

THE
2024 ANNUAL REPORT
FOR
THE PARISH OF ST. ANDREW'S
TIMBERLEA



Wardens

Ken Richardson Tom Pinsent

Incumbent

Rev. Cathy Lee Cunningham

**Parish of St. Andrew's Anglican Church
2024 Annual Report
Table of Contents**

Agenda	3
Minutes of the AGM, January 28, 2024	4
2024 Parish Council	8
Statement of Receipts & Disbursements	9
Memorial Fund, Cemetery Fund & Invested Funds	10
Insurance	11
2025 Budget	12
Envelope Secretary Report	13
Report of the Incumbent	14
Deacon's Report	25
Warden's Report	26
Sunday School/ Youth Ministry Report	27
Choir Report	27
Outreach Report	27
Property Committee	28
Hall Usage Report	29
Pastoral Care Report	29
Ways & Means Report	30
2024 Nominating Committee Report	31

Agenda of the 2025 Annual General Meeting
Parish of St. Andrew's, Timberlea
Sunday, January 26, 2025

1. Opening Prayer
2. Election of the Meeting Chair
3. Election of the Meeting Secretary
4. Approval of the minutes of the AGM, January 28, 2024
 - Unfinished Business
 - Business Arising
5. Communications
 - Outreach
6. The presentation of audited financial statements of all receipts and expenditures
7. Consideration of a written report by the Parish Corporation on all its assets and liabilities including money invested by it or on its behalf since the previous annual meeting, such report to include a schedule describing the investments including the rate of interest on each investment and the maturity date of each investment (***Memorial/ Cemetery/ Endowment Funds***)
8. Presentation of a list of all insurance policies belonging to the Parish Corporation and the amount of insurance on all buildings owned by the Parish Corporation
9. Consideration of a statement of estimated income and expenditures for the ensuing year (***budget***)
10. The Report of the Incumbent
11. The Report of the Wardens
12. Consideration of a written report of each committee of the parish and the reception of parish organizations, regional council and other congregational bodies
13. New Business – Motion to accept all reports as circulated
14. Election of Wardens
15. Election of other members of Parish Council
16. Election of Lay Representative and Youth Delegate to Synod pursuant to the Constitution of Synod
17. Election of the Parish Secretary
18. Election of the Parish Treasurer
19. Election of one or more Auditors
20. Election of delegates to Regional Council
21. Election of Correspondent to the Diocesan Times
22. Such other elections or appointments as the meeting determines
23. Closing prayer and Grace

St. Andrew's, Timberlea
Minutes of the Annual General Meeting
Sunday, January 28, 2024

The meeting was called to order at 1200 hrs.

1. **Opening Prayer** was led by Rev. Marian Conrad
2. **Election of the Meeting Chair** - Keith Fraser moved that Warden, Rick Orlando chair the meeting. The motion was seconded by Bernie Conrad. **Motion carried.**
3. **Election of the Meeting Secretary** – Gordon Hamlin moved that Bev Higgins serve as recording Secretary. The motion was seconded by Jim Polkinghorne. **Motion carried.**
4. **Approval of the Minutes from January 29, 2023** – Keith Fraser moved that the minutes be approved as circulated. The motion was seconded by Bev Pattison. **Motion carried.**
 - *No action items were identified from the previous minutes*
5. **Communications** – Keith Fraser advised that a note of thanks was received from Mission to Seafarers. The note has been placed on the bulletin board in the entrance to the church.
6. **Parish Assets and Liabilities** – Keith Fraser presented all financial statements addressing agenda items 6, 7 and 9. With respect to St. Andrew's investments there is nothing significant to note. A withdrawal of \$50K was taken to cover the cost of the new roof installed earlier this year. Keith Fraser moved the adoption of all Financial Statements. The motion was seconded by Tim Edwards. **Motion carried.**
7. **Presentation of Insurance Policies** – Included in the written report on page 9. Noteworthy is that a new inventory of building contents has been completed in December 2023 increasing the value of contents from \$281,821 to \$420,488. A video of the contents was also collected. Keith Fraser moved the adoption of all Financial Statements. The motion was seconded by Tim Edwards. *(Per Agenda item #6)* **Motion carried.**
8. **New Business** – Keith Fraser noted that a 5 year budget projection has been provided to the Diocese. The projection shows St. Andrew's in a positive financial position for that five year period.

ACTION: It was agreed that Bev will distribute a copy of the 5 year projection to parishioners via email.
9. **Presentation of Audited Financial Statements** – Treasurer, Keith Fraser presented the reports found on Pages 8 and 10 of the Annual report. All statements and corresponding documents have been audited by Parish Auditor, Bev Higgins.

Keith highlighted the following:

 - We ended the year with a shortfall considerably less than budgeted.
 - Income from regular envelopes increased by approximately \$6000 over last year.Keith Fraser moved the adoption of all Financial Statements. The motion was seconded by Tim Edwards. *(Per Agenda item #6)* **Motion carried.**
10. **The Report of the Rector** – Rev. Marian's report is included in the Annual Report on page 11.
 - Comments and Questions were invited. None were raised.

11. The Report of the Wardens – Report of the Wardens included a summary of progress to date with respect to the search for a new Rector (see page 16) leading to several questions and productive discussion.

- * *Further to the update provided in the report an additional meeting has now been scheduled for Wednesday, January 31 with the Parish of Hubbards to be facilitated by Rev. Canon Lisa Vaughan.*
- * *Keith provided a brief history as to the choice to move to part time ministry. The decision was primarily financial.*
- * *Keith asked the question “how does the congregation feel with respect to part time ministry?”*
 - o *Most agree that part time ministry is the route to follow but are hopeful that we can define part time ministry in a manner that provides for worship each Sunday.*
 - o *Once a Parochial Committee is formed, it will be their responsibility to negotiate with candidates and define expectations/ what is important*
- * *Tim wanted to acknowledge Rev. Marian’s energy and assistance throughout the process to date. Her leadership and guidance have been most valuable.*
- * *Rev. Marian noted that she has been having discussions with several nearby parishes (geographically) around the possibility of sharing resources.*
- * *Rick noted that the process is both long and complicated but all those involved are committed to seeing the process through with care, thoughtfulness and patience.*
- * *We will continue to keep everyone updated with progress as it unfolds.*

12. Committee Reports - Gordon Hamlin moved that all committee reports be accepted as circulated. Jim Polkinghorne seconded the motion. **Motion carried.**

- Tim Edwards added to the Property Committee Report that the committee is currently investigating costs associated with the installation of a ducted heat pump system. At this time, an 80% rebate program is available to charitable organizations. The investigation is in early stages and the committee will keep all updated as discussions continue.

13. 2024 Budget – The 2024 budget was presented by Treasurer, Keith Fraser. With the reduction of expenses from full time to half time ministry, we are projecting a positive variance. Keith Fraser moved the adoption of the budget as presented. The motion was seconded by Gordon Hamlin. **Motion carried.**

- * *A question was raised with respect to the increase in housing allowance. Rev. Marian responded that the Bishop’s office has recommended a minimum \$2000/mth allowance especially as we move to recruit a new Rector.*
- * *A question was raised with respect to a significant decrease in benefits. Keith advised the change is a reflection of benefits currently paid to Rev. Marian. The amount could potentially increase based on when a new Rector is in place.*

14. Election of Wardens –Ken Richardson has volunteered to continue as Warden for 2024. The Nomination Committee has nominated Tom Pinsent to a two year term 2024, 2025. No other nominations were received.

15. Elections of other Members of Parish Council – Several Members at Large have agreed to continue for 2024 as per the Report of the Nominating Committee. The Nomination

Committee has also nominated Sharron MacKenzie as Member at Large. The floor was open to nominations. No nominations additional were received.

16. Election of Synod Delegates –No nominations were received.

17. Election of Parish Secretary – The Nomination Committee has nominated Bev Higgins. The floor was open to nominations. No nominations were received.

18. Election of a Parish Treasurer - The Nomination Committee has nominated Keith Fraser. The floor was open to nominations. No nominations were received.

19. Election of one or more Auditors - The Nomination Committee has nominated Bev Higgins. The floor was open to nominations. No nominations were received.

20. Election of delegates to Regional Council - The floor was open to nominations. No nominations were received.

21. Election of Correspondent to the Diocesan Times - The floor was open to nominations. No nominations were received.

22. Other elections or appointments –The floor was open to nominations. No nominations were received.

Rev. Marilyn Hamlin moved that all nominations submitted by the nominating committee be accepted. Bernie Conrad seconded the motion. **Motion carried.**

Rick invited any additional comments or questions.

- Keith advised that all financial reports as circulated have been audited by Parish Auditor, Bev Higgins.
 - * HST Return and Charitable Tax Return for 2023 have been filed.
 - * Parochial Return will be filed in the coming days

Motion to adjourn at 12:58 hrs.

Respectfully submitted,
Bev Higgins
Recording Secretary

The meeting was attended by the following:

Kim Branton	Keith Fraser	Erica Orlando
Heather Campbell	Jinny Giza	Rick Orlando
Bert Chestnut	Gordon Hamlin	Bev Pattison
Bernie Conrad	Rev. Marilyn Hamlin	Helen Payne
Rev. Marian Conrad	Bev Higgins	Tom Pinsent
Rev. Mike Conrad	Brian Higgins	Jim Polkinghorne
Patti Croy	Rev. Judie Lafford	Sharon Polkinghorne
Anne Dauphinee	Sharron MacKenzie	Donna Ruggles
Frances Edwards	Lorne MacLellan	Don Schwartz
Tim Edwards	Lorraine MacLellan	Jean Schwartz
Anne Fraser	Karen Morris	Linda Strachan

Parish Council 2024
Elected at the Annual General Meeting
Of the Parish of St. Andrew's Church
January 28, 2024

Warden	Ken Richardson 2024
Warden	Tom Pinsent 2024, 2025
Secretary	Bev Higgins
Treasurer	Keith Fraser
Members at Large	<i>Vacant</i> 2024 <i>Vacant</i> 2024 Anne Dauphinee 2024, 2025 Lorne MacLellan 2024, 2025 Kim Branton 2024, 2025, 2026 Sharron MacKenzie 2024, 2025, 2026
Synod Delegates	
Alternate Synod Delegate	
Regional Council	<i>Vacant</i> <i>Vacant</i>
	<u>Committee Chairs</u>
Property	Tim Edwards
Pastoral Care	Jinny Giza
Sunday School/ Youth Ministry	Kim Branton
Outreach	<i>Vacant</i>
Choir Director	Pat MacKenzie
PWRDF	<i>Vacant</i>
Diocesan Times	<i>Vacant</i>
Altar Guild	Shared
Parish Auditor	Bev Higgins
Ways & Means	Tom Pinsent
Envelope Secretary	Donna Ruggles/ <i>Heather Campbell effective December 2024</i>

PARISH OF TIMBERLEA-LAKESIDE
 Receipts and Disbursements
 For the Year Ended December 31, 2024

	2024 Actual	2024 Budget	2023 Actual	2023 Budget
RECEIPTS				
Open Offering	1,467.95	200.00	509.00	200.00
Regular Envelopes	32,214.42	25,000.00	31,010.10	25,000.00
PAR	49,390.00	50,000.00	50,160.00	50,000.00
Initial Offering	140.00	100.00	155.00	100.00
Sunday School	167.00	200.00	324.00	400.00
Primates Fund	50.00	400.00	375.00	400.00
Lenten Offering	1,285.00	1,000.00	1,160.00	1,000.00
Easter Offering	1,810.00	1,500.00	1,686.00	2,000.00
Thanksgiving Offering	1,405.00	1,500.00	1,545.00	1,500.00
Christmas Offering	2,890.00	2,000.00	3,125.00	2,000.00
Hall Rental	3,820.00	1,500.00	2,594.00	1,500.00
Ways & Means	12,913.78	6,000.00	9,178.25	6,000.00
Renovation Fund	3,045.00			
Outreach		500.00	840.00	500.00
Breakfast Bucket	1,751.40	1,000.00	1,296.86	1,000.00
Investment Income	17,066.26	18,000.00	17,121.03	18,000.00
HST Refund	995.71	1,000.00	3,894.71	1,000.00
Miscellaneous	773.71	300.00	405.32	400.00
	<u>131,185.23</u>	<u>110,200.00</u>	<u>125,379.27</u>	<u>111,000.00</u>
DISBURSEMENTS				
Diocesan Allotment	17,280.00	17,280.00	16,788.00	16,788.00
Stipend	26,407.74	24,757.00	39,222.64	47,067.00
Housing Allowance	15,200.00	12,000.00	15,000.00	18,000.00
Benefits	4,438.84	734.39	10,817.90	15,775.00
Travel	291.38	500.00	1,306.61	2,500.00
Primates Fund	50.00	400.00	375.00	400.00
Outreach		200.00	500.00	200.00
Breakfast Bucket	1,751.40	1,000.00	1,296.86	1,000.00
Ways & Means	2,285.85	2,000.00	2,346.81	1,000.00
Fuel	5,022.54	7,000.00	5,613.92	6,500.00
Power	1,578.17	2,000.00	1,628.40	1,200.00
Telephone	1,147.25	1,200.00	1,143.96	1,200.00
Water	446.58	500.00	488.64	500.00
Supplies	2,704.61	2,000.00	2,329.84	2,000.00
Sunday School	132.79	200.00	191.40	350.00
Repairs, Maintenance & Supplies	955.57	2,000.00	1,376.69	2,000.00
Snow Removal	825.00	1,600.00	575.00	1,600.00
Less: Amount Charged to Cemetery	(206.25)	(400.00)	(143.75)	(400.00)
Insurance	10,035.00	10,000.00	9,036.00	8,000.00
Music	8,428.08	8,200.00	8,072.53	7,100.00
HST	2,028.69	3,500.00	7,041.72	3,000.00
Renovations			32,129.65	
Part-time Ministry	109.00		1,655.30	
Miscellaneous	1,730.79	1,000.00	1,468.42	1,000.00
	<u>102,643.03</u>	<u>97,671.39</u>	<u>160,261.54</u>	<u>136,780.00</u>
RECEIPTS LESS DISBURSEMENTS	28,542.20	12,528.61	(34,882.27)	(25,780.00)
TRANSFER FROM ENDOWMEENT FUND			50,000.00	
BANK BALANCE - BEGINNING	31,961.65	31,961.65	16,843.92	25,219.19
BANK BALANCE - ENDING	<u>60,503.85</u>	<u>44,490.26</u>	<u>31,961.65</u>	<u>(560.81)</u>

PARISH OF TIMBERLEA-LAKESIDE

RECEIPTS AND DISBURSEMENTS
For the Year Ended December 31, 2024

	2024	2023
MEMORIAL FUND		
RECEIPTS		
Donations	1,625.00	1,655.00
Interest	-	-
	1,625.00	1,655.00
DISBURSEMENTS		
Other Memorials	-	-
	-	-
RECEIPTS LESS DISBURSEMENTS	1,625.00	1,655.00
MEMORIAL FUND BALANCE - BEGINNING	10,259.55	8,604.55
MEMORIAL FUND BALANCE - ENDING	11,884.55	10,259.55
CEMETERY FUND		
RECEIPTS		
Sale of Lots	300.00	900.00
Grave Openings	1,370.00	1,600.00
Donations	100.00	
Interest	872.50	619.29
	2,642.50	3,119.29
DISBURSEMENTS		
Maintenance		
Purchase of Lots		
Snow removal	206.25	143.75
	206.25	143.75
RECEIPTS LESS DISBURSEMENTS	2,436.25	2,975.54
CEMETERY FUND BALANCE - BEGINNING	29,699.75	26,724.21
CEMETERY FUND BALANCE - ENDING	32,136.00	29,699.75
ENDOWMENT FUND		
RECEIPTS		
Bequest		
Investment Income	12,581.89	17,121.03
Increase (Decrease) in Market Value	48,764.59	31,408.90
	61,346.48	48,529.93
DISBURSEMENTS		
Transfer to General Fund	12,581.89	67,121.03
	12,581.89	67,121.03
RECEIPTS LESS DISBURSEMENTS	48,764.59	(18,591.10)
ENDOWMENT FUND BALANCE - BEGINNING	399,673.10	418,264.29
ENDOWMENT FUND BALANCE - ENDING	448,437.69	399,673.19

PARISH OF TIMBERLEA - LAKESIDE

Summary of Insurance Coverage

March 1, 2024 to March 1, 2025

Ecclesiastical Insurance Office

	Coverage	Premium
Buildings	\$ 1,535,248	\$ 6,404
Contents *	<u>\$ 420,488</u>	\$ 1,754
Total	<u>\$ 1,955,736</u>	
Liability	\$ 5,000,000	\$ 700
Pollution	\$ 2,000,000	\$ 115
Abuse Liability	\$ 10,000,000	\$ 750
Crime	\$ 25,000	\$ 125
Directors & Officers Liability	\$ 2,000,000	<u>\$ 95</u>
		<u>\$ 9,943</u>

* Contents based on inventory taken in 2000
Revised in Dec, 2023 to \$420,488

PARISH OF TIMBERLEA-LAKESIDE
2025 BUDGET - For the Year Ending December 31, 2025

	BUDGET		Actual	
	2025	2024	2023	2022
RECEIPTS				
Open Offering	1,390.00	1,467.95	509.00	424.49
Regular Envelopes	30,600.00	32,214.42	31,010.10	26,992.00
PAR	46,920.00	49,390.00	50,160.00	48,734.00
Initial Offering	130.00	140.00	155.00	130.00
Sunday School	160.00	167.00	324.00	480.00
Primates Fund	50.00	50.00	375.00	405.00
Lenten Offering	1,220.00	1,285.00	1,160.00	1,140.00
Easter Offering	1,720.00	1,810.00	1,686.00	2,070.00
Thanksgiving Offering	1,330.00	1,405.00	1,545.00	1,625.00
Christmas Offering	2,750.00	2,890.00	3,125.00	1,925.00
Hall Rental	3,630.00	3,820.00	2,594.00	1,411.00
Ways & Means	12,270.00	12,913.78	9,178.25	6,446.96
Renovation Fund		3,045.00		
St. Andrew's Ladies Group				628.30
Outreach			840.00	480.00
BLT Breakfast Program	1,660.00	1,751.40	1,296.86	1,254.66
Investment Income	17,920.00	17,066.26	17,121.03	17,983.08
HST Refund	950.00	995.71	3,894.71	1,274.68
One-time Gift	-			10,000.00
Other Income	740.00	773.71	405.32	430.17
	123,440.00	131,185.23	125,379.27	123,834.34
DISBURSEMENTS				
Diocesan Allotment	17,609.00	17,280.00	16,788.00	16,524.00
Stipend	30,541.00	26,407.74	39,222.64	44,142.12
Housing Allowance	18,782.00	15,200.00	15,000.00	18,000.00
Benefits	11,390.00	4,438.84	10,817.90	14,904.66
Travel	300.00	291.38	1,306.61	2,673.57
Primates Fund	50.00	50.00	375.00	405.00
Outreach	200.00		500.00	
BLT Breakfast Program	1,660.00	1,751.40	1,296.86	1,254.66
Ways & Means	2,350.00	2,285.85	2,346.81	1,961.05
Fuel	5,170.00	5,022.54	5,613.92	6,658.17
Power	1,630.00	1,578.17	1,628.40	1,223.62
Telephone	1,180.00	1,147.25	1,143.96	1,143.96
Water	460.00	446.58	488.64	449.89
Supplies	2,790.00	2,704.61	2,329.84	1,818.71
Sunday School		132.79	191.40	361.15
Repairs, Maintenance	980.00	955.57	1,376.69	3,381.40
Snow Removal	850.00	825.00	575.00	1,120.00
Less: Amount Charged to Cemetery	(210.00)	(206.25)	(143.75)	(280.00)
Insurance	10,340.00	10,035.00	9,036.00	7,497.00
Music	8,375.88	8,428.08	8,072.53	7,019.15
HST	8,380.00	2,028.69	7,041.72	3,157.26
Major Renovations	-		32,129.65	
Part-time Ministry	110.00	109.00	1,655.30	
Miscellaneous	1,780.00	1,730.79	1,468.42	706.31
	124,717.88	102,643.03	160,261.54	134,121.68
RECEIPTS LESS DISBURSEMENTS	(1,277.88)	28,542.20	(34,882.27)	10,287.30)
BANK BALANCE - BEG. OF YEAR	60,503.85	31,961.65	6,843.92	7,131.26
Transfer from Endowment Fund			50,000.00	
BANK BALANCE - END OF YEAR	59,225.97	60,503.85	31,961.65	16,843.92

Envelope Secretary Annual Report 2024

There were 60 box sets of envelopes ordered for 2024 and 41 were given out for use in 2024 and during the year we gave out two new sets. We currently have 12 people on PAR with virtual envelope numbers which is working well.

We have PAR once a month and some people are still giving once a month. Please record your envelope number on any special offerings whether regular or virtual.

Please discard all older envelopes and use the ones provided for the current year.

We had two people receive envelopes during the year.

Contributions from non-envelope holders 2024:

Regular Offering \$1,435
 Memorial Donations \$325
 Special Offerings \$860
 Renovation Fund \$2,700

I would like to thank Donna and Keith for all their help during my learning period. The total annual contributions through weekly and special offerings are as follows:

Amounts	2024	2023	2022	2021
\$1.00 - \$100.00	8	2	7	5
\$101.00 - \$200.00	1	7	4	3
\$201.00 - \$300.00	1	3	4	4
\$301.00 - \$400.00	1	3	2	7
\$401.00 - \$500.00	4	3	2	4
\$501.00 - \$600.00	5	2	3	2
\$601.00 - \$700.00	1	4	4	5
\$701.00 - \$800.00	3	2	4	6
\$801.00 - \$900.00	3	1	0	0
\$901.00 - \$1000.00	4	3	5	2
\$1001.00 - \$2000.00	13	15	10	13
\$2001.00 - \$3000.00	4	3	5	4
\$3001.00 - \$5000.00	2	3	2	1
\$5001.00 – beyond	1	1	2	3
Annual Total	51	52	54	59

Heather Campbell,
 Envelope Secretary

Annual Report of the Incumbent 2024

Jesus sent his twelve harvest hands out with this charge:

“Don’t begin by traveling to some far-off place to convert unbelievers. And don’t try to be dramatic by tackling some public enemy. Go to the lost, confused people right here in the neighbourhood. Tell them that the kingdom is here. Bring health to the sick. Raise the dead. Touch the untouchables. Kick out the demons. You have been treated generously, so live generously.”

“Don’t think you have to put on a fund-raising campaign before you start. You don’t need a lot of equipment. You are the equipment, and all you need to keep that going is three meals a day. Travel light.”

Matthew 10:5-10, The Message

This translation of Matthew’s account of the Commissioning of the Twelve, set at the beginning of Jesus’s earthly ministry, is one of my favourites. What I love most about it is that it roots our mission as the followers of Jesus and children of God, “in the neighbourhood” and that all we really require for “equipment” is ourselves.

Mission — bringing others into the community of Christ to know, love and serve Jesus — happens right where God has planted us, right in our community. Where we live, where we buy our groceries and do our errands. Where we attend suppers, funerals. Where we vote, donate to the food pantry; take our children (and grandchildren!) to school. Where we have fun, play and “live and move and have our being.”

All we need is a body, a voice and a heart to serve and tell the stories of Jesus and a community of fellow believers to share the ministry with.

One of my favourite quotations is from St. Francis of Assisi:

“Preach the Gospel at all times. If necessary, use words.”

In other words, when we think of mission, of what it means to be disciples of Jesus and stewards of His love and teachings in the world, we begin with how we live each day, with acts of kindness, generosity, inclusion, understanding, compassion, outreach and care. According to Jesus, we need no more than ourselves to do the work.

I cannot imagine any other team of people with whom I would rather answer this calling than you (and the folks at Good Shepherd, of course, as we evolve our Shared Ministry Arrangement capacities and opportunities together!)

What a joy it has been since I began with you on September 1st. From the start I’ve witnessed how St. Andrew’s is so alive in this way in the community entrusted to our care! I feel so blessed to be your Incumbent and to be on this journey with you into the future. My joy is beyond words, and I am so grateful to God for each one of you.

The ministry team here at St. Andrew's is a dream to work with:

- Senior Warden, Ken Richardson (who is retiring from his position as Warden, to whom we give heartfelt thanks for his wonderful service of God in the position);
- Junior Warden, Tom Pinsent (who also serves as Chair of the Ways and Means Committee and assists with many other volunteer activities);
- Treasurer, Keith Fraser (who also maintains the Parish List, regularly cleans around the building, supports me with administration of the parish registers, and many other things!);
- Secretary and Parish Auditor, Bev Higgins (who also prepares every worship bulletin, parish e-mail, maintains the website and many other things);
- Parish Council Members-at-Large: Anne, Dauphinee; Lorne MacLellan; Sharron MacKenzie and Kim Branton;
- Envelope Secretary, Donna Ruggles (Deepest gratitude for Donna and her years of faithful service until her retirement from the role in November);
- Messy Church Coordinators, Kim Branton and Heather Campbell;
- Associate Priest, Judie Lafford;
- Deacon, Marilyn Hamlin;
- Organist and Choir Director, Patti MacKenzie;
- Server, Gordon Hamlin;
- Chairperson of the Property and Grounds Committee, Tim Edwards;
- Readers and Prayers Coordinator, Sharron MacKenzie;
- Chairperson of the Pastoral Care Committee and Visitation Coordinator, Ginny Giza;
- Our amazing Choir;
- Our devoted Altar Guild;
- All of our amazing readers and leaders of the Prayers of the People;
- All those who are present for and help to clean up after parish events;
- All of those who worship with us on Sundays and at other special times of the year;
- All of those who contribute monies and service in various ways to the working of the parish.

All of you!

From the beginning of our discernment process early in 2024, until the final approval of our Shared Ministry Arrangement Proposal between St. Andrew's and the Church of the Good Shepherd in Beaver Bank, I have felt a profound presence of God's unstoppable love and the deeply spiritual guidance that has flowed from God to us through the power of the Holy Spirit. I know with all my being that this adventure in ministry "is the Lord's doing", and it is certainly marvellous in my (and I hope, your) eyes.

Pastoral ministry has been a key focus of my time since I began in my role here in September, with a focus on home visitations/communions, hospital visitation and visitation at the time of death. The encounters have been deeply moving for me and represent the heart of my priest

calling - to walk with you, pray with you and love you in the name of Jesus. In life, and in death. In joy and in sorrow. In light and in darkness.

Particular highlights since September (aside from the many visits I was able to make to see you in your homes - with many more to come in 2025):

- Sharing in the governance and administration of the parish with our amazing Executive (wardens, treasurer and secretary) who work virtually non-stop to keep the parish running smoothly, with compassion, grace and love. We are so blessed!
- Sharing in the leadership of the liturgies of God together with my fellow ordained clergy, Rev'd. Judie Lafford (With whom I take great joy alternating the celebration of Eucharist every other Sunday, as she serves with such reverence, love and devotion), and Rev'd Marilyn Hamlin, our Deacon (who proclaims the Gospel and sends us out into the world with the same reverence, love and devotion when we gather in worship together) and with our very accomplished Server, Gordon Hamlin (what fun we've had discussing liturgical practice and tradition!)
- Working together with Patti MacKenzie, our devoted and gifted Organist and Choir director has been another true gift from God. Patti's gifts are manifold, and we are so blessed to benefit from her deep spiritual devotion through music when we worship (along with the beautiful offerings of Tim Edwards and the members of our Choir). Patti and I have been able to meet together to discuss how we will share worship preparation through the seasons, and will begin an intentional practice of meeting to plan worship in 2025. I also give thanks for Patti's generous and talented leadership of the mass choir for the Christmas Sing Along and Desserts festival before Christmas. It was masterful, not to mention all the delicious food! Several parishioners from Good Shepherd came from Beaver Bank to lend support and enjoy the music, too!
- Likewise, I have had the joy of working together with Sharron MacKenzie to provide a list of the readings that will be used in worship through this current liturgical year (i.e. to the Reign of Christ November 2025). The same list is utilized at Good Shepherd, so that I will have the same readings from which to preach in both churches. This list also contains the appointed reader and leader of the Prayers of the People for each worship service.
- Since September, I have enjoyed the amazing support of Ginny Giza in the exercise of my pastoral ministry and care of parishioners. Ginny does an extraordinary job coordinating the pastoral visitors and keeping me abreast of the things I need to know to care for all of you - I am so very grateful for Ginny and all of our pastoral visitation team. Your devotion to this ministry is an inspiration.
- Kim Branton and Heather Campbell have been a force to be reckoned with in the provision of Christian Education for the youth of the parish and our community. While it was disappointing that there were no registrations for the traditional Sunday morning model of Sunday School, as soon as I suggested trying the Messy Church model, they were off to the races. Their love for the youth entrusted to our care, their organizational gifts and their

unstoppable enthusiasm for service is infectious! I am so grateful for all of the hours that they put into preparing for and carrying out the first Messy Church in November. It was such a great success that they are already planning for one in February with a Noah's Ark theme and one in April with an Easter theme. I thank everyone in the parish who supported the event, and the gifted and loving children, parents and grandparents who participated. Kim and Heather have made a very generous offer to take the Messy Church program on the road, over to the Church of the Good Shepherd, and Good Shepherd is currently working to get a volunteer team in place to facilitate that. Another beautiful example of our Shared Ministry Arrangement in action. I look forward to the unfolding of this shared ministry between our parishes and to the ways it will contribute to teaching our children how to love, follow and serve Jesus and most of all to teach them how much Jesus loves them!

- There have been several funerals since I joined you in September, and I send my love and offer prayers for the families of:

Don Schwartz;
Blake Travis;
Verena Royle;
Barbara Williams;
Dorothy Richardson;
and Betty Morrissey.

The love shared at all of these funerals was palpable, a sign of the beauty of their souls and the presence of God among us, drawing us together in Christian community and fellowship as we journey this life together.

- I have spent a great deal of time visiting parishioners in the hospital. If you know of anyone who might desire a visit, please let me know - I want to be present with you in times of need. Indeed, if you know of any pastoral need of which you think I might be unaware, please let me know.
- I have been absolutely inspired by the outreach activities of the parish, a highlight of which was the Kid's Shopping Day (special thanks to Bev Higgins and Brian Higgins for the months of work in advance!) Also, the donations for the Food Pantry, Phoenix Programs, Mission to Seafarers, the Breakfast Program at BLT Elementary and support of Metro Turning Point and the Marguerite Centre are examples of the call of Jesus for us to see His face in everyone we meet and to respond to human need wherever we find it.
- I wish to thank Tim Edwards for providing all that is needed for the use and rentals of our Parish Hall for Guides, Embers, Sparks, Cubs, AA, as well as rentals by other groups throughout the year. This is not only a work of administration, but of hospitality and a witness to our presence in and care for the community. This also extends to Bev Higgins, who sets up the coffee and tea for funeral receptions, and to all of those who help with set up and clean up throughout the year! You've got it down to a science that is something to behold.

- I extend deepest gratitude to the members of our Altar Guild, for ensuring that everything is beautiful and organized for our times of worship together. It is a work of love for God and I know that God and God's holy angels are with you in the quiet of the sanctuary as you do this work each week. Bless you!

MY DIOCESAN MINISTRY

In keeping with the vows made at my ordination, to serve God through work on the broader Councils of the Church, I have served for many years in the following ways:

- After originally being appointed in 2012 by Archbishop Ron to represent the Diocese as Senator on the Senate of the Atlantic School of Theology, I now serve as Senator representing the Alumni of AST. In that capacity, I have served on many Senate-appointed committees and working groups, including the Search Committee for the Professor of Mission and Homiletics; the Leadership Certificate Program Development Committee; and currently the Committee overseeing the Senate's part of the Annual Review process for the President of the University.
- Flowing out of that, beginning in January of 2025, I will facilitate the online learning cohort for the new Certificate in Stewardship at AST, which will run over the course of seven modules, with an evening meeting once per week.
- I continue to serve as our Region's elected Clergy Representative for Diocesan Council.
- I regularly attend Clericus (the monthly meeting of the clergy of our Region) and Regional Council Meetings when they occur.
- I have been a monthly columnist for the Diocesan Times since 2016, and continue to fulfill that ministry (currently, with a series on our Shared Ministry Arrangement, since September 2024).

LOOKING AHEAD: CHRISTIAN EDUCATION PROGRAMS AND OPPORTUNITIES FOR SHARING IN 2025

Since I began at the Church of the Good Shepherd in 2011, Christian Education Programs have been an integral part of my ministry there (and, by way of extension and the most efficient use of my part-time hours in each parish, could become an area of sharing within our Shared Ministry Arrangement for those who are looking for deeper understanding through Christian education programs, which often fall through the cracks in parishes with part-time ministry). Within our Arrangement, if a program is developed within one parish, the invitation to participate can be extended to both parishes and the benefits of the effort are amplified.

WEEKLY BIBLE STUDY

To that end, Good Shepherd has a weekly Bible Study (which has now moved online to ZOOM on Monday evenings from 7:00 p.m. to 8:30 p.m., due to the new Sunday Service schedule). The invitation is open to anyone in either parish who would like to join.

LENTEN BOOK STUDY

In Lent there has been a long-standing tradition of a Book Study at Good Shepherd, meeting in a restaurant to share a meal together, followed by a one hour discussion of a pre-designated portion of the book following the meal. This gathering takes place on Monday evenings during Lent, from 6 p.m.- 8:00 p.m., and culminates with a film at Good Shepherd on Good Friday morning, followed by a lunch before the Good Friday service at Noon. (Obviously, this year we will need to negotiate and plan a Holy Week schedule acceptable to and spiritually nourishing for both parishes - Schedule T.B.D.). Participation in the Lenten Book Study is open to anyone in both parishes. 2025's chosen book is White Bird by R.J. Palacios.

PRACTICING THE WAY - IN-DEPTH STUDY AND FELLOWSHIP PROGRAM

Beginning in the Fall of 2025, I will be offering a new program, rooted in the New York Times Best-selling book, written by John Mark Comer, entitled, Practicing the Way: Be With Jesus, Become Like Him, Do as He Did. This program is very exciting and all of the materials (aside from the book itself) are FREE. Many of you might be familiar with the Alpha Program. This is very much like it, and comes recommended by Nicky Gumbel (the Alpha Program's creator). Good Shepherd has decided on this as the Fall 2025-Spring 2026 Christian Education program for the parish. A brochure will be circulated in both parishes this Spring, with a complete outline, dates, themes, etc. The dream is to create a Joint Coordinating Team from both parishes, to work together to plan for it and run it together, for anyone who is interested in our sister parishes. The sky's the limit. If you are interested, please let me know!

In conclusion, I give my heartfelt thanks to all of you for the warmth with which you have welcomed me among you and the love of God that I feel so very deeply in my soul when I am with you. I feel truly blessed and have joy in my heart every day, knowing that the days ahead are God's gracious gift and God's doing.

May we all be guided to glorify God and Jesus in all that we do and continue to love one another and serve God's purposes in the days and years ahead. If there is one thing I know for certain, it is that God and Jesus will be with us, every step of the way.

With deepest love and respect in Christ Jesus,
ever yours,

Cathy Lee

*Shared Ministry Arrangement
COVENANT
between
The Parish of St. Andrew's, Timberlea-Lakeside and the
Parish of the Church of the Good Shepherd, Beaver Bank
Diocese of Nova Scotia and Prince Edward Island
AND
The Reverend Cathy Lee Cunningham,
Incumbent, Parish of St. Andrew's, Timberlea-Lakeside, N.S.
Rector, Parish of the Church of the Good Shepherd, Beaver Bank, N.S.*

PREAMBLE

Ministry is defined as: the work of all members of the church, through our baptismal covenant.

Together as the body of Christ, we work to serve our Lord Jesus Christ to live out the gospels and the Five Marks of Mission of the Anglican Church of Canada:

- To proclaim the Good News of the Kingdom;
- To teach, baptize and nurture new believers;
- To respond to human need by loving service;
- To seek to transform unjust structures of society, to challenge violence of every kind and
- to pursue peace and reconciliation;
- To strive to safeguard the integrity of creation and sustain and renew the life of the earth.

In this covenant agreement “priest” refers to: the Rev’d Cathy Lee Cunningham as Incumbent of the Parish of St. Andrew’s Timberlea-Lakeside and Rector of the Parish of the Church of the Good Shepherd, Beaver Bank.

PREFACE:

This Shared Ministry Arrangement Covenant Agreement is formed in accordance with Bishop’s Policy 1.1.23, Episcopal Guidelines for Healthy Parish Life of the Diocese of Nova Scotia and Prince Edward Island (see Appendix A) and affirms the Constitution, Canons and Guidelines of the Diocese of Nova Scotia and Prince Edward Island.

AS sister congregations within the Body of Christ and the Region of Rivers to Trails (formerly the Region of Fort Sackville) in the Diocese of Nova Scotia and Prince Edward Island, we enter into this covenant agreement of shared ministry, promising to cooperatively work together to create a ministry context that is faithful in its use of resources and to pray and rely upon God’s grace and guidance for our Priest and for our congregations parishes.

WE covenant to give our Priest all possible support in this important work, listening carefully to the insights, and direction that emerge from the shared ministry, finding ways of meeting challenges and celebrating opportunities for faithful service.

THE PRIEST covenants to give the lay and ordained leaders all possible support, to work collaboratively with them in mission and ministry to build up the body of Christ, and to meet challenges and celebrate opportunities for growth in discipleship, rooted in the love of Jesus.

AS SISTER CONGREGATIONS in our region, we commit covenant to explore ways to support each other and to build bonds of Christian community.

AS PRIEST AND PEOPLE OF THE COVENANT we agree and commit ourselves to the following:

1. That the Parishes of St. Andrew's, Timberlea-Lakeside and the Church of the Good Shepherd, Beaver Bank will share the Priest at 85% Full Time Equivalency (FTE) for the purposes of worship, sacramental care, pastoral care, Christian education and oversight of meetings related to Canons, Policies and Guidelines of the Diocese of Nova Scotia & Prince Edward Island;
2. (i) That the Parish of St. Andrew's, Timberlea-Lakeside will employ the Priest on a 60% FTE time basis and that the Parish of the Church of the Good Shepherd, Beaver Bank will employ the Priest on a 25% FTE time basis. It is recognized that the Priest's division of time and presence in each community of faith may vary but it is expected to equal 60-25% split of time over the month;
(ii) For clarity, 60% FTE represents 24 hours or 3 (8 hour) days per week of a 5 day, 40 hour work week, and 25% represents 10 hours or 1.25 days per week of a five day, 40 hour work week (see Appendix B);
3. That St. Andrew's will pay 60% FTE and Good Shepherd will pay 25% FTE of all benefits for the Priest, including stipend, housing allowance, benefits, pension, EI, CPP, payroll costs on a monthly basis, in accordance with the Diocese of Nova Scotia and Prince Edward Island Parity Project and diocesan payroll directives;
4. (i) That the Priest will bill each Parish separately for mileage for pastoral, sacramental and administrative ministry within each parish, and for travel required for regional and diocesan ministry carried out on behalf of each Parish, such as Regional Council, Clericus, Synod, etc., and that the mileage logs will be submitted to each parish on a quarterly basis;
(ii) For clarity, the Priest will keep one mileage log for travel while working in/for the Parish of St. Andrews, and one mileage log for travel while working in/for the Parish of Church of the Good Shepherd, in keeping with HR Policy 2.1.2, Diocesan Travel Policy (see Appendix C);
5. That each Parish will update their Five Year Financial Projections on an annual basis (see Appendix D), and share their Annual General Meeting reports with their sister Parish;

6. That the priorities for ministry for each Parish and the Priest, working together include:

- Sunday Liturgies of Eucharist and seasonal worship services, including Christmas, Holy Week and Easter;
- Pastoral Care and Outreach;
- Planning and Preparation for Holy Baptism, Confirmation, Marriages and Funerals;
- Christian Education in Bible Study, Discipleship, Mission, Social Justice;
- Planning for and leadership of meetings and events.

In order to faithfully carry out these ministries in the context of this Shared Ministry Arrangement, with both parishes embracing part-time stipendiary ministry models, the Priest, the laity and ordained members of each parish covenant to work together collaboratively to identify, amplify, nurture and support the discovery and use of the gifts of all.

7. (i) That each Parish will continue to function independently, retaining its own identity as it now exists, retaining its own budget and ownership of church properties, as separate Parish Corporations. Shared conversations regarding opportunities and matters of joint concern are encouraged, either quarterly or twice a year between the Executives (Wardens, Treasurer and Secretary) of each Parish;

(ii) That the Priest and each Parish will continue to support, honour, acknowledge, celebrate and affirm the strong leadership of the ordained diaconal and priestly ministries and the various lay ministries, which have carried both parishes for decades, and support the continued spiritual and practical discernment of both lay and ordained leaders within each parish as they answer their personal callings over time, and discern how to offer their gifts of time and talent for God's missional work in the parish;

8. Conflict Resolution - (i) In keeping with Jesus's teaching on conflict resolution in Matthew 18:15-20 (see Appendix E), any issues which may arise in matters related to shared ministry are to be directed to the Priest, who will consult with the Executive of each Parish, either together or separately, as appropriate. If the conflict cannot be resolved by this process, the Regional Archdeacon will be contacted by the Priest;

(ii) Each Parish and the Priest covenant to practice and abide by the Relational Covenant, as a model for the Christian discipline to "speak the truth in love and grow up into Him who is the head, into Christ". (see Appendix F);

9. Each Parish is responsible for the arranging of pulpit supply during the Priest's absence from the Parish due to vacation, continuing education, illness, sabbatical or other issues. Each Parish is responsible for paying the supply Priest or Licensed Lay Minister in accordance with the Human Resources Policy 2.1.9, Fees for Occasional Services (see Appendix G);

10. An Annual Process of Review and Evaluation will take place between the Priest and the Executives of each Parish. Issues for discussion may include, but are not limited to worship rosters, what to affirm and celebrate, what is cause for concern and what solutions can be tried, shared Christian education opportunities and further possibilities for amplifying resources

and mission by sharing the Priest's time and sharing in ministry in other creative and loving ways
(see Appendix H);

11. It is the desire of each Parish and the Priest to commit to this covenant agreement for a period of five years, with an in-depth evaluation at the conclusion of one year. However, to fulfill our mutual obligation to Canon 25 (The Appointment, Transfer and Resignation of Stipendiary Clergy), section 6 (1), the Bishop may only make a two-year appointment of the Priest as Incumbent of the Parish of St. Andrew's, Timberlea-Lakeside and the Priest will continue as the Rector of the Parish of Church of the Good Shepherd, Beaver Bank. According to Canon 25 process, at the end of the two-year appointment, if the Shared Ministry Arrangement annual reviews are favourable and there is agreement from both parishes and the Priest to continue the Shared Ministry Arrangement together, we will seek to have Rev'd Cathy Lee appointed as Rector for St. Andrew's, Timberlea-Lakeside following a process deemed acceptable by our Bishop and in accordance with the Canons of the church.

CONCLUSION

WE COVENANT to carry out our shared ministries in partnership with the Bishop, the Archdeacon and Regional Dean, and the whole Church as the people of God in the Parishes of St. Andrew's, Timberlea-Lakeside and the Church of the Good Shepherd, Beaver Bank.

WE COMMIT ourselves to review annually our performance within the Covenant, and to review this Shared Ministry Arrangement Covenant under the oversight of our Bishop through our Archdeacon in one year, and thereafter on an annual basis.

Together, and on behalf of the Parish Councils of our respective parish families, we make this covenant commitment on this _____ day of _____, 2024.

Signed: _____ Date: _____
Ken Richardson, Sr. Warden, Parish of St. Andrew's, Timberlea-Lakeside

Signed: _____ Date: _____
Tom Pinsent, Jr. Warden, Parish of St. Andrew's, Timberlea-Lakeside

Signed: _____ Date: _____
Nancy Kemp, Sr. Warden, Parish of the Church of the Good Shepherd, Beaver Bank

Signed: _____ Date: _____
Dwain Gordon, Jr. Warden, Parish of the Church of the Good Shepherd, Beaver Bank

Signed: _____ Date: _____
The Rev'd. Cathy Lee Cunningham,
Incumbent, Parish of St. Andrew's, Timberlea-Lakeside and
Rector, Parish of the Church of the Good Shepherd, Beaver Bank

APPENDICES

- A. Bishop's Policy 1.1.23, Episcopal Guidelines for Healthy Parish Life of the Diocese of Nova Scotia & Prince Edward Island

- B. General Allocation of the Priest's Time Between the Parish of St. Andrew's, Timberlea-Lakeside and the Parish of the Church of the Good Shepherd, Beaver Bank

- C. Human Resources Policy 2.1.2, Diocesan Travel Policy (revised February 9, 2024)

- D. Five Year Financial Projections 2024-2028, Parish of St. Andrew's, Timberlea-Lakeside and Parish of the Church of the Good Shepherd, Beaver Bank

- E. Matthew 18:15-20, The Message

- F. Relational Covenant

- G. Human Resources Policy 2.1.9, Fees For Occasional Services, Diocese of Nova Scotia & Prince Edward Island

- H. Example Possibilities for Sharing Resources and Time Between the Parish of St. Andrew's, Timberlea-Lakeside and the Parish of the Church of the Good Shepherd, Beaver Bank

It has been a wildly busy four months.

Deacon's Annual Report 2024

2024 at St. Andrews was a year of discernment and transition, during which we focussed on the future of our parish. Meetings and discussions took place, options were considered and choices were made. We were expertly guided on this journey by the Rev.'d Marian Conrad. As a consequence, we are now a thriving, growing congregation under the capable leadership of the Rev.'d Cathy-Lee Cunningham.

Rev.'d Cathy-Lee has graciously welcomed my ministry as Deacon in the parish and for that I am very grateful. Rev.'d Judy Lafford is serving in her capacity as Associate Priest on a regular basis. I feel this is what team ministry is all about.

During this past year we mourned the deaths of a number of much-loved parishioners. It was an honour and a privilege for me to be part of the Celebrations of Life for these members of our Parish family.

Singing with our Choir on a number of occasions was a joyful experience and, I might add, lots of fun. Music has always been a part of my life, so those events at St. Andrews gave me the opportunity to "get back to my roots", so to speak. To Patti, our Organist and Choir Director, I say, using words written by ABBA, "Thank you for the music".

In addition to a Liturgical role at St. Andrews, Outreach is an integral part of my ministry. Assisting wherever and whenever possible in the Parish and in the wider community is important and fulfilling.

I continue to be part of Deacons' Education Programs, Clergy events, Preparing and contributing articles for the Diocesan Times and Salt & Light (Deacons Newsletter), supporting the Sisters of Saint John the Divine as an Associate Member, and remaining involved as a Lone Member, with the World Wide Mother's Union.

I give thanks to this congregation for their continued support, love and encouragement in my ministry as Deacon. You demonstrate in so many ways your appreciation of this ministry.

May 2025 be a year of continued growth and may we always go forth into the world to love and serve the Lord and to love and serve one another in His name.

Thanks be to God,
Rev.'d Marilyn
Deacon

Warden's Annual Report 2024

This year was about navigating challenges, celebrating achievements and making important decisions.

As mentioned in our Annual Report for 2023 direction was given to proceed in finding new Ministry. Though the procedure had many unclear directions, with the help of Bishop's office steps were taken to proceed in good faith.

The appointment of Rev. Marian Conrad effective September 1st 2023 as our Priest in Charge gave us some stability for the coming months.

With much diligent work by Rev. Marian after many inquiries and not much luck she asked Rev. Cathy Lee Cunningham who is presently Rector at the Church of the Good Shepherd if she would be interested in sharing ministry with St. Andrews. To our delight she accepted. A proposal was then given to Bishop Fyfe for her review.

On July 26th 2024 Bishop Fyfe approved in principle the shared Ministry Arrangement that took effect September 1st 2024.

We as Wardens along with the congregation take great pleasure in welcoming Rev. Cathy Lee to St. Andrews as our Incumbent. How Blessed we all are to know that Rev. Cathy Lee will be with us to give her talent, gifts and a welcoming future.

In closing we thank Rev. Cathy Lee for her wonderful sermons, leadership and thoughtful insight.

We are truly blessed to have Rev. Judy and Rev. Marilyn with us in giving their unwavering support throughout the year.

As Senior Warden I would like to take this opportunity to thank Tom who took over many duties because of health reasons; thank you so much. We thank Parish Council for their support throughout the year, Committees, and all volunteers who selflessly donated their time and effort to the service of the Parish.

Respectfully Submitted: Ken Richardson
 Tom Pinsent

Sunday School/ Youth Ministry Annual Report 2024

Sunday School closing was held in June, and sadly Sunday School ended, as our 4 students were not returning. We attempted to hold Sunday School registration in September, but no one registered.

We held our first Messy Church the end of November. We had a few new families attend and it was a success! We celebrated Advent with toys, teaching, stories, crafts, coloring and more. Everyone shared in a meal at the end. Our next Messy Church will be held on Saturday, February 22nd, with the theme being Noah's Ark.

Respectfully submitted by
Kim Wells

St. Andrew's Choir Annual Report 2024

2024 was a great year for the choir. We took on two large events - The Walk Down Memory Lane in April and then Joy To The World in December. We invited friends from other churches to sing with us because although we are mighty we are still small and having extra voices added to our sound. Everyone had a wonderful time with songs and desserts and asked for more. We were also able to offer more anthems during services in 2024. Our choir is dedicated to St. Andrew's and committed to supporting worship on Sundays.

As always, there is a place in the choir for anyone who wishes to join us for a Sunday, a concert or an anthem! Keep singing!

Yours in Christ
Patti

Outreach Annual Report 2024

St. Andrew's was without an Outreach Coordinator in 2024, however our outreach continued in such areas as the BLT Community Pantry, Mission to Seafarers, the BLT Elementary School Breakfast Program and Phoenix Youth through the thoughtful and caring work of many individuals and groups. We are truly blessed and grateful to all who continue to contribute to our good works within our community and beyond.

Property Committee Annual Report 2024

On behalf of the St. Andrew's Church Property Committee, I am pleased to report the following for 2024:

Work completed in and around St. Andrew's Church during 2024

1. Parking lot gravel re-spread and leveled
2. Parking lot post at east entrance replaced
3. Storm debris cleared from church grounds
4. Cemetery grass cut throughout the spring and summer by Edmunds Landscaping – through the generosity of Jack Fleming
5. Bushes trimmed by parking lot entrances
6. Full burial lot sites levelled with topsoil and seeded
7. Water shut-off valve in furnace room replaced and relocated – thanks to Ray Gilbert
8. Hall door swing jamb repaired
9. Exterior basement wall cracks caulked
10. CO2 detector replaced
11. Cleaned and painted the drain tank top in small washroom

In addition to the specific projects noted above, regular maintenance and care of the building and grounds was carried out as follows:

Fire extinguishers inspected and serviced by Don Brenton's
Furnaces and hot water heater inspected and cleaned
Cleaning supplies replenished
Parking lot kept clear of snow by Atlantic Wharf Builders
Garbage and recyclable item bins emptied by Keith Fraser
Hall, kitchen and washrooms cleaned each week
Managing the storage shelves and contents near the balcony
Replacing light bulbs in Nave and Sanctuary

Cemetery graves

Several full-size grave lots and cremation lots were opened and closed for the interment of ashes of deceased Parishioners. In addition, there has been on-going maintenance work involving levelling of headstones and filling in and seeding sunken areas around graves where needed.

In addition, several cremation lots were sold to qualified Parishioners during the year.

Acknowledgements

As in previous years, much has been accomplished in and around the church property to maintain and improve it. For this I particularly want to thank Keith Fraser and Tom Pinsent.

Respectfully submitted by
Tim Edwards
on behalf of St. Andrew's Church Property Committee

Hall Use and Rental Report for 2024

During 2024, the church hall continued to be used regularly by several community groups. In addition, the hall has been rented out for a few birthday parties and, since September, for a daily pre and post BLT school student care service.

We continue to get enquiries about using the hall for other functions such as fitness classes, and improv acting classes.

Respectfully submitted by
Tim Edwards
Hall Rental Coordinator

Pastoral Care Annual Report 2024

The Pastoral Care Committee supports parishioners in many ways year round. Phone calls are made weekly to those on the prayer cycle and others in need of support. Contact is also made by email and mail including Get Well cards, Sympathy cards, and Thinking of You cards. Birthday cards are sent to those known to be 90 years of age and older.

Many visits are made to those at home, in hospital and nursing homes. In 2024 the Pastoral Care Committee made 383 phone calls, 216 visits and sent 145 cards and 55 emails.

Thanks to all members for their diligence in providing these services to our parish family.

Respectfully submitted,
Jinny Giza, Chairperson

Committee Members: Helen Payne, Erica Orlando, Anne Dauphinee, Patti MacKenzie

Ways & Means Annual Report 2024

In 2024 we held the Cool & Classic Car Show & Shine again this year on June 22. There were 65 cars registered. Total expenses for the Car show were \$170.24 and total receipts were \$1,738.25 for a net profit of \$1,568.01. There was much better attendance for the show this year and the plan is to keep it in June going forward.

We held the Shrove Tuesday Pancake Supper on February 13. There were 108 (4 child and 9 under 5 included) meal tickets sold which included 23 take-out and 85 dine-in. Total income from meal tickets and donations was \$1,304.98 and total expenses were \$202.65 for a net profit of \$1,102.33.

We held the Turkey Supper on November 23. There were 114 (3 child and 6 under 5 and 2 complimentary included) meal tickets sold, 44 take-out and 70 dine-in. With the pick-ups before the dine in meal it worked much better. Total expenses were \$249.69 and total donations and meal tickets of \$2,455.79 for a net profit of \$2,206.10.

The kids shopping day on December 7 was also a success bringing in \$1,613.05. A big thanks to Bev Higgins for running this, and all the volunteers who helped with setting up and working at the tables.

The memorial angels were available again this year. We bought 55 angels at \$3 apiece for a total cost of \$165, and 24 were returned for a credit of \$72. Total proceeds were \$265. The profit for the angels was \$172. Thanks again to Donna for providing the angels.

We did movie nights and cleared \$293.95; however we had to stop due to licensing issues.

Total income for 2024 was \$7,671.02

Total cost for 2024 was \$715.58

Net profit for 2024 was \$6,955.44

I want to send a very large thank you to all who helped at all the events; you are what make them as much of a success as they are.

For 2025 we are planning at a minimum for the Pancake Supper (March 4), Car Show (June 14), Turkey Supper (Nov. 22), and Kids Shopping Day (Dec. 6) all dates are tentative.

I would be very interested to hear about any additional events that people might like to have.

As we move ahead, if anybody would be interested in joining the Ways & Means group it would be greatly appreciated.

Sincerely,
Tom Pinsent
Chair, Ways & Means Committee

**Report of the Nominating Committee
to the 2025 Annual General Meeting
Parish of St. Andrew's Church January 26, 2025**

Warden: **Vacant** – 2025, 2026
Warden: Tom Pinsent – 2025
Secretary: Bev Higgins
Treasurer: Keith Fraser

Council Members -at- Large

Anne Dauphinee –2025
Lorne MacLellan –2025
Sharron MacKenzie - 2025, 2026
Kim Branton –2025, 2026
Vacant – 2025, 2026, 2027
Vacant – 2025, 2026, 2027

(Member at Large positions are 3 years terms with staggered commencement dates.)

Synod Delegates: **Vacant**
 Vacant

Envelope Secretary: Heather Campbell

Regional Council: **Vacant**
 Vacant

Committee Chairs:

Property – Tim Edwards
Youth Ministry – Kim Branton
Choir – Pat MacKenzie
Outreach (*includes PWRDF*) – **Vacant**
Pastoral Care – Jinny Giza
Parish Auditor – Bev Higgins
Ways and Means – Tom Pinsent
Diocesan Times Correspondent – **Vacant**