



# ANNUAL MEETING

189<sup>th</sup> Annual Meeting  
Year Ending December 31<sup>st</sup>, 2022

Clergy:

The Rev'd Lori Ramsey

Wardens:

Jason Reynolds

Elaine MacInnis

# **AGENDA**

---

PARISH OF ST. JOHN AT TRURO

ANNUAL MEETING

FEBRUARY 19<sup>TH</sup>, 2023

OPENING PRAYER

MINUTES FROM FEBRUARY 13<sup>TH</sup>, 2022 ANNUAL MEETING

BUSINESS ARISING FROM THE MINUTES

CORRESPONDENCE

CONSENT AGENDA

PARISH REPORTS

RECTOR'S REPORT

WARDEN'S REPORT

ORGANIZATIONS

CEMETERY COMMITTEE

FINANCIAL

RECEIPTS & DISBURSEMENTS

SPECIAL ACCOUNTS

BUDGET 2023

REVIEWER'S REPORT

NEW BUSINESS

ELECTION OF PARISH COUNCIL & OTHER OFFICES

WARDENS

GENERAL MEMBERS TO PARISH COUNCIL

CHIGNECTO REGIONAL COUNCIL DELEGATES

ENVELOPE SECRETARY

CEMETERY COMMITTEE

SYNOD DELEGATES

FURTHER NEW BUSINESS

TRANSFER OF OFFICE

CLOSING PRAYER

The Parish of St. John at Truro  
**188<sup>th</sup> Annual Meeting**  
February 13, 2022

The meeting was called to order at approximately 1:07 with 18 parishioners in attendance in-person and 9 via Zoom for a total attendance of 27. Note: Again this year, in-person attendance was limited due to COVID health protocols.

**Welcome:** Warden Leona Hunt welcomed everyone to the meeting. She reminded everyone to keep their masks on at all times and covered housekeeping details about how to vote, pose questions, and comments whether in person or on Zoom. She noted that the meeting was being recorded for purposes of minute taking.

**Opening Prayer:** Rev. Lori Ramsey

**Approval of Minutes:** The minutes of the 187<sup>th</sup> Annual Meeting were presented on pgs. 1-10 of the annual report. Errors and omissions were noted – 1) on pg. 4 under Discretionary – it should read that \$300 each was given to the Food Bank and Hub House each month during the pandemic lockdowns. 2) On pg. 6 under CORE investments: in both places where the fund being discussed is titled Legacy Fund – it should read CORE Funds. 3) On pg. 7 where it states that the Funds returned 9.95%, it should read that the simply “They had a pretty good return” as no number was stated. With these corrections, a motion to adopt the minutes as presented was moved by Bev DeVouge and seconded by Faye Kennedy. CARRIED.

**Business Arising:** None

**Correspondence:** None

**Consent Agenda:** Leona proposed a consent agenda for reports on pages 11-33 . These include Rector, Wardens, Standing Committees, Organizations, Cemetery Committee. (Does not include the Nominating Committee report on pg. 28.) Leona offered the chance to remove any report in particular from the Consent Agenda which would then need to be voted on separately. No one asked for any report to be removed from the Consent Agenda. Stephen Hamlin moved the adoption of the items on the Consent Agenda and Bob Adams seconded. CARRIED

**Financial Report:** Presented by Angela Burton. Beginning with the **General Fund** on pg. 37. She noted that GF receipts were under budget by \$8936. Envelopes were down. PAR was near to budget. Loose was down due to the period of time where there were no in-person services. ID Givers was up substantially due to a number of donations coming to us from Canada Helps. These are anonymous but we do thank the givers for their support. Under Other Parish Sources: a transfer of \$35,000 was budgeted from Consolidated Fund to help make the budget balance. In the end, only \$15,500 needed to be transferred. Investment income was close to budget at \$325. Under Other – there were no wedding fees for obvious reasons. Nothing was

budgeted for Hall Use but we did receive \$500 over the course of the year. Other donations of \$225. Budgeted total income for 2021 was \$183,713. Actual was \$156,030 for a negative variance of \$27,675. Under Disbursements: all salaries came in under budget due to the continued receipt of CEWS grants from the federal government. There was a \$12,000 transfer from General Fund to Bentley Music to assist with the organist's salary. All amounts for pension, CPP and EI were as budgeted as those are developed from the original salary numbers and were not affected by CEWS. Total salary budgeted was \$111,026. Actual for the year was \$87,041. This difference offsets the negative variance in income. Diocesan Allotment: General Fund paid \$26,862 in allotment which represents half of the amount. Cutler White pays the other half. Rector's travel was budgeted at \$2500. Actual was \$1511. Under Office and Administration: phone and internet budgeted at \$3000. Actual was \$2657. Postage budgeted at \$1000. Actual was \$1495 due to several mail-outs at Christmas with changing plans and regulations. Bank charges budgeted at \$600. Actual was \$562. Computers budgeted at \$2000. Actual was \$505 due to not buying Angela a new laptop in 2021. Office supplies budgeted at \$800. Actual was \$422. Paper and copying budgeted at \$2700. Actual was \$3230 due to new copier lease. Religious supplies budgeted at \$700. Actual was \$293. Offering envelopes budgeted at \$325. Actual was at \$335. Dues budgeted at \$350. Actual was at \$343. Other was budgeted at \$100. Actual was at \$25. Under Christian Work: Adult Christian Education was budgeted at \$100. Actual was at 0. Spiritual Development was budgeted at \$850 and actual was at \$130. Pastoral Ministry was budgeted at \$100. Actual was at 0. These discrepancies were a result of the inability of the groups to provide much of their planned programming due to COVID. Under Parish Gifts \$2200 was budgeted and \$2000 was the actual. Under 2020 Celebration \$5500 was budgeted and actual was \$953 due to cancellation of many events. We recouped some money on the Tidbit booklets and a partial refund from Party Time Rentals when the Gala Dinner was cancelled. Under Outreach, all commitments for 2021 were met. The only discrepancy was that Slate Youth Centre received \$1000 although the budgeted amount was \$500. The other \$500 represents our budgeted commitment to them for 2020 when the Centre was closed.

Angela then moved on to the **Cutler White Trust**. Income: budgeted \$118,388. Actual amount taken from this investment interest was \$97,031. Other income: Gifts line is empty now but will in future represent amounts donated to the former Building Fund which has now been closed. All building amounts will now be accounted for here in CW Trust. HST rebate at \$814. Transfer from Gravelots \$10,535 which represents half of the cost of Insurance and snowplowing for the year, paid by the Cemetery. Compensation for the sexton – CEWS rebate from the federal government was received so the budgeted amount of \$15,970 was reduced to an actual of \$9397. Diocesan allotment of \$26862 which represents half of the amount the parish owes; the other half being paid by General Fund. Bank charges budgeted at \$200 and actual of \$203. Other was budgeted at \$100 and actual was \$175. Under Premises expenses – Heating Oil was budgeted at \$28,500 and actual was \$24,034. Electricity was budgeted at \$8787 and actual was \$7371. Water was budgeted at \$450 and actual was \$307. Again, Angela noted that these savings were the result of some programming not happening in our buildings during parts of the year. Insurance budgeted at \$14,744 and actual was at \$14,500. Alarm



Monitoring was budgeted at \$1400 and actual was \$1031. Fire extinguishers were budgeted at \$400 and actual was \$175. Fire Inspection was budgeted at \$1400 and actual was \$1083. Elevator costs were budgeted at \$3000 and actual was \$6143, due to a number of repairs that were not covered under our maintenance contract. Cleaning and janitorial budgeted at \$1200 and actual was \$1051. Dishwasher and Garbage Removal both show no expenditures. Without use of the hall and regular coffee hour there were no dishwasher expenses and Sigrid carried home what little garbage and compost we produced. Sprinkler maintenance was budgeted at \$700. Actual was \$798. Yard Supplies and maintenance was budgeted at \$100. Actual was \$37. Snow plowing was budgeted at \$6000. Actual was at \$5913. Under Repairs and Replacements, church repairs was budgeted at \$2500. Actual was \$384. Hall repairs was budgeted at \$1500. Actual at \$0. Heating System was budgeted at \$2000. Actual at \$105. Under Other \$600 was budgeted. Actual was \$3270 due to an unexpected need to purchase a vacuum cleaner and vandalism to the steps/ramp/stoop on the Prince St. side of the church. Under Projects, crypt door/walkway was budgeted at \$2000. Actual was at \$2400. Two other projects were budgeted – exterior doors (\$5000) and eaves troughs (\$7000). Neither project as undertaken due to the difficulty of finding contractors during COVID. Cutler White Trust disbursements were budgeted at \$129, 202. Actual was \$106, 517. Cutler White Trust finished the year with a bank balance of \$1410.

Angela moved on to **Cutler White Cemetery Fund**. Budgeted income for the year was \$87,010. Actual was \$66,014. Other income: HST rebate of \$2218. Disbursements: Manager's compensation budgeted at \$7130. Actual was \$4344 due to CEWS rebates from the Federal Government. CPP/EI budgeted \$150. Actual was \$158. Under Office and Admin: Phone and internet was budgeted at \$960. Actual was \$1061. There was no budget for postage. Actual was \$103. Computer costs were budgeted at \$250. Actual was \$171. Mileage was budgeted at \$500. Actual was \$594. Other was budgeted at \$1250. Actual was \$598. Under Other Premises Expenses: Landscaping was budgeted at \$15,192. Actual was \$11,435. Fence was budgeted at \$700. Actual was \$ 968. Septic was budgeted at \$1500. Actual was \$1559. Truro Cemetery Corporation was budgeted at \$30,000. Actual was \$33, 613. Security was budgeted at \$430. Actual was \$645. Other was budgeted at \$3500. Actual was \$0. Under Projects: Steps were budgeted at \$13,515. Actual was \$0 as the project was not undertaken this year. Nothing was budgeted for Retaining Wall but the actual was \$538. Silviculture was budgeted at \$11,701. Actual was \$1290. Bank balance at the end of the year \$6091. Angela noted that we were able to return \$10,000 unused at the end of the year to be reinvested.

**Housing Fund:** Interest income of \$22,268. Disbursements for rector's housing were \$18,180. A very healthy fund which has earned \$4000 more than needed this year. Bank Balance at the end of the year was \$11,265.

**Discretionary Fund:** Income of \$4100 in parishioner gifts. Transfer from General Fund of \$18,800 for regular outreach and Christmas Index cards. Disbursements: Bank charges of \$2. Heating oil at \$2150. Electricity at \$1500. Rector's request at \$14,713, food vouchers at \$1000.

Bank balance at the end of the year was \$9795. This represents a year in which there were fewer requests due to the closure of the office and the availability of the rector to those who might be seeking help. Angela suggested that there were also other programs available to help folks through the pandemic which might mean fewer requests to us.

**Soup Kitchen** – Income of \$185 in parishioner gifts. No expenses as the program was not active. Bank balance at the end of the year was \$2220.

**Building Fund** – Income of \$1033 in parishioner gifts. Transferred to Cutler White Trust for the building on the closure of the old Building Fund account.

**Bill Rawlinson Memorial Outreach Fund** – Income of \$620 in parishioner gifts and \$3573 in interest income. Disbursements: bank charges of \$45 and awards of \$147. Again the number of requests to the Fund has been negligible during the pandemic.

**Bentley Music** – Income received under gifts \$520 for choir masks and transfer from General Fund of \$12,000 for organist's salary. Under disbursements: \$7246 salary actual due to CEWS rebates received. CPP and EI at \$470 and \$3000 for Diane MacLeod's honorarium (two years). Bank charges of \$12, music licenses at \$710 and other at \$695 (choir masks plus Christmas bonus for organist) and piano tuning at \$125. Bank Balance at the end of the year was \$1738.

**Bentley Organ** – Under income – interest income of \$1000 cashed out for organ tuning. No bill yet received, so this amount remains in the account to pay the bill. Bank Balance at the end of the year was \$1162.

**Youth Fund** – Investment income of \$1500 transferred. Honorarium for the Sunday School coordinator \$1000. Sunday school expenses of \$523 and other of \$60. Bank Balance at the end of the year was \$305.

**Education Fund** – investment income cashed in \$700. Disbursement of \$700 to help one for our discernment candidates to take a course. Bank Balance at the end of the year was \$362.

**Legacy Fund:** Income from gifts 2021 was \$14,007 which represents two bequests from parishioner estates for which we are very grateful. Legacy carries no bank balance as these funds are invested until requested for use.

**Consolidated Fund:** Income from gifts of \$337 and Memorial donations of \$2200. Transfer to General Fund (as already noted) of \$15,500. Bank charges of \$24. Bank Balance at the end of the year was \$3140.

**Corbin Fund:** No activity for the year. Bank Balance at the end of the year was \$271.

Angela noted that page 46 was a summary page with all of the information presented in one place.

Chair Leona noted that pages 35-36 were a financial summary. This was called for by motion at last year's annual. This summary was compiled by Sandy Rudolph, Chair of Finance and Angela Burton, Treasurer. This report will be an ongoing feature in future annual reports.

Bev DeVouge moved the adoption of Angela's report. Seconded by Michael Sherren. CARRIED.

**Investment Report:** This report was presented by Harry MacKenzie. Harry noted that the report is found on page 47. It includes two groupings – the church accounts managed by Angela in the office and the gravelot accounts managed by Maria Murphy for the cemetery. He noted that Maria's year end investment amounts can be found in her cemetery financial report. For the church accounts, Harry noted that both Cutler White and Cutler White Cemetery earned 5% return this year which is very good. Most years the earnings are closer to 2%. Cutler White Cemetery at a total market value of \$4,266,298 is more than adequate for the maintenance of Terrace Hill Cemetery. Cutler White Trust at \$4,269,349 provides for all of our building needs and as such, is closely monitored by the Finance Committee. In both trusts, we are only permitted to spend the interest earned while principle is protected. Cutler White Trust has a healthy unrestricted accumulation of \$361, 192. Our CORE investments also performed extremely well in 2021 at 14.24% return. Total holdings in CORE at currently at \$364,186. Almost \$60,000 of this represents accumulated earnings. These funds as they continue to grow are taking a bigger part in our overall financial planning and will allow us flexibility in future budgeting. In summary, all investments held by the parish performed well this year. Between church accounts and gravelot accounts the parish has a total of \$10,120,496 in investments. Harry noted that this makes it easy to be complacent, but he reminds us that we still rely in a big way on our parishioner's weekly offerings to support church operations and programs. Maria Murphy moved the adoption of Harry's investment report. Seconded by John Greer. CARRIED.

**Budgets 2022** – The budgets were presented by Sandy Rudolph. He began by noting again the financial summary on pages 35 and 36 and noted that it is broken down into three separate sections – general, property and cemetery. These loosely relate to the three budgets about to be considered. Sandy noted that he would give highlights only and not a line by line summary. On page 37 – **General Fund budget:** Sandy noted that under income – envelopes has been set at \$70,000, PAR at \$68,124 and ID givers at \$1000. He noted that it was very difficult to budget for these amounts given the last two COVID years. Our transfer from Consolidated Fund will be less this year at \$11,749. Total receipts budgeted at \$155, 173. Under disbursements: salary for Admin Assistant / Treasurer is set at \$34,487. The line below it reflects the new procedure of charging some of Angela's time to both Cutler White and Cutler White Cemetery in the amount of \$20,360 total. This reflects the work that Angela does for these two funds worked out proportionally. In the past, General Fund bore all of the cost of Angela's salary although she spent time working for the other two funds as well. On page 39 **Cutler White Trust budget:** Investment Income planned to be received is at \$136, 717. Sandy noted that this is higher than last year for three reasons: 1) return to normal operations 2) part of the Admin Assistant/Treasurer salary will be billed to this fund and 3) projects for the building will be back on track. Other income: building fund at \$7136 represents the closing out of the old Building Fund account, Gravelots transfer of \$10,919 represents half of our snow-plowing and insurance costs. Under disbursements: the line Share of Admin Compensation represents the CW Trust portion of Angela's salary at \$14,805. Allotment at \$22,233 represents one half of the

allotment amount. Sandy pointed out under Utilities that heating oil is one of our most significant costs – budgeted at \$28,000. Under Other Premises Expense: Insurance at \$15,924. Under Maintenance: snowplowing at \$5913. Under projects: \$10,000 for roof flashing, \$1000 for exterior door work, \$8000 for eaves troughs and \$4000 for alarm pulls. **Cutler White Cemetery budget:** income at \$89,880. Under disbursements - \$5522 for admin/treasurer salary which represents 16% of Angela's workload. Under other premises expenses: \$34,000 for Truro Cemetery Corp (our biggest line item). Under projects the line for Steps at \$13, 515 is a transfer of project from 2021. Supplies for this project were unavailable due to COVID last year. Motion to adopt all budgets (General Fund, Cutler White Trust and Cutler White Cemetery) was moved by John Greer, seconded by Judy MacKenzie. CARRIED. As Chair, Sandy thanked the members of the Finance Committee and noted that it is a pleasure to work with them.

**Reviewer's Report:** Sandy drew the meeting's attention to the Reviewer's Report on pg. 48. He noted that this report is not an audit. Audits are no longer required by the Diocese. This year's Reviewer's Report was conducted by Roger McNutt and Harold Wilson. All accounts were in good order. The motion to adopt the Reviewer's Report was moved by Bob Adams and seconded by Maria Murphy. CARRIED.

**New Business:** Chair Leona called people's attention to the Nominating Committee report on pg. 28. The list for **Wardens and Parish Council** nominees was presented by Leona. She called for further nominations. None was forthcoming. The motion to accept the slate as presented was moved by Lori Ramsey and seconded by Bev DeVouge. CARRIED. The nominees for **Synod** were presented by Leona (with the addition of Bob Adams as Alternate). Motion to accept the slate was moved by John Greer and seconded by Dorothy Tay. CARRIED. The slate of nominees for **Regional Council** and the **Envelope Secretary** was presented by Leona. The motion to accept the slate was made by Bev DeVouge and seconded by Jacquie Muers. CARRIED. Leona noted that we would not be electing members to **Cemetery Committee** at this meeting. Cemetery Committee is currently in a rebuilding phase. Current members are Chair Tom Rudolph, John Greer and Bob Adams.

**Further New Business:** Lori noted John Greer's **Organ Report** on pg. 27. She summarized the issues facing us with the organ. These were discovered because there were a number of sticky keys to be dealt with during this year's tuning. A wall in the left hand side organ chamber has water damage and debris that needs to be removed to prevent further damage to the organ. Lori called on John to field questions about the repairs. An estimate for the repairs will come to Finance Committee and Parish Council once received. Possible sources of revenue: Legacy Fund or Bentley Organ. Robin Phillips asked how to proceed with the repair – should the wooden screen be removed, the radiator disconnected and the wires for the computer monitor removed at this time? Lori noted that Parish Council had been briefed about the first stage of the repairs (repairing wall, removing debris) and had made a motion to begin that stage of the repair. Robin was instructed to go ahead with preparations. No further motion is required at this time. We will await further information from Acadia Organ.



Lori introduced a discussion about our **Mission and Outreach** into the community. Our bishop has asked all parishes at their AGMs to consider the question “Where is our mission and community outreach now after two years of COVID?” Lori noted that some of our former initiatives (Christmas Index, Baby Needs Drive, Water of Life, Mitten Tree) were able to continue. Others that were more hands on (Community Dinner, Stone Soup) were not. These were replaced by monetary forms of helping during the lockdowns (donations to Food Bank, Hub House). Pastoral Ministry Committee also found other ways of helping with food insecurity over that time by moving toward our schools – helping financially with school breakfast programs and the community pantry at Truro Middle School. These were in lieu of hot meals served from this building. Now Pastoral Ministry committee is talking about this on the parish’s behalf. What has happened to our volunteer base after two years, are folks comfortable with resuming hands on ministry in the uncertainty of COVID? Do we go back to what we were doing pre-pandemic or do we look to new possibilities? What are we being called to? Conversation ensued around the homeless in our community, provision of sleeping bags, the example of the Catholic Church in HRM constructing shelters on their own land to house folks. Chair Leona called for prayerful consideration by all of us as we go forward.

Bev DeVouge commented on the importance of the new wardens introducing themselves to Sigrid, our sexton and exchanging contact information with her. This is especially important in the summer months. Elaine and Jason agreed.

**Transfer of Office:** Chair Leona made a virtual transfer of the book **Robert’s Rules of Order** to Warden Jason Reynolds. She made a virtual transfer of keys to Warden Elaine MacInnis. Leona thanked everyone for helping her in her time as warden and was given a round of applause. Lori thanked Leona for carrying us on her heart for the last two years and stretching herself so often in the position of Warden. Continuing Warden Jason thanked Leona and said that he was looking forward to working with all of us again this year. New Warden Elaine thanked Leona for the “keys to the kingdom” and said that she was honored to be serving in this new capacity and blessed to serve the parish in this way.

Bev Devouge moved adjournment at 2:35.

Rev. Lori closed the meeting with prayer.

Respectfully Submitted,

Lori Ramsey

## Rector's Report 2022

As I look back over the year 2022, I see a parish working to recover from several years of pandemic restrictions, a related down-turn in attendance and activities, and an on-going economic recession that continues to affect us all. But I also see a place with a vibrant faith, compassionate hearts, an interested and spiritually curious core of people, and above all, an attentive and graceful God leading us. With gratitude for all of this, let's take a look back at 2022 under a number of headings.

**Worship:** There have been a variety of ways we've provided worship this year, as needs changed with the pandemic and as our use of technology kept evolving. As 2022 began, we were continuing in a short lockdown which had begun in the week before Christmas. All worship was recorded from our homes as it had been in the early days of the pandemic and posted on our parish website. We returned to in-person worship with social distancing and a number of restrictions on Feb. 6. Because worship was by invitation only and allowed only small numbers, we continued to record a service from home each week as well as providing a recording of the Sunday in-person service. This continued until mid-March when the social distancing restrictions were lifted. After mid-March we continued to record our in-person worship for the parish website until the end of June. The summer saw a hiatus from recording the worship due to the difficulty of securing enough volunteers during that season. We returned to recording the worship on Labour Day weekend. On Sunday, Sept. 11 we took another step and began using Facebook to **live stream** the worship services. Services are now available live at 10:00 a.m. on Sundays and are then posted so that they can be accessed later through our website. We've had many good comments about the live stream method. Folks are slowly returning to in-person worship and our numbers are improving. A new addition to the worship in the parish has been a service of **noon-day prayer** each Tuesday at 12:15 led by Natasha Bejarano with occasional assistance from Cory Lunn.

**Seasonal Ministries:** The major seasons of Lent/Easter and Advent/Christmas continue to see special events, programs and ministries. **Lent 2022** kicked off with Ash Wednesday services (both online and in-person) and our annual "Ashes to Go" on Inglis Place as we provided ashes and prayer to folks on their way to work and school. Our Lent program "**You Are Here**" invited us to consider how God was calling us to ministry where we live. Both daily emailed devotions and a weekly online study and discussion group were provided through this program for the 40 days of Lent. Again this year we participated in **Lent Madness** online. **Holy Week** observances were completely in-person this year for the first time in two years, with Eucharist on Tuesday, Tenebrae on Wednesday, Maundy Thursday Eucharist and stripping of the altar on Thursday, an indoor way of the cross and liturgy on Good Friday, and sunrise service and Easter Eucharist on Easter Day. **Advent 2022** saw the distribution of Advent prayer bags to adults and children in the congregation, an interactive Christmas pageant and visit from St. Nicholas, and the much anticipated return to **Christmas services** in our building after a two year hiatus.

**Special Events:** Highlights of the year included: 1) St. John's hosting of the Northern Nova Scotia parishes for the online **Diocesan Electoral Synod** in February 2) the **ordinations** of

Jane Magrath, our AST student, as deacon in May in Halifax at All Saints Cathedral and in November as priest at Christ Church Lantz. As a parish we joined in celebrating and giving thanks for Jane's ministry and in wishing her Godspeed in her new parish posting. 3) Our first **parish retreat** in several years at Whispering Spirits farm in Hodson; home of Carol MacNutt and Karen Ewing. The retreat took place on Oct. 20 and saw an enthusiastic group exploring the theme: Christ, Community, Creation and enjoying the natural beauty of the North Shore and the hospitality of Karen and Carol. 4) Again participating in Truro's annual **PRIDE Parade** as a noisy group of parishioners and friends joined in support and celebration of our LGBTQ+ brothers and sisters. 5) The return of our annual **Blessing of the Animals** in October on the church lawn with the first ever attendance by a duck! 6) Hosting once again the chapel choir of the University of King's College for **Sing Choirs of Angels: A King's Christmas** in December.

**Outreach in the Community:** There is a complete summary of our on-going Outreach work in the Pastoral Ministry Committee's report but I will highlight a few things that have restarted. 2022 saw efforts to bring back the **Community Dinner** meals to our community. Meetings were held at St. John's invitation in May and November to gauge interest among the churches and to organize the roster. St. John's continues to host the meals in our hall, which have been provided on a take-out basis since returning this fall. I have restarted reaching out with worship to some of the **local nursing homes** – regular Communion is happening at the Mira, Wynn Park and Vimy Court to date. A new regular worship service has been established at H.A. Johnson Manor (next door to the church) and an occasional service pattern begun at Parkland.

**Parish Groups:** I'm happy to say that some parish groups have begun regular in-person activities again. These include our ever-faithful **choir**, the **meditation group** and **lectionary Bible study**. The parish **book club** has begun meeting again with a hybrid in-person and online format. It remains to be seen whether other groups that met pre-pandemic will resume and whether new groups will materialize because of new needs and opportunities. Our up-coming **parish survey** in early 2023 may point us in some fresh directions.

**Staffing:** 2022 saw the retirement of **Maria Murphy** as our Cemetery Manager after 40 years of service. In May, we celebrated Maria's devotion to the work and her many achievements in bringing Terrace Hill to where it is today. The new Cemetery Manager, **Bob Cullen**, began his work in April. The rest of our staff continues to serve us ably and well. We are very blessed by the contributions of Angela Burton in the parish office, of Sigrid Newman as our sexton, of Diane MacLeod and John Greer in music leadership and of Melinda Tattrie as our Sunday School Coordinator.

**Discerners:** As a parish we continue to walk the discernment path with Natasha Bejarano and Cory Lunn, who are discerning a call to ordination. This year we participated in the Diocesan parish discernment program with them under the direction of our Diocesan Discernment Coordinator the Rev. Frances Drolet-Smith. A well-attended discernment workshop was held in the parish on Mar. 26 and others were scheduled for later in the year. Changes at the Diocesan level led to the cancellation of in-person workshops and a switch to online conversations. Two online meetings were held in the fall to complete the parish

discernment requirements. The Diocesan Discernment Coordinator resigned her post at the end of December 2022. We await the appointment of a new Coordinator to provide the next steps for Cory and Natasha. In the meantime, I ask you to continue to hold them up in prayer as we continue to benefit from their ministry in our midst.

**Beyond the Parish:** As your rector, I am also involved in the work and witness of the wider church. I continue to serve as the Chaplain to the **Diocesan Board of the Anglican Church Women**. I've completed my second year serving as one of two Anglican representatives on the **Senate of the Atlantic School of Theology**. I conducted the pre-ordination **Quiet Day** for the priestly candidates of the Diocese in November at the Bishop's invitation. And, in an attempt to attend to my **continuing education** I attended a workshop on Trauma-Informed Listening in June and a program on Adaptive Leadership in November.

2022 will be remembered as a year with some powerful events. The death of **her Majesty Queen Elizabeth II** in September touched many of us and our prayers and the sound of our bells rose up to God in thanksgiving for her life, witness and service. Later in the month **Fiona** impacted a number of our parish homes in negative ways and caused damage to trees at both the church and Terrace Hill. We learned some things about getting along without our creature comforts for a while and about reaching out to take care of each other. Vandals created a mess of damage and expense in **Terrace Hill Cemetery** in June. Our Cemetery Committee and Cemetery Manager rose to the challenge of dealing with the fallout of that unfortunate event. And your Parish Council has been dealing with the on-going difficulties of those who were **camping on our property** throughout the summer and fall. We still are seeking the best ways to use our resources to help those who are so impacted by the lack of affordable housing in our community.

Much remains to be done amongst us in this place where we find ourselves. But much is also being accomplished in hearts and lives. And many blessings accompany us. We remember that God is good and that we are God's people, called to show that goodness to the world. I'll close this reflection on 2022 with the words of Julian of Norwich: "**In falling and in rising, we are ever preciousely kept in one love.**"

May that love continue to surround and keep each of you and all of us together.

Rev. Lori



## **PARISH PASSAGES 2022**

### ***UNITED IN CHRIST***

Rachel Kathleen Savary & Michael Arthur Johnston

Erica Michelle Keddy & Dakota Austin Lockhart

### ***BAPTIZED INTO CHRIST***

Gwenlyn Patricia Juanita Cooper

Brennyn Isabella Bejarano

Henry Michael Bullington

Mina Jean Elizabeth Fisher

Maeve Harrietta Fisher

### ***ENTERED INTO ETERNAL REST***

Jacqueline Ruby Henderson

S. Wayne Jenkins

Marlene Lillian Gratto

Floyd Edward Jollimore

Eleanor Mary "Ellen" MacRae

Henry Lloyd Coffin

Albert Keith Peppard

Barbara Faye Peppard

Dixie Isabel Duggan

Jacqueline Augusta Diamond

Mary Jane Jeffery

Margaret Elsie Joan (Camp) House

Ann Fulton Gourley

Harry Judson Wilson

Catherine "Kay" Lane

John Howard Blaauwendraat

Shirley Allen

Clary Brennan Groves

Tracey Lynn McNutt

Yvonne Fay Glover

Shirley Olive Lutz

Elsie Mary Conrod

Margaret MacLeod Dodds

James Vincent "Jim" Armstrong

John David Coldwell

Donna Pickrem

The year 2022 was overall challenging but rewarding and seemed to fly by for me. I accepted a new leadership position at work, which presented new challenges and responsibilities. This along with family life, working at a secondary job, serving on the Property Committee, and of course serving as one of your Parish Wardens made it a full year.

The year opened with some of the standing committees and Parish Council meeting via distance (e.g. Zoom) due to high COVID infection rates in our community. After the first couple of months into the year, most groups started meeting in person again. The Parish Executive in 2022 consisted of Rev. Lori and the two wardens, myself and Elaine MacInnis. The Parish Council meets on the third Tuesday evening of the month (most months) and does not meet during the months of July, August, and December. The Parish Council meets after monthly Parish standing committees have met so that their reports can be presented to Parish Council and the Parish Executive to make informed decisions on behalf of the Parish to keep it operational.

The following paragraphs outline some of the decisions made by Parish Council and other activities at our Parish in 2022.

In January, the resignation letter of the previous Cemetery Manager, Maria Murphy was received after many years of her dedicated service. An organ inspection report alerted us that in the small room behind the organ, a large amount of damaged plaster was falling into the organ pipes. The inspector believed that this damaged plaster was from a leaky roof, which was repaired previously. Someone had set up plastic sheeting to keep the plaster out of the pipes as a stopgap measure, likely decades ago. Inspection of the plastic sheeting determined that failure of the plastic was likely imminent. The Property Committee believed that the underlying cause of the plaster damage was fixed with the roof repair and voted to remove the damaged plaster and replace it with drywall but had concerns about management of the debris in a small space. Property requested the blessing from Parish Council to solicit quotes to have a professional complete this project, which was passed.

February saw the beginning of the process to hire a new Cemetery Manager. A subcommittee met and determined to place a brief job posting with minimal criteria for the position on some online job search sites (e.g. Indeed.com) and wait for a response. The plan was to have the position filled by May. A location for the Memorial Plaque in the Parish was still to be determined. There were concerns about how to hang such a heavy object on an old plaster wall in the Church.

March brought the first discernment workshop, in the upper hall on Saturday March 26<sup>th</sup>. The plan was originally for three workshops. In the Cemetery Manager selection process, a hiring committee was formed, which included Elaine MacInnis (warden), Jason Reynolds (warden), and Bob Adams (Cemetery Committee representative). A screening grid was prepared by Elaine to screen applicants who met the criteria for the position. The organ repair project started, with Acadia Pipe Organs handling the repair of the organ and a general contractor handling the plaster removal and wall repair.

In April, the Cemetery Manager position applicants were screened and interviewed. Ten people applied, seven of which did not meet the minimum criteria in the job posting or did not live locally. Three people were invited for interviews, one candidate pulled out of the competition the day before interviews, leaving two to be interviewed. Following this process, Bob Cullen was selected for the Cemetery Manager position, with an official start date of Tuesday April 19<sup>th</sup>, 2022. Parish Council decided to invest

in a device such as a smart phone without a SIM card or a tablet to broadcast worship services over Facebook Live and a subcommittee was formed to investigate options.

In May, the Finance Committee noted the decrease in market value of Parish accounts. It was noted that Parish Council would be kept apprised should the principals of these funds become affected by the market downturn. The Memorial Plaque was mounted on a wall inside the Church.

June saw the first meeting of the Heating Committee to investigate possible options to heat the Church and Hall in a more cost effective and environmentally friendly way. Updated / new documents for Terrace Hill, including the Declaration of Trust and Agreement for the Conveyance of Burial Lot(s), the Declaration of Trust and Agreements for the Conveyance of Columbarium Niches and a new document, the Cemetery Committee Terms of Reference were reviewed by Parish Council. It was decided that these documents would be provisionally accepted for over the summer months and would be revisited in October.

There were no Parish Council meetings during July and August, however, work continued. The roof flashing project on Kaulbach Hall was completed over the summer and under budget. There was significant damage done to Terrace Hill from vandalism and the new Cemetery Manager worked diligently to have restoration and repair work completed.

September found the Fuel Committee in the investigation phase of their work. The approach for Discernment was changed to two online Zoom small group discussions. Repairs to vandalism at Terrace Hill were completed by September. Later in the month, Hurricane Fiona caused major damage to trees at Terrace Hill and it was closed due to safety concerns.

In October, Synod was pushed to May 2023 due to the lingering effects of Hurricane Fiona. The Heating Committee investigated possible engineering consultants to assess the best way forward for heating our buildings. Further planning for how COVID should be managed moving forward and the planning of possible Christmas Eve services began.

In November, the Heating Committee decided to consult a mechanical engineering firm. They were advised that the best way forward would be a multiple-system approach for heating. The Cemetery documents (minus the Columbarium document, which would be examined and approved in January) that were first presented to Parish Council in June were ratified after some changes to the original documents. The snow removal contract to Winter 2022 – 2023 was awarded to AK Property Management with a new stipulation that a non-salt ice melt was to be used at building entrances to reduce swelling of the door sills, which was a problem previously. The post Fiona safety hazards at Terrace Hill were removed and the cemetery was reopened, with a close time planned for noon on December 24<sup>th</sup>, or after the first major snowfall, whichever came first. Jane was ordained on Saturday November 19<sup>th</sup>.

Parish Council did not meet in December. The Organ Project was finally completed and the Parish had its first Christmas Eve services in two years, due to the COVID pandemic.

Blessings and good health to you all.

Respectfully submitted, Jason Reynolds, warden.

## **2022 Report - St. John's Property Committee**

The members of the Property Committee [PC] for 2022 are; as follows: Stephen Hamlin, Mike Hansen, Gary McGuire, Robin Phillips, Jason Reynolds, and Harold Wilson.

Mike Hansen withdrew from the Committee membership in November after many years of service. Mike was a faithful member whose contribution to meetings and projects was very extensive and dependable.

Gary McGuire resigned from the Committee in October. His service and his wit will be missed.

During the year, the PC met nine (9) times (once in the months of Jan., March -June and Sept.-Nov. inclusive). Jason Reynolds served as secretary and Robin Phillips served as chairperson.

This report will summarize the various projects addressed under the headings; as follows: Church Interior; Church Exterior; Kaulbach Hall; Church Grounds; and, Security & Alarm Systems.

### **A. Church Interior:**

1. Elevator: There was no annual inspection of the elevator, by *Kone Inc.*, in 2022.

2. Swell Organ Chamber (Left) Remediation: *Acadia Pipe Organs Ltd.* [APO] inspected the status of the mechanisms of the pipe organ in late 2021. The Report from Colin Walsh [APO] focused on conditions within the Swell Organ Chamber; referring to issues with the housed pipes, deteriorated plaster walls and, the plaster dust and black-sooty matter, accumulated upon a plastic drape which, in turn, are braced by tenuous wood supports. PC's role was to arrange for the removal and clearing of the debris, plastic, and braces from the chamber.

In March, 2022, Terry Wilkins (carpenter) removed the hardwood façade clearing the way for APO to remove and store the organ pipes from this area. Various wires and radiator pipes, that passed through the façade, were rerouted. Near the end of July, Wilkins began the remediation repairs by removing the plastic and its "debris" content. Then, he repaired, and painted the renewed plaster wall. Gaps in the ceiling woodwork were filled with expansion foam to curb further debris descending upon the organ pipes once reinstalled. In early December, after APO reinstalled the organ pipes, Wilkins rerouted the radiator pipes [subfloor] and replaced the hardwood façade.

3. Memorial Plaque: Parish Council asked PC to frame and mount the plaque (made by *Lunenburg Foundry*) to the right of the entrance to the Church from Founder's Link. PC procured a sufficient length of cherry hardwood from which Terry Wilkins made a mounting frame for the plaque. He mounted the plaque May 12, 2022. The "Clifton Church Displayed" was moved to the right of the Prince Street (Ramp) Church Entrance.

4. Fire Alarm Pull Stations: *S. Sorenens Electric Ltd.* [SE] were hired to install two (2) fire alarm pull stations; as follows: one to be installed at the Prince Street (Ramp) Entrance; and, one in the foyer of the Church Street Entrance. The installation was completed over a six (6) week period, ending the last week of June. The alarm pulls were inspected for SE by *Chubb Fire & Safety* (CFS) and approved. The cost of the addition to the alarm system was \$ 4,367. (tax in).



## **B. Church Exterior:**

1. Church St. Entrance: Each Spring, there continues to be an excessive residue of salt in corners of steps near railings, and sand from eroded stone at the entrance. Wood step surfaces were prepared and painted with gray stain (2-coat minimum). This work was done by H. Wilson and R. Phillips. Sigrid Newman painted the red warning stripes on the edges of the steps.

2. Vandalism-Founder's Link: A Founder's Link window pane (1-2'x2', on right, one of a pair), facing East on the lower level, was smashed by a vandal in December '21. The glass was measured and ordered by B & D Glass in mid-January and installed by the end of the month. The cost of the replacement was \$ 494.50 (tax in).

3. Vestry Entrance Steps & Deck: The lattice work in place on the sides below the deck floor had been "kicked-in" (vandalized) over the summer. PC asked Terry Wilkins to cover the lattice with ½-inch exterior grade plywood. That was done. In the fall, the entire wood surface was covered with two (2) coats of gray stain by H. Wilson and R. Phillips.

4. Entrance Doors – Founders Link: [This also refers to the main entrance door of Kaulbach Hall]. Each year, the exteriors of these doors should be spar-varnished to preserve their integrity and appearance. This was not accomplished in 2022.

## **C. Kaulbach Hall:**

1. Roof Flashing: Roof flashing is in place between the roof and stonework at the west end of the Hall. [There is no roof flashing at the East end.] Deterioration of the metal flashing was noted by workers who were pointing stonework (June '21) in response to a PC concern of water coming down the west kitchen interior wall. The same workers, employees of Northumberland Masonry, installed new flashing on the north side on June 9-10, 2022. As well, a closer inspection of the south side flashing, at that time revealed significant deterioration. So, that flashing was replaced on June 15-16, 2022. Some additional pointing of the adjacent stonework, also, was completed. The total cost of these repairs was \$ 7,238.

2. Front Entrance Door: Late in May, and again in July, the Hall front (main) entrance door would not close without assistance, stopping on contact with the sill, or threshold, of its frame. In the past, a solution was to merely tighten the mounting hinge screws which at this time provided little help to resolve to issue. Thus, Terry Wilkins was asked for assistance. In May, he spent time working with the hinges and observed that the sill was not level, but bowed slightly at the centre. The worst scenario would be a need to replace the sill.

The problem recurred near the end of July. Wilkins removed debris (shingle shims & salt pebbles, etc.) from under the sill and flushed the area with water. Once the area had dried, he inserted supports for the sill. Then, he filled the 3/8" opening under the sill was with mortar. He commented that there was too much salt used near this door and, also, near the Vestry exit door. In November, a weather-stripping sweep was attached to the base of this door by H. Wilson & R. Phillips.

3. "Family Restroom" Sink Water Flow: Angela Burton expressed concern that, occasionally, faucets have been left open (i.e., running), at most, for as long as a weekend. Her concern is any increase in the water bill. It was suggested that automatic shut-off faucets be considered

for both Hall washrooms. As a result, new infrared automatic faucets [Delta] were purchased, in June, from Eddy Group Ltd. at a cost of \$ 1,150. The faucets were installed in July by Brylee Plumbing.

**D. Church Grounds:**

1. Pigeon Nuisance at Founder's Link Entrances: Reported to PC by Rev. Lori & Sigrid in April. Problem with pigeon droppings on the walkway and light under the small roof over the entrances. The PC talked about many different options available, few with documented success. Gary McGuire obtained some plywood carpet holding strips. These strips are embedded with 3/8" nails, pointed upward. The strips were added, by Gary & Robin, to perching sites, early in May, to cover all the likely roosting areas. The pigeons adapted to this measure and spent more time on adjacent eaves troughs and window ledges, with the obvious inconvenient result.

2. Landscape Care: Maintenance of the Church grounds continues to be funded by the Cemetery Committee through a service contract with Justaart Landscaping.

Lawn Mowing continues to be done by Sigrid Newman and, in her absence, by volunteers.

**E. Security & Alarm Systems**

1. Fire Alarm & Emergency Light System: The annual inspection of this system was last done on Oct. 19/21, by Chubb Fire & Security [CFS], with a follow up inspection of one (1) smoke detector device on Nov.19, 2021. At that time, there were no deficiencies in the system. CFS did not inspect the system during 2022.

2. Sprinkler System: The annual inspection was done on Nov. 16, 2022, by Terry Sprinkler Ltd. (TSL). The Report notes that the system will be due for internal pipe inspection next year. The deficiencies listed in the report are: as follows: (a) The fire alarm panel is due for inspection; and, (b) sprinkler (heads) over 50 years of age are due for testing or replacement. The latter were tested in 2017, and passed. It has been reported [PC Minutes, Jan. 9/18] that the sprinklers do not need to be retested until 2027, (a grace period of 10 years).

The condensate now is drained, monthly, from the compressor air reservoir tank. A small heater is used, during the winter months, to heat the air around the sprinkler equipment.

In closing, it needs to be mentioned that membership of the Committee has dwindled to four. Without new members, the PC structure will disappear and duties will revert to Parish Council. So, anyone who has an interest in maintaining and improving our Church Property, I invite you come to our meetings held monthly [each second Tuesday evening, at 7:00 p.m.] except for the months of July, August, and December.

Respectfully submitted,  
Robin Phillips, Chairperson

### Chancel Guild Annual Report 2022

Chancel Guild had a slow start to 2022 since we were in lock down at Bishop Sandra's request just before Christmas of 2021 and remained so until our first Sunday back on February 6. As before this last lock down and continuing to the end of 2022, we have been blessed to be able to continue to provide Eucharist with the wine continuing to be dispensed via a dropper with a small amount of wine being placed on the host (wafer). It seems to work well.

Because of our delayed return to our work, the Baby Needs Drive, coordinated by Prue Hansen and Maria Murphy, was a little late getting off the ground. It ran from February 6 to March 7. Due to your generosity, Chancel Guild was able to donate 79 pounds of baby food, clothes and other baby needs to the Colchester Food Bank. On behalf of Chancel Guild members, I would like to thank everyone in the parish who donated to this worthy cause and a big thanks to Maria and Prue for their continued leadership in coordinating this fundraiser for the food bank the last number of years.

Chancel Guild members were available on Maundy Thursday of Holy week for the stripping of the altar in preparation for Good Friday service. Many hands make light work. It was decided to hang our beautiful high altar hangings for the Easter season and Pentecost Sunday. The all-season coronation hangings were hung for the summer up to Advent when the purple hangings were hung and then our white ones were brought out again to celebrate Christmas. This is a practice I hope to continue with the help of my family and any volunteers who would like to learn.

Our regular monthly teams are on deck between October and June. During July, August and September, each team takes a week in a rotation. December is looked after by volunteers and is decided at the Chancel Annual Meeting in November each year.

The 2022 Annual Meeting was held at 10:00 a.m. on Saturday, November 19 with 6 of our 21 members present and Rev. Lori taking our minutes as ex officio secretary and leading our opening devotional. As we did not have a quorum, the work of the meeting could not go ahead but it was still a good conversation. Those who currently hold offices, namely, Leona Hunt as president, Sylvia Jeffery as treasurer and Marjory Murray as Mistress of Linens all said they would remain in these positions as an election was not able to be held. There is currently no secretary so many thanks to Rev. Lori for offering to do that the last 3 years. I mentioned at this meeting that it is becoming difficult to get a quorum, especially since COVID and a survey of the membership is planned to determine if there is a better day of the week, a better time of day, a better time of the year to hold our annual meeting and any other suggestions to help improve attendance.

As for the volunteers for December, I received an offer from one member who sent regrets for the meeting. Those who attended were very helpful and still more offers came once December arrived so no one person had to carry the load. We even had a full complement of services this Christmas with 2 services on Christmas Eve and 1 on Christmas morning. It was heartwarming

to see the church full of people worshipping together again after 2 years of wading through the COVID pandemic. Glory be to God!

Chancel Guild teams look after contacting those who donate altar flowers each week. Some donors opt to make a donation to the church in lieu of placing flowers behind the high altar. We currently have some Sundays with no donors so Chancel Guild would gladly accept new donors or any current donors who would like to look after more than one Sunday.

Our currently vacant Sundays are as follows: January- the first Sunday  
May- the third Sunday  
July- the fourth Sunday  
September- the fourth Sunday  
October- the second Sunday  
Fifth Sundays in all months (4 in 2022)

Many thanks and blessings to all of our parish family who have contributed to this special ministry in the past and to those who continue to contribute today. Anyone interested in helping to make our church look beautiful each Sunday can contact myself or Angela in the office and we will forward your contact information to Laurel MacIntosh who is the keeper of the flower donation registry.

I should mention where flowers go after the service, for those considering this ministry. We have many in our parish family who cannot come to church any longer so the donor or Rev. Lori often knows of someone who may appreciate a bouquet.

This past year, Chancel Guild welcomed Jacquie Muers to Team June and Placide Chiasson retired from Chancel Guild and Team January. Many thanks, Placide, for all you have done!

As Chancel Guild president, I would like to thank all of the members of the St. John's Chancel Guild family who, with love in their hearts, set the Lord's table, clean up after and keep the chancel shiny and clean. Blessings to you all!

Respectfully submitted, Leona Hunt, Chancel Guild President  
Phone: 902-957-0104      Email: [lhunt69@gmail.com](mailto:lhunt69@gmail.com)



CHANCEL GUILD FINANCIAL REPORT  
JANUARY 1<sup>st</sup> 2022 TO DECEMBER 31<sup>st</sup> 2022

RECEIPTS

DONATION IN LIEU OF FLOWERS	80.00
DONATIONS TO GUILD	228.50
WEDDING FEE	50.00
CASH ON HAND DECEMBER 2021	193.35
BANK BALANCE DECEMBER 2021	315.02
TOTAL.....	866.87

DISBURSEMENTS

ALTAR FLOWERS ON BEHALF OF DONOR	27.60
VESTRY CALENDAR	6.00
BANK FEES	8.60
CASH ON HAND DECEMBER 2022	258.25
BANK BALANCE DECEMBER 2022	566.42
TOTAL.....	866.87

RESPECTFULLY SUBMITTED

SYLVIA JEFFERY  
TREASURER

## **SPIRITUAL DEVELOPMENT 2022**

Spiritual Development for 2022 consisted of Rev. Lori, Judy MacKenzie, Judy Wesley, Mary Feltmate, Natasha Bejarano, Karen Ewing, Diane MacLeod, Warden Elaine MacInnis, and Melinda Tattrie as chair. We were pleased to be able to meet in person safely each month this year. We planned the Lenten Program and an Advent prayer bag we distributed for Advent 1. We also held our first retreat since Covid! It was Oct 22<sup>nd</sup> at Whispering Spirits farm in Hodson. (Home of Karen Ewing and Carol McNutt) It was a beautiful day and the event was well attended.

Spiritual Development continued to support our choir and Sunday school this year, as well as our discerners Cory and Natasha. We also met for a supper in December to enjoy social time together outside of our work.

At the end of 2022 Judy Wesley resigned from committee, leaving us with 8 members. We look forward to 2023 and what it will bring to our group.

Respectfully submitted by Melinda Tattrie.

## **SUNDAY SCHOOL 2022**

Your Sunday school committee, consisting of Rev Lori, Judy MacKenzie, Shelley Keddy, and Melinda Tattrie saw a bit of a challenging year.

Sunday school began the year still sending videos online due to the Covid restrictions. During Lent, Melinda delivered "Good Deed beads" to the children. When restrictions lifted at the end of March we were able to resume Sunday school in person, starting April 10th. We continued to the end of May, and then in the first of June we took the children to Dairy Queen for our year end treat.

Due to the small staff, we were unable to hold Sunday school each week in the Fall. We put out a plea for volunteers, and held one Sunday school class or event each month for the Fall. We were heartened at the response we received for volunteers, and look forward to having a more regular Sunday school for 2023.

Respectfully submitted by Melinda Tattrie, Superintendent.

## **PASTORAL MINISTRY COMMITTEE ANNUAL REPORT 2022**

The Pastoral Ministry committee is a standing committee of St. John's Parish Council with the rector as a regular member of the committee. The committee meets on the first Thursday of the month with a revolving chair. The committee welcomes new members should anyone feel inclined.

### **Community Dinner:**

Meetings were held in May and November with local churches to explore restarting the program. The first dinner was held in October. Take out format for this year with clients entering and leaving through the link door.

### **Schools:**

Cheques were sent to help the breakfast programs at several local schools throughout the year. The amount totalled \$1600.00

### **Mittens:**

Mittens were delivered several times this year to local schools. Thank you to our volunteer knitters.

### **Christmas Index:**

A report is included separately.

### **Water of Life:**

The total raised in the money jar over the month-long campaign this year was \$399.05. There were other donations made in other ways and some online with the final total being \$6684.79. Thanks go to Placide Chiasson for his leadership in helping to raise this amount. Some of the money raised went to Ukraine to provide clean drinking water for Ukrainian refugees fleeing the country.

### **Mission to Seafarers:**

10 boxes, some loose items and \$375 in phone cards and donations were delivered to the Mission. Thanks go to St. John's congregation for their generosity.

### **Rawlinson Fund:**

Awards totaling \$3663 were issued. We helped students at NSCC, Futureworx, and a local student learning online at Cape Breton Business College.

### **Food Cards:**

The Food Card program was briefly reactivated in September, but discontinued in November due to lack of engagement by the community. The rector now handles these requests. Tim Horton's cards donated by parishioners at Christmas 2021 were taken to Hub House in January of 2022.

Respectfully Submitted,

Jacquie Muers

**Kim Benedict & Val McMaster**

January 22, 2023

### **Christmas Index 2022 report**

This year, the Christmas Index initiative was led by co-coordinators Kim Benedict and Val McMaster. A total of 30.5 baskets were provided and delivered, with breakdown as follows: 1 family of four, 2 couples, 25 singles, plus 2 full baskets + 1 partial basket delivered to Hospice. Non perishable food items were collected by donations from the parish from October - December, vegetables were purchased from Avery's on December 18, once again with a discount provided by Avery's (20%), baskets were packed on December 19 and delivered on December 20. Thank you cards were provided to the acting manager and owners at Avery's. Two boxes and two bags of additional food were delivered to the food bank after the deliveries were completed.

Particular thanks to Val McMaster for undertaking **all** of the calls to recipients, to the pastoral committee for providing/picking up gift cards and collecting, counting and organizing the food donations, to Joan McDonald for filling & writing the Christmas cards, to Jon Muer, Cory Lunn, Val McMaster, and Kim Benedict for packing the baskets, and to Ina Major, Maddie, Tanner & Max Greatorex, Bob Adams, Maria & Paul Murphy, Sandy Rudolph & nephew Justin, Gordon & Donna West, and Liam, Kim & Doug Benedict for their service delivering baskets.

Lessons learned this year:

- Closer attention is needed in initial interactions with the Christmas Index coordinator - our request for recipients was for 26 households, we were given 28,



and although we requested that all baskets be in town, there was a basket needing delivery to Masstown and one to Valley.

- NSLC is probably not going to be a good source of boxes in the future, it was increasingly challenging to get permission to take boxes for the Christmas baskets.
- Members of the community were happy to share meal kit boxes for this purpose and these boxes were actually a better size for food delivery - asking for these on social media may be an increasingly attractive alternative.
- With the declining population of the parish, collecting enough food for thirty boxes required a special plea during church in late November/early December - it may be wise to revisit this objective for 2023 and request fewer households going forward. It is unfair to the parish to expect heroic efforts for Christmas Index, as this initiative is one of many undertaken by St. John's during the Christmas season.
- In the future, a copy of the master list of recipients for St. John's will be provided to both Lori and Angela on delivery day, so that in the event of a mixup, it will be possible to immediately identify whether there has been a delivery delay or whether the caller has been misdirected to St. John's by the food bank. One such person was incorrectly directed to call the parish in the week following Christmas Index deliveries, but the situation was eventually remedied.

## **Bill Rawlinson Memorial Outreach Fund Sub-Committee – Annual Report 2022**

The Bill Rawlinson Memorial Outreach Fund (BRMOF) exists to provide grants to adults returning to school for retraining or upgrading in an attempt to better provide for themselves and their families. Grants may be used for tuition, professional licenses, equipment or other requirements for course work and practicums. The BRMOF Sub-Committee is a sub-committee of the Pastoral Ministry Committee of Parish Council. It oversees the Fund and makes awards to applicants throughout the year. In 2022, the active members of the sub-committee were: Sylvia Jeffery, Hazel Sherren, Warren Tay and the Rev. Lori Ramsey.

2020 and 2021 were slow years for the fund as there were fewer people applying to up-grading programs over the time of the pandemic. 2022 has seen a renewed interest in the Fund on the part of applicants. Three awards were made this year: 1) a grant of \$2071 for the purchase of tools and work gear for a student in the welding course at NSCC Akerley Campus, Dartmouth, 2) a grant of \$592 for tuition for a student in the Child and Youth Services course at NSCC, Truro and 3) a grant of \$1000 for tuition for a student taking the dental assistant course at Cape Breton Business College. The awards this year totalled **\$3663**.

At year-end 2022, the BRMOF principle stood at \$67,764 with an additional unrestricted interest portion of \$26,189 for a total of \$93, 952. It is the interest portion from which we can make awards. Because of this healthy balance, the 2023 parish budget does not show a matching grant for the Rawlinson Fund from the parish. This can be revisited in the future when and if the interest of the Fund is less able to meet needs.

We thank Angela Burton, our office administrator and treasurer, for her help and oversight of the finances of the Fund. A financial report for the BRMOF appears in the consolidated statements of the parish.

As always, we thank the members of our congregation for their help in supporting the Fund by their donations through the PAR program and over the offering plate. We invite you to consider remembering the BRMOF in your will, so that the financial base of the Fund can continue to grow and provide solid income for future awards. Parishioners can also help by referring those who may qualify for help from the Fund. Application forms and brochures about the BRMOF are available at the back of the church on the BRMOF shelf or on our parish website.

Many thanks for your support of this valuable outreach ministry.

Respectfully submitted,

Rev. Lori Ramsey (for the BRMOF Sub-Committee)

**Evening Branch ACW financial report  
Dec 31 2021 to December 31 2022**

January 2022 Opening balance (in church account) \$337.43

Sale of 2022 calendars \$317.00

Sale of 2023 calendars \$194.00

Total revenue \$511.00

Expenses:

Cost of 2022 calendars \$198.09

Cost of 2023 calendars \$115.00

Donation for Burse & Veil \$150.00

Donation to Anglican foundation \$50.00

Donation Provincial ACW project \$25.00

Stamps \$10.38

Total expenses \$548.47

Balance kept in church account \$187.43

Petty cash \$112.53

Balance \$299.96

Submitted by Mary Hubley  
Acting Treasurer

Evening Branch ACW Social Action Report 2022

Closing Balance December 31, 2022 \$118.93

Respectfully Submitted,  
Marg Pickrem – Social Action Chair

## **ANNUAL PRAYER CHAIN REPORT FOR 2022**

"Our prayers may be awkward. Our prayers may be feeble. But since the power of prayer is in the one who hears it and not in the one who says it, our prayers do make a difference." – Max Lucado

Members of our prayer chain team at St. John's devote prayer time at home for those who have requested prayerful support. A record is kept and changes noted as updates become available and reported. All of this is done with confidentiality. We hope that our prayers serve as a source of hope, comfort and caring support to those who are being prayed for and their loved ones. We meet twice yearly; in the spring and fall. We are in communication the rest of the year as prayer requests and updates come in.

Even during COVID, which has made meeting as a group in person difficult, the Prayer Chain has continued to function and carry on the ministry of intercessory prayer. This past fall we were finally able to meet in person and it certainly felt good to be back together again, holding up those who we carry every day in our prayers and just being together.

We are so thankful for the prayer warriors in our midst and for their presence and support. The members of our prayer chain are: Reverend Lori, Reverend Dorothy, Reverend Gary and Diane, Reverend Bev, Carla and Placide Chiasson, Carolyn Lane, Catherine Pearson, Judy MacKenzie, Marjorie Murray, Muriel Grasse, Ruthie Phillips, Melinda Tattrie, Natasha Bejarano, and Bill Canning. A long standing member of our prayer chain, Dorothy Campbell, has passed away. Her belief in prayer and the power of the Holy Spirit were exemplary. Dorothy will be missed.

We are always hoping that more folks will join this quiet but very valuable ministry. Please consider being part of this unique and important team. Thank you!

Respectfully submitted,

Judy MacKenzie



## Bells 2022

The bells are played before and after the 10:00 service each Sunday and at weddings, funerals and special events upon request. They are also played during the week before Christmas and at all Christmas Eve services. Thank you to the Phillips family for ringing the bells on Christmas morning.

The year 2022 was another very busy year for the bells and it was my pleasure to ring our bells for many special requests as well as on Sunday mornings.

During the Covid the bells did ring and there were also requests from local families to have the bells ring as support for serious illness in their families. The bells did toll 96 times, upon request, during her illness and after the death of Queen Elizabeth.

Thank you to Ray Boudreau for looking after any maintenance issues in the bell tower, to Paul Murphy for making sure there is heat in the carillon area of the bell tower each week and to Rev. Lori for encouraging the bells to ring during various occasions and celebrations.

Respectfully submitted,

Cathy Boudreau

## CHOIR REPORT for 2022 - ST. JOHN'S TRURO

Our St. John's Choir had a "quiet" year by-and-large. We were shut down, due to covid three days before Christmas of 2021, and weren't really back in full swing until around Pentecost, in the Spring of 2022. We did have a couple of special presentations by our mini-choir during the year.

Choir members really missed being able to make their regular contribution to our Sunday morning worship services. Choir practice did resume, but it is definately not easy to sing while wearing masks. We all enjoy each other's company and fellowship at wednesday night practices and Sunday Services. It is commendable that choir membership and dedication has remained strong during all this covid time, since March, 2020.

We appreciate the time and expertise of our choir director, Diane MacLeod. Unkown to most of the congregation, Diane spends a lot of time composing arrangements of choir songs/anthems etc. that particularly suit the needs of our choir. This takes a special talent to do, and a lot of extra time. So, thank you Diane.

We have one new choir member, John Yuill. John has been willing to put up with all the "new stuff and abuse" we throw at him.

We are always looking to accept new choir members, if you have a love for singing and music in general. You can speak to Diane or myself about this.

I wish to thank each choir member for his/her faithfulness and dedication to our worship life, here at St. John's.

Respectfully submitted,  
John Greer, co-choir Director



# Choir Financial Statement

## - 2022 -

Bank Balance (Jan. 1, 2022) \$ 206.62

Receipts:

Donations - Choir Members	\$ 72.25	
Bank Charge Reimbursed	34.50	
Bank Interest.....	1.65	
		<u>108.40</u>
		\$ 315.02

Expenditures:

Memorial - Altar Flowers	\$ 30.00	
Gifts for Choir Directors (Christmas)	80.00	
Choir Social .....	20.00	
Bank Activity Fees.....	3.02	
		<u>133.02</u>

Bank Balance (Dec. 31, 2022)... Total: \$ 182.00

Bank Statement Reconciliation:

Bank Balance (Dec. 31, 2022)	\$ 222.00	
- less O/S cheque #.8486.....		<u>- 40.00</u>
Net Bank Balance.....		\$ <u>182.00</u>

Respectfully submitted,  
Robin Phillips, Treasurer



## UPDATE ON THE ORGAN SITUATION AT ST. JOHN'S

As most members of St. John's know, 2022 was a year in which we had several issues and repair situations going on with our pipe organ. This process started in November 2021, when we engaged Acadia Pipe Organs Ltd. to tune the organ. They discovered a big problem in the "Swell Chamber" which involved the crumbling of the surrounding plasterwork above the swell pipes. To make a long story short, we were in danger of having the plaster collapse, causing heavy damage to the hundreds of pipes that are located there. So all the pipes had to be removed and stored, and plaster repairs carried out. Fortunately the organ was still somewhat playable because the "Great" manual still worked.

Repair procedures to the plaster and organ were conducted during the course of the year. They were due to be finalized in late October/early November, but a few days previous to that, the venting system that connects the wind chest to the actual pipe installation collapsed. This was mostly due to the age of the wind system, which is approximately 85 or so years old. So, the organ technicians had to custom build a replacement part, and did do a commendable job. However, this put the final repairs behind schedule again. Everything was wrapped up and the organ given a proper tuning a few days before the concert given by the Choir from King's College, Halifax. The organ now sounds really superb. It well suits our needs for the repertoire we need for worship and size of our building. Personally, I was surprised and delighted to find that the organ was resurrected to sound the way it does and should. It sounded pretty sub-standard indeed for a long time.

All in all, we were fortunate to able to secure the services of Colin Walsh from Acadia Pipe Organs. Their work is exemplary and they are most reasonable to deal with.

So, here is the rest of the story. I asked Mr. Walsh to come up with recommendations still needed to bring the organ up to speed as much as possible. Following is his report, of which I have no doubt.

At the moment, short of upgrading the console there are only a few issues to be concerned with.

Great Open Diapason - (this is a stop which keeps sticking and which has caused a lot of problems for me - J.G.)

First is the ongoing issue with the lower octave in the Great Open Diapason. The electro magnets on this chest are in very poor condition and need to be replaced. It is clear from their condition that they have been a problem for some time and many attempts have been made to repair them. My recommendation is that they simply be replaced with new magnets. There are only 12 magnets on the chest.

To replace the magnets would cost \$600.00 and can be completed in one day. (We expect to have this work done, the next time the organ is tuned. -J.G.)



### The Chimes

As we discussed before, the installation of the chimes is very poor. Given their current condition it is impossible for the bells to be regulated for volume and consistency throughout the chorus. This is a correct evaluation, but upon consideration we feel that other organ issues are more important for the time being. -J.G.)

### The Console:

The console actions are leaking badly. This indicates that the leather covering the pneumatic actions has dry rotted. Given the advances in technology and the demands of modern organists and their responsibilities, it is uncommon to repair consoles of this age. Instead they are updated with a new control system that greatly increases the flexibility and capability of the instrument. It is inevitable that the console will need to be updated at some point, as they were not designed to last forever and like all things, wear out. That being said, the pneumatics can be restored, it is a difficult and tedious project.

Also, the key coverings are beginning to lift off of the keys. The last time I was there it was necessary to attach one that had fallen off completely. Many other keys have separated and will soon begin to fall off. Key coverings never really settle back in place. Once they warp it is extremely difficult to get them to settle back in place.

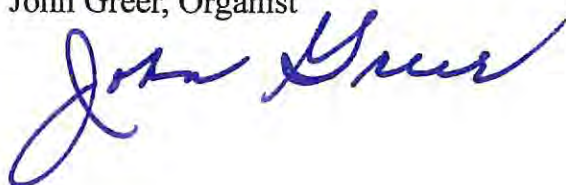
The wiring and switching in the organ is hap-hazard and dangerous. The wiring in the organ is original to the instrument. As was the norm at the time the organ was built, the organ's wiring is insulated only by a woven cotton material. Over time this material rots and is eaten by rodents causing short circuits and many other problems. This issue will be addressed if the console is updated. Once any work on the organ control system begins, the entire instrument must be brought up to electrical code, by law. (signed Colin Walsh).

So, that's about it. I wish to express my appreciation to the St. John's administration, the Church Council and the Legacy Fund for making available the money necessary for the organ refurbishing that we have had done so far.

I am also thankful for support I have received from many, for the job as your organist and co-choir director, that I am trying to do.

Respectfully submitted,

John Greer, Organist



CHRIST CHURCH CEMETERY FUND  
JAN 1 – DEC 31, 2022

Balance forward	3828.77
-----------------	---------

**Income**

Donations	300.00
-----------	--------

**Expenses**

Bank Charges	36.00
--------------	-------

<b>BALANCE ON HAND</b>	<b>4092.77</b>
------------------------	----------------

**PROPOSED BUDGET FOR 2023**

Income	Donation	100.00
--------	----------	--------

Expenses	Work on cemetery	500.00
----------	------------------	--------

**GIC saving account as of Sept 30,2022**

\$ 27,960.61

Submitted by  
Secretary/Treasurer

*M. Price*

To: The Rector, Wardens, Parish Council, and the Parish community of the Parish of St John at Truro.

## **Terrace Hill Cemetery Annual Report**

2022 has been a year of significant change at Terrace Hill. After 40 years of dedicated leadership **Maria Murphy** retired as manager in March. I would like to take a moment to thank her for her help in getting me up to speed on cemetery operations. Maria has been generous with her time, and has always made herself available to answer any of my questions.

In addition to Maria I would like to thank **Tom Rudolph** the chair of the cemetery committee for his help and insight. As well, I would like to thank the members of the Cemetery Committee **Bob Adams** and **John Greer** for their work with me this year. The Parish Wardens (Jason and Elaine) and the Rector have been very supportive of me during this year as well.

Terrace Hill opened for the season on May 2<sup>nd</sup> this year, and closed on Dec 24<sup>th</sup>. We had **14** burials this year. We sold **5** full burial plots and **3** cremation plots. Additionally, we increased the size of a previously purchased cremation plot and transferred one plot to the parish for use as a common committal site for cremated remains. As in past years Truro Cemetery Corporation (**TCC**) was employed to provide routine upkeep of the cemetery grounds - mowing, trimming, the filling in of sunken areas in the graveyard, etc- in addition to providing digging services for cremations and casket burials.

The 2022 season at Terrace Hill can probably be defined by two events.

In June we experienced two (2) acts of vandalism. On June 23<sup>rd</sup> three (3) people entered the cemetery and set fire to the portable toilet that we had rented from Baird's Septic. The following day - June 24<sup>th</sup> - these same individuals re-entered the cemetery and vandalized twenty three (23) headstones and broke a lamp. Two (2) of the stones that were damaged were not able to be repaired. We are awaiting our insurance company's advice on the replacement of these stones. **TCC** reset the vandalized headstones, and ServiceMaster provided us with site remediation for the fire. The individuals responsible for the vandalism were apprehended and are working their way through the legal system.

The second defining event of the year would be Hurricane Fiona. Terrace Hill suffered moderate damage as a result of the storm. We lost two trees, a number of large branches and numerous smaller branches. As a result of the storm, two (2) other trees that suffered moderate damage were deemed to be sufficiently damaged as to require removal at a later date.

While the damage to the cemetery was moderate it led to the unfortunate situation of the cemetery having to be closed to the general public from the day of the storm until Dec 9<sup>th</sup>. Our Insurance providers advised that as long as there was a "known danger"- e.g. falling branches, or downed trees, etc- we could not be open as we would be liable for any injuries that might occur. It was mid December before our arborists were able to go into the cemetery and remove the trees, branches etc.

This "known danger" policy has also led to a change in our operations during the winter months. Because we do not plow or salt in the cemetery, the previous practice of leaving one of the man-gates open has had to be changed. The cemetery will now operate on a schedule of opening on or about May 1<sup>st</sup> and closing sometime in December- this year it was Dec 24<sup>th</sup> as previously noted, but this date may change going forward as a significant snow could lead to an earlier closing date.

Related to the closing date the cemetery committee has decided that going forward we will not tie our closing date to the day that TCC ceases operations for the season. There is no reason why the cemetery may not remain open for visitation for a few weeks after the date chosen by **TCC** as long as there are no "known dangers."

The Cemetery Committee met with me three (3) times this year. A number of issues that arose outside of meeting dates were dealt with by e-mail. Going forward we hope to have four (4) meetings per year - April, June, September, and November. As manager I have committed to providing the cemetery committee and the Parish executive with monthly reports so that any issues that arise outside of our meeting schedule may be dealt with in a timely manner - either by e-mail, or an emergency meeting either in person or by zoom.

The cemetery committee advanced a number of documents to Parish Council for their approval this past year. We undertook a review of our conveyance documents (Burial Plots and Columbarium), and updated



them to bring them more in line with those suggested by the Diocese of Nova Scotia and Prince Edward Island. At this time we also undertook a re-write of the cemetery regulations. As well, we drafted a terms of reference document for the cemetery committee. These documents were reviewed by the Parish executive and then brought to Parish Council for their approval.

In June of this year Truro Cemetery Corporation increased their service fees by approximately 25 % across the board. In order to maintain our budget it was decided by the Cemetery Committee, the Parish Treasurer, and the Parish Executive that we would limit the amount of work that **TCC** did in the cemetery on a trial basis. Mowings were kept to two per month with the provision that if the grass became too long a third mow could be undertaken. While this was enacted as a policy, it was actually in keeping with the number of mows that **TCC** had undertaken in previous summers. The increasingly dry summers that Nova Scotia is experiencing seem to be leading us in this direction anyway. All other work continued as normal.

Our fall clean up by **TCC** was not undertaken this year. Because of the danger posed by falling branches, downed trees, etc, and the lateness of the arborists being able to clear the grounds, **TCC** had closed for the season. A more extensive spring cleanup will happen in May.

The cemetery committee met in November to undertake the task of drawing up budgets for the Cutler White Cemetery Account, and the Gravelots Account. Our proposed budgets were sent to the Parish Finance Committee for discussion and approval. The approved budgets follow this report. I would like to thank our treasurer Angela Burton, our investment advisor Harry MacKenzie, and our finance chair Sandy Rudolph for their insights and input into these budgets.

There were four (4) Capital Projects budgeted for in 2022. All but one has been completed. The stairs into section 6 have been completed after a wait of several years - though there is some minor finishing work to be completed in the spring as it was December before the work was able to be completed. The tree plantings along the lower driveway were completed by Atlantic Tree Solutions. Classic Monuments provided the bases for four (4) headstones in the historic monuments section of Terrace Hill. Unfortunately, the company that was contracted to place headstones in these bases failed to undertake the work. We will try in the spring to arrange for this work to be completed.

When I undertook the job as manager it was with the understanding that the job would entail approximately 15 hours / week during open season. The ebb and flow of the weeks were such that 15 hours was a good approximation of the average hours actually worked pre hurricane. Post Fiona the hours were less, but not significantly so, as there were many more e-mails and phone call to return. Burials required significantly more input as we had to determine safety, number of people that could be in the cemetery, opening and closing of the gates for the funeral homes and opening for the actual burial times.

In addition to the vandalism and the hurricane two (2) other events from 2022 stand out to me.

In July the cemetery had a visit from the Australian High Commissioner to Canada the Honorable Scott Ryan and his family. Mr. Ryan's wife's (Helen) grandmother's first husband is buried in Terrace Hill. Sgt Neil King RAAF died in a training exercise at Folly Mt on June 7<sup>th</sup> 1942. High Commissioner Ryan was to be in Halifax for a Commonwealth Conference and decided to incorporate a family vacation into his trip east. It had always been the hope of the High Commissioner's wife that she would someday be able to visit Sgt King's grave. Helen remembers being in school and looking up Truro in an Encyclopedia and figuring that she would never have the opportunity given the distance from Australia to Truro. While the intention of the Ryan family was to visit the King grave we also discovered the presence of three (3) other Australian servicemen buried in Terrace Hill. High Commissioner Ryan, Helen, and their sons, also paid their respects to these servicemen. It is Mr Ryan's hope that he will get the chance to visit the graves off all Australian servicemen buried in Canada during his time as the High Commissioner.

The second event was locating the grave of an individual who was buried in the 1920's - and his wife who died in the 1940's - but who had disappeared from the records that we hold. The granddaughter of this man - Thomas Clews - believed that he was buried in Terrace Hill. Though we did not have a record of his burial I discovered clues that he was buried in Terrace Hill - his death certificate listed St John's cemetery as his place of burial, his wife Florence's death certificate said Terrace Hill. After many hours of searching our records and records at the Colchester Historium we were able to establish the most likely location of these burials. Why we no longer had a record of these interments is a matter of some speculation. It obviously occurred many years before we took possession of the records. Most likely it happened when **TCC** - who held our records for many years - transitioned from one record keeping system to another and inadvertently forgot

to transfer the Clews information. It is of course a cautionary tale of the importance of keeping our records as accurate as possible.

While this report is mostly about Terrace Hill Cemetery, we are also responsible as a Parish for three (3) other cemeteries – Kemptown, Londonderry and Clifton. Additionally, we are responsible for the graves located at 23 – 25 Church Street

The cemetery in Kemptown is managed by us, but there is a local family who keep a close watch on the goings on in the cemetery. There was an act of vandalism in August that resulted in some minor damage which this family repaired. As well, they took responsibility for removing several trees that were damaged by Hurricane Fiona. At this time we pay for the mowing of the cemetery on an as need basis and any minor expenses from the earnings generated by the cemetery's Diocesan Investment Account- **Gravelots Kemptown**

The cemetery in Londonderry is managed by us. We provide basic maintenance – mowing as needed- paid for out of the earnings generated by the cemetery's Diocesan Investment Account – **Gravelots Londonderry**.

The cemetery in Clifton is managed by a local parishioner and a separate financial statement is issued by them and is included in this annual report.

The graves located at 23 – 25 Church St are also the responsibility of the Cemetery Manager and the Cemetery Committee. While no burials have occurred at this property since the 1870's the remains of several generations of Parishioners are interred here. In recognition of this fact, the earnings generated from investments held by the Diocese of Nova Scotia and Prince Edward Island – **Gravelots Truro** - are used for various aspects of the upkeep of the property.

It has certainly been an interesting first year on the job. There have been many interesting and challenging days, but I think that the most appropriate word to describe the year would be satisfying. Going forward the cemetery committee and I will continue to strive to provide good stewardship of the resources – both physical and financial – that have been entrusted to us.

As manager I am always available to answer any questions you may have about our cemeteries. I can be reached by phone at **902 956 1809** or email [cemetery@stjohnstruro.ca](mailto:cemetery@stjohnstruro.ca)

Respectfully submitted

Bob Cullen

Cemetery Manager



## Envelope Secretary's Report for 2022

Offerings are essential to the funding of church operations and our outreach programs because Cutler White Trust monies and other endowments are generally designated for specific purposes. In 2022, about 94% of all offerings were for the General Fund in support of church expenses and outreach. The remaining offerings were designated by donors for such purposes as the Discretionary Fund, Primates World Relief Development Fund, Bill Rawlinson Memorial Outreach Fund and a number of smaller programs. The actual distribution of all gifts is as reported on the financial statements.

In 2022, 55 parishioners contributed through PAR, accounting for 57% of all offerings. I would like to encourage even more parishioners to sign up for this convenient service that has many benefits for both the donor and the church.

### Recap of offerings for 2022:

#### 1. Offerings from Envelope Holders, those on PAR and other Regular Givers

Dollar Range	2022		2021	
	Count	Total	Count	Total
\$ 1 - \$ 50	8	\$ 229	9	\$ 310
51 - 100	7	660	2	170
101 - 200	11	1,905	14	2,085
201 - 300	11	2,965	9	2,435
301 - 400	9	3,200	7	2,565
401 - 500	1	470	5	2,335
501 - 600	14	8,111	8	4,499
601 - 700	6	3,978	4	2,565
701 - 800	3	2,235	7	5,235
801 - 900	1	900	4	3,260
901 - 1,000	7	6,645	9	8,785
1,001 - 1,500	24	29,614	23	28,719
1,501 - 2,000	9	15,440	13	22,330
2,001 - 3,000	9	22,086	11	26,944
3,001 - 4,000	4	14,275	4	13,825
4,001 - 5,000	2	9,050	1	4,920
5,001 - 9,000	1	6,035	1	6,045
9,001 - 10,000	2	18,755	1	9,500
<b>Subtotal</b>	<b>129</b>	<b>146,553</b>	<b>132</b>	<b>146,527</b>
<b>2. Donations from 'one-time' donors</b>	<b>26</b>	<b>3,600</b>	<b>28</b>	<b>2,810</b>
<b>3. Donations placed through Canada Helps</b>				
This amount is likely wholly or partly made up of additional contributions from regular envelope holders, however, no donor details are made available to us.				
		19		2,189
<b>4. Loose offerings</b>		2,145		960
<b>Total number of donors and dollars</b>	<b>155</b>	<b>\$ 152,317</b>	<b>160</b>	<b>\$ 152,486</b>

Respectfully submitted:

Harry MacKenzie

Envelope Secretary

## **Budget 2023 – Update/Overview for the Annual meeting 2023**

Hello St John's family,

This has been the most difficult budget we have encountered in many years. The 2020, 2021 and 2022 Covid and 2022-and into 2023 recession have played havoc with planning and budgets.

There are three budget areas which we will deal with separately: **Cemetery, Building and General.**

### **Cemetery Budgets:**

**Terrace Hill** financing is in fine shape because of Cutler White Cemetery Trust. It is generating more than enough income to sustain itself. No worries but a watchful eye is still needed.

**Londonderry Cemetery** is holding its own. Barring some unforeseen circumstances, it will be okay at this time. This funding is invested at the Diocese.

**Kempton Cemetery** is also holding its own, and again barring some unforeseen circumstances, it will be okay at this time. This funding is also invested at the Diocese.

**Church St. Cemetery** is the old cemetery at St John's Church on Church St. This funding is also held at the Diocese and is doing well. It is no longer needed for Terrace Hill expenses because of the Cutler White Cemetery Trust. It is used to offset some expenses at St. John's. It pays for the gardens on Church St. and part of the snow removal and insurance. This Diocesan investment fund generates more than what is needed to manage the expenses at this time. Last year this Parish requested that the Diocese, under Canon 39, permit the Parish to use a portion of any surplus from this funding to pay a portion of our annually required Diocesan allotment payment, if necessary. Approval to do so was received but as it turned out was not used. However, we should continue to have this approval in place should we need it, if faced with an unforeseen 2023 budget issue.

### **Cutler White Trust (Building) Budget:**

We watch this very closely, as it is tight in a slower economy. It is funded with the Cutler White Building Trust. We can only use the investment income from this fund without touching the principle. Over the past 3 years we have worked to save a reserve for the occasion of a down turn in the economy, which happened to be this past year. It is invested very conservatively and generates about 3-4% return. We were estimating a reserve need of approximately 10%, which was fortunate as that was used up in this past year's recession and the decline in investments. We are expecting a return to normal in the late 2<sup>nd</sup> quarter to 3<sup>rd</sup> quarter 2023 and normalization by the end of 2023, but if the recession persists in 2023, we will need to cut building projects to keep things in line (i.e. income and budget). This would be very doable and not unlike our own everyday budgets. We sometimes put off a repair to the house, get another year out of the car, fridge, stove, washer or dryer. etc.

### **General Budget:**

This has always been the most difficult budget and runs very close every year. This budget is funded solely from our offerings and pays for things such as salaries, outreach, committee expenses, Christian work, office expenses, and part of allotment. For example, Offerings in 2018 were \$159,112.00; in 2019, \$152,000.00; in 2020, \$151,043.00, in 2021 \$139,487.00; in 2022, \$145,542.00. Without strong December 2022 numbers, we would not have met our budgeted income from offerings. Thank you. Unfortunately, budgeted offerings alone will not be sufficient for the General Fund to meet its needs in 2023 even though the Finance Committee has structured the budget to save money in as many areas as possible. Therefore, we have budgeted for a transfer money to General from our Consolidated Fund\*\* investment. The Consolidated Fund investment was established approximately 20 years ago with funds from smaller individual investments. It is the only parish Fund aside from General that is unrestricted, meaning that it can be accessed to assist the General Fund if deemed necessary.'

With Covid under control within acceptable levels and the recession on its ending curve early in 2023 to midyear, we should return to normalization with your help. If things (i.e. recession) persist we can opt to use some of the Church St. Cemetery Fund for allotment to offset short budget issues.

Until we pass through this slower economy and return to normal operations, expect small to medium budget difficulty until end of 2023 at which time we can better plan and budget. We are hopeful that we will be fine.

Sandy

(Sandy) H. Alexander Rudolph  
Finance Committee Chair  
902 986-3282 - Cell  
[Srudolph@DataSpeak.net](mailto:Srudolph@DataSpeak.net)

Angela Burton  
Treasurer

St John The Evangelist Anglican Church Receipts & Disbursements - General Fund Year ending December 31,					
	Actual 2022	Budget 2022	Variance Favourable / (Unfavourable)	Actual 2021	Budget 2023
<b>Receipts</b>					
<b>Offerings</b>					
Envelopes	66,286	70,000	(3,714)	63,502	64,000
PAR	71,680	68,124	3,556	71,068	73,000
Loose	1,915	1,500	415	608	3,000
Identified donors	2,589	1,000	1,589	4,309	2,000
	<u>142,470</u>	<u>140,624</u>	<u>1,846</u>	<u>139,487</u>	<u>142,000</u>
<b>Other Parish sources</b>					
Transfer from Consolidated Fund	749	11,749	(11,000)	15,500	12,852
	<u>749</u>	<u>11,749</u>	<u>(11,000)</u>	<u>15,500</u>	<u>12,852</u>
<b>Endowment and investment income</b>	<u>314</u>	<u>2,300</u>	<u>(1,986)</u>	<u>325</u>	<u>2,472</u>
<b>Other Income</b>					
Wedding fees	525		525	-	
Hall use donations	869	500	369	500	
Other	615		615	225	
	<u>2,009</u>	<u>500</u>	<u>1,509</u>	<u>725</u>	<u>-</u>
<b>Total Receipts</b>	<u>145,542</u>	<u>155,173</u>	<u>(9,631)</u>	<u>156,038</u>	<u>157,324</u>
<b>Disbursements</b>					
<b>Compensation</b>					
Rector	47,211	48,282	1,071	37,023	48,282
Transfer to Bentley Music Fund	10,000	10,000	-	12,000	13,000
Admin Sec./Treas	33,722	34,487	765	19,818	34,487
Less Admin compensation charged to CWT & CWC	(19,938)	(20,360)	(422)	-	(20,415)
CPP & EI	6,429	6,415	(14)	6,026	6,698
Pension	10,260	10,260	(0)	10,420	10,260
LTD	1,820	1,806	(14)	1,753	1,806
	<u>89,504</u>	<u>90,890</u>	<u>1,386</u>	<u>87,041</u>	<u>94,118</u>
<b>Diocesan Allotment</b>	<u>22,230</u>	<u>22,233</u>	<u>3</u>	<u>26,862</u>	<u>26,256</u>
<b>Other Staff Items</b>					
Travel rector	2,500	2,500	(0)	1,711	2,500
Wedding expenses	150	-	(150)	-	
	<u>2,650</u>	<u>2,500</u>	<u>(150)</u>	<u>1,711</u>	<u>2,500</u>
<b>Office and Admin</b>					
Phone & internet	2,661	2,800	139	2,657	2,700
Postage	797	1,200	403	1,495	800
Bank charges	805	600	(205)	562	600
Computer costs	1,959	2,000	41	505	400
Other	1,256	800	(456)	422	700
	<u>7,478</u>	<u>7,400</u>	<u>(78)</u>	<u>5,640</u>	<u>5,200</u>
<b>Church Needs</b>					
Paper & copying	2,518	3,000	482	3,230	2,500
Religious supplies	518	500	(18)	293	400
Offering envelopes	391	250	(141)	335	400
Synod	-	500	500	-	500
Dues	398	350	(48)	343	400
Other	-	100	100	25	
	<u>3,825</u>	<u>4,700</u>	<u>875</u>	<u>4,227</u>	<u>4,200</u>
<b>Christian Work</b>					
Adult Christian Education	-	100	100	-	100
Spiritual Development	150	1,500	1,350	130	1,100
Pastoral Ministry	-		-	-	
Parish gifts	1,537	2,200	663	2,070	2,200
Sunday School	-		-	-	
Chancel Guild	-	100	100	-	100
	<u>1,687</u>	<u>3,900</u>	<u>2,213</u>	<u>2,200</u>	<u>3,500</u>

General Fund continued on next page



St John The Evangelist Anglican Church Receipts & Disbursements - General Fund Year ending December 31,			Variance Favourable / (Unfavourable)	Actual 2021	Budget 2023
Actual 2022	Budget 2022				
Continued from previous page					
<b>Projects</b>					
2020 Celebration	(225)	-	225	953	
<b>Outreach</b>					
PWRDF	1,000	1,000	-	1,000	500
Discretionary Fund	17,300	17,300	-	17,300	15,800
Christmas Index	2,250	2,250	-	1,500	2,250
Water of Life	2,000	2,000	-	2,000	2,000
Stone Soup	-	-	-	-	-
Maggie's Place	500	500	-	500	500
Slate Youth Centre	500	500	-	1,000	500
	23,550	23,550	-	23,300	21,550
<b>Total Disbursements</b>	150,699	155,173	4,474	151,934	157,324
	(5,156)	-	(5,156)	4,103	-
<b>Ins / Outs (Detail below)</b>	-	-	-	-	-
<b>Receipts over (under) Disbursements</b>	(5,156)	-	(5,156)	4,103	-
<b>Net Assets</b>					
Cash in bank	452			5,644	
Investments (2022 valuation date of December 31)	6,991			16,440	
Investments (2022 valuation date of September 30)	7,997				
HST refundable	353			318	
	15,794			22,402	

St John The Evangelist Anglican Church Detail of Ins / Outs Year ending December 31,						
	2022			2021		
	In	Out	Net	In	Out	Net
Building Fund through General	864	864	-	1,033	1,033	-
Rawlinson Outreach through General	640	640	-	620	620	-
PWRDF	3,568	3,568	-	3,147	3,147	-
Endowment to Housing	20,464	20,464	-	22,266	22,266	-
Diocesan Times	-	-	-	-	-	-
Water of Life	545	545	-	657	657	-
Other Registered Charities	-	-	-	165	165	-
Chancel Guild flowers	405	405	-	135	135	-
Discretionary Fund	3,050	3,050	-	4,010	4,010	-
Memorial	630	630	-	1,230	1,230	-
Other Funds	3,245	3,245	-	2,331	2,331	-
	33,411	33,411	-	35,593	35,593	-

St John The Evangelist Anglican Church Receipts & Disbursements - Cutler White Building Trust Year ending December 31,			Variance Favourable / (Unfavourable)	Actual 2021	Budget 2023
	Actual 2022	Budget 2022			
<b>Receipts</b>					
Investment income and bank interest	122,775	136,717	(13,942)	97,031	141,883
<b>Other Income</b>					
Gifts	864		864	-	800
HST rebates	900	900	(0)	814	854
Transfer from Building Fund	7,137	7,136	1	-	
Transfer from Gravelot Cemetery Fund	10,993	10,919	74	10,535	11,994
	19,893	18,955	938	11,348	13,648
<b>Total Receipts</b>	142,669	155,672	(13,003)	108,380	155,531
<b>Disbursements</b>					
<b>Compensation</b>					
Sexton	15,990	16,353	363	9,397	16,353
Cutler White Trust share of Admin compensation	14,500	14,805	305	-	14,847
CPP & EI	1,094	1,094	(0)	1,033	1,137
	31,585	32,252	667	10,430	32,337
<b>Diocesan Allotment</b>	22,230	22,233	3	26,862	26,256
<b>Office and Admin</b>					
Bank charges	193	200	8	203	200
Legal/Accounting fees	-	500	500	-	
Other	253	100	(153)	175	
	446	800	354	378	200
<b>Utilities</b>					
Heating oil	36,432	28,000	(8,432)	24,034	35,000
Electricity	7,373	8,500	1,127	7,371	8,000
Water	307	400	93	307	350
	44,112	36,900	(7,212)	31,713	43,350
<b>Other Premises Expenses</b>					
Insurance	15,661	15,924	263	14,744	17,000
Alarm monitoring - fire and intrusion	1,031	1,200	169	1,031	1,200
Fire extinguisher	686	300	(386)	175	300
Fire inspection	-	1,200	1,200	1,083	1,200
Elevator costs	4,319	4,500	181	6,143	4,500
	21,697	23,124	1,427	23,176	24,200
<b>Maintenance</b>					
Cleaning & janitorial supplies	695	900	205	1,051	700
Dishwasher service	-	200	200	-	200
Garbage removal	-	200	200	-	200
Yard supplies & maintenance	66	100	34	37	100
Snow plowing	6,343	5,913	(430)	5,913	6,988
Sprinkler system	626	650	24	798	700
	7,730	7,963	233	7,799	8,888
<b>Repairs &amp; Replacements</b>					
Church repairs	414	2,500	2,086	384	1,500
Hall repairs	1,852	2,500	649	-	1,500
Heating system	834	1,000	166	105	1,000
Other repairs & replacements	1,044	3,000	1,956	3,270	1,000
	4,144	9,000	4,856	3,759	5,000
	131,944	132,272	328	104,117	140,231

Cutler White Trust Fund continued on next page

St John The Evangelist Anglican Church Receipts & Disbursements - Cutler White Building Trust Year ending December 31,	Actual 2022	Budget 2022	Variance Favourable / (Unfavourable)	Actual 2021	Budget 2023
Continued from previous page					
<b>Projects</b>					
Roof flashing	6,766	10,000	3,234	-	
Sidewalk	-	-	-	2,400	3,000
Exterior doors	-	1,000	1,000	-	1,000
Oil tank	-	-	-	-	3,300
Eavestrough and downspouts	-	8,000	8,000	-	8,000
Alarm pulls	4,082	4,400	318	-	
	<u>10,848</u>	<u>23,400</u>	<u>12,552</u>	<u>2,400</u>	<u>15,300</u>
<b>Total Disbursements</b>	<u>142,792</u>	<u>155,672</u>	<u>12,880</u>	<u>106,517</u>	<u>155,531</u>
<b>Receipts over (under) Disbursements</b>	<u>(124)</u>	<u>-</u>	<u>(124)</u>	<u>1,863</u>	<u>-</u>
 <b>Net Assets</b>					
Cash in bank	507			1,410	
Investments	3,938,440			4,269,349	
HST refundable	2,435			1,656	
	<u>3,941,382</u>			<u>4,272,415</u>	

**Note:** Investment income of Cutler White Building Trust is earned on investments held with CIBC Private Wealth Wood Gundy. In accordance with the terms of the will of the late Helen White, the earnings from the investments of this Fund are to be used solely for the maintenance and repair of the church, and the principal is to be preserved in order to extend the availability of income for such purpose.

**St John The Evangelist Anglican Church**  
**Receipts & Disbursements - Housing Fund**  
Year ending December 31,

	Actual 2022	Actual 2021
<b>Receipts</b>		
Endowment income and bank interest	20,466	22,268
<b>Total Receipts</b>	20,466	22,268
<b>Disbursements</b>		
Housing allowance	18,180	18,180
Bank charges	1	71
<b>Total Disbursements</b>	18,181	18,251
<b>Receipts over (under) Disbursements</b>	2,285	4,018
<b>Net Assets</b>		
Cash in bank	3,549	11,265
Investments - Diocese (2022 - as of Sep 30; 2021 - as of Dec 31)	480,732	562,134
Investments - CIBC Private Wealth	9,772	-
	494,053	573,398

**St John The Evangelist Anglican Church**  
**Receipts & Disbursements - Discretionary**  
Year ending December 31,

	Actual 2022	Actual 2021
<b>Receipts</b>		
Gifts	3,030	4,100
Transfer from General Fund	17,300	18,800
<b>Total Receipts</b>	20,330	22,901
<b>Disbursements</b>		
Bank charges	138	2
Heating oil	5,461	2,150
Electricity	2,489	1,500
Rector's request	17,704	14,713
Food vouchers	2,300	1,000
<b>Total Disbursements</b>	28,093	19,365
<b>Receipts over (under) Disbursements</b>	(7,763)	3,536
<b>Net Assets</b>		
Cash in bank	2,007	9,795
HST refundable	25	-
	2,032	9,795

**St John The Evangelist Anglican Church**  
**Receipts & Disbursements - Soup Kitchen**  
Year ending December 31,

	Actual 2022	Actual 2021
<b>Receipts</b>		
Gifts	-	185
Transfer from General Fund	-	-
<b>Total Receipts</b>	-	185
<b>Disbursements</b>		
Supplies	-	-
<b>Total Disbursements</b>	-	-
<b>Receipts over (under) Disbursements</b>	-	185
<b>Net Assets</b>		
Cash in bank	2,220	2,220



St John The Evangelist Anglican Church		
Receipts & Disbursements - Building Fund		
Year ending December 31,	Actual 2022	Actual 2021
<b>Receipts</b>		
Gifts	-	1,033
Investment income and bank interest	683	-
<b>Total Receipts</b>	<u>683</u>	<u>1,033</u>
<b>Disbursements</b>		
Transfer to Cutler White Trust Fund	7,137	-
<b>Total Disbursements</b>	<u>7,137</u>	<u>-</u>
<b>Receipts over (under) Disbursements</b>	<u>(6,453)</u>	<u>1,033</u>
<b>Net Assets</b>		
Cash in bank	-	-
Investments	-	7,152
	<u>-</u>	<u>7,152</u>

St John The Evangelist Anglican Church		
Receipts & Disbursements - Bill Rawlinson Memorial Outreach Fund		
Year ending December 31,	Actual 2022	Actual 2021
<b>Receipts</b>		
Gifts	640	620
Investment income and bank interest	3,335	3,573
<b>Total Receipts</b>	<u>3,975</u>	<u>4,193</u>
<b>Disbursements</b>		
Bank charges	45	45
Awards	3,663	147
<b>Total Disbursements</b>	<u>3,708</u>	<u>192</u>
<b>Receipts over (under) Disbursements</b>	<u>267</u>	<u>4,001</u>
<b>Net Assets</b>		
Cash in bank	845	3,913
Investments - Diocese (2022 - as of Sep 30; 2021 - as of Dec 31)	79,860	90,618
	<u>80,705</u>	<u>94,531</u>

**St John The Evangelist Anglican Church**  
**Receipts & Disbursements - Bentley Music**  
Year ending December 31,

**Actual  
2022**      **Actual  
2021**

**Receipts**

Investment income and bank interest	3,847	-
Gifts	-	520
Transfer from General Fund	10,000	12,000

**Total Receipts**

**13,847      12,520**

**Disbursements**

Organist	12,330	7,246
CPP & EI	279	470
Honourarium	1,500	3,000
Bank charges	21	12
Licensing	569	710
Other	826	695
Piano tuning	-	125

**Total Disbursements**

**15,525      12,258**

**Receipts over (under) Disbursements**

**(1,678)      262**

**Net Assets**

Cash in bank	41	1,738
Investments	22,354	27,028
HST refundable	18	-
	<b>22,414</b>	<b>28,766</b>

**St John The Evangelist Anglican Church**  
**Receipts & Disbursements - Bentley Organ**  
Year ending December 31,

**Actual  
2022**      **Actual  
2021**

**Receipts**

Investment income and bank interest	-	1,000
-------------------------------------	---	-------

**Total Receipts**

**-      1,000**

**Disbursements**

Organ repairs	172	-
---------------	-----	---

**Total Disbursements**

**172      -**

**Receipts over (under) Disbursements**

**(172)      1,000**

**Net Assets**

Cash in bank	990	1,162
Investments	21,298	22,054
	<b>22,288</b>	<b>23,216</b>

St John The Evangelist Anglican Church		
Receipts & Disbursements - Youth		
Year ending December 31,	Actual 2022	Actual 2021
<b>Receipts</b>		
Gifts - Sunday School	5	-
Investment income and bank interest	1,000	1,500
<b>Total Receipts</b>	<u>1,005</u>	<u>1,500</u>
<b>Disbursements</b>		
Office & Admin		
Honourarium	1,000	1,000
Sunday School	-	523
Other	-	60
<b>Total Disbursements</b>	<u>1,000</u>	<u>1,583</u>
<b>Receipts over (under) Disbursements</b>	<u>5</u>	<u>(83)</u>
<b>Net Assets</b>		
Cash in bank	309	305
Investments	36,901	39,214
	<u>37,210</u>	<u>39,519</u>

St John The Evangelist Anglican Church		
Receipts & Disbursements - Education		
Year ending December 31,	Actual 2022	Actual 2021
<b>Receipts</b>		
Investment income and bank interest	-	700
<b>Total Receipts</b>	<u>-</u>	<u>700</u>
<b>Disbursements</b>		
Training	-	700
<b>Total Disbursements</b>	<u>-</u>	<u>700</u>
<b>Receipts over (under) Disbursements</b>	<u>-</u>	<u>-</u>
<b>Net Assets</b>		
Cash in bank	362	362
Investments	6,405	6,633
	<u>6,767</u>	<u>6,995</u>

St John The Evangelist Anglican Church		
Receipts & Disbursements - Legacy		
12 Months ended December	Actual 2022	Actual 2021
<b>Receipts</b>		
Gifts	20,000	14,007
Investment income and bank interest	14,597	-
<b>Total Receipts</b>	<u>34,597</u>	<u>14,007</u>
<b>Disbursements</b>		
Mission	-	-
Ministry - organ repairs	13,726	-
Mortar	-	-
<b>Total Disbursements</b>	<u>13,726</u>	<u>-</u>
<b>Receipts over (under) Disbursements</b>	<u>20,871</u>	<u>14,007</u>
<b>Net Assets</b>		
Cash in bank	196	-
Investments	152,974	153,327
HST refundable	676	-
	<u>153,845</u>	<u>153,327</u>

**St John The Evangelist Anglican Church**  
**Receipts & Disbursements - Consolidated**  
Year ending December 31,

	Actual 2022	Actual 2021
<b>Receipts</b>		
Gifts	8,000	337
Memorials	630	2,200
Investment income and bank interest	749	-
<b>Total Receipts</b>	<u>9,379</u>	<u>2,537</u>
<b>Disbursements</b>		
Transfer to General Fund	749	15,500
Bank charges	15	24
<b>Total Disbursements</b>	<u>764</u>	<u>15,524</u>
<b>Receipts over (under) Disbursements</b>	<u>8,615</u>	<u>(12,987)</u>
<b>Net Assets</b>		
Cash in bank	3,755	3,140
Investments	42,500	36,808
	<u>46,255</u>	<u>39,948</u>

**St John The Evangelist Anglican Church**  
**Receipts & Disbursements - Corbin**  
Year ending December 31,

	Actual 2022	Actual 2021
<b>Receipts</b>		
Investment income and bank interest	-	-
<b>Total Receipts</b>	<u>-</u>	<u>-</u>
<b>Disbursements</b>		
Bank charges	-	-
Dues	-	-
<b>Total Disbursements</b>	<u>-</u>	<u>-</u>
<b>Receipts over (under) Disbursements</b>	<u>-</u>	<u>-</u>
<b>Net Assets</b>		
Cash in bank	271	271
Investments	46,632	48,288
HST refundable	-	-
	<u>46,903</u>	<u>48,559</u>

**St John The Evangelist Anglican Church**  
**Receipts & Disbursements - Henderson**  
Year ending December 31,

	Actual 2022	Actual 2021
<b>Receipts</b>		
Endowment income	-	-
Investment income and bank interest	-	-
<b>Total Receipts</b>	<u>-</u>	<u>-</u>
<b>Disbursements</b>		
Training	-	-
Travel	-	-
<b>Total Disbursements</b>	<u>-</u>	<u>-</u>
<b>Receipts over (under) Disbursements</b>	<u>-</u>	<u>-</u>
<b>Net Assets</b>		
Cash in bank	-	-
Investments	14,888	15,417
	<u>14,888</u>	<u>15,417</u>

St John the Evangelist Anglican Church			Variance		
Receipts & Disbursements - Cutler White Cemetery			Favourable /	Actual	Budget
Year ending December 31,			(Unfavourable)	2021	2023
Receipts					
Investment Income	81,349	89,880	(8,531)	66,014	84,817
HST rebates	2,280	2,280	0	2,218	2,255
<b>Total Receipts</b>	<b>83,629</b>	<b>92,160</b>	<b>(8,531)</b>	<b>68,232</b>	<b>87,072</b>
Disbursements					
<b>Compensation</b>					
Salaries	7,413	7,301	(112)	4,344	7,301
Cost of summer student	-	-	-	-	2,500
Cutler White Cemetery share of admin compensation	5,438	5,552	114	-	5,568
CPP & EI	338	162	(176)	158	393
	<b>13,189</b>	<b>13,015</b>	<b>(174)</b>	<b>4,502</b>	<b>15,762</b>
<b>Office &amp; Admin</b>					
Phone	862	1,200	338	1,061	600
Postage	-	-	-	103	30
Bank charges	159	160	1	151	180
Computer costs	65	250	185	171	1,500
Mileage	704	600	(104)	594	800
Other	217	600	383	598	1,000
	<b>2,007</b>	<b>2,810</b>	<b>803</b>	<b>2,677</b>	<b>4,110</b>
<b>Other Premises Expenses</b>					
Landscaping	6,670	5,500	(1,170)	11,435	8,000
Fence	-	920	920	968	1,200
Septic	2,850	1,668	(1,182)	1,559	1,700
Tree and yard maintenance	-	2,000	2,000	-	3,000
Truro Cemetery Corp	19,251	34,000	14,750	33,613	40,800
Cemetery expenses	1,409	-	(1,409)	-	1,000
Columbarium expenses	-	-	-	-	-
Plot marker maintenance	-	4,983	4,983	-	5,000
Security	160	500	340	645	250
Other	292	250	(42)	-	250
	<b>30,631</b>	<b>49,821</b>	<b>19,190</b>	<b>48,218</b>	<b>61,200</b>
	<b>45,826</b>	<b>65,646</b>	<b>19,820</b>	<b>55,397</b>	<b>81,072</b>
<b>Capital Projects</b>					
Steps	9,935	14,542	4,607	-	-
Retaining wall	-	-	-	538	-
Gate, fence and railings	3,537	1,984	(1,553)	-	3,000
Tree planting	8,734	9,988	1,254	1,290	-
Cemetery development - Sections 6 & 7	-	-	-	-	3,000
Columbarium	-	-	-	-	-
	<b>22,206</b>	<b>26,514</b>	<b>4,308</b>	<b>1,828</b>	<b>6,000</b>
<b>Total Disbursements</b>	<b>68,032</b>	<b>92,160</b>	<b>24,128</b>	<b>57,225</b>	<b>87,072</b>
<b>Receipts over (under) Disbursements</b>	<b>15,597</b>	<b>-</b>	<b>15,597</b>	<b>11,007</b>	<b>-</b>

**Note:** Investment income of Cutler White Cemetery is earned on investments held with Scotia Wealth Management. In accordance with the terms of the will of the late Helen White, the earnings from the investments of this Fund are to be used solely for the maintenance of Terrace Hill Cemetery, and the principal is to be preserved in order to extend the availability of income for such purpose.

Prior to 2022 the reporting of Cutler White Cemetery Trust was included in the reporting of the Church accounts, and the Gravelot Funds were reported on their own. In 2022, when the Gravelot accounting functions were brought into the church office, the decision was made to combine the reporting of the Gravelot Funds and Cutler White Cemetery Trust, resulting in one set of reporting that captures all cemetery activity and another that captures all church activity.



**St John the Evangelist Anglican Church**  
**Receipts & Disbursements - Gravelots - Truro**  
Year ending December 31,

	Actual 2022	Actual 2021	Budget 2023
<b>Receipts</b>			
<b>Trust Receipts</b>			
Cemetery Lots, including perpetual care	2,881	2,425	3,600
Niches	-	600	1,200
	2,881	3,025	4,800
Less receipts forwarded to Diocese	(2,881)	(3,025)	(4,800)
	-	-	-
<b>Income</b>			
Proceeds from Burials	3,700	8,975	1,500
Less cost of burials	(3,700)	(8,975)	(1,500)
	-	-	-
Investment income, as paid out by the Diocese (see note below)	16,838	19,017	18,000
Other	31	24	-
	16,869	19,041	18,000
<b>Total Receipts</b>	16,869	19,041	18,000
<b>Disbursements</b>			
<b>Expenses</b>			
Bank charges	66	-	100
Insurance	7,831	7,372	8,500
Snow removal	2,956	2,925	3,494
Landscape care	849	7,102	2,000
Other	-	195	-
	11,702	17,594	14,094
<b>Capital Projects</b>			
Projects	4,004	-	1,000
<b>Total Disbursements</b>	15,706	17,594	15,094
<b>Receipts over (under) Disbursements</b>	1,163	1,447	2,906

**Note:** Year end investment reports from the Trustee were unavailable at the time this report was prepared. Accordingly, it was necessary to use an estimate for fourth quarter earnings. Adjustments will be recorded in 2023 once the actual numbers are known. Earnings reported in the 2021 year are based on actual numbers for the full year.

St John the Evangelist Anglican Church Receipts & Disbursements - Gravelots - Londonderry Year ending December 31,		Actual 2022	Actual 2021	Budget 2023
<b>Receipts</b>				
<b>Income</b>				
Investment income, as paid out by the Diocese (see note below)		2,273	2,590	2,300
<b>Total Receipts</b>		2,273	2,590	2,300
<b>Disbursements</b>				
<b>Expenses</b>				
Landscaping		500	602	750
Cemetery expenses		-	-	200
		500	602	950
<b>Capital Projects</b>				
Projects		-	-	
<b>Total Disbursements</b>		500	602	950
<b>Receipts over (under) Disbursements</b>		1,773	1,988	1,350

St John the Evangelist Anglican Church Receipts & Disbursements - Gravelots - Kemptown 12 Months ended December		Actual 2022	Actual 2021	Budget 2023
<b>Receipts</b>				
<b>Income</b>				
Investment income, as paid out by the Diocese (see note below)		427	491	600
<b>Total Receipts</b>		427	491	600
<b>Disbursements</b>				
<b>Expenses</b>				
Landscaping		452	500	600
Cemetery expenses		-	-	
Other		-	35	
		452	535	600
<b>Capital Projects</b>				
Projects		-	-	
<b>Total Disbursements</b>		452	535	600
<b>Receipts over (under) Disbursements</b>		(25)	(44)	-

**Note:** Year end investment reports from the Trustee were unavailable at the time this report was prepared. Accordingly, it was necessary to use an estimate for fourth quarter earnings. Adjustments will be recorded in 2023 once the actual numbers are known. Earnings reported in the 2021 year are based on actual numbers for the full year.

**St John the Evangelist Anglican Church****Net Assets**

Year ending December 31,

**Cutler White Cemetery Trust**

	2022	2021
Cash in bank	20,026	6,091
Investments held with Scotia Wealth	4,010,280	4,266,298
HST refundable	2,430	768
	<u>4,032,735</u>	<u>4,273,156</u>

**Gravelot Funds****Gravelots - Truro**

**Note:** The accounting treatment adopted following the implementation of a provision of Canon 39 is illustrated in this change in net assets for Gravelots - Truro. This provision allows for excess surplus gravelot income to be used towards payment of the church's annual allotment. The amount shown below as Designated Under Canon 39 is the amount authorized to be used for this purpose based on calculations to December 31, 2021. As approved by the Diocese, the calculations are retroactive to the 2019 year. This amount remains a part of the total cash and assets of Gravelots - Truro until such time as they are used. Although to date, no Gravelot funds have been used towards payment of the allotment, the amounts continue to accumulate for possible use in the future, and any such payments in the future will come from, and be limited by, the amount so designated by Canon 39.

	Non Designated	Designated Under Canon 39	Total 2022	Total 2021
<b>Change in net assets</b>				
<b>Net assets, opening</b>	527,804		527,804	511,616
Receipts over (under) disbursements for the year	1,163		1,163	1,447
Investment gains (losses)	(64,229)		(64,229)	14,741
Transfers (2021 - \$9,697; 2020 - \$17,271; 2019 - \$35,060)	(62,028)	62,028	-	-
Allotment paid to date		-	-	-
<b>Net assets, closing</b>	<u>402,711</u>	<u>62,028</u>	<u>464,739</u>	<u>527,804</u>

**Represented by:**

Cash in bank	45,247	43,950
Investments held with the Diocese (2022 - as of Sep 30; 2021 - as of Dec 31)	418,947	483,176
HST refundable	545	679
	<u>464,739</u>	<u>527,804</u>

**Gravelots - Londonderry**

	2022	2021
Cash in bank	16,802	15,030
Investments held with the Diocese (2022 - as of Sep 30; 2021 - as of Dec 31)	55,034	64,353
HST refundable	-	-
	<u>71,836</u>	<u>79,382</u>

**Gravelots - Kemptown**

	2022	2021
Cash in bank	2,675	2,698
Investments held with the Diocese (2022 - as of Sep 30; 2021 - as of Dec 31)	10,440	12,208
HST refundable	(0)	2
	<u>13,115</u>	<u>14,908</u>

**Note:** The investments in each of the Gravelot accounts are currently held in trust by the Diocese of Nova Scotia and Prince Edward Island. For 2022 the investments are reported with a valuation date of September 30, 2022 as December 31, 2022 numbers were not available from the Trustee at the time this report was prepared. The earnings from these Trusts are normally disbursed to the Parish on a quarterly basis and used to fund the Budget as presented. As noted on the statements of Receipts and Disbursements, because of reporting delays from the Trustee, estimates have been used for the fourth quarter earnings.

Trusts include monies collected from the sale of plots in Terrace Hill - both current and historic - as well as monies collected from the graveyard at 23 Church Street. Funds from the sale of Columbarium Niches are also included, though the earnings from these sales are currently not disbursed to the parish but are reinvested.

**St John The Evangelist Anglican Church**  
**Schedule of Investments**  
December 31, 2022

	Restrictions on Use			2022		2021	
	Fully Restricted	Restricted to Spending Within Fund	No Restrictions	Total	ROI	Total	ROI
<b>Diocese</b> (see note below)							
General Fund			6,991	6,991		8,175	
Housing Fund		480,732		480,732		562,134	
Bill Rawlinson Memorial Outreach Fund	68,404	11,456		79,860		90,618	
Gravelots ( <i>Truro, Londonderry &amp; Kempton</i> )	385,781	98,640		484,421		559,737	
<b>Total - Diocese</b>	<b>454,185</b>	<b>590,828</b>	<b>6,991</b>	<b>1,052,004</b>	<b>-13.1%</b>	<b>1,220,664</b>	<b>n/a</b>
<b>Scotia Wealth Management</b>							
Cutler White Cemetery Trust	3,522,376	487,904		4,010,280	-3.2%	4,266,298	5.0%
<b>CIBC Private Wealth</b>							
Cutler White Building Trust	3,908,157	30,283		3,938,440	-4.9%	4,269,349	5.4%
<b>Core Investments</b>							
Legacy Fund - <i>sustain and enhance the long term ministry and mission of the Parish</i>	150,934		2,040	152,974		153,327	
Corbin - <i>prospect for priesthood</i>		46,632		46,632		48,288	
New Consolidated			42,500	42,500		36,808	
Youth - <i>youth</i>		36,901		36,901		39,214	
Bentley Music - <i>compensation, licenses, supplies</i>		22,354		22,354		27,028	
Bentley Organ - <i>organ tuning, repairs, etc</i>		21,298		21,298		22,054	
Henderson - <i>Non-stipendiary education, expenses</i>		14,888		14,888		15,417	
Housing - <i>Rector's housing allowance</i>		9,772		9,772		-	
General			7,997	7,997		8,265	
Education - <i>curriculum, equipment, etc</i>		6,405		6,405		6,633	
Building				-		7,152	
	<b>150,934</b>	<b>158,250</b>	<b>52,537</b>	<b>361,721</b>	<b>-3.6%</b>	<b>364,186</b>	<b>14.2%</b>
<b>Total - CIBC Private Wealth</b>	<b>4,059,091</b>	<b>188,533</b>	<b>52,537</b>	<b>4,300,161</b>		<b>4,633,535</b>	
<b>All investments</b>	<b>8,035,652</b>	<b>1,267,265</b>	<b>59,528</b>	<b>9,362,445</b>		<b>10,120,497</b>	

**Note:** For 2022 the investments with the Diocese are reported with a valuation date of September 30, 2022 as December 31, 2022 numbers were not available from the Trustee at the time this report was prepared. Prior year numbers for all investments are shown with a valuation date of December 31.

## Reviewers' Comments

To: Fellow Parishioners of St John the Evangelist Anglican Church

We have carried out a review of the financial records of the following Funds for the year ended December 31, 2022:

- General
- Designated
- Housing
- Cutler White Trust
- Cutler White Cemetery
- Terrace Hill, Londonderry and Kemptown Cemeteries
- Bill Rawlinson Memorial Outreach

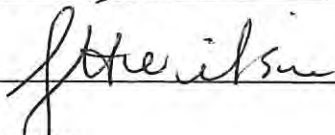
Due to privacy reasons, we have not included in the scope of our review any transactions of the Discretionary Fund. This limitation in scope is consistent with prior years.

Our review was carried out in accordance with the Checklist for Financial Review as required by the Diocesan Policy 2.2.7, as revised in June 2019. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements of the Parish.

Respectfully submitted:

  
\_\_\_\_\_  
Roger McNutt

  
\_\_\_\_\_  
Harold Wilson

Date: February 7, 2023