequest	\$3,052.80
CTF Investment	\$600.00
Plot Sales (Including C & M)	\$2,700.00
Opening, Closing, & Location	\$700.00
Location Fees - Markers	\$500.00
Memorial Service	\$2,922.25
Donations	\$400.00
HST Rebate	\$1,851.37
Total	\$13,251.65

Expenditures for Consideration

Care & Maintenance Fee Remittance	\$1,150.00
Grass Cutting & Leaf Blowing	\$3,796.80
CTF - Purdy & CTF Investment - Inflation Reinvestment	\$1,500.00
Total	\$7,074.54
20% (Revenues - Expenditures) = Amount to Reinvest - Min.	\$1,235.42
\$1,000.00 to Purdy Bequest - \$500.00 to CTF Investment	\$1,500.00

SALES & TRANSFERS:

1. Plot 94, Grave 5, Urn 6 – Ali & Sharon Manouchehri – Certificate 74
2. Plot 43, Grave 2 – Anne Clarke – Certificate 75
3. Plot 70, Grave 1, Urn 3 & 4 – Katherine Tenai & Robert Taverna – Certificate 37 **Re-Purchased (Sold back to the Board)**.

BURIALS:

1. 17 May 2023 – Plot 93, Grave 5, Urn 6 – Doreen Forget – 16 Dec 1953 to 09 Nov 2022
2. 08 Sep 2023 – Plot 46, Grave 7, Urn 2 – Jean (Finn) Bradley – 1925 to 13 Sep 2023 (95)
3. 09 Nov 2023 – Plot 70, Grave 6, Urn 4 – Marie Smith – 26 Jan 1926 to 31 Oct 2023

GROUNDS & PROJECTS:

Grounds Maintenance:

For the 12th Year, the Board entered a contract with Chris Kent (CK Structures) and he has done an admirable job with the cutting, trimming and grounds, as well as year end leaf-blowing. CK Structures has provided service at a competitive price and is responsive to the needs of the Board. A grounds cleanup was carried out 23 Apr 2023.

Fee Schedule (Revised 24 Oct 2022):

4' x 8' (1.22 x 2.44 m) burial (grave) plot (32 sq. ft) (2.98 sq. m.) C&M	\$2,000.00
2' x 2' (600 x 600 mm) urn plot (4 sq. ft.)(0.37 sq. m C&M	\$350.00
Opening and closing – burial (grave) plot (location & excavation)	\$1,000.00
Opening and closing – urn plot (location & excavation)	\$300.00
Flat marker less than 173 sq. in. (1,116.13 sq. cm) C&M	\$0.00
Flat marker 173 sq. in. (1,116.13 sq. cm.) or more - C&M	\$100.00
Upright monument 4 ft. (1.22 m) height or length or less – C&M	\$200.00
Upright monument more than 4 ft. (1.22 m) – Not Permitted	N/A
Marker Location Fee	\$100.00
Administrative Fee - Reissue, Transfer, or Document Change	\$35.00

NB - Provincial and Federal Taxes, where applicable, are in addition to these fees.

The BAO (Bereavement Authority of Ontario) has increased the Care & Maintenance Fees and the revised schedule is the result.

Memorial Service:

- The Annual Memorial Service was held 10 Sep 2023 (2nd Sunday in September).

REVIEW:

This Report was reviewed at the meeting of 29 Jan 2024 and any changes confirmed via e-vote.

A handwritten signature in blue ink, appearing to read 'Gwyn Nicholson', enclosed within a blue oval shape.

Gwyn Nicholson
Board Chair

Incumbent's Charge to Vestry 2023

Those of you who attended the parish day back in November have already heard the opening part of my charge to vestry – and those who read the report we shared have seen the diagram – but it is worth sharing again.

This model comes to us from the School for Parish Development and it draws on Benedictine spirituality to describe the life of faith.

We begin here: in **stability**. Stability is a state of being in which we are clear about who we are and whose we are. We are not weighed down by nostalgia nor distracted by wishful thinking about the future. Stability does not mean stagnant; it means grounded. We know there is good work to be done, here and now. We know God is with us, here and now. And, knowing all of that, we are ready and able to listen to God and to the world around us and to one another in order to discern what God is calling us to do.

We are ready to **obey** - which moves us into the next stage of the life of faith. Obedience does not mean a kind of mindless following – there are too many competing calls to follow for that. Instead, it means a careful listening – which is, in fact, what the Latin root of obedience actual means – that is directed towards an active response. This is not listening simply for the sake of listening or even for understanding. It is listening for the sake of actually doing what God is calling us to do.

And, when we actual undertake to obey God, we find ourselves **transformed**. This transformation might be big and dramatic or it might be quiet and mostly internal but, either way, we discover a new way of being to explore and to grow into. There are almost always some growing pains wrapped up in this work – letting go of what *was* and of what we thought might *be* and discovering what the new now *is*. We have to regain our **stability**...and the cycle continues.

We, the parish of St. Helen's Orleans, are in this space – moving back and forth between stability and obedience. There have been many, many changes over these past months, never mind these past years and we are still learning who we are now. Happily, I don't think there is any doubt about whose we are and I sense a deep confidence in the presence of God with us, here and now, and a deep readiness to listen to what God is telling us about what we are called to do and who we are called to become.

So how do we do that – how do we listen with the intent to obey?

- We pray. We pray as individuals and we pray as a community and we wait on God to answer us.
- We talk to each other. We participate in questionnaires and small groups and town halls. We share what's on our hearts and minds and we respect what others share with us.
- We talk to our neighbours. We find ways to participate in what is going on around us and to get to know the needs of our community.
- We try things out and reflect on what we learn from the experience. We embrace failures and successes **both** as listening opportunities.

The proposed budget, which Kim will present to us in just a moment, is built with this listening work in mind. It includes money we don't yet know how we will spend – in particular, money for children's ministry and for community outreach events that will allow us to experiment. It includes money for experiments in the use of our buildings as a source of rental income and a resource for engaging our neighbours. It includes money to invest in professional help in listening to the community around us and in developing a strategic plan that will help guide us in this whole process. But I won't steal any more of Kim's thunder...

Instead, I'd like to turn to a beautiful Biblical image that captures much of what I've been saying – and that has already been claimed by St. Helen's: that of the vine and branches. On his last night with the disciples, before his betrayal and arrest and execution, Jesus speaks to them many words of comfort and wisdom – including this:

I am the vine, you are the branches. Those who abide in me and I in them bear much fruit, because apart from me you can do nothing. Whoever does not abide in me is thrown away like a branch and withers; such branches are gathered, thrown into the fire, and burned.

We must not fear the pruning of those branches which do not bear fruit – even if they did, at one time, bear much fruit. A hard and holy part of the work we are setting out to do is recognizing those ideas and activities and stories that have come to the end of their life and let them go so that new growth may flourish. While this pruning work can be painful, we do it in the sure knowledge of the true vine which nourishes us and transforms us into fruit and shade and beauty for all the world.

Jesus continues:

My Father is glorified by this, that you bear much fruit and become my disciples. As the Father has loved me, so I have loved you; abide in my love. If you keep my commandments, you will abide in my love, just as I have kept my Father's commandments and abide in his love. I have said these things to you so that my joy may be in you and that your joy may be complete."

There is so much reason for joy in this community. We have been given one another to learn from and to grow with. We have ample resources to put in the service of God and God's beloved world. We are surrounded by people eager to encounter God's love and grace and who are open to sharing something of their lives with us.

Jesus is the vine and we are the branches; ready to listen and to obey and to grow. Thanks be to God!

Respectfully submitted, In Christ's Love and Service, by The Venerable Rhonda Waters

St. Helen's Anglican Church

Minutes of Annual Vestry

26 February 2023

1. Opening Prayers and Declaration:

Vestry Declaration for the Diocese of Ottawa:

The annual vestry meeting was opened with Prayer by Reverend Rhonda Waters.

The vestry declaration is printed below.

"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

There were 65 parishioners in attendance.

2. Appointment of Vestry Clerk

Christopher Porter was appointed as Vestry Clerk for this annual meeting by Rhonda Waters.

2.5. Acceptance of Agenda

A motion was put forward by Reg Woods to accept the agenda for the meeting as provided, and seconded by Liz Whidden. The motion was accepted.

3. Minutes of Last Annual Vestry on 27 February 2022.

Christopher Porter moved acceptance of the minutes of the 2022 Annual Vestry as presented. Brian Kelly seconded. The motion was accepted with some abstentions by previous members of the St. Mary the Virgin Church.

4. Ministry Appreciation: Jeff McRae offered appreciation on behalf of the parish to Kay Richardson for her work during the priestly transition period of 2022. He also thanked the members of the St. Mary the Virgin Church parish council for their work during the time that St. Mary's Church was considering joining with St. Helen's as one parish. Jeff thanked the following people who have been part of St. Helen's parish council the past few years and who are now stepping down from their roles:

Peter Humphries

Kathy Pearce

Carol Danson

Sharon Tremaine

Colin Taylor

Lorna Ponting

Rhonda Waters added her thanks to the search committee that was formed during 2022 as St. Helen's Church searched for a new incumbent.

5. Incumbents Reports:

Rhonda Waters moved acceptance of her report as provided. The motion was seconded by Maxine Schatz. Motion accepted.

6. Wardens' Report: Jeff McRae moved acceptance of the Warden's report as provided; Peter Humphries seconded. Motion accepted.

7. Treasurer's Reports

Kim Jones moved acceptance of the treasurer's report and was seconded by Reni Gauthier.

Kim Jones gave a presentation to Vestry to accompany her report. She referred to it as the story of St. Helen's especially after the difficult time of the Covid-19 pandemic. During the previous few years there were uncertain times, and there were cuts in parish income and expenses. Kim was happy to say that last year some expenses were higher than expected in some areas as the parish moved out of the pandemic period, but there were also savings due to the change in clergy as we moved from two to one priest. The 2022 bazaar was successful and provided funds for the operation of the Church. However, offerings were down. There were unexpected savings for vestments and computer technology as the new incumbent provided their own vestments and computers. More money was spent on liturgical expenses because the parish was now having in-person services. There was additional money spent on music ministry, and money spent for Children's ministry, and the Blessings of the Animals event last fall. As we have all noticed utility bills increased last year. At the end of the year there was \$50,000 more in income than was spent during 2022. Good financial stewardship has always been a mainstay at St. Helen's Church. Kim offered thanks to Paul Porter, and Lynn Glenn for their financial work to the parish.

The motion to accept the treasurer's report was accepted with two abstentions.

8. Remaining Annual Reports for 2022.

A motion was put forward to accept all of the remaining reports for 2022 as a whole by Jeanette Bird and seconded by John Leech.

Rhonda Waters noted that John Holgate is mentioned in the Associate Incumbent report, but that his title is more correctly Assistant Curate.

The motion was accepted.

9. Cemetery Board Presentation:

Gwyn Nicholson gave a presentation to Vestry about the Cemetery Board that exists to oversee the St. Mary the Virgin Church cemetery. He informed vestry that all cemeteries in Ontario are covered by a Provincial Act of 2002, and they are licensed by the province. Any money paid to the St. Mary the Virgin cemetery is held in trust by TD Canada Trust. The finances for the cemetery are separate from the St. Mary the Virgin Church and the Diocese. The trust accounts produce dividends which provide for future expenses to maintain the cemetery itself.

The cemetery board members for 2023 will be:

Gwyn Nicholson, Earl Roberts, Ian Guthrie, William Taylor, Jim Clark

Anne Clarke asked if members of St. Helen's can purchase a plot.

Vestry was informed that the cemetery is available for those who have a connection to the Parish as it exits, and now that St. Mary the Virgin is part of St. Helen's parish, we may purchase interment rights in the cemetery.

Gwyn said that the current by-laws governing the cemetery will be amended to have the name of St. Helen's Parish.

10. Charge to Vestry – Rhonda Waters:

Rhonda Waters presented her Charge to Vestry. She mentioned that it was similar to what was discussed during the Parish Day last fall. Her charge was based on the three important ideas which flow from one to another:

Stability – We are in the moment. God is with us here and now.

Obedience – This is a time for careful listening which is directed toward an active response.

Transformation – This can be big, or small internal changes. It requires letting go of what we thought, and then move forward.

St. Helen's Church is between Stability and Obedience at this time. We are ready to listen to God's calling. We pray as individuals and as a community. We talk; we share within ourselves. We talk to our neighbours. We try different things; some with success some with failure. This ties in with our upcoming budget. It is time to experiment with new things.

Rhonda showed an image by Brenda Reid of the Vine and Branches. It is time to let go of some of the old ways so that we can move forward.

Jesus said: "Abide in My Love".

There is so much reason for joy at St. Helen's.

There is so much reason for joy in the community.

11. Presentation and Adoption of Budget for 2023:

Kim Jones gave a presentation about the budget for 2023. She said that there have been surpluses in income over the past few years. The leadership of the parish feels that now is the time to grow. In order to fully track parish income and expenses the bazaar is being added to the budget as an income item. Also added for 2023 are expenses and income for the hall rental. The St. Mary the Virgin rectory income will also be included, as is the expected costs to build the outdoor patio outside our hall. The Community outdoor pantry costs have been added to the budget. Increases in utilities and upkeep costs for both locations are in the 2023 budget. The "Rental Co-ordinator" position is now in the budget as well as the "Community Engagement" position. General communications expenses have been increased to allow for a wider audience. All of these extra expenses are going to require an increase in offering income.

Kim Jones put forward a motion to accept the proposed budget for 2023. The motion was seconded by Reni Gauthier.

Some questions were posed by members of Vestry:

1. Emily Adams asked if some of the surplus money that is available could be used to pay down the Church mortgage. Kim Jones replied that was certainly possible, and would be reviewed at the end of 2023 to be paid out in 2024.

2. Reg Woods asked a question about how much income is being missed by not actually passing the collection plate during the service. Should the collection plate(s) be put in a more obvious location? Paul Porter replied that this point will be reviewed. This could be a post-Covid item. It has been noticed that there are fewer visitors contributing to the weekly open collection than in the past and those are the ones who would generally use the collection plate when it was passed in previous years.
3. Gary Mulder asked a question about the income from the St. Mary the Virgin rectory. Are there any plans to sell off that property? Kim Jones said in reply that we have just joined as one parish, so let's get settled for a while before that is considered. Jeff McRae added that Parish Council will review this issue.

The motion to accept the 2023 budget was accepted.

12. Election, Affirmation and Appointment of Members of Parish Council and other positions for 2023.

(a) Parish Council Membership

***Election: People's Warden (Council),** Jeff McRae. Nominated by Sylvia Glenn, seconded by Glenda Clarke. Acclaimed.

***Election: Deputy People's Warden (Council),** Janet Hope. Nominated by Kathy Harris, seconded by Liz Whidden. Acclaimed.

***Election: Lay Member (1st year of 2, renewed) Synod (Council)** Shelly Yerburch. Nominated by Bev Hatt, seconded by Sharon Tremaine. Acclaimed.

***Election: Lay Member (1st year of 2, renewed) Synod (Council)** Debbie Tweedle. Nominated by Maxine Schatz, seconded by Lorna Ponting. Acclaimed.

***Election: Alternate Lay Member (1 year),** Anne Clarke. Nominated by Janet Hope, seconded by Felicia Kwamena. Acclaimed.

***Election: Chair of Discipleship and Member of Council,** Audrey Lawrence. Nominated by Reni Gauthier, seconded by Charlotte Foster. Acclaimed.

***Election: Chair of Stewardship and Member of Council,** deferred.

***Election: Co-Chair of Outreach and Member of Council,** Barbara Porter. Nominated by Sharon Tremaine, seconded by Charlotte Foster. Acclaimed.

***Election: Co-Chair of Outreach and Member of Council,** Lisee Kiar. Nominated by Sharon Tremaine, seconded by Charlotte Foster. Acclaimed.

***Election: Co-Chair of Community and Member of Council,** Shelly Yerburch. Nominated by Ian Kelly, seconded by Julia Dudley. Acclaimed.

***Election: Co-Chair of Community and Member of Council,** Kevin Picott. Nominated by Ian Kelly, seconded by Julia Dudley. Acclaimed.

***Received the membership of the cemetery board as presented in the Cemetery Report:**

Gwyn Nicholson, Earl Roberts, Ian Guthrie, William Taylor, Jim Clark

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: Rhonda Waters: Chair of Worship and Member of Council.

Appointment by Incumbent: Debbie Tweedle, Rector's Warden and Member of Council.

Appointment by Wardens: Kim Jones, Treasurer and Member of Council, Financial Ministry

Appointment: Christopher Porter, Vestry Clerk for Parish Council.

Affirmation of the following Ministries:

Affirmation: Debbie Tweedle, Chair of Altar Guild.

Affirmation: Ian Kelly, Web Site.

Affirmation: Terry Leversedge, Administrative Assistant.

Affirmation: Derek Reid, A/V Technology.

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

Affirmation: Peter Humphries, Choir Director

Affirmation: Derek Reid, Emmaus Music Director

Affirmation of Other Leadership Ministries:

- Our Financial Ministries team; All who care for our property; All other group leaders, and all engaged in ministry within this parish, the Diocese and beyond.

13. Other:

(a) Consolidating Property Titles of St. Helen's and St. Mary the Virgin:

The following declaration was provided by Rhonda Waters as presented by Bishop Parker:

WHEREAS, the Bishop of Ottawa, pursuant to Bylaw 5.01(7) of the *Bylaws of the Diocese of Ottawa*, amalgamated the Parish of St Helen's Orleans and the Parish of St Mary the Virgin on January 1, 2023, as a single parish under the name of the Parish of St Helen's Orleans.

BE IT RESOLVED THAT, subject to the approval of the diocesan Property and Finance Committee and of the Bishop, the Incumbent and the Churchwardens are authorized to take such steps as may be necessary to convey any property interests held by the former Parish of St Mary the Virgin to the Parish of St Helen's Orleans, including the following properties:

- the church building and grounds of St Mary the Virgin Church, Blackburn, including the St Mary the Virgin Cemetery, located at 2750 Navan Road, Orleans (Ottawa); and
- the former rectory of the Parish of St Mary the Virgin, Blackburn, located at 2508 Autumn Hill Crescent, Gloucester (Ottawa).

A motion to accept the above declaration was moved by Brian Kelly, and seconded by Janet Hope. The motion was accepted.

(b) Rental Policy.

Peter Humphries presented a report to Vestry concerning the Rental Policy of the Hall and other areas of the Church. There is a purpose statement and a scope of the defined policy. Ministry teams will be put together to oversee and manage this policy during 2023 and moving forward. The full policy can be obtained from the Church office.

Anne Clarke asked the question if rental fees are dependent of the client, i.e., NGO or similar. Peter replied that the rates will be based on those charged by the City of Ottawa for their rentals.

Brian Lorimer asked if there are any insurance issues for the Church when areas are rented.

Peter replied that the rental group has to provide their own insurance during the time of the rental.

(c) Affirmation of Lay Communion Administrators:

The following people are affirmed as Communion Administrators:

Randy Bird, Jeannette Bird, Gilbert Cormie-Waters, Ann Day, Diane Dodd, Helen Giroux,
Lynn Glenn, Beverly Hatt, Janet Hope, Trevor Jamieson, Brian Kelly, Felicia Kwamena,
Terry Leversedge, Audrey Lawrence, Jean Lockett, 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 Yerburch

(d) Signing Officers: John Leech moved a motion to accept the list of current signing officers for St. Helen's Church. The motion was seconded by Glenn McIntyre.

The motion was accepted.

Current signing officers:

- Jeff McRae
- Debbie Tweedle
- Janet Hope
- Kim Jones
- Lynn Glenn
- Paul Porter
- Christopher Porter

(e) Appointment of Accountants: Jeff McRae moved that BDO be appointed as Accountants for the coming year; seconded by Peter Humphries. Motion accepted.

14. Adjournment: Catherine Cromey motioned adjournment at 1:10 p.m.

15. Closing Prayer: Rhonda Waters closed the meeting with the following prayer:

Glory to God, whose power working in us can do infinitely more than we can ask or imagine!

Glory to God, from generation to generation, in the Church and in Christ Jesus for ever and ever. Amen.

St. Helen's Communion Administrators for 2024

Wanetta Cheung

Sandra Clark

Anne Clarke

Ann Day

Diane Dodd

Helen Giroux

Lynn Glenn

Beverly Hatt

Janet Hope

Trevor Jamieson

Brian Kelly

Felicia Kwamena

Audrey Lawrence

Jean Lockett

Deb McIntyre

Shirley Neville

Kathy Pearce

Kevin Piccott

Lorna Ponting

Christopher Porter

Derek Reid

Maxine Schatz

Victoria Swinburne-Kennelly

Colin Taylor

Debbie Tweedle

Elizabeth Whidden

Shelly Yerburgh