



168 Church Street, Fredericton, New Brunswick E3B 4C9

in the Diocese of Fredericton



ANNUAL REPORT FOR THE YEAR 2020

For Presentation to the
Annual Congregational Meeting
scheduled for
21 February 2021

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The Five Marks of Mission

An important statement on mission which expresses the Anglican Communion's common commitment to, and understanding of, God's holistic/integral mission.



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

anglican.ca/marks

The Corporation of the Bishop and Chapter of
Christ Church Cathedral, Fredericton NB
as at 31 January 2021

Bishop and Chapter

The Rt. Rev'd David J. Edwards (Bishop of Fredericton)
The Very Rev'd Geoffrey Hall (Dean of Fredericton)

Mr. James Morell (C2-3), Chair	The Ven. Kevin Stockall, Archdeacon
Mr. Kevin Percy (B2-2)	Treasurer
Ms. Janet Mahar (C1-3)	Secretary
Mrs. Victoria Hachey (C1-1)	Finance and Administration
Canon Charles Ferris (B2-1), Vice-Chair	Buildings and Property
Ms. Catherine Macdonald (C1-2)	Worship
Mr. Samuel Mayo (C1-2)	Mission/Outreach
Ms. Sally Dibblee (C2-1)	Health and Pastoral Care
Ms. Lynn Meehan (B1-3)	Welcoming and Hospitality
Mrs. Gail MacGillivray (C2-3)	Communications
Mrs. Bonnie Greenwood (B2-2)	Christian Formation

Mr. John Macaulay, Envelope Secretary
Mr. Michael Toole, Safe Church Officer

B-Bishop appointed / C-Cathedral elected / (Term of 2 - Year of 3)

Delegates to Synod
Ms. Janet Mahar
Canon Charles Ferris
Mr. Nat Fetter (Youth)

Substitute Delegates to Synod
Mr. Tom Fetter

Ms. Emily Orr (Youth)

Notice of Meeting

The Congregational Annual Meeting of Christ Church Cathedral, Fredericton NB, will be held at Christ Church Cathedral on Sunday, 21 February 2021 at 11:45 a.m.

Subject to pandemic space limitations (50 individuals on the Orange Level), a representative from each family in the Cathedral congregation is urged to be present. Attendance is by reservation only. All members of the Cathedral congregation are urged to be present.

Nominations for Bishop and Chapter and Lay Delegates to Synod with the nominee not present need to have gained their consent.

Please bring this report with you to the meeting.

Agenda

1. Open and Prayer
2. Adoption of Minutes of 23 February 2020 Congregational Annual Meeting
3. Reports
 - a. Cathedral Treasurer Report
 - b. 2020 Financial Statements and Report
 - c. Bishop and Chapter
Lay Chair
Committees
 - d. Dean of Fredericton
4. Adoption of 2021 Budget
5. Greetings
6. Elections:
 - a. Bishop and Chapter
 - b. Nominating Committee
 - c. Lay Delegates and Substitutes to Synod
7. Adjournment and close

Minutes (23 February 2020 DRAFT)
Annual Congregational Meeting
Christ Church Cathedral Memorial Hall
February 23, 2020 at 1:00 PM

The meeting was called to order and opened in prayer by Dean Geoffrey Hall at 1:00 PM with 62 in attendance. Treasurer Kevin Percy sent his regrets that he is unable to attend.

Minutes of Annual Congregational Meeting of February 24, 2019 and Project 2045 update meeting of November 10, 2019: MOTION (B Greenwood/M Lewell) to adopt both. CARRIED.

Presentation of Financials: (Including 2019 Financial statements and Bringloe-Feeney LLP review engagement)

Accountant Kendra Patrick presented the results of the review engagement on behalf of Bringloe-Feeney LLP. She went over the report in some detail, explaining the purpose and meaning of each page, highlighting notable numbers or transactions, and answering questions from congregation members. We finished the year with an approximately \$13,000 deficit, contrasting with the roughly \$33,000 deficit in 2018, noting that a single one-time bequest is

responsible for much of that difference. It was pointed out that our actual expenses nearly matched our budgeted expenses; this is seen as a sign of good budgeting. Our accountants are pleased to note that the Cathedral is showing improvement year on year as we actually follow their recommendations. In answer to a question, the Dean and Lay Chair Jim Morell explained that the financial summary that was in the bulletin to the end of December is accurate while the year-end financial statement differs because it includes year-end transfers and other adjustments. Ms. Patrick thanked the Dean, Kevin Percy, Norma Jean Belyea, John Macaulay, Ben Bourque, and Fran Miles for their excellent record-keeping and willingness to assist with any questions that arose.

Motion (W Turney/C Brander): To accept all the reports in the 2019 annual report. CARRIED.

Presentation of reports:

- Bishop and Chapter: Lay Chair Jim Morell noted that this will be his last year as Lay Chair and commended the impressive reports that show the breadth of activities in our congregation, which are a reflection of the spiritual and financial strength of the Cathedral. However, we are not strong numerically, and outreach to attract more people is needed. He commented on Housing First and Project 2045 as positive steps forward.
- Dean of Fredericton: Geoffrey Hall presented his report, discussing maintaining the good we currently do while continuing to improve. Planned improvements for this year include becoming greener as a church, encouraging planned giving, and contacting all families who attend the Cathedral every year as part of caring for one another.

Project 2045 Report: Project 2045 secretary Mark Gunter presented a summary of the report and the options it identified for moving forward with facility improvements and changes. The 2 final recommendations are as follows:

1. Enter into formal discussions with Synod about the potential for constructing a new purpose-built facility between Bishops Court and the Synod Office. Discussions would focus on the concept of sharing ministry and administrative space, and space for most of the activities currently held in Memorial Hall.
2. Continue to pursue opportunities to enhance the flexibility of the existing space within the Cathedral footprint to better accommodate Cathedral and community activities.

A number of questions were fielded regarding other possible options and details of the recommended course of action, especially plans for funding these changes. The Dean thanked Mark and the task force for their work.

Adoption of the 2020 budget: On behalf of Treasurer Kevin Percy, Lay Chair Jim Morell presented the proposed operating budget for 2020, which is a balanced budget. He commented that offerings were used to pay 90% of our 2019 expenses; the remaining 10% comes from other sources, but does not come from investments unless absolutely required. The budget for 2020 is a maintenance budget requiring a 3% increase in offerings to meet our goal of self-sufficiency.

Motion (J Morell/C Macdonald): To approve the 2020 budget as presented. CARRIED.

Greetings:

Motion (W Turney/C Brander): To send greetings to Diocesan Bishop David Edwards, Archdeacon-elect Kevin Stockall, and retired Bishops Hockin, Miller, and Lemmon. CARRIED.

Elections:

- Bishop & Chapter: The Dean reported that Charles Ferris has been appointed for a second 3-year term as Lay Vice-Chair; he will serve as chair of Buildings & Property. The Dean

referenced the Nominating Committee report and called for further nominations. There being no nominations from the floor, Bill Turney moved that nominations from the floor should cease. Both nominees were elected by acclamation.

- o Victoria Hachey – Finance and Administration Chair
- o Sally Dibblee – Health and Pastoral Care Chair (re-elected)
- Nominating Committee: or remaining elections, Kirsten McKnight, Bonnie Greenwood, and Kelley Hall were appointed scrutineers. It was noted that the nominating committee is to be comprised of the Dean and three elected lay members. Paul Macdonald moved that nominations from the floor should cease. The results of the voting were later published in the March 1st bulletin – Kurt Schmidt, Gwen Davies, and Jill Dunderdale were elected.
- Lay Delegates and Substitutes to Synod: Penny Ericson moved that nominations from the floor should cease. The results of the voting were published in the March 1st bulletin – Janet Mahar and Charles Ferris were elected delegates, Nat Fetter was elected youth delegate, and Tom Fetter and Emily Orr were elected as substitutes, noting that Emily Orr qualifies as a youth substitute.

John DosSantos moved to adjourn. The meeting closed with prayer at 2:33 PM.

Respectfully submitted,
Janet Mahar, Secretary

OFFICER REPORTS

The Dean of Fredericton

I was asked recently to deliver a lecture about what is unique about the Anglican Church (the Anglican Way) for a course in comparative religion at a local Christian College. I'm always refreshed and even humbled when I'm required to review and state once again what makes the Anglicanism unique among the many denominational expressions of Christianity.

I dusted off a list titled, quite simply: "Anglican Core Beliefs" to share with participants that day. Of all the many ways of getting to what we believe and how the Anglican Church goes about "doing" it, including: creed and quadrilateral, marks of mission and historic pronouncements, these "core beliefs" cover the territory well. The Anglican Way is:

- a belief that the Bible contains the core of all Christian faith and thought (everything necessary to salvation)
- a loyalty to a way of worship and life that was first set out in the Book of Common Prayer
- a celebration of the sacraments ordained by Jesus - that of Baptism and Eucharist or Holy Communion
- a system of Church order that stems from ancient times and is focused in the ministry of bishop, priest, deacon and laity
- a firm commitment to the ministry of the whole people of God, lay and ordained together
- a way of Christian thinking that involves scripture, tradition and reason held together in creative tension.

Once again, despite all of the ups and downs of another year, we can give "heartfelt thanks and praise" to God for being called to this Way and the many gifts we have received. God is good and continues to feed the flock.

Speaking Pandemically

It is now considered cliché to say that 2020 was a very different year, but indeed it was. During the nine plus months beginning in mid March we've learned a lot about how to be the Church in different circumstances. I'm certain we still have much to learn.

We were successful in pulling together an able group to serve as a Pandemic Task Group, creating a plan for how we would operate with the challenges of COVID-19 and the public health restrictions necessary to keep us all as safe as possible. My thanks to that group that continues to monitor our status and provides invaluable counsel as we continue to pivot around changing circumstances. I'm confident we have been successful in keeping our doors as open as possible. We've learned new ways to meet without being in person. We've continued to meet financial commitments thus far and while there is plenty that has been lost along the way, we're stronger and more alert to the calling and ways of being the people of God, the Cathedral Church of our diocese and a responsible partner in the life of the community in our City and Province of New Brunswick.

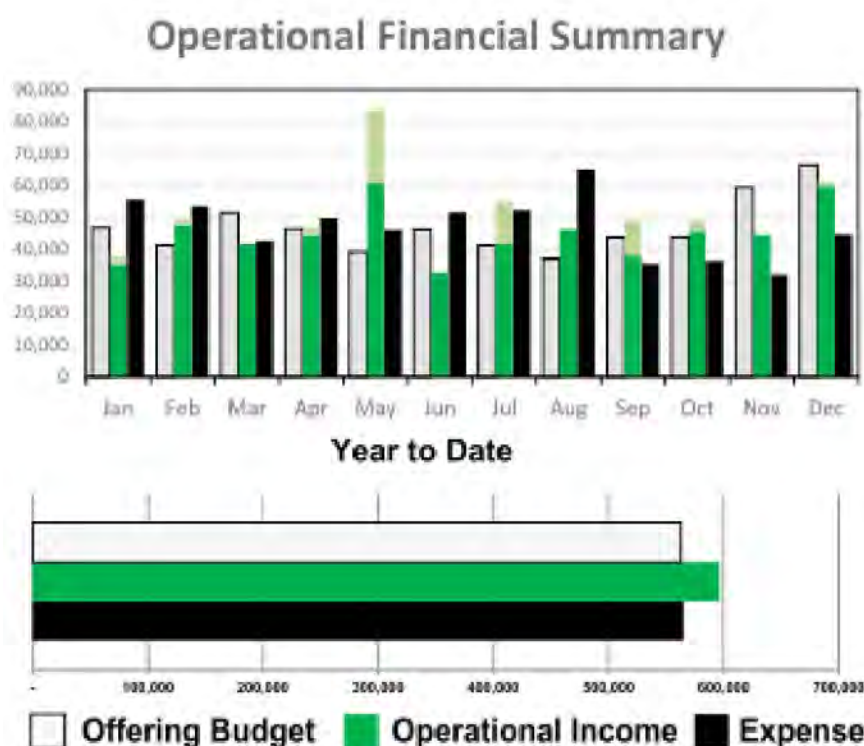
I do have concerns that quietly gnaw away somewhere in my consciousness day to day. When we finally exit from the challenge of pandemic, what will be the true cost? It will be quite some time before we realize the resulting economic realities. Businesses and organizations alike are struggling to hang on. Close to home and in our own congregation there are people (close to 50%) we haven't seen now for over a year. We need every one in our number. Ironically, we find our selves having to discouraging worship attendance due to restrictions. It's far too easy in our modern day to backslide in the area of religious discipline as time for God becomes increasingly difficult to find. Technology may be able to help, but it's just not the same.

Speaking Financially

We should give thanks for the resources with which we were blessed as individuals and a church community. In 2020 we were able, even in the midst of significant economic pressures on the wider community and our own individuals and families, to finish the year having met financial commitments.

During the days of mid March, many of us were skeptical that the year would end well for us. When the Government of Canada Wage Subsidy was extended to not-for-profits we were able to turn a corner in balancing the budget.

The graphic representation before us each Sunday includes several important pieces of information as we follow our progress month by month. Keeping an eye on these numbers should help us stay up to date on how the year is unfolding financially. That information is organized and presented using three



colours. 1) The dark green sections represent revenue comprised of offerings (the lion's share of funding our mission and ministry) and the lighter green portions referring to other income sources. 2) The black sections are the actual expenses incurred and paid each month. 3) The grey lines indicate the monthly amounts needed in offering to meet the expenses we anticipate for the current year. The budgeted offerings are calculated based on the proportion of total offerings received monthly during the previous year and so, should result in realistic expectations based on the experience of the previous year.

The conclusions we should be able to draw from that 2020 picture completed as well as the financial reporting in this report is that our total expenses were very close to total revenue for the year. What we had anticipated as needing in giving very closely met the expenses realized with some additional revenue from "other" sources. The challenge for the coming year is that some of the sources of that other income were not at all anticipated, including over \$52,000 in wage subsidy – a direct impact of the effects of the COVID-19 pandemic. At the same time, some expenses were reduced including: less in-person worship requiring less materials; not immediately filling two staff positions during the year with most of four months having one less staff member on payroll than we had planned. All of these, of course, also not anticipated. It should be noted that the expense of \$12,000 for video equipment in the Cathedral was committed by the Chapter in 2020 but will not be spent until 2021.

In 2020 we continued to follow up on implementing several cost saving initiatives. A change in our telephone service to internet phone, now complete, is seeing a savings of up to \$500-600 per month. Liquid wax candles have replaced most of the solid wax variety, are much cleaner, environmentally friendly and cost up to 85% less. We didn't drink the usual amount of wine in 2020. Using new technology, we plan to implement a better system for security in the next few months which will again cut expense while increasing efficiency and better meet our needs.

Speaking Visionally

The challenges of maintaining relevance in a society where religion is a passé remnant of a former time and way of life, sees the Church is increasingly and routinely identified by a growing majority as a partisan organization without much of anything to offer. Sadly, much of that may be our own fault as we too allow the vision and purpose of our religious convictions slide peacefully into the recesses of our "busy" day to day lives. While the remnants of the church's physical presence is quaint to look at, an increasing number do only that – look. Most of us north of the American border watched with horror over the past year as a groundswell of support rang loud and aggressively for a model of society ruled by anarchy and godlessness. These images are nothing less than flashes of the future in a society without firm spiritual grounding and respect for the One who is the true ruler of the universe.

It's my opinion that as a Diocese and as a Cathedral Church we have arrived at a unique juncture of possibility and opportunity. With the sale of Diocesan properties on Church Street, the conversations about next steps seem to be settling on how we can minimally meet our own needs. It is my view that we can and should do far more than that. Rather, it is perhaps the perfect time for us to get serious about who we are as Church in the City of Fredericton and in the Province of New Brunswick. My preferred way forward, as I have attempted to voice with varying degrees of positive response, is that we explore how the Cathedral might partner with the Diocese, the City, the business community and the wider community, and claim our role of leadership in the community, becoming the meaningful and essential part of the fabric of society we are called to be. To ascend that steep incline and open ourselves to that kind of risk is the call being placed on the Church everywhere these days. It's similar, not different from,

the kind of vision held by a long list of the saints of our past, including the Most Reverend John Medley. I find myself questioning if we're really all that mindful of their stories and the impossible challenges they once faced to deliver to our feet the great legacy of faith we are so privileged to steward. Do we really believe that God can do the impossible? In the early weeks of 2021 I find myself somewhat frustrated by the lack of "energy" to even explore the possibilities, have the necessary conversations and seek out conversations with those partners.

We cannot, nor should we, do this alone. Certainly, the Dean of Fredericton cannot. I pray that one day our time will not be remembered as one lacking leadership for the day. The drumbeat in the background accompanies the march of an Anglican Church toward a smaller and smaller sphere of influence, being satisfied with less and less engagement with those God calls us to serve, a continued (and, let's face it) soon to be rapid declining membership and, being increasingly overlooked in conversations that take place in the wider community as the Church is seen to have little if anything to offer a world bent on existing more and more in spiritual vacuums. I'll take this opportunity to say, the Dean of Fredericton does not agree that we are called to take the safer, less costly road.

Speaking Missionally

Interestingly, we need not look further than the already existing call to mission and service in the context of our Anglican Church:

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

How might you suggest we take those marks seriously and act on them in 2021? Far more than a couple of new programmes are needed. We need a renewed spirit and a refreshed vision of who we are.

Speaking Markedly

In 2020 two members of Cathedral Staff retired. We are grateful to God for both Fran Miles (30 June) and Louis McKnight (31 October) for the dedication and integrity with which they served God through the Church. We hope and pray that these transitions will be for them life-giving and we thank them for their service.

In early 2021 we also received the resignation of Kathleen Snow as Cathedral Parish Nurse (31 January). Kathleen built on a circle of care ministry begun years ago while adding her own unique approach and the components made possible by her personality, depth of knowledge of the Cathedral family and a skill set so well suited for that ministry.

We will miss all of these individuals and their contributions. In light of those changes, we also celebrate Kirsten McKnight who filled the position of Office Administrator in October and Ashley Swim who began as Cathedral Sexton in late in November. We welcome them both.

As always, thanks are due to those who have served in other important ways. Both Jim Morell and Gail MacGillivray complete six years of service with the Bishop and Chapter. Although we

look forward to them both continuing to be involved in lots of ways, our thanks to them for what they have brought to the leadership team over two productive terms of office.

Speaking Finally

In the days of the coming year may God inspire us with a vision for his mission. May it continue to be our prayer that we stay safe in a world with definable dangers too close as we continue to do our part, acting responsibly in the current pandemic. May God's peace and protection, as always, continue to guide and sustain us.

Respectfully submitted,

Geoffrey Hall (The Very Rev'd)
Dean of Fredericton

FROM THE REGISTERS

Marriages

"What God has joined together, let no one separate"

David Edwards and Deborah Collicut
James Hilliard and Jenna Chase

Burials

"Rest eternal grant unto them, O Lord"

Donna Wallace
Diane Morrison
Ann Dalzel

Confirmations

"They laid their hands on them, and they received the Holy Spirit."

Adriana Campos
Lance Clendenning
Rachel Clendenning
Judith Colson
Tharen Dueck
William (Max) Hall
James Kerr
Helen Liang
Carol MacDonald
Janet Mahar
Christian Vanicek

Population	
Households	
Families.....	169
Individuals.....	78
Membership	
Children	59
Adults.....	425
Other	
Confirmed persons	326
Communicants	315
Identifiable givers	262

Groups and Roles	
Church School	
Schools	1
Teachers.....	2
Students	12
Attendance.....	10
Groups	
Men's Groups	1
Membership	28
Women's Groups.....	4
Membership	24
Youth Groups	2
Membership	40
Choirs.....	2
Membership	38
Other Groups.....	5
Membership	38

Worship	
Holy Eucharist	
Inside.....	121
Outside	13
On Sundays	92
On Weekdays	42
Admin of Reserved	17
Other	494
Total Services	
On Sundays	99
On Weekdays	519

Individuals	
Making Communion	
At Easter.....	N/A
By Reserved.....	26
Yearly Totals	
Normal Sunday.....	81
Easter.....	N/A
Pentecost	N/A
2 nd in September	76
Christmas.....	200
Buried	3
Baptized	0
Marriage	2
First Communions.....	0
Reaffirmations	3
Confirmations.....	11
Received.....	1
Grand Totals	
On Sundays	3786
On Weekdays	2439

Vocational Deacon

"At the heart of the Diaconate is a Christian person whose ordained ministry is within a servant community, living and proclaiming the Gospel in the world. The Deacon's presence, bringing the needs, concerns and hopes of the world to the church, is a living reminder of the community's call to servanthood. A Deacon is to enable the church to be justice makers, truth tellers, advocates and reconcilers in the world."

~ Anglican Church of Canada

It is my honour and privilege to be Vocational Deacon at Christ Church Cathedral, and I am deeply grateful to you all for upholding me in this ministry among you. It has been two years since I was appointed Deacon at Christ Church Cathedral. This past year, in the time of COVID, has certainly given us all challenges. Ministries that I have been able to be active in include:

Liturgical

- Assisted at the Confirmation service
- Participate in the rotating schedule of readers of the Daily offices Monday to Friday

Ministry in the Congregation

- Hospital visitor and Coordinator for the Hospital Visitors Team, following the guidelines and restrictions from Horizon Health depending on what phase we were/are in
- Mentor for a confirmand in the Faith Alive Program
- Attending service during live streaming and trying to encourage those who are also joining services online to log in and participate in the responses in the chat
- Participate with Charis Bible Study group

Ministry in the Community

- Ministry of Spiritual Direction

Ministry of Self Care

- Meet regularly with a Spiritual Director
- Attend monthly gathering of Contemplative Pathways group (Spiritual Directors in the Fredericton Area)

Ministry in the Diocese

- Diocesan Representative of the Anglican Fellowship of Prayer
- Member of the Spiritual Development team of Diocesan Council

Currently, I am employed with the Dr. Everett Chalmers Hospital as Spiritual Care Provider for Palliative Care. It is a contract position renewable by month to month.

Respectfully submitted,

The Rev'd Debbie Edmondson, Deacon

Lay Chair of Bishop and Chapter

The year 2020 was anything but 'normal' for our congregation or for Bishop and Chapter. As a faith community we all did our best to adjust to the many challenges of COVID-19 pandemic restrictions: adhering to provincial health guidelines, continuing to hold worship services in a different way, keeping in touch with and supporting members of our church family, maintaining our support for non-Cathedral people in need, and keeping our financial heads above water. Despite the difficulties and challenges we have had a good year. God has blessed us once again.

Here are a few of the highlights:

- Adjusting to COVID - Under the leadership of Dean Geoffrey and our COVID-19 Response Team we managed very well in providing worship services both electronically and in-person-but-with-restrictions. A conclusion that now seems obvious is that accessing worship online will continue to be an important option for many people, both inside and outside of our congregation. Beyond worship, our staff members and our action committees have continued to do their good work in support of congregation members and those whom we support through outreach.
- Project 2045 – Our task force dug deeply into questions and options regarding our future mission/ministry and our related facility needs. In February Bishop and Chapter approved its two big picture recommendations: first, to cooperatively examine the feasibility of sharing

office/meeting space with the Synod in a proposed new building at 121 Church Street and second, to continue to explore ways in which the interior of the Cathedral could be made more flexible in order to meet congregational needs and be also more 'open' to community needs. Planning and idea-sharing continues on both fronts and we are hopefully optimistic that 2021 will see an agreement to proceed with the construction of a new building. We extend our thanks to the members of the task force: Archbishop David Edwards, Dean Geoffrey Hall, Melissa Dawe (chair), Mark Gunter (secretary), Bill Jones and Tom Christie.

- **Housing First** - Chapter approved the no-cost transfer to the Cathedral of a city-owned lot on Albert Street so that we might be eligible to receive government funding under the Housing First initiative. We await a government funding announcement before we can join with the United Way and other sponsors in proceeding to the next stages.
- **Staff Changes** - The year began with the January arrival of Thomas Gonder as our Director of Music. We then said goodbye to our long-serving and always helpful Office Administrator, Fran Miles, who retired mid-summer and our Sexton, Lou McKnight. We then welcomed in the fall Kirsten McKnight as our new Office Administrator and Ashley Swim as our Sexton. The Finance and Administration Committee has had a particularly busy year with re-writing position descriptions, advertising and interviewing.
- **Our Finances** – In the early stages of the pandemic the Chapter was concerned that, without regular worship services, our income levels might drop significantly, but that didn't prove to be the case. Thanks to congregation members who kept up their offerings throughout the year, to the federal government's \$52,000 wage subsidy and to a reduced level of operational expenditures, we are showing a modest surplus. Particularly noteworthy is that many more members are now taking advantage of the 'e-offering' option. Treasurer Kevin Percy has continued his good work in updating and adjusting our accounts and our financial processes.
- **Cathedral Restoration Fund** – Chapter approved a new by-law that led to the establishment of a restoration management committee and specific criteria on which spending decisions must be based. Heritage Standing Inc. will soon update its 2015 report and give us a prioritized list of work projects that should be done to restore/sustain the Cathedral structure. Meanwhile three smaller projects are being planned for 2021.

Finally, I'd like to underline the good work being done by each of the eight the Bishop and Chapter committees. Bishop and Chapter's role is to coordinate and manage the 'big picture' issues and to plan ahead. It is through our committees that the real and important day-to-day work of God's church gets done. These committees are the vehicles through which congregation members put their faith into action and in so doing strengthen the various programs and services for our congregation and those we support beyond ourselves. James, the brother of Jesus, wrote "What good is it my brothers if a man claims to have faith but has no deeds? ... Faith by itself, if it is not accompanied by action, is dead." (James Ch 2 v 14-17). The reports of our committees are below. Please read them and, as you do, think about how you might contribute to the work of one of them; see if there is something that encourages you to put your faith into action.

Respectfully submitted,
Jim Morell, Lay Chair of Bishop and Chapter

Cathedral Treasurer

During 2020 the Treasurer participated in Bishop and Chapter meetings. Month-end updates of revenue and expenditures were provided and briefed to Bishop and Chapter. Trends in Cathedral financial status were presented. Year-end financial projections were calculated and delivered.

The Treasurer participated in meetings of the Executive Committee. Financial information and advice were provided as required.

Non-routine tasks completed in 2020 were:

- Monthly (March-December) completion and submission to the Diocese of Cathedral applications for the Canadian Employment Wage Subsidy (CEWS)
- Direction given to the Diocese for reconciliation of Cathedral investments
- Actions on recommendations contained in the Bringloe Feeney 2019 management letter:
 - Recommendation 5.0: The Treasurer worked with Bringloe Feeney on the new DCIF fund descriptions to align them with Cathedral records as recommended by the Stevenson and Eddy Report (2017). Direction and the new listing (Bringloe Feeney Report, 2019) were given to the Diocese to complete the alignment.
 - Recommendation 6.0: Security and accessibility of financial information was improved; information is backed up routinely and stored in a second secure location; a secondary person (Treasurer) now has SAGE 50 accounting software installed and the capacity to produce financial reports.

Routine tasks performed in 2020 included:

- Oversight of, and direction given to Cathedral bookkeeper
- Review of month-end financial statements
- Weekly online monitoring of the Cathedral's bank account
- Submission to the Diocese of the 2020 Cathedral financial report
- Submission of the 2020 Cathedral Form 100 to Worksafe NB
- Contribution to the 2020 Review Engagement process
- Development of and revisions to the Cathedral 2021 draft budget
- CPA advice sought as required on accounting procedures

The Treasurer thanks the Cathedral bookkeeper for his diligent work on Cathedral books. He thanks committee chairs for their support and contributions.

Respectfully submitted,
Kevin Percy, Treasurer

Envelope Secretary

In continuing to support and assist me through my first full calendar year as Envelope Secretary, my thanks to Dean Geoffrey, Counters Gayle, Lynne, Jane, Randy, Wayne and Hank, Office Administrators Fran and Kirsten, Sextons Lou and

Ashley, and Diocesan Synod office staff Josh McDorman and Ben Bourque, as well as members of the Administration and Finance Committee and Stewardship Team.

2020 Total Giving			
Range of Giving	Givers	Offerings *	% of Total
\$1.00-199.99	55	\$3,327	0.6%
\$200.00-499.99	25	\$7,659	1.4%
\$500.00-999.99	28	\$18,712	3.3%
\$1000-2999.99	90	\$153,877	27.2%
\$3000-4999.99	34	\$125,664	22.2%
\$5000-7999.99	15	\$93,272	16.5%
\$8000 and over	15	\$163,959	28.9%
Total:	262	\$566,470	100.0%

* Envelopes, E-offering and Online Giving

A big change in comparing 2020 with past years' offerings is the emerging significance of Online Giving. In previous years' Annual Reports, the chart with the seven ranges between \$1 and \$8,000+ reflected only the Envelope and e-Offering givers. Online giving has increased from 4.8% of total offerings in 2017 to 7.5% in 2020.



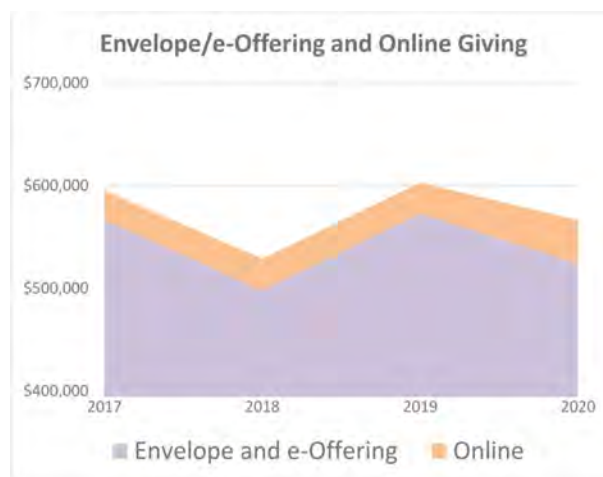
The bottom line is that offerings were down in 2020, whether in comparison with 2019 or the average of the previous three years, 2017-2019.

Note that, for simplicity, supplemental offerings made by e-offering users with their offering envelopes (for example, PWRDF, Easter, Christmas) are also counted as e-offerings. On this basis, in 2020, e-offering users gave 55.4% of total offerings, whereas envelope users and online givers accounted for 37.1% and 7.5% of total offerings, respectively.

During 2020, 15 new applications to use e-offering were received from givers who previously exclusively used envelopes.

For the purpose of comparison, in this year's report, offering information is presented over the years 2017 to 2020. (See the following page.)

Respectfully submitted,
John Macaulay, Envelope Secretary



Envelope and e-Offering

Year:
Range of Giving
\$1.00-199.99
\$200.00-499.99
\$500.00-999.99
\$1,000-2,999.99
\$3,000-4,999.99
\$5,000-7,999.99
\$8,000 and over
Totals:

2017		
Givers	Total Offerings	% of Total
26	\$2,363	0.4%
29	\$9,136	1.6%
39	\$26,383	4.7%
91	\$161,946	28.6%
29	\$107,451	19.0%
18	\$116,662	20.6%
11	\$142,916	25.2%
243	\$566,856	100.0%

2018		
Givers	Total Offerings	% of Total
17	\$2,128	0.4%
27	\$8,421	1.7%
35	\$26,114	5.2%
78	\$136,803	27.5%
26	\$97,764	19.6%
20	\$129,805	26.1%
9	\$96,815	19.4%
212	\$497,849	100.0%

2019		
Givers	Total Offerings	% of Total
81	\$5,274	0.9%
31	\$10,206	1.8%
29	\$21,040	3.7%
87	\$147,692	25.8%
28	\$102,562	17.9%
21	\$135,492	23.7%
11	\$150,445	26.3%
288	\$572,711	100.0%

2020		
Givers	Total Offerings	% of Total
36	\$2,560	0.5%
26	\$7,934	1.5%
27	\$18,922	3.6%
89	\$150,978	28.8%
30	\$111,495	21.3%
16	\$101,028	19.3%
12	\$131,168	25.0%
236	\$524,086	100.0%

Online Giving

Totals

	\$28,596	4.8%
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	\$31,025	5.9%
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	\$30,389	5.0%
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	\$42,385	7.5%
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Grand Total

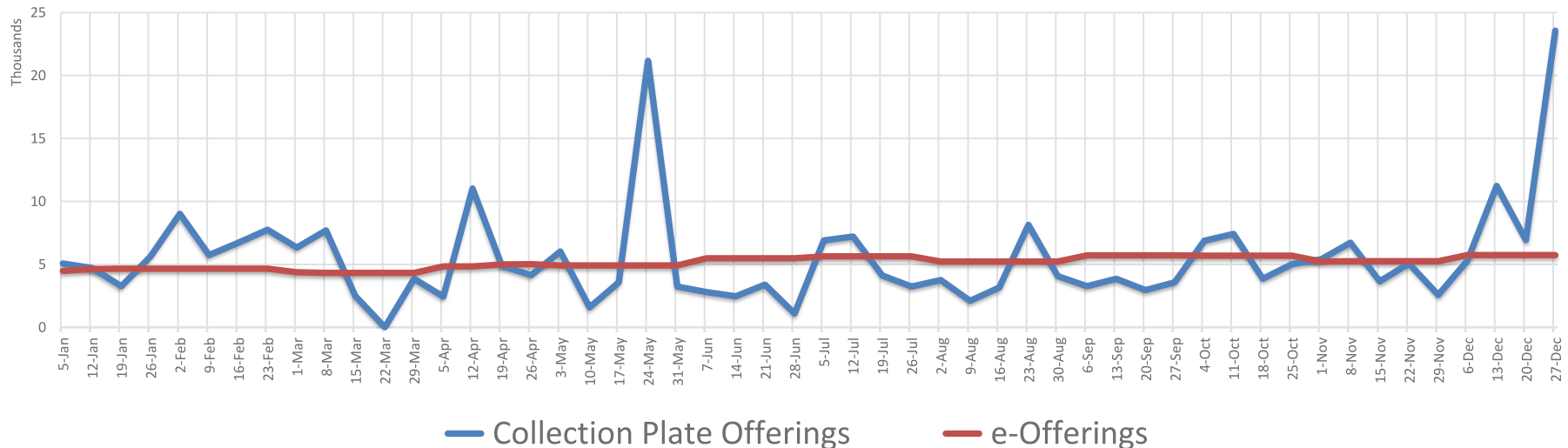
	\$595,452	
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	\$528,874	
--	-----------	--

	\$603,099	
--	-----------	--

	\$566,470	
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Weekly Cathedral Offerings



Delegates to Synod 2020

There was no Diocesan Synod in 2020.

FINANCE AND ADMINISTRATION

Membership: Kirsten McKnight, Kaye Small, Mike Toole, Kevin Percy, John Macaulay, Janet Mahar, Jim Morell, Dean Geoffrey Hall, Victoria Hachey (Chair);
Former Secretary: Fran Miles

Major Accomplishments in 2020:

- Close working relationship with Executive Committee and other Chapter Committees;
- Odell House Sale completed;
- Updates to the Restoration By-Law adopted by Chapter;
- Change in insurance vendor, to Marsh Canada, adopted by Chapter. This resulted in a significant cost savings for the Cathedral and increased limits for both the Cathedral and the Hall;
- Implemented recommendations from 2019 Bringloe Feeney review, including savings associated with switching the Cathedral and Office telephone service to Ooma Office and leasing a new copier;
- The Stewardship committee, Chaired by Mike Toole, researched and began the creation of a narrative budget for implementation in 2021;
- The Office Administrator and Sexton positions were vacated due to retirements in 2020. A sub-committee of the Dean, Victoria Hachey and Tom Maston successfully completed the hiring process for these roles, hiring Kirsten McKnight and Ashley Swim, respectively;
- Exit interview completed with Ms. Fran Miles prior to her retirement;
- Staff pay review and recommendations completed;
- Assisted the Treasurer in a draft budget for 2021;
- Kirsten McKnight capably serves as Committee Secretary.

2021 Priorities (Current/Ongoing from 2020)

- Cathedral Lay Employee Handbook
- Completion of a Narrative Budget
- Staffing processes to fill vacancies among lay staff

Respectfully submitted,

Victoria Hachey, Finance and Administration Chair

Proposed 2020 Budget

PROPOSED 2021 CATHEDRAL BUDGET	
REVENUE	
Undesignated Offerings For Operations	\$530,000
Designated Offerings For Operations	\$20,000
Restricted Offering for Investment	\$10,000
Grants	\$16,000
Rentals	\$10,000
Other Income	\$9,000
Total	\$595,000
EXPENSES	
Diocesan Ministry	\$95,684
Clergy	\$109,000
Staff	\$168,000
Property	\$120,000
Worship	\$7,000
Christian Formation	\$1,500
Hospitality	\$2,000
Mission Outreach	\$20,000
Health Pastoral Care	\$2,120
Finance Admin	\$67,696
Communications	\$2,000
Total	\$595,000

PROPERTY AND BUILDINGS

Membership: Marion Beyea, Ken Howlett, Gary Barfitt, Mark Gunter, Lou McKnight, John McGarry, Jim Morell, Dean Geoff Hall, Charles Ferris (Chair); Resource Persons: John Leroux, Melissa Dawe, Randy Audfroid, Hugh MacKinnon, Eric Hadley

[The Committee is grateful for the very good work of Lou McKnight, Sexton, who resigned in November.]

Major Accomplishments in 2020:

- Revision of Committee Terms of Reference and Committee name
- Participation in exploratory work to determine possible shared space with Diocesan Synod
- Steeple repair by Heather & Little, Ottawa in August
- Heritage Standing Ltd. retained as consulting engineer on Christ Church Cathedral building
- Approval of updating of 2015 Heritage Standing Christ Church Cathedral Condition Assessment
- Ashley Swim engaged as Christ Church Cathedral Sexton
- Condition assessment and commencement of repairs on Cathedral stained glass, south Choir steps and Bishop Medley gravestone
- Commencement of reassessment of building security arrangements
- Negotiations with City regarding parking issues

- Ongoing Christ Church Cathedral and Cathedral Memorial Hall maintenance by Ken Howlett, including assistance in transfer of Diocesan Staff to Hall
- Assistance to Chapter Mission and Outreach Committee on Housing First initiative
- Assistance in drafting and approval of Cathedral Restoration Fund By-law and creation of Cathedral Restoration Committee
- Participation in Cathedral Restoration Committee operations [members include Jim Morell, Dean Geoffrey Hall, Marion Beyea, Wayne Burley, John Leroux and Charles Ferris, Chair]

2021 Priorities (Current/Ongoing from 2020):

- Implementation of 2045 Committee Recommendations
- Updating of 2015 Heritage Standing Condition Assessment
- Ongoing collaboration with Diocese regarding possible shared Synod Office/Cathedral Hall structure.
- Ongoing collaboration with Cathedral Restoration Committee.
- Ongoing collaboration with Chapter Mission & Outreach Committee re Housing First initiative on Albert St
- Ongoing investigation of possible legal rights re Cathedral steeple
- Ongoing records management in cooperation with Chapter Secretary & Marion Beyea
- Ongoing collaboration with City regarding Green management and parking
- Possible reorganization of building security processes

Respectfully submitted,
Canon Charles Ferris, Property and Buildings Chair

The Guild of St. Joseph

The Guild of St. Joseph, or the “Holy Joes,” is a Cathedral group with the motto “Serving God and Church with heart and hands.” Our primary focus is the maintenance and repair of the fabric of the Cathedral, the Green and Memorial Hall. As well, the Guild responds to requests for work from other Cathedral groups.

The COVID-19 pandemic has made 2020 a challenging year for any volunteer group which depends on the in-person involvement of members to achieve its goals. The Guild is one such group. Although the year began well with the de-greening of The Cathedral, the delivery of our annual Pancake Supper on February 25, and the Memorial Hall kitchen cleaning, once the province went into lockdown in mid-March, for all practical purposes, the Guild ceased to function.

With the lowering of the COVID alert level during the summer, we were able to hold meetings in September and October. We were also able to proceed with the Hallowe’en Watch and the Greening of the Cathedral. In addition, we were able to assist with sorting and removal of stored items in the Memorial Hall basement in preparation for the arrival of the Synod office. Eric Hadley has been involved with maintenance on the Cathedral Green. He has also continued to maintain and regulate the Cathedral clock. Ken Howlett has continued to keep a close watch on the furnace in the Cathedral.

Our primary fundraising activity remains the annual Shrove Tuesday Pancake Supper. The net revenue from this event in 2020 was \$1350.46, the highest return on record. We also receive voluntary contributions from members at our monthly meetings, which cover the cost of

snacks at meetings (which, of course, have not been allowed during COVID). We are also blessed to have at our disposal the interest earned by the Hoyt bequests.

Health issues continue to limit our members in what they can do within the Guild as our average age increases. We are extremely grateful to our auxiliary members for stepping up and assisting whenever the need arises.

Funding for the purchase of materials and supplies for projects requested by the Bishop and Chapter are provided by that body. Similarly, project requests from Cathedral groups who have sufficient revenue to cover projects are charged back to them on a cost recovery basis. Otherwise, the Guild covers the cost of materials when required. Work sessions are scheduled on an “as needed” basis.

Due to COVID restrictions, we were unable to hold our two social events, the June barbecue and the Christmas Dinner, during 2020.

Primary activities during 2020 include:

- The “Greening and De-greening of the Cathedral” at Christmas time, including the Christmas tree, wreaths and outdoor crèche
- The Shrove Tuesday Pancake Supper
- Major cleaning of the Hall kitchen
- The annual Hallowe’en Watch
- Membership on the Kitchen and Property Committees and support to the Sexton
- As-required minor repairs and maintenance to Cathedral properties including removal of debris to the landfill site

My major concern during 2021 is the potential damage to the Guild by the lack of activity during the pandemic. I cannot overemphasize the fellowship value of events such as the Hallowe’en Watch, the Pancake Supper, the social events, and the work activities. I believe that we will need to work especially hard once the pandemic has ended to re-invigorate the Guild. Otherwise, we risk losing it.

The Guild Executive for 2020-2021 is President: Gary Barfitt; Treasurer: Peter Jacobs; and Secretary: André Vietinghoff.

Respectfully submitted,
Gary Barfitt, Guild President

CHRISTIAN FORMATION

Our purpose is to create opportunities that will enable and encourage the development and growth of ‘cradle to grave’ Christian Formation.

Our committee met 9 times during the year: January and February in person and the rest of the year virtually. 2020 was a very challenging year, to say the least. But, with these challenges, there were opportunities and blessings.

Despite the unknowns, the colours of yellow, orange, and red, this important work continued to evolve through new and ongoing initiatives and programs. I am grateful for the perseverance and dedication of Kurt Schmidt, Director of Christian Formation, our half-time staff member who faithfully and cheerfully didn't miss a beat.

I continue to be impressed with the creative ways in which our Cathedral clergy, staff, and volunteers have managed to deliver the programs and services during 2020. In some instances, the restrictions of in-person attendance have opened up other possibilities. I would also like to thank Catherine and Rachel Schmidt for their leadership and participation in helping to bring 'Taizé Thursdays from the Schmidt Family Home' on Zoom throughout the months of the pandemic.



I wish to extend my sincere thanks to all of the committee members: Dean Geoffrey Hall, Kurt Schmidt, Cheryl Jacobs, Caryn Gunter, Harry Palmer, and Tom Fetter for their hard work, continued support, and dedication.

Respectfully submitted,
Bonnie Greenwood, Christian Formation Chair

Director of Christian Formation

I am pleased to report on the following areas of formation ministry at/through the Cathedral during the (most unusual) year of 2020. The regular and occasional programs, events and activities mentioned below all took place under the umbrella of "Formation in 3D: Devoted Disciples Dancing" — the multi-faceted and inter-generational endeavor to attend to the ongoing spiritual formation of the Cathedral family.

- First, we were able to continue with our Godly Play (GP) ministry. In the first quarter of the year, we managed to maintain our rhythm of biweekly GP sessions in person in our lovely Formation Room at the Hall. With the introduction of COVID-19 restrictions in mid-March, we took a break/hiatus from our lessons. At the (wise) suggestion of a few of our parents in the group, we decided to attempt online (Zoom) GP sessions, beginning again in mid-October. This proved (and continues to be) a relatively successful model and has allowed us to keep in touch with most of our Godly Players. Cheryl Jacobs and I remain our only two qualified GP storytellers among the congregation members; we currently alternate storytelling and "camera operation" responsibilities during each session. All together in 2020, we held 10 Godly Play sessions (in-person and online combined), with an average of about 6 children attending each session.
- We were also pleased to maintain the Cathedral's custom of offering regular Taizé-style worship services during 2020. We struck a rhythm of regular biweekly sessions (even through the summer), with weekly sessions held during the special seasons of Lent and Advent. This involved a remarkably smooth transition from in-person gatherings in the Cathedral to online gatherings on Zoom beginning in late March. The move to online, moreover, resulted in a slight change in our core group demographic for Taizé—now we routinely have folks from BC, Ontario, Nova Scotia, Newfoundland and Labrador, and even North Carolina joining and praying with us! All told in 2020, we met for a combined in-person and online total of 29 Taizé worship sessions, with an average of about 15 people attending each.

- Third, the Cathedral Youth Group (CYG) continued to meet and grow in 2020. We gathered together an amazing 27 times over the year, including many regular Sunday evening sessions at Cathedral Hall, a series of online Zoom gatherings, a few special events, and an impressive summer series based at/on the Cathedral green. The CYG “regulars” continue to comprise a core group of about a dozen girls (and one boy now!), roughly half in middle school and half in high school. Our leadership team of Rebecca Butler, Emily Orr, Nat Fetter and Chris Robinson were impressively dedicated and devoted to CYG throughout the year. The COVID-19 pandemic certainly didn’t keep CYG down—the group continued to grow in its knowledge of scripture, its experience of (sometimes weird and unusual) games, and especially its abilities as a musical praise and worship group.
- After months of preparation in the first part of the year, and then some unexpected waiting time because of pandemic-response protocols, Christ Church Cathedral’s Faith Alive!—a preparation program for Confirmation, Reaffirmation or Reception—celebrated its completion in October 2020. On the 18th of that month, through the hands of Archbishop David Edwards, eleven Cathedral members were confirmed, four others made an official reaffirmation of their faith, and one person was received into the Anglican Communion. It was a wonderful celebration that capped off a long journey of study and prayer for the participants and mentors. Beginning in early December 2019, the group was treated to regular shared meals and group study sessions—many of them led and facilitated by wise and “home-grown expert” guest speakers. Lock-down measures introduced in March of 2020 meant that the sacramental celebrations originally scheduled for Easter Vigil couldn’t take place in person, so the group waited patiently and ultimately completed its studies virtually and with one physically-distanced in-person gathering prior to the Confirmation service itself.
- Lastly, we were able to support a variety of seasonal formation opportunities during Lent and Advent of 2020. Lenten Studies were disrupted a bit by the introduction of pandemic protocols, but nevertheless included a couple of book studies, “deep dive” sessions on topics inspired by the Faith Alive! program, Friday noontime Stations of the Cross worship gatherings, and the second part in a three-year series on monasticism. Later in the year, the Cathedral’s 2020 Advent-ures comprised opportunities for weekly online contemplative prayer experiences, a small study of specific seasonal writings, and a “miniseries” of three in-person and live streamed Friday evening Lessons & Carols services featuring various lectors and musical groups from the Cathedral.

So it is that 2020, pandemic protocols notwithstanding, was a year of notable growth in formation for many at Christ Church Cathedral. I certainly look forward to 2021 and the continued development of our formation ministry at CCC. It is ever a distinct pleasure and blessing for me to discover small ways of facilitating that ministry. Thank you(s) to Bishop and Chapter, to my wonderful Christian Formation Committee and its faithful chair Bonnie Greenwood, and to the wider Cathedral congregation for all of the ongoing support and encouragement of my efforts.

Respectfully submitted,
Kurt Schmidt, Director of Christian Formation

Monday Charis Group

The Charis group, which meets Monday afternoon at the Cathedral Hall, was able to continue meeting using different approaches. When the pandemic hit in March, we ceased meeting for a couple of months and resumed using Zoom. It was great to meet but Zoom was not totally satisfactory. Some were not able to take part and others did not find it a satisfactory way to meet. We met using the internet until the end of July. In October, we resumed meeting in the lounge of the Cathedral Hall following the COVID-19 protocols. We ceased meeting when Zone 3 returned to Orange in December. As individual circumstances allowed our numbers ranged from six to ten people.

Our group for most of the time in the pandemic took a look at the four readings for the coming Sunday service and talked about what they were saying to each of us. We then were able to listen to the preacher for the coming Sunday and see how our interpretation matched. All of us found it a good way to prepare for the coming Sunday and a fine learning experience.

We look forward to meeting together again and invite others to join us as COVID space limitations permit.

Respectfully submitted,
Harry Palmer

Canadian Mothers' Union - Cathedral Branch

The Mother's Union is an international Christian society, currently with more than 4 million members in 83 countries, and a *vision of a world where God's love is shown through loving, respectful and flourishing relationships*. The Cathedral branch was established on January 31, 1988! Meetings are held the third Wednesday of each month. Currently we have 13 active members. At the time of writing this report it has been a year since the world became engulfed in an unprecedented event – COVID-19.

After months of isolation, quarantines and uncertainty, we reflect on how Mary Sumner's prayer is being lived out ... *"all this day O Lord, let me touch as many lives as possible for thee, and every life I touch, do thou by thou spirit quicken, whether through the word I speak, the prayer I breathe or the life I live. Amen"*. Although we may not be "touching" these days, we continue to provide our prayers, words of encouragement and love to our members and community.

We have all become familiar with online platforms and it is these that allowed the Christ Church Cathedral Mothers' Union Branch not to miss a single meeting during 2020. Granted we were not able to have our usual gathering with our spouses at Christmas or have a year-end event in June; and, we had to put on "hold" the very successful community outreach of providing "goodie bags" to university students. This had become so popular during the past few years and we were planning to expand the outreach to include other post secondary institutions. We are confident this outreach will be resumed BUT, until we are through the pandemic, it will remain on hold for now.

The pandemic has also affected Mothers' Union internationally. In March, Kathleen Snow (worldwide Trustee) announced Mary Sumner House in England was forecasting a significant

financial deficit by the end of 2020. Revenues to carry out relief, literature and development programs throughout the world were dangerously low and the very core of Mothers' Union existence was being threatened. A global international appeal was put out to all members worldwide for financial assistance for MSH. Mothers' Union Cathedral Branch provided \$500, the Diocesan and National level also contributed to this appeal.

June 4-7 was to have been the National Conference to be hosted at UNB. Many members of our Branch had been involved in the planning of the event. Because of COVID, the conference was postponed, hoping for 2021 (but as of the date of this report, this is not possible either). However, National Chaplain, Tom Stradwick; National President, Alice Kennedy; and Worldwide President, Sheran Harper, led us in a virtual service on the night of what would have been a magnificent opening service at Christ Church Cathedral. Many members from around the country and internationally joined in for this time of worship and fellowship.

Branch meetings took the format of either in-person (Jan/Feb), virtual (March/April and Oct/Nov/Dec), and "on the lawn" (May and Sept). A quick recap below confirms how the meetings were still able to be a blessing to all of us.

Whether in person, virtual or "on the lawn", meetings begin with opening prayers and a short devotional, followed by a business meeting and a program. The programs planned after February's meeting were altered to allow us to follow all safety precautions.

- Pre-COVID: Lilian Ketch and Cheryl Jacobs gave a presentation regarding their January visit to the companion Diocese of Ho, Ghana and spoke of the project that brought them there. They worked and met with various stakeholders (schools, teaching hospital, MU members, clergy, local Rotary Club) in order to prepare a proposal for Rotary International for a mobile medical clinic.
- During COVID: Keeping with the tradition of being involved with the Mothering Sunday service, but not able to be at church in person, Kathleen Snow led the group through a virtual Mothering Sunday Service.
- A virtual "Show and Tell", sharing items and practices members hold close and dear to them during this (and other) difficult times - "special books, Mothers' Union articles or special prayers".
- Diverse and creative collages were created focusing on the worldwide Mothers' Union theme, "Building Hope and Confidence". The collages focused on what members felt Mothers' Union does well. These were all very lovely, diverse and creative.
- The Cathedral lawn became the venue for our closing event – members enjoyed their individual picnic supper and socialized, all the while ensuring physical distancing.
- Still able to enjoy the autumn weather, another "on the lawn" meeting took place, complete with a bible scavenger hunt (required to read a verse for clues to locate items). FUN!
- Continuing to ensure safety protocols were in place, the tradition of making beeswax Advent candles for the annual fundraiser was able to happen. Sales were down this year due to less attendance at services; however, online sales provided contactless delivery. We pray that they enriched all who used them!
- Rebecca Tremblay, of Divine Feminine Coaching, led members in a Vision Board workshop, where she offered guidance on how to use the law of attraction in the creation of their own personal vision board. Two members also joined virtually (one who had moved away the previous year).
- The Christmas event became a virtual one with a unique Yankee Swap. Much laughter was had by all trying to maneuver the rules of the gift swap – eventually everyone received a gift.

A freewill donation by members to support the Mobile Medical Clinic in the Diocese of Ho in Ghana yielded a donation of \$325.

Beginning in September, the following song was played at the start of each meeting. It was felt to be very reflective on how we might be feeling during this past year...

Dream Small by Josh Wilson (from YouTube)

It's a momma singing songs about the Lord
It's a daddy spending family time that the world said he cannot afford
These simple moments change the world It's a pastor at a tiny little Church
Forty years of loving for the broken and the hurt
These simple moments change the world

(Chorus) Dream small! Don't bother like you've got to do it all
Just let Jesus use you where you are ...One day at a time
Live well! Loving God and others as yourself
Find little ways where only you can help ... With His great love
A tiny rock can make a giant fall Dream small

It's visiting the widow down the street
Or dancing on a Friday with your friend with special needs
These simple moments change the world
Of course, there's nothing wrong with bigger dreams
Just don't miss the minutes on your way, your bigger things
Cause these simple moments change the world (Chorus)

(Bridge) Keep loving, keep serving
Keep listening, keep learning
Keep praying, keep hoping Keep seeking, keep searching
Out of these small things and watch them grow bigger
The God who does all things makes oceans... from river (Chorus)



The 2020 International Mothers' Union Theme was building hope and confidence in God. In closing this report, included is a paraphrased quote from the Mothers' Union website. It is hoped through these trying times and beyond we can build our hope and confidence in God as well as in each other.

As we build our hope and confidence in God, we will be inspired and equipped to build hope and confidence in others Help us to live out our faith to build hope and confidence in ourselves as well as those we support, and to nurture our faith as we continue to walk forward in step with God.

Mothersunion.org

Many thanks to Cathedral staff for their continued assistance throughout the year, and Geoffrey for his continued support of our mission. Also thank you to the members of our Cathedral family for their ongoing support of our MU Branch initiatives.

For more information about Mother's Union in the Diocese, in Canada, and around the world please visit www.canadianmothersunion.ca or www.mothersunion.org

Respectfully submitted,
Lilian Ketch and Susan Watson, Co-Branch leaders 2020-21

COMMUNICATIONS

The past twelve months for the Communications Committee have been very much guided by COVID-19 restrictions. How these restrictions impacted reaching members of our congregation has been our focus for this year.

We started plans off at the 2020 Annual Congregational Meeting when a survey was circulated to attendees asking for input and their level of satisfaction with communication methods within the Cathedral. Two weeks later, COVID-19 hit New Brunswick.

The ensuing shut downs meant that we had to immediately look at how the Communications Committee could most effectively stay connected with as many congregation members as possible while staying within the red, orange and yellow guidelines set by the provincial government. Fortunately, our social media presence was quite well established with respect to subscriptions and usage. Both the website and Facebook would be instrumental in allowing us to reach out. As would YouTube, Podcasts and eventually livestreaming.

However, we were well aware that not all people were "connected" and not all people wished to use platforms such as Facebook.

To this end, we added two items to our regular offerings. The first of these was a special Facebook page that only members of the Cathedral could access with approval of administrators (Communications team members). This 'Cathedral Caremongering' page allowed Facebook members to join a private group where they could post information for sharing with other congregants. The purpose was not to share medical information related to COVID as these were easily accessible via many other sources. It was to create an online meeting place where congregation members could 'check in' with each other. As stated in the group description, it was a place to *"connect while we cannot physically be together. It is for sharing information, thoughts, suggestions and challenges as we face COVID-19 together."* In total, 54 people signed up and shared uplifting songs, requested prayers for friends and family, offered birthday greetings and more. As we moved into the yellow phase and were able to physically meet once again, the usage of the page declined, as was to be expected.

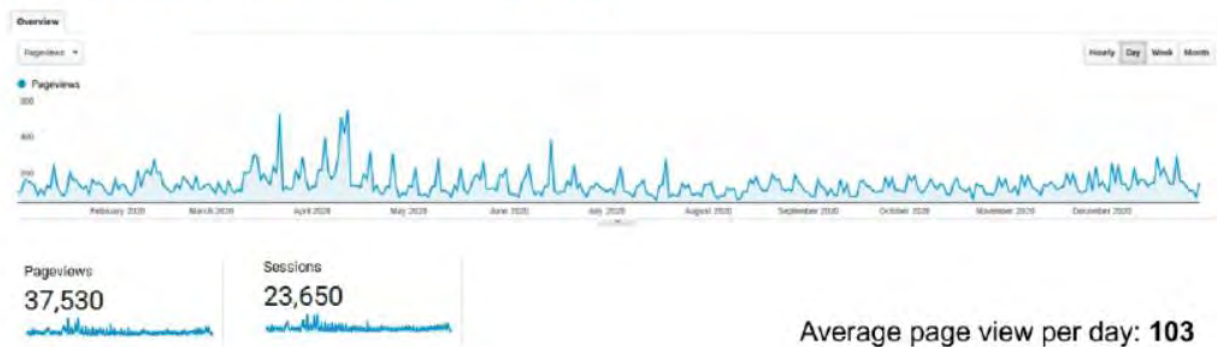
The second new method of communicating was the Cathedral Connections Newsletter. Although the newsletter could be read on the Cathedral website, it was created primarily for those not online, and paper copies were mailed to members of the congregation without an email address listed on file. Five issues of the newsletter were created over approximately 7 months. We extend our thanks to the many congregation members who shared stories and photos!

As previously mentioned, we were very fortunate to have a well-developed online presence at the start of the pandemic. Our website, Facebook page, YouTube Channel, Podcasting and ultimately Livestreaming have made it possible for us to stay connected and will likely continue to be valuable tools in the coming months. We extend particular thanks to all who have set up and maintained these tools which have been a blessing to all of us! Thanks in particular to Peter Jacobs and to Dean Geoffrey in ensuring that Christ Church Cathedral worship services have been and continue to be available online.

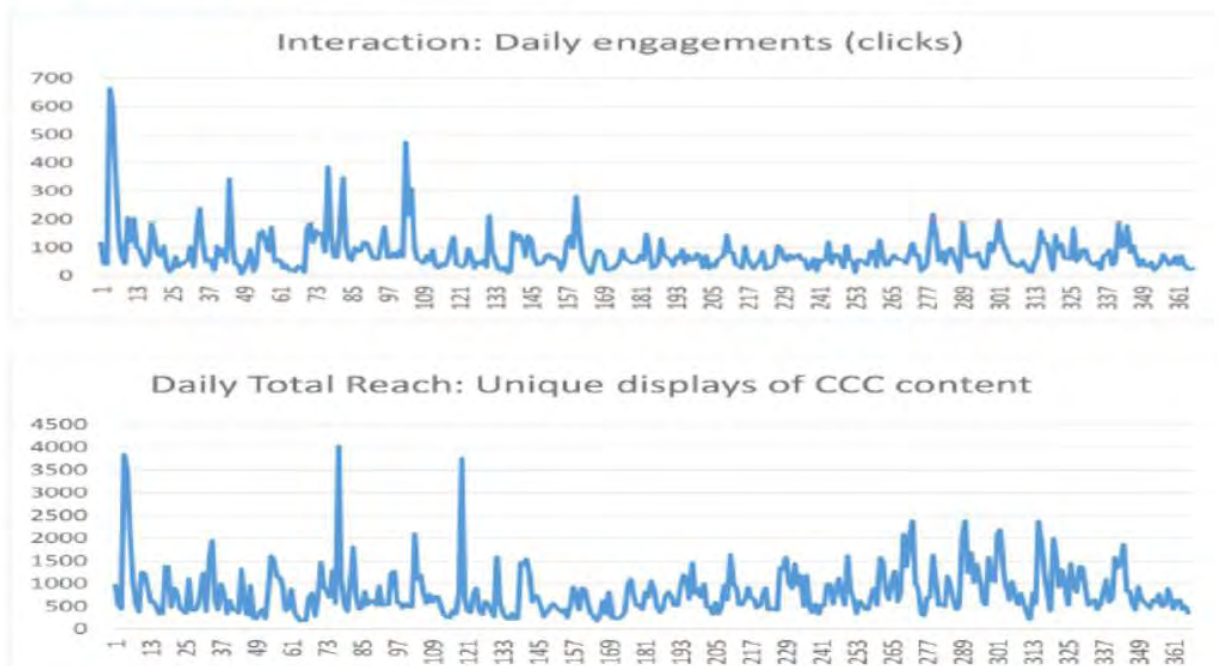
While interpreting data around online usage is a challenge, we offer the following:

- We experienced usage spikes on all platforms which can likely be attributed to pandemic isolation.
- At the beginning of 2020, 887 people had “liked” our Facebook page and by the end of the year that number had risen to 1008. These people regularly see posts from the Cathedral in their news feed. Facebook reach and engagements (with subscribers, their connections and the public at large) are clearly influenced by the number and quality of posts, some of which drew particularly high levels of interaction.
- Podcast subscriptions have risen steadily, beginning at an average of 70-80 in January and ending at an average of 160-180 at the end of the year. A sharp increase in Podcast usage subscription numbers occurred when we added our Cathedral Audio Podcast feed to Google and Spotify in early November of 2020. Subscriptions are reported daily and are currently 175-200 in 2021.

Cathedral Website 2020



Facebook



Cathedral Podcasts



Subscribers

(those receiving notification)

2020 Average: 91

01 January 2020: 80

31 December 2020: 148

Clicks per day

(recorded clicks per day)

2020 Average: 191

01 January 2020: 121

31 December 2020: 380

Finally, business as usual in these unusual times has also taken place. Public service announcements for the Cathedral have gone out in a professional and timely manner; Daily Gleaner notifications about services continued; and welcoming/activity booklets were distributed at Christmas Eve services. Also, members of our committee have been able to assist with telephone calls about cancellations.

It has been a unique year, but we are blessed to have been able to serve the congregation of Christ Church Cathedral to the best of our ability. Members include Marilyn Lewell, Gail MacGillivray, Kirsten McKnight, Carol Ann Melvin, Dean Geoffrey Hall. As we go forward to 2021-2022, we are also pleased to announce the addition of two new committee members, Christopher Robinson and Helen Liang! We look forward to continuing to work together.

Respectfully submitted,

Gail MacGillivray, Communications Committee Chair

HEALTH AND PASTORAL CARE

The Health and Pastoral Care Committee is dedicated to the 3rd Mark of Mission: responding to human need by loving service. For 5 years this loving service has been nurtured and guided by our Parish Nurse Kathleen Snow. Her dedication and commitment knew no bounds. Her loving heart, her sage advice, her patience and spiritual guidance through prayer ever present, she walked with clients through change, fear, grief, and uncertainty. Throughout the COVID-19 crisis, we have been blessed to know Kathleen had our safety in mind at all times. We will be forever grateful for her strong leadership and friendship.

Although the COVID-19 pandemic has curtailed some regular activities in the Health Ministry, we have tried our best to continue with programming central to our Parish needs: to provide a Helping Hand, support groups where possible, a comforting prayer shawl, and wellness checks when the pandemic left us feeling isolated. The comfort and power of prayer provided by our Pastoral Care team and the Prayer Network were needed in this time of uncertainty more than ever. We give thanks to all those who listen to the calling of the Spirit and volunteer their time in our valuable committee work.

Respectfully submitted,

Sally Dibblee, Health and Pastoral Care Committee Chair

Hospital Visitors

The Cathedral Hospital Pastoral Care Team visits members of our congregation who have been admitted to the Dr. Everett Chalmers Hospital or the Department of Veteran Affairs Hospital. We offer spiritual care and prayer as they face the emotional and spiritual impact of illness and/or crisis. In this time of COVID-19, visiting at the hospital is restricted depending on the Phase - Red, Orange or Yellow. Therefore, the past year has not seen the regular visitation that our team gives, because depending on the phase, visits were either completely restricted or limited to Clergy only, and only in times of palliative care. We are grateful for the prayerful support from our Cathedral family.

Usually, (and hopefully we will be returning sooner than later to our regular visitation duties) Holy Communion for the individual and with family members, where appropriate and accepted, can be part of the ministry. Our team has a weekly rotation schedule and typically visit twice or more in a week. The names of the Pastoral Care Team are: Debbie Edmondson (coordinator), Paul Macdonald, Dalton London, Kelley Hall, and Debbie Edwards. Kathleen Snow (Parish Nurse) has resigned from the team and we wish her well in her future endeavors. Her dedication and helpful support for all of us is deeply appreciated and will be missed. Dean Geoffrey Hall is also always available, and regularly visits in addition to the team schedule. If any member of our congregation feels called to this ministry and would like to explore the option of becoming part of the team to offer support to those who are facing the emotional and spiritual impact of illness, please speak with the Dean, or any member of the team. We meet quarterly and new members are most welcome!

It is important to point out that the Horizon Health policy is to ask all who are being admitted what their faith denomination is and if they would like a visit from a member of their denominational spiritual care team. There are occasions when this does not happen and the team may not know of the admission. We ask that you do contact the Cathedral office, the Dean or a member of this team to inform us. Family members may do this with the permission of the patient (if that is possible). There may be times when you would prefer not to be visited by a member of this team, and that will be honoured. Confidentiality is a key policy with Horizon Health Care and this team. We will not pass on the name of any patient without permission. We may ask you, as a patient, if we can pass your name to the Dean or the Parish Nurse for further support. We may also ask if you wish for your name to be added to the Cathedral Prayer Network for specific prayer or the more generalized prayer list read on Sundays. This is optional support, should you wish to have it, and you can request it at any time.

I would like to take this opportunity to thank all the members, on behalf of our Cathedral congregation as they faithfully seek to bring comfort and the presence of Jesus through the power of the Holy Spirit to those who are at a vulnerable moment in their life.

Respectfully submitted,
Debbie Edmondson, Coordinator of Cathedral Hospital Visitors

Health and Parish Nurse Ministries

It is with great sadness that I write this last report in my capacity as Parish Nurse. It has been my honour and privilege to serve our faith community and beyond over these last 4.5 years. The relationships developed with each and every parishioner are indeed cherished.

I am so very pleased that Bishop and Chapter has unanimously supported this ministry in that they are moving forward to hire a new Parish Nurse to continue as a valued staff person to nurture and support our community in mind, body and spirit.

The Cathedral family has continued to support the Parish Nurse and Health Ministries. When I began in my role in September of 2016 it had been necessary to run a pledge campaign in the spring in order to financially support this position. We required \$11,000 annually in pledges from our congregation in order to support the salary of the Parish Nurse role. I am pleased to report that to date the congregation has pledged and given over \$64,000 to the Parish Nursing ministry, well over the anticipated and required funds. I thank you, and the Health Ministry Committee thanks you as well. You are sustaining this ministry; I pray that you will continue to support it as you are able.

A large part of my Parish Nursing Ministry has been in pastoral care, most likely 80% of my work. I have in particular supported those clients who did not have family or any supports to assist them with health issues, daily living issues, or were in a crisis of some sort.

When I first took on this ministry and was certified as a Parish Nurse, I remember my dear mentor Isabel Cutler giving me one of her books as a reference, and it was entitled *Walking Alongside*. That is exactly what I have been doing for the past 4.5 years. I have been walking alongside members of our congregation, listening, supporting, praying, guiding, teaching and advising as it related to their health of body, mind and spirit. It truly has been a gift for me to be able to do this. I may not have always got it right, but I knew who was there carrying me and my clients along.

I thank many who have sent me emails, cards and telephone calls to thank me for my ministry. I will not share the comments but suffice to say I will continue to treasure your love and support.

This year of COVID has been one of many changes. We have had to modify many of our Health Ministry programs and some we have had to let go for a while. One of the roles of the Parish Nurse is to coordinate the many ministries within the Parish Nursing and Health Ministry Teams as noted below:

Prayer Shawl Ministry

Marilyn Lewell leads this ministry which supports our faith community and beyond. Marilyn was assisted in 2020 by Bobbi Milner. Carole Hines, despite moving to Halifax, has continued with the ministry on her own and has mailed the Parish Nurse a number of prayer shawls this year. Wendy Brien has been busy knitting scarves which we have given to our friends at the Monday Morning Outreach. Shirley Rohleder has also knit a number of shawls which the Parish Nurse has kept on hand for emergency requests. In 2020, 10 blankets and 23 shawls were distributed. We thank the dedicated knitters/sewers who so generously volunteer of their gifts and time.

Comments from recipients of prayer shawls and prayer blankets:

- *"The prayer shawl has been such a COMFORT to me. It is, as though God is wrapping his loving arms around me and filling me with His peace and love."*
- *"Thank you very much for making the beautiful prayer shawl. It was so thoughtful of you and will comfort me for many years!"*

- *“What a wonderful surprise to receive your package with the pretty shawl and lovely words of encouragement, blessing and faith. Thank you so very much for thinking of me and upholding me in this way. It was an act of true Christian loving kindness, which I treasure.”*

Helping Hands

Barb Toole and Diane Radford have been ably co-coordinating the Helping Hands ministry. Since the beginning of 2020, the Helping Hands Team and Parish Nurse have assisted over 28 Helping Hands contacts.

Volunteers have

- driven members of the congregation to medical/dental/vision appointments and to-and-from surgeries
- assisted them with grocery shopping, pharmacy, or banking needs, and
- made meals for several recovering from surgery or who required assistance for a week at a time.

Comment from recipient of Helping Hands ministry:

- *“My family can’t thank you enough for all your assistance and many kindnesses this past pandemic year. It is very much appreciated by all of us and made not being able to visit our loved one much easier to bear.”*

Emergency Call List

The COVID Pandemic of 2020 was an opportune time for the Health Ministry to use our Emergency Call List to connect with our parishioners on a regular basis. A team of six volunteers have been in regular contact with over 42 members of the congregation living on their own in their homes to ensure that they are safe, offer assistance as needed and generally connect and have a chat in these challenging times.

For many, COVID has increased a sense of isolation, in particular those who may be living alone and not able to get out and about due to the restrictions of the pandemic. We welcomed Carolyn Turney to the team as our numbers had increased this year. The Call List is reviewed annually and updated so that we are better able to serve those within our congregation.

The Medley Tea

Sadly, the Medley Tea in the Cathedral has been one of the Health Ministry programs which has been impacted by the COVID pandemic. The Teas were held in January and February last year, but from March onwards the Teas have had to be cancelled. One of the boons of these gatherings was that ladies and gentlemen could sit together at a table of four, enjoy each other’s company, a cup of tea and share a plate of sweets. Due to the COVID restrictions, there wasn’t a way that parishioners could sit together, less than six feet apart without a mask, and share in a common plate of sweets.

The two months of January and February saw the usual 22-26 members enjoy a time of conversation, laughter and sharing while enjoying the tea and sweets. Many parishioners have voiced that they miss the connection and time with each other. The Medley Tea Team look forward to starting it up as soon as we are able!

Cathedral Visitors

Michele Leblanc leads the group of nine Cathedral Visitors who are dedicated to providing regular visits to our parishioners who are at home or in residential care. Michele has reported that *“much has changed and 2020 was a challenge”*.

The Cathedral Visitors Group started out their year as usual, with visits and connecting with members of the Cathedral. The arrival of COVID 19 with the restrictions set in place changed how the Visitors carried out their mission. Telephone calls replaced face-to-face visits.

As Easter approached and we were in lockdown, the Visitors decided against plants and sent each parishioner a personalized Easter card. This Christmas, Visitors were able to deliver calendars as usual but with the restrictions in place. Many thanks go out to our Visitors who faced their own challenges during this past year. Michele and Visitors look forward to a more 'open' 2021.

Blood Pressure Clinics

The Cathedral Blood Pressure Clinics were another of the casualties of the pandemic this year. These monthly clinics are normally held at all three Sunday services on the second Sunday of each month. The Parish Nurse with the assistance of Kim Waugh and retired nurses Marilyn Lewell and Michele LeBlanc assessed the blood pressures of members of the congregation and advised accordingly.

Our assessment numbers had increased by 21% in 2019, and in keeping with this trend, from the months of January to March of 2020, a total of 67 parishioners were assessed for an average of 22 assessments each Sunday. The January numbers were actually lower due to a winter storm on that Sunday.

During those three months, the Team assessed several clients whose blood pressures were significantly elevated. Follow up visits to the Parish Nurse's Office supported these assessment and clients were advised to seek medical treatment with their physician. We are making a difference.

Monday Morning Drop In

The Blood Pressure/Blood Glucose Screening Clinics at the Monday Morning Drop-In also continued for the early months of 2020. Once the pandemic restrictions were in place, the Parish Nurse met with clients on the steps of the Cathedral Memorial Hall to chat and stay connected, often advising on health-related issues, but at a distance.

Health Information Sessions

Due to COVID restrictions, the planned Health Information Session on ACE (Adverse Childhood Experience) which was booked for late April 2020 was cancelled. The Rev. Jasmine Chandra and Erin (Hodge) Rideout were to come to the Cathedral from Saint John to speak on this program, but sadly this was cancelled due to COVID. Hopefully they can be re-booked at a later date.

Yoga Fitness Classes

The Yoga Fitness classes ran from January to March and September to November of this year, before being cancelled midway through each term. We continue to have a strong committed group of Yoga participants (9-14 participants per class) who enjoy the breathing exercises, relaxation poses, the fellowship and the laughter. Instructor Tammy Blyth has been the faithful leader of the group, and all look forward to starting up again once we are in the Yellow Recovery Phase.

St. John Ambulance Refresher Course

The St. John Ambulance 1-day refresher course was delayed this year due to COVID. Cathedral staff were initially trained in June of 2018 and took the 1-day Refresher Course in September of 2019. Once COVID restrictions settle it is hoped that another Refresher Course can be scheduled.

Dementia Support Group

The Dementia Support Group met monthly throughout the year whether in person or via Teams or Zoom virtual platforms. The group has been a blessing to each other in caring for loved ones living with Dementia. Several of the group members have lost loved ones to Dementia but continue to participate in the group and find it helpful and supportive. This committed group of 8-10 individuals from the congregation and community share in confidential conversation, experience and prayer. The group was facilitated by the Parish Nurse.

Parish Nurse Visits

The Parish Nurse has averaged 3-4 visits per week to either assist clients, drive them to appointments or share with them in Holy Communion. These visits have been dependent on COVID restrictions and guidelines. Much of the assistance has moved to telephone consults rather than in-person visits. There were some visits for a time where the Parish Nurse was able to share in Home Communion and visit in-person, but this was only while in the Yellow Phase of Recovery.

Thank You!

I am grateful for the support from the members of the Health Ministry Committee. Thank you to Michele Leblanc, Marilyn Lewell, Barb Toole, Diane Radford, Janet Maston, Sally Dibblee and to our outgoing chair Chris Stevenson. Thank you to Sally for taking over as Chair of the Health Ministry Committee.

My dear friend Hank Williams wrote this prayer as a farewell gift and I share it with you as it 'says it all'.

Oh Lord, thank you for having given me the strength, tenacity and intelligence to be able to serve You by serving the patients of my parish. Grant me the expertise and empathy to treat them as if they were my own family. May I rejoice with them or grieve with them in order to make their lives the best possible. Let me give to them whatever service they need or want. And, when I one day log off from my final shift here on earth, may You welcome me into your arms with the same compassion that I sought for them. This I pray today. Amen.

Respectfully submitted,
Kathleen Snow, RN, BN, Parish Nurse

Cathedral Prayer Network

The Cathedral Prayer Network continues its ongoing prayer support for any requests for God's love and healing. These requests are confidential (differing from the public prayer list printed in the Sunday bulletin). Requests are usually received for members of our congregation and often, as well, we are asked for prayer intervention for those who are friends, family, or for issues of concern to many. It is our joy to do so.

2020 was a slow year for prayer requests due to the COVID-19 pandemic. We are thankful for our members who are carrying on as best they can. We appreciate the care and support we receive from the Dean, the Parish Nurse and the several prayer groups in our congregational life.

We are seeking a new Coordinator for the Prayer Network. Please prayerfully consider whether you feel called to assist in this important ministry.

Respectfully submitted,
Carolyn Howlett, Acting Prayer Network Co-ordinator

MISSION AND OUTREACH

The Mission and Outreach Committee fulfills the duty of Bishop and Chapter to provide mission and outreach to the Cathedral Community and beyond. The Committee exists to represent the interests of the established and well-functioning Mission and Outreach ministries to Bishop and Chapter which make up six sub-committees, specifically the:

Missions Committee;
Belize Mission Committee;
Outreach Committee;
Housing First Committee;
Anglican Church Women (ACW); and
Community Kitchen Teams.

In 2020 activities generally consisted of the Missions and Outreach chair representing the Cathedral missions groups to Bishop and Chapter at Bishop and Chapter meetings. Reports on the sub-committees themselves are appended in separate reports.

Respectfully submitted,
Sam Mayo, Chair of Mission and Outreach

Outreach Committee

Monday Morning Drop-In

This program to help people in need operated normally each (non-holiday) Monday morning until mid-March, comprising: a self-serve buffet of sandwiches, muffins, fresh fruit, juice, coffee, tea; services of the Parish Nurse; live music played by volunteers; a Bible study; a free, used clothing bank with small housewares often offered; a warm, safe space to socialize; a \$10 gift card for local supermarkets or a few city bus tickets handed out once a month.

Starting at the end of March, gift cards or bus tickets were distributed outdoors on the last Monday of the month at Cathedral Memorial Hall to respect social distancing requirements. Regrettably, all other aspects of the program had to be discontinued due to COVID-19. Outdoor distribution continued monthly for the remainder of 2020 with masks and hand sanitizer available to guests as well as small goodie bags containing homemade muffins and cookies, fresh fruit, granola bars, a juice box or bottled water, and sometimes candy. The contents were kindly donated by members of the cathedral family and by St. Margaret's Anglican Church. In

lieu of the usual lively Christmas party, guests received extra treats in their December goodie bags and a \$20 gift card for a supermarket.

Average weekly attendance for indoor drop-ins in the first three months of the year was 27, while the average monthly attendance for the outdoor pass-through event during the remaining nine months of 2020 was 46. The total number of visits during the pandemic year was 706, understandably lower than in the 1,000 visits in 2019.

The committee and the guests have really missed the presence of our regular volunteers, including the musicians and our partners from New Maryland United Church, but the kind support of the congregation -- baking cookies, donating money, inquiring about ways to help -- has been greatly appreciated during this challenging year.

Housing First

The arrival of COVID-19 cancelled the continued development of the three houses for homeless individuals struggling with mental health and/or addictions. The backlog of building orders from January to March put our request at the end of the line. We have been informed that we will probably have to wait until the Fall of 2021 for work to begin. We have received sufficient donations from the congregation, and we will not ask for more unless there is a change. Our committee has not met, but I will call for a meeting when we receive even a whisper of information.

Fredericton Community Kitchen

Activity at the Community Kitchen falls under our committee, and the co-ordinator is Jason Parsons, the Cathedral Verger. For well over a decade, the Cathedral has fielded four rotating teams of six-to-eight people working the Saturday supertime shift of two hours. Participation was halted completely during March 2020 when the kitchen was forced to drastically change its operations due to the pandemic. Later in the year, one couple was accepted to volunteer for a four-hour shift every week. The other 30-to-40 volunteers await a return to normalcy and further instructions from the kitchen's management team.

Greener Village Food Bank: Christmas Angels Program

For more than 25 years, congregants have chosen paper angels and bought specified toys and stocking stuffers for children from needy families. In recent years, committee members collected and delivered 60 such items to the food bank. Due to the COVID-19 pandemic, the committee decided that the usual buy-and-bring program might not be a safe activity with pandemic restrictions in place. Instead, the committee used its budget to donate \$1,800, which is the value of the toys and stocking stuffers usually donated. Greener Village was happy to accept a cheque to assist the Christmas Angels Program.

Greener Village Food Bank: Grocery Donations

In 'normal times', a few bags of non-perishable groceries were always donated weekly at the cathedral and delivered to the food bank by committee members. During the pandemic, regular donations ended abruptly, although occasionally someone put a few canned goods into the wicker basket near the font. Direct monetary donations from individuals were still possible and encouraged through Cathedral communications.

Respectfully submitted,

Penny K. Ericson, Outreach Committee Chair

Missions Committee

The committee's mission statement is "Serving God in mission, sharing Jesus with the world."

We work together with Christ Church Cathedral's congregation to reflect the teachings of Jesus and the heartbeat of Christian history for over 2000 years. Our goals are to raise awareness about mission work, prayerfully and financially support missionary efforts, and encourage action by the congregation.

We began 2020 with a much smaller committee than in previous years. Several members have retired over the past couple of years and we have yet to find replacements. Since the beginning of the COVID-19 pandemic we have postponed our traditional bi-monthly committee gatherings and have been conducting business via email. We operate on a rotating committee chair schedule. Admittedly, our committee has been less active this past year, but we were able to continue communications and support for several of our long standing mission partners.

Our committee provided annual financial assistance of \$1500 to support the stipend for Canon Paul Jeffries at Bishop McAllister College in Uganda as well as \$1500 for Reverends Kara and Nelson Mejia and their Honduras Mission Fund.

We responded to the Diocese request for assistance with a \$350 donation in support of the mobile health clinic in Ho, Ghana.

PWRDF made an urgent appeal for financial assistance in August 2020 to assist with humanitarian needs following the Beirut explosion. Our committee provided a \$250 donation on behalf of Christ Church Cathedral.

Our committee has remained in touch with members of the Refugee Family Sponsorship Team. In October, members of our committee assisted in helping the Weah-Gmah family move to their new home.

Like so many others across the globe, our mission partners faced unforeseen challenges over this past year. School closures threatened to jeopardize the entire ministry at Bishop McAllister College. A shut down of the tourism economy in Roatan placed Reverends Nelson and Kara Mejia in the position of needing to feed regular meals to over 200 residents in their community. When both of these partners reached out to us we offered additional assistance of \$250 each and shared their messaging with the congregation via our missions page and corresponding links on the Cathedral website and Facebook pages.

We have attempted to post additional online updates to keep the congregation informed of ongoing developments with our mission partners and we continue to ask for prayerful support. We certainly look forward to having the chance to share in a more direct manner in the year ahead and hopefully be in a position to invite guest speakers back to the Cathedral again in the near future.

If anyone in the congregation is interested in joining our committee any of our members would be happy to answer any questions you may have.

Respectfully submitted,
Brad McKnight, John DosSantos, Kurt Schmidt and Sam Mayo; Missions Committee Co-chairs

Belize Missions

This year we have four students attending High School. Edwin Perez Grade 9, Gian Myvette Grade 10, Jenniah Tillett Grade 11, and Joselyn Herrera Grade 12.

We sent \$4000 in August 2020- \$1000 for each student to help pay for tuition, books and other required materials. We also sent to St. Hilda's school \$1000 in August and \$1000 in December for ongoing needs for the school and teachers. Although we were unable to do any fundraising in 2020 due to COVID-19 to help fund the budget, we had enough funds from our fundraising in 2019 to cover our commitments to the school and students for this year.

The funds we have sent the school this year has been very helpful in preparing for opening of the school with all the restrictions and regulations of COVID-19. They used the funds to purchase cleaning and sanitation supplies as well as garbage bins, masks, and gloves for teachers. Teachers were also given a stipend to assist with the preparation of classrooms and with arranging classroom furniture to cater for social distancing.

Ms. Jane, principal of St. Hilda's, stated that registration was slow in August, and they normally did fundraising events throughout the year to help with materials needed for the school but of course was unable to do so this year.

We have ongoing communication with Ms. Jane on a regular basis and follow up with the students as well. In an email in December, Ms. Jane stated, *"We will continue to ask God's blessings on you all, we love you and pray the best for all our Friends of St. Hilda's. Be safe."*

Respectfully submitted,
Kelley Hall

Anglican Church Women

In January, the ACW was pleased to have a commemorative plaque restored to an appropriate location in the Cathedral. In 2006 Bishop and Chapter recognized the 100th Anniversary of the founding of the Women's Auxiliary - Anglican Church Women with the presentation of this plaque to the ACW. Time and changes had moved it to the obscurity of a forgotten file cabinet.

But the ACW Executive is not currently obscure. We hosted Gail Maloney at our first gathering of the year and she spoke of *The Everlasting Love of God*. The topics for the upcoming programs were presented -- spiritual explorations, travel and creativity explorations. Preliminary discussions were held on future catering events. By March 15, everything was cancelled for the upcoming months. As 2021 unfolds, this pandemic seems to have everlasting qualities equal to the Divine.

In July the Reverend Canon Paul Jeffries appealed for financial assistance over and above our continuing support at Bishop McAllister College. We responded with a cheque of support. Recent communication indicates that the school is again in operation with an ambitious agenda that will add a music and drama facility to the campus. And the library that we supported is in operation and space was used there to manage COVID-19 restrictions.

As Christmas approached, the Executive met with masks and distance protocols in place. Greetings and an update from the ACW were sent to members of our congregation. A thank you to all for the response as again we had appropriate gifts for the residents at Grace House and Liberty Lane. The rare opportunity for fellowship was enjoyed as gifts were prepared for the Visiting Team to distribute to shut-ins.

As the new year begins, although funds are limited, our support for 4 students at Bishop McAllister and to Paul Jeffries' stipend will continue. Support for local mission and outreach will also continue.

We thank Dean Hall, the Cathedral staff, choir and music participants, and all who put in so many extra hours producing and presenting Sunday morning services via the internet. And for the Sunday morning in-house services, thank you to the sidesman, to Jason, and to Ashley, who ensure that attendee restrictions and COVID-19 protocols are carried out. We of the Cathedral community are involved in the services either remotely or in person and strengthened by them. It is a blessing shared by all of us.

Respectfully submitted,
Kaye Small, ACW Secretary

WELCOMING AND HOSPITALITY

The Welcoming and Hospitality committee plays a role in contributing to a vibrant church community by leading a welcoming and hospitality initiative that is accepted as a shared responsibility by Cathedral groups, as well as individual congregation members.

Unfortunately, due to COVID-19 restrictions, the committee has not been active this past year. Our pre-COVID congregation events, especially with combined worship, have been so well received, from 'Chili February', to the fun 'Picnic & Pies BBQ', and especially our greatly anticipated annual 'September Community Corn Boil'. These gatherings are important for our congregation and newcomers to Christ Church Cathedral and though we have not been able to gather for such events this past year, we look forward to the opportunity where we can be of service to the congregation and visitors alike, as soon as it is safe to do so.

We welcome your suggestions, ideas and participation to help us grow our Welcome Initiative. Please do not hesitate to reach out to Lynn Meehan at 506-455-2822 or lmeehan395@gmail.com.

Respectfully submitted,
Lynn Meehan, Welcoming and Hospitality Committee Chair

Cathedral Kitchen Committee

The Kitchen Committee generally meets on the third Wednesday of the month except for the summer months, however we only met in January and February of 2020 due to COVID-19 restrictions and the lack of kitchen usage from March until the end of the year.

The kitchen was thoroughly cleaned in early January of 2020 by members of the ACW. There was a discussion about caterers using our kitchen facilities and the need to draw up an email

concerning some issues that had occurred. This wasn't addressed when lockdown occurred but will be taken up again, once we are allowed to resume normal operations.

Many thanks to David Crowe and Ann Deveau for picking up any supplies and checking that the few people who use the kitchen are able to access what is needed.

Respectfully submitted,
Kathy McBride, Chair

WORSHIP

The Worship Committee is comprised of the groups who carry out the many tasks throughout the year that assist the Clergy in conducting services, allowing the congregation to join together in the worship of God. Many people together and separately perform the many tasks that are necessary for the smooth operation of worship. Below you will find reports from these groups.

All of us have been impacted by COVID-19 in the past year. Public worship was cancelled completely from March through to June. However, worship opportunities continued to be provided online. At first, services were recorded in advance and released on our YouTube channel on Sundays. Then we moved to live streaming. When we reopened for public worship under our COVID-19 Operating Plan, we continued to stream the service.

We have moved to a format of offering the host only at the Eucharist. This is not going to change for the foreseeable future. We are restricted in our use of music, but are continuing with instrumental music and a limited number of singers. All of the musicians are looking forward to a time when we can gather and sing together freely.

As you can see from the reports below, the members of the worship committee teams continue to be active. Fresh flowers bless us. The sanctuary and vessels are kept clean. The greeter team is active, with new duties. Musicians continue to make music. The Verger continues in his duties. Morning and evening prayer continue to be held. Our community continues to worship together as much as it can in these challenging times.

The Servers' Guild is the group most impacted by the restrictions in place. They have not been able to serve since last March. We all miss their contribution and look forward to a day when they can take their places in our worship format.

I offer blessings to everyone on these teams. I want to single out Peter Jacobs, who handled (and continues to handle) all the technical aspects of recording and streaming and is setting us up for improved streaming going forward. Without him we wouldn't have been able to do nearly as much during the original shut down and during the restrictions since then. My deepest gratitude, Peter!

Respectfully submitted,
Catherine Macdonald, Worship Committee Chair

Director of Music

I am humbled and grateful to pen this, my first report to you. I wish to extend my gratitude to everyone for the warm welcome I've received. Thank you! I am so very pleased to be here. It is has been quite the first year, but all of you have made it so rewarding indeed. It is a tremendous pleasure to be a team player within such a terrific staff.

The COVID-19 pandemic has certainly been a challenge for all of us in varying ways. That being said we have been blessed here in New Brunswick and indeed Fredericton as far as overall impact of the virus in a broader context. I do feel that our Music Ministry is alive and well and functioning at as much capacity as is permitted. I am so thankful to everyone for their understanding, participation and patience.

I will be laying out some specific measures over the course of the year - and striking an Organ Renovation Committee - to address, examine and lay out actions regarding the condition of the organ. The instrument is currently on a steady course toward unreliability and obsolescence. I will be actively promoting my own solo concerts to raise funds toward the organ fund. Stay tuned!

Our Summer Concert Series will resume this year but above and beyond that I will be establishing a regular concert series that will represent a broader demographic of Fredericton and New Brunswick artists. We have many talented artists and we have the perfect facility to host them. Indeed, the Cathedral is a centre for Music and Fine Arts and I will be actively exploring this.

Thank you all again for welcoming me and special thanks to Dean Geoffrey for his support and encouragement. I am so pleased to be here. There is a bright and exciting future ahead! Thanks be to God!

Every blessing.

Respectfully submitted,
Thomas Gonder, Organist and Director of Music

Sanctuary Guild

We have carried on our duties for the past year with God's commandment to love one another ever on our minds. We have obeyed the world's commandments on COVID-19 as well as possible. The one happy time in 2020 was the wedding of our Archbishop. We could actually party and rejoice together. We thank and commend Mary Pugh and Jane Percy for the flowers and care of the sanctuary. It was a blessing to come to service and always see flowers and greenery to reassure us of God's blessings in our natural world. We also thank Hank Williams for being our Verger at times when Jason Parsons is not available. For those who are not aware, Hank is also a member of the Sanctuary Guild. We give thanks to Jason as well for his care and support.

Respectfully submitted,
Lois Baker, Chair

Verger

July 1st, 2020 marked the start of my second year as the Verger of Christ Church Cathedral. As all of us can attest, 2020 has been a year filled with many challenges. The changing restrictions on how and when we can worship have led to the loss of things many of us cherish, such as corporate singing and receiving the Eucharist in both kinds. What we have not lost is the desire to reach those within the congregation and those outside of it. The virus in some regards has forced us to think of new and creative ways of doing this. Hopefully, the fruits of these labours will be realized once the virus has passed.

2020 has seen the Vergers Guild grow by one. Chris Robinson, whom we are all thankful to have in our congregation, eagerly agreed to train in the duties of the Verger and fills in along with Hank Williams when I am unavailable due to work or family commitments. His addition now brings the total number of trained persons within the Cathedral to four. If anyone else feels they would like to join us, you can contact myself or the Dean for further information.

I would like to take this time to say thank you to Dean Hall, the Sanctuary Guild, the Cathedral Greeters, and Peter Jacobs whose roles all overlap with the that of the Verger in some capacity. Your ministry of presence in these unprecedented times does not go unnoticed.

Respectfully submitted,
Jason Parsons, Verger

Cathedral Servers

I have been Head Server since September of 2018. My responsibilities have included scheduling the servers for the 10 a.m. Sunday worship service and occasionally for special occasions, however under the unusual circumstances of this past year, serving during services has come to a halt.

Respectfully submitted,
Caroline Vanicek, Head Server

Cathedral Greeters

Purpose: to greet members of the congregation, collect the offering, and assist as required at all regular and special worship services held at the Cathedral

During the pre-pandemic period of 2020, a total of 34 members of the congregation actively participated as Cathedral greeters. Greeters and/or teams of greeters are on duty at Sunday Services (8 a.m., 10 a.m., 11:45 a.m. and 4 p.m. services) and the Wednesday service at 10 a.m.

The role of greeters changed after the reopening of the Cathedral for in-person worship on June 23, 2020. Training sessions for the greeters that were able to continue in their role were held on June 24th and July 8th as required by the Cathedral's COVID-19 Operational Plan. For the most part, the changes to the role based on Yellow and Orange levels of recovery have gone smoothly and I wish to thank the dedicated group for their adaptability and attention to the necessary required procedures and regulations.

The greeters perform an important supportive role and I would like to thank each of them for their dedicated service. New members of the congregation joined the group this year and additional members are needed and always welcome. Some members have taken a break during the pandemic and I look forward to their return when the situation allows. I would especially like to thank those greeters who have retired this year: David Crowe and Phil Belyea. Each of these greeters provided many years of service and we are most appreciative of them.

On behalf of the group, I would also like to thank our Vergers Jason Parsons and Hank Williams for their assistance to our efforts, Peter Jacobs for provision of hearing tools and guidance on their use, and to Fran Miles and Kirsten McKnight and their many volunteers for the preparation of the weekly bulletins and activity brochures that we distribute each Sunday. A special word of thanks to Fran and a hope for a very happy and well deserved retirement.

Respectfully submitted,
Wayne Burley, Greeter Coordinator

Lucy's Sewing Group

This year has been unusual due to the pandemic COVID-19 that hit New Brunswick in early March 2020 with a sudden lockdown to protect from this deadly new virus. Within the year, however, thankfully, a vaccine became possible.

For several months we were not able to meet at the church hall. Then, in the summer when a 'bubble' of three Maritime provinces was created (P.E.I., Nova Scotia and New Brunswick), requests came in from Prince Edward Island and Nova Scotia as well as New Brunswick. It was decided to include these two other provinces in our catch area and proceed taking orders for church linens.

Our group is presently composed of three regular members – Sarah Petite, Diane Radford, Rita Cyr-Bonga – and one consultant, Flo Harvey. One former member, Ann Dalzell, passed away in September, and one other past member is now in assisted living – Jean Davies.

We were able to order linen from Ireland since the Ulster Weavers were open and functional in spite of the pandemic,

Thus, during the year 2020, we managed to make the following:
5 fair linens (altar cloths), 2 corporals, 31 purificators, 4 palls, 7 credence cloths and 5 lavabo towels.

We also did a minor repair on a garment and refused a major repair on another garment that was not repairable. We also hesitated about an assessment on a frontal in St. Andrews – by the time we got to St. Andrews in the summer, their magnificent frontal made by Margaret Medley had already been worked upon and expertly so by a talented parishioner.

In fact, we were actually more productive than the previous year.

Lucy's Sewing Group welcomes new members. We meet on Friday mornings from 10 a.m. to 12 p.m. (according to pandemic regulations).

Respectfully submitted,
Rita Cyr-Bonga

OTHER

Cathedral Matters' Guild

The Christ Church Cathedral Matters of Fredericton generally meets twice a month to hook small table mats or wall pieces which are sold to raise funds for the Cathedral Restoration Fund. We have met a few times since March but, latterly not at all. We are continuing to hook at home, and some of the items are on display for sale at the Cathedral Hall. We are looking forward to Fall 2021 when we will begin to enjoy the blessing that comradeship gives to all.

Thanks to everyone who has helped us including Kirsten McKnight for putting our work on the Christ Church Cathedral Website.

Respectfully submitted,
Doris Norman, Chair

Evening Matters' Rug Hooking Group

Evening Matters Rug Hooking is a group (currently 18) with all levels of abilities that meets to make rugs in person and virtually. Our aim is to have fun, support one another, and to encourage our art.

We are non-profit and our members donate a small, yearly fee to help pay for our room and to hire the occasional teacher to help us improve our skills.

We meet the second and fourth Tuesdays of every month from 7-9 p.m. with the exception of June, July, August, and December. This year we have canceled many in person meetings but we are currently meeting via Zoom. We invite anyone interested in joining us to call Kimberly at (506) 261-9303 for updated information.

Kimberly Moore (506) 261-9303, facilitator
Elizabeth Hubley (506) 206-0512, treasurer
Doris Norman (506) 454-3855 and Mary Allwood (506) 459-7893, Cathedral contact members

Members: Elizabeth Bastin, Rhonda Broad, Debbie Cochrane, Louise Farr, Mary Grant, Beth Hubley, Liz Jefferson, Holly Johnston, Ute Lamb, Linda Leslie, Karen Matchett, Diane Melanson, Kimm Moore, Doris Norman, Christine Paton, Caroline Simpson, Krista Taylor, Joy Toole

Respectfully submitted,
Kimberly Moore, Evening Matters' Facilitator

Cathedral Quilters (Tuesday Evening Branch ACW)

The Cathedral Quilters meet Tuesdays and Thursdays in the Lounge to work on quilting projects. 2020 proved to be an unusual year for all of us. The lockdown in March definitely

slowed our work. As a result, we completed one baby quilt which had an owl in the center, and we have been slowly working away, as quarantine conditions permit, on a beautiful blue turquoise and white pineapple quilt, and on a navy and batik cat's cradle quilt.

We have six people who quilt with us, though this year, that number has become a steady three! We enjoy the camaraderie and conversation as we work on the quilts. We welcome anyone, beginner, intermediate or experienced, who wishes to join us.

The money raised through our activities mainly goes to support a girl at the Bishop McAllister College. Kyampaire Daphine is finished her final year. We also made a donation in response to a plea for funds that were used to keep the school afloat when students were sent home to quarantine.

Respectfully submitted,
Jennifer Griffiths, Quilter

Cathedral Sound System Project

The Cathedral sound system has been stable during the year and no substantial upgrades were completed in 2020. In March, a computer and webcam were set up and used to provide a video stream of Sunday Worship to YouTube in the year(s) of COVID. The capabilities of the sound system were leveraged to provide a special sound feed for the video recording and streaming function.

Participation in Sunday worship via the live video stream remains popular and it has been decided that this should continue even beyond the pandemic. In December, a proposal was approved to fund high quality video cameras and related equipment to support the streaming function, with installation to begin in January 2021. A rotation of volunteers will operate the new streaming equipment and we would invite anyone interested to participate. Please speak with Peter Jacobs or Kirsten McKnight.

The third phase of the Cathedral sound system upgrade project, the replacement of the speakers in the nave, is still outstanding awaiting the availability of funding. Proceeds from the monthly Saturday breakfasts were contributing to the sound system fund, but COVID has stopped this event. Specific donations outside of regular offerings are welcome as we continue to build up the funds required.

Feedback is always welcome, except from the speakers.

Respectfully submitted,
Peter Jacobs



CHRIST CHURCH
CATHEDRAL
FREDERICTON NB



*... but we can do
a whole lot better!*

Bishop and Chapter has approved a project to purchase and install video equipment to enhance our video streaming and recording of worship at the Cathedral!

December 2020 Video Project

- 2 Pan Tilt Zoom cameras
- 1 1080p camera
- Switcher
- Desktop computer system
(video editing capability)
- Computer monitor
- HDMI signal converter
- Switcher display monitor
- SSD hard disk
- Video signal converter
- Switcher, recorder, encoder
- Cabling and mounting hardware

TOTAL COST ESTIMATE
\$11,840

If you wish to
contribute,
donations are
welcome and
encouraged

Please mark
offerings
*"Cathedral
Audio/Video"*



View the full proposal - search "video project" at cccath.ca

Report of the Nominating Committee

The following are nominations to the positions indicated for the year 2021. Please refer to the Cathedral Bishop and Chapter By-law (ss. 5-18) which outlines:

- 1) 3 year terms of members of Bishop and Chapter begin 01 March
- 2) 3 year terms are renewable once by election
- 3) Unless by office otherwise engaged, members of the Chapter will chair a Chapter committee
- 4) A Nominating Committee shall be elected by the Annual Congregational Meeting
- 5) The first meeting of Bishop and Chapter will immediately follow the Annual

X Bishop and Chapter	
Elect 2 (THREE) Only	
	Tom Maston (Lay Chair)
	Janet Mahar (Secretary)
	Nicholas Tracy (Communications)
	Rowena Tervo (Communications)

X Nominating Committee			
Elect 3 (THREE) Only			
	Gwen Davies		
	Jill Dunderdale		
	Kurt Schmidt		

X Delegates to Synod	
Elect 3 (THREE) Only	
Elect the maximum of 3 (THREE) if at least 1 (ONE) is from Category 2. Ordered by election	
Category 1 (age 36 and over)	
	Janet Mahar
	Canon Charles Ferris
	Tom Fetter
	Rosa Macaulay
	John Macaulay
Category 2 (age 16-35)	
	Emily Orr
	Nat Fetter

Should there be more nominations than openings, an election shall be called and a revised version of this page will become the Ballot.

Delegates to Synod (3) and their substitutes (3) are selected by order of election.

Respectfully submitted,
Kurt Schmidt

Revised 19 February 2021

Report is not dated

Christ Church Cathedral

Financial Statements

December 31, 2020

Draft - February 11, 2021

Christ Church Cathedral

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December 31, 2020

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Independent Practitioner's Review Engagement Report

To: The Members of Christ Church Cathedral

We have reviewed the accompanying financial statements of Christ Church Cathedral that comprise the statement of financial position as at December 31, 2020, and the statements of operations, changes in fund balances, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Independent Practitioner's Review Engagement Report, continued

Basis for Qualified Conclusion

Christ Church Cathedral, in common with many charitable organizations, derives revenue from donations and fundraising from the general public, the completeness of which is not susceptible to satisfactory review procedures. Accordingly, our review of revenues was limited to the amounts recorded in the records of Christ Church Cathedral. We were not able to determine whether any adjustments to revenues, deficiency of revenues over expenditures, and unrestricted net assets were necessary.

Qualified Conclusion

Based on our review, except for the effects of the matter described in the Basis for Qualified Conclusion paragraph, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Christ Church Cathedral as at December 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Fredericton, New Brunswick

Draft - February 11, 2021

Christ Church Cathedral

Statement of Financial Position

As at December 31, 2020

	2020	Restated 2019
ASSETS		
Current		
Cash	\$ 143,104	\$ 80,834
Accounts receivable	8,139	2,500
HST receivable	<u>9,586</u>	<u>11,887</u>
	160,829	95,221
Unrestricted investments (notes 3 and 9)	231,768	236,007
Restricted investments (notes 3, 4 and 9)	1,678,507	1,631,766
Capital assets (note 5)	<u>2,227,864</u>	<u>2,240,326</u>
	<u>\$ 4,298,968</u>	<u>\$ 4,203,320</u>
LIABILITIES		
Current		
Accounts payable and accrued liabilities	\$ 9,084	\$ 21,398
Deferred contributions	<u>53,461</u>	<u>57,380</u>
	<u>62,545</u>	<u>78,778</u>
FUND BALANCES		
General fund (note 9)	2,557,916	2,492,776
Restricted fund (notes 7 and 9)	<u>1,678,507</u>	<u>1,631,766</u>
	<u>4,236,423</u>	<u>4,124,542</u>
	<u>\$ 4,298,968</u>	<u>\$ 4,203,320</u>

Approved

Treasurer

Can't Show .

Christ Church Cathedral

Statement of Changes in Fund Balances

Year ended December 31, 2020

	General fund	Restricted fund	Total 2020	Restated Total 2019
Balance, opening				
As previously reported	\$ 2,480,741	\$ 1,576,800	\$ 4,057,541	\$ 3,734,002
Prior period adjustment (note 9)	<u>12,035</u>	<u>54,966</u>	<u>67,001</u>	<u>-</u>
As restated	2,492,776	1,631,766	4,124,542	3,734,002
Excess of revenues over expenditures	56,029	55,852	111,881	390,540
Net fund transfer (note 7)	<u>9,111</u>	<u>(9,111)</u>	<u>-</u>	<u>-</u>
Balance, closing	<u>\$ 2,557,916</u>	<u>\$ 1,678,507</u>	<u>\$ 4,236,423</u>	<u>\$ 4,124,542</u>

Christ Church Cathedral

Statement of Operations
Year ended December 31, 2020

	2020 Budget	2020 Actual	Restated 2019 Actual
Revenues			
Unrestricted offerings	\$ 573,363	\$ 523,663	\$ 537,669
Wage subsidies (note 11)	-	59,694	-
Specified offerings	23,919	37,251	43,814
Grants	16,000	16,000	16,000
Rental	7,000	9,897	11,475
Unrestricted interest income	7,000	9,260	20,045
Unrestricted bequests	-	-	26,670
	<u>627,282</u>	<u>655,765</u>	<u>655,673</u>
Expenditures			
Lay expenses	184,605	166,804	180,536
Property and buildings (note 6)	120,000	118,944	121,806
Clergy expenses	107,943	107,390	106,133
Diocesan shared ministry expense	108,084	100,164	110,932
Finance and administration	78,400	61,846	82,640
Mission and outreach	20,000	18,655	20,875
Flow through donations	-	8,332	7,458
Special events and programs	-	6,092	2,038
Worship	7,000	5,319	7,733
Communications	2,500	1,706	2,820
Health and pastoral care	4,650	1,569	7,083
Christian formation	2,500	1,251	1,571
Hospitality	4,000	860	3,186
Interest and bank charges	1,600	804	1,998
	<u>641,282</u>	<u>599,736</u>	<u>656,809</u>
Excess (deficiency) of revenues over expenditures from operations	(14,000)	56,029	(1,136)
Other income			
Gain on sale of Odell House	-	-	228,394
Excess (deficiency) of revenues over expenditures before restricted fund activity	(14,000)	56,029	227,258
Restricted fund activity (note 7)	<u>(14,000)</u>	<u>(55,852)</u>	<u>(163,282)</u>
Excess of revenues over expenditures	<u>\$ -</u>	<u>\$ 111,881</u>	<u>\$ 390,540</u>

Christ Church Cathedral

Statement of Cash Flows
Year ended December 31, 2020

	2020	Restated 2019
Operating activities		
Cash received from offerings	\$ 566,760	\$ 634,096
Cash received from grants	16,000	16,000
Cash received from rentals	9,897	11,475
Cash received from investments	51,632	107,609
Cash received from government subsidies	57,767	-
Cash paid to employees and suppliers	<u>(597,284)</u>	<u>(636,968)</u>
	<u>104,772</u>	<u>132,212</u>
Investing activities		
Transfer from investments to operations	9,131	2,650
Purchase of investments	(51,632)	(506,473)
Purchase of capital assets	(1)	(5,267)
Proceeds on disposal of capital assets	<u>-</u>	<u>320,593</u>
	<u>(42,502)</u>	<u>(188,497)</u>
Change in cash position	62,270	(56,285)
Cash, opening	<u>80,834</u>	<u>137,119</u>
Cash, closing	<u><u>\$ 143,104</u></u>	<u><u>\$ 80,834</u></u>

Christ Church Cathedral

Notes to Financial Statements
December 31, 2020

1. Nature of operations

Christ Church Cathedral is a not-for-profit organization that conducts formal services of Christian worship in the Anglican tradition and carries out Christian education programs and social outreach in the Fredericton community. The organization is a registered charity and is exempt from income tax by virtue of paragraph 149(1) of the Income Tax Act.

2. Significant accounting policies

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant accounting policies are detailed as follows:

(a) Fund accounting

The organization follows the fund basis of accounting which provides for separate groups of accounts to ensure accountability for restricted assets. The funds established by the organization are as follows:

General Fund - reports general activities related to the collection of unrestricted offerings and offerings made for specified purposes. Offerings made for specified purposes include community outreach programs, missions, and other activities undertaken by the organization. Unspent offerings are deferred until they are used for their intended purpose.

Restricted Fund - reports activities related to amounts where the donation is externally restricted by the donors, investment income is restricted on usage and offerings are restricted for capital improvements to the Cathedral, Memorial Hall, the organ or the audio equipment.

(b) Revenue recognition

The organization follows the restricted fund method of accounting for contributions to its restricted fund. Contributions to the restricted fund are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

The deferral method of accounting is used for offerings made for a specified purpose. Offerings of this nature are recognized as revenue in the year in which the related expenses are incurred.

Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Investment income is recognized as interest income when earned.

Christ Church Cathedral

Notes to Financial Statements
December 31, 2020

2. Significant accounting policies, continued

(c) Cash

Cash consists of cash balances with financial institutions.

(d) Capital assets

Capital assets are recorded at cost. The organization provides for amortization using the declining balance method at rates designed to amortize the cost of the capital assets over their estimated useful lives. One half of the year's amortization is recorded in the year of acquisition. No amortization is recorded in the year of disposal. The annual amortization rates are as follows:

Buildings	4%
Equipment	20%

The cathedral is recognized as a national historical site and is not subject to amortization.

(e) Financial instruments

The organization initially measures its financial assets and liabilities at fair value, except for certain non-arm's length transactions. The organization subsequently measures all its financial assets and financial liabilities at amortized cost, except for securities quoted in an active market, which are subsequently measured at fair value.

Financial assets measured at amortized cost include cash and accounts receivable. Financial assets measured at fair market value include investments. Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

(f) Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the balance sheet date and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates.

Christ Church Cathedral

Notes to Financial Statements

December 31, 2020

3. Investments

The organization has an investment agreement with the Diocesan Synod of Fredericton which guarantees the principal amount invested, plus any interest income re-invested. Interest income is paid semi-annually with an additional annual interest bonus payable at the discretion of the Diocesan Synod of Fredericton. In 2020, 3.5% (2019 - 3.5%) interest was paid for the January to June period on investments and 2% (2019 - 2%) was paid for the July to December period on investments. In 2019, an interest bonus of 3.75% was paid on the December 15, 2019 fund balance. No interest bonus was paid in 2020.

Unrestricted investments are invested funds available for operational use without restriction. Restricted investments are invested funds with external restrictions on use.

Christ Church Cathedral

Notes to Financial Statements
December 31, 2020

4. Investment fund - restricted

	Restricted principal	Available for restricted use	2020	Restated 2019
Mary L. Boyce Bequest	\$ 271,972	\$ 163,362	\$ 435,334	\$ 423,610
Ellen Burchell Trust	86,970	35,319	122,289	118,996
S. C. and Henrietta Gray Trust	30,000	-	30,000	30,000
Robin W. Gough Bequest -				
Fabric repairs	25,000	20,225	45,225	44,007
Minchin-Gordon Bequests	23,000	-	23,000	23,000
M. Kearney Odell Bequest	20,000	-	20,000	20,000
W.W. Boyce Gift	18,000	-	18,000	18,000
Margaret and Harold Hoyt				
Memorial	15,000	7,753	22,753	22,141
Assistant Minister's Fund	12,600	12,518	25,118	24,442
W.W. Boyce Bequest	10,000	6,250	16,250	15,813
John Maxwell Bequest	10,000	2,936	12,936	12,588
Rosalie Belyea Music Fund	5,000	4,939	9,939	9,671
Robin W. Gough Bequest -				
Choir music	5,000	4,045	9,045	8,801
Louisa Morris Bequest	2,675	-	2,675	2,675
Memorial Hall				
Restoration Fund	2,456	102,301	104,757	101,935
W. T. Raymond Bequest	2,406	-	2,406	2,406
John Harding Bequest	2,000	-	2,000	2,000
Jubilee Offerings	1,490	-	1,490	1,490
Charles Peters Trust	1,102	-	1,102	1,102
Archbishop and Mrs.				
Richardson Fund	1,000	5,854	6,854	6,669
Allan Wilmot Bequest	1,000	-	1,000	1,000
Neales Memorial	500	1,355	1,855	1,805
Goodspeed Memorial	500	843	1,343	1,307
Archdeacon Forsyth Trust	500	312	812	790
Sarah C. Forsyth Trust	500	312	812	790
Marguerite Elgee Trust	500	-	500	500
Ada Raymond Bequest	100	-	100	100
Cathedral Restoration Fund	-	354,276	354,276	338,993
Cathedral Clergy				
Accommodation	-	332,516	332,516	332,516
Organ Restoration Fund	-	53,405	53,405	47,667
Audio Equipment Fund	-	20,715	20,715	16,952
	<u>\$ 549,271</u>	<u>\$ 1,129,236</u>	<u>\$ 1,678,507</u>	<u>\$ 1,631,766</u>

Christ Church Cathedral

Notes to Financial Statements

December 31, 2020

5. Capital assets

	2020			Restated 2019
	Cost	Accumulated amortization	Net	Net
Land	\$ 3,001	\$ -	\$ 3,001	\$ 3,000
Buildings	2,252,298	39,848	2,212,450	2,221,810
Equipment	23,122	10,709	12,413	15,516
	<u>\$ 2,278,421</u>	<u>\$ 50,557</u>	<u>\$ 2,227,864</u>	<u>\$ 2,240,326</u>
Land consists of:				
Cathedral	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
Memorial Hall	1,000	-	1,000	1,000
590 Albert Street (note 10)	1	-	1	-
	<u>\$ 3,001</u>	<u>\$ -</u>	<u>\$ 3,001</u>	<u>\$ 3,000</u>
Buildings consists of:				
Cathedral	\$ 1,987,798	\$ -	\$ 1,987,798	\$ 1,987,798
Memorial Hall	264,500	39,848	224,652	234,012
	<u>\$ 2,252,298</u>	<u>\$ 39,848</u>	<u>\$ 2,212,450</u>	<u>\$ 2,221,810</u>

Christ Church Cathedral

Notes to Financial Statements

December 31, 2020

6. Property and building expenses

Property and building expenses for 2020:

	Cathedral	Memorial Hall	Odell House	General	Total
Fuel	\$ 26,866	\$ 20,288	\$ -	\$ -	\$ 47,154
Repairs and maintenance	29,597	7,272	-	2,380	39,249
Amortization	-	9,360	-	3,103	12,463
Utilities	3,671	4,084	-	-	7,755
Ground care	-	-	-	7,455	7,455
Security	-	-	-	4,868	4,868
	<u>\$ 60,134</u>	<u>\$ 41,004</u>	<u>\$ -</u>	<u>\$ 17,806</u>	<u>\$ 118,944</u>

Property and building expenses for 2019:

	Cathedral	Memorial Hall	Odell House	General	Total
Fuel	\$ 30,537	\$ 22,859	\$ 2,524	\$ -	\$ 55,920
Repairs and maintenance	3,593	17,337	6,343	3,289	30,562
Amortization	-	9,751	-	3,221	12,972
Utilities	3,959	4,881	808	-	9,648
Ground care	-	-	-	8,172	8,172
Security	-	-	-	4,532	4,532
	<u>\$ 38,089</u>	<u>\$ 54,828</u>	<u>\$ 9,675</u>	<u>\$ 19,214</u>	<u>\$ 121,806</u>

Christ Church Cathedral

Notes to Financial Statements
December 31, 2020

7. Restricted fund activity

	2020	Restated 2019
Revenue		
Interest	\$ 42,372	\$ 32,597
Offerings - Audio equipment fund	5,843	2,754
Offerings - Organ restoration fund	4,375	17,470
Offerings - Cathedral restoration fund	3,262	8,951
Bonus interest	-	54,966
Prior year contributions for newly established funds	-	46,544
	<u>\$ 55,852</u>	<u>\$ 163,282</u>
	2020	Restated 2019
Transfer to the restricted fund		
Proceeds from sale of Odell House	\$ -	\$ 320,593
Transfer from the restricted fund		
Clergy housing allowance	(9,111)	(2,650)
Hall repairs	-	(5,930)
Audio equipment	-	(5,267)
	<u>\$ (9,111)</u>	<u>\$ 306,746</u>

In 2019, Bishop and Chapter established three restricted funds during the year, the Cathedral clergy accommodation fund, the Organ restoration fund and the Audio equipment fund. The Cathedral clergy accommodation fund was established with the net proceeds of the sale of the Odell House. The principal amount is restricted to the purchase of new clergy accommodations. The interest earned on the principal is restricted to the annual clergy housing allowance. The Organ restoration fund and the Audio equipment fund were previously recorded in the general fund as deferred contributions. On the establishment of these funds, the prior year contributions related to these funds were recognized as restricted fund income totaling \$46,544 (\$28,036 for the Organ restoration fund and \$18,508 for the Audio equipment fund).

8. Lease commitment

The organization is entered into a five-year photocopier lease agreement ending May 2025. Minimum quarterly lease payments are \$900, excluding applicable taxes.

Christ Church Cathedral

Notes to Financial Statements
December 31, 2020

9. Prior period adjustment

The comparative figures have been retroactively restated to include \$67,001 of bonus interest income earned on the investments held by the Diocesan Synod of Fredericton which was not previously recorded. As a result, for 2019, unrestricted interest income increased from \$8,010 to \$20,045 and restricted interest income increased from \$32,597 to \$87,563. Unrestricted investments \$223,972 to \$236,007 and restricted investments increased from \$1,576,800 to \$1,631,766. The net impact of this adjustment increased the general fund balance by \$12,035 and the restricted fund by \$54,966.

10. Contingent liability

Christ Church Cathedral has entered into an agreement with the City of Fredericton to develop the property located at 590 Albert Street in Fredericton, New Brunswick for the purpose of addressing the issue of chronic homelessness. The organization purchased the property from the City of Fredericton for \$1 with an encumbrance. The encumbrance states that if the development does not occur pursuant to the Fredericton Housing First Fund proposal by June 2022, the ownership of the land shall revert back to the City of Fredericton.

11. Government assistance

The organization received the following government assistance related to supporting registered charities during the global pandemic:

- \$56,053 in wage subsidy relief under the Canada Emergency Wage Subsidy program.
- \$3,641 in wage subsidy relief under the 10% Temporary Wage Subsidy program.

12. Other

The outbreak of a novel strain of coronavirus resulted in the global declaration of a pandemic by the World Health Organization on March 11, 2020. Government measures in place to combat the health threat of the virus have caused material disruption to businesses globally resulting in an economic slowdown and fluctuations in marketable securities.

The duration and impact of the outbreak are unknown at this time, as are the efficacy of government and central bank interventions. It is not possible to reliably estimate the length and severity nor the impact on the future financial results.

Christ Church Cathedral
Restricted Funds
For year ended December 31, 2020

	Total	Available for Use	Restricted Principal
Unrestricted Use (General Fund)	231,768.02	231,768.02	
Unrestricted Principal with Restricted Use	74,120.48	74,120.48	
Restricted Principal with Unrestricted Use	102,273.00		102,273.00
Restricted Principal and Restricted Use	1,502,113.16	1,055,115.66	446,997.50
Total DCIF Fund Balance	1,910,274.66	1,361,004.16	549,270.50

UNRESTRICTED PRINCIPAL WITH RESTRICTED USE	Opening Balance							Closing balance	
	Restricted Principal	Available for use	Total	2020 Interest Earned		Additions	Transfers	31-Dec-20	
				Jan-June (3.5%)	Jul-Dec (2%)			Total	Available for use
Organ Restoration Fund		47,667.21	47,667.21	834.18	528.76	4,375.00		53,405.15	53,405.15
Audio Equipment Fund		16,952.07	16,952.07	296.66	205.10	3,261.50		20,715.33	20,715.33
Total	-	64,619.28	64,619.28	1,130.84	733.87	7,636.50	-	74,120.48	74,120.48

RESTRICTED PRINCIPAL with UNRESTRICTED USE	Opening Balance							Closing balance	
	Restricted Principal	Available for use	Total	2020 Interest Earned		Additions	Transfers	31-Dec-20	
				Jan-June (3.5%)	Jul-Dec (2%)			Total	Available for use
S C and Henrietta Gray Trust	30,000.00	16,489.04	46,489.04	813.56	473.03			47,775.62	17,775.62
Minchin-Gordon Bequests	23,000.00	9,136.50	32,136.50	562.39	326.99			33,025.88	10,025.88
M Kearney Odell Bequest	20,000.00	11,544.88	31,544.88	552.04	320.97			32,417.88	12,417.88
W W Boyce Gift	18,000.00	10,624.52	28,624.52	500.93	291.25			29,416.70	11,416.70
Louisa Morris Bequest	2,675.00	1,589.73	4,264.73	74.63	43.39			4,382.75	1,707.75
W.T. Raymond Bequest	2,406.00	1,424.45	3,830.45	67.03	38.97			3,936.46	1,530.46
John Harding Bequest	2,000.00	1,177.15	3,177.15	55.60	32.33			3,265.07	1,265.07
Jubilee Offerings	1,490.00	887.82	2,377.82	41.61	24.19			2,443.63	953.63
Charles Peters Trust	1,102.00	660.28	1,762.28	30.84	17.93			1,811.05	709.05
Allan Wilmot Bequest	1,000.00	599.90	1,599.90	28.00	16.28			1,644.18	644.18
Marguerite Elgee Trust	500.00	299.32	799.32	13.99	8.13			821.44	321.44
Ada Raymond Bequest	100.00	61.12	161.12	2.82	1.64			165.58	65.58
Total	102,273.00	54,494.71	156,767.71	2,743.43	1,595.11			161,106.25	58,833.25

Christ Church Cathedral
Restricted Funds
For year ended December 31, 2020

RESTRICTED PRINCIPAL AND RESTRICTED USE	Opening Balance			2020 Interest Earned		Additions	Transfers	Closing balance		Restricted Use
	Restricted Principal	Available for use	Total Opening	31-Dec-20						
				Jan-June (3.5%)	Jul-Dec (2%)			Closing balance	Available for Restricted Use	
Dean's Discretion										
Ellen Burchell Trust - Dean's discretion	86,970.00	32,025.68	118,995.68	2,082.42	1,210.78			122,288.88	35,318.88	Dean's discretion
Margaret and Harold Hoyt Memorial - Dean's discretion	15,000.00	7,140.58	22,140.58	387.46	225.28			22,753.32	7,753.32	Dean's discretion for his duties or materials for Guild of St. Joseph
Bishop and Chapter										
Mary L. Boyce Bequest - maintenance of the services and the general upkeep of the Cathedral	271,972.00	151,638.16	423,610.16	7,413.18	4,310.23			435,333.57	163,361.57	General maintenance and services
Assistant Minister's Fund ₂	12,600.00	11,841.62	24,441.62	427.73	248.69			25,118.04	12,518.04	Assistant Minister's discretionary fund
W. W. Boyce Bequest - current expenses	10,000.00	5,812.72	15,812.72	276.72	160.89			16,250.33	6,250.33	Current expenses
Property and Buildings										
Robin W. Gough Bequest (1) - fabric repairs	25,000.00	19,006.73	44,006.73	770.12	447.77			45,224.62	20,224.62	Repairs to exterior stonework, roof, and steeple
Memorial Hall Restoration Fund	2,455.50	99,479.59	101,935.09	1,783.86	1,037.19			104,756.14	102,300.64	Memorial Hall maintenance
Archdeacon Forsyth Trust - Fabric	500.00	290.51	790.51	13.83	8.04			812.38	312.38	Repairs and upkeep of the Cathedral Fabric
Sarah C. Forsyth Trust - Fabric	500.00	290.51	790.51	13.83	8.04			812.39	312.39	Repairs and upkeep of the Cathedral
Cathedral Restoration Fund		338,993.02	338,993.02	5,932.38	3,507.69	5,843.15		354,276.23	354,276.23	Cathedral restoration
Cathedral Clergy Accommodation (Note 1)		332,516.06	332,516.06	5,819.03	3,292.24		(9,111.27)	332,516.06	332,516.06	Proceeds of sale of O'Dell House; interest on proceeds can be used for clergy housing allowance
Worship										
John Maxwell Bequest - organ upkeep and maintenance	10,000.00	2,587.74	12,587.74	220.29	128.08			12,936.11	2,936.11	Upkeep and maintenance of Organ
Rosalie Belyea Music Fund - printed music for choir	5,000.00	4,671.16	9,671.16	169.25	98.40			9,938.81	4,938.81	Printed music for choir library
Robin W. Gough Bequest (2) - choir music	5,000.00	3,801.35	8,801.35	154.02	89.55			9,044.92	4,044.92	To purchase music for choir
Neales Memorial for annual award to a choir boy	500.00	1,305.08	1,805.08	31.59	18.37			1,855.04	1,355.04	Annual award to choir boy
Goodspeed Memorial for choir purposes	500.00	806.61	1,306.61	22.87	13.29			1,342.77	842.77	For choir purposes
Christian Formation										
Archbishop and Mrs. Richardson Fund - education	1,000.00	5,668.98	6,668.98	116.71	67.86			6,853.55	5,853.55	For laity educational purposes
Total	446,997.50	1,017,876.09	1,464,873.59	25,635.29	14,872.41	5,843.15	(9,111.27)	1,502,113.16	1,055,115.66	

Note 1 - Cathedral Clergy Accommodation

320,593.20 Restricted for purchase of property
11,922.86 Restricted for clergy housing allowance (interest earned)
332,516.06

CONSTITUTION OF THE DIOCESAN SYNOD OF FREDERICTON

Lay Members of the Synod

- 4(1) Lay delegates to the Synod and their substitutes, if any, shall be voting members of the parish for which they are chosen.
- 4(1.1) A person who has attended three consecutive regular synods as a lay member or substitute lay member is ineligible to be chosen as a lay delegate or substitute lay delegate to the Synod until after a further regular synod has been held; but if a special or electoral synod is convened after any regular synod at which the lay person might have had the right to vote and before the next regular synod, and if the lay delegate or substitute has not been replaced, that person may attend and vote at that special or electoral synod.
- 4(1.2) For purposes of calculating the consecutive regular meetings of the Synod referred to in subsection 4(1.1), the synod at which this provision is adopted shall be counted the first such synod. [Note: this term limit becomes operative in 2020.]
- 4(2) The voting members of each parish in the Diocese may elect up to two lay delegates to the Synod but, where at least one of the persons elected is between the ages of sixteen and thirty-five years at the time of election, they may elect up to three lay delegates.
- 4(3) The voting members of each parish in the Diocese may elect up to three substitute lay delegates to the Synod.
- 4(4) The voting members of the Cathedral of Christ Church in the City of Fredericton may elect up to two lay delegates to the Synod but, where at least one of the persons elected is between the ages of sixteen and thirty-five years at the time of election, they may elect up to three lay delegates, and up to three substitutes in accordance with this section.
- 4(5) Lay delegates to the Synod and their substitutes, if any, shall be elected at an annual meeting of voting members of a parish and, provided they continue to hold the qualifications for election, shall continue in office until others are elected in their place.
- 4(6) If a vacancy occurs among the lay delegates to the Synod or their substitutes, if any, by death, resignation, refusal to act or otherwise, the parish corporation of the parish in which the election took place may fill the vacancy.
- 4(7) The chair of a meeting at which lay delegates to the Synod and their substitutes, if any, are elected shall promptly forward to the Secretary of the Synod a certificate of election in such form as the Diocesan Council prescribes, indicating which, if any, delegates and substitutes were, at the time of election, between the ages of sixteen and thirty-five years.
- 4(7.1) When a worship community is unrepresented in the Synod, the Diocesan Council may invite it to choose up to three lay delegates and substitute delegates to the Synod, subject to age and length of term considerations similar to those for parishes.
- 4(8) When a lay delegate to the Synod is not present at a meeting of the Synod, that delegate's place may be taken by a substitute lay delegate from the same parish, worship community or the Cathedral of Christ Church, as the case may be.
- 4(8.1) Notwithstanding any other provision in this section, the number of delegates from a parish, worship community or the Cathedral of Christ Church chosen by virtue of this section who attend the Synod as lay members or substitute lay members is limited to two unless one of the persons so attending was, at the time of election, between the ages of sixteen and thirty-five years.
- 4(9) The right to attend meetings of the Synod as a substitute lay delegate belongs to the substitute lay delegates in the order in which their names appear on the certificate of their election.
- 4(10) A substitute lay member shall sit and vote until the end of the meeting of the Synod, or at any adjournment thereof, at which the place of the lay member of the Synod has been taken.
- 4(11) A lay member of the Synod whose place has been taken by a substitute lay member may not sit or vote at the same meeting of the Synod unless the substitute lay member does not attend at some adjournment thereof.

RESPONSIBILITIES OF A MEMBER OF SYNOD

Lay Delegates to Diocesan Synod elected by parishes have responsibilities to the Diocese and to the parish until they are replaced at a subsequent annual meeting of parishioners according to the Constitution, s. 4. All Clergy licensed in the Diocese are members of Synod.

- (1) Lay delegates, although elected by the parish, are “members” of Diocesan Synod and responsible to it when in session.
- (2) Synod members, when Synod is in session, act and vote as members according to their conscience and Christian understanding.
- (3) Synod members have the responsibility of reporting and explaining the action of Synod in a positive way at the parish level.
- (4) Synod members need to be familiar with the life of the Church at the parish level to guide their discussion at Synod and on committees at Synod, and be familiar with the structures of the Diocese so as to facilitate understanding at the local level.
- (5) Prior to any meeting of Synod, synod delegates will familiarize themselves with the agenda and any material pertaining to the said Synod.
- (6) Synod members should give leadership and accept election and/or appointment to Diocesan committees.
- (7) Synod members shall attend Archdeaconry Greater Chapter meetings when called by the Archdeacon.
- (8) Synod members are expected to promote the work of the Church at the parish, diocesan, and national level, as well as overseas.
- (9) Synod members ought to promote the actions of Synod, once decided upon, whether or not they voted in favour.

Adopted
27 January 2007

THE BISHOP AND CHAPTER OF THE CATHEDRAL OF CHRIST CHURCH IN THE CITY AND DIOCESE OF FREDERICTON

A BY-LAW RESPECTING THE ACTIVITIES AND AFFAIRS OF THE CHAPTER



THE BISHOP AND CHAPTER OF THE CATHEDRAL OF CHRIST CHURCH IN THE CITY AND DIOCESE OF FREDERICTON

A BY-LAW RESPECTING THE ACTIVITIES AND AFFAIRS OF THE CHAPTER

INTERPRETATION

- 1 In this by-law words in the singular include the plural, words in the plural include the singular and words in one gender include all genders.
2. In this by-law, unless the context otherwise requires,
 - “Bishop” means the Bishop of Fredericton;
 - “Canon,” as it relates to the laws of the Church in the Diocese, means a Canon enacted by the Diocesan Synod of Fredericton;
 - “Canon,” as it relates to a member of the clergy, means a Canon appointed by the Bishop under Canon Four;
 - “Cathedral” means the Cathedral of Christ Church in the City and Diocese of Fredericton;
 - “Chapter” means the corporation known as The Bishop and Chapter of the Cathedral of Christ Church in the City and Diocese of Fredericton continued by subsection 2(3) of the Anglican Church Act, 2003;
 - “Dean” means the Dean of the Diocese appointed by the Bishop under Canon Four;
 - “Diocese” means the Diocese of Fredericton;
 - “Lay Chair” means the Lay Chair of the Chapter;
 - “Lay Vice-Chair” means the Lay Vice-Chair of the Chapter;
 - “Secretary” means the Secretary of the Chapter;
 - “Treasurer” means the Treasurer of the Chapter.

OBJECTS AND DUTIES OF THE CHAPTER

3. The objects of the Chapter are the maintenance and management of the Cathedral, its grounds and appurtenances, religious and charitable works connected therewith, and the temporal affairs of the Cathedral and its congregation. (Anglican Church Act, 2003, section 6(1)).
4. The Chapter shall
 - (a) organize and manage activities and programs in furtherance of Christian life among the members of the Cathedral Congregation and to advance the mission of the Church in the Diocese,
 - (b) manage the investment of endowment and other funds of the Cathedral and, in so doing, may engage professional assistance and pay reasonable fees therefor,
 - (c) manage the properties, revenues and expenditures of the Cathedral, utilizing appropriate financial controls and procedures,
 - (d) employ the lay employees of the Cathedral,
 - (e) initiate recommendations regarding the appointment of the Dean and other clergy of the Cathedral,
 - (f) appoint annually, in accordance with section 50, a Cathedral Advisory Committee, to assist the Bishop in the appointment of a Dean,
 - (g) approve or reject a decision by the Cathedral Advisory Committee to vest the appointment of a Dean solely in the Bishop,

- (h) prepare and submit to the Annual Congregational Meeting a full and detailed statement and account of the receipts and expenditures of the Chapter for the previous financial year duly reviewed or audited by a public accountant,
- (i) set priorities and annual objectives and prepare budgets for approval at the Annual Congregational Meeting, and
- (j) establish policies for the effective and efficient maintenance and management of the Cathedral.

CHAPTER MEMBERSHIP

5. The Chapter shall consist of

- (a) the Bishop of Fredericton,
- (b) the Dean of Fredericton,
- (c) the Archdeacon of Fredericton,
- (d) any Canon Residentiary of the Cathedral,
- (e) a Lay Vice-Chair and three other lay members appointed by the Bishop, and
- (f) seven lay members elected by the Cathedral Congregation.

QUALIFICATION OF LAY MEMBERS

6. Lay members shall be individuals who are

- (a) baptized Christians,
- (b) at least sixteen years old,
- (c) members of the Cathedral Congregation, and
- (d) regular contributors, financial or otherwise, to the mission of the Cathedral.

7. Notwithstanding clauses 6(c) and (d) one of the lay members appointed by the Bishop may be a person who worships in, and is a regular contributor, financial or otherwise, to the mission of a parish.

ELECTION AND APPOINTMENT OF LAY MEMBERS

8. There shall be a Cathedral Nominating Committee

- (1) to assist the Cathedral to identify and elect lay leaders to serve the Cathedral.
- (2) The Nominating Committee shall comprise the Dean and three lay persons.
- (3) Pursuant to s.63 (c) the Cathedral Congregation, on the recommendation of the Chapter, shall elect the lay members of the Nominating Committee at the Cathedral Annual Meeting.
- (4) Notwithstanding s.8(3), the Annual Congregational Meeting may accept additional nominations for Nominating Committee lay membership.
- (5) The Nominating Committee shall elect one of its lay members to serve as Chair within 30 days.
- (6) The Cathedral Congregation shall not appoint to the Nominating Committee any member whose term of office will expire in the ensuing year and who is eligible to be appointed or elected for another term.

9. Bishop's appointments

- (1) On or before January 31 in each year the Nominating Committee shall submit to the Bishop a list of suggested nominees for appointment to fill the positions of members appointed by the Bishop whose terms of office will expire during the year.

- (2) The Bishop shall, before the Annual Congregational Meeting, appoint the number of members required to fill the places of members appointed by the Bishop whose terms will expire. In making such appointments the Bishop is not restricted to the nominees recommended by the Nominating Committee.
- (3) The names of the members appointed by the Bishop shall be announced at the Annual Congregational Meeting before the meeting proceeds to the election of members to the Chapter.

10. Nominations

- (1) The Nominating Committee shall submit to the Annual Congregational Meeting a list of suggested nominees for election to fill the positions of members elected by the Congregation whose terms of office will expire.
- (2) Any person qualified to vote and present at the Annual Congregational Meeting may nominate an eligible person to serve as a lay member of the Chapter.

- 11. The Meeting shall elect by plurality vote the number of members required to fill the places of the members whose terms will expire in the that year.
- 12. In addition to its function regarding Chapter membership, the Nominating Committee may also assist the Chapter in identifying persons to serve on Chapter Committees, task groups and other elected or appointed Cathedral functions.
- 13. The Chair of the Annual Congregational Meeting shall confirm that each nominee has consented to have her/his name placed in nomination.

VACANCIES

- 14. The Bishop may appoint a person to fill a vacancy among the Lay Vice-Chair and lay members appointed by the Bishop.
- 15. The Chapter may appoint a person to fill a vacancy among the lay members elected by the Congregation.

TERM OF OFFICE OF LAY MEMBERS

- 16. Lay members, including the Lay Vice-Chair, shall hold office for a term of three years commencing on the first day of March following the Annual Congregational Meeting at which they were appointed or elected.
- 17. A lay member other than the Treasurer shall not hold office for more than two consecutive three-year terms but is eligible to be appointed or elected again after 18 months have elapsed since the expiry of his or her second term.
- 18. A person appointed to fill a vacancy holds office for the unexpired term of his or her predecessor.

CHAPTER MEETINGS

19. The Chapter shall normally meet at least seven times each year at such times and places as the Chapter decides, and, except as provided in section 20, notice shall be given at least seven days in advance of a regular meeting.
20. The Chapter may establish a schedule for its regular meetings in which event once notice of the schedule has been given no further notice of such meetings need be given.
21. The Secretary or, in the absence of the Secretary, the Lay Chair shall give the members written or electronic notice of all non-scheduled meetings.
22. A special meeting of Chapter may be called at the direction of the Bishop, the Dean or the Lay Chair on at least forty-eight hours notice, or if all members of Chapter are present a special meeting may be held without notice.
23. In the absence of the Bishop or at the Bishop's request, the Lay Chair, or in the absence of the Lay Chair, the Lay Vice-Chair shall preside. If all three are absent the Chapter shall elect an Acting Chair from among the members present at the meeting.
24. Seven members of the Chapter constitute a quorum.
25. At meetings of the Chapter questions shall be decided by consensus or by a majority of votes cast by members present at the meeting. Each member of the Chapter has one vote. When there is an equality of votes the chair shall declare that the question has not carried.
26. Notwithstanding any other provision of this by-law, any Chapter proceeding, including a proceeding by any of its committees or other subordinate bodies, this by-law, any Chapter proceeding or other action, including any meetings or elections, may be conducted by written correspondence (mail), telephone (teleconference), email or other electronic or other communication device.
27. Any member of the Cathedral Congregation may attend a meeting of the Chapter and with the consent of the Chapter may be given the privileges of the floor.

OFFICERS OF THE CHAPTER

28. The officers of the Chapter are
 - (a) the Bishop,
 - (b) the Dean,
 - (c) the Lay Chair,
 - (d) the Lay Vice-Chair,
 - (e) the Secretary, and
 - (f) the Treasurer
29. The Chapter shall elect or appoint the Lay Chair, the Secretary and the Treasurer from among the lay members and those officers shall hold office at the pleasure of the Chapter or until they cease to be members of the Chapter.

30. The Lay Vice-Chair is the person appointed to that office by the Bishop.
31. The signing officers of the Chapter for all banking purposes shall be any two of the Bishop, the Dean, the Lay Chair, the Lay Vice-Chair, and the Treasurer.

THE BISHOP

32. The Bishop is the Chair of the Chapter.
33. The Bishop
 - (a) shall, unless he or she gives notice to the contrary, celebrate Holy Communion or preach or both in the Cathedral on Christmas Day, Easter Day, Ascension Day and Whitsunday,
 - (b) may use the Cathedral for episcopal purposes and diocesan meetings, for confirmations, for ordinations, for celebrating the sacraments, and for preaching or otherwise after giving reasonable notice to the Dean, and
 - (c) may use the Cathedral Memorial Hall, by prior arrangement with the Dean so as to avoid scheduling conflicts, for any episcopal purposes or diocesan meetings.

THE DEAN

34. The Dean is the Chief Executive Officer of the Cathedral and has jurisdiction and cure of souls over the Cathedral Congregation.
35. The authority of the Dean respecting worship and spiritual matters is that of a parish rector, but is subject to use of the Cathedral by the Bishop as provided in section 33.
36. Subject to the direction of the Chapter and with respect to the areas of responsibility defined by the Chapter, the Dean is responsible for the day-to-day operations of the Cathedral, its services and staff.
37. The Dean is entitled to such stipend and other payments and benefits as are agreed upon and approved annually by the Chapter.
38. The Dean shall live in the Deanery unless the Dean and the Chapter agree otherwise.

THE LAY CHAIR

39. The Lay Chair shall chair meetings of the Chapter unless the Bishop is present.

THE LAY VICE-CHAIR

40. In the absence of the Lay Chair the Lay Vice-Chair shall perform the duties of the Lay Chair.

THE SECRETARY

41. The Secretary shall
 - (a) attend meetings of the Chapter and of the Congregation and keep a permanent written record of their proceedings,
 - (b) have official possession of the Chapter's corporate seal,

- (c) ensure the filing and safekeeping, in the Cathedral office, of all important documents of the Cathedral including the by-laws, annual reports, financial statements, minutes of the Chapter and of congregational meetings, and forward such documents to the Diocesan Archivist from time to time, and
- (d) perform other duties incidental to the position of Secretary.

THE TREASURER

42. The Treasurer shall

- (a) keep accounts of the revenues and expenditures of Chapter,
- (b) keep accounts of all trust money held by the Chapter,
- (c) subject to the approval of Chapter, arrange for trust funds, stocks, bonds and other securities to be managed by qualified professional investment managers retained for that purpose by the Diocese,
- (d) prepare and present monthly, annual and such other financial reports as are required by the Chapter,
- (e) carry out banking and investment procedures of the Chapter,
- (f) supervise the functions of the Envelope Secretary, who shall be the person appointed by the Chapter for that purpose,
- (g) supervise the issue of charitable donation receipts,
- (h) supervise the collection and prompt deposit of revenues in a bank, trust company or credit union in the City of Fredericton in the name of the Chapter,
- (i) present the annual budget to the Annual Congregational Meeting,
- (j) make salary and stipend payments, and pay other accounts and sums due by cheque,
- (k) forthwith following the end of each financial year present to the Chapter and to the annual meeting of the Congregation a complete financial statement for that year including
 - (i) a statement of receipts and expenditures,
 - (ii) a statement of assets and liabilities (balance sheet) as of the end of the year,
 - (iii) a statement of special offerings,
 - (iv) a report on the state of the Restoration Trust Fund including additions to, and expenditures from, the Fund during the year, and
 - (v) with respect to each endowment or trust fund
 - (vi) the original principal amount,
 - (vii) the income earned during the year,
 - (viii) the amount and source of any additions to the principal during the year
 - (ix) the amount of accrued income, if any, and
 - (x) any expenditures from either the principal or the income of the fund during the year
- (l) deposit all securities pertaining to the Chapter and the Cathedral in a safety deposit box of a bank, trust company or credit union in the City of Fredericton, or lodge the securities in the Chapter's name with such depositories as the Chapter determines,
- (m) following acceptance by the Chapter present the year-end financial statement at the Annual Congregational Meeting, and
- (n) recommend to the annual meeting the scope of an annual review or audit of the Cathedral's accounts, and a chartered professional account who will complete that work
- (o) perform other duties incidental to the position of Treasurer.

EXECUTIVE COMMITTEE

43. There shall be an Executive Committee of the Chapter consisting of the Lay Chair, who shall be the chair, the Dean, Lay Vice-Chair and the Treasurer.

44. The Executive Committee shall
 - (a) play a leadership role in all aspects of the life of the Cathedral,
 - (b) facilitate the effective operation of the Chapter, its committees and task groups,
 - (c) support and work closely with the Dean in the Dean's roles as priest and Chief Executive Officer of the Cathedral,
 - (d) act on behalf of the Chapter in emergencies,
 - (e) prepare the agenda for all meetings of Chapter, and
 - (f) exercise other powers and perform other functions delegated to it by the Chapter.

STANDING COMMITTEES, AD HOC COMMITTEES, AND TASK GROUPS

45. The Chapter, in consultation with the Dean, may establish standing committees, ad hoc committees and task groups to carry out tasks necessary for the day-to-day functioning of the Cathedral and define the duties of each committee and task group.
46. The Chapter, in consultation with the Dean, shall appoint the chair and members of such committees and task groups.
47. The Chapter shall appoint at least one lay member of the Chapter to each committee or task group. Such lay member is the chair of the committee or task group and shall report to the Chapter on behalf of the committee or task group.
48. Committees and task groups shall meet at the call of their respective chairs.
49. The Bishop and Dean shall be ex-officio members of each committee and task group. The Dean may assign clerical staff employed by the Cathedral to any Committee or task group.

CATHEDRAL ADVISORY COMMITTEE

50. There shall be a Cathedral Advisory Committee comprising
 - (a) the Lay Chair and Lay Vice-Chair, and
 - (b) three members of the Chapter appointed annually by the Chapter.
51. The Cathedral Advisory Committee shall meet within two weeks following its appointment to elect a chair and a secretary from among its members and the secretary shall forthwith inform the Bishop of the names and addresses of the chair and the secretary.
52. All subsequent meetings of the Cathedral Advisory Committee shall be convened at the Bishop's direction.
53. The Bishop shall consult with the Cathedral Advisory Committee before appointing the Dean.
54. If, within six months after the effective date of the vacancy in the office of Dean, the Bishop considers that no substantial progress has been made in the consultation process, the Bishop may declare an inordinate delay and inform the Chapter of intent to appoint a Dean without further consultation.
55. The Cathedral Advisory Committee may, at any time, by unanimous vote with the approval of a majority of all of the members of the Chapter, vest the appointment of a Dean solely in the Bishop.

56. The Bishop may consult with the Cathedral Advisory Committee about the appointment of a member of the clergy to a position in the Cathedral other than the office of Dean and for advice respecting any matter affecting the life of the Cathedral.
57. The Bishop may, after informing the Dean or other member of the clergy, consult with the Cathedral Advisory Committee about the transfer of the Dean or other member of the clergy to another position or office.
58. The Bishop shall consult with the Dean or other member of the clergy before transferring him or her to another position or office.
59. Nothing in this by-law limits the authority of the Bishop to appoint the Dean or the clerical officers of the Cathedral.

THE CATHEDRAL CONGREGATION

60. The persons entitled to vote at any meeting of the Cathedral Congregation are those who
 - (a) are baptized Christians,
 - (b) are at least sixteen years old,
 - (c) worship in the Cathedral, and
 - (d) are regular contributors, financial or otherwise, to the mission of the Cathedral.
61. Twenty qualified persons constitute a quorum for a meeting of the Congregation.
62. The Dean or, in the absence of the Dean, the Lay Chair or Lay Vice-Chair shall be the chair of meetings of the Congregation.

ANNUAL CONGREGATIONAL MEETING

63. The Annual Congregational Meeting shall be held before the end of February and shall
 - (a) elect, by a plurality of votes, lay members of the Chapter as required by section 13,
 - (b) elect, by a plurality of votes, lay delegates to the Diocesan Synod and their substitutes,
 - (c) pursuant to s. 8, elect, by a plurality of votes, the lay members of the Cathedral Nominating Committee;
 - (d) receive a full and detailed statement and account of the receipts and expenditures of the Chapter for the previous financial year duly reviewed or audited by a public accountant, and any other information required by the Treasurer of the Diocesan Synod or by diocesan regulation in such form as may be prescribed by regulation,
 - (e) receive and approve or amend the budget proposed by the Chapter for the current year, and
 - (f) discuss other matters and make recommendations to the Dean and to the Chapter.

SPECIAL CONGREGATIONAL MEETING

64. A Special Congregational Meeting may be summoned by the Secretary at the request of the Bishop, the Dean, the Lay Chair, the Chapter or twelve members of the Cathedral Congregation, on at least ten days notice.

NOTICE OF CONGREGATIONAL MEETINGS

65. The Dean or the Lay Chair
 - (a) shall post a notice of any Congregational Meeting in a conspicuous place in the Cathedral,

- (b) cause a notice to be read at each worship service in the Cathedral during the three weeks preceding the meeting,
- (c) cause the notice to be published in the Cathedral bulletins for at least three weeks preceding the meeting, and
- (d) may post the notice on the Cathedral web site and circulate the notice electronically to members of the Congregation.

MISCELLANEOUS PROVISIONS

DOCUMENTS UNDER SEAL

- 66. A document requiring execution under seal shall be signed on behalf of the Chapter by the Bishop or the Dean, and the Secretary, and, if required, by the Lay Chair. The seal shall be affixed and a document executed only when authorized by the Chapter.

BISHOP'S AUTHORITY WITH RESPECT TO CATHEDRAL PROPERTY

- 67. No major change shall be made to the structure, furnishing or grounds of the Cathedral without the consent of the Bishop.
- 68. The Chapter shall not acquire any real property without the approval of the Bishop and shall not lease, sell, mortgage or otherwise dispose of any real property without the approval of the Bishop and of the Diocesan Synod.

FINANCIAL YEAR

- 69. The financial year of the Chapter ends on December 31st of each year.

AVAILABILITY OF MINUTES AND BY-LAWS

- 70. A copy of Chapter minutes and by-laws will be made available for inspection by any member of the Cathedral Congregation at the Cathedral office during normal business hours.
- 71. The Secretary shall ensure that a copy of this by-law is posted on the Cathedral web site and that a copy is provided to each member of the Chapter.

THE CATHEDRAL ADVISORY CHAPTER

- 72. There shall be an advisory body to the Chapter known as the Cathedral Advisory Chapter.
- 73. Clergy, other than Canons Residentiary of the Cathedral, may be appointed by the Bishop as Canons and members of the Cathedral Advisory Chapter, and shall be installed in the Canon Stalls of the Cathedral in the same manner and have the same seating privileges as the Canons Residentiary.
- 74. The Bishop may summon the Cathedral Advisory Chapter to a special meeting of the Chapter, which meeting shall be for information and discussion only, and no decision made at such a meeting is binding on the Chapter.

75. Canons of the Cathedral Advisory Chapter are not entitled to sit or to vote at a regular meeting of the Chapter, or at any special meeting to which they are not called.

PROCEDURES FOR MEETINGS

76. During any Cathedral meeting when a question of order is not covered by the by-laws, the chair may refer, for guidance, to Kerr and King's "Procedures for Meetings and Organizations."

REPEAL AND AMENDMENT

77. Subject as herein provided, this by-law may be amended or repealed
- (a) by the Chapter, on notice given by one of its members at least six weeks before consideration of the proposed amendment or repeal, or by the unanimous consent of all its members without notice, or
 - (b) by the Cathedral Congregation, on notice given by twenty-five of its members who are not members of Chapter, or, subject to the approval of Chapter, on notice given by twelve members of the congregation who are not members of Chapter. Such notice must be given at least six weeks before consideration of the proposed amendment or repeal at an Annual Congregational Meeting or at a Special Congregational Meeting called to consider the proposed amendment or repeal.
78. No amendment or repeal of this by-law is effective unless and until it is approved in writing by the Bishop.

COMING INTO FORCE

79. This by-law shall come into force on January 1, 2019.
80. On the coming into force of this By-Law all previous By-Laws of the Chapter are repealed.

Adopted by the Chapter on November 19, 2018 and
Approved by the Bishop of Fredericton on February 06, 2019

A handwritten signature in dark ink, reading "Daniel Fredericton". The signature is written in a cursive style with a large, looping initial 'D'.

**THE BISHOP AND CHAPTER OF THE
CATHEDRAL OF CHRIST CHURCH
IN THE CITY AND DIOCESE OF
FREDERICTON**

CATHEDRAL RESTORATION TRUST FUND



**THE BISHOP AND CHAPTER OF THE
CATHEDRAL OF CHRIST CHURCH
IN THE CITY AND DIOCESE OF FREDERICTON**

A BY-LAW RESPECTING THE CATHEDRAL RESTORATION TRUST FUND

1. In this By-law

“Bishop” means the Bishop of Fredericton;

“Cathedral” means Christ Church Cathedral in Fredericton, New Brunswick;

“Chapter” means The Bishop and Chapter of the Cathedral of Christ Church in the City and Diocese of Fredericton as continued by the Anglican Church Act 2003;

“Committee” means the Restoration Committee established under section 6;

“Fabric” means the roof, interior and exterior walls, windows (including casements, sashes, stone tracery, stained and other glass and material used to hold the glass in place), floors, exterior doors, supporting structural elements, sprinkler system, decorated portions of the sanctuary and nave walls, carved or decorated architectural elements and sculptural items (both interior and exterior), ecclesiastical furnishings and fittings, mechanical clock above the crossing and its related fittings, steeple bells and their associated mechanisms, and steeple, of the Cathedral, but does not include portions of the Cathedral described in section 5;

“Fund” means the Restoration Trust Fund;

“Undesignated Gifts” means gifts and bequests to the Chapter that the donor or testator does not restrict to a specific purpose or to the use of income only but does not include offerings of the Cathedral congregation for operating expenses or for a specific purpose other than the maintenance, repair or restoration of the Fabric.

2. The Fund shall consist of

- (a) assets held in or for the Fund when this By-law comes into force,
- (b) gifts and bequests to the Chapter that the donor or testator directs be used for the maintenance, repair or restoration of the Fabric,
- (c) Undesignated Gifts that the Chapter does not direct to another purpose,
- (d) income earned by the Fund, and
- (e) assets that the Chapter transfers to the Fund.

3. The Fund shall be invested in the Diocesan Consolidated Investment Fund of the Diocese of Fredericton unless the Chapter determines otherwise.

4. It is declared that the Fund is a trust of which the Chapter is the trustee, the income and capital of which is to be used only to maintain, repair or restore the Fabric.

5. Neither the capital nor the income earned by the Fund shall be used to maintain, repair, restore or replace the Cathedral electrical, heating, air conditioning, plumbing or sound systems, the pews, washrooms, organ and other musical instruments, or to repair or paint the interior walls of the Cathedral except the decorated portions of the walls in the sanctuary and the nave, or for any other part of the Cathedral not included in the definition of Fabric in section 1.
6. There shall be a Restoration Committee consisting of the Lay Chair of the Chapter, the Chair of the Chapter's Property Committee, the Dean of Fredericton and three members who may, but need not, be members of the Chapter, appointed by the Chapter. The appointed members of the Committee shall serve for a term of three years or until their successors are appointed. The Committee shall appoint a chairperson and a secretary from among its members.
7. The Chapter shall manage and direct the Fund but expenditures from the Fund shall be governed by sections 8 to 12.
8. No expenditure from the Fund shall be made that is contrary to the agreement between the Chapter and Her Majesty the Queen in right of Canada dated March 23, 1996 for the preservation of the Cathedral as a National Historic Site.
9. The Committee shall monitor the condition of the Fabric and shall recommend to the Chapter expenditures for maintaining, repairing and restoring the Fabric.
10. The Chapter shall consider the Committee's recommendations and may authorize or refuse to authorize a proposed expenditure.
11. The Chapter shall not refuse to authorize a proposed expenditure unless it has met with the Committee to discuss the matter.
12. If the Chapter authorizes an expenditure its decision shall be submitted to the Bishop and no expenditure shall be made without the Bishop's written approval.
13. If the Cathedral is irreparably damaged or destroyed and is not replaced the assets in the Fund shall be paid to the Diocesan Synod of Fredericton to be used, with the Bishop's approval, to maintain, repair and restore the Fabric of other Anglican churches in the Diocese of Fredericton.
14. The Chapter shall not repeal or amend this By-law unless the amendment or repeal is
 - (a) recommended by the Committee, and
 - (b) approved by a Special Meeting of the Cathedral Congregation called for the purpose.
15. No amendment or repeal of this By-law is effective until it is approved in writing by the Bishop.
16. The definition of Fabric in section 1 and sections 4 and 5 may not be amended.

Adopted by the Chapter on 18 May 2020

NOTES