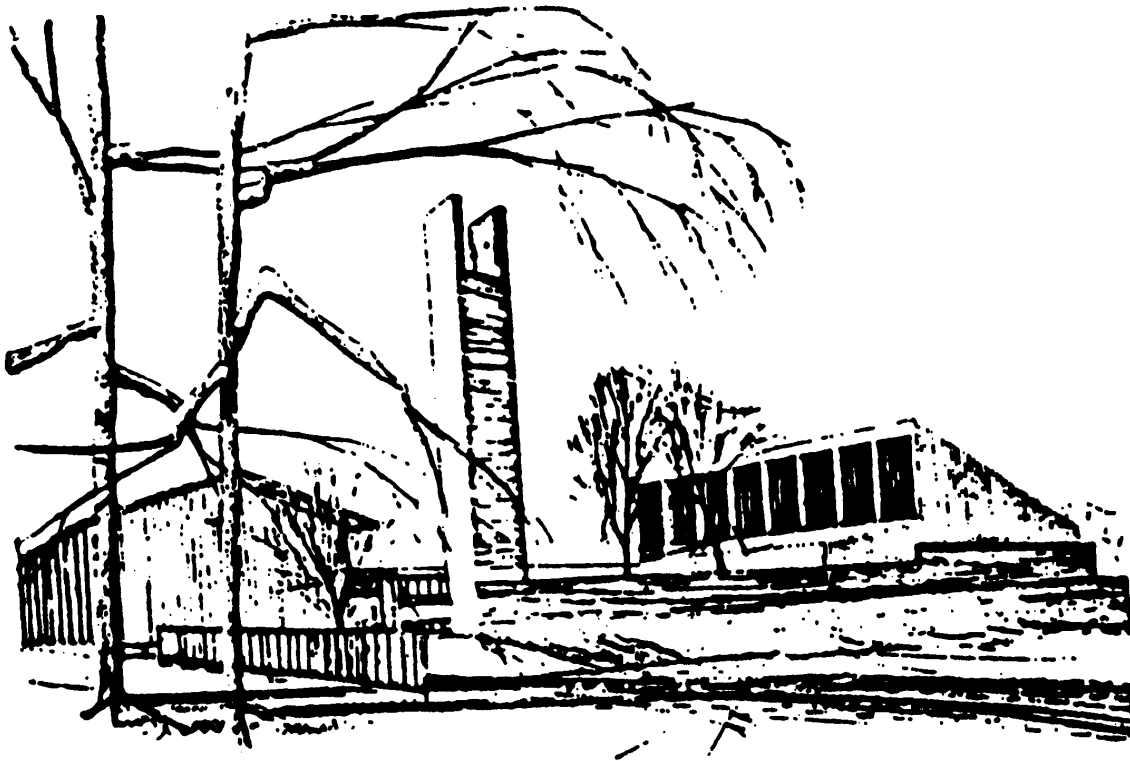


CITY VIEW UNITED CHURCH

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Minister: Reverend Laura Springate



ANNUAL REPORT FOR 2022

*Please bring this report with you to the Annual
Congregational Meeting on March 5, 2023
(updated 1 March 2023)*

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A CLERGY REPORT FROM REV. LAURA

To you, Lord, I call; you are my Rock ~ Psalm 28

This past year found us continuing to navigate through pandemic uncertainties while also seeking to foster a new sense of “normal” amidst that uncertainty. With that in mind, I want to say a big thank you to this City View community. Together we have faced these ongoing challenges and your continued optimism and adaptability, your sense of community and your depth of faith have been a blessing. It is this blessing that has allowed City View to find our way and to carry forth as the church of Christ in our broader community and our world.

On the pages of this Annual Report compilation you will find some of the highlights of this past year, including the wonderful events, gatherings and outreach activities that various individuals and groups organised, both in-person and virtually, adapting to the evolving realities of our pandemic environment. A huge thank you to everyone who has given time and talent to organise and to reach out in these ways.

With those shifting pandemic realities, I would like to say particular thanks to Fred and Kim, who once more stepped in to pre-record and edit services when we were shut down to in-person worship throughout early 2022. Thank you also to Steven, Craig and Jim who continued to sort out and strengthen our abilities to live stream, something entirely new to our church community, and for continuing to so capably run our A/V each Sunday.

Thank you to my continued colleagues who, in their varied roles, keep this church healthy and strong: Mary Lynne, Patrick and Graham. Thank you to Marcia for stepping in so ably in the office when needed. Indeed, thank you also to Bob, who created beautiful music as our Music Director for much of 2022. Welcome and thank you to Svetlana for beautiful music as our new Music Director! Welcome and thank you also to Lei, who began as our Bookkeeper at the beginning of 2022!

Most of all, I want to thank everybody for the countless hours dedicated to this church. Many of these hours can't adequately be captured in the Annual Report. For the hours spent on caring for the church building and property. For the hours and logistics that go into planning church events – including the Annual Meeting! – and outreach endeavours. For all of the care that goes into reaching out to one another in community – in-person, by phone, and through email communications. For the dedication of Council and its subcommittees. For the work of M&P. For the so much that happens behind the scenes, much of which I am not even beginning to capture here: Thank You. Thank you to everyone who dedicates and has dedicated such time and care to this church community of City View United, both in this past year and in the many years preceding it.

As we leave behind 2022 now and look forward to what 2023 will bring, let us remember that God will always be our Rock and our foundation. A great blessing for this year ahead and beyond!

Laura

B CONGREGATIONAL INFORMATION FOR 2022

B.1 Council Chairpersons

(Commencing January 1975, left to right)

Don Stewart	Arthur Oulton	Patricia Walkington	Drew F. Shouldice
Jane Hamm	Charles Knight	Mary Gayle Pinkney	Harry Bender
Robin Lewis	Sue Brassington	Robert Pegrum	Arthur Oulton
Michele Suitor	Ken Mitchell	Harry Bender	Colin Harwood
Colin Potts	Pam Parks	Craig Suitor	Karl Tibelius
Peter Fortura			

B.2 Baptisms

Admitted into the fellowship of the Church of Jesus Christ by Baptism in 2022

Jackson Edward Delaney Skaare

Son of Sarah Skaare

May 1, 2022

B.3 New Members Received by Transfer

There were no members added by Transfer in 2022.

B.4 New Members Received by Profession/Reaffirmation of Faith

There were no members added by Professional/Reaffirmation of Faith in 2022.

B.5 Members Transferred Out

There were no members removed by Transfer in 2022.

B.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:

Phyllis Hamilton ^(M)	Mar. 21/22
Bud Cummings ^(M)	Apr. 24/22
Elizabeth Jean Baenziger ^(M)	July 4/22
Marilyn Windmill ^(M)	Aug. 10/22
Grace Pullen ^(M)	Sept. 19/22
Earle Smith ^(M)	Nov. 23/22
Edward Ronald Myatt ^(M)	Nov. 26/22
Stanley Parkhouse ^(M)	Dec. 8/22

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 – 2022

As we slowly and cautiously emerged from the pandemic in 2022, City View United Church continued as a safe, familiar, and stable community providing faith, friendship, and connection to our members. 2020 was an incredibly stressful and challenging time for all churches as the pandemic began, but City View rose strongly to the occasion. In 2021, City View built on the solid foundation of what we had accomplished and learned in 2020, and continued to move the church forward in important and lasting ways. Finally, in 2022, we could all sense and feel that things were starting to return to some sense of normal, with the return of: regular in-person worship and meetings; coffee time after Sunday services; small social gatherings; the choir and congregational singing; and the Snowflake Bazaar and Craft Sale. We thank you for your patience, your flexibility, your enthusiasm, and your continued support over the past year.

Reverend Laura Springate started her third year of ministry with us in March 2022. She continued to lead us spiritually and socially with her compassion, patience, and friendliness. She also ensured that our church members' spiritual and emotional needs were supported. When in-person worship services resumed, many of us were able to come together again in worship and fellowship, while newly-installed live-streaming software and hardware allowed others to continue to view the services safely online from home or from anywhere across the world. This improvement in technology is now a permanent part of Sunday worship and other services, such as weddings and funerals.

As always, we are thankful for the dedicated work of our staff, including Mary-Lynne Harvey, who was always cheerful and helpful as she juggled the changes thrown her way, including the steady return of room rentals that she ably managed. Patrick Pearson kept the church spotlessly clean and in good-repair. This year, we welcomed Lei Han as our new bookkeeper. We were also pleased to welcome our new music director and organist, Svetlana Logigan, who has shared her exceptional musical talents with us.

As you may remember, at a special congregational meeting in May 2022, the congregation authorized City View United Church Council to proceed with the financing and construction of the necessary Playtime Daycare renovations up to \$560,000.00. Since that time, Head Trustee Peter Charboneau has worked tirelessly to move the project forward, successfully securing engineering reports, architectural plans, building permits, contractor bids, and additional funding commitments for Playtime Daycare. As the construction costs unfortunately came in much higher than expected, Peter has since been working with Council and potential contractors on different options in an effort to keep the project financially viable for both City View and Playtime. Council will report back to the congregation in the next few months with updated information. On behalf of the entire congregation, Council extends its deepest gratitude to Peter for his leadership and determination in shepherding this project from inception through its many successfully completed stages.

I wish to extend my gratitude to the members of Council and the different church committees, who all continue to support and encourage each other. To all the members of the church, thank you for your dedication and support, including your financial support, which allows us to flourish as a community of faith. Our community outreach, in particular, continues to excel: a dedicated pastoral care team, supporting an increasing number of vulnerable members; the annual bazaar; generous mission and

outreach support to all of our local partners; friendship baskets; and in-kind support for Yasmin Syrian Food. As you read through the following pages, you will see that we are truly blessed.

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

C.1.1 Big Idea Committee

This committee was formed back in 2018, and through a series of brainstorming and town-hall meetings with the congregation, culminating with a congregation vote in 2019, agreed on the following Big Idea:

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

The Big Idea Committee was formally disbanded by Council in 2022, with thanks to the committee members.

The active exploration of the agreed upon Big Idea is now being pursued via the Small Committee.

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

C.1.2 Re-Opening Committee

The Re-Opening Committee was formed in early May 2020 to coordinate and manage the activities required to re-open the Church building safely, after its closure to all persons in early 2020 because of COVID-19 concerns.

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]

Having established operating procedures for shutdowns and coordination of services over the last two years, in 2022 this committee did not meet. The only notable items this committee dealt with in 2022 were the re-opening of the Church to in-person Services in early March, and the revising and rescinding of various restrictions. Notably this committee agreed with the rescinding of the vaccination policy implemented in 2021.

With the Church building fully re-opened to in-person activities, and the general view that COVID-19-related health restrictions are unlikely in the foreseeable future, it is anticipated in 2023 that this committee will be come to close, and the remaining operational activities will revert to the standing committees.

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

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.

The 2022 year started similarly to the last couple of years with in-person Worship gatherings paused due to COVID-19 public health restrictions in place. Worship Services were once again recorded and produced by Fred Cattroll and Kim Benjamin through the months of January and February, with Rev. Laura and Mary-Lynne regularly participating in them. Thank you.

The public health restrictions were lifted in the late February time frame. Thankfully, for the rest of 2022, we saw the lessening COVID-19-related restrictions. This allowed in-person Sunday Worship Services to restart in early March. Restrictions were further relaxed with mandatory face coverings becoming optional (but recommended) and humming of hymns becoming singing again.

We saw members of the choir come back, slowly at first, and then more regularly later in the fall, so that – once again – choir music was part of our Sunday Worship Services. We were able to celebrate in the Church building for Ash Wednesday to start Lent and Holy Week, including Maundy Thursday, Good Friday and Easter Sunday. We continued in-person services throughout the summer (except for the power outage in May!). In August Rev. Laura held her Mysteries of the Bible sermon series (my favorite!).

The fall time frame was kicked-off with a welcome back luncheon after an early September in-person Service. With autumn in full swing, members of the congregation came out to rake up leaves on the Church grounds. Thank you.

In October and November, we had two guest speakers: Rev. Steve Zytveld shared with us his work with the Carlington Community Chaplaincy; and Elaine Kicknosway shared her thoughts about the Residential Schools and Reconciliation process. At the beginning of Advent, the sanctuary was decorated for Christmas. Thank you to all those people that helped with the decorating.

As part of City View's Christmas giving, Chris Tibelius once again ran the Christmas tag fundraiser. "Thank you to everyone who contributed to the Christmas tag project to raise funds to support projects in Iqaluit and the north this year. A total of \$440 was raised. Of this, \$137.76 was used to send supplies to a woman in Iqaluit (originally from Ottawa) who welcomes children to drop into her home for crafts, snacks, games etc. It provides a safe, warm, and fun place for them to be. Items included stickers, cookie dough, icing, construction paper, colouring books and other things that are very expensive to buy in Iqaluit. In addition, \$300 was used to support an initiative based in Gatineau which prepares Friendship Art Kits to send to children in various northern communities including Iqaluit. The focus of the project is to tap into the creativity of children and youth to bring healing, provide an outlet for positive self-expression, and to strengthen cultural learning."

The calendar year culminated with the holding of an in-person Christmas Eve Service; the first in-person Christmas Eve Service in two years! The year ended with Rev. Jim Baldwin leading a New Year's Day Service! Upon reflection, it is remarkable to think that it's been over two years since the congregation was able to physically attend in-person Services at Church for most of the year.

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 floral arrangements. Thank you to Joanne Lewis for spearheading and participating in the Blue Christmas Service with Rev. Laura and Mary Lynne Harvey. Thank you to the ushers who volunteered this year.

Although early in this year, thanks to my boys Adam, Evan, and Ethan Bergman for helping me take down the Christmas decorations, as well as our custodian Pat Pearson for getting the big tree set up and taken down.

One new item to in-person Church Services was our ability to record and broadcast the Services “live” via YouTube. With the successful installation of the cameras in 2021 (but unfortunately not many chances to use them), this past year saw the continued broadcasting and recording of the in-person Services. This allows members of the congregation, and others, to view the Service live at 10:30 on Sundays away from the Church or watch it later. It has taken a fair bit of trial and error to get the broadcasts looking and sounding ‘right’. Thank you to Craig Suitor and Jim Watchorn for taking on the extra duties of ‘turning on’ the livestreaming at the start of the in-person Services. For those that may have interest, or know someone that may have interest, in learning how to and being part of a livestream (e.g.: YouTube orientated youth), please reach out to me.

The online recorded Services are viewed on average over 60 times after the first two weeks. We have several recorded Services with over 300 views! This is wonderful to know that there are many people enjoying the Services that Rev. Laura and City View congregation members offer.

Thanks to Robert (Bob) Hall who provided fresh and inspirational music for the in-person Services, as well as wonderful singing. We unfortunately had to say good-bye to Bob in early September.

We welcomed Svetlana Logigan in October as our new Music Director. She has added a wonderful new sound to our Services. Thank you, Svetlana.

Early this fall we also welcomed Rev. Jim Baldwin, our new volunteer associate minister. He has participated in several Worship Services since his joining. Welcome Jim and thank you.

And special thank you to Mary Lynne Harvey who continued to perform her in-building coordination and administrative duties, as well as participating in many of the recorded Services themselves early on in 2022.

Unfortunately, with extended shutdown, we have been unable to restart the Sunday School and Youth programs. For most of 2022 we were unable to engage with our kids and youth. We continue to look for help to restart this program.

In closing, 2022 was a year where we “restarted” many things as we worked towards a more “normal” Church Worship experience. The ongoing focus of this committee continues to 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, or want to help out, 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

With the resumption of in-person services, members of the choir have been singing the hymns while being masked and physically distanced. After almost 3 years, the choir finally got back to singing choral anthems again under Bob Hall's leadership. Bob also encouraged several of his friends and former students to join us in these anthems. When the mandatory masking rule was lifted in the fall, a few more choir members returned to sing with us. The last 3 years have taken their toll in terms of health issues and several members have been forced to retire or take a sabbatical from the choir. We want to thank all those members for their support and dedication over the many years that they sang with us.

We also want to thank Bob Hall for his music and leadership up until September. We especially want to welcome and thank Svetlana Logigan who joined us as our Music Director and Organist this fall. We are enjoying her music and leadership. And, of course, we welcome anyone who would like to join us for choir rehearsals on Thursday nights at 7:30 pm.

*Respectfully submitted
Harry Bender / Choir President*

C2.1.1 Senior Choir Financial Statement (January 1, 2022 to December 31, 2022)

Bank Account Balance at December 31. 2021		\$2,115.35
<u>2022 Receipts</u>		
2021 Donations	60.00	
2022 Donations	<u>20.00</u>	
Total Received (See Note 1)		80.00
<u>2022 Disbursements</u>		
Harry Bender (singers' masks)	<u>(100.00)</u>	
Total Disbursements		<u>(100.00)</u>
Bank Account Balance at December 31. 2022		<u>\$2,095.35</u>

Notes to 2022 Financial Statement

Note 1:

Due to COVID Pandemic, there was no Candlelight Service or Choir Member dues. Donations made in 2021 were received after year end by the choir from the Church in 2022 and deposited in 2022.

Carla Winchester / Choir Treasurer

C.3 Community Care and Outreach Committee

C.3.1 Pastoral Care

Throughout the continuing pandemic the Pastoral Care Team has appreciated the support and guidance of Rev. Laura Springate and the technological expertise of several members of our church. We are very pleased that the Public Health guidelines have allowed us to now attend church services in person.

The Team continues to make their regular telephone calls to members of the church. Some visits have taken place where health guidelines permit.

The Blue Christmas Service took place on Sunday afternoon, December 18 at 3:00. Everyone who attended seemed to appreciate finding strength and meaning from Rev. Laura's message and the inspirational music provided by Svetlana.

Again the Team participated in the delivery of the Friendship Baskets at Christmas Time. A huge vote of thanks goes out to Joan Dobson for co-ordinating this wonderful initiative.

Betty Renwick continues to send greeting cards to the members on the Pastoral Care list. These are greatly appreciated by everyone who receives them.

This year our team members include Ruth Ann Carney, Mary Lynne Harvey, Janice Hopkins-Boucher, Marilyn Jensen, Shirley Johnston, Norma Johnson-Wells, Claire Knudson, Dorothy Latour, Diane Riethman, Rev. Laura Springate and Joanne Lewis.

I sincerely appreciate the continued dedication of everyone on the team and for their professionalism and resilience especially during these trying times.

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

C.3.2 Mission & Outreach

Although challenged by the isolation of Covid 19 our congregation has continued to think beyond the walls of our church, supporting the important work of the Mission and Service Fund of our denomination and numerous Local Outreach and Christmas projects.

The Mission and Service Fund supports many projects, chaplaincies, street ministries etc in Canada and is counted on by our 79 international partners for support around the world. In 2022 City View United members once again donated generously to support these national and international efforts.

Local Outreach support continues to be a priority for our members, and we thank everyone for their ongoing donations. Offerings marked "Local" were distributed in the following way in 2022:

Jan & Feb- Centre 507 downtown drop in centre
Mar & Apr- Algonquin Campus Ministry
May & June- Nelson House Women's and Children Shelter.
July & Aug- Wabano Centre For Aboriginal Health
Sept 7 Oct- Carlington Chaplaincy
Nov & Dec- Caldwell Family Centre & Food Bank

Thank you to Holly and Frank for reading the "Minute for Mission" in worship on a monthly basis. The Minute for Mission shares information about the local organizations that we support, as well as initiatives and organizations supported by the Mission and Service Fund of the United Church of Canada. Thank you to Sheila for organizing our readers each month.

A big thank you to all our friends who have put time and love into projects that gave us the opportunity to share Christ's love at Christmas time. We thank our church community for your generous support of these outreach opportunities.

The Mission and Outreach Committee also sent many good wishes and prayers to Lambert, a vital member of our team, as he continued his mission work in Dambai, Ghana throughout 2022. Through his business endeavours, Lambert is seeking to create jobs and foster stable incomes and a good quality of life for people in the City of Dambai.

In 2022 we were also happy to welcome back into in-person worship our former Telci group home friends Laura Allingham and John Robson. This church community is one of their "Happy Places" as it has been for many years. They have been especially happy to join everyone for coffee again.

In closing, thank you to this City View community for your continued support of outreach through this congregation.

*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

Committee Members: Honorary Chair: Bob Pegrum, Chair: Joan Dobson, Members: Barb Williams, Ron Horton, Fern and Dave McGale, and Michele Suitor

This year, we were able to receive support again from The Nepean Kiwanis, The Rotary Club of West Ottawa, and Unifor for a total of \$3,800.

With some generous donations from the congregation, we bought \$6,600 in Metro/Basic Food Vouchers. Debra Dynes Family house received \$2,500, Caldwell Family Center \$3,000, and 6 families (4 from Sir Guy Carleton and 2 from our church) received \$1,100.

Debra Dynes received \$500 worth of mittens, hats, and scarves.

Our very successful Sock Toss in church brought in 170 pairs of socks, which went to the Caldwell Family Center.

Late donations to the fund meant that we could also give cheques for \$500 each to Caldwell and Debra Dynes.

In addition, we bought socks and Tim Horton gift cards for the homeless in the market area. Members of the congregation also donated hats, gloves and \$10 gift cards for Tim Hortons and McDonald's.

Our opening balance in our account was: \$6,043.65

Total Receipts: \$11,470.00

We spent in total: \$8,816.55

Our closing balance was: \$8,697.10

*Respectfully submitted,
Joan Dobson, Co-Chair, Hamper Committee*

C.3.4 United Church Women

C.3.4.1 The Phoebe Unit

Our Phoebe group was still not meeting in the early part of the year. We started meeting again in September. The group now meets the 2nd Tuesday of month at 1:30 pm as night driving isn't good for many of the ladies.

Phoebe's didn't have a specific table at the bazaar but did make different items and gave a helping hand with different tables.

In July we lost a very dear member. Jean Baenziger was a very dedicated member of the UCW and much-loved member of Phoebe's. Jean also volunteered her time and talent to other church activities.

*Respectfully submitted,
Pat Beauchamp, UCW Member*

C.3.4.2 UCW Financial Statement 2022

Due to the pandemic, the UCW did not start meeting again until September and only had a couple of informal meetings before the end of the year. We received \$70.00 in givings and donated \$350.00 to the Hamper Fund. Our closing balance was \$368.79.

*Respectfully submitted
Sue Turcotte*

C.4 Communications and Events Committee

C.4.1 Communications

Our communications continued throughout 2022 with weekly E-News updates and website notices. As well, weekly email invitations to our services and virtual after-service gatherings were sent out to our 161 recipients.

Throughout the year, Mary Lynne Harvey and Rev. Laura were a key part of all our communications. Marcia Armstrong also came to be involved when Mary Lynne developed health problems at the end of October. A big thanks goes out to them. We can again thank the big part that Kim Benjamin and Fred Cattroll and the members of Council played in communicating with all our City View members in so many ways.

C.4.2 Events

The ongoing pandemic this year again kept us limited in what we could do together.

Our Coffee Hour get-togethers continued each week following our Sunday services. Thanks goes out to Barb Williams for her faithful and enthusiastic help.

On January 21 this year, we had a zoom Trivia Night. 18 people attended and enjoyed Rev. Laura's teasers and the chat that followed.

On June 12, we had our Church Picnic. Over 45 people attended and enjoyed getting together over hot dogs, ice cream sandwiches, and cookies.

On September 11th, in conjunction with Ministry and Personnel, we had our Farewell Luncheon for Bob Hall, our organist and choir director since September of 2021. This was also our Welcome Back Sunday luncheon.

On November 19th we had our Snowflake Bazaar. Janet Hrnchiar, Kim Benjamin, Anne Mulholland, Mary Charboneau and Larry Dobson teamed up to organize the event, and 52 people stepped in as volunteers to make it a fun and successful day. A heartfelt thanks goes out to all who helped.

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

*Respectfully submitted,
Larry Dobson, Chair*

C.4.2.1 Bazaar Income Breakdown by Area/Table for 2022

Tea Room	\$224.00
Silent Auction	1,089.00
Baking	1,574.00
Deli, jams & pickles	995.00
Soup, Chili, Quiche	958.00
Knitting & Sewing	918.00
Crafts	636.00
Jewelry, scarves	1,470.00
Phoebes	613.00
Misc table, treasures	252.00
Books-Adult	527.00
Book-Children & Media, puzzles	355.00
Vendor tables	<u>245.00</u>
Total:	\$9,855.00

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 and heating system are carried out by various government authorities. I'm pleased to report that we continue to meet the necessary regulatory requirements.

The only major activity carried out during 2022 was the trimming and cleaning up of several trees, one of which had been severely damaged during the derecho of May 2022, others which were starting to overhang the roof of Room 1, and another which had a large branch removed that was overhanging Canter Blvd. Thanks to Jim Strong for organizing this.

The Property Team contributed their expertise to the development of the Daycare Project by providing comments and questions on the proposed plans and also led the effort to clear out the Room 1 area of all items by the end of the summer in case construction began in the Fall. The latter also meant clearing out items from other areas of the church to make room for those items that should be kept during the move. Many thanks to Mary Lynne Harvey for coordinating movers and pick up of unneeded items so that they found new homes elsewhere. Thanks also to Wayne and Liz Mitchell and Peter and Cynthia Fortura for their assistance, particularly in rationalizing the kitchen space so that the Yasmin group could move into the Friendship Room kitchen.

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. Thanks as well to Patrick Pearson who carries out various minor maintenance jobs inside and out while performing his custodial duties.

While there was no formal outdoor cleanup in the spring, several congregation members pitched in on an ad hoc basis to carry out the various tasks required. On a sunny and brisk morning in late October, about 14 enthusiastic volunteers participated in a very successful Fall Cleanup event. Many leaves were raked, and many Timbits were consumed, while enjoying the fellowship. Thanks in particular to Reverend Laura for organizing the "consumables", and Wayne and Liz Mitchell for their guidance in the cleanup activities.

And lastly, my thanks to my fellow Committee members – Dave McGale and Jim Strong - for their continued commitment and advice.

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

C.5.3 Membership

Committee members were Jean Tanner, Jim Watchorn & Betty Renwick.

A Membership Survey was not undertaken again this year.

A meeting is being planned early in 2023 to discuss a procedure to update our membership records.

Regretfully our church family has had to say goodbye to many hard-working good friends at City View this year. Please see the list on page 3 of this report.

We owe Mary Lynne Harvey a great thanks for her work updating the information in Church Watch and the Historical Role.

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

Membership Statistical Report For 2022

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
Number of Households within Congregation	229	234	230	259
Number of Members within Congregation	236	271	297	303
Number of Adherents within Congregation	155	207	257	302
Number of people under the pastoral care of CVUC	<u>391</u>	<u>478</u>	<u>554</u>	<u>605</u>

The decreases are largely due to a review by the Membership Committee that removed some inactive members and adherents from our database.

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
Received members during the year by:				
Confirmation	0	0	0	0
Profession/Reaffirmation of Faith	0	0	2	0
Transfer of Membership	0	0	2	0
Members Removed from Roll by:				
Death	8	6	12	12
Transfer	0	0	0	0
Request (of member)	0	0	1	0
Action of CVUC Council	0	20	0	0
Additional Activities Conducted by CVUC Clergy:				
Number of infant baptisms	1	0	0	1
Number of adult baptisms	0	0	0	0
Number of marriages	2	0	0	1
Number of funerals	3	3	3	7

C.6 Ministry & Personnel Committee

The Ministry and Personnel (M&P) Committee serves 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 and work relationships. The committee is responsible for updating job descriptions; hiring staff, pulpit supply, and temporary help; issuing service contracts; making recommendations to Council on compensation; and coordinating the annual reviews of our staff. On behalf of Council, the M&P committee also manages our Health and Safety Program, our Emergency Response Plan, and the Accessibility Committee.

The building was officially closed for the first two months of 2022 due to COVID. In March, we resumed in-person worship services and opened up the building for more rentals. Any staff, visitors or renters entering the building were required to follow our COVID protocols including self-screening, signing-in for contact tracing purposes, physical distancing, and wearing masks. These restrictions were lifted gradually during the year and in September, Council approved a policy stating wearing masks are recommended for everyone in the building but are optional. **Mary Lynne and Patrick** were on the front line dealing with visitors, delivery drivers, renters and parishioners entering the building, and communicating / enforcing our changing COVID protocols. Mary Lynne and Patrick were also heavily involved in clearing out all the rooms at the south end of the church in preparation for construction for the proposed daycare operation. Mary Lynne was particularly busy selling or finding good homes for all the furniture, equipment, kitchenware, etc., that needed to be removed. **Thank you to Mary Lynne and Patrick.**

Thank you to Rev Laura who continued to be a calming and positive influence in this third year of this pandemic. We appreciated her ministry with us through leading worship, pastoral care, and providing her insight and guidance. Whether pre-recording services or leading in-person services, her faith and her enthusiasm always shone through.

Thank you to Fred Cattroll and Kim Benjamin who continued to pre-record, edit, and post our weekly worship services on YouTube for the first two months of the year. And **thank you to Robert (Bob) Hall** who recorded all the music and vocal harmonies for these YouTube services.

Under Bob's leadership, we reintroduced choral anthems back into our worship services. Bob also encouraged many of his friends and former students to come out to supplement our choir offerings. We enjoyed his organ-piano duets where he played the piano alongside his recorded organ tracks. We very much appreciated his technical as well as his musical prowess. Unfortunately, Bob did not wish to renew his contract in September.

So, in late June, we set up a search team for a new Music Director/ Organist. **Thank you to Janet Hrnchiar, Phyllis Potts, Carla Winchester, Kim Benjamin, Rev. Laura, and Harry Bender (M&P)** for being on that team. We advertised the position and interviewed a number of candidates on Zoom. The candidates qualifying from the interview process were then asked to come and conduct a rehearsal with the entire choir. In October we welcomed **Svetlana Logigan** to City View. Svetlana received her degree in Piano Performance and Pedagogy from the Saratov State Conservatory in Saratov, Russia. She has been in Canada now for 10 years and has more than 18 years' experience as a piano teacher, piano accompanist, and soloist. Most recently, she was the Piano Accompanist for the Ottawa Brahms Choir and was the Music Director at the Merivale – Fallowfield charge. **Thank you to Svetlana** for her energy and leadership of our music program.

Thank you to Marcia Armstrong who filled in as office administrator for Mary Lynne while she took leave to look after her son-in-law's family while he underwent surgery. Marcia also filled in this fall when Mary Lynne was dealing with her own health issues with her back.

Thank you to Lei (pronounced "lay") Han who took over the bookkeeper and envelope secretary role from Veronica Moore in January. Lei is an accountant and is the Director of Finance at Habitat for Humanity - National Capital Region. We welcome his expertise and skill.

Thank you to Graham Steeden who continues his nightly lock-up rounds to ensure the windows are closed, the lights are off, and the building is secure.

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

- **Rev Laura Springate**, minister
- **Dr Robert Hall**, music director and organist (Jan – Sept),
- **Svetlana Logigan**, music director and organist (Oct – Dec),
- **Mary Lynne Harvey**, office administrator,
- **Marcia Armstrong**, supply office administrator, (Feb-Mar; Sept; Nov-Dec),
- **Veronica Moore**, bookkeeper and envelope secretary (Jan),
- **Lei Han**, bookkeeper and envelope secretary (Jan – Dec),
- **Patrick Pearson**, custodian, and
- **Graham Steeden**, building security (night lockup).

Each in their own area of ministry or service demonstrated their dedication and commitment to City View in 2022.

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

C.7 Board of Trustees

Members: Peter Charboneau (Head Trustee), Dorothy Latour, Cairine Thomas & Dianne Watchorn

Drew Shouldice Bursary:

Members of Board in 2022:

Rev. Laura Springate (Chair),

Marilyn Shouldice MacIvor (family member)

Larry Dobson (Term 4 of no more than 4 years)

Bruce Petrie (Term 4 of no more than 4 years)

The Bursary Fund is in sound financial condition.

Financial Status:

2021 Closing Balance: \$28,761.92

2022 Investment Income: \$526.50

Bursary Amount 2022: 0.00

2022 Closing Balance. \$29,288.42

There were no applicants for The Drew Shouldice Bursary in 2022 so no bursary was awarded.

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. The carrier is HUB insurance and in 2022 they requested and received extensive, new data regarding our church. Directors and Officers Liability Insurance is covered under a separate national policy of the United Church of Canada.

Rentals: The day-to-day administration of the use and rental of church space is ably managed by Mary Lynne Harvey and most recently by Marcia Armstrong. The past three years have been difficult for both the church and Mary Lynne due to COVID 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 was down significantly. A rental schedule is in place for long term, casual and short-term rentals. Our actual gross rentals for 2022 were \$49,218.

Shekinah, The Seventh Day Adventist Church, was a full-time-part-time tenant for Room 1 for 3 years – (former Presbytery & Conference space) but had not occupied space since the beginning of COVID 19 in 2020. In the spring of 2022 (May 14th), we signed a lease for SDA to rent the Sanctuary & Chapel each Saturday from 9:00 AM until 2:00 PM. SDA also have use of the Sanctuary and Chapel on Friday evening from 7:00 until 10:00 pm for choir practice. Their rent is approximately \$1,200 per month which includes extra charges for use of our sound system, piano and storage etc. The lease is index to increase each June. We expect SDA to remain a tenant for all of 2023.

Cornerstone Church signed a lease on June 5th, 2022, to rent the Sanctuary & Chapel on Sunday afternoon from 1:00 PM to 3:30 PM. It was planned to be short term arrangement while they built their own church but we were recently informed that they will be with us all of 2023. They pay approximately \$250.00 per Sunday which includes extras such as use of our sound system (which they do not use), piano and storage etc.

Daycare Renovation Project: In 2022 we did the following: With the support of Council, we finalized an indexed 20-year lease with Playtime Day Care for a 2023 occupancy. The lease includes a pro rata share of utility costs, also indexed. Playtime Day Care would rent the entire space known as Room 1 and the rooms below Room 1. An Architect and Electrical/Mechanical Engineer were hired as well as an environmental engineering company. We also hired a lawyer to prepare the lease. In February 2022, the congregation voted to approve a budget of \$560,000.00. A building permit from the City of Ottawa was obtained (valid for 5 years) and a complete set of plans and specifications is available for study in the church office. The proposal was put out for tender, and in November 2022 we received three contractors' bids. Initial cost estimates were higher than anticipated, and as a result, further work on planning and pricing continues into 2023 to develop recommendations for Council and congregational review.

*Respectfully submitted,
Peter Charboneau, Chair*

C.8 Eastern Ontario Outaouais Regional Council

The EOORC met twice in 2022, first on May 27 and 28 via Zoom and again in November 5 at Bells Corners United Church via Zoom and in person. Due to family and other incidental interruptions, I was unable to attend either one of these meetings.

From my work in the Regional Finance Committee, we have now about 6 congregations who have invested surplus funds with the Fiera Investments Program under the EOORC banner. This is the same program used by the United Church Foundation.

The finance committee continues investigating the restrictions on Restricted Funds, with the goal of reviewing present policies and oversight mechanisms. A preliminary report is scheduled for the 2023 February meeting.

The finance committee is also exploring how to assist other congregations to migrate financial systems to online programs by buying systems in bulk.

The CVUC representatives for 2023 were 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, 2022 and the Operating Fund and Building Repairs and Improvement Fund Budgets for 2023 are presented for your consideration on the following pages.

For our Operating Fund, givings for the year, at \$180 thousand, were well below our Operating Fund target of \$205 thousand. Rental income, however, exceeded our \$40 thousand target by about \$9 thousand. Other income (bazaar, investment, HST refunds and miscellaneous) amounted to about \$26 thousand, exceeding our budget target by about \$4 thousand. Overall, revenue at year end for the Operating fund (\$255 thousand) was about \$12 thousand below our budget target of \$267 thousand.

Operating expenditures, at \$279 thousand, were about \$8 thousand below our target, due largely to lower than budgeted expenditures on Ministry and Personnel. Expenditures were also below budget in the areas of Communications and Events and Community Care and Outreach.

Given total revenues of \$255 thousand and expenditures of \$279 thousand, our Operating account recorded a deficit of nearly \$24 thousand for the year, about \$4 thousand more than our \$20 thousand deficit target.

For the Building Repair and Improvement Fund, givings (\$18 thousand) were above our target of \$15 thousand and repair expenditures, at just over \$4 thousand, were below our \$10 thousand target. As a result, the fund ended the year with a surplus of nearly \$14 thousand on routine repairs and improvements. This surplus, however, was largely offset by higher than budgeted expenditures on the daycare renovation project, where total expenditures for the year amounted to approximately \$36 thousand, well above the \$25 thousand funded from the Building Improvement Fund reserve.

Donations to both the Mission and Service Fund (\$35 thousand) and Community Care and Outreach programs (\$5 thousand), which are passed on directly to the United Church and to local community organizations, were about 16% below last year's levels.

For 2023, the proposed budgets for the Operating and Building funds continue to be subject to more than the usual level of uncertainty, largely due to the outstanding decisions related to the daycare renovation project. The draft budgets, which were reviewed and approved by Council at its January meeting, are predicated on maintaining the current level of givings, and on the assumption that rental income and bazaar revenues also can be maintained at current levels. Investment income is projected to increase significantly given the recent increase in interest rates, although the income would be reduced substantially if our reserve funds are used to finance renovations. On the expenditures side, provision has been made for inflation but it is assumed that there will be no significant changes in current levels of staffing or program activities, and that there will be no requirement for extraordinary building repairs or renovations. The daycare renovation project remains under study, and pending future decisions no provision for expenditures has been included in the 2023 budget presented here. Based on these assumptions, the Operating fund is projected to be in deficit by \$32 thousand at year-end, while the Building fund would have a surplus of \$5 thousand. 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, Lei Han, for his valuable support in preparing our financial statements for the past year. My thanks also go to members of Council for their advice and assistance in developing the proposed 2023 budgets.

*Respectfully submitted,
Bruce Petrie, Treasurer*

D.1 Statement of Revenues, Expenses and Balances

CITY VIEW UNITED CHURCH						
STATEMENT OF REVENUES, EXPENSES AND FUND BALANCES						
YEAR ENDED DECEMBER 31, 2022						
	OPERATING	BUILDING REPAIR & IMPROVEMENT Note 3	MEMORIAL	SPECIAL PURPOSE AND OUTREACH Note 4	TOTAL 2022	TOTAL 2021
REVENUE						
Givings	\$ 180,102	\$ 18,347	\$ 2,352	\$ 50,795	\$ 251,596	\$ 302,028
Rentals	\$ 49,219				\$ 49,219	\$ 23,827
Investment income	\$ 7,512				\$ 7,512	\$ 24,179
Other	\$ 18,643				\$ 18,643	\$ 12,333
TOTAL	\$ 255,475	\$ 18,347	\$ 2,352	\$ 50,795	\$ 326,970	\$ 362,366
EXPENSES						
Ministry & Personnel	\$ 186,253				\$ 186,253	\$ 167,005
Finance & Administration						
Finance	\$ 40,116				\$ 40,116	\$ 34,512
Property	\$ 50,197	\$ 39,824			\$ 90,021	\$ 53,419
Worship & Education	\$ 2,376				\$ 2,376	\$ 2,041
Communications & Events	\$ 369				\$ 369	\$ 373
Community Care & Outreach	\$ -			\$ 4,876	\$ 4,876	\$ 5,632
Mission & Service				\$ 36,816	\$ 36,816	\$ 41,095
Other				\$ 10,747	\$ 10,747	\$ 13,464
TOTAL	\$ 279,311	\$ 39,824	\$ -	\$ 52,439	\$ 371,574	\$ 317,542
REV less EXP	\$ (23,835)	\$ (21,476)	\$ 2,352	\$ (1,644)	\$ (44,604)	\$ 44,824
FEDERAL COVID AID						\$ 10,000
SURPLUS (DEFICIT)	\$ (23,835)	\$ (21,476)	\$ 2,352	\$ (1,644)	\$ (44,604)	\$ 54,824
FUND BALANCE						
Beginning of Year	\$ 202,220	\$ 45,827	\$ 76,225	\$ 20,461	\$ 344,733	\$ 289,909
End of Year	\$ 178,385	\$ 24,351	\$ 78,577	\$ 18,817	\$ 300,129	\$ 344,733

D.2 Statement of Financial Position as of December 31, 2022

CITY VIEW UNITED CHURCH					
STATEMENT OF FINANCIAL POSITION AS OF DECEMBER 31, 2022					
		<u>2022</u>		<u>2021</u>	
CURRENT ASSETS					
Cash, receivables		\$	5,076	\$	56,690
Other		\$	10,774	\$	7,084
		\$	<u>15,850</u>	\$	<u>63,775</u>
INVESTED ASSETS (Note 2)					
TD Waterhouse Account		\$	473,770	\$	438,550
BCE shares (book value)		\$	377	\$	377
		\$	<u>474,147</u>	\$	<u>438,927</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>1,213,134</u>	\$	<u>1,225,839</u>
REPRESENTED BY:					
Equity in Church Property		\$	723,138	\$	723,138
Trustee-Managed Funds (Note 5)		\$	139,388	\$	138,862
Memorial Fund		\$	78,577	\$	76,225
Building Fund (Note 3)		\$	24,351	\$	45,827
Special Purpose & Outreach Funds (Note 4)		\$	18,817	\$	20,461
Current liabilities		\$	2,366	\$	3,994
Prepaid rent		\$	33,000	\$	-
Federal Government Loan		\$	40,000	\$	40,000
Retained Earnings		\$	153,498	\$	177,333
TOTAL		\$	<u>1,213,134</u>	\$	<u>1,225,839</u>

D.3 Notes to the 2021 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/Investment Savings Account							\$178,037
	Fixed income (GICs, bonds, etc)							\$194,700
	Equities (Exchange traded funds, shares)							\$101,032
	TOTAL							<u>\$473,770</u>
	As of December 31, 2022, the market value of the above securities, provided they are not cashed before maturity, was \$470,832.							
Note 3	Building Repairs and Improvement Fund:							
			OPENING	REVENUE	EXPENSE	TRANSFERS	FUND	
			BALANCE			IN (OUT)	BALANCE	
			\$ 45,827	\$ 18,347	\$ 39,824	\$ -	\$ 24,351	
Note 4	Special Purpose & Outreach Funds:							
			OPENING	REVENUE	DISBURSE-	TRANSFERS	FUND	
			BALANCE		MENTS	IN (OUT)	BALANCE	
	Mission and Service		\$ -	\$ 34,559	\$ (36,816)	\$ -	\$ (2,257)	
	Outreach		\$ -	\$ 4,666	\$ (4,876)	\$ -	\$ (210)	
	Benevolent		\$ 13,131	\$ 100	\$ (1,930)	\$ -	\$ 11,301	
	Christmas Hampers		\$ 6,044	\$ 11,470	\$ (8,817)	\$ -	\$ 8,697	
	Sunday School Projects		\$ 1,027	\$ -	\$ -	\$ -	\$ 1,027	
	Change for Change project		\$ 259	\$ -	\$ -	\$ -	\$ 259	
			\$ 20,461	\$ 50,795	\$ (52,439)	\$ -	\$ 18,817	
Note 5	Trustee Managed Funds:							
	Shouldice Bursary Fund			\$ 29,288				
	W. MacLachlan Fund			\$ 25,000				
	MacLachlan Fund			\$ 23,057				
	Mary Freeman Fund			\$ 61,666				
	BCE Shares			\$ 377				
				<u>\$ 139,388</u>				

D.4 Summary of 2021 Givings

AVERAGE YEARLY GIVINGS

Yearly Givings	# of Givers	Amount Given	% of Total Givers	% of Total Amount
\$0.01 - \$200.00	12	\$1,655.00	9.02	0.68
\$200.01 - \$500.00	26	\$9,295.00	19.54	3.84
\$500.01 - \$1000.00	26	\$19,118.00	19.54	7.89
\$1000.01 - \$5000.00	59	\$129,250.24	44.36	53.35
\$5000.01 - \$10000.00	8	\$57,772.00	6.01	23.84
>\$10000.00	2	\$25,200.00	1.50	10.40
Grand Totals:	133	\$242,290.24	100	100
Average Yearly Giving Per Person:		\$1,821.73		

AVERAGE MONTHLY GIVINGS

Average Monthly Givings	# of Givers	Amount Given	% of Total Givers	% of Total Amount
\$0.01 - \$25.00	25	\$5,195.00	18.79	2.14
\$25.01 - \$50.00	20	\$9,871.00	15.03	4.07
\$50.01 - \$100.00	30	\$27,946.00	22.55	11.53
\$100.01 - \$200.00	29	\$53,584.24	21.80	22.12
\$200.01 - \$500.00	20	\$68,262.00	15.03	28.17
\$500.01 - \$900.00	7	\$52,232.00	5.26	21.56
>\$900.00	2	\$25,200.00	1.50	10.40
Grand Totals:	133	\$242,290.24	100	100
Average Monthly Giving Per Person:		\$151.81		

AVERAGE WEEKLY GIVINGS

Average Weekly Givings	# of Givers	Amount Given	% of Total Givers	% of Total Amount
\$0.01 - \$2.00	4	\$210.00	3.00	0.09
\$2.01 - \$5.00	14	\$2,925.00	10.52	1.21
\$5.01 - \$10.00	20	\$7,815.00	15.03	3.23
\$10.01 - \$25.00	38	\$33,297.00	28.57	13.74
\$25.01 - \$50.00	32	\$62,369.24	24.06	25.74
\$50.01 - \$100.00	15	\$52,702.00	11.27	21.75
\$100.01 - \$200.00	8	\$57,772.00	6.01	23.84
>\$200.00	2	\$25,200.00	1.50	10.40
Grand Totals:	133	\$242,290.24	100	100
Average Weekly Giving Per Person:		\$34.37		

E PROPOSED BUDGET 2023

		YEAR ENDING DECEMBER 31, 2023			
		OPERATING FUND		BUILDING REPAIR & IMPROVEMENT FUND (1)	
		BUDGET	ACTUAL	BUDGET	ACTUAL
REVENUE		2023	2022	2023	2022
Givings		\$ 180,000	\$ 180,102	\$ 15,000	\$ 18,347
Rentals		\$ 50,000	\$ 49,219		
Investment income		\$ 18,000	\$ 7,512		
Bazaar		\$ 11,000	\$ 9,914		
Other		\$ 6,000	\$ 8,729		
	TOTAL	\$ 265,000	\$ 255,475	\$ 15,000	\$ 18,347
EXPENSES					
Ministry & Personnel		\$ 202,000	\$ 186,253		
Finance & Administration					
Finance		\$ 35,000	\$ 40,116		
Property		\$ 55,000	\$ 50,197	\$ 10,000	\$ 4,100
Renovation Project (2)				\$ -	\$ 35,724
Worship and Education		\$ 2,000	\$ 2,376		
Communications & Events		\$ 2,000	\$ 369		
Community Care & Outreach		\$ 1,000	\$ -		
	TOTAL	\$ 297,000	\$ 279,311	\$ 10,000	\$ 39,824
REVENUE less EXPENSES		\$ (32,000)	\$ (23,835)	\$ 5,000	\$ (21,476)
Transfer from reserves (2)					\$ 25,000
SURPLUS (DEFICIT)		\$ (32,000)	\$ (23,835)	\$ 5,000	\$ 3,524
Notes:					
1. Building Fund includes only significant repairs/renovations/acquisitions. Routine maintenance is included in the Operating Fund.					
2. Building Repair and Improvement Fund budget for 2022 included \$25,000 provision for renovations required for rental space. Pending the results of further study, no provision has been made for expenditures on the daycare renovation project in 2023.					

F APPENDICES

F.1 Minutes of the Virtual Annual General Meeting – February 27, 2022

**CITY VIEW UNITED CHURCH
VIRTUAL ANNUAL GENERAL MEETING
February 27, 2022**

1. **CALL TO ORDER:** Karl Tibelius called the meeting to order via Zoom at 10:33 am. There were 52 in attendance.
2. **OPENING PRAYER:** Reverend Laura Springate opened the meeting with a prayer focused on the hope for peace in Ukraine and looking ahead to the continued active life and good works of City View United Church. She reflected on the history of Shrove Tuesday and the use of pancakes as a method of celebration as a feast in anticipation of the coming season of Lent.
3. **AGENDA:** It was moved by Jean Nielsen and seconded by Steven Bergman to approve the agenda for this meeting. CARRIED.
4. **NOMINATIONS OF CHAIRPERSON, SECRETARY AND ALTERNATES:**
 - a. **CHAIR:** It was moved by Steven Bergman and seconded by Dwayne Johnston that Peter Fortura be nominated as Chair for today's Annual General Meeting and any subsequent congregational meetings during the year until next year's Annual General Meeting with Karl Tibelius as alternate. CARRIED
 - b. **SECRETARY:** It was moved by Jean Nielsen and seconded by Joanne Lewis that Dave Carney be nominated as Secretary for today's Annual General Meeting and any subsequent congregational meetings during the year until next year's Annual General Meeting with Steven Bergman as alternate. CARRIED.
5. **MINUTES:** It was moved by Larry Dobson and seconded by Karl Tibelius to approve the minutes of the Annual General Meeting dated February 28, 2021. CARRIED.
6. **ANNUAL REPORT REVIEW:**
 - a. **CLERGY REPORT:** Reverend Laura thanked members of the congregation for their contributions of time and talent during the continuing trying times and uncertainty of the pandemic.
 - b. **CONGREGATIONAL INFORMATION:** Reverend Laura commented on the report and read aloud the names of those members and adherents of City View United Church that had passed in 2021.
 - c. **COMMITTEE AND GROUP REPORTS:** Peter Fortura commented on his report as Chair of CVUC Council and the important changes in 2021, beginning with the welcome to our new Choir Director and Organist, Dr. Robert Hall. Peter thanked Reverend Laura for her excellent work in her first year with City View United and thanked members of the church staff and members of Council and Committee members for their support. Peter then reviewed the Committee reports noting the work done by volunteers in the In-Service period of Sunday Services during October to December 2021. He highlighted the many positive achievements of all Committees during the past year.
 - i. **POTENTIAL DAYCARE RENTAL AGREEMENT:** Peter Charboneau then presented a report of the small special projects committee looking into future development of the CVUC church and property. He began with the history of CVUC beginning in the

1950s noting the use of our church by City View Daycare Centre that operated here for 29 years until 2003. Following their departure Peter noted the use of our church by UCC Presbytery and Conference leading to our Big Ideas Committee and the search for new tenants or property redevelopment. Peter noted that his committee had pursued the interest in our property from three different day care operators and that in the end he has signed a non-binding Memorandum of Understanding with Playtime Daycare for the next twenty years. Some renovations will be required, and some testing and architectural work had already begun.

ii. **MOTION:** It was then moved by Elizabeth Oulton and seconded by Richard Zay to approve Sections A, B, and C of the Annual Report. Joan Dobson raised the issue of the costs of the renovations required for a new day care centre and the aging population of our congregation. Peter Charboneau replied citing the results of a Designated Substance Report and the source of funds for any renovations. Liz Mitchell then asked about the use of our Sanctuary by the Seventh Day Adventists if we needed it on a Saturday. Peter C responded. Elizabeth Oulton wanted to note and thank Betty Renwick for her greeting cards and Phyllis Potts for the church decorations. Richard Zay asked about a five-year timeline for the life of the church and Peter Fortura responded with facts on our finances and future plans. Following this discussion, the motion was CARRIED.

d. **REVIEW OF FINANCIAL REPORTS FOR 2021:** Bruce Petrie presented the financial reports for the year 2021 noting that in general we passed the previous two years of the pandemic in good financial shape. Although the 2021 budget called for a year-end balance, we ended up with a small surplus. It was moved by Ev Zytveld and seconded by Karl Tibelius to approve the financial reports for 2021. CARRIED.

7. **BUDGET FOR 2022:** Bruce Petrie noted that the budget for 2022 was similar to previous year's budgets calling for a deficit of about \$20,000 in the Operating Fund and a surplus of about \$5,000 in the Building Repairs and Improvements Fund. It was moved by Jean Nielsen and seconded by Larry Dobson to approve the 2022 budget. CARRIED.

8. **MISSION AND SERVICE FUND GOAL FOR 2022:** Sheila Smith spoke on the use of the funds in the M&S Fund. It was moved by Sheila and seconded by Ruth Carney to approve the Mission and Service Fund target for 2022 of \$40,000. CARRIED.

9. **OTHER BUSINESS:** Steven Bergman gave an update on the church re-opening plans for in-person services beginning on March 6.

10. **CLOSING:** There being no further business, Peter Fortura declared the meeting closed and Reverend Laura prayed us out.

Peter Fortura, Chair

Dave Carney, Secretary

F.2 CVUC Council 2022-23

POSITION	NAME
Minister	Laura Springate
Chairperson	Peter Fortura
Vice-Chairperson	**vacant**
Secretary and Archivist	David Carney
Treasurer	Bruce Petrie
Head Trustee	Peter Charboneau
Ministry & Personnel	Harry Bender
Community Care & Outreach	Joanne Lewis
Communications & Events	Larry Dobson
Finance, Administration & Property	Karl Tibelius
Worship & Education	Steven Bergman
Regional Delegates	Jim Watchorn Ev Zytveld
Alternates	**vacant**

F.3 CVUC Committees 2022-23

COMMITTEE	POSITION	NAME
Executive		
Executive	Chairperson	Peter Fortura
	Vice-Chair	**vacant**
	Secretary	David Carney
	Treasurer	Bruce Petrie
Nominating	Chair (Vice-Chair or Past-Chair of Council)	**vacant**
	Members	**vacant**
		vacant
Board of Trustees		
	Head Trustee	Peter Charboneau
	Trustees	Cairine Thomas
		Dorothy Latour
		Dianne Watchorn
	Minister	Rev Laura Springate
Ministry & Personnel		
	Chairperson	Harry Bender
	Committee	Holly Kritsch
		Ev Zytveld
		vacant
Community Care & Outreach		
Council Representative		Joanne Lewis
Mission and Outreach Team	Leader	TBD
	Members	Lambert Okrah
Frank Pole		
Dawn Hamilton		
Sheila Smith		
Rev Laura Springate		
Hamper Team	Co-Leaders	Bob Pegrum
	Members	Joan Dobson
Barb Williams		
Fern McGale		
Michele Suitor		

		Ron Horton
Pastoral Care Team	Co-leaders	Joanne Lewis
	Members	Claire Knudson Dorothy Latour Shirley Johnston Norma Johnston- Wells Marilyn Jensen Diana Riethman Ruth Anne Carney Janice Hopkins- Boucher Mary-Lynne Harvey
	Minister	Rev Laura Springate

Communications & Events

Chairperson	Larry Dobson
Bazaar Coordinator	Janet Hrnchiar
Website	Larry Dobson
Member	Joan Dobson
Member	Carl Kritsch

Finance, Administration & Property

Council Representative		Karl Tibelius	
Finance and Administration Team	Leader	TBD	
	Treasurer	Bruce Petrie	
	Envelope Coordinator	Dwayne Johnston	
	Members	**vacant** **vacant**	
Membership Team	Leader	Ken Mitchell	
	Members	Jim Watchorn Jean Tanner Betty Renwick Rev Laura Springate	
	Property Team	Leader	Karl Tibelius
		Members	David McGale Jim Strong

Worship & Education

Chairperson	Steven Bergman
Usher Coordinator	Harry Bender
Communion Coordinator	Judy & John Wessels
Reader Coordinator	**vacant**
Special Music & Choir Liaison	**vacant**
Audio Visual Operators	Craig Suitor Steven Bergman Jim Watchorn
Sanctuary Decorations	Phyllis Potts
Nursery Co-Coordinator	**vacant**
Minister	Rev Laura Springate

Internal Review

Reviewer	Janice Hopkins
Reviewer	Ev Zytveld

F.4 Minutes of Virtual Congregational Meeting – May 18, 2022

CITY VIEW UNITED CHURCH VIRTUAL CONGREGATIONAL MEETING May 18, 2022

- 1. CALL TO ORDER:** Peter Fortura called the meeting to order at 7:33 pm. There were 43 in attendance via Zoom.
- 2. OPENING PRAYER:** Reverend Laura Springate opened the meeting with a prayer.
- 3. REVIEW AND APPROVAL OF AGENDA:** It was moved by Ev Zytveld and seconded by Steven Bergman to approve the agenda as presented. CARRIED.
- 4. CVUC FINANCIAL PICTURE:** Bruce Petrie presented an overview of the CVUC financial picture showing revenues and expenditures for the church from 2015-2022, a summary of church utility costs from 2015-2021, as well as an available financial reserve of \$392,893.
- 5. PRESENTATION:** Peter Charboneau gave a detailed review of church history from pre pandemic days and the CVUC Big Ideas project to today. He showed the potential rental income from Playtime Daycare for the next twenty years and explained the agreement with them for water, hydro, and gas for their approximately 25% of the total church interior space. He then showed two architectural drawings of the proposed renovations and indicated that a Designated Substance Report had already been completed. Following the completion of the financial picture and the special presentation, Peter Fortura opened the floor for questions. Joan Dobson asked about the total cost of \$560,000 and whether any contingencies had been included. Peter C replied that the estimate was a very “cautious number” based on his team’s study of square footage costs for construction of this type. Joan then asked for an estimate of the time to complete the renovations and Peter C replied, “about four months”. Craig Sutor asked if we had already selected a contractor and Peter C replied, “no, not yet but we have met with four potential contractors about the project”. Ken Mitchell noted that the province was possibly moving to a \$10 per day daycare cost and whether that would impact on us. Peter C replied that the funding model from Ontario would not impact on our projected revenue stream from Playtime Day Care. Ken then asked if the 50% of the costs to be covered by the Ministry/City were guaranteed and Peter C replied that Not-For-Profit agencies such as Playtime Daycare receive priority in receiving funds. Ken then asked what would happen if Playtime Daycare went out of business during the twenty-year period of our agreement. Bruce replied that he was going to conduct a thorough review of the financial books of the agency prior to signing with them, and that we have hired a lawyer to ensure the lease covers such damages. Dave McGale then asked about the entranceway to be used by Playtime. Peter C replied that they would be using both the Canter and the parking lot entrance to their area and that a walkway would be constructed adjacent to the west wall of the church to allow those using the Epworth parking lot clean access to the Canter entrance. He also noted that Playtime were responsible for their own janitorial services. Joanne Lewis asked if the lease would include a one year notice to terminate and Peter C said, “yes”. It was then moved by Peter Charboneau and seconded by Bruce Petrie that City View United Church Council be authorized to proceed with the financing and construction of the

necessary Playtime Daycare renovations up to \$560,000. Peter Fortura then asked all in attendance if there were any further questions. Dave McGale then asked if we were going to hire a project manager, and Peter C replied that they would determine that once all the bids were received. Lambert Okrah asked if the project manager would be managing the construction or managing the Daycare, and Peter C replied that a manager, if hired, would be managing the construction as Playtime Daycare will manage their own operations. Joan Dobson asked if the Playtime people would be using mostly the Canter entrance and Peter C replied that they will be using both entranceways. The motion was then put to a vote and the result was 39 in favour, four against, and no abstentions. The motion was therefore CARRIED.

6. **OTHER BUSINESS:** Peter Fortura then asked if there was any further business and there being none, he closed the meeting.
7. **CLOSING PRAYER:** Reverend Laura closed the meeting with a prayer at 8:40 pm.

Peter Fortura, Chair

Dave Carney, Secretary