

# ST. BARTHOLOMEW'S ANGLICAN CHURCH

## DOCUMENTS FOR 2023 VESTRY



February 5, 2023

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## *Looking back on 2022*

### ***Funerals and Memorials***

*Pamela Dehworth*

*Helen Leslie*

*Raymond Gaudreault*

*Deborah Fraser*

*Beryl Millington*

*Jean Morash*

*Geoff Zeiss*

*William Babbitt*

### ***Baptisms***

*Bridget Claudia Frances Hannafin-Peat*

*Azariah Gloria Ibore Clement*

### ***Marriages***

*Kathleen Capson and Andrew Holt*

*Anne Orr and Robert Jacques*



## DRAFT AGENDA

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### 1. Opening Prayer

### 2. Appointment of Vestry Clerk

*A motion will be presented seeking Vestry approval of the proposed appointment.*

### 3. Adoption of Agenda

*A motion of approval will be sought.*

### 4. Adoption of the Minutes of February 27, 2022 Vestry Meeting

*A motion of approval will be sought.*

### 5. Wardens' Report on behalf of Corporation

*Following brief remarks by the Wardens and any discussion, Vestry will be asked to accept the Corporation Report as contained in the written "Reports to Vestry" document prepared for the meeting.*

### 6. Organization and Committee Reports

*Included in the "Reports to Vestry" document prepared for Vestry are written reports from: the Building Advisory Committee, the Director of Music, Sunday School, Altar Guild, Pastoral Care (Garry Armstrong Home), Refugee Committee, Stewardship Committee, PWRDF, Coldest Night Walkers, St. Bart's Bazaar and the Bridge Club. Following any discussion thereon, Vestry will be asked to accept these written reports.*

### 7. Treasurer's Report

*Proposed Operating and Facilities Budget for 2023 and Financial Results for 2022.*

*Motions will be sought to: receive the 2023 Financial Report; approve the proposed Operating Budget included in the 2020 Vestry Report; and authorize a financial review process for 2023.*

## ELECTIONS AND APPOINTMENTS

### Report of the Nominating Committee/Confirmation of Church Officers

*Following upon this Report, motions will be presented to Vestry regarding:*

*Election of Peoples' Warden*

*Election of Lay Members of Synod*

*Ratification of Deputy Wardens*

### 8. Appointments by Wardens of the Treasurer, Envelope Secretary and Signing Officers

*Motions on these appointments will be put to Vestry.*

### 9. Other Business

### 10. Closing Prayer and Adjournment



## 156<sup>TH</sup> ANNUAL MEETING OF VESTRY

February 27, 2022 – 11:30 P.M

Rev David Clunie	Linda Assad-Butcher	Anthony Kellett
Michael Beall	Stephen Woolcombe	Elizabeth Heatherington
Laurette Glasgow	Tony Tattersfield	Don Butler
Sandy Beeman	Nancy Millson	Calum Carmichael
Peter Hydes	Jennifer Pouliot	Janet McLaine
Meriel Bradford	Shelagh M'Gonigle	Anna Lee Chabot
Jim Bradford	Daivd Esdaile	Karen McClure
Mary Morican	Marianne Feaver	Joan Kellett
Jane Billings	Gina Watson	Katherine Fafard
Sue Revere	Barry Walker	Ann Carmichael
Mike Revere	Irene Walker	Andy Robinson
Gaye Moffett	Raymond Perrin	Martha Patterson
Roslyn Butler	Jennifer Barbarie	Pamela Yarrow
Judy Wiesinger	James Ogilvy	Cheryl Dudley
Robert Orr	Tim Dudley	Sally Doherty
Brian Eckert	Bonnie Robinson	Fran Flavelle

*These minutes should be read with reference to the attached entitled:  
Documents for 2022 Vestry - February 27, 2022*

### 1. Opening Prayer & Opening Remarks

The Reverend Canon David Clunie, Rector

### 2. Appointment of Vestry Clerk

Rev Clunie appointed Michael Beall as Vestry Clerk

### 3. Adoption of Agenda - Motion to approve agenda as is.

**Motion:** *to approve of the agenda as is.*

#### **Amendments:**

Michael Beall pointed out that Page 5 should read '156<sup>th</sup> Vestry', not '155<sup>th</sup>'

**Moved:** Gina Watson

**Seconded:** Anna Lee Chabot

**CARRIED**

*Vestry accepted the Adoption of the Agenda presented in the written 'Reports to Vestry' document prepared for the meeting.*



*These minutes should be read with reference to the attached entitled:  
**Documents for 2022 Vestry - February 27, 2022***

### 1. Opening Prayer & Opening Remarks

The Reverend Canon David Clunie, Rector

### 2. Appointment of Vestry Clerk

Rev Clunie appointed Michael Beall as Vestry Clerk

### 3. Adoption of Agenda - Motion to approve agenda as is.

**Motion:** *to approve of the agenda as is.*

**Amendments:**

Michael Beall pointed out that Page 5 should read ‘156<sup>th</sup> Vestry’, not ‘155<sup>th</sup>’

**Moved:** Gina Watson

**Seconded:** Anna Lee Chabot

**CARRIED**

*Vestry accepted the Adoption of the Agenda presented in the written ‘Reports to Vestry’ document prepared for the meeting.*

### 4. Adoption of the ‘Minutes of February 28<sup>th</sup>, 2021 Vestry Meeting’ & ‘Certification of Special Vestry Motion’

**Motion:** *to receive the ‘Minutes from the 155<sup>th</sup> Vestry of the Church of St. Bartholomew’ & ‘Certification of Special Vestry Motion’*

**Amendments:**

**Moved:** Meriel Bradford

**Seconded:** Fran Flavelle

**CARRIED**

*Vestry accepted the Adoption of the ‘Minutes of the 2021 Vestry Meeting’ and ‘Certification of Special Vestry Motion’ as in the written ‘Reports to Vestry’ document prepared for the meeting.*

### 5. Rector’s Report

*See ‘Rector’s Report’ as contained in the written ‘Reports to Vestry’ document prepared for the meeting (pages 10 – 12).*

*Vestry accepted the Rector’s Report as presented by Rev Clunie and in the written ‘Reports to Vestry’ document prepared for the meeting.*

**Remarks:** Rev David Clunie

Announced his retirement planned for November of this year.

### 6. Wardens’ Report on behalf of Corporation

*See ‘Report of Corporation to Vestry’ as contained in the written ‘Reports to Vestry’ document prepared for the meeting (pages 13-14).*

**Remarks:** Jane Billings

Jane commented on the remarkable quality of online services, thanks to the dedication of Ruth, Kevin, and Rev Clunie. Also, we are very fortunate to have David Esdaile, Gaye Moffett, and Paul Cappon on the committee to guide and help us through the COVID pandemic.

*Vestry accepted the Corporation Report as presented by Jane Billings and in the written “Reports to Vestry” document prepared for the meeting.*

### 7. Organization and Committee Reports

*See the various reports (Stewardship Committee, Property Asset Management Plan, Altar Guild, Music/Choir, Pastoral Care, Bazaar, Coldest Night of the Year, & Refugee Committee) to vestry as contained in the written*



*‘Reports to Vestry’ document prepared for the meeting (pages 14 – 23 ).*

**Remarks:**

Bonnie Robinson: We launched the ‘Campaign of the Decade’ and want to thank all on the Stewardship Committee for all their help. So far, \$625 000 of the target \$750 000 has been raised.

**Motion:** *to receive organization and committee reports*

*Vestry accepted the collection of Organization and Committee Reports as presented in the written “Reports to Vestry” document prepared for the meeting.*

**8. Treasurer’s Report**

*See ‘Treasurer’s Report’ as contained in the written ‘Reports to Vestry’ document prepared for the meeting (pages 24-28).*

**Remarks:** Bob Orr

We ended the year with a small surplus thanks to strong givings from parishioners. There were also generous contributions made to the Capital Campaign. We anticipate similar revenue for 2022 with a predicted small surplus. Two new bank accounts were opened: one for the Capital Campaign, and one for the Memorial Window. An internal review was conducted by Peter Hyde and Don Butler. Peter Hyde: Please note a typo in our review – it is dated ‘January 2021’ but it was in fact ‘January 2022’.

**Peter Hyde and Don Butler:** Reviewed the financial statements, which were found to be consistent with the procedures established by Peter Hyde and DON BUTLER in 2018. The Treasurer’s Report is confirmed as presented.

**Motion:** *to receive the 2021 Financial Report, to approve the Proposed Operating and Facilities Budget for 2022, and to authorize a financial review process for 2022.*

**Moved:** Tony Tattersfield

**Seconded:** Meriel Bradford

**CARRIED**

*Vestry accepted the collection of Organization and Committee Reports as presented in the written “Reports to Vestry” document prepared for the meeting.*

**Motion:** *to receive the Report to the Congregation of St. Bartholomew’s Church on the Review of the 2021 Financial Statements as presented in the written “Reports to Vestry” document prepared for the meeting.*

**Moved:** Bob Orr

**Seconded:** Peter Hyde

**CARRIED**

**ELECTIONS AND APPOINTMENTS**

**9. Appointment of Rector’s Warden**

*The Rector appointed Jane Billings as Rector’s Warden.*

**10. Report of the Nominating Committee/Confirmation of Church Officers;**

*Submitted by Michael Beall (Nominations Committee Chair), Rev David Clunie, and the Wardens.*

**To Note:**

Church Wardens: Judy Wiesinger (People’s Warden), Jane Billings (Rector’s Warden), Gaye Moffett (Deputy Warden), & David Esdaile (Deputy Warden)

Lay Members of Synod: Gaye Moffett, Judy Wiesinger, Jane Billings, & David Esdaile

Parish Council Members: (see page 30-31 of the *Reports to Vestry* document prepared for the meeting)

Parish Committees: (see page 31 of the *Reports to Vestry* document prepared for the meeting)

Parish Operations and Fundraising Coordinators: (see page 31 of the *Reports to Vestry* document prepared for the meeting)

Parish Worship Coordinators: (see page 31 of the *Reports to Vestry* document prepared for the meeting)

Parish Outreach and Education Coordinators: (see page 31 of the *Reports to Vestry* document prepared for the meeting)



Parish Fellowship Coordinators: (see page 32 of the *Reports to Vestry* document prepared for the meeting)

Church Staff: Ruth Honeyman (Parish Administrator) & Tim Piper (Music Director)

**Remarks:** Rev Clunie

The Parish with need to elect a new rector. Members of Synod and 2 other members will form the interview committee

**Motion:** *to receive the report of the Nominating Committee and the nomination list.*

**Moved:** Tony Kellett                      **Seconded:** Fran Flavelle                      **CARRIED**

*Vestry accepted the report of the Nominating Committee as presented in the written “Reports to Vestry” document prepared for the meeting.*

**11. Appointments by the Rector and Wardens of the Treasurer, Envelope Secretary and Signing Officers.**

*Motions on these appointments as put to Vestry.*

Treasurer: Bob Orr

Envelope Secretary: Bob Orr

Signing Officers: Rev Clunie, Judy Wiesinger, Gaye Moffett, & Jane Billings

**12. Other Business**

*No other business.*

**13. Closing Prayer (the *Seeing Eye Prayer*) and Adjournment**

*Motion to Adjourn by Rev. David Clunie.*

**CARRIED**

**Meeting adjourned**





## REPORT OF CORPORATION TO VESTRY

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Corporation consists of the Rector's Warden, the People's Warden and two deputy wardens plus the Treasurer and supports the Rector in the strategic direction, management and administration of the Church.

2022 proved to be seminal year for St. Bartholomew's with Father David Clunie announcing to us in February that he would be retiring in November after 14 years as our Rector. Father David led us well during this period and he will be missed. We had the opportunity to express our thanks and make our farewells at three events in November, an evening concert, a celebratory service and a luncheon following the service.

We also said farewell to our Honourary Assistant, Laurette Glasgow, who added great richness to our church life with her Lenten series and other stimulating events. Unfortunately it is customary for the Assistant to resign at the same time as the Rector. We celebrated Laurette's tenure at St. Barts with a luncheon and tokens of remembrance plus a donation to a charity of her choice.

Corporation worked with the Diocese on the selection of Father David's replacement and we were pleased to announce that the Reverend Catherine Ascah will be joining us in March 2023. We would like to welcome her to our Parish.

In the interim, Rev Pamela Yarrow, Rev Christine Piper and Rev. Cathy Davis have been officiating at our service and we are most grateful.

Also in 2022, Stewardship Committee did amazing work in running the financial campaign agreed to in 2021 for the restoration of the Geddes window and improvements in other areas of the Church. Please read their report and you will see how much this Committee has contributed to the health and well being of our Parish. Bonnie Robinson and Rob Nelson as co-chairs have been remarkable and we owe them our thanks.

As a result of the success of the campaign, the Building Advisory Committee (BAC) was able to move forward with contracting for the window restoration. The work was completed in time for Remembrance Day; however, during the restoration phase Dennis Laurin of the BAC had arranged for a cloth replica of the window to be in place while the actual window so that some were not aware the real window was gone! Many thanks to Andy Robinson, Chair of the Committee, and particular thanks to Barry Walker for overseeing the window restoration.

Plans are currently being drawn up for renovations to the bathrooms. Although we have had some consultations on the Hall, at Father David's request we are awaiting the arrival of the new Rector to move these forward.

Our financial results for 2022 were satisfactory. We remain concerned, however, that our operating costs are still not being covered by weekly givings. As we are losing a major source of revenue in 2023, we will need to make every effort to raise other revenues and curtail expenses. Please read the Treasurer's report for more information.

Corporation continued to work with the Diocese on its Shape of the Parish Ministry initiative. We held a Parish meeting in the spring to discuss our input to this initiative and get your feed back. A second session planned for September will be held over so that the new Rector will be involved.

Covid again disrupted services in 2022 and we were relieved to get back to regular services in the fall. We explored continuing to have online services; however, this proved not to be feasible, unfortunately. St. Bart's welcomed our new refugee family from Syria early in 2022. The Refugee Committee under Gina Watson and Jake Harding had accommodation waiting for the new family and then worked very hard to get them settled. At year's end, the family had found better accommodation and was settling in well.



Once again, Liz Heatherington and Linda Assad-Butcher organized and ran a successful virtual bazaar that raised funds for our Outreach activities. The ability to hold our bazaars virtually during COVID has been invaluable. In 2023, we look forward to seeing everyone in person at the bazaar—it develops a sense of community that cannot be replicated.

Our church runs smoothly to the dedication and hard work of Ruth Honeyman, our office administrator, the Choir with our organist, Tim Piper, the Altar Guild under Pam Mallon’s leadership, and our envelope secretary. There are many others who also contribute and Corporation would like to thank them.

*Respectfully submitted by:*

Jane Billings, Rector’s Warden.

Judy Wiesinger, People’s Warden

Gaye Moffett, Deputy Warden

David Esdaile, Deputy Warden

## STEWARDSHIP COMMITTEE REPORT

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Following the successful 2012 150<sup>th</sup> Growing in Faith Together (GIFT) 5 year pledge campaign, the St. Bart’s Stewardship Committee was established to advance the stewardship responsibilities of the parish. Since that time and reporting to Parish Council, the Committee continues its work to:

- inspire each other to provide the financial support through regular thank offerings necessary to cover St. Bart’s annual operating expenses;
- plan and implement capital campaigns for approved projects, as required;
- encourage parishioners to provide legacy gifts to assist financially using bequests to St. Bart’s in their wills; and
- nurture and build the St. Bart’s community by promoting a welcoming environment for guests and potential new parishioners.

### Financial Results

St. Bart’s depends on the thank offerings from parishioners to cover operating expenses. The good news in 2022 is that there was a small surplus, largely made possible by a few significant thank offering donations at year-end. The overall revenue of the church was up due to facilities rental, interest from the CTF and the virtual bazaar. Liz Heatherington and Linda Assad Butcher, the bazaar co-ordinators, deserve the credit for its success and more than doubling the amount in the budget. Items donated by parishioners and friends of St. Bart made it possible.

As COVID protocols eased during 2022, we have seen in-person services resume successfully. This along with the resumption of fellowship at coffee hour is restoring the strong sense of community that all parishioners value.

One bequest was received in 2022 from Pam Delworth. St. Bart’s has been the spiritual home and for many of us for a long time. Parishioners are reminded of the benefit to their estate and leaving a lasting legacy by making arrangements to include a bequest in their will to St. Bart’s.

### Outreach

As we resume the more normal ways of worshipping we are pleased to see new parishioners join St. Bart’s and to welcome visitors and guests.

The pandemic has brought great financial hardship to many beyond our faith community. St. Bart’s continues to be a leader of parishes in the Diocese in financially supporting the Community Ministries in the Diocese and other organizations in the Vanier/Overbrook communities to help support those in need. In 2022, it provided a record \$20,000.



## The Capital Campaign

We have good news!

The Capital Campaign launched in the fall of 2021 has raised over \$740,000 in donations/pledges and is close to the target of \$750,000. This includes \$100,000 from the former parishioner, Joyce Bryant's bequest to St. Bart's a few years ago. To date, about half the funds raised have been received with the balance pledged over the next 2 years. Parishioners have donated/pledged 80% of funds raised. When planning for the campaign launch, parishioners encouraged the campaign team to reach out to broader community and in particular to make the case for the necessary restoration of the Geddes "Ottawa" Window. The support from donors beyond St. Bart's parishioners has been impressive. About 20% of funds, largely directed to the restoration of the Geddes "Ottawa" Window, have been raised from outside organizations and individual donors.

In late summer, the overall campaign results gave St. Bart's the confidence to contract with Heritage Glass to proceed with the restoration of The Geddes "Ottawa" Window, which was completed and the window rededicated at the Remembrance Day Service on November. Repairs are also being made to the other stained glass windows and detailed planning will now begin for other capital projects.

The work of the Building Advisory Committee is to be commended. In recent years, it conducted a detailed assessment of the Window's condition and the qualifying, and eventual selection, of a highly specialized restoration firm. The whole process necessitated careful planning, contracting and project management to ensure all stages of the Window's removal and re-installation were successfully achieved. Its work helped the campaign team develop a credible and realistic case for raising funds.

External communications during the campaign brought the Geddes "Ottawa" Window to the attention of the wider public. It provided an increased profile for St. Bart's. Noteworthy was the front page Globe and Mail article on Easter weekend. Thanks to Meriel Bradford, articles were also written in the local newspapers and the Diocese's newsletter Crosstalk.

## Historical Documentary about the Geddes "Ottawa" Window

As a separate initiative, we are grateful to Jim and Meriel Bradford who financially sponsored the production of *In the Company of Angels*, the historical documentary about the Geddes "Ottawa" Window. The parish launch event of the video was held on October 6<sup>th</sup> to rave reviews. Thank you to the team of parishioners; Meriel Bradford, Charlotte Gray, Tony Kellett, Marie-Lucie Morin and particularly our talented rector, Reverend Canon David Clunie who directed the video, and to our Organist and Choir Director, Tim Piper, who composed the music. The video will soon be on the St. Bart's website.

## Priorities for the Coming Year

In 2023, a focus will be on building community with renewed attention on integrating new parishioners into the life of the parish along with the welcoming of prospective parishioners, guests and visitors. Regarding financials, thank offerings need to be sustained at budget levels to support the operations of St. Bart's and the remaining capital campaign pledges for 2023 fulfilled. Parishioners will be reminded to arrange for bequests in their wills as a lasting legacy to their spiritual home. The committee looks forward to the arrival of a new rector and the opportunity to work with her.

In closing, I want to recognize the leadership and contribution of our rector over the years in supporting the Stewardship Committee's work to have a firm financial footing for St. Bart's. A great deal of thanks is also due to the Treasurer, Bob Orr, for his support for his regular reporting of financial results during services and for his timely reporting of campaign results and to Ruth Honeyman and Kevin McQuinn for their support and work during the campaign.

*Submitted respectively by:*

The Stewardship Committee

Rob Nelson and Bonnie Robinson, co-chairs

Meriel Bradford, Jane Billings, David Esdaile, and Marie-Lucie Morin



# BUILDING ADVISORY COMMITTEE

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## 1.0 INTRODUCTION

The mandate of the building advisory committee is to provide input and guidance to Corporation on the maintenance, upkeep and major improvements to the church, hall and rectory.

## 2.0 BACKGROUND

St. Bartholomew's Church is composed of three distinct sections, the main church, the hall and link and the rectory. In 2005 Corporation commissioned an evaluation of the facilities, the result of which was included in the report entitled "BUILDING CONDITION EVALUATION for St. Bartholomew's Anglican Church" by Halsall Associates Limited, dated January 24, 2006. The report provided a thorough description of the facilities, including structure, roofing, wall systems, insulation, windows, interiors, site finishes, mechanical systems and electrical systems.

In November 2009 a Property and Facility Management Review Report was completed by the Property and Facility Management Committee chaired by Craig MacDonald, Deputy Warden.

In 2017 a major task was undertaken by the Building Advisory Committee to complete an inventory of future capital and maintenance projects and to provide both a short-term and long-term overview of capital and maintenance projects between 2017 and 2026.

In 2021, in conjunction with the Stewardship Committee and Corporation, a proposal for major restoration and renewal projects was developed for inclusion in the Capital Campaign.

We refer you to the Report to Vestry 2022 for a summary report on the Property Asset Management Plan 2017-2026. The full Property Asset Plan 2017, dated December 2017, is available for viewing in the parish office.

## 3.0 MEMORIAL WINDOW ASSESSMENT

The condition of the East Memorial Window of the church has been of concern for several years. The window was installed in 1919 and has undergone some repairs over the years. However, there had not been a thorough assessment of the condition of the window until, in 2017, with Corporation's approval, Eve Guinan of EGD Glass, a stained-glass conservator, was retained to complete an assessment of the Memorial Window. The purpose of the assessment was to document the existing condition of the window and associated elements and to provide recommendations for conservation of the window including upgrading protective covering.

The results of the assessment are contained in the very detailed report entitled Stained Glass Assessment, the Church of St. Bartholomew, June 2017 prepared by EDG Glass. A copy of the report is available in the Parish office.

## 4.0 CAPITAL PROJECTS—2022

The proposed capital investments planned during the 2022 financial year continued to be impacted by the continued presence of COVID-19. The major capital project in 2022 was the restoration of the Memorial Window which is discussed in more detail elsewhere in this document. We retained the services of Robertson Martin Architects to assist with the oversight of the restoration of the Memorial Window. We are also in the process of finalizing a proposal for detail design, tendering and construction oversight for the proposed upgrades to the church washrooms, office, coat room and link including a new link coat room.



Electrical work to improve the lighting in the church and vestry as well as upgrading the emergency light in the church, link and hall was completed in early 2022. The cost for this work was accrued in the 2021 capital expenditures. Thanks to Jane Billings and Judy Wiesinger for overseeing the various capital and maintenance projects in the Church, Hall and Rectory.

## 5.0 CAPITAL CAMPAIGN 2021-2023

### 5.1 MEMORIAL WINDOW RESTORATION

The restoration of the Memorial Window is a central element of the proposed campaign. Corporation was concerned about proceeding with a Capital Campaign without having a concrete figure for the restoration investment for this key element and requested that the Building Advisory Committee obtain a firm tender price.

The tendering process was completed in two stages. Initially a prequalification document was prepared and made available to interested parties to make submissions. Four qualified firms were short-listed. COVID impacted the timing of the tendering process which was the second stage.

Robertson Martin Architects were retained to assist with the preparation of a tender document and to oversee the tendering process. Tender documents were sent to the four short-listed prequalified firms. For different reasons, ranging from concerns about firming up costs with the uncertainty of the COVID impact to requirements for bonding, three of the firms declined to submit a tender. The firm that did submit a tender is qualified and the tendered amount was within the range of the original estimate that the Building Advisory Committee included in the earlier documents. The Building Advisory Committee was comfortable with recommending that the firm that submitted the tender be contracted for the restoration.

The tender from Heritage Glass, a Division of Asbex Ltd., was received on April 8, 2021, and accepted in June 2021, with the agreement that the restoration would be completed preferably in the summer of 2022 to coincide with the availability of funding received through the capital campaign.

Under the very able guidance of Barry Walker, to whom we are very indebted, restoration of the Memorial Window commenced in early September 2022 with the removal of the window panels for transport to Studio Du Verre in Montreal where the restoration work took place. To provide some background we have included a few quotes from update reports submitted by Barry Walker.

2022/09/06--“I am pleased to report that the first panels of the memorial window have been removed safely today.”

2022/09/07—“The removal of the Memorial Window has gone extremely well over the past few days. As of this evening, the 3 tall lancets of the window have been completely removed and crated for travel. The crates have been removed to Heritage Grade's premises and will be transported to Studio du Verre in Montreal on Friday for restoration. The small, kite-shaped traceries at the top of the window have been re-puttied and cleaned in place. Our earlier decision not to remove these sections was wise, as the team discovered that they had been cemented in place and any attempt to remove them would have been extremely risky.”

2022/09/12—“The panels of the window arrived safely in Montreal on Friday. This week each panel will be carefully documented prior to the actual restoration work.

On Sunday, we installed the mounting blocks for the screen. The blocks are affixed to the stonework using a removable compound which will not damage the stone. This morning we completed the task of installing the screen which looks amazing in the sunlight.”



Thanks to the vision of Dennis Lauren, fabric panels were created to replace the panels of the Memorial Window while the window was being restored.

2022/10/13—"I have been advised that Studio du Verre will complete the in-studio work by October 23 and are looking to begin the re-installation of the glass by Oct 25."

2022/11/02—"As of this afternoon, all the stained glass panels have been reset in the window frame. The work should be completed by early afternoon tomorrow. All that remains to be done is some application of putty, and final cleanup. Please recall that the original dedication of the window took place on Sunday November 9, 1919. HRH Edward, Prince of Wales said *'By the request of HRH The Duke of Connaught, I hereby unveil this window, and ask you to receive it and dedicate it to the glory of God and in loving memory of those whom it commemorates.'* We are truly fortunate to be able to rededicate this precious gift on the Sunday closest to the 103rd anniversary of its original dedication. My sincere thanks to the Capital Campaign committee for their labours to make the restoration possible."

The Memorial Geddes Window was rededicated on Sunday November 6, 2022.

## 5.2 RESTORATION & UPGRADES TO CHURCH, LINK & HALL

Based on the information obtained during an inventory completed by the Building Advisory Committee and informal information received from members of the Parish, the Building Advisory Committee has identified a series of projects to be included in the 2021 Capital Campaign. The identified projects are ones that are judged to provide the greatest benefits to Parishioners while also enhancing the fabric of the building.

We discovered that drawings of the existing buildings did not exist, therefore, with Corporation's approval Robertson Martin Architects were engaged to complete measurements of the buildings and to produce a set of As Found or Existing conditions drawings. The firm was subsequently retained to complete Design Development Drawings for potential restoration or renovations of the church washroom area, link and hall.

The projects identified by the Building Advisory Committee are based on consideration of the budget that Corporation established for the Capital Campaign and the improvements that will have the greatest enhancement of the experience of Parishioners of St. Barts.

## 5.3 CHURCH WASHROOMS, OFFICE, LINK & COAT ROOMS

The reconstruction of the Church facilities includes a universal accessible washroom, two additional washroom (both of which are proposed to be gender neutral) and a small counting room office (with some space for storage) for use of the envelope secretary or others needing privacy and retrofitting the coat room and entrance area to the Church from the Link.

The Link is the connection between the Church and the Hall as well as being the main access for many parishioners during the winter months. As additional cabling and other installations have been required, they have been surface mounted below the existing ceiling. Furthermore, the existing ceiling tiles have seen better days. The proposal for upgrades to the link are very modest and include a new ceiling to enclose the appendages that have been added and new lighting. The proposal also includes the addition of a new purpose-built coat room to replace the existing coat racks.

We are in the process of finalizing a contract with Robertson Martin to complete the final design, tendering and construction oversight for the upgrades of the church washrooms and office as well as the link and link coat room. The plan is to have these projects completed during 2023.



#### 5.4 HALL UPGRADES

The proposed capital investment in the Hall will include a new rooftop mounted HVAC system complete with new ducting at the ceiling level of the hall. This will reduce or eliminate the noise from the furnace which has been a continuing concern of parishioners as well as renters of the space. The proposal also includes a new full ceiling in the hall complete with mechanical bulkhead for ducting connected to the new HVAC system. The remainder of the ceiling will be upgraded including new lighting. These improvements will greatly enhance the appearance of the hall for parishioners, visitors and organizations that may be interested in renting the space.

The final details of the proposed upgrades will be included in detailed contract drawings. Input on the final design will be solicited from parishioners, including the major user groups.

The second project identified in the hall is the replacement and upgrading of the flooring.

#### 6.0 COMMITTEE MEMBERS

The Building Advisory Committee includes Judy Wiesinger, Jane Billings, Dennis Laurin, Barry Walker and Andy Robinson.

A special acknowledgement is extended to the members of the committee who have all made important contributions to our work to date. We also recognize the very significant contribution of the Stewardship and Campaign Committees Leadership and Team in making all of this possible.

#### 7.0 CLOSURE

As parishioners of St. Bartholomew's Church, we have been very blessed with an historic church and active congregation.

St. Bartholomew's church, hall and rectory are very valuable assets, which like all other infrastructure require regular maintenance and restoration to ensure that they do not deteriorate over time. It is necessary to invest and budget for the proper upkeep and enhancement of our assets. Of necessity, in order to attempt to balance the budget, we have been very conservative in the investment in our property over the last few years. To keep the building current, attractive to existing and potential parishioners and in good order for the future we need to continue to invest in maintenance and restoration on an ongoing basis.

All of which is respectfully submitted on behalf of the Building Advisory Committee.

*Respectfully submitted by:*  
Andy Robinson, Chair  
Building Advisory Committee



## ALTAR GUILD

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The beginning of 2022 once again saw Provincial and Diocesan pandemic restrictions in place at St. Bart's. Again, the Altar Guild was presented with many challenges regarding the ever-changing openings and closings for our in-person services. The restrictions did not affect our virtual services which continued throughout the year up to and including October 9, with the exception that from June 26 to July 31, with us joining in on the virtual services from St. Matthew's Church while our Rector was on summer vacation. The in-person services at 9:30 a.m. began during the spring and continued up to and including October 9, which then led to reinstating our two Sunday services at 9:00 a.m. and 10:30 a.m. on October 16.

The Altar Guild remained a constant in the fulfillment of our duties for both the virtual and in-person services during the year. The Rector was assisted and supported by the Guild in preparing the sanctuary for worship by setting out the elements for the Eucharist; cleaning the sanctuary and vestry; caring for vestments, vessels, fair linens and paraments; purchasing and gathering liturgical and vestry supplies; and purchasing and arranging sanctuary flowers.

Preparations were made for 1) all Sunday services; 2) special services pertaining to Lent, Easter, Thanksgiving, Remembrance Day, and Christmas; and 3) baptisms, weddings, and funeral/memorial services. In 2022 we prepared for two baptisms, two weddings, and seven funeral/memorial services.

The Altar Guild worked with Barry Walker to clear the sanctuary to provide workspace needed for the removal and reinstallation of the East Window. The Guild was then able to set up a temporary altar in the nave for our services for weeks that the scaffolding was in place.

The responsibility for maintaining and preparing the sanctuary for worship is ongoing and encompasses the purchase of and/or necessary repairs to all vessels, vestments, paraments and liturgical accoutrements. This year the following items were either refurbished or purchased.

The brass Altar Cross, given by His Royal Highness the Duke of Connaught and Her Royal Highness the Duchess of Connaught, was polished and lacquered.

The two brass Altar Candles, given by His Royal Highness the Duke of Connaught and Her Royal Highness the Duchess of Connaught, were repaired, polished and lacquered.

The bronze plaque, given in memory of Her Royal Highness Princess Louise Margaret, Duchess of Connaught, was refinished and clear coated.

The brass plaque associated with the East Window, given in memory of his household staff by His Royal Highness the Duke of Connaught, was refinished, paint in-filled, and clear coated.

The pair of brass candelabra, given in memory of Daisy Avery by her husband George, had the brass candle holders refitted to accommodate new larger nylon candles; new bobache (disks under nylon candles) were hand fabricated; and new nylon candles were purchased. The candelabra were then polished and lacquered. The impetus for this work was the fall out from the pandemic with many small liturgical businesses closing. One of those businesses was the manufacturer of metal oil canisters. Clear oil canisters would not fit the existing canister sleeves and, therefore, the involved process of refitting the candelabra for larger canisters began.

Purchase of a new Book of Alternative Services Missal, to replace our worn edition, on the occasion of Fr. David's retirement with the inscription *To the Glory of God and in Thanksgiving for The Reverend Canon David Clunie, Rector of St. Bartholomew's Church, 2008 - 2022, Given by the Altar Guild, 2022.*





The “Connaught Suite” (Altar Cross, Altar Candles, two plaques) was paid for by the Window Fund and the candelabra paid for by the descendants of the Averys. All the work was performed by Ottawa Brass who carefully removed and reinstalled all items, some of which were extremely heavy.

The Altar Guild is responsible for Sunday sanctuary flowers as well as decorating for church festivals. Our flower ministry continued throughout the year with flowers placed at the Altar at the in-person services. We are very thankful for the many parishioners who continually support our flower ministry by requesting memorial/thanksgiving altar flowers, in addition to contributing towards our festival decorating of the church. Total donations for 2022 were \$4,235. If you haven’t requested flowers at the Altar please consider doing so to celebrate an event or to remember a loved one. If you wish to do so, please place your name on the flower chart in the parish hall to select a date, followed by contacting Ruth Honeyman or Pamela Mallon to confirm and to provide details for the bulletin. After Sunday services one bouquet is taken to the Garry J. Armstrong Long Term Care Home for their weekly chapel services and the second is distributed to members of the parish who are unable to attend services.

The Altar Guild was asked by the Rector to undertake the task of the production and distribution of an Easter card with his message to parishioners which would also include a palm cross. In addition, a card to accompany a palm cross was designed for our St. Bart’s Pastoral Team to give to residents and staff members at the Garry J. Armstrong Home. Kevin McQuinn worked on the design of both cards and organized the printing. Special thanks to Kevin who willingly helps the Guild on many projects.

Again, the Guild’s Annual Meeting was not held in November. In the past, this meeting provided an opportunity for members to gather to discuss the work of the Guild and to enjoy good fellowship over lunch. Thank you to the three teams of members of the Guild who started back on rotation during the late fall; to Busy Dale-Harris who launders our fair linen; and to Sandra Ferguson who made the church look especially beautiful during the Easter, Thanksgiving and Christmas seasons, both indoors and outside the church and hall doors.

As ever, big thanks to Ruth Honeyman who with her many skills with good humour continues to hold the church office together, and for her ever-ready willingness to support the work of the Guild.

We wish Fr David all the best in his retirement and thank him for his support of the Guild’s ministry. We look forward to welcoming our new Rector, the Reverend Canon Catherine Ascah, in March.

The Rector is the head of the Altar Guild, which functions under his/her guidance and direction. The Rector appoints the Co-ordinator of the Altar Guild and its members. This year we lost a dear friend and member of the Guild for 30 years, Deborah Fraser, who passed away on October 14. The year 2022 saw the resignations of Jane Breen, Felicity Davies, Marie Kiar and Ann Wesch.

Members of the Altar Guild:

Mary Capson, Busy Dale-Harris, Joanne Delamere, Sally Doherty, Sandra Ferguson, Stephanie Gatszegi, Barbara Konst, Karen Leslie, Rosemary MacDonald, Pamela Mallon, Janet McLaine, Nancy Millson, Elizabeth Perrin, Sheila Perry, and Ellen Zeiss

*Respectfully submitted by*  
Pamela Mallon, Co-ordinator



## MUSIC / CHOIR

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In 2022, the musical life at St. Bartholomew's, like many other things remained both an online and in-person experience. Though for most of the year, in-person worship was happening, an online video service was still produced week to week right through mid-October.

Our in-person services up from January through August consisted of organ music, hymns and a sung psalm led by me. Our weekly video services featured hymns, a sung psalm, occasional choral motets, musical interludes, preludes, and postludes. As of September, in-person choir started up again and in-person services saw a return to pre-pandemic worship with the choir helping to lead hymns and the psalm as well as singing a motet during Communion.

The choir stayed strong and faithful throughout the year, rehearsing virtually from January to June, and then in-person starting in September. We saw some new choristers join us in September and despite all the pandemic challenges, we now have 23 part-time to full-time choir members helping lead our musical offerings at St. Bart's.

The piano and organ are both in excellent shape. Many thanks to Timothy Dudley for his continued excellent work at maintaining the piano, and to Sylvain Brisson, our organ tuner.

As our video services have now stopped, I would like to thank our choir for their amazing virtual efforts through the pandemic. They managed to record 32 choral pieces, each chorister recording their own individual part at home and uploading it to a shared drive. I was then able to edit their voices together to produce a complete hymn or motet. Recording at home in this way was challenging, nerve-racking and required a lot of individual practice time. These 32 musical gems are a tribute to our choir's efforts, and we thank them for their faithfulness.

As we look to 2023, I feel confident that St. Bartholomew's will continue to enjoy rich and varied liturgies, with wonderful hymn singing, choral motets, and joyful sounds from our fantastic organ. We invite any potential new choristers to come and sing with us.

*Respectfully submitted by*  
Timothy Piper  
Music Director

## PASTORAL CARE

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I am delighted and humbly proud (is that possible?) to say that the Anglican Pastoral Care Team has weathered the Covid storm with much grace and aplomb. Our mission is to bring God's love to the fragile elderly at The Garry J. Armstrong Home, who have had such a miserable time over the past three years. So, Judi Ward, Mary Morican, Rob Nelson and myself quietly continue to visit on a weekly basis. Busy Dale-Harris supports us at our meetings and Betty Smallridge continues to wrap us in her prayers.

Visiting remains difficult, because lockdowns still suddenly occur. After a complete lockout in 2020 and a very slight opening in 2021, we were all eager to start visiting on a regular basis in 2022. The New Year started off badly though and we could not get in until February. Once again, we were greeted enthusiastically, although of course there were no hugs and we had to be masked, which makes talking with the hearing impaired doubly difficult. We have been locked out several times since February, although a recent improvement means, that if a floor has an outbreak of Covid, only that floor needs to



be isolated, not the entire building as before. It also means that the residents on that floor do not have to be confined to their room as they previously were and that the Recreation staff can continue with floor activities. So, we check our phones regularly to see if we are allowed in and if so, to which floors. Getting in requires filling out a two sided sheet every single time and then being tested, with its prerequisite 15 minute wait to be declared “clean”. We were able to deliver Christmas cards this year and will distribute palm crosses at Easter. We are also once again delivering birthday cards to all residents and these are received with great enthusiasm.

Because of lockdowns, Fr. David was only able to take five services this past year, not the usual ten. He was given a special “Good Bye” after his November service. Mary- Cate Garden took the December service for us which was wonderful, because we hated to have to cancel yet another one. The Rev. Jim Pot, the minister at Knox Presbyterian Church, took our Remembrance Day service in November and once again, Pastor Joel Crouse our Lutheran Pastor took a wonderful Christmas Day service. There have been no Memorial Services since 2019 and Covid has completely wiped out our Interfaith Pastoral Care Committee. Likewise, the other Pastoral Care Teams have pretty much disappeared. There is a lot of rebuilding to be done. We Anglicans have the only Pastoral Care Team at the moment and while we faithfully visit all the Anglicans, we are also kept busy visiting residents of all different denominations and faiths.

Father Jim has also had his visiting greatly restricted. Over the past year however, he was called in seven or eight times to say Prayers of Commendation and he took several funerals at Beechwood Cemetery. He too hopes to visit more frequently as conditions improve.

We are constantly impressed by the spirit and patience of the residents and the hard work and compassion of the staff at the GJAHome. Our team will continue to visit and support the residents with your blessing.

If anyone is interested in joining our team, please contact Nancy after church or at 613-745-4893.

*Respectfully submitted by*  
Nancy Millson



## REFUGEE COMMITTEE

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St Bart's refugee committee has two active refugee sponsorships underway:

We are delighted to report that Magdolen Alassaf and Hanna Alsaad and family arrived in Canada on May 20, 2022. The family consists of Magdolen and her husband Hanna; twin 19-year-old boys Eili and Fadi; and a 12-year-old boy, Jack. Magdolen is a first cousin of Roula Alassaf-Aldiban whose family St. Bart's sponsored in 2016 and who is a co-sponsor with St. Bart's on this refugee sponsorship. We cannot thank Roula enough for all her help and support to resettle Magdolen and family.

Finding an affordable apartment for the family was a major undertaking, ably spearheaded by Liz Heatherington. After 100 phone calls, 29 site visits dealing with 12 different landlords, we were able to sign a lease on a two-bedroom apartment in Elmvale Acres, near Roula and family. We had five days to set up the apartment before the family's arrival.

The refugee committee stepped up to gather and move all your wonderful donations. Thanks to all those who donated. Over the next three days, the refugee committee cleaned, assembled furniture, put donations away, purchased food, toiletries, and cleaning supplies. The result was spectacular! It looked like Martha Stewart had waved a magic wand to turn the apartment into a home!

Since arrival, the family has done extremely well! Hanna is working in his field as a carpenter; Fadi and Eili are both attending adult high-school, moving through the curriculum at an accelerated rate; Jack is doing well in grade 7; and Magdolen has completed a very high-level English as a second language course. The twins also have part-time jobs. Just before Christmas the family moved into a larger townhome which gives them more space and has brought them even closer to Roula and family.

This refugee sponsorship formally ends in May 2023. However, St. Bart's ties to both Roula and Magdolen and families will continue long after our legal obligation ends.

The second refugee sponsorship case involves a South Sudanese woman, Harriet, the sister of Naight Rose, a member of St. Bart's congregation. Harriet provides the single support to five children as they continue to live in a refugee camp in Uganda. Their refugee sponsorship application was accepted by the IRCC in November 2021. However, current wait times for processing refugee sponsorship applications in Uganda are up to three years, so we will have to continue to be patient before we can hope to welcome Harriet and family. Meanwhile, relatives and friends in Ottawa have assembled a support team, which has been supplemented with a full team of St Bart's volunteers. Harriet's relatives in Canada have contributed \$2,000 to-date toward the eventual support of this family and have pledged a further \$8,000\*. We currently estimate a total budget of \$29,348 to support this family during their first year in Canada. No doubt inflation will drive an increase in the final amount. (\* If this refugee application is denied, the funds contributed by the relatives will be returned)

Total disbursements in support of the Alassaf-Asaad family is currently forecast at \$64,164. This amount may increase, but it reflects our to-date actual support plus our currently known further financial obligations for this family.

At year-end, the Refugee Fund balance was \$38,734. We project that \$23,617 will remain after all obligations to the Alsaad-Alassaf family are met. This, plus the pledged \$8,000, minus the \$29,348 budgeted for Harriet and family leaves \$2,269 currently available for contingencies. We would reach out to the congregation for additional funds should the need arise.



Several St. Bart's parishioners have continued to support the refugee children's recreational, largely soccer, activities, once sports funding was moved outside the refugee fund in 2021. The committee has seen the children's continuing participation in group sports, soccer in particular, as having an important role in facilitating their integration into Canadian life.

We would like to thank everyone for their support, and we ask that you keep both families in your prayers.

*Respectfully submitted by*  
Gina Watson and Jake Harding

A condensed financial summary of St. Bart's refugee fund is provided below.

INCOME/EXPENSE	2019	2020	2021	2022
Opening Balance	18,222	38,028	82,007	85,077
Contributions	31,635	46,631	13,955	2,750
Disbursements	11,829	2,652	10,885	49,093
Closing Balance	38,028	82,007	85077	38,734
BANK ACCOUNT	38,028	81,927	85,077	38,734



## BIBLE STUDY

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Each Thursday, via Zoom, a number of parishioners meet to discuss the readings for the forthcoming Sunday. Each of The Collect, Epistles, and Gospel is read aloud by a different attendee. After each reading, there is considerable discussion. Sometimes the conversation is about the reading and sometimes, listening to a particular reading, causes one of our group to digress from the topic. The conversation is always wide ranging as each of the participants brings a different perspective to both the Bible and their faith.

All members of the congregation are invited to join the Bible Study group. My contact details are printed in the Bulletin (Order of Service) each Sunday.

*Respectfully submitted by*  
Michael Revere

## ST BART'S BAZAAR

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This marked the third virtual Bazaar at St Bart's due to public health concerns.

Generous donors gave some lovely items and we prepared over 115 photographs for the Bazaar website. Sales were good and with the addition of an in-person mini Bazaar we gave over \$13,000 to support our Church ministries which include, The Well/La Source, Cornerstone Housing for Women, St Luke's Table (which continued their lunch programme after the fire at St John's), the Ministry to the Gary J. Armstrong Centre and our Refugee Programme.

Our thanks to our great Bazaar Committee which included Joan & Tony Kellett, Sally Doherty, Sharleen Tattersfield, Roslyn & Don Butler, Gaye Moffett, Anna-Lee Chabot, Pam Mallon, Ruth Honeyman, Gina Watson, John Leefe, Mary Capson, Barbara Konst, Valérie Binet, Rosemary MacDonald, Michael Beall and Sandra Ferguson.

And special thanks to Kevin McQuinn who managed our virtual platform.

We were also very grateful for the support of our sponsors- Chartwell Rockcliffe Retirement Residence, Revera The Edinburgh, Chartwell Edinburgh Square and Metta Lifestyles Governor's Walk Retirement Residence.

We hope to see you 'in person' next year!

*Respectfully submitted by*  
Linda Assad Butcher and Elizabeth Raymont Heatherington



## COLDEST NIGHT OF THE YEAR

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- ◆ St. Bart's Walkers raised \$11,675 for the Ottawa Mission through the Coldest Night of the Year Fundraiser - our highest amount yet for this event.
- ◆ One meal at the Mission costs \$3.47 so we raised 3,365 meals for the hungry, hurting and homeless.
- ◆ For the second year in a row, we were the second highest team fundraising for the Ottawa Mission
- ◆ Our team had a total of 15 people who walked between 5km and 10km each to experience the cold and hunger that vulnerable people in our community experience every day.
- ◆ St Bart's has raised a total of \$34,194 for the Ottawa Mission through CNOY over the past four years!

*Respectfully submitted by*

Gina Watson and Jake Harding

## BRIDGE CLUB

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It was as if the two and a half year interruption hadn't happened. When we were shut down in March of 2020, we had 36 attendees. Then, when the Monday Afternoon Bridge Club resumed in September of 2022, there were 27 attendees. During the in between time, I sent out a weekly email to those on the bridge mailing list. First these emails were a series of anecdotes and then I wrote about the Inuit.

I had worked for a wholesaler of Inuit art from 1975 to 1982. Some of the emails were about my experiences. I can tell you how to drill and pin an Inukshuk so that it could be placed on display in a public building. My most unusual experience was hanging a sealskin kayak on a wall. (You can see that kayak if you check the collection of the Canadian Canoe Museum.) Other emails were about Inuit practices and Inuit artists.

Nancy Hooper and I were delighted to be informed that we could resume the weekly bridge sessions. Within a few minutes, each Monday, the hall goes from being almost empty to being a hive of activity, conversation, and camaraderie. This energy puts out the tables, chairs, tablecloths, cards, tallies, and pencils as well as coffee, tea, and a wide assortment of snacks.

We are a social group that plays bridge. We are always open to new attendees be they novices or seasoned players. Each week, at least half of our attendees are non-parishioners. This makes our group both a seniors' centre and a place for community engagement. Nancy and I are very appreciative that in the hall at St. Bart's we have a regular place to meet.

*Respectfully submitted by*

Michael Revere



## TREASURER'S REPORT

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St. Bartholomew's general operating budget ended 2022 with a small surplus – very positive news. In addition, the capital campaign is close to achieving its target. The proposed budget for 2023 shows a deficit but we may be able to reduce this if givings and other revenue sources increase and if we continue to exercise significant discipline in our spending.

### Revenues

Givings slightly increased in 2022 compared to 2021 but were about the same as in 2020. The church is grateful for –and dependent upon-- broad parishioner support. Several significant one-time donations helped us achieve the surplus. Use of cheques and PAR (automatic withdrawals) are effective ways to contribute and many find Canada Helps to be convenient. We encourage increased use of *Interac* electronic transfers as they are an easy way to contribute and entail no service fees for the parish.

Despite a fluctuating stock market, our dividend income was strong from our consolidated trust funds, held by the diocese. The virtual Bazaar earned an impressive net profit of \$13,000 (which includes several donations). Other line items (Rectory Rental, Ashbury Chaplaincy, rental of the church and hall and Parish Interest Income) were helpful to our overall results.

### Expenses

Each month, St. Bart's pays an allocation to the diocese. This amount covers the cost of salaries, benefits, housing, insurance and our fair share assessment to cover diocesan costs, support to community ministries and to other parishes. We had a few relatively minor reductions to our assessment this year because of pandemic relief and Father David's retirement.

We took on no capital projects in 2022 apart from the major capital campaign work to restore the East window. Inflation has affected our maintenance and grounds budgets. As the church has reopened, we have had costs for such things as staffing the nursery, visiting musicians and honoraria for priestly services. Communications costs continued to be high, primarily for "mail chimp" and some costs for the documentary film "In the Company of Angels". Liturgical supplies was higher than usual because it included the necessary work to refurbish the candelabra. Fellowship was higher in part because of the receptions following the presentation of the documentary film and Fr. David's farewell. The costs for the documentary, candelabra and farewell were largely covered by specific donations from individual parishioners. We have been able to accrue \$4500 to cover costs to an arborist for tree maintenance and to cover cleaning charges.

In Outreach, we contributed \$20,000 to various organizations from our operating funds.

### Varia

We invested \$25,000 from our savings account into a three-year GIC.

Annexes to this report show the contributions and expenses against the capital campaign and window accounts. The balances in these accounts are reflected on the balance sheet. (These figures do not include money pledged to the campaign.) In addition, we have \$87,000 in a trust fund held by the diocese for the campaign plus we have designated \$100,000 from the Joyce Bryant bequest.





Our refugee fund allowed us to provide the financial support required when our sponsored Syrian family arrived in the spring. The financial support is on track to welcome another family whose application is currently in process.

We continue to receive contributions to GIFT. We have \$154,000 remaining on our GIFT balance sheet to be recognized in future years; as we had a small surplus, we did not need to recognize any funds from GIFT in 2022.

### **2023 Budget**

The 2023 budget shows a deficit.

The estimated revenue is similar to previous years, but we will no longer benefit from Ashbury's annual \$22,500 contribution.

Estimated expenses take inflation, tax and salary increases into consideration and assume full payment of our assessment to the diocese. As we do not currently have a sexton, costs for cleaning are reflected in the "maintenance" allocation. To ensure stewardship of our church buildings, the budget recognizes that we need to continue to conduct capital improvements (over and above projects foreseen through the capital campaign) as outlined in the parish's multi-year Building Plan.

### **Acknowledgements**

Ruth Honeyman, our parish administrator, and Julia Wasserman, our bookkeeper, continue to provide crucial support. Together, they have ensured that our accounts are in excellent order. Thank you to them both.

Stephen Randall volunteered to take on the important role of Envelopes Secretary this year. We are most grateful to him for keeping track of all the various givings.

Again this year, instead of an outside audit, an internal review of the 2022 financial statements was conducted by Peter Hyde and Don Butler. Corporation is grateful to them for their diligence and thoroughness.

*Respectfully submitted by*  
Bob Orr, Treasurer



## Profit and Loss Comparison 2020 to 2022 and 2023 Budget

	2020 Act	2021 Act	2022 Budget	2022 Act	2023 Budget
<b>Revenue:</b>					
General Givings	358,366	323,662	342,000	350,340	348,000
Altar Flower Donations	5,153	3,354	3,000	4,035	3,500
GIFT Recognition	0	0	30,000	0	30,000
Facilities Rental	2,060	7,004	5,000	12,505	8,500
Rectory Rental	37,380	47,454	41,000	41,946	44,500
Bazaar (net profit)	10,484	10,065	6,000	13,209	8,000
Ashbury Chaplaincy	22,500	22,500	22,500	22,500	0
CTF Income	14,348	19,584	18,000	23,978	21,000
Parish Interest Income	396	50	400	242	250
<b>Total</b>	<b>450,687</b>	<b>433,673</b>	<b>467,900</b>	<b>468,757</b>	<b>463,750</b>
<b>Diocesan-Paid Expenses:</b>					
Salaries and Housing	251,809	220,448	252,034	232,999	256,633
Insurance	7,699	9,775	10,264	10,264	13,035
Parish Fair Share	73,697	72,881	82,848	82,848	74,559
Assessment: over/(under)payment	0		0	0	0
<b>Total Diocesan-Paid Expenses</b>	<b>333,205</b>	<b>303,104</b>	<b>345,146</b>	<b>326,111</b>	<b>344,227</b>
<b>Parish-Paid Expenses:</b>					
Capital Improvements	35,190	18,920	15,000	0	20,000
Maintenance	3,629	18,347	20,000	20,834	21,000
Sexton supplies	5,928	264	2,000	0	1,000
Unreimbursed HST	3,475	4,195	4,500	10,512	7,500
Rectory property tax	5,565	5,911	6,000	6,003	7,000
Rectory Expenses		1,284	2,500	788	2,500
Church utilities	15,551	12,726	13,000	16,015	16,000
Grounds & Snowplowing	12,675	13,927	15,000	14,469	16,000
Capital Campaign		1,555			
<i>Property Costs</i>	<b>82,013</b>	<b>77,129</b>	<b>78,000</b>	<b>68,621</b>	<b>91,000</b>
Office Supplies	13,771	11,909	12,500	10,175	12,000
Choir Supplies	1,483	150	750	357	750
Sunday School Supplies	104	0	200	0	200
Telephone	4,542	4,080	4,000	6,324	4,000
Communications	6,456	16,695	15,500	14,336	11,000
Bookkeeping	1,810	2,524	3,000	3,507	3,000
Bank Charges	481	440	450	174	450
Miscellaneous Expense		374	0	70	
<i>Admin Costs</i>	<b>28,647</b>	<b>36,172</b>	<b>36,400</b>	<b>34,944</b>	<b>31,400</b>
Choir Compensation	3,195	0	500	600	600
Nursery	1,659	0	500	990	2,000
Sunday School Compensation	120	0	400	0	400



	<b>2020 Act</b>	<b>2021 Act</b>	<b>2022 Budget</b>	<b>2022 Act</b>	<b>2023 Budget</b>
Fellowship	1,124	46	600	3,249	1,000
Adult Education	887	199	350	0	350
Youth Group	0	0	0	0	0
Honoraria	500	550	1,200	3,280	1,000
Other/Rector Discretionary	325	0	500	0	500
<i>People Costs</i>	<i>7,810</i>	<i>795</i>	<i>4,050</i>	<i>8,119</i>	<i>5,850</i>
Altar Flowers	3,490	1,753	2,250	2,903	2,750
Liturgical	5,610	1,744	1,500	5,692	1,500
<i>Worship Costs</i>	<i>9,100</i>	<i>3,497</i>	<i>3,750</i>	<i>8,595</i>	<i>4,250</i>
Cornerstone Donations (other than from CTF)	161	0	0	0	0
<i>Outreach Costs</i>	<i>4,000</i>	<i>12,000</i>	<i>0</i>	<i>20,000</i>	<i>0</i>
<b>Sub-total Parish-Paid</b>	<b>131,731</b>	<b>129,593</b>	<b>122,200</b>	<b>140,279</b>	<b>132,500</b>
<b>Surplus/(Deficit)</b>	<b>29,250</b>	<b>977</b>	<b>554</b>	<b>2,367</b>	<b>-12,977</b>



**St. Bart's Balance Sheet Trends 2022**

	<b>31-Dec-19</b>	<b>31-Dec-20</b>	<b>31-Dec-21</b>	<b>31-Dec-22</b>
<b>Assets:</b>				
Parish Chequing Account	132,791	167,884	171,114	192,197
Parish Savings Account	156,546	36,941	36,992	12,234
Refugee Fund Cash	38,028	81,927	85,077	38,984
Capital Campaign			116,309	122,063
Memorial Window			47,204	10,324
<b>Cash total</b>	<b>327,365</b>	<b>286,753</b>	<b>456,696</b>	<b>375,802</b>
HST Receivable	3,715	2,608	2,697	15,362
Undeposited Funds				930
GIC Bank of Montreal				25,000
<b>Other Current Assets</b>				<b>41,292</b>
<b>Diocesan Trust Fund</b>				
<b>Assets:</b>				
Church Fund	1,068	1,108	1,236	1,064
SOCE	95,923	95,547	108,353	93,184
Brodribb Bequest	11,733	12,176	13,589	11,686
Hobbs Bequest	182,226	189,109	211,052	181,506
Bryant Bequest	123,400	128,061	142,921	122,912
Kane Bequest	5,490	5,697	6,358	5,468
Capital Campaign		60,765	101,574	87,354
Undesignated Savings		120,000	124,822	107,347
<b>CTF total</b>	<b>419,840</b>	<b>612,463</b>	<b>709,905</b>	<b>610,521</b>
<b>Total Assets</b>	<b>750,920</b>	<b>901,824</b>	<b>1,169,299</b>	<b>1,027,615</b>
<b>Liabilities:</b>				
Accounts Payable	37,811	2,070	-136	-192
Accrued Liabilities	0	8,270	4,583	4,994
GIFT Reserve	105,477	125,067	142,533	154,885
Refugee Fund	38,061	81,927	85,077	38,430
Capital Fund Reserve		11,000	120,849	135,110
Memorial Window			48,613	23,361
Deferred Rent	3,054	6,754	3,700	3,700
PWRDF	5,600	3,945	2,870	3,135
Rector's Discr. Fund	0	0	0	0
<b>Total Current Liabilities</b>	<b>190,003</b>	<b>239,034</b>	<b>408,089</b>	<b>363,423</b>



	31-Dec-19	31-Dec-20	31-Dec-21	31-Dec-22
<b>Parochial Fund Liabilities:</b>				
Church Fund	1,068	1,108	1,236	1,064
SOCE	95,923	95,547	108,353	93,184
Brodribb Bequest	11,733	12,176	13,589	11,686
Hobbs Bequest	182,226	189,109	211,052	181,506
Bryant Bequest	123,400	128,061	142,921	122,912
Kayne Bequest	5,490	5,697	6,358	5,468
Capital Campaign	0	60,765	101,574	87,354
Undesignated Savings			4,822	-12,653
<b>Parochial Fund total</b>	<b>419,840</b>	<b>492,463</b>	<b>589,905</b>	<b>490,521</b>
<b>Total Liabilities:</b>	<b>609,843</b>	<b>731,497</b>	<b>997,995</b>	<b>853,944</b>
<b>Equity:</b>				
Opening Balance	105,714	141,077	170,327	171,304
Net Income	35,363	29,250	977	2,367
Equity total	141,077	170,327	171,304	173,671
<b>Liabilities &amp; Equity total</b>	<b>750,920</b>	<b>901,824</b>	<b>1,169,298</b>	<b>1,027,615</b>



**GIFT Summary**

<b>GIFT Receipts</b>	
Total received since inception through 31 December 2021	1,017,233
2022 Receipts	12,352
<b>Total Lifetime to date</b>	<b>1,029,585</b>
Uses to date:	
<b>Payments outside the parish:</b>	
Organ Supplier	465,783
Diocesan Fair Share for GIFT	170,500
<b>Total</b>	<b>636,283</b>
<b>Amounts transferred to the parish:</b>	
P&L Gain recorded in 2013	71,478
P&L Gain recorded in 2014	16,939
P&L Gain recorded in 2015	30,000
P&L Gain recorded in 2016	30,000
P&L Gain recorded in 2017	30,000
P&L Gain recorded in 2018	30,000
P&L Gain recorded in 2019	30,000
P&L Gain recorded in 2020	-
P&L Gain recorded in 2021	-
P&L Gain recorded in 2022	-
<b>Reserve remaining on St. Bart's B/S @ 31Dec20</b>	<b>154,885</b>
Total	393,302
<b>Grand Total Uses</b>	<b>1,029,585</b>

**Vestry Campaign Balance**

<b>Capital Campaign</b>		<b>Outreach 2022</b>	
Opening Balance	116309	From Operations Budget	
Contributions 2022	125075	St. Margaret's Church, Vanier	3000
Expenses 2022	-119321	Covenant House (in honour of Canon Laurette)	5000
<b>Closing Balance</b>	<b>122063</b>	Rideau Rockcliffe Community Centre	2000
<b>Memorial Window Campaign</b>		PWRDF	2000
Opening Balance	47204.22	Diocesan Community Ministries	6000
Contributions 2022	46487.2	Housing Project, Christ Church Bell's Corners	2000
Expenses 2022	83367.71		
<b>Closing Balance</b>	<b>10323.71</b>	<b>Total</b>	<b>20000</b>



## REPORT OF THE NOMINATING COMMITTEE

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The mandate of the Nominating Committee is to recommend parishioners to fill various positions in the Parish. Below is the proposed list of volunteers for the 2023-2024 Vestry year.

Coming out of the COVID-19 pandemic restrictions, we are cautiously re-introducing roles that were marked as ‘temporarily on hold’ over the past couple of years.

The Nominating Committee would like to thank all those who have completed a term of service to the parish since the last Vestry report and extend our ongoing thanks to those who continue in their roles. A special ‘thank you’ to Martha Paterson (Readers Coordinator), Ray Perrin (Chalice Assistants), Albert Lessiwe (Coordinator of 10:30 service Greeters), Andy Robinson (Building Advisory), and Bonnie Robinson (Capital Campaign) who are passing the torch along to new people, and a special welcome to those who are stepping into new roles.

It takes people with many gifts and talents to keep a special place like St. Bart’s running smoothly. If you have an interest in serving the parish in a specific way, please feel free to speak to a member of the Nominating Committee at any time.

*Respectfully submitted,*

Michael Beall (Chair), Judy Wiesinger, & Gina Watson

### **Church Wardens**

Rector’s Warden (appointed by the Rector)  
 People’s Warden  
 Deputy Warden  
 Deputy Warden

Jane Billings  
 Judy Wiesinger  
 Gaye Moffett  
 David Esdaile

### **Lay Members of Synod**

Regular Member  
 Regular Member  
 Regular Member  
 Alternat

Jane Billings  
 Judy Wiesinger  
 Gaye Moffett  
 David Esdaile

### **Members of Parish Council**

Chair  
 Secretary  
 Rector’s Warden  
 People’s Warden  
 Deputy Warden  
 Deputy Warden  
 Treasurer  
 Member at Large  
 Member at Large  
 Member at Large  
 Member at Large  
 Member at Large  
 Member at Large

(to be elected by Council)  
 (to be elected by Council)  
 Jane Billings  
 Judy Wiesinger  
 Gaye Moffett  
 David Esdaile  
 Bob Orr  
 Karen McClure  
 Michael Beall  
 Brian Eckert  
 Gina Watson  
 Sandy Beeman  
 Michael Revere



Member at Large  
Member at Large  
Member at Large

Jan Cumming  
Michelle Corriveau  
Calum Carmichael

**Parish Committees**

Building Advisory Committee Chair  
Nominating Committee Chair  
Stewardship Committee Co-Chairs  
Capital Campaign  
Refugee Committee

Barry Walker  
Michael Beall  
Bonnie Robinson & Rob Nelson  
David Esdaile  
Gina Watson & Jake Harding

**Parish Operations and Fundraising Coordinators**

Bazaar  
Counters/Depositor  
Envelope Secretary

Linda Assad-Butcher & Liz Heatherington  
*Temporarily handled by Parish Administrator*  
Stephen Randall

**Parish Worship Coordinators**

Altar Guild  
Flower Convenor / Seasonal Decoratin  
Coordinators of Intercession  
Coordinator of Readers  
Coordinator of Sidespersons

Pamela Mallon  
Sandra Ferguson  
Pamela Yarrow/Michael Beall  
Brian Eckert/Sharon Letovsky  
Brian Eckert (9:00 am service)  
Tony Kellett (10:30 am service)  
David Esdaile

Lock-Up Duty

**Parish Outreach and Education Coordinators**

Sunday School  
Pastoral Care - Garry Armstrong Centre  
PWRDF Parish Representative

*Vacant*  
Nancy Millson  
Shelagh M'Gonigle

**Parish Fellowship Coordinators**

Kitchen/Coffee  
Pub Night  
Summer BBQ  
Skating Party  
Doors Open Ottawa

Linda Assad Butcher  
Lisa Samson  
Jake Harding & Michele Corriveau  
Judy Wiesinger  
Judy Wiesinger

**Church Staff**

Parish Administrator  
Director of Music

Ruth Honeyman  
Tim Piper

