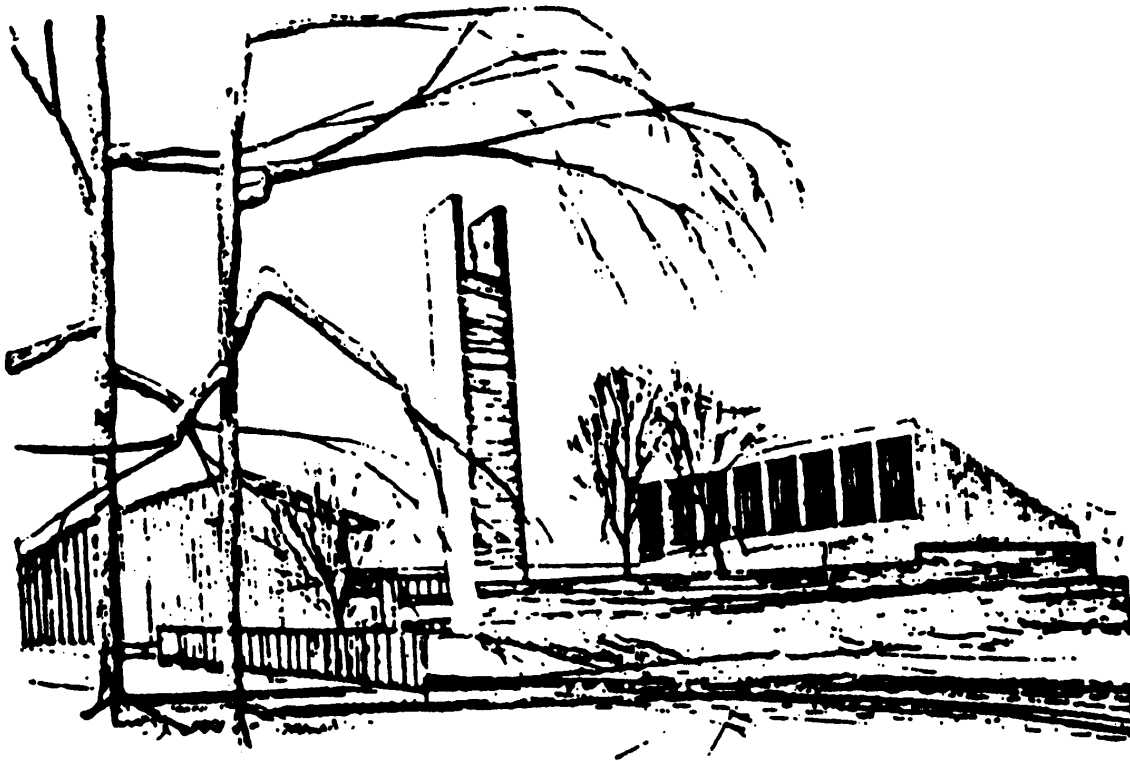


CITY VIEW UNITED CHURCH

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Minister: Reverend Laura Springate



ANNUAL REPORT FOR 2020

*Please bring this report with you to the Annual
Congregational Meeting on February 28, 2021*

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A CLERGY REPORT FROM REV. LAURA

In writing to the church community in Philippi, the Apostle Paul spoke to the challenges he faced in his life and ministry, before concluding that even through such difficult times, “I can do all things through him that strengthens me” (Philippians 4:13). Like Paul, we have needed that emboldening strength of Christ over this past year.

As January 2020 dawned, we could not have anticipated what lay ahead. Life through a pandemic has brought restrictions, anxieties and challenges. We have seen heartbreaking illness and death with COVID-19. We have seen individuals and families grappling with all forms of illness and loss in a time of restrictions and lockdowns. We have all struggled in keeping apart from the people, events and activities that give meaning and purpose to our lives.

One of those meaningful things has been church. In mid-March, City View United was forced to close its physical doors to worship and fellowship. We all wondered what would come next. As you will encounter throughout this Annual Report compilation, however, the CVUC community has found so many ways to adapt and be church through an ever-evolving pandemic situation. I am so impressed with how this community has continually found ways to safely stay connected: From in-person worship and outdoor gatherings (when permitted) to groups coming together over Zoom; from a virtual Bazaar to a weekly Bible Study over email; from pre-recorded YouTube worship each week to regular phone calls and mailouts throughout the community.

As we move forward now into 2021, we know that challenges and restrictions will remain. However, we know that we will remain connected and together as a church. As the Apostle Paul found strength in Christ through troubled times, let us continue forward in that strength of our Lord. Let us continue to evolve in being church together safely and boldly. Let us remember too, that there are better days ahead: spring is on the horizon, the days are getting longer, and the time will come when we are all able to come together in-person for worship, events and activities.

Thank you to my colleagues in ministry over this past year: Mary Lynne, Patrick, Veronica, Noah, Heidi and Megan. Thank you to all who have volunteered countless hours and energy to help the City View community thrive and stay safe. Thank you to everyone who has been so receptive to being church in new and different ways.

May the year ahead bring many moments of great blessing and many opportunities and experiences of great joy. Through all that life brings, may we find our strength always in Christ.

Rev. Laura

B CONGREGATIONAL INFORMATION FOR 2020

B.1.1 COUNCIL CHAIRPERSONS

(Commencing January 1975, left to right)

Don Stewart
Jane Hamm
Robin Lewis
Michele Sutor
Colin Potts
Peter Fortura

Arthur Oulton
Charles Knight
Sue Brassington
Ken Mitchell
Pam Parks

Patricia Walkington
Mary Gayle Pinkney
Robert Pegrum
Harry Bender
Craig Sutor

Drew F. Shouldice
Harry Bender
Arthur Oulton
Colin Harwood
Karl Tibelius

B.1.2 BAPTISMS

There were no Baptisms in 2020.

B.1.3 NEW MEMBERS RECEIVED BY TRANSFER

There were no members added by Transfer in 2020.

B.1.4 NEW MEMBERS RECEIVED BY PROFESSION/REAFFIRMATION OF FAITH

There were no members added by Professional/Reaffirmation of Faith in 2020.

B.1.5 MEMBERS TRANSFERRED OUT

There were no members removed by Transfer in 2020.

B.1.6 DEATHS

Romans 8:18, 28, 35, 37-39

I consider that the sufferings of this present time are not worth comparing with the glory that is to be revealed to us. We know that in everything God works for good with those who love Him, and are called according to His purpose. Who shall separate us from the love of Christ? Shall tribulation, or distress, or persecution, or famine, or nakedness, or peril, or sword? No, in all these things we are more than conquerors through Him who loves us. For I am sure that neither death, nor life, nor angels, nor principalities, nor things present, nor things to come, nor powers, nor height, nor depth, nor anything else in all creation, will be able to separate us from the love of God in Christ Jesus our Lord. The body is gone, but we are left with the names of these people which we speak with reverence and affection:

Jennifer Landry ^(M)	Mar. 2/20	Murdo (Bud) Smith ^(M)	Sept. 13/20
Joyce Griffith ^(M)	Mar. 26/20	Raymond Boucher ^(M)	Sept. 24/20
Tom Robertson ^(M)	April 13/20	John Leggett ^(M)	Sept. 28/20
Leora Froome ^(M)	April 27/20	Kenneth Griffith ^(M)	Nov. 12/20
Bill (Francis) Warren ^(M)	May 6/20	Alma Grasser ^(A)	Nov. 15/20
Craig Fulton ^(M)	June 20/20	Howard Brickell ^(M)	Dec. 31/20
Leonard Pettit ^(M)	Aug. 30/20		

and we pray that we may remember these names which they were given by other people and by which they are still known. We believe that all they meant to us is not lost even though they are no longer with us. May God's love continue to live in our hearts and minds, in our courage and conscience. Help us to remember by word and deed those who are severely tested by this loss that they may not be overwhelmed by it and isolated from others, but that through us they may find in Christ new courage and confidence to face life.

- ^(M) Member of City View United Church
- ^(A) Adherent of City View United Church

C COMMITTEE AND GROUP REPORTS

C.1 Comments from the Chairperson of Council – 2020

This year, a devastating year for many people everywhere, has made me keenly aware of the importance of the Church as a spiritual home. While our church's physical home was shuttered for most of the year, we were still given important work to do: ensuring that our church members stayed safe and were supported, especially those living alone; ensuring that our staff were fully employed and properly protected when working on the church property; maintaining the financial health of our church; offering hope to those in need; and addressing our fears and anxieties. The physical church became less important, and in its place the church became a virtual home, where we cared for each other. I have been carefully counting the many acts of kindness and we should all be thankful for our many blessings.

We welcomed Reverend Laura Springate as our new permanent minister in March, just as the pandemic shut down the country and our church. Rev. Laura, you could say, had a baptism by fire. She immediately started attending important church meetings via ZOOM, making decisions about how to organize and produce online worship services, and ensuring our church members' spiritual and emotional needs were supported. She accomplished all of that and so much more with unparalleled professionalism and an incredible sense of humour and patience. Her weekly online services were an important part of many of our members' continued well-being. Her friendly weekly coffee-time ZOOM sessions were also much appreciated by the many regular attendees and allowed us to stay in touch with one another, when social distancing was having such a negative impact on some of us. We all hope and pray that later this year we will be together worshipping again, and able to properly welcome Rev. Laura with open arms and hugs. In the meantime, I am sure you will agree, we are all sending her virtual hugs of thanks for all she has accomplished under such challenging and unprecedented circumstances.

We are also thankful for the dedicated work of our staff, including Mary Lynne Harvey, who was always cheerful and helpful as she adjusted to changes in her work environment. Patrick Pearson was able to complete a long-standing list of tasks and repairs, while the church was shutdown. Veronica Moore continued to carefully maintain the financial books. Finally, we were all saddened to say goodbye (virtually) to our music director and organist, Noah Landers, who left us to pursue graduate studies in music in the United States.

I would also like to thank my fellow Council members, who truly stepped up this year to ensure the continued operations of the church under changing and challenging times. Although many of our traditional church activities, gatherings, and events were postponed or moved online, everyone was always looking for innovative ways to keep us connected and to keep the spirit of community and service alive.

As well, a special shout-out goes to the members of the Re-opening Committee and the members of the Stewardship Committee, who contributed countless hours, respectively, to ensure the operational health of the church for the present and for the future. Also, a special thank you goes to Fred Cattroll and Kim Benjamin, who professionally produced and edited all of the weekly online services. Finally, to all the members of the church, thank you for your support, including your financial support, which allows us to accomplish so much.

*Respectfully submitted,
Peter Fortura, Chair, CVUC Council*

C.1.1 Big Idea Committee

Since the adoption of our Mission and Vision statements, collectively, we have been working through ways to move forward with them. How do we take those next steps? In June 2018 Council accepted an approach to invite a small cross section of members of CVUC to join for a morning “Big Idea” workshop.

The Big Idea workshop came out with three broad notions to explore further:

- 1) Helping the Community as a ‘community center’
- 2) Redevelopment of the land/building
- 3) Joining with others

With these broad notions as a basis, in 2018 Council formed the Big Idea Committee. This committee actively worked to refine the broad notions through 2018 and into 2019.

In May of 2019, the committee held a town hall meeting, where we “played back” what we had heard. This culminated with a congregational meeting in late May, where the congregation agreed on a Big Idea through a congregational vote. The agreed upon Big Idea:

Explore community partnerships and redevelop part of the CVUC space to support community groups.

Unfortunately, since then, due to multiple changes and events, starting with retirement of our previous Minister in 2019, the resulting search and call of Rev. Laura in early 2020; and the effects of the COVID-19 pandemic through most of 2020 – the Big Idea Committee has not met.

Currently the Big Idea Committee is on a de facto pause, while – as a Church – we work through the implications of the pandemic.

My hope and desire are to restart active discussions at some point in 2021. I believe how we adapt to the (hopeful) end of the pandemic will shape the evolution of our “Big Idea”.

I continue to invite you to offer any input or “big ideas” you may have; or any community needs that you feel CVUC should be looking at. Feel free to contact myself, or anyone else on Council to share your thoughts.

*Respectively submitted,
Steven Bergman, Chair Big Idea Committee*

C.1.2 Search Committee (2019, 2020)

In June of 2019, Rev. Karen retired. Council formed a Search Committee to find a new Minister. The first task of this committee was to update the Community of Faith profile, which serves as the job description for our Minister. The next task of the committee was to conduct the search for a Minister, including candidate sourcing, qualification of applicants, questions, interviews, references, and ultimately negotiation of terms and a recommended candidate to Council and the congregation.

Most of the above activities took place during the second half of 2019, over an approximate 6-month period. The culmination of the search for a new Minister took place early in 2020, with the committee’s unanimous recommendation of Rev. Laura Springate.

Early in 2020, Council approved this committee's recommendation, and agreed to hold the requisite congregational meeting. On Sunday February 16, 2020, a special congregational meeting was held where the congregation (you) formally accepted this committee's recommendation, and subsequently formally "called" Rev. Laura Springate to be our Minister.

Rev. Laura started her ministry with City View with an Ash Wednesday Service on February 26, 2020, with her first Sunday Service on March 1, 2020.

The committee members are:

- Steven Bergman (chair)
- Harry Bender
- Heather Kritsch
- Jim Benjamin
- Joanne Lewis

I would like to thank committee members for all their work during the latter part of 2019 and early 2020. A special thank you to our regional representative Beth Sweetnam, who helped guide us through the process. Getting a job description pulled together, posting it, sourcing candidates, pre-screening, conducting interviews, and finalizing a recommendation – all within about a 6-month time frame is a lot of work. Thank you all for the time you spent in completing this important activity.

There is one item outstanding for this committee before it is formally dissolved, and that is to hold a Covenanting Service for Rev. Laura. With the ongoing COVID-19-related in-building Worship Service restrictions, the hope and desire are to hold the Covenanting Service this spring 2021.

*Respectively Submitted,
Steven Bergman, Chair Search Committee*

C.1.3 Re-Opening Committee

On Wednesday March 11, 2020, the World Health Organization (WHO) declared the spread of the coronavirus (COVID-19) a pandemic. In response to that, and other local public health declarations, the City View Executive suspended in-building Sunday Worship Services as of Sunday March 15, 2020. Shortly thereafter, City View Council closed the Church building to all activities indefinitely, pending updated procedures and protocols put in place to address the concerns of COVID-19.

Shortly after the closing, working through the Worship committee, a small group of people came together to determine how to ensure City View worship and fellowship could continue in some fashion. Please see the Worship Committee report for more details and a full range of thank you's on this topic.

In early May of 2020, through a motion at Council, the Re-Opening Committee was established to coordinate and manage the activities required to re-open the Church building safely. The committee focused on putting forth updated Procedures & Policies for all users of the City View United Church building to *reduce the risk* of spreading the COVID-19 virus, in accordance with the latest scientific information and guidelines from Government and Public Health agencies. Specifically, the committee focused on:

- Procedures & Practices for Staff – Visitors – Parishioners
- Procedures & Practices for Existing Tenants, New Renters, Small Groups
- Procedures & Practices for in-person Worship & Sanctuary Use, which included continuing to offer Worship in a safe manner.

The committee members are:

- Steven Bergman (committee chair) [Worship]
- Peter Fortura (recording secretary) [Council Chair]
- Harry Bender [M&P]
- Peter Charboneau [Trustee]
- Mary Lynne Harvey [Office Administrator]
- Rev. Laura Springate [Minister]

The committee, meeting weekly, worked diligently through the spring and summer of 2020. The committee consumed large amounts of information to understand the impacts of the pandemic, collected information and feedback from the congregation via surveys, regularly communicated with the congregation and renters and tenants, formulated various procedures and practices, and ultimately composed a re-opening plan that was approved by Council and submitted to Eastern Ontario Outaouais Regional Council (EOORC) for their approval. EOORC approved CVUC's re-opening plan in early September.

With the re-opening plan approved, Council officially re-opened the Church building in September, with restrictions, and the committee shifted its focus on implementing the plan. This included training staff on the updated procedures (which began earlier in the summer), educating all renters and tenants on the new protocols, constantly communicating with all the various parties, and preparing the sanctuary for in-building Worship Services, adhering to the new protocols.

Since September, the Church has had a small number of tenants utilizing the Church building under the new protocols.

In-building Sunday Worship Services were able to recommence on Sunday November 29, 2020. Council decided to only offer a virtual Christmas Eve Service, and thus the last in-building Service for 2020 was held on Sunday December 20, 2020. The intention was to recommence in-building Services on January 3, 2021. Unfortunately, due to rising COVID-19

Timeline of Key Events in 2020

Month	Key Events / Activities
March	<ul style="list-style-type: none"> • COVID-19 worldwide pandemic declared. • CVUC Council suspends Sunday Worship Services as of March 15, 2020; and closes the Church building to all in-building activities shortly thereafter.
April	<ul style="list-style-type: none"> • Recorded online Worship Services and virtual "coffee" time set up.
May	<ul style="list-style-type: none"> • Re-Opening Committee formed by Council. • Survey #1 sent to congregants for input on Church building re-opening.
June	<ul style="list-style-type: none"> • Survey #1 results received and digested. • Draft plan formed and communicated to congregation on June 25.
July	<ul style="list-style-type: none"> • Updated procedures put in place for all CVUC staff and visitors.
August	<ul style="list-style-type: none"> • Updated procedures put in place for renters & tenants, and small groups. • Survey #2 sent to congregants, focused on time frame to restart in-building Church Services.
September	<ul style="list-style-type: none"> • Finalized re-opening plan. Approved by Council. Submitted and approved by EOORC. • Survey #2 results reviewed and digested. • CVUC Council formally re-opens Church building to visitors and renters & tenants, with restrictions. • Sanctuary prepared for restart of in-building Sunday Worship Services.
October	<ul style="list-style-type: none"> • In-building Worship Services restart 'paused', due to rise in infection rates in Ottawa. • Communications ongoing with key renters & tenants. • Training of Ushers for in-building Sunday Worship Services completed.
November	<ul style="list-style-type: none"> • In-building Worship Services restarted Sunday November 29, 2020. Pre-recorded online Services continued.
December	<ul style="list-style-type: none"> • In-building Sunday Worship Services continue through Sunday December 20, 2020. In-building Services to resume Sunday January 3, 2021. • Council agrees to have Christmas Eve Service to be virtual only. • Christmas Eve Service posted online. • Initial set up of live streaming equipment and tests completed in Church building. • In-building Worship Services suspended indefinitely and use of Church building by renters & tenants is further restricted (with certain exceptions) with introduction of Ontario Shutdown restrictions, effective December 26, 2020.

concerns, the Ontario government implemented province-wide shutdown restrictions, which effectively suspended in-building Services to later in 2021.

The remaining items for the committee in 2021 are to coordinate the resumption of in-building Sunday Services, once the government restrictions ease, and complete the transition from recorded Services to “live” streaming Services. This will allow the CVUC congregation to experience and attend Worship, as they wish – either physically together or virtually, while minimizing the extra effort of Rev. Laura, and notably Fred and Kim.

I wish to close by thanking all the committee members and the extended “team” for their help. To the committee members, I thank you for the countless hours spent in formulating how to “re-open” the Church – and keep it open safely. We did not have a blueprint, but we collectively worked together to bring forward a workable plan. The commitment and time you all put in for so long is truly appreciated. A special thanks to Fred Cattroll and Kim Benjamin for helping from day one to record and produce the recorded online Services. Without your dedicated, ongoing support, there would be no CVUC Worship Services. And special mention to Council, for coming together for several unscheduled meetings, to discuss, debate, and ultimately move forward with key decisions in support of the re-opening plan; Larry Dobson for your continued support in constructing the surveys, collecting the data, and communicating out to the congregation the status of the re-opening plans and Worship Services; and Craig Suitor for your initial in-building sound board support in November and December, and in assisting with in-building setup in anticipation of the transition to live streaming.

It was a wonderful group to work with during these unprecedented times, and I look forward to completing our tasks in 2021.

*Respectfully Submitted, Steven Bergman
Chair Re-Opening Committee*

C.1.4 Stewardship Report

City View conducted a Stewardship initiative over a 3-week period from October 18 to November 1, 2020. During this time period, Rev Laura led worship services exploring what City View means...to me, to our community, to our future, and to our present time. A mailout was sent to every family on October 18, asking City Viewers to consider what City View means to them and to respond accordingly. Several parishioners shared testimonials about what City View meant to them and these were included in our online services during October and November and also posted on our website.

Thanks go to:

- Rev Laura, Bruce Petrie, Jim Watchorn, and Harry Bender who as members of the Stewardship team began work in July to plan, develop, and deliver this Stewardship initiative. A special thank you to Harry Bender for taking the organizational lead on this initiative;
- Mary Lynne Harvey who printed the documents and labels, prepared envelopes, and helped with stuffing the mailout; she also tabulated the returns and updated our database;
- Larry Dobson for regularly updating the Stewardship page on our website with new testimonials and information;
- Joanne Lewis, Karl and Chris Tibelius, Agatha and Charmaine Ralph, Glenda Strong and Steven Bergman for their testimonials on what City View means to them; and,
- Fred Cattroll and Kim Benjamin for the interviewing, recording and editing of the testimonial videos for our online services and the website.

Our thanks also go to all City Viewers for their response to our Stewardship initiative. The responses we received have been deeply inspiring: offers of time and talent, increased PAR donations and new PAR donors, and generous giving to our various funds and projects.

For those who like numbers:

- We had a 48% response rate to our mailout
- 46 families volunteered to share their time and talent
- Over \$18,000 was received in cheque donations for our funds and projects
- Over \$3,000 was received in e-Transfer donations for our funds and projects
- 3 additional families joined Pre-Authorized Remittance (PAR) bringing our total number of PAR donors to 77
- 18 PAR donors increased their monthly donation by an average of 17%
- 2 families expressed interest in Legacy Giving

We are blessed with all of these offerings, as we are blessed with all the continued support that CVUC receives in time, talent, finances and prayer.

*Submitted by the Stewardship Team,
Harry Bender, Bruce Petrie, Jim Watchorn and Rev. Laura Springate*

C.2 Congregation Worship and Education Committee

This committee's primary focus is as follows:

- Coordinate Sunday worship services, including service readiness, ushers, readers, sound, decorations, communion, special music;
- Coordinate youth interaction, such as Sunday school, youth group, nursery;
- Coordinate other literature of spiritual learning; and encouraging stewardship of the Church.

It is hard to believe the amount of change we, as a City View community, have undergone over the last year. In early 2020 we welcomed Rev. Laura Springate to City View, to help lead us in Worship. Her first Worship Service, held in the City View Church building, was an Ash Wednesday Service on February 26, 2020; with her first Sunday Service on March 1, 2020. She fit right in, and over the next few Sundays, held wonderful in-building Services. The transition from Rev. Anne went seamless, and we thank Rev. Anne for her help during the transition.

On Wednesday March 11, 2020, the World Health Organization (WHO) declared the spread of the coronavirus (COVID-19) a pandemic. In response to that, and other local public health declarations, the City View Executive suspended in-building Sunday Worship Services as of Sunday March 15, 2020. Shortly thereafter, City View Council closed the Church building to all activities indefinitely, pending updated procedures and protocols put in place to address the concerns of COVID-19.

A small group of us came together to determine how to ensure City View worship and fellowship could continue in some fashion. With the dedicated support of Fred Cattroll, Kim Benjamin, Rev. Laura, and Noah Landers, a plan was conceived on how to record Services and make them available on YouTube. That plan was put into action. Since early April, virtual Services featuring Rev. Laura have been recorded, edited, and posted online, with few exceptions, through the continued dedication of Fred and Kim. This

has included marquee Services such as Good Friday, Easter Sunday, Blue Christmas, and Christmas Eve. Special thanks to you - Fred and Kim. Without your dedicated, ongoing support, there would be no CVUC Worship Services.

In addition to virtual Sunday Services, with support from Rev. Laura, Larry Dobson, and Harry Bender, we established weekly virtual fellowship time aka “coffee time”, using Zoom video calling.

In a matter of weeks, City View had transformed from a purely in-building Sunday Worship gathering and fellowship Church to a virtual gathering. Astonishing and wonderful!

The next several months a small group of us, primarily through Re-Opening Committee members, worked through ‘figuring stuff out’ to evolve our Worship activities in the virtual setting. The order of Service was tailored to an online setting, adjusting items that did not quite fit. Children’s time evolved to “a time for the young at heart”. Music was pre-recorded by Noah Landers before he left, and then by Heidi Li, and added in. Slides with lyrics were added so that those viewing could sing at home. Additional pictures were added. The United Church of Canada published guidance on how to do virtual Communion. Which was to say, virtual Communion could be done with elements that people have available. Virtual Service production became more refined and rhythmic, with “shooting” of the Service occurring every Thursday, with post-production thereafter, and publishing made available by Sunday morning.

As the virtual Services continued, CVUC offered a virtual “coffee time” every Sunday as well. Most Sunday mornings saw anywhere from 20 to 30 family groups (40 to 50 people) on the Zoom meeting, sharing stories, birthdays, and general ‘coffee time’ chit chat. If you have not participated – I highly encourage you to do so. It is a nice way to stay connected.

One wonderful side effect of the virtual Services and the virtual “coffee time” is that past congregants that had moved away from Ottawa, were able to take part, and joined in on a few Sunday mornings from afar. This was a wonderful opportunity for people to get caught up.

In the fall time frame the committee hosted a broad call out to anyone that wanted to have input into upcoming Worship Services. This resulted in around a dozen participants in a Worship team meeting, that generated some great ideas, most notably some thoughts about our Christmas Eve Service.

On November 29, 2020, we were able to recommence in-building Worship Services. In-building Worship Services continued throughout the Advent Season until Sunday December 20, 2020. Although the in-building Services looked very different than previous in-building Services, it was wonderful to see people “in person” again. Thanks to Craig Suitor who helmed the sound board, and the numerous folks that volunteered to be COVID-19-protocol-trained ushers.

Council decided, to minimize COVID-19 risks, that the Christmas Eve Service would only be virtual. And what a wonderful Christmas Eve Service it was! The readings, singing, music and production value were all excellent. Thank you to all the volunteers that put in the extra time to participate and produce a wonderful Service.

The intention was to recommence in-building Services on January 3, 2021. Unfortunately, due to rising COVID-19 concerns, the Ontario government implemented province-wide shutdown restrictions, which effectively suspended in-building Services until later in 2021. The intent is to continue recorded online Services until we can transition to in-building “live” streaming Services.

Over the year the viewership of the online weekly Services has ranged between 150 views to over 365 views for our Christmas Eve Service. This is great considering CVUC in-building Service attendance over recent years has been around 100 parishioners each Sunday. This means we have more people consuming the Service online than in-building.

Although we could not have large groups of helpers come together, there were several of you who volunteered on an individual basis. Thank you to the volunteers who participated in the weekly Bible readings as part of the Services. Thank you to Phyllis and Colin Potts who stopped by on several occasions to decorate the sanctuary with some fresh flowers. Thank you to Joanne Lewis for spearheading and participating in the Blue Christmas Service with Rev. Laura and Mary Lynne Harvey. Thanks to my boys Adam, Evan, and Ethan Bergman for helping me put up Christmas decorations in the sanctuary, as well as our custodian Pat Pearson for getting the big tree set up. Thanks to Jeannie Page who filled in for an online Worship Service on January 3, 2021, while Rev. Laura was on holidays. And thank you to Noah Landers and Heidi Li for supplying pre-recorded music for the Services. A special thank you to Mary Lynne Harvey who while performing her in-building coordination and administrative duties, participated in many of the recorded Services themselves. Finally, I wish to thank the Re-Opening Committee members and all others who have participated and worked together to keep Worship going and with rich content. I know there were many of you that made contributions, seen and unseen, that helped with our Worship experience. Your efforts are very much appreciated.

For the kids and youth, it was also a year of change. With the suspension of in-building Services, the Sunday School interaction moved to a virtual setting. During the spring, the kids and youth were invited to join a weekly meet up with myself and Rev. Laura on Sunday mornings at 9:30am, where we went through some lessons from the Bible, and then did some games. We took a break during the summer, but then met up starting in the fall.

One highlight was inviting the kids and youth to participate in the Church yard fall clean-up. That was wonderfully attended, with around 30 participants (mostly the young folks), working hard to rake up the leaves. Afterwards all participants had hot chocolate (and treat bags for the kids and youth) and celebrated a job well done. Thanks to Chris Tibelius for organizing the hot chocolate and treat bags, and Karl Tibelius and Liz Mitchell for spearheading the logistics.

During the Christmas Season we virtually met up weekly on Sundays at 9:00am. The kids and youth worked together to create a 'collage Christmas card' that was sent out virtually to everyone. Paper copies were sent out to a small number of congregants, including those not connected electronically. It was a wonderful way for the kids and youth to pass on the Christmas Spirit to the congregation.

Unfortunately, we had to say good-bye to Megan Baker, our Sunday School Coordinator. Understandably, given all the change, she decided to step back in June. Several of the kids and youth were able to say good-bye to her virtually at the end of June. We wish her well and thank her for her service at City View.

In closing, as we continue into 2021, the ongoing focus of this committee will be to help foster a positive Worship experience, to engage our kids and youth, and offer means to learn God's Word through various activities. If you have any ideas about worship, both in-building or online, please feel free to reach out to me or Rev. Laura any time.

*Respectively submitted,
Steven Bergman, Chair, Worship and Education Committee*

C.2.1 Senior Choir

2020 was a very different year in the life of our choir. We had enjoyed Noah so much as a talented young choir director. He very capably led us in practices, was patient with us and very thorough in his teaching. In May, Noah resigned effective August 31, 2020 as he had been accepted in the music program in Boston. However, he continued recording the music for our online services. At present we have hired Heidi Li to play for us, when the church is open, and sometimes for online services as well.

The choir had a farewell get together for Noah in July, socially distanced, in the churchyard. We will certainly miss his pleasant and energetic leadership! No move has been made yet to hire a new director.

The choir enjoys a Zoom coffee chat time each Thursday night, no singing of course, just time to chat and share news with each other. Noah still joins in at times.

We so miss being in the choir loft each week, and we really missed the time there at Easter and Christmas and the Candlelight service. Hopefully come September, we'll all be back in the sanctuary to be part of live services again!

*Respectively submitted,
Betty Renwick, Secretary*

C.2.1.1 Senior Choir Financial Statement (January 1, 2020 to December 31, 2020)

Bank Account Balance at December 31, 2019		\$1,905.04
<u>2020 Receipts</u>		
2019 Candlelight Donations deposited in 2020	440.00	
Total Received (See Note 1)		440.00
<u>2020 Disbursements</u>		
Jean Nielsen 2019 Candlelight Snacks	(108.87)	
Liturgia Inc 2019 Candlelight Bulletins	(44.24)	
Jean Nielsen Noah's Parting Gift	(31.58)	
Total Disbursements		(184.69)
Bank Account Balance at December 31, 2020		<u><u>\$2,160.35</u></u>

Notes to 2020 Financial Statement

Note 1:

Due to COVID Pandemic, there was no Candlelight Service or Choir Member dues or any other receipts collected in 2020

C.3 Community Care and Outreach Committee

C.3.1 Pastoral Care

This has been a year like no other. We welcomed Rev. Laura Springate early in 2020 shortly before the start of the pandemic. We have sincerely appreciated the guidance and support from Rev. Laura through these challenging times.

Our pastoral caring has switched to telephone contact and has been expanded to include single members and elderly members of the Congregation.

The Blue Christmas Service was held virtually on December 13. This service was available to everyone in the Congregation and to family members in other parts of Canada.

The Prayer Chain continues to be handled by Dorothy and Doris Latour. Many thanks to them for continuing to provide this valuable service.

The Team again found pleasure in the delivery of the Friendship Baskets. We would like to express our sincere thanks to Joan Dobson for her efforts in coordinating this very important and worthwhile project.

Betty Renwick continues to send greeting cards to the people on the Pastoral Care list. Her thoughtfulness and efforts are very much appreciated by the recipients and also by our team. Sincere thanks go to Betty for this valuable ministry.

Our team members this year include Ruth Ann Carney, Mary Lynne Harvey, Marilyn Jensen, Shirley Johnston, Claire Knudson, Dorothy Latour, Doris Latour, Diana Riethman, Rev. Laura Springate, Norma Johnson-Wells and Joanne Lewis. I sincerely appreciate the team members continued hard work, dedication, and professionalism to this vital ministry, especially at this time of COVID-19. They truly are a joy to work with!

*Respectfully submitted,
Joanne Lewis, Chairperson, Pastoral Care Team*

C.3.2 Mission & Outreach

The mandate of this committee is to provide leadership and ideas to help our church to be a sharing and caring community locally and to support the worldwide outreach work of our denomination through the Mission and Service Fund.

Even though this was a challenging year our church has still been able to keep in touch with our long-time friends Laura Allingham and John Robson. They have been remembered with phone calls and their annual Birthday and Christmas gifts

Listening to music is an enjoyable pastime these days.

Throughout the year we have the opportunity to support local outreach in our community. Once again, our congregation has responded generously raising \$5,389.00 in support of the Carlington Chaplaincy, the Caldwell Family Centre, the Westend Breakfast and Lunch Program, Centre 507, and Algonquin Campus Ministry.

Supporting the work of our denomination in Canada and the work of our partners around the world has always been a priority at City View. The Mission and Service Fund and The World Development and Relief Funds need our help financially more than ever as fundraising is a challenge this year. City View United Church raised \$40,662.44, generously supporting the work of the United Church in Canada and through our partners around the world as they deal with issues of famine, war dislocation and environmental disasters.

In the fall Rev. Laura reports that she was able to tour the Chaplaincy facility and hear about their programming and supports for the community. While many in person programs have needed to be paused during pandemic lockdowns, the Chaplaincy continues to provide take-out breakfasts for individuals and families each day of the week. City View United's support for the Chaplaincy is vital and very much appreciated as community needs remain high and the Chaplaincy relies on donations and grants to continue to meet those needs. Donations for the Chaplaincy may be made through City View United.

We have an opportunity to support other projects two months at a time. For instance, January and February donations support Centre 507 (Bank Street) Drop-In Centre.

The Christmas Hamper and Friendship Baskets Project are a highlight in our congregation. We appreciate the dedication of the faithful volunteers who give us the happy opportunity to share at this time of year.

We thank our congregation for your generous support for these projects, locally, nationally and for our partners around the world.

Update from Lambert Okrah:

I miss you all so much. Unfortunately, we seem to be in an unending saga. Very unpredictable times in all respects. It just looks like when the world takes one step forward, we take two steps backwards. The only good news is that we know GOD.

About a year and a half ago, I left for Ghana to assist in development process of a new administrative region which was created by government which is in the area I was born. I settled down in the city that was named as the capital of the region. Its name is Dambai and the name of the region which is the equivalent of Province in Canada is called Oti, named after a river the banks of which the city was established.

My strategy was to establish an investment project that will create jobs and start a foundation that will assist the underprivileged in the area which is so much deprived. To this end, I have established a construction company and to start with block making to provide quality, and affordable blocks so much needed for the housing industry in the area.

Not long in the process, in less than 6 months COVID-19 emerged. This led to delays after delays making my initial plan to be away for 6 months turning into one and a half years.

Irrespective of the delays, I am happy to announce that the blocks production has started employing 12 staff at the initial stage while the construction of the factory site continues.

I have also started discussions with some opinion leaders in the city to form a women's soccer team to eventual be part of the national league process.

As this get underway, I will begin to explore the setting up of the Foundation while working to expand the investment portfolio.

I am looking forward to return soon, within the next couple of months when the COVID situation allows it before returning to Ghana in the future to continue what has began. This means I will be sharing my time with Ghana and Canada.

I am looking forward to seeing all of you again soon. And please, my condolences to all those who have lost loved ones while I was away.

*Respectfully submitted by your Mission and Outreach Committee,
Dawn Hamilton, Marg Knight, Lambert Okrah, Frank Pole, Sheila Smith*

C.3.3 Hamper Sub-committee Report

The members of the Hamper Committee for 2020 were Bob Pegrum, Joan Dobson, Barb Williams, Dave and Fern McGale, Ron Horton, Michele Sutor and Larry Dobson.

Because of COVID-19, we were not able to prepare our large generous hampers as usual. The decision was made to buy food vouchers from Metro/Basics instead. It was decided that we would also buy gloves and mittens as we usually had. Barb Williams did this.

We divided the food vouchers between Debra Dynes Family House and Caldwell Family House along with 5 for Sir Guy Carlton and 2 for church members.

We were pleased to again receive \$2500 from The Nepean Kiwanis, \$750 from The Rotary Club of West Ottawa and \$500 from The CTV union.

The congregation was generous as well.

We purchased \$6,200 in \$50 food vouchers and \$500 in \$25 vouchers. Barb spent \$ 711.70 on mittens, gloves, and socks. I also bought socks and mittens and Christmas cards for \$526.70.

This year we also sent cheques for \$1000 to each of Debra Dynes, Caldwell, Caring and Sharing, and the Ottawa Food Bank.

This year we also, through a contact who works weekly in the market area with the homeless, sent hats (hand knitted), socks, gloves and 30 \$10 Tim Horton's vouchers to the homeless.

Our balance at the start of the year was \$5,243.07

Our total revenue was \$11,757.50

Our total expenses were \$11,834.32

Our balance at the end of 2020 was \$5,166.25

We may send some further Tim Horton Vouchers to the homeless over this winter. The vouchers give them a legitimate excuse to get warm and have food or coffee.

*Respectfully submitted,
Joan Dobson, Co-Chair*

C.3.4 United Church Women

C.3.4.1 The Phoebe Unit

This past year has, without a doubt, been a very different and frustrating one to say the least.

Since the shutdown because of the COVID-19 pandemic, the Unit has not had a meeting since February 2020. With the help of email and telephone calls, we do keep in touch.

Although the church could not hold its annual bazaar a virtual bazaar was organized and the ladies of our Unit participated with a variety of items.

C.3.4.2 The Miriam Unit

This Unit did not meet in 2020 but a couple of the ladies contributed items for the virtual bazaar.

It is rather interesting to note the youngest member of the group is 85 and only three ladies still drive; therefore, making it very difficult for the Unit to meet as a group. Nevertheless, they are certain they can work something out once we get back to "normal".

*Respectfully submitted,
Pat Beauchamp, UCW Member*

C.3.4.3 UCW Financial Statement 2020

Balance Forward January 1, 2020		\$ 913.18
<u>Income:</u>		
Offerings	121.00	

	121.00	121.00

		\$1,034.18
<u>Disbursements:</u>		
C.V.U.C. Benevolent Fund	200.00	
Victoria's Quilts	100.00	
Flowers/Gifts	25.00	
Cheque Printing Charge	60.39	

	385.39	385.39

Balance as at December 31, 2020		\$ 648.79
		=====

C.3.5 Men's Club Finances

As reported in the CVUC 2019 annual report the Men's Club carried forward a bank balance of \$1908.39 as at December 31, 2019.

Payment made August 2020 for	\$ 107.29 for a plaque
Shouldice bursary fund transfer	\$1,796.00 in October, 2020
Closing out cost	\$ 5.10 in November, 2020
Account closed November 13, 2020	\$ 0.00

*Respectively submitted,
Ev Zytveld*

C.4 Communications and Events Committee

C.4.1 Communications

Our ongoing weekly email and website communications continued throughout 2020, but our routine activities changed suddenly when the COVID-19 pandemic hit Ottawa about mid-March.

Council meetings on March 11th and 14th brought forth major changes. Immediately, church services and church meetings were cancelled between March 15th and April 5th, inclusive.

Seeing the different needs, people acted quickly. Fred Cattroll and Kim Benjamin stepped forth and offered to videotape our services and have them available for us on YouTube. On March 18th and 19th, Rev. Laura sent out YouTube messages, and on March 22nd, she began our weekly services that have continued throughout the year and into 2021.

To get a sense of how City View should proceed with alternative services and church activities, our Council elected to survey our members and get their responses to our suggested options. Using the Survey Monkey application, we first surveyed members on March 20th. We sent this out to 152 people and we received 66 responses. Other responses came back from the 32 who had received the survey by mail. At this early stage in the pandemic, 70 % of our members expressed interest in receiving weekly email updates, while about 50% said they would be interested in getting audio or video messages. Only 12% expressed interest in zoom meetings of any type.

Over the year, however, we saw our members enthusiastically engage in watching our online video services despite their initial predictions. In time, we noted that the number of YouTube views typically were around 150 per week and occasionally well over 200. Our Christmas Eve service attracted 355 views.

Similarly, our zoom communications with each other exceeded our initial expectations. We conducted all our council meetings with zoom, as well as meetings for other planning purposes, Bible studies, Caring Companions meetings, and choir night get-togethers. To replace our traditional Coffee Hour, we got together with a zoom virtual coffee hour. Typically, individuals or couples joined each week numbering 30-35 people and occasionally much larger numbers. We shared personal experiences and news of how others were doing, and celebrated birthdays and anniversaries. We said goodbye to Noah Landers as he left to pursue further studies in his musical career. And we presented our Drew Shouldice Bursary to Madison Parent, Morley Cashman's niece, and wished her well on zoom.

We sent out our second survey on June 22nd. to get feedback on what members thought was most important for them at City View and how concerned they were about Covid-19 at this time.

We surveyed next on August 28th. By this point, 45% of members thought it would be sometime in 2021 before they would be returning to in-building activities. We told members that wearing a mask during the services would be obligatory. In response, 80% said they were okay with this, but 20% said they would not attend if this was a requirement. We found that members would most likely stay away from church services because of the fear of contracting COVID-19. This was followed by wearing a mask and not having a chance to sing during the service.

- During the year, we changed the name of our weekly communications from ‘E-Announcements’ to ‘E-News’.
- In March, we discontinued our weekly audio podcasts.
- Our Facebook page remained active through the year.
- Throughout the year, Mary Lynne Harvey remained a key part of all our communications. A big thanks goes out to her. We also thank the big part that Kim Benjamin and Fred Cattroll and the members of Council played in communicating with all our City View members.

C.4.2 Events

Our coffee hour following our in-building church services came to an abrupt halt as of March 13th. Thanks go out to Barb Williams and Jean Baenziger and others who helped out as servers during the early months of 2020.

Events throughout the year included:

1- **Sweetheart Luncheon**, February 9, 2020. This was attended by 73 adults and 6 children. Many people pitched in to help make this luncheon a success including Mary Lynne Harvey, Barb Williams, Jean Baenziger, Joan Dobson, Carl and Holly Kritsch, Heather Anderson, Dave and Fern McGale, Cynthia Fortura, Grant Johnston and others. Our Valentine theme was boosted by superb entertainment. Thanks go out to Bill Love, Finn Pickering, Cairine Thomas, our Prayse Group (Harry & Isabel Bender, Jean Nielsen), Noah Landers & Zoé Dumas.

2- **SOUPer SUNDAY soup and sandwich luncheon**. This event was planned and ready for March 22nd but was cancelled because of the COVID-19 pandemic now underway.

3- **July 1st**. This was the first get-together after 3-1/2 months of the pandemic. Our members were invited to come to our parking lot where they could chat at a distance and enjoy ice cream bars. The number of people turning out exceeded expectations. For many, this was their first chance to see others, and they all enjoyed the opportunity. Thanks go out to Steve Bergman and others who organized and ran this important event.

4- **Annual Snowflake Bazaar, November 6-7**. After debating whether we would have a bazaar this year, we decided to go ahead. Janet Hrnchiar, Larry Dobson and Anne Mulholland, along with input from others, set to work and organized the event using our website as the ‘venue’ for our sales. 22 people prepared a variety of items for sale. These included artwork, baking, candy & sweets, Jams & Jellies, knitting & sewing, preserves (pickles & relish), and soup & chili. Revenues from these sales amounted to \$3,004. **The planned date for next year’s event is November 13, 2021 ~ please mark it on your calendar.**

As part of the Stewardship campaign, Council asked people if they would consider contributing to this year's bazaar some amount that they traditionally might have spent at previous bazaars, and we were pleased to see another \$3,000 contributed through these direct donations.

It was a busy and very different year, but with everybody contributing their time, talent, and treasure, we got through it. Thanks to all.

Committee members include: Larry Dobson, Carl Kritsch, Joan Dobson, Mary Lynne Harvey, Rev. Laura Springate.

*Respectfully submitted,
Larry Dobson, Chair*

C.5 Finance, Administration and Property Committee

The role of the Finance, Administration and Property Committee is to coordinate matters related to the administration of the Church and oversee the maintenance and upkeep of Church properties, in collaboration with other Church committees. It is composed of three teams: 1) Finance and Administration; 2) Property; and, 3) Membership.

C.5.1 Finance and Administration Team

I would like to thank Dwayne Johnston for coordinating the counting of the Sunday offering as well as income from special events. Thanks also to the volunteers who help Dwayne with this important task.

*Respectfully submitted,
Karl Tibelius*

C.5.2 Property Team

The Property Team continues to oversee the maintenance of the Church facilities and surrounding property in keeping with its mandate. We are a small committee of three that meets on an "as required" basis but maintain contact with each other on a regular basis to ensure ongoing services such as snow removal, lawn mowing and upkeep of heating systems are performed, as well as organizing other property-related projects as required.

Regular inspections of certain systems such as the elevator are carried out by various government authorities. I'm pleased to report that we continue to meet necessary regulatory requirements.

Major activities during 2020 included hiring companies to stain the sanctuary's exterior walls (coordinated by Jim Strong) and repair the flat section of the roof (coordinated by Dave McGale). The latter will be completed in the spring of 2021. The two sheds were re-shingled by Karl Tibelius, Peter Tibelius and Dave McGale. Dave McGale repainted most of Room 8 and ran an ethernet cable from the office to the sound booth in the sanctuary in preparation for live streaming services. Patrick Pearson had time to do some painting jobs inside and out, such as the two washrooms near Room 1 and the exterior door leading to Room 1.

Much of the ongoing day-to-day maintenance is carried out by Church members who give of their time and talents to complete these tasks thereby reducing the financial cost of this work. I would particularly like to thank Dave McGale and Wayne and Liz Mitchell for their work in completing a host of miscellaneous tasks indoors and outdoors throughout the year.

While there was no formal outdoor cleanup in the spring due to COVID, several congregation members pitched in on an ad hoc basis to carry out the various tasks required. On a late October Sunday afternoon, the Sunday School children, their parents and other enthusiastic volunteers participated in a very successful Fall Cleanup event. Many leaves were raked and much hot chocolate was consumed while maintaining the appropriate physical distancing. Thanks to Steven Bergman, Rev Laura, Christine Tibelius, and Wayne and Liz Mitchell for organizing this fun event.

Thanks to my fellow Committee members – Dave McGale and Jim Strong - for their continued commitment and advice. We were saddened by Leonard Petit's passing this past year – he was a dedicated member of our committee and will be missed.

*Respectfully submitted,
Karl Tibelius, Lead Property Team
Council Representative for the Finance, Administration and Property Committee*

C.5.3 Membership

What a year! Many of our ideas and plans have been slowed down or even put on the back burners due to COVID-19 pandemic.

We were going to update our records with another Membership Survey in the fall of 2020 but it will be delayed until we back to some normalcy. We continue to work on how to carry out a survey next time to make it less onerous, for all concerned. We did update our information on adult children who had been listed as living at home.

We ran a Make Name Tag Day where we had members make and decorate a new tag to help Rev. Laura get to know members of City View.

The photo directory was a great success with special thanks to Isabel and Harry Bender for coordinating the process.

Jean Tanner, Betty Renwick, Mary Gayle Pinkney and Jim Watchorn remain diligent works on this committee, for us all.

Not to forget Mary Lynne Harvey who keeps the day to day membership records up to date.

*Respectfully submitted,
Ken Mitchell, Chair of Membership Sub-committee*

Membership Statistical Report For 2020

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Number of Households within Congregation	230	259	289	319
Number of Members within Congregation	297	303	316	330
Number of Adherents within Congregation	<u>257*</u>	<u>302</u>	<u>319</u>	<u>301</u>

*The decrease in adherents is due to a database clean-up and removal of some inactive families.

Number of people under the pastoral care of CVUC	<u>554</u>	<u>605</u>	<u>635</u>	<u>631</u>
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Received members during the year by:

Confirmation	0	0	0	0
Profession/Reaffirmation of Faith	0	2	0	0
Transfer of Membership	0	2	0	0

Members Removed from Roll by:

Death	12	12	4	12
Transfer	0	0	0	0
Request (of member)	1			
Action of CVUC Council: (members-in process)	0		14	

Additional Activities Conducted by CVUC Clergy:

Number of infant baptisms	0	1	4	6
Number of adult baptisms	0	0	0	0
Number of marriages	0	1	1	0
Number of funerals	3	7	2	9

C.6 Ministry & Personnel Committee

The Ministry and Personnel (M&P) Committee acts as the Human Resources department for CVUC. We consult with our staff on a regular basis to discuss any issues or matters related to working conditions or work relationships. The committee is responsible for interpreting and changing job descriptions, hiring staff, issuing service contracts, making recommendations to Council on compensation, and coordinating the annual reviews of our staff. The committee is also responsible for hiring pulpit supply and temporary help for staff vacation. 2020 has proven to be “a year like no other”.

In December 2019, Council extended Rev Anne Montgomery's contract as our supply minister while the work of our pastoral relations committee continued. On January 26th, the pastoral relations committee made a recommendation to Council to call Rev Laura Springate as our new full-time Congregational Minister. At a congregational meeting on February 16th, the call was approved, and Rev Laura officially began at City View on February 23rd. We said goodbye to Rev Anne on February 23rd. Rev Laura's first Sunday in the pulpit was March 1st and her first service was immediately followed by our Annual General Meeting.

On March 11th, Ottawa Public Health declared the first case of COVID-19 in Ottawa. That week we cancelled all in-building services, meetings, and rentals. After less than 3 weeks and only 2 worship services, Rev Laura's ministry and her learning curve to get to know City View and the congregation, suddenly changed from primarily in-person interaction to interaction by phone, by Zoom, and by YouTube. The building was closed and all our staff, except for the custodian and night security person began working from home as much as possible. Council agreed that we would not lay off nor reduce the hours of any of our staff.

Thanks to Fred Cattroll and Kim Benjamin, on-line services were created and posted on YouTube starting March 22. Steven Bergman as Chairperson Worship and Education started Zoom classes for the children and youth about the same time. Given the COVID situation and a change in her family circumstances, Megan Baker, our Sunday School coordinator, was not able to help with this programming, and in fact submitted her resignation in June. So, Steven is currently organizing all the activity for the Sunday School and youth. **Thank you, Steven.**

In May we were disappointed to receive Noah Lander's letter of resignation effective August 31st. He was planning to pursue graduate studies at the Boston Conservatory where he was offered a place in the Master of Music program that begins in September. Given that we were now 2 months into the pandemic, and all congregational and choral singing was prohibited because it is considered a super-spreader activity, Council agreed that we would not begin the hiring process for a replacement until we have a better understanding of the severity and duration of the pandemic. So, the choir had a physically distanced farewell picnic on July 9th, and the congregation accoladed Noah in a Zoom farewell on July 26th. Due to the pandemic, Noah's university plans fell through and he is now planning to start the program next September.

While working from home this year, Noah recorded the music for our on-line worship services and emailed them to Fred and Kim. We now have a library of his recordings and we continue to use it for the on-line services when appropriate.

In May, Council established the Reopening Committee to develop the policies, procedures, and detailed plans to mitigate COVID-19 related risks as the church building is being re-opened. Given its role vis a vis staff, M&P was a member of this committee. Procedures were developed first for our staff and individual contractors, delivery people, etc. who need to enter the building. Then procedures and contractual Public Health & Liability Terms were developed and given to all rental groups and other groups using space in our building. Then the committee turned its attention to the procedures, protocols, and new usher guidelines needed to conduct services or meetings in the sanctuary. As part of the plan, M&P developed and delivered the documentation and training to all staff and ushers.

Given Noah's departure, we hired Heidi Li to provide additional music for our on-line services and to play for in-building services once they resume. In-building services began Nov 29. Heidi's contract will be renewed until we hire a new choir director / organist. Depending how well the COVID vaccine rollout goes, and when restrictions on singing are lifted, we will start looking to hire a new organist/ choir director this spring. We will also be looking to hire a Sunday School and Youth Coordinator.

In support of working from home, the Finance Committee agreed last fall to move our accounting system from the office computer to an online platform so that our bookkeeper could do more of her work remotely. This move is effective 1 January 2021 and has the added benefit of making reports directly available online to the Treasurer and Finance Committee.

On behalf of the congregation, I want to express our sincere appreciation to all our staff who worked for CVUC this year:

- **Rev. Anne Montgomery**, supply minister
- **Rev Laura Springate**, minister
- **Megan Baker**, Sunday School Coordinator
- **Noah Landers**, organist and senior choir director,
- **Heidi Li**, pianist and accompanist
- **Mary Lynne Harvey**, office administrator,
- **Veronica Moore**, bookkeeper and envelope secretary,
- **Patrick Pearson**, custodian, and
- **Graham Steeden**, building security (night lockup).

Each in their own area of ministry or service have demonstrated their continued dedication and commitment to City View in 2020.

I also want to thank the committee members, **Ev Zytveld** and **Holly Kritsch**, who have once again provided sound advice and support in dealing with M&P matters this year.

Respectfully submitted,
Harry Bender, Chairperson M&P
cvuc.map@rogers.com

C.7 Board of Trustees

Members: Peter Charboneau (Chair), Dorothy Latour, Cairine Thomas, Dianne Watchorn.

Insurance: We continue to be insured under the General Insurance Plan for the United Church of Canada, covering Property Loss; Damage from Boiler/Machinery Breakdown; Crime Loss; and General Liability. Directors and Officers Liability Insurance is covered under a separate national policy of the United Church of Canada.

Investments: Funds nominally under the direction of the Trustees have been reinvested with the other Church reserve funds. There is an Investment Policy in place.

Drew Shouldice Bursary:

Members of Board in 2020:

- Rev. Laura Springate (Chair)
- Marilyn Shouldice MacIvor (family member)
- Larry Dobson (Term 2 of no more than 4 years)
- Bruce Petrie (Term 2 of no more than 4 years)

The Bursary Fund is in sound condition financially.

Financial Status:

2020 Operating Balance:	\$27,690.00
2020 Closing of Men's Club Books	1,796.00
2020 Investment Income	702.70
Bursary Amount	1,000.00 -
2020 Closing Balance	29,188.70

The Drew Shouldice Bursary was presented to Madison Parent on December 6, 2020 by Rev. Laura Springate and the Bursary Committee members during the congregational virtual coffee hour zoom get-together.

Rentals: The day-to-day administration of the use and rental of Church space is ably managed by Mary Lynne Harvey. This was a difficult year for both the church and Mary Lynne due to COVID-19 uncertainty, the constant changes in our ability to allow established tenants access to their space (and pay rent) and thus the general rental of space is down significantly.

A rental schedule is in place for long term, casual and short-term rentals.

The Seventh Day Adventist Church are all but full-time-part-time tenants for the west upper hall, Room 1 – (former Presbytery & Conference space) and in their third year renting from us. We are hopeful that they move forward to renting the Sanctuary in 2021.

We have had significant interest from a group called L'Arche to rent Room 1 on a very long-term lease if SDA give up the space. Negotiations are on-going. The trustees have verified that the zoning allows CVUC renting space to L'Arche.

Our gross rentals for 2020 was: \$15,996.

Equipment Purchases: The trustees were asked to approve funding for the necessary equipment for live streaming of our church service. The cost was just over \$4K and with a contingency cost, the budget cost was rounded up to \$5K for budgeting purposes. This equipment is to be funded by the Memorial Fund as the Memorial Funds are targeted for sanctuary related additions/upgrades (e.g. hymn books, sound board, video screens etc.). There is over \$53K in the Memorial Fund as of last year. FYI: Our constitution states: "The Board of Trustees shall receive on behalf of the Church any memorial donations given to the Church and shall administer such funds on behalf of the Congregation." The trustees voted unanimously to approve this budgeted cost.

*Respectfully submitted,
Peter Charboneau, Chair*

C.8 Eastern Ontario Outaouais Regional Council

The EOORC met twice in 2020, affected by the COVID-19 restrictions like so many other groups. Our scheduled winter meeting was held in person and zoom at Glen Cairn United Church on February 22, 2020. The AGM which was scheduled for May 1 and 2 in Cornwall was cancelled and replaced with a later AGM on October 16 and 17, 2020 by Zoom only.

As the EOORC was entering its' second year of existence, the meetings continued to develop and accept terms of reference for the various Leadership teams. Even though mainly formalities, these steps were necessary to bring conformity to the different teams that work behind the scenes in any large organization. Under the EOORC umbrella, the following activities were active during the year:

- Psalm Circle, exploring the sacred story of the psalms and how they speak to us today.
- Opening the Book, listening to podcasts of biblical scholars followed by discussions.
- Multifaith Housing Initiative fundraiser, for Veterans House. This targets the needs of the rising number of homeless veterans in Ottawa. According to a 2015 survey conducted by the Alliance to end Homelessness, there are about 6,500 homeless individuals in Ottawa, and 8.5% of homeless persons reported Canadian military service. This fundraiser is ongoing until June 2021. A full Sunday service package has been developed for any congregations interested in doing more for this great cause.
- Open Out, a weekly podcast series, website and interactive social media to help discover the possibilities and challenges of opening outwards into the community.

A visit to the EOORC website gives more information on the above and other events.

The CVUC representatives during 2020 were Rev Ann Montgomery, Rev Laura Springate, and lay reps Jim Watchorn and myself.

*Respectfully submitted,
Everard (Ev) Zytveld, Council Rep. and member of EOORC Finance Committee*

D FINANCIAL REPORTS

The Financial Statements for the Year Ended December 31, 2020 and the Operating Fund and Building Repairs and Improvement Fund Budgets for 2021 are presented for your consideration on the following pages.

Needless to say, the pandemic had a significant impact on our financial situation in 2020. The closure of our church building for most of the year resulted in a sharp drop in our rental income, to \$16 thousand, \$32 thousand below our budget target and some \$45 thousand below the level of earlier years. The cancellation of our fall bazaar meant the loss of our usual revenues of approximately \$12 thousand, although thanks to the efforts of the bazaar committee and many members of the congregation about half of this amount was raised through donations and the proceeds of an online sales event. And, while givings declined significantly during the first half of the year, City Viewers responded very positively to the stewardship campaign undertaken during the fall and, as a result, givings for the year exceeded our budget target by nearly \$15 thousand. Overall, revenue at year end for the Operating fund (\$230 thousand) was approximately \$27 thousand below our budget target.

Operating expenditures, however, at \$240 thousand, were nearly \$44 thousand below budget, due to lower than expected expenditures on Ministry and Personnel (vacancies in Organist and Youth Leader positions, reduced travel and continuing education expenses), Property (lower operating costs and a one-time reduction in expenditures on insurance) and the suspension of most activities in the areas of Worship and Education, Communications and Events and Community Care and Outreach. As a result, our Operating account deficit for the year amounted to just over \$10 thousand, well below our projected deficit of \$27 thousand.

Our Operating account deficit, however, was more than offset by revenue from federal government pandemic relief programs. City View qualified for wage subsidies in the amount of \$34 thousand, and for a \$40 thousand Canada Emergency Business Account (CEBA) loan, \$10 thousand of which is provided in the form of a grant provided the loan is repaid by the end of 2022.

For the Building Repairs and Improvement Fund, both regular givings (\$16 thousand) and expenditures (\$13 thousand) were about \$4 thousand above budgeted levels and, as a result, the fund would have achieved the expected surplus of \$3 thousand. However, at year end, a City View family, inspired in part by the legacy giving component of our stewardship campaign, made a very generous donation of \$30 thousand in support of future renovations to our church building. As a result, the surplus in the fund for the year amounted to nearly \$33 thousand.

For 2021, the proposed budgets for the Operating and Building funds are subject to more than the usual level of uncertainty, since it is not known when, or the extent to which, normal operations can resume. The draft budgets, which were reviewed and approved by Council at its January meeting, are predicated on the continuation of the increased level of givings generated by the stewardship campaign, and on the assumption that significant rental income can be generated in the second half of the year. They also assume that City View will not qualify for further wage subsidies, but will be approved for an additional CEBA loan of \$20 thousand, of which \$10 thousand will be in the form of a grant. On the expenditures side, it is assumed that there will be no significant changes in the currently budgeted levels of staffing or program activities, and that there will be no requirement for extraordinary building repairs or renovations.

Based on these assumptions, the Operating fund is projected to be in balance at year-end, while the Building fund would have a small (\$3 thousand) surplus. Given the level of uncertainty, however, especially with respect to projected revenues, Council will closely monitor our financial situation throughout the year and, if necessary, recommend updates to the budgets presented here.

I would like to thank our Bookkeeper, Veronica Moore, for her continuing support in preparing our financial statements, and members of Council for their valuable advice and assistance in developing the proposed 2021 budgets.

*Respectfully submitted,
Bruce Petrie, Treasurer*

D.1.1 Statement of Revenues, Expenses and Balances

CITY VIEW UNITED CHURCH						
STATEMENT OF REVENUES, EXPENSES AND FUND BALANCES						
YEAR ENDED DECEMBER 31, 2020						
	OPERATING	BUILDING REPAIRS & IMPROVEMENT Note 3	MEMORIAL	SPECIAL PURPOSE AND OUTREACH Note 4	TOTAL 2020	TOTAL 2019
REVENUE						
Givings	\$ 194,946	\$ 45,972	\$ 1,559	\$ 58,480	\$ 300,957	\$ 271,788
Rentals	\$ 15,996				\$ 15,996	\$ 47,969
Investment income	\$ 7,017				\$ 7,017	\$ 9,030
Other	\$ 12,227				\$ 12,227	\$ 21,915
TOTAL	\$ 230,186	\$ 45,972	\$ 1,559	\$ 58,480	\$ 336,197	\$ 350,702
EXPENSES						
Ministry & Personnel	\$ 160,788				\$ 160,788	\$ 172,574
Finance & Administration						
Finance	\$ 36,208				\$ 36,208	\$ 36,520
Property	\$ 42,807	\$ 13,186			\$ 55,992	\$ 59,055
Worship & Education	\$ 631				\$ 631	\$ 3,497
Communications & Events	\$ 24				\$ 24	\$ 2,827
Community Care & Outreach	\$ -			\$ 4,289	\$ 4,289	\$ 5,120
Mission & Service				\$ 40,662	\$ 40,662	\$ 47,621
Other			\$ 2,673	\$ 13,151	\$ 15,824	\$ 12,259
TOTAL	\$ 240,458	\$ 13,186	\$ 2,673	\$ 58,102	\$ 314,419	\$ 339,472
REV less EXP	\$ (10,272)	\$ 32,787	\$ (1,115)	\$ 378	\$ 21,777	\$ 11,230
INTERFUND TRANSFERS				\$ 91	\$ 91	
FEDERAL COVID AID	\$ 44,030				\$ 44,030	
SURPLUS (DEFICIT)	\$ 33,758	\$ 32,787	\$ (1,115)	\$ 469	\$ 65,899	\$ 11,230
FUND BALANCE						
Beginning of Year	\$ 146,013	\$ 5,523	\$ 53,332	\$ 19,143	\$ 224,010	\$ 212,779
End of Year	<u>\$ 179,771</u>	<u>\$ 38,310</u>	<u>\$ 52,217</u>	<u>\$ 19,611</u>	<u>\$ 289,909</u>	<u>\$ 224,011</u>

D.1.2 Statement of Financial Position as of December 31, 2020

CITY VIEW UNITED CHURCH

STATEMENT OF FINANCIAL POSITION AS OF DECEMBER 31, 2020

	<u>2020</u>	<u>2019</u>
CURRENT ASSETS		
Cash, receivables	\$ 116,852	\$ 34,305
Other	\$ 2,909	\$ 5,131
	<u>\$ 119,760</u>	<u>\$ 39,436</u>
INVESTED ASSETS (Note 2)		
TD Waterhouse Account	\$ 316,991	\$ 303,682
BCE shares (book value)	\$ 377	\$ 377
	<u>\$ 317,368</u>	<u>\$ 304,058</u>
CHURCH PROPERTY (at cost)		
Land	\$ 11,000	\$ 11,000
Building	\$ 650,174	\$ 650,174
Equipment	\$ 61,964	\$ 61,964
	<u>\$ 723,138</u>	<u>\$ 723,138</u>
TOTAL ASSETS	<u>\$ 1,160,267</u>	<u>\$ 1,066,633</u>
 REPRESENTED BY:		
Equity in Church Property	\$ 723,138	\$ 723,138
Trustee-Managed Funds (Note 5)	\$ 139,289	\$ 137,790
Memorial Fund	\$ 52,217	\$ 53,332
Building Fund (Note 3)	\$ 38,310	\$ 5,523
Special Purpose & Outreach Funds (Note 4)	\$ 19,611	\$ 19,142
Current liabilities	\$ 2,818	\$ 6,581
Federal Government Loan	\$ 30,000	
Operating Fund/Reserve	\$ 154,884	\$ 121,126
TOTAL	<u>\$ 1,160,267</u>	<u>\$ 1,066,633</u>

D.1.3 Notes to the 2020 Financial Statements

CITY VIEW UNITED CHURCH NOTES TO THE 2020 FINANCIAL STATEMENTS

Note 1 Accounting Policy:
City View United Church is a registered charitable organization exempt from income taxes. The consolidated financial statements have been prepared on an unaudited basis and reflect the following significant accounting policies:
 - Donations given to the church with specific restrictions are used only for those purposes
 - Church-owned assets are reflected at cost.
 - Investments are reported at cost plus accumulated and accrued income.

Note 2 Investments:
The funds are invested with TD Waterhouse as follows:

Cash	\$121
Fixed income (GICs, bonds, etc)	\$218,505
Equities (Exchange traded funds, shares)	\$98,365
TOTAL	<u><u>\$316,991</u></u>

As of December 31, 2019, the market value of the above securities, provided they are not cashed before maturity, was \$315,150.

Note 3 Building Repairs and Improvement Fund:

OPENING BALANCE	REVENUE	EXPENSE	TRANSFERS IN (OUT)	FUND BALANCE
\$ 5,523	\$ 45,972	\$ 13,186	\$ -	\$ 38,310

Revenue includes special donation of \$30,000 from a City View family in support of future building renovations.

Note 4 Special Purpose & Outreach Funds:

	OPENING BALANCE	REVENUE	DISBURSE- MENTS	TRANSFERS IN (OUT)	FUND BALANCE
Mission and Service	\$ -	\$ 40,662	\$ (40,662)	\$ -	\$ -
Outreach	\$ 3	\$ 4,289	\$ (4,289)	\$ (3)	\$ -
Benevolent	\$ 12,987	\$ 591	\$ (160)	\$ -	\$ 13,418
Music, Organ & Sound	\$ 2	\$ 80	\$ (80)	\$ (2)	\$ -
Christmas Hampers	\$ 5,243	\$ 11,758	\$ (11,835)	\$ -	\$ 5,166
Sunday School Projects	\$ 1,003	\$ 1,100	\$ (1,076)	\$ -	\$ 1,027
Youth (Go Project)	\$ (248)	\$ -	\$ -	\$ 248	\$ -
Refugee fund	\$ 152	\$ -	\$ -	\$ (152)	\$ -
	<u>\$ 19,143</u>	<u>\$ 58,480</u>	<u>\$ (58,102)</u>	<u>\$ 91</u>	<u>\$ 19,611</u>

Note 5 Trustee Managed Funds:

Shouldice Bursary Fund	\$ 29,189
W. MacLachlan Fund	\$ 25,000
MacLachlan Fund	\$ 23,057
Mary Freeman Fund	\$ 61,666
BCE Shares	\$ 377
	<u><u>\$ 139,289</u></u>

D.1.4 Summary of 2020 Givings

TOTAL ANNUAL GIVINGS

Yearly Givings	# of Givers	Amount Given	% of Total Givers	% of Total Amount
\$0.01 - \$200	40	\$3,382.63	23.66	1.13
\$200.01 - \$500	24	\$9,097.00	14.20	3.05
\$500.01 - \$1,000	24	\$16,364.00	14.20	5.48
\$1,000.01 - \$5,000	69	\$147,002.00	40.82	49.24
\$5,000.01 - \$10,000	10	\$67,380.45	5.91	22.57
>\$10,000	2	\$55,320.00	1.18	18.53
Grand Totals:	169	\$298,546.08	100	100
Average Yearly Giving Per Person:		\$1,766.54		

AVERAGE MONTHLY GIVINGS

Average Monthly Givings	# of Givers	Amount Given	% of Total Givers	% of Total Amount
\$0.01 - \$25.00	49	\$5,744.63	28.99	1.92
\$25.01 - \$50.00	27	\$13,634.00	15.97	4.57
\$50.01 - \$100.00	24	\$23,028.00	14.20	7.71
\$100.01 - \$200.00	37	\$68,398.00	21.89	22.91
\$200.01 - \$500.00	24	\$86,251.00	14.20	28.89
\$500.01 - \$1,000.00	7	\$57,170.45	4.14	19.15
>\$1,000.00	1	\$44,320.00	0.59	14.85
Grand Totals:	169	\$298,546.08	100	100
Average Monthly Giving Per Person:		\$147.21		

AVERAGE WEEKLY GIVINGS

Average Weekly Givings	# of Givers	Amount Given	% of Total Givers	% of Total Amount
\$0.01 - \$2.00	29	\$1,609.00	17.16	0.54
\$2.01 - \$5.00	17	\$3,235.63	10.05	1.08
\$5.01 - \$10.00	19	\$8,144.00	11.24	2.73
\$10.01 - \$25.00	37	\$31,886.00	21.89	10.68
\$25.01 - \$50.00	39	\$76,034.00	23.07	25.47
\$50.01 - \$100.00	17	\$60,097.00	10.05	20.13
\$100.01 - \$200.00	9	\$62,220.45	5.32	20.84
>\$200.00	2	\$55,320.00	1.18	18.53
Grand Totals:	169	\$298,546.08	100	100
Average Weekly Giving Per Person:		\$33.97		

E PROPOSED BUDGET 2021

CITY VIEW UNITED CHURCH					
PROPOSED BUDGET FOR THE OPERATING AND BUILDING REPAIRS & IMPROVEMENT FUNDS					
YEAR ENDING DECEMBER 31, 2021					
	OPERATING FUND		BUILDING REPAIRS & IMPROVEMENT FUND (3)		
	BUDGET	ACTUAL	BUDGET	ACTUAL	
	2021	2020	2021	2020	
REVENUE					
Givings (1)	\$ 205,000	\$ 194,946	\$ 12,000	\$ 45,972	
Rentals	\$ 25,000	\$ 15,996			
Investment income	\$ 6,000	\$ 7,017			
Bazaar	\$ 11,000	\$ 6,646			
Other	\$ 6,000	\$ 5,581			
TOTAL	\$ 253,000	\$ 230,186	\$ 12,000	\$ 45,972	
EXPENSES					
Ministry & Personnel	\$ 174,000	\$ 160,788			
Finance & Administration					
Finance	\$ 34,000	\$ 36,208			
Property	\$ 50,000	\$ 42,807	\$ 9,000	\$ 13,186	
Worship and Education	\$ 2,000	\$ 631			
Communications & Events	\$ 2,000	\$ 24			
Community Care & Outreach	\$ 1,000	\$ -			
TOTAL	\$ 263,000	\$ 240,458	\$ 9,000	\$ 13,186	
REVENUE less EXPENSES	\$ (10,000)	\$ (10,272)	\$ 3,000	\$ 32,787	
Federal Covid Aid (2)	\$ 10,000	\$ 44,030			
SURPLUS (DEFICIT)	\$ -	\$ 33,758	\$ 3,000	\$ 32,787	
Notes:					
1. 2020 Building Fund revenue includes a special donation of \$30,000 from a City View family in support of future building renovations.					
2. In 2020, City View received approximately \$34 thousand through the federal government's Covid wage subsidy programs, as well as a \$10 thousand grant through its Canada Emergency Business Account (CEBA) program. For 2021, the budget provides for an additional \$10 thousand CEBA grant.					
3. Building Fund includes only major repairs/renovations/acquisitions. Routine maintenance is included in the Operating Fund.					

F APPENDICES

F.1 Appendix 1 – Congregational Meeting – February 16, 2020

**City View Pastoral Charge
Congregational Meeting
Minutes – February 16, 2020**

1. Harry Bender started the meeting. It was moved by Jean Nielson, seconded by Joanne Lewis, that Regional Liaison, Beth Sweetnam, would chair the meeting and Karl Tibelius would be the secretary for the meeting. CARRIED
2. Constitution of the meeting
Beth described how the purpose of the meeting was to hear a report from the City View Search Committee and to vote on the call for a full-time ordained minister.
3. Beth opened the meeting with a prayer
4. It was moved by Harry Bender, seconded by Ev Zytveld, that all Adherents in attendance can participate in all matters pertaining to this meeting, including voting. CARRIED
5. Report from the Chair of the Search Committee, Steven Bergman: Using a PowerPoint presentation, Steven summarized the timeline of the search process and reminded the congregation of the Community of Faith Profile. He then highlighted the main points of the minister's job description and the desirable skills. Steven went over the approach and structure that the Search Committee developed and used for the search process as well as how they proceeded to screen the candidates. The final step was a sermon presentation followed by a question and answer period, during which the candidate excelled. The candidate's references were glowing. Steven announced that the candidate was the Rev Laura Springate, and then reviewed the candidate's background and experience.
6. It was moved by Craig Suito, seconded by Marilyn Jensen, that CVUC receive the report, with thanks to the Search Committee. CARRIED
7. Discussion: There was a question about young families and Rev Laura's strengths in working with children and youth. Steven responded that Rev Laura had quite a bit of experience with this, including working with youth out west. Her references spoke glowingly about her work there. At Claremont she used a "messy church" approach to encourage children and young people to participate in the church. At her interview she described how she would handle the children's time so showed she had thought that through and had an engaging way with children.
8. It was agreed to vote on the main motion by show of hands, as is customary at City View.
9. It is moved by Larry Dobson, seconded by Elizabeth Oulton, that City View Pastoral Charge transmit with approval to the Eastern Ontario Outaouais Regional Council the request to call ordained minister, Rev Laura Springate, as Minister of Word, Sacrament, and Pastoral Care with the following terms, prorated as appropriate, effective February 23, 2020; full time (40 hrs/wk), annual salary of \$65,454 (\$59,504 + 10%), basic telephone of \$720 per annum; plus; continuing

education financial support, including book allowance to be reimbursed to a maximum of \$1,442 per annum; vacation of one month (5 Sundays) in each pastoral year, minimum of three weeks study leave in each pastoral year; with an office, laptop, and administrative assistant 21 hours per week; participation in the Centralized Payroll Service; pension and group insurance payments as assessed, travel expense reimbursement as logged based on minimum General Council rate (currently \$0.42/km). Additional Terms of this Call are: the minister's main form of travel will be public transport, and the pastoral charge will pay for 50% of an OC Transpo monthly pass. In addition to the standard vacation entitlement, the minister will be entitled to take off the Sunday after Christmas. (Category C, Col 4). CARRIED.

10. Beth conveyed appreciation to those who served on the Search Committee for a job very well done.
11. It was moved by Ev Zytveld, seconded by Ken Mitchell that the Search Committee members be dismissed with thanks following the covenanting service.
12. Other Business: Harry Bender thanked Beth for chairing the meeting today and her guidance during the search process. He also thanked Steven for doing an amazing job as Chair of the Search Committee. Steven organized many meetings online to keep things moving along. Rev Laura will be at the service next week (February 23) but not preaching. Rev Anne will lead the service and preach; this will be her last service under her current contract; she will be on the payroll for another three weeks after that. The week after February 23 Anne will be available to help with Laura's transition.
13. Adjournment: Beth congratulated City View on finding a new Minister and closed the meeting.

F.2 Appendix 2 – Minutes of Annual General Meeting – March 1, 2020

CITY VIEW UNITED CHURCH ANNUAL GENERAL MEETING March 1, 2020

1. **CALL TO ORDER:** The meeting was called to order by Harry Bender at 12:00. There were 58 in attendance.
2. **OPENING PRAYER:** Reverend Laura Springate opened the meeting with a prayer.
3. **REVIEW AND APPROVAL OF AGENDA:** It was moved by Jean Nielsen and seconded by Larry Dobson to approve the agenda as presented. CARRIED.
4. **NOMINATIONS OF CHAIRPERSON, SECRETARY, AND ALTERNATIVES:**
 - a. It was moved by Craig Sutor and seconded by Steven Bergman that Peter Fortura be nominated as Chair for CVUC congregational meetings for 2020 with Karl Tibelius as alternate. CARRIED.
 - b. It was moved by Janet Wilson and seconded by Wayne Mitchell that Dave Carney be nominated as Secretary for CVUC congregational meetings for 2020 with Steven Bergman as alternate. CARRIED.
5. **APPROVAL OF MINUTES:** It was moved by Ev Zytveld and seconded by Karl Tibelius to approve the minutes of the Annual Congregational Nominating Meeting held on May 26, 2019. It was noted that the minutes referred to a Board of Directors at item #5, which should have read "Board of Trustees". With that amendment the motion was CARRIED.
6. **ANNUAL REPORT REVIEW:**
 - a. **CLERGY REPORT – SECTION A:** Peter Fortura reviewed the notes prepared by Reverend Anne Montgomery.
 - b. **CONGREGATIONAL INFORMATION FOR 2019 – SECTION B:** Steven Bergman reviewed Section B noting the names of those baptized, those new members received by transfer and those new members received by reaffirmation of faith, and those who died during 2019.
 - c. **COMMITTEE AND GROUP REPORTS – SECTION C:** Peter Fortura reviewed the committee and group reports noting the significant changes to CVUC in 2019 highlighted by the retirement of both Reverend Doctor Karen Boivin and our Choir Director and Organist Jiri Hlavacek, and welcoming to our team a new Sunday School Coordinator in Megan Baker and new Choir Director Noah Landers. Peter thanked members of staff and the many active committees and groups as listed in Section C of the Annual Report, including by name the members of the team that completed our CVUC Community of Faith Profile and the new minister Search Committee. It was moved by Joan Dobson and seconded by Charles Knight to amend Section C.3.2 by adding the following. "In addition to the amount listed in paragraph four of the Mission and Outreach report, the Carlington Chaplaincy also received \$1,067.50 from the profits from sales of Metro Gift Certificates (full year), and Loblaws Gift Certificates (Jan-Aug 2019) after which the source from whom we bought these Gift Certificates stopped buying them." The motion was CARRIED. In addition to the above it was noted that Carolyn Cashman's name was misspelled in Section B.1.6 and that the first part of the Men's Club report at Section C.3.5 was a repeat

- from last year's report. It was then moved by Ev Zytveld and seconded by Bob Pegrum to approve Sections A, B, and C of the Annual Report. CARRIED.
- d. **REVIEW OF FINANCIAL REPORTS FOR 2019 – SECTION D:** Bruce Petrie reviewed the financial reports for 2019 noting the eventual small surplus for the year despite planning for a deficit budget. It was moved by Steven Bergman and seconded by Colin Potts to approve the financial reports for 2019. CARRIED.
7. **BUDGET FOR 2020:** Bruce Petrie reviewed the proposed budget for 2020 noting a planned deficit of \$27,000. Following discussion, it was moved by Colin Potts and seconded by Steven Bergman to approve the budget for 2020. CARRIED.
8. **MISSION AND SERVICE FUND GOAL FOR 2020:** Dawn Hamilton moved and Isabel Bender seconded a motion to approve that the Mission and Service Fund target be set at \$45,000 for 2020. CARRIED.
9. **OTHER BUSINESS:** There was no further business.
10. **CLOSING:** Reverend Laura closed the meeting with a prayer at 12:35 pm.

Peter Fortura, Chair

Dave Carney, Secretary

F.3 Appendix 3 – Virtual Congregational Meeting – August 2, 2020

CITY VIEW UNITED CHURCH VIRTUAL CONGREGATIONAL MEETING 02 August 2020

1. **CALL TO ORDER:** Peter Fortura called the meeting to order via Zoom at 11:10 am. There were 49 in attendance as listed in Annex A below.
2. **OPENING PRAYER:** Reverend Laura Springate opened the meeting with a prayer.
3. **AGENDA:** It was moved by Harry Bender and seconded by Joan Dobson to approve the agenda for the meeting. CARRIED.
4. **APPROVAL TO STAIN THE EXTERIOR SANCTUARY WALLS:** Karl Tibelius described the background of the project including details of the various bids to complete the job as well as the approach we could take to fund this task. He then moved that the congregation authorizes Council to enter into a contract with Go Pro Painting for the staining of the exterior walls of the sanctuary at a cost of \$12,896.000 plus taxes, and an additional \$3,000.00 as a contingency should unforeseen costs arise. The motion was seconded by Joanne Lewis. Bill Boone suggested that an alternative approach might be to complete only the southern exposure of the walls this year and leave the remainder of the job for a later date. Karl explained that the Property Committee did consider this approach however a significant portion of the overall project cost is involved with the necessary scaffolding and set up preparation and if that approach were taken the overall cost to do the entire job would be excessive. Bill responded that he would like to withdraw his alternate proposal. Liz Mitchell indicated her support for the project. There being no further questions the motion was put to a vote with the result that there were no Abstentions and no votes against the motion so it was CARRIED unanimously.
5. **OTHER BUSINESS:** There was no further business so Peter Fortura declared the meeting closed.
6. **CLOSING:** Reverend Laura closed the meeting with a prayer.

Peter Fortura, Chair

Dave Carney, Secretary

ANNEX A

**CVUC CONGREGATIONAL MEETING
02 AUGUST 2020
THOSE IN VIRTUAL ATTENDANCE ON ZOOM**

SANDRA ANDERSON
HARRY AND ISABEL BENDER
STEVEN BERGMAN
ALICE BLACK
BILL AND RACHEL BOONE
DAVE AND RUTH CARNEY
LARRY AND JOAN DOBSON
PETER AND CYNTHIA FORTURA
GLENN AND BETTY HOGABOAM
GRANT JOHNSTON
JOANNE LEWIS
BILL AND HEATHER LOVE
BOO MCEWEN
DAVE AND FERN MCGALE
KEN MITCHELL
WAYNE AND LIZ MITCHELL
BILL AND HALLIE MURPHY
ELIZABETH OULTON
BRUCE PETRIE
LEONARD PETTIT
FRANK AND JEANETTE POLE
COLIN AND PHYLLIS POTTS
BETTY RENWICK
NANCY RENWICK
AGATHA AND CHARMAINE RALPH
REVEREND LAURA SPRINGATE
JIM AND GLENDA STRONG
KARL TIBELIUS
JUDY AND JOHN WESSELS
BARB WILLIAMS
CARLA WINCHESTER
RICHARD ZAY
EV AND JULIA ZYTVELD

TOTAL PRESENT = 49

F.4 Appendix 4– CVUC Council 2020-21 (as of May 2020)

The pandemic caused several disruptions to our normal church life and activities, including our Annual Nominating Meeting, usually held at the end of May.

Given the ongoing church closure, and the challenges of holding such an important meeting over video conferencing, Council agreed at the meeting of May 13, 2020 to postpone the 2020 Nominating Meeting until such a time that we can safely and effectively conduct it. The motion also provided that existing Council and Committee members shall continue in their current roles until such a meeting (or until a member should wish to step down).

I am pleased to say that all members of Council agreed to continue in their respective roles during this period.

Peter Fortura, Chair of Council

POSITION	NAME	TELEPHONE	E-MAIL
Minister	Rev. Laura Springate	Off: 613-224-1021	revlaura@bellnet.ca
Chairperson	Peter Fortura	820-6115	forturahome@rogers.com
Vice-Chairperson	**vacant**		
Secretary and Archivist	David Carney	225-9003	dave.carney@rogers.com
Treasurer	Bruce Petrie	224-8955	petrie@magma.ca
Head Trustee	Peter Charboneau	723-8070	peter@otrgroup.ca
Ministry & Personnel	Harry Bender	425-3216	cvuc.map@rogers.com
Community Care & Outreach	Joanne Lewis	596-5512	joanne.lewis045@sympatico.ca
Communications & Events	Larry Dobson	224-0336	larrydobson@rogers.com
Finance, Administration & Property	Karl Tibelius	224-9988	karl.tibelius@hotmail.com
Worship & Education	Steven Bergman	594-9364	sldbergman@hotmail.com
Regional Delegates	Jim Watchorn	224-4075	watchorn@storm.ca
	Ev Zytveld	224-7225	ezytveld@gmail.com
Alternates	**vacant**		

F.5 Appendix 5 – CVUC Committees 2020-21 (as of May 2020)

COMMITTEE	POSITION	NAME	TELEPHONE	TERM EXPIRES
Executive				
Executive	Chairperson	Peter Fortura	820-6115	May-20
	Vice-Chair	**vacant**		
	Secretary	David Carney	225-9003	May-20
	Treasurer	Bruce Petrie	224-8955	May-20
Nominating	Chair (Vice-Chair or Past-Chair of Council)	**vacant**		
	Members	**vacant**		
		vacant		
Board of Trustees				
	Head Trustee	Peter Charboneau	723-8070	May-22
	Trustees	Cairine Thomas	723-9477	May-21
		Dorothy Latour	225-2534	May-20
		Dianne Watchorn	224-4075	May-22
		Minister	Rev Laura Springate	Off: 224-1021
Ministry & Personnel				
	Chairperson	Harry Bender	425-3216	May-20
	Committee	Holly Kritsch	225-9919	May-21
		Ev Zytveld	224-7225	May-20
		vacant	-	-
Community Care & Outreach				
Council Representative		Joanne Lewis	596-5512	
Mission and Outreach Team	Leader	TBD	-	-
	Members	Lambert Okrah	422-2647	May-20
		Frank Pole	224-3745	May-20
		Dawn Hamilton	727-9380	May-20
		Sheila Smith	729-0327	May-20
		Marg Knight	226-2960	May-20
		Rev Laura Springate	Off: 224-1021	
Hamper Team	Co-Leaders	Bob Pegrum	224-4870	-
		Joan Dobson	224-0336	
	Members	Barb Williams	224-5076	-
		Fern McGale	225-4842	-
		Michele Sutor	727-1753	-
		Ron Horton	224-7159	-
Pastoral Care Team	Co-leaders	Joanne Lewis	596-5512	
		Mindy Benoit	224-2443	
	Members	Claire Knudson	225-2247	-
		Doris Latour	225-2534	-
		Dorothy Latour	225-2534	-
		Marg Knight	226-2960	-
		Shirley Johnston	228-2935	-
		Norma Johnston-Wells	825-6244	-
		Marilyn Jensen	723-5678	-
		Diana Riethman	226-1411	
		Ruth Anne Carney	225-9003	
		Mary Lynne Harvey	Off: 224-1021	-
Minister		Rev Laura Springate	Off: 224-1021	-

Communications & Events				
	Chairperson	Larry Dobson	224-0336	May-20
	Bazaar Coordinator	Kim Benjamin	727-6320	-
	Website	Larry Dobson	224-0336	-
	Member	Janet Hrnchair	721-8823	May-21
	Member	Lynda Fawcett	276-7203	May-20
	Member	Carl Kritsch	225-9919	May-21
Finance, Administration & Property				
Council Representative		Karl Tibelius		
Finance and Administration Team	Leader	TBD		
	Treasurer	Bruce Petrie	224-8955	May-20
	Envelope Coordinator	Dwayne Johnston	226-8666	May-20
	Members	**vacant**		
		vacant		
Membership Team	Leader	Ken Mitchell	225-1435	May-21
	Members	Jim Watchorn	224-4075	May-20
		Jean Tanner	225-5723	May-20
		Betty Renwick	224-7043	May-20
		Mary Gayle Pinkney	271-8515	May-20
		Rev Laura Springate	Off: 224-1021	-
Property Team	Leader	Karl Tibelius	224-9988	May-20
	Members	David McGale	225-4842	May-20
		Leonard Pettit	729-8622	May-20
		Jim Strong	726-8145	May-20
Worship & Education				
	Chairperson	Steven Bergman	594-9364	May-20
	Usher Coordinator	Glenda Strong	726-8145	May-20
	Communion Coordinator	Judy & John Wessels	727-0444	May-20
	Reader Coordinator	**vacant**		
	Special Music & Choir Liaison	Jeanette Pole	224-3745	May-20
	Sound Operator Coordinator	Craig Sutor	727-1753	May-20
	Sanctuary Decorations	Phyllis Potts	599-9561	May-21
	Nursery Co-Coordinator	**vacant**		
	Camp Awesome	Lynda Fawcett	276-7203	May-20
	Minister	Rev Laura Springate	Off: 224-1021	