



**Anglican Diocese of Fredericton
168 Church Street, Fredericton, New Brunswick E3B 4C9**

ANNUAL REPORT FOR THE YEAR 2023

**For Presentation to the
Annual Congregational Meeting
Scheduled for
25 February 2024**

TABLE OF CONTENTS

The Five Marks of Mission	4
Christ Church Cathedral, Fredericton (as at 31 December 2023) Notice of Meeting	5
Agenda	6
Draft Meeting Minutes (Annual - 26 February 2023 Congregational - 21 November 2023)	7

REPORTS

Dean of Fredericton	10
From the Registers	12
Vocational Deacons	13
Lay Chair of Bishop and Chapter	15
Cathedral Treasurer	16
Envelope Secretary	18
Safe Church Officer	21
Delegates to Synod (no session of Synod in 2023)	21
Finance and Administration	21
2024 Proposed Budget	22
Buildings and Property	23
Guild of Saint Joseph	23
Christian Formation	24
Director of Christian Formation	25
Canadian Mothers' Union - Cathedral Branch	27
Communications	30
Health and Pastoral Care	32
Hospital Visitors	32
Health Ministry	33
Cathedral Prayer Network	34
Mission and Outreach	34
Outreach Committee	35
Missions Committee	35
Belize Missions	36
Anglican Church Women (ACW)	37
Welcome and Hospitality	38
Cathedral Kitchen Committee	38
Worship	38
Director of Music	39
Sanctuary Guild	40
Verger	41
Cathedral Greeters	41
Cathedral Servers	42
Lucy's Sewing Group	42
Other	
Cathedral Matters' Guild	43
Evening Matters' Rug Hooking Group	43
Cathedral Quilters	43
Cathedral Sound and Video Team	44
St. Margaret's Scouting Group	45
Nominating Committee	46
Bishop and Chapter Governance Structure	47
Election Ballot	48

APPENDIX

1) 2023 Financial Statements and Review Engagement (Bringloe Feeney LLP)	A-01
2) Constitution of the Diocesan Synod of Fredericton (s.4)	A-17
3) Diocesan Policy B-2 Responsibilities of a Member of Synod	A-18
4) Corporation of the Cathedral of Christ Church By-Law (January 2020)	A-19
5) Restoration Trust Fund By-Law	A-30



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

anglican.ca/marks

The Five Marks of Mission have won wide acceptance among Anglicans and other Christian traditions and have given parishes and dioceses around the world a practical and memorable "checklist" for mission activities. They are not a final and complete statement on mission but they offer a practical guide to the holistic nature of mission.

They were first developed as four marks by the Anglican Consultative Council (ACC-6) in 1984. (See Bonds of Affection-1984 ACC-6 p49.)

A fifth was added in 1990 when, having appreciated the missiological and biblical implications of the creation and environmental crisis, ACC-8 decided that a new mark of mission that captured this understanding was inevitable. In adopting this fifth Mark of Mission, ACC-8 stated: "We now feel that our understanding of the ecological crisis, and indeed of the threats to the unity of all creation, mean that we have to add a fifth affirmation." (See Mission in a Broken World-1990 ACC-8 p101.)

Since then, it has become clear that as the Anglican Communion travels along the road towards being mission-centred, the Five Marks need to be understood as dynamic and should be reviewed regularly. To this end, the wording of the Fourth Mark was revised by ACC-15 in Auckland, New Zealand in 2012.

The Corporation of the Bishop and Chapter of Christ Church Cathedral, Fredericton NB

as at 31 December 2023

Bishop and Chapter

The Most Rev'd David J. Edwards (Archbishop of Fredericton)

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

Vacant (C1-3).....	Lay-Chair
Vacant.....	Vice-Chair
The Ven. Paul Ranson.....	Archdeacon of Fredericton
Mr. Jamie Yaemans (B1-3)	Treasurer
Ms. Janet Mahar (B2-3)	Secretary
Vacant (B1-1),	Buildings and Property
Mr. Harry Palmer (C1-2).....	Christian Formation
Mrs. Rowena Tervo (C1-3).....	Communications
Mrs. Victoria Hachey (C2-1)	Finance and Administration
Mrs. Jane Hand (C1-1)	Health and Pastoral Care
Mrs. Bonnie Greenwood (C1 -2)	Mission and Outreach
Mr. Andreas Decken (B1-3)	Welcome and Hospitality
Mrs. Catherine Macdonald (C2-2)	Worship

Mr. John Macaulay, Envelope Secretary

Dr. Dianne Wilkins, Safe Church Officer

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

Delegates to Synod

Mrs. Rosa Macaulay

Mrs. Catherine Schmidt

Ms. Claire McKnight (Youth)

Substitute Delegates to Synod

Mr. Jim Clowater

Mr. Randy Audfroid

Mr. Nat Fetter (Youth)

Notice of Meeting

The Congregational Annual Meeting of Christ Church Cathedral, Fredericton NB, will be held at Christ Church Cathedral on Sunday, 25 February 2024 at 1:00 p.m.

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 26 February 2023 Congregational Annual Meeting
3. Reports
 - a. Treasurer's Report
 - b. 2023 Financial Statements and Report
 - c. Bishop and Chapter Committees
 - d. Dean of Fredericton
4. Adoption of 2024 Budget
6. Greetings
7. Elections:
 - a. Bishop and Chapter
 - b. Lay Delegates and Substitutes to Synod
8. Adjournment and close

Minutes (DRAFT)
Annual Congregational Meeting
26 February 2023, 12:00 p.m.
Christ Church Cathedral

The meeting was called to order and opened in prayer by Dean Geoffrey Hall at 12:13 p.m. with 32 attending in-person; the meeting was also livestreamed.

Minutes of Annual Congregational Meeting of February 20, 2022: MOTION (C Brander/J Clowater) to adopt. CARRIED.

Scrutineers: Harry Palmer and Debbie Edmondson volunteered to serve as scrutineers.

Motion (J Waugh/C Ferris): To appoint Harry Palmer and Debbie Edmondson as scrutineers. CARRIED.

Treasurer's Report: Treasurer Jamie Yeamans reported that, following large offerings in December, we ended 2022 with a surplus of approximately \$32,000. However, he noted that the surplus was made possible by underspending, not an excess of offerings; our regular expenses are quite lean and well-managed. The budget report in the bulletin will now focus on offerings vs budget and leave out expenses. He concluded by thanking Tom Maston, Kendra Patrick, Dean Geoffrey Hall, Kirsten McKnight, Ben Bourque, John Macaulay, and God for their assistance over the past year.

2022 Financial statements and Bringloe-Feeney LLP review engagement:

Motion (J Yeamans/J Waugh): To accept the 2022 financial statements as presented. CARRIED. Accountant Kendra Patrick, CPA 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 and highlighting notable numbers or transactions. We finished the year with a \$32,000 surplus, noting that this included the \$30,000 grant from the diocese and not having a Parish Nurse. Heritage Standing Inc and Source Alliance were exceptional expenses that were noted to affect numbers in several places, such as reducing the total in our unrestricted investments. We continue to report restricted and unrestricted funds separately for transparency and clarity; it was noted that our restricted funds were tracked and used correctly, as recommended in last year's review. Ms. Patrick thanked the Dean, Tom Maston, Jamie Yeamans, Ben Bourque, John Macaulay, and Kirsten McKnight for their excellent record-keeping and willingness to assist with any questions that arose.

The Dean defined the DCIF (Diocesan Consolidated Investment Fund) and explained what it is and does. The Dean noted that donations for the Parish Nurse have mostly stopped, but any that come in are tracked appropriately.

Reports - Lay Chair, Chapter, committees, and the Dean of Fredericton: The Dean noted that these reports form a historical record of the last year, which may become useful in the future. He thanked Sally Dibblee, Sam Mayo, and Charles Ferris as they end their terms with Bishop and Chapter, all committee chairs for submitting their reports, and Kirsten McKnight for assembling the reports.

Motion (J Yeamans/K Schmidt): To accept the reports in the 2022 Annual Report as presented. CARRIED.

Narrative Budget: The Dean presented the Narrative Budget, which tells the story behind the budget numbers. Kaye Small, Peter Jacobs, and Kelley Hall wrote the Narrative Budget, with help from Tom Maston and many others. The goals of the Narrative Budget are to be more engaging and easier to understand than a pure numbers budget and to show the results of our expenses, which are investments and ministry, including our part in diocesan ministry.

2023 budget: Treasurer Jamie Yeamans presented the draft budget for approval, noting that the offering budget is aspirational but achievable. The investment transfer line shows our use of restricted funds. Heating, insurance, and maintenance costs are realistic projections of expected cost increases.

Motion (J Yeamans/J Lownds): To accept the 2023 budget as presented. CARRIED.

Greetings:

Motion (D Edmondson/L Waugh): To send greetings to Archbishop David Edwards, former Dean Keith Joyce, and retired Bishops Hockin and Miller. CARRIED.

Elections:

- **Bishop and Chapter:** The Dean reported that the Property and Lay Vice-Chair positions remain open and are Bishop-appointed; any suggested nominees should be brought to the attention of the Nominating committee. The Dean referenced the Nominating Committee report and called for further nominations. Linda Waugh moved that nominations from the floor should cease. The three nominees were elected by acclamation.
 - Bonnie Greenwood - Missions & Outreach Chair
 - Victoria Hachey - Finance & Administration Chair (re-elected)
 - Jane Hand - Health and Pastoral Care Chair
- **Lay Delegates and Substitutes to Synod:** John Lownds moved that nominations from the floor should cease. The results of the voting were published in the March 5th bulletin - Rosa Macaulay and Catherine Schmidt were elected delegates, and Claire McKnight was elected youth delegate. Jim Clowater and Randy Aulfroid were elected as substitutes; Nat Fetter was elected as youth substitute.

Motion (C Brander/K Radford): To destroy the ballots once counted. CARRIED.

John Lownds moved to adjourn. The meeting closed with the Grace at 1:20 p.m.

Respectfully submitted,
Janet Mahar, Secretary

Minutes (DRAFT)
Congregational Meeting
November 21, 2023, 7:00 p.m.
Christ Church Cathedral Memorial Hall

The meeting was called to order and opened in prayer by Archbishop David Edwards at 7:00 p.m. with approximately 60 in attendance.

The Archbishop presented the results of the study by Source Alliance on the feasibility of a fundraising campaign to raise the \$13 million (and growing) required to complete the needed repairs and maintenance at the Cathedral. The following 3 options were given:

1. Do nothing and let the building deteriorate,
2. Fundraise through church channels only (expected to raise about \$6 million), or
3. Form a foundation or trust to own the building and use it for community uses in addition to church uses.

The third option is the recommended one, as it is by far the most likely to raise the money needed to fully repair the Cathedral and provide funding for ongoing maintenance at the level needed. JP Desjardins of Source Alliance is putting together a group, funded by the diocese, to explore what a Foundation might look like and its feasibility for our situation.

The meeting then broke into table groups to discuss the options, which options each individual feels they could support, and to list the questions people would like answered. After the discussion time, one person from each table gave a summary of their table's discussion. Common questions included God's will, timelines, Foundation details, and how fundraising and renovations will impact our ministries, especially in terms of funds and volunteers. At least one group mentioned that selling the building to a Foundation or Trust might serve to free us to be the Church in a building, rather than both a Church and a church building at the same time.

At the end, the questions recorded by each table were collected for the Archbishop's reference. Also collected were ballots on which each person indicated which of the 3 options they could support, and their level of support for the third option, if any. This was not a formal vote, but a tool to give the Archbishop an idea of where the general feelings lay. The results of the ballots were published in the December 3rd bulletin.

The Archbishop closed the meeting in prayer at 8:35 p.m.

Respectfully submitted,
Janet Mahar, Secretary

OFFICER REPORTS

The Dean of Fredericton

As per the usual, a report of the Dean of Fredericton will avoid the minutia of the details of day to day ministry in, to and from the congregation of Christ Church Cathedral with an attempt to reflect on the past year from the perspective of overview. The challenge of ministry in a role that consists of the proverbial "only working one day each week" is getting utterly bogged down in the detail of the other six days! (That one day is, of course, often the easiest one of them all.) It's not uncommon for clergy to become overwhelmed by what's difficult about dealing with all that is required to function in the midst of unique relationship and personality diversity. Providing pastoral care is seldom, if ever, a one dimensional endeavour. Keeping our faith community somewhat focused also requires assuring that individuals are not lost in the process.

Some of the newer challenges can be traced to current significant shifts in values and practice of the current culture. Much of what is now taken for granted can be, and is, contrary to some of the fundamental convictions held by those who still try to live the Christian faith. While a heightened awareness of the need for privacy, an on-going narrative that we're all much too busy to do what we "used" to do, and the seeming reality that we no longer need to be physically in one another's presence to communicate, we also watch from the sidelines as once strong community becomes fragmented and more difficult to grow or even maintain.

On one Sunday in 2023, I preached about my growing concern about what are becoming some of the defacto accepted narratives in our day. These are ideologies very much in opposition to a Christian faith perspective and they seem to continue to gain ground. My phrasing, if I remember, had to do with my working on my "top ten ways I think Canada is going off the rails." With no intention of making a political statement, the "ways" included:

1. The subjective rewriting of history (it seems we're quick these days to look to the past and simply erase all symbol and sign of that with which we now disagree)
2. Timely quality health care is important (even more important than policy and privacy which seems to be the first on most agendas)
3. Reconciliation with First Peoples (how can we talk rather than continuing with simple solutions of the past geared to make us all "feel" better?)
4. Religious conviction (The cultural assumption being made is that all religious belief is valid and equal in value.)
5. Political correctness (Why is whether or not I'll be heard based on whether or not it offends even one person?)
6. Legalization of marijuana (what evidence is there that this is safe or that it will produce positive outcomes in our society and it's communities?)
7. Medical assistance in dying (are we prepared to make the end of life only a matter of choice – our own or even worse some other individual who may not have our best interests at heart?)
8. Individualism increasingly seen as a positive trait (driven by the competition necessary for the success of capitalism, winning, being the best and having the most is considered the only valuable goal)

Considering myself relatively liberal, at least ideologically, for most of my life, I suddenly realize that in this conversation I'm sounding like a radical conservative these days or, of course, I'm simply becoming my father.

It would be easily argued that my "concerns" are just more evidence that as I increase in age I also increase in crankiness. Still, the observation that woke ideology is being shouted louder and that most of us who share the classic Canadian agreeableness are unwilling, or maybe even unable, to counter it has not only been named by me. Most Christians lean also toward the agreeableness nature which means Canadian Anglicans may have two hills to climb when we begin to do so.

There are some important conversations to have. The Church has an important role to play in society. We have a faith to share that will make a difference to the generations that follow us.

It shouldn't surprise us that we have questions, perhaps even fears, regarding our ability to keep doing what we seemingly have "always" done. We might need to remind ourselves that as Church, even our 175+ year history makes us youngsters when compared to others worldwide. Questions need asking about expensive structures with an ever-diminishing base to support them. It may be impossible for some of us to imagine changes that may be looming, while we can only rest assured that little ever remains the same. Prayerful discernment and responsible decisions are the best we can do.

Even with the challenges before us we are called to give thanks and pray, "give us this day our daily bread." I'm conscious of the hundreds of examples of those who serve Christ and our faith community in invisible and silent ways. Relieved and thankful am I that flowers quietly appear each Sunday, visits and phone calls in quantity far beyond my capability are made. Coffee is served, the needy are welcomed and some who are hungry get food they need. Many groups find meeting space, home communion is made, announcements are shared, repairs done, prayer offered and lessons learned all quietly and without specific direction other than from the Holy Spirit. I'm thankful for the way God is present and for how we as a congregation respond to the call to be the Body of Christ.

A thanks also goes to particular individuals who continue to step into roles of leadership. My appreciation to volunteer ministries by Deacons Isabel Cutler and Debbie Edmondson, and Canons Jon Lownds and Rod Black. Our thanks to members of the Bishop and Chapter whose terms end this year including Janet Mahar, Tom Maston and Rowena Tervo as we pray for those who will be elected or appointed to replace them. To the Cathedral staff goes our thanks as they too work very much in the background and often go beyond what's expected to see that they attend to their respective areas of responsibility. Finally a thanks to everyone who lends a needed hand on any of our committees, groups or organizations that are critical to our on-going fellowship and ministry.

Grant us grace, O Lord, to be the Church you would have us be. Chasten us when we are proud and strengthen us when we are weak to meet the challenges before us. Above all, make us thankful for what you in your wisdom have afforded us, through Jesus Christ our Lord. Amen.

Respectfully submitted,
Geoffrey Hall, Dean of Fredericton

FROM THE REGISTERS

Baptisms *“Let your light so shine before others that they may see your good works”*

Pamela Ann Fox

Marriages *“What God has joined together, let no one separate”*

Melissa Katherine Ritz and Nicholas Joel Saulnier

Brittany Jane Swanwick and Joshua Allan English

Burials *“Rest eternal grant unto them, O Lord”*

Mary Jane Edwards

Rita Marie Cyr-Bonga

Lawrence Simeon Gorlick

Willian Eugene Turney

Mary Verne Sinclair

Peter Clifford Kent

The Most Rev'd Claude Elmer Weston Miller

Marion Marguerite Grzadka

Wayne Kenneth McCarty

Paul Harrison Blanchet

Pauline Mae Brooks

Philip Lansdowne Belyea

Nancy Alden Spencer

Population

Households	
Families	170
Individuals.....	54
Membership	
Children	78
Adults	420
Other	
Confirmed persons.....	308
Communicants.....	206
Identifiable givers.....	268

Groups and Roles

Church School	
Schools.....	1
Teachers.....	4
Students.....	20
Attendance	18
Groups	
Men's Groups	1
Membership.....	22
Women's Groups.....	4
Membership	20
Youth Groups	1
Membership	6
Choirs	2
Membership.....	34
Other Groups	5
Membership	30

Worship

Holy Eucharist	
Inside.....	177
Outside	18
On Sundays	108
On Weekdays	84
Admin of Reserved	42
Other	13
Total Services	
On Sundays	131
On Weekdays	661

Individuals

Making Communion	
At Easter.....	343
By Reserved	75
Yearly Totals	
Normal Sunday	120
Easter	256
Pentecost.....	89
2 nd in September.....	106
Christmas.....	509
Buried	10
Baptized.....	1
Marriage.....	2
First Communions	0
Confirmations	0
Received.....	0
Grand Totals	
On Sundays	7504
On Weekdays	3124

Vocational Deacons

Debbie Edmondson

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.

Liturgical Ministry

- Assist in worship at the 10:00 a.m. Sunday service - rotating alternate months with another Deacon (post-COVID).
- 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
- Member of the Christian Formation Committee

- Led a workshop on “Finding Your Sacred Story”

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

Respectfully submitted,

The Rev'd Debbie Edmondson, Deacon

“The primary ‘role’ of deacon is to be a ‘change-agent’ within the parish and within the community. The primary model of diaconal ministry is Jesus Christ. This ministry ...is acted out in giving, listening and serving – in empowering, encouraging and enabling the ministry of all – in building up the Body of Christ.” ~ Anglican Diocese of Fredericton

“I am about to do a new thing, now it springs forth,
do you not perceive it?” [Isaiah 43:19]

Isabel Cutler

With tremendous gratitude I give so many thanks to God, our Father, Son and Holy Spirit for His guiding presence in my life always. I give thanks that he stirred my heart, to desire a return to the ordained ministry of Deacon.

In 2021 Nathan, my beloved husband, died very unexpectedly. We had enjoyed two years in Parish ministry in Western Newfoundland. I returned to New Brunswick to cope with loss; loss of my life partner, loss of optimum health with chronic disease, the need to balance the loss of life skills in order to remain independent but dependent on others for many things. The Lord is always in the middle of our challenges and He is teaching me new understandings in acceptance and in the loss of pride, in humility, and above all, patience! However, He also shows me the kindness, tolerance and patience of those who have cared and supported me for which I give great thanks.

In July 2023 I signed, with gratitude, the Diaconal Covenant between Archbishop David, Dean Geoffrey, the Chair of Bishop and Chapter and myself, following a transfer from the Diocese of Western NL to the Diocese of Fredericton. I began active ministry in September, a part time non-stipendiary position.

I am honoured to be part of the Cathedral team ministry with both clergy and laity involvement. My collaboration with Deacon Debbie is very helpful as we share together in some aspects of

diaconal ministry and separately in other ways. We are both interested in seeing the role of the Deacon be understood more clearly in the Diocese.

I attended the Diocesan clergy conference in September and two Deanery meetings in the Fall. It is encouraging to meet the new clergy as well as old friends in the Diocese and witness the camaraderie and energy to move forward for our church in the Diocese. I attended a Zoom meeting of the Anglican Deacons Canada, at the Bishop's request, in December, to review how this Diocese might be more active in supporting the Diaconate.

My personal observation as I returned to Christ Church Cathedral is that new ways of doing ministry are happening. New people are becoming involved to continue to support the many members who have given so much of their time and talents over past years and continue to do so. One very positive outcome of COVID was the use of technology which has improved our access to be part of gatherings wherever we are. However, COVID changed the way many of us relate to each other. COVID caused us to put many ministries/time to gather, on hold. As we resume, more cautiously, are all needs being met? Even by older standards and not accounting for new ideas.

I see my initial role as a Deacon to assist the Dean and Cathedral ministries in reestablishing those activities which remain positive to our church life.

- I have begun checking up on those members who have not returned to regular involvement following COVID, to give support and encouragement.
- Home Communion Administrators have continued visiting faithfully, and there is a need to consolidate the practical details to ensure all those unable to join our church family at the Cathedral will feel connected. I am coordinating this.
- We are encouraging lay participation in the Liturgy and looking at new, possibly inter-generational leaders to share in reading the Word or lead the Prayers
- “A Time to Share”, a group for those grieving the loss of a loved one, met twice in the Fall. It is hoped that ideas to give greater support to our church family at these times can be put into action.
- Liturgically, Debbie and I agreed to take alternate months to attend times of worship to assist as a Deacon, hence we have robed and claimed the right to fulfill the Diaconate duty of reading the Gospel. There are other duties specified for the Deacon, however, I need to monitor my symptoms to ensure whether I am able to fulfill them or not. I thank the Dean and Cathedral staff for being so understanding and supportive.
- I look forward to new challenges both within the Church and the community.

My gratitude and thanks to “my church” family who have welcomed me back with love and understanding.

Respectfully submitted,
The Rev'd Isabel Cutler, Deacon

Lay Chair of Bishop and Chapter
No report.

Cathedral Treasurer

The role of the Cathedral Treasurer is to perform high level, strategic management of the Cathedral's finances. The Cathedral enjoys the benefit of having a capable financial team comprising a Bookkeeper, an Office Administrator, an Envelope Secretary and a Chartered Public Accountant, all of whom work with the Treasurer to advance the Cathedral's goals. Much of the day to day financial "business" of the Cathedral can take place smoothly and efficiently because of the systems that are in place.

Main Highlights for 2023

As noted in the table below, post-pandemic offerings from 2022-2023 have essentially "stabilized". The challenge continues to be our overall offerings were not "growing" for much of the year. However, at year end, we benefitted from a very solid month of December. We finished 2023 with an overall 2.6% increase in offering revenue compared to 2022.

2023 v. 2022 Overall Offering Comparison

	2023	2022	Change	% Change
Total	\$522,540	509,289	13,250	2.60%

Our challenge is that we did not meet our offering target from a budget perspective.

Revenue Offering Type	Budget 2023	Actuals 2023
General Offering	558,000	503,656
Designated Offering	17,000	17,818
Total	\$575,000	\$522,540 (under budget \$52,460)

As noted above, in 2023 we missed our offering revenue target by \$52,460. (This appears to be a trend: in 2022 our offerings missed their target by \$36,000.) This placed pressure on our monthly cash flow in June-August when offerings tend to decline. As a precaution, Bishop and Chapter approved the transfer of \$60,000 from the unrestricted Diocesan Consolidated Investment Fund (DCIF) to cover short-term cash pressures arising from needed repairs to the Cathedral boiler.

We finished 2023 with an approximate deficit of \$20,000. This deficit was not the result of added or unexpected expenses, it was the product of insufficient offerings. For example, the Cathedral Maintenance expenses were budgeted for \$97,700 but we only spent \$54,256; that represents an underspend of \$43,444 in 2023. Overall, total expenditures were actually below 2022 levels. This is commendable, given inflationary pressures in today's economy - CPI was 6.8% in 2022

	2023	2022	Variance
Total Expenditures	<u>647,518</u>	<u>646,859</u>	<u>659</u>

Other Highlights

There were four key personnel changes in 2023 that affected my role directly:

The Lay Chair of Bishop and Chapter resigned in November. The Cathedral Bookkeeper also resigned in November. Our CPA at Bringloe Feeney left the firm in May and the Synod Treasurer resigned in December. I worked in different capacities and contexts with all four of these individuals and the loss of their expertise, institutional knowledge and understanding of our business was certainly felt by me, as well as Bishop and Chapter. In addition to losing those key people, Bishop and Chapter operated much of the year without a Vice-Chair or Property Committee Chair. One of the areas Bishop and Chapter needs to focus on in 2024-2025 is leadership, succession planning and engagement.

We continued to spend considerable time planning the response to the Heritage Standing Inc. (HSI) *Cathedral Building and Issues Report* (January 2022) which recommended (as well as costed), the various repairs that are required to the Cathedral building. The projected cost to implement the report is up to \$12M and has significant implications for our annual maintenance plan. Funding the repairs to the Cathedral will require a large scale, national fundraising campaign. In anticipation of this need, we engaged a fundraising consultant - Source Alliance - to embark upon a preliminary review, scoping and evaluation of potential donor support. Preliminary meetings were held with the Diocesan Council in January. Findings of this review were presented to Bishop and Chapter in the Spring of 2023. The Archbishop held a congregational meeting on the matter in November.

I also participated in meetings of the Finance and Administration Committee. This committee has been an effective sounding board for the Treasurer, and it acts as the advice and recommendation arm for certain matters before they are heard at Bishop and Chapter. For example, the Finance and Administration Committee was instrumental in navigating the various iterations of the budget during the budget process and ultimately made a recommendation to Bishop and Chapter for 2024 on budget direction.

In addition, I 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. As indicated above, financial information and advice were provided as required.

Non-routine tasks completed in 2023 were:

- Direction given to the Diocese for reconciliation of Cathedral investments (Diocesan Consolidated Investment Fund - DCIF)
- January Financial Update to the congregation.

Routine tasks performed in 2023 included:

- Oversight of, and direction given to the Cathedral Bookkeeper
- Review of month-end financial statements
- Review of reports from the Envelope Secretary
- Weekly online monitoring of the Cathedral's bank account
- Weekly cheque signing
- Development of and revisions to the Cathedral 2024 draft budget
- Renewal of the insurance policy
- Completion of WorkSafe NB forms

- CPA advice sought as required on accounting procedures.

I would like to extend a special thanks to former Lay Chair Mr. Tom Maston who contributed numerous hours on continuous improvement to our accounting regime; Dean Geoffrey Hall; Office Administrator Ms. Kirsten McKnight; Bookkeepers Mr. Ben Bourque and Mr. Justin McCoy; Envelope Secretary Mr. John Macaulay; Finance and Administration Chair, Ms. Victoria Hachey; former Synod Treasurer Heather Harris-Jones, CPA; and Ms. Kendra Patrick, CPA.

Respectfully submitted,
 Jamie Yeamans, Treasurer

Envelope Secretary

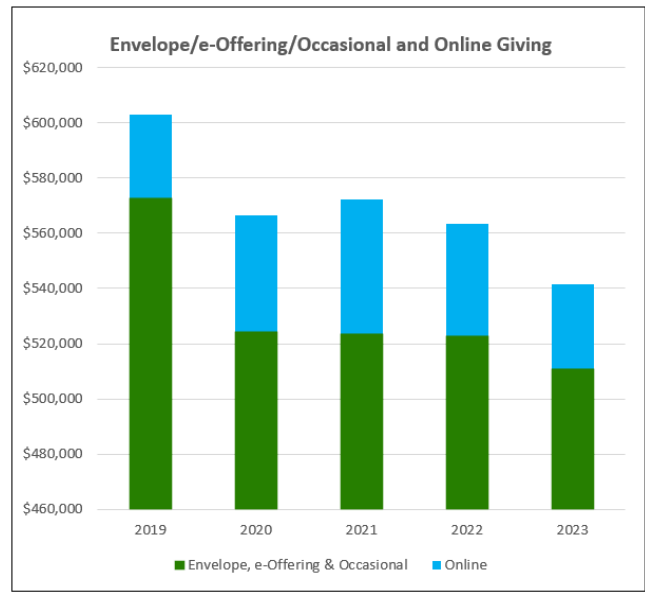
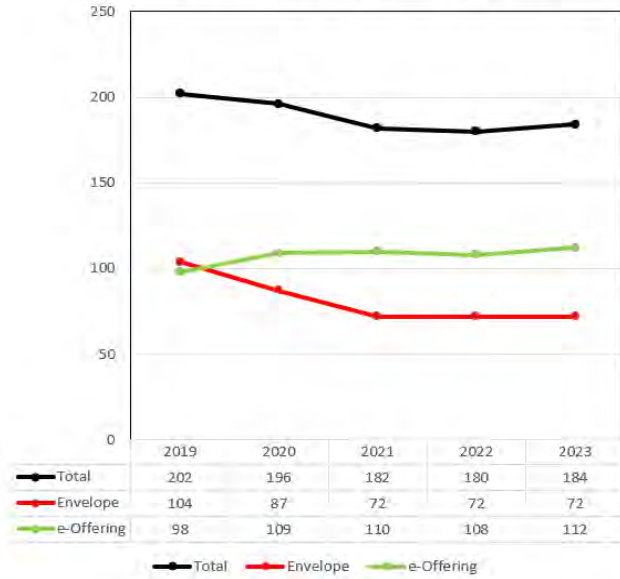
For their ongoing support and assistance, I wish to thank Counters Randy, Wayne, Hank, Jill, Linda and Jim, Office Administrator Kirsten, Dean Geoffrey, Sexton Ashley, Treasurer Jamie, and Diocesan Synod office staff, as well as members of the Administration & Finance Committee. Although the total number of givers (284) was up by 9% in 2023 compared to the previous year, Total Giving in 2023 was down 4% from 2022 (see tables at end of report). The decrease is approximately \$20,000, the sum of two amounts of roughly \$10,000; one represents a 2% reduction in envelope+e-offering+occasional giving; the second represents a 24% decline in online giving, effectively returning to the pre-pandemic level.

2023 Total Giving			
Range	Number of Givers	Total Offerings*	% of Total
\$1.00-199.99	84	4427.92	0.8%
\$200.00-499.99	33	9785.00	1.8%
\$500.00-999.99	32	21637.19	4.0%
\$1000-2999.99	81	140045.50	25.9%
\$3000-4999.99	19	70895.40	13.1%
\$5000-7999.99	18	109057.88	20.1%
\$8000 and over	17	185666.76	34.3%
Total:	284	541515.65	100.0%
* Envelope, e-offering, occasional & online giving			

Note that, for simplicity, supplemental offerings made by e-offering users with their offering envelopes (PWRDF, Easter, Thanksgiving, Christmas, etc.) are also counted as e-offerings. On this basis, in 2023, e-offering and envelope users gave 61.0% and 31.1% of total offerings, respectively.

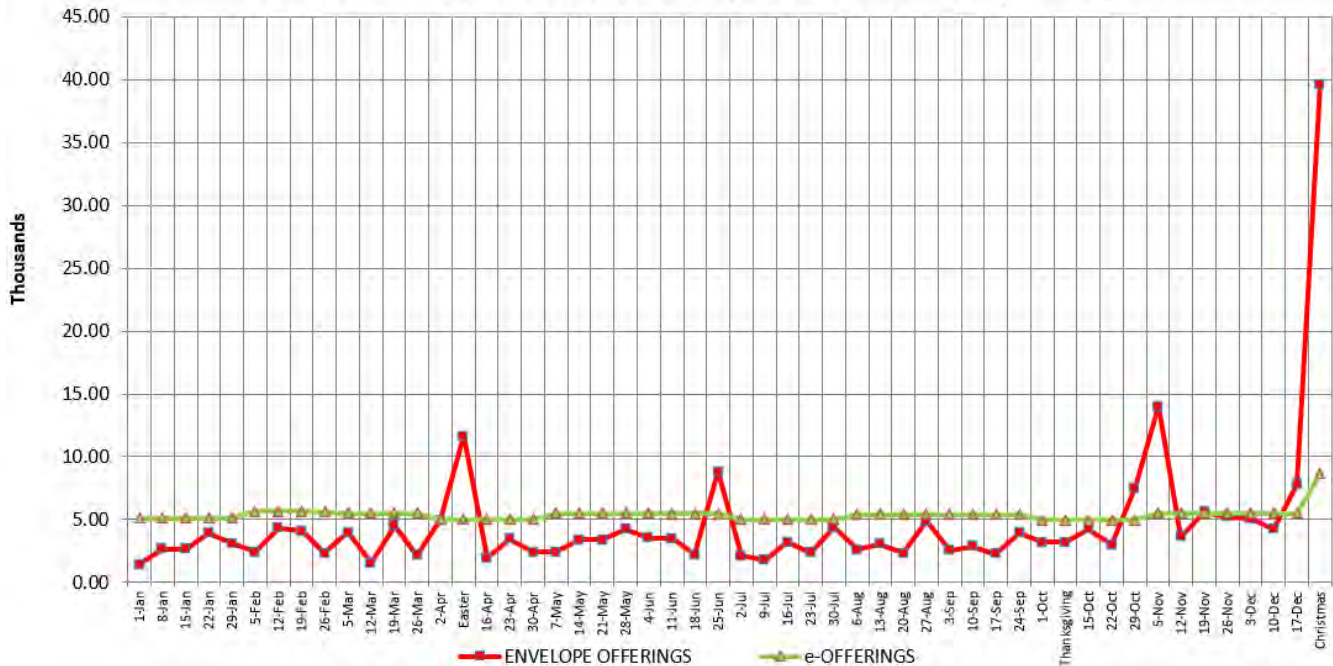
The percentage of total offerings due to e-offering continues to rise from year-to-year, whereas that of envelope offering continues to fall.

Number of Envelope & E-Offering Givers



The number of envelope donors was unchanged (72) from 2022 to 2023, whereas the number of e-offering donors rose by 4% (below left). The following graph shows an overall 10% decrease in offerings from 2019 to 2023 (below right).

2023 Offerings Weekly (Envelopes and e-Offerings only)



Week-to-week envelope and e-offerings are shown in the accompanying graph. In 45 of the 52 weeks of the year, e-offerings exceeded envelope offerings.

The final tables show the sum of envelope, e-offering and occasional giving separately from online giving. The online giving % compares online giving to the grand total. Note the total of 268 givers in 2023 is the sum of envelope and e-offering givers (184) plus the number of occasional givers (84).

Respectfully submitted,
John Macaulay, Envelope Secretary

Envelopes, e-offering & occasional Giving

Year:	2018			2019			2020			2021			2022			2023		
	Givers	Total Offerings	% of Total	Givers	Total Offerings	% of Total	Givers	Total Offerings	% of Total	Givers	Total Offerings	% of Total	Givers	Total Offerings	% of Total	Givers	Total Offerings	% of Total
\$1,000-199.99	17	\$2,128	0.4%	81	\$5,274	0.9%	36	\$2,560	0.5%	45	\$3,388	0.6%	53	\$2,655	0.5%	76	\$3,873	0.8%
\$200.00-499.99	27	\$8,421	1.7%	31	\$10,206	1.8%	26	\$7,934	1.5%	15	\$4,781	0.9%	24	\$7,853	1.5%	31	\$9,385	1.8%
\$500.00-999.99	35	\$26,114	5.2%	29	\$21,040	3.7%	27	\$18,922	3.6%	34	\$23,650	4.5%	28	\$19,250	3.7%	30	\$20,407	4.0%
\$1,000-2,999.99	78	\$136,803	27.5%	87	\$147,692	25.8%	89	\$150,978	28.8%	83	\$146,398	28.0%	86	\$147,752	28.3%	82	\$141,510	27.7%
\$3,000-4,999.99	26	\$97,764	19.6%	28	\$102,562	17.9%	30	\$111,495	21.3%	27	\$102,530	19.6%	18	\$65,200	12.5%	17	\$63,325	12.4%
\$5,000-7,999.99	20	\$129,805	26.1%	21	\$135,492	23.7%	16	\$101,028	19.3%	18	\$111,299	21.3%	20	\$122,635	23.5%	16	\$98,948	19.4%
\$8,000 and over	9	\$96,815	19.4%	11	\$150,445	26.3%	12	\$131,168	25.0%	13	\$131,514	25.1%	14	\$157,414	30.1%	16	\$173,486	34.0%
Totals:	212	\$497,849	100.0%	288	\$572,711	100.0%	236	\$524,086	100.0%	235	\$523,560	100.0%	243	\$522,759	100.0%	268	\$510,934	100.0%

Online Giving

Totals	-	\$31,025	5.5%	-	\$30,389	4.8%	-	\$42,385	7.0%	-	\$48,890	7.9%	-	\$40,516	6.7%	-	\$30,582	-
Grand Total	-	\$528,874	-	-	\$603,099	-	-	\$566,470	-	-	\$572,451	-	-	\$563,275	-	-	\$541,516	-

Safe Church Officer

Safe Church addresses a safe working, learning environment church for children, youth and vulnerable adults. Safe church provides a safe place for Clergy, lay-leaders, Diocesan and parish staff, volunteers and visitors.

A police reference check and receipt of a certificate resulting from reviewing the safe church training video are renewed every three years. This year, beginning in 2023 we have received 12 police reference checks and 13 have completed safe church training.

Currently a committee has been formed to review processes and training of volunteers.

Respectfully submitted,
Dianne Wilkins, Safe Church Officer

Delegates to Synod 2023

There was no Diocesan Synod in 2023.

FINANCE AND ADMINISTRATION

Membership: Kirsten McKnight, Jamie Yeamans, John Macaulay, Janet Mahar, Dean Geoffrey Hall, Victoria Hachey (Chair)

The Finance and Administration committee met quarterly over the 2023 year.

Major Accomplishments in 2023:

- Provided support to the annual performance review process for Staff.
- Reviewed Staff pay rates and provided any recommendations to Chapter.
- Supported human resources processes and documentation for a Staff related matter.
- Updates to Cathedral Lay Employee Handbook.
- Successful staffing process to hire two Cathedral summer Tour Guides and a successful summer season of tours.
- Appointment of Safe Church Officer and review of applicable processes and policies.
- Ongoing support provided and consultation with the Envelope Secretary and Treasurer.
- Support and oversight provided over larger property items and significant financial decisions.

- Oversight and input provided to Treasurer on 2024 budgeting process.

2024 Priorities (Current/Ongoing from 2023)

- Finalization of Cathedral Lay Employee handbook.
- Ongoing focus and oversight for property improvements and renovations.
- Supporting the Safe Church Officer in complete roll-out of the Safe Church policy, ensuring all training and documentation is appropriate and up to date.
- Support the summer student hiring process for Cathedral Tour Guides.

Respectfully submitted,
Victoria Hachey, Chair, Finance and Administration

Proposed 2024 Budget

	2023 Budget	2024 Budget
Income		
Offerings	558,000	583,000
Designated Offerings	17,000	20,000
Grants	46,000	60,000
Interest Income for Housing Allowance	9,000	9,000
Other (Rentals, etc)	10,000	12,000
Transferred From Investments	50,000	
Total Income	690,000	684,000
Expenses		
Dean's Compensation		
Dean Minimum Stipend (Mandatory 3%)	47,640	49,069
Dean Additional Stipend (3%)	16,414	16,906
Total Dean Stipend	64,054	65,976
Dean Housing Allowance (Mandatory 3%)	20,168	20,773
Dean Car Replacement	4,200	4,200
Total Dean's Compensation	88,422	90,949
Other Clergy and Employee Benefits	23,384	24,086
Staff Salaries		
Office Administrator (Matching 3%)	36,671	37,771
Sexton (Matching 3%)	33,555	34,562
Music Director (Matching 3%)	34,876	35,922
Parish Nurse	24,540	-
Christian Formation (Matching 3%)	27,786	28,620
Honoraria and Employee Benefits (3%)	35,141	36,195
Total Staff	192,569	173,070
Total Dean, Clergy and Staff	304,375	288,104
Diocesan Shared Ministry	96,789	92,975
Property		
Heat and Lights	58,500	60,255
Insurance	34,900	35,947
Cathedral Maintenance	97,700	110,000
Memorial Hall Maintenance	8,000	8,000
Other Property	17,000	17,000
Total Property	216,100	231,202
Worship	7,000	7,000
Christian Formation	1,500	1,500
Hospitality	2,000	2,000
Mission and Outreach	20,000	20,000
Health and Pastoral Care	2,120	2,120
Administration	36,696	36,696
Communications	2,000	2,000
Fundraising Campaign	50,000	
Total All Expenses	688,580	683,597
Surplus (Deficit)	1,420	403

PROPERTY AND BUILDINGS

Membership: Dean Geoffrey Hall, Marion Beyea, Gary Barfitt, Ashley Swim, Jim Morell, Peter Jacobs, Charles Ferris, Ken Howlett and Richard Crowe (Interim Chair)

The Property Committee is pleased to present its report for the work accomplished in 2023 and the priorities for 2024.

A sincere thank you to our Sexton, Ashley Swim for his hard work and dedication for the operation and maintenance of the Cathedral and Memorial Hall. The Committee is also grateful for the excellent administrative support of Kirsten McKnight, Cathedral Office Administrator.

Beyond day-to-day to day operations, the major accomplishments in 2022 were:

1. The most costly project was the Cathedral heating system. The majority of the hot water pipes were worn out and had to be replaced. Pipes were replaced from the boiler to the pumps and valves. Noise reduction measures were also taken.
2. Hall heat sensors and a blender valve were replaced.
3. The O&M manuals for the Cathedral and Hall boilers were digitized.
4. The Hall thermostats were replaced with programmable thermostats to improve comfort and reduce energy.
5. Hall Security was enhanced with cameras that will be monitored.
6. The window over the Cathedral's west door that was damaged by hurricane Lee was repaired.
7. Carpet at the west door entrance to the Cathedral was replaced.
8. Cathedral security system was completed except for the key pad.
9. Installed a carbon monoxide alarm and exit signs in Cathedral.

2024 Priorities

1. Flushing the Cathedral sprinkler system (most significant project)
2. Obtain funding for the Hall platform lift replacement.
3. Review Heritage Standing Inc's O&M recommendations and implement where feasible.
4. Investigate roof leaks for possible action.
5. Reinstall the Cathedral chimney cap.
6. Ongoing search for energy reduction opportunities.
7. Ongoing collaboration with the Cathedral Restoration Committee.

Respectfully submitted,
Richard Crowe, Interim Chair, Property and Buildings

The Guild of St. Joseph

The Cathedral Guild of St. Joseph, or the "Holy Joes," has as its 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.

During 2023, the Guild has experienced a period of growth. We have seen increases both in our membership and in our activities. We lost one member to a relocation but gained four new members.

Notwithstanding, our members attended two funerals during the year as we lost long-time member and former President and Treasurer, Phil Belyea, and a very supportive spouse in Rita Bonga.

I should once again acknowledge the work of our Sexton, Ashley Swim, who shows considerable initiative and willingness to go above and beyond his duties in helping us. We feel truly blessed to have him as our Sexton.

Some of our projects are funded by Bishop and Chapter, others by the requesting organization. Still others are funded by the Guild. During this past year, the Guild covered the full cost of the Cathedral west door ramp repair and half the purchase cost of new Christmas garland for the Cathedral windows.

Our activities in 2023 included restarting the Shrove Tuesday Pancake Supper, which was a great success both in terms of money raised and as a congregational social gathering. We also: repaired the Cathedral basement exterior steps; the Cathedral west door entrance ramp; built a new Sacristy hymn numbers box; repaired pews and rocking chairs;; directed parking in our parking lot; and during flood season, checked the hall and Cathedral for water and helped to contain a water leak in the hall basement.

We also continued with our Hallowe'en Watch and the Greening of the Cathedral as well as two social events: our barbecue and our Christmas Reception.

Perhaps most notable, we were able to reinstitute the "Guild Work Period" where, once a month, members gather to perform required maintenance work.

The Guild Executive for 2023-2024 remains unchanged from the previous year: President: Gary Barfitt; Treasurer: Peter Jacobs; and Secretary: André Vietinghoff.

Respectfully submitted,
Gary Barfitt, Guild President

CHRISTIAN FORMATION

The committee's mandate is *"to guide and sustain opportunities that will enable and encourage the development and growth of cradle to grave Christian formation."*

The Members of the committee are Cheryl Jacobs, Bonnie Greenwood, Doreen Smith, Debbie Edmondson, Kate Young Morris, Kurt Schmidt, Geoffrey Hall, and Harry Palmer.

Lenten, Easter, and Advent programing, along with programs such as Godly Play, Youth Group, and Taizé have been the focus of the committee. These programs have generally grown over the years in popularity. Offerings are at times changed and we try to work in co-operation with the Diocese.

Godly Play has developed a significant base over the years as Cheryl and Kurt have been very faithful to it.

We urge all members of the congregation to try some of the programs offered during the year.

Youth Group is seeing changes as some youth age out of it and new young people age into it. Youth now have many demands on their time as they are part of many varied activities. It is encouraging that a number of our young people with their friends have made the commitment to attend.

An important Formation Committee initiative for the coming year is a look at end-of-life issues. Canada last year had the largest increase in the number of people opting for Medical Assistance in Dying (MAiD) in the world according to information I have read. We probably all know someone who has chosen MaiD. We are hoping to look at it from the perspective of Palliative Care/Hospice and what that looks like for people, MAiD, and the issue around that and the Churches teaching on these end-of-life issues and support it can provide.

It is our hope to provide this opportunity for the Congregation to learn and think about this issue during the Easter season. Probably in about three meetings led by people knowledgeable in each area.

The Committee welcomes your input into each or any of the programs that are offered and suggestions for new or different programs.

Respectfully submitted,
Harry Palmer, Chair, Christian Formation

Director of Christian Formation

I am delighted to report on the following areas of Formation ministry undertaken at/through/by Christ Church Cathedral during the year 2023.

The regular and occasional programs, events and activities described below all comprise our broader & deeper project of “Formation in **3D: Devoted Disciples Dancing.**” 3D is the multi-faceted and inter-generational endeavor to attend to the ongoing spiritual formation of all members of the Cathedral family.

Godly Play (GP) ministry:

This ministry involved more-or-less biweekly, hour-long sessions with our young Godly Players (aged 4-12), following along with the standard school year (that is, with a customary break during the summer months). We were pleased to offer all of our 2023 GP sessions in person – the first full



year of such since the pandemic shut-down back in 2020. Cheryl Jacobs and I remain the only two certified GP storytellers among the congregation members, so we continued our pattern of alternating storytelling and doorperson responsibilities for each session. But we were pleased to 'train' two new doorpersons in November, Bonnie Greenwood and Harry Palmer, who will join the regular rhythm and roster for GP in 2024. Additionally, as a result of generous donations from a Godly Play family, we were able to purchase some new materials for GP – the Tabernacle and the Temple – that will expand our repertoire of lesson offerings. Altogether in 2023, we held 22 Godly Play sessions, with an average of 8 children attending each session. Both of these measures mark some wonder-full growth over the past year. Of particular note, in four sessions during the fall season, our GP circle boasted a dozen or more children! Lastly, Cheryl and a small cast of our Godly Players themselves helped to contribute some Godly Play “flavour” and storytelling to the Cathedral's well-attended Christmas Eve service at 4:00 p.m.

Taizé Thursdays:

We struck a general rhythm of biweekly sessions of Taizé-style worship, with weekly gatherings once again held during the special seasons of Lent and Advent (see also below), and a summer break in July and August. The Taizé sessions alternated between online (Zoom), and in-person and livestreamed editions, with Jon Lownds generously providing the AV/tech support for the livestreaming. All told in 2023, we met for a total of 25 Taizé worship sessions, with an average of about a dozen people attending each (incidentally, these are essentially the same numbers as in 2022 – indicating, I think, a consistent base of support for and participation in this simple but rich ministry).

Cathedral Youth Group (CYG):

2023 was a fairly slow year for CYG. Until November, we did not manage to re-establish a regular rhythm of CYG gathering. I attribute this to the loss of some key membership and leadership in 2022. That said, because of a 'wave' of middle-schoolers moving up from Godly Play, we were able to revive CYG a bit late in the year. We gathered twice – once in November and once in December – and both sessions were well and energetically attended. The latter gathering involved the decoration of the Hall for Christmas. Looking forward into 2024, a pattern of monthly meeting for a CYG 'event' will likely obtain.

Special liturgical seasonal offerings:

We were again able to support a variety of special weekly formation programs during the liturgical seasons of Lent and Advent in 2023. **Ad-LENT-ure** opportunities included book studies (three different options), another series of online Art & Faith sessions (*visio divina* – sacred-art-based reflection, and guided Ignatian gospel contemplation), Taizé Thursday gatherings, Friday noontime Stations of the Cross worship, and intergenerational Sunday screenings of episodes from the third season of *The Chosen*. Later in the year, the Cathedral's weekly **ADVENT-ure** opportunities included a four-part contemplative prayer series, seasonal editions of Art & Faith and Taizé Thursdays, the continuation of the “Dante Group” (this time concluding their study of Milton's *Divine Comedy*), and support for the diocesan-wide Advent book study.

Sacramental preparation:

Fairly quiet in this category in 2023, with the exception of support for and assistance with a special first-communion preparation series for Arene Gmah in the spring. Incidentally, speaking of eucharistic prep, we joyfully anticipate a large cohort of young people-including many Godly Players-who are likely to undertake the Life in the Eucharist (First Communion) preparation program in the Fall of 2024.

On a slightly more personal note, I would like to express my deep gratitude for the material support of my completion in 2023 of the School of Earth & Soul: Celtic Wisdom program, under the leadership and guidance of teacher John Philip Newell. I was able to attend parts two and three of this program – retreats in Colorado and Virginia, respectively – on account of generous support from the Cathedral. And “fingerprints” of my learning(s) in the program have already found, and continue to find, their way into and onto my Formation work.

Lastly, I would like to extend official thank you(s) to Bishop and Chapter, to my wonderful and wise Christian Formation Committee and its faithful chair Harry Palmer, and to the wider Cathedral congregation for all of the ongoing support and encouragement of our Formation efforts together.

I of course look forward to 2024 and to the continued development of (our/the) Formation Ministry at CCC. It is ever a wonderful challenge, and a distinct pleasure and blessing, for me to discover and nurture effective ways of deepening this ministry.

Respectfully submitted,
Kurt Schmidt, Director of Christian Formation

Canadian Mothers' Union - Cathedral Branch

The Mothers' Union is an international Christian society, currently active in 84 countries, with over 4 million members. The Cathedral Branch was established on January 31, 1988 and since that time, meetings have been held regularly on the third Wednesday of each month. It is our aim to support conditions in society that are favourable to stable family life and the protection of children. For the year 2023 we had 15 active paid members.

Mothers' Union Cathedral Branch has continued meeting each month, both virtually and in person. We have become very comfortable with the Zoom platforms and wish to thank Kirsten McKnight for her assistance in setting up links for our meetings.

Our meetings begin with opening prayers and a short devotional, followed by a business meeting and a program. Post-pandemic, we have established a hybrid schedule of meeting where we offer a Zoom link for every meeting so that members can join from home or away. We do this even when we meet in person. We have decided to only meet virtually in the months of January, February, and March to avoid weather cancellations. Guests are always welcome to attend our branch meetings. The following is a short summary of our monthly meetings:

In January we had a program from Cheryl Jacobs and Kurt Schmidt on Godly Play. They gave us a hands-on experience of a class based on one of the desert stories in the Old Testament. In the business portion of our meeting we discussed the UNB student outreach in December, that had occurred at the Harriet Irving Library. We decided to approach Mike Bravener to learn more about the next event coming up in April. Diane Radford gave a report on the sales of our Advent candles. Bonnie Greenwood and Susan Watson gave a report from the MU Biennial Meeting which had been held November 18-19, 2022. The Saturday presentations on PWRDF and Gender-Based Violence have been posted to the Canadian MU website. We discussed how to honour the late Queen with the \$224 raised at the Queen's Jubilee Tea. We hoped to get permission to plant a tree on the Cathedral Green. Finally, we discussed the reverse Advent calendar that was used to collect food items for Greener Village.

In February we did not have a program as Mike Bravener was unable to attend due to a family emergency. We spent the time having an extended discussion on the Spring Rally to be held Saturday, April 29 here at the Cathedral. We were to be the host and it was good to have extra time to discuss preparations. We also discussed the purchase of a Sugar Maple from Scott's Nursery to honour the late Queen Elizabeth II. An adaptation of the reverse Advent calendar was suggested, and the new reverse Lenten calendar was later distributed. We had reports on both the Canadian Council and the Diocesan Council. We did some planning for Mothering Sunday (March 19) and we shared information on the new Canadian Mothers' Union brochure and the Northern Clergy Families Fund brochure.

In March, our guest speaker, Mike Bravener, provided a program on the "Pause Tables" that are occurring at UNB. Mike is a part-time chaplain at UNB, STU, and NBCC. He gave us inspiring insight into the work he has been doing at the Christian Council for Campus Ministry. He stated that seeing our MU branch giving out our goodie bags at Head Hall was the impetus behind his support for the "Pause Table" idea, and he now has five local churches involved in this ongoing project. We confirmed that we would host the "Pause Table" at UNB on April 21. In our business meeting, we continued with our plans for the Rally we will be hosting at the Cathedral on April 29. We also finalized planning for our Mothering Sunday service.

In April, we met primarily to finalize the plans for the Rally to be taking place on April 29. We also discussed the "Take What You Need - Give What You Can" food cupboard project and we concluded that Faith Baptist Church would be willing to do a trial of the food cupboard on the property for a six month period. Rod Black would look after constructing the cupboard for us. On April 29 we held our Diocesan Rally at the Cathedral. It was a great success. The silhouettes from the Silent Witness Pro-gram were an amazing backdrop for the presentations. The activities after our delicious lunch were a lot of fun. It was a great time of praise and fellowship.

Prior to our May meeting we gathered at the Cathedral Green to have our photo taken with our Jubilee Sugar Maple. Once back inside the Hall, Susan Watson shared a PowerPoint presentation of "The History of Christ Church Cathedral Branch of Mothers' Union". This walk down memory lane was thoroughly enjoyed by all. At the business meeting, Bonnie reported that the Newcomers' Tea took place at the Cathedral on Wednesday May 10, and that the Mothers' Union members who assisted and attended, were acknowledged and thanked for their participation. It was also

reported that the UNB outreach was very well received with over 250 students visiting the “Pause Table”.

On June 17, a retreat day at Mactaquac Lake took place. The activities included: a devotional, a big breakfast, yoga, lunch and free time for prayer, study or fellowship. A pleasant day was enjoyed by all who attended. On another note, our first food cupboard was installed at Faith Baptist Church in New Maryland and was used throughout the summer.

Our September meeting was a card making activity where we each crafted two unique cards and admired each other's handiwork. In our business meeting we reported that we would continue to participate in the UNB “Pause Table” program in December. It was reported that the food cupboard in New Maryland is being filled by the community and being used even more so since school started in September. Sandra Nofzell reported that she would order candle wax for our candle making session to take place on October 28. It was also reported that we would be looking after the kitchen cleaning on November 4.

In October, we had a program presented by Bill McLaughlin from the city's “Under the Tent” program. He gave a presentation on his street outreach work, accompanied by Karen and Dave Harding, David Swanton, and Gabriella. In our business meeting, we were told that the Kinsman Club was interested in paying for materials for another food cupboard and that the Cathedral Mission and Outreach Committee was meeting later in the month to discuss the cupboard proposal further. We received reports from the Canadian Council and the Diocesan Council. We moved that our Christmas outreach this year would be donations to Under The Tent. On Saturday, October 28, we met at the Cathedral Hall to make our Advent candles to sell. This went very quickly and so we decided to do the cleaning of the kitchen that was scheduled for the next week. We then proceeded to Isaac's Way and shared a lovely lunch together.

In November, we had a special guest speaker, Dr. Parissa Bunin, and she spoke to us about the healthy habits of ageing and shared three pillars to good health: body, mind, and soul. This was a very informative presentation. In our business meeting Diane Nash reported that we would host the “Pause Table” at UNB on December 11. It was also reported that the roster for selling Advent candles had been set up. Susan Watson reported that food is moving in and out of the food cupboard in New Maryland and that we have found someone to build a second food cupboard and the Kinsman will pay for the materials. The online registration for the Mothers' Union National Biennial Conference is up and running, and we should prepare to register. At the meeting we made white and purple ribbons to wear on November 25, which is the start of the 16 Days of Activism Against Gender-Based Violence. We also decided that we would do the reverse Advent calendars again this year to gather donations for the Food Bank.

On December 10 we gathered with our spouses for a lovely Christmas potluck supper. We very much appreciated the Christmas decorations that had been put up in the Hall by another group. It was very festive!

This year we found ourselves actively responding to the needs of our community through several outreach programs. As a local branch we continue to carry out the aims and objects of this international organization that clearly demonstrate Christ's love through prayer, financial

support and action. More information on MU can be found at mothersunion.org/our-vision and canadianmothersunion.ca

We wish to thank our Dean, Geoffrey Hall, for his continued support of the Christ Church Cathedral Mothers' Union branch.

Respectfully submitted,
Susan Watson, Branch Leader 2023-24

COMMUNICATIONS

The Communications Committee has had another busy year promoting events and producing regular and interesting content for visitors to our website and social media pages. Numerous online articles have highlighted specific events and activities throughout the year.

Notable additions to our website as featured on our Facebook page included “Weddings at the Cathedral”, a fascinating glimpse of happy couples sharing fond memories of their special day. Another noteworthy communications initiative took place in support of the annual “Thy Kingdom Come” event, when various members of the congregation prepared short videos that appeared daily on our Facebook page between Ascension and Pentecost. At the invitation of St. Savior's Anglican Church in Latvia, two of the Cathedral's younger members recorded a short video to send our greetings in celebration of their annual “Night of Churches” event.

The Cathedral's “Summer Music Series” was promoted with posters placed in downtown establishments. Our stock of branded souvenir items was replenished and made available to visitors during the summer months. We continue to organize “Two Minutes for Ministry” talks that allow Cathedral committees to inform the congregation of their ongoing activities.

We are grateful for the assistance and contributions of many Cathedral members in these and other communications initiatives that serve to mark a very active and successful year for our committee.

Respectfully submitted,
Rowena Tervo, Chair, Communications Committee

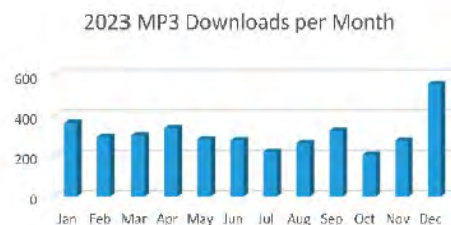
Cathedral Audio Podcasts 2023

Audio podcasts of two types are created and posted weekly: full worship recordings and sermons. For 2023, what is reported here are simple mp3 file downloads or “listens” which is likely the best indication of podcast usage.

Per month downloads (via Awstats)

January 2023: 364 December 2023: 559

2023 per month average: 240



Cathedral Website 2023



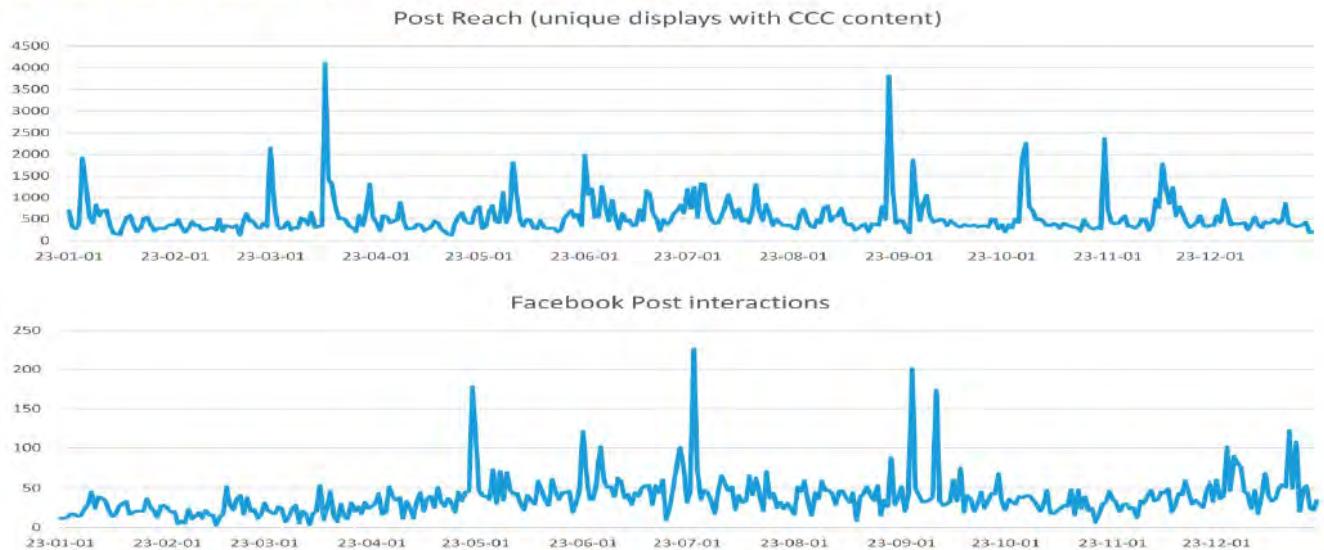
Cathedral Website

In December of 2023, 153,812 page views were logged, the highest of any other month.

Page Views per day

2023 Average: 846

Cathedral Facebook 2023



Cathedral Youtube Channel 2023

Worship is routinely live streamed and available on the Cathedral YouTube Channel for two-three months after recording. Offline archives are retained of all worship served via the web. The number of views is clearly displayed on each video while served on the Channel. Views of Sunday worship seem to range from 65 - 75 over the time they are available

HEALTH AND PASTORAL CARE

The congregation is blessed to have a group of individuals who identify and respond to our health and spiritual needs. This work is accomplished through our Health Ministry, our Pastoral Care Visitors and our Cathedral Prayer Network ministries.

Linda Waugh continues to lead our Prayer Network in devoted and confidential prayer.

Deacon Debbie Edmondson leads our Hospital Visitors team. The team visits those members of our Cathedral family who have informed the team of their wish to be visited while in hospital.

Our Health Ministry has a core group of dedicated individuals. Diane Radford, Diana Rayworth, Michele Leblanc, Marilyn Lewell, Sally Dibblee and Dean Geoffrey Hall work diligently to support the Cathedral Community.

The Health and Pastoral Care Committee meets as a group 1-2 times a year or as necessary. I would like to thank all the leaders and volunteers on these committees for their service to the Cathedral family. It does take a village to ensure the physical, mental and spiritual health of all ages in our community.

A special thanks to Sally Dibblee for her work as lead on the Health Committee. Sally has stepped down and we are grateful for her service.

This year we are all focusing on reconnecting with members of our Cathedral family. If you have need of the Health and Pastoral Care Committee please reach out. Members can be contacted individually or through the office. To quote Sally from her report last year "It is God's blessing that we are able to offer a team of committed individuals to lean on and spiritually lift us up".

Respectfully submitted,
Jane Hand, Chair, Health and Pastoral Care

Hospital Visitors

"People in times of sickness often find themselves pondering the meaning of life, searching inwardly for answers, for peace, for wholeness – for God....The opportunities for caring ministry are limitless."

~ The Ministry of Listening: Team Visiting in Hospital and Home

The Cathedral Hospital Visitors team for the past year consisted of: Debbie Edmondson, Dalton Landon, Kelley Hall, Paul Macdonald. We are very happy to welcome two new members, Jill Dunderdale and Doreen Smith. There is always room for more, so if you feel called to this ministry of presence and listening, please contact any member of the team! We meet regularly to offer support to each other and to schedule our visiting rotation.

The members of the Hospital Visiting Team become members of the Spiritual Care Department of the Dr. Everett Chalmers Hospital. This requires a yearly renewal by completing a series of e-learning modules from Horizon Health Network which are the basic requirements of all Horizon

Health employees. They are: Clean Hands Save Lives; Falls Prevention (for All Staff); Horizon health network Code Red- Fire safety level 1; Routine Practices and Additional Precautions; Privacy Module 1; Workplace Violence Prevention (only if this is a new membership); Introduction to Patient Safety (only if this is a new membership). Each module takes about 15 minutes to complete. We are also required to have an updated criminal record check and sign a Code of Ethics and Professional Conduct. As members of the Spiritual Care Department, we have free parking, access to the employee entrance and access to the Hospital Library and any educational offerings that are relevant (and/or of interest).

COVID restrictions have caused some frustrations and delays, but generally we are able to get in to see people in a timely manner. Hospital visitors are still not able access Anglican patient listings so it is imperative that if you, or a family member, are in hospital to let us know (call the Cathedral office or contact any member of the team).

Respectfully submitted,
Debbie Edmondson, Coordinator of Cathedral Hospital Visitors

Health Ministry

The Health Ministry meets 3-4 times a year to support the physical, mental and spiritual health of our community. Recently, we have met to discuss our focus for the upcoming year. We will continue with the Prayer Shawl Ministry (Marilyn Lewell), the Helping Hands Ministry (Diane Radford), Yoga Fitness Classes (Sally Dibblee), the Dementia Support Group (Michele LeBlanc) and the Cathedral Visitors (Michele LeBlanc).

The team worked with the ACW on hosting a Christmas gathering. The event was well attended and most needed. Thank you to the ACW for partnering with us and we are hoping that this partnership will be ongoing. These gatherings will take the place of our Medley Teas and we encourage all members of our congregation to attend for conversation and fellowship.

Blood pressure clinics remain a possibility to restart. In the current absence of a Parish Nurse, we encourage those in the health care field to consider joining our team to assist us with these clinics.

The team this years will focus on reviewing our Emergency Call Lists and our Visiting lists. The Health Ministry wishes to reach out to those who live alone, have health challenges and who need our services. Please contact us if you need us.

I would like to thank our team of Marilyn Lewell, Michele LeBlanc, Diane Radford, Diana Rayworth, the Dean, and all the volunteers who offer their service to this Ministry. If you are interested in joining this team please reach out!

Respectfully submitted,
Jane Hand, Interim Lead, Health Ministry

Cathedral Prayer Network

The Cathedral Prayer Network provides confidential prayer in response to requests received from members of our congregation and as well as requests received from the wider Fredericton community. All requests are confidential and information is shared only among members of the Prayer Network. Our network is comprised of 9 dedicated members who respond with immediate prayer once a request has been received.

We respond to requests for prayers for members of our church family, their families or friends and others who are in need of prayer. They can be for specific issues or simply a prayer for an individual or family. It was our privilege to provide prayer in response to 39 requests throughout the year.

I would like to thank the Prayer Network members for their prayers for those in need of God's love and healing.

Respectfully submitted,
Linda Waugh, Prayer Network Coordinator

MISSION AND OUTREACH

Mission and Outreach activities are carried out by the Belize Mission Committee, the Missions Committee, the Outreach Committee, and the Anglican Church Women (ACW).

Over the course of the year, we had 4 in-person meetings during which we shared ideas and updates. We accepted the challenge to write a Policy for Benevolence, which serves as a general procedural guideline for a more comprehensive approach to assessing and administering special requests for financial assistance. Approved by Bishop and Chapter in September, we had the opportunity to test its efficiency and practicality in December, when an application was received four days before Christmas.

Another successful Giving Tuesday Campaign in November funded our commitment of \$2000 to Montgomery Street School, which is used to support their winter clothing and lunch program, established to help children in need. The generosity of our givers created a surplus of which we distributed to several local outreach charities.

Other highlights of the year are outlined in the following reports.

I am grateful to the chairs and their committee members for their dedication and hard work in their respective areas of focus. It is indeed my pleasure to represent this committee on Bishop and Chapter. Without the generosity and support of the Cathedral congregation, the mission and outreach work we do would not be possible. Many thanks also to Dean Geoffrey, Kirsten, and Ashley for their continuous support and assistance throughout the year.

Respectfully submitted,
Bonnie Greenwood, Chair, Mission and Outreach

Outreach Committee

The Outreach Committee's longtime mission is to open our hearts to people in need.

On the last Monday morning of every month we handed out city bus tickets or \$10 gift cards for supermarkets (\$20 cards in December). Attendance ranged from 41 to 65 people; on average, 52 people attended monthly. This was a jump from our average monthly attendance of 45 in both 2022 and 2021.

Each person received a goodie bag containing fresh fruit, a beverage, a granola bar, homemade muffins and cookies, and other items such as cheese strings, packets of instant oatmeal or hot chocolate, and candy for seasonal holidays.

Due to the impact of inflation on food prices, we also offered wrapped sandwiches and some non-perishable groceries. A selection of used clothing, footwear, toiletries, and small housewares was always available. The congregation is generous in donating such items.

The help is greatly appreciated by the guests who range in age from toddlers to seniors. Some are the working poor, others live in rooming houses, subsidized housing or emergency shelters, and a few are living rough, i.e. out-and-out homeless.

Other committee activities this year included: weekly delivery of food items to the Greener Village Food Bank; organization of the annual Christmas Angels program to provide 50 toys and stocking stuffers worth \$1500 for needy children; numerous donations of socks, scarves, knit hats and/or sweaters to the Fredericton Homeless Shelters, Wilmot United Church Outreach program, a sewing project at George Street Middle School, and to international students at the University of New Brunswick; frequent food donations to the Fredericton Community Kitchen, Downtown Health Clinic and Women in Transition House; regular contributions of content for the Cathedral website and Facebook page to raise awareness of outreach needs.

Members also participated on a combined mission and outreach committee, set up by Bishop and Chapter, and helped to develop and implement a benevolence policy for Cathedral use. The committee is grateful to receive constant and compassionate support from the Dean, Bishop and Chapter, Cathedral staff and congregation, St. Margaret's Anglican Church, New Maryland United Church, and Fredericton City Hall through its Transit Fare Assistance Program.

We are grateful for the many prayers, the baking and time given by kind and enthusiastic volunteers, and for unsolicited financial donations. We also mourn the death in 2023 of longtime volunteer Sandra Robb who taught us much about helping people in need.

Respectfully submitted,
Ann Deveau, Volunteer
for Penny Ericson, Outreach Committee Chair, and Doug Milander, Treasurer

Missions Committee

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

Our goals are to raise awareness about mission work, prayerfully and financially support missionary efforts, and encourage action by the congregation.

In 2023, we continued our annual financial support of \$1500 each to Rev. Canon Paul Jeffries, the Rector at Bishop McAllister College and Anglican Seminary in Uganda, and to the ministries of Revs. Nelson and Kara Mejia in Roatan, Honduras. We also welcomed the Mejias to Fredericton in June, where they spoke to our congregation about their work.

A representative from the Missions Committee has begun attending meetings held by the Chair of Mission and Outreach, along with representatives from Outreach and the Belize committee. These meetings help to promote communication and collaboration.

Our committee is in need of new members. If anyone in the congregation is interested in joining, please reach out.

Respectfully submitted,
Brad McKnight, volunteer, on behalf of the Missions Committee

Belize Missions

Members: Rebecca Butler, Caryn Gunter, Kelley Hall, Kirsten McKnight

Since 2010, the congregation of Christ Church Cathedral has provided a scholarship program for students in Belize. High school is not publicly funded in that country, and finances are a barrier which prevents some children from receiving formal education past Grade 8.

For the 2023-2024 school year, our new scholarship student is Silvia Trapp. She is a 13 year old girl who recently graduated from St. Hilda's Anglican School in Georgeville, Belize. Silvia lives with her parents and four siblings, and looks forward to the opportunity to be enrolled in Grade 9 this fall.

In addition to Silvia, scholarship students include Caleb Martinez (Grade 10) and Korey Kelly (Grade 11). Unfortunately, Edvin Perez was not able to remain in full-time studies after a long bout of illness after contracting COVID-19, and Gian Myvett was no longer a student in good standing in his high school courses.

The Cathedral also provides funds each term to St. Hilda's Anglican School, the elementary school from which each of these students graduated. Our congregation's relationship with St. Hilda's goes back to 2005.

We have 4 scholarships most years at \$1000 each and we give to St. Hilda's school \$2000 a year for ongoing education needs for the students.

On June 24, 2023, we held a fundraising yard sale, with the help of our generous congregation donating lots of items. The day was busy with people coming in to see what they would like to purchase. We were trying to help raise funds for the budget line for Belize of \$6000. On the day of

the yard sale we raised \$1571.30, then early in May we had donations for Belize Scholarships of \$1050, and in June and July funds were still being donated though online donations and envelope giving of \$1770 and \$506 for a grand total of \$4,897.30.

We continue to have ongoing communication with our scholarship students and St. Hilda's School though the Principal, Ms. Jane Martinez.

Thank you to all who help fund this budget for ongoing educational support of the Scholarships and St. Hilda's Anglican School.

Respectfully submitted,
Kelley Hall

Anglican Church Women (ACW)

Meetings to discuss financial issues and details for upcoming events were actively managed in-person and through Zoom calls, e-mails, telephone conference calls.

At the March in-person meeting, Jennifer Griffiths, our liaison with the students we support at Bishop McAllister College in Uganda, reported that recent mail to them included post cards of universities and Saltscapes magazine. Jennifer faithfully sends items to them of local and Maritime geography, lifestyles and culture.

This meeting expressed critical concern as to the position of the Parish Nurse being vacant. The role of our Christian community is to care for those who require support in times of illness, disability, death. Approval was given that a letter expressing this need for our Cathedral members be forwarded to Bishop and Chapter. Bishop and Chapter replied that there is a definite concern and need and financial solutions will be assessed.

The ACW has retired from hosting receptions for members of the congregation. The great facilities of Memorial Hall are well used. Significant occasions for fellowship are hosted by Edwina's Catering and the Happy Baker.

A motion to approve members of our Executive structure for 2023 was accepted and passed.

ACW members supported Mothers' Union hosting Cathedral social events during the year. The Executive, with assistance from the Health and Pastoral Care Committee hosted a successful Christmas Luncheon on December 5. The 50 attendees enjoyed the menu, checked out the creative artistry of Santa Claus and snowmen displayed around the room, and most importantly, shared friendly conversation at lunch tables.

On behalf of our members, a sincere thank you to Office Administrator Kirsten McKnight and Sexton Ashley Swim who respond so willingly to the 'demands' that our activities ask of them.

Respectfully submitted,
Kaye Small, ACW Secretary

WELCOME AND HOSPITALITY

Current members of the committee are Andreas Decken, Kathy McBride and Kurt Schmidt and we welcome additional members. Our last meeting was in September 2023.

The Welcome and Hospitality Committee organized a luncheon on November 26th celebrating the Reign of Christ, and helped with the Newcomer Event May 10th, the celebration of the visit by Revd's Nelson and Kara Mejia June 25th, and the Congregational Meeting with the Bishop on November 21st. We are very grateful to the many volunteers that have rejuvenated the refreshment groups after the 10:30 a.m. service on Sundays, and note a significant increase in congregational members that stay after the service to mingle. Anyone interested in this ministry can contact us and their help would be very much appreciated.

I would like to extend a special thanks to Office Administrator Kirsten McKnight and Verger Hank Williams for their support.

Respectfully submitted,
Andreas Decken, Chair, Welcome and Hospitality

Cathedral Kitchen Committee

The Kitchen Committee is comprised of five members from the Cathedral family who meet on the third Wednesday of each month from September until June. Our mandate is to ensure that the kitchen remains well appointed, and that a high level of cleanliness is maintained.

2023 saw an uptick of user groups from both the Cathedral and the community using the kitchen for various purposes. Each group is asked to fill in a sheet in the kitchen usage manual, which helps to alert us of any problems, breakage, or anything else that needs to be addressed pertaining to the kitchen.

There were no major repairs or purchases made in 2023. We plan to freshen up the kitchen with some painting in 2024.

The kitchen was deep cleaned three times during the year. Thanks to the Outreach Committee, the Holy Joes and the Mother's Union for tackling this task, and to everyone who helps to keep our kitchen neat and tidy.

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.

In-person worship has settled into a pattern of two services each Sunday, with three services Easter Day and Christmas Eve. This entails a weekly said service at 8:00 a.m. and alternating between the choir and organ service and the Come Worship service at 10:30 a.m. Choral Evensong continues to be held at 4:00 p.m. every Come Worship Sunday.

In 2023 we returned to offering both the host and the wine at Eucharist services. Individuals continue to have the choice to partake of the wine or not.

The Servers' Guild remained inactive. We created a list of interested youth but have not succeeded in starting the training necessary to put the Guild back in action. That is a high priority for 2024. If you have been a server in the past and are interested in starting again, or if you would like to become involved with this aspect of ministry, please talk to me or the Dean.

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, musicians continue to make music, and we continue to be a venue for other musicians in the greater community. Lucy's Sewing Group has been active, with a number of new orders. The Verger continues in his duties. Morning and evening prayer continue to be held.

Peter Jacobs continues to handle the technical aspects of recording and streaming. He schedules the team of videographers and a smaller one for the sound. He invites anyone interested in sound to contact him, as that team could use a couple of more members. Streaming is part of all Sunday services (excepting the 8:00 a.m. service) and is also available for funerals and weddings.

However, it should also be clear that a minimal number of people are attending to the weekly tasks necessary to the smooth running of the services. I have personally found it very rewarding to be involved in some way in addition to worship. I would encourage everyone to think about a way to become more involved, by reading a lesson or joining the Sanctuary Guild, becoming a Greeter or morning/evening prayer leader or server, contributing snacks to the social time, joining the choir or band, or bringing your hand-sewing skills to Lucy's Sewing Group.

Many blessings and my heartfelt thanks to Thomas Gonder, Wayne Burley, Jason Parsons, Jane Hand, Sarah Petite, and Harry Palmer, and to all their group members who continue to serve through all our challenges.

Respectfully submitted,
Catherine Macdonald, Chair, Worship Committee

Director of Music

Greetings, all!

I remain deeply honoured to serve here.

2023 was a good year for us at the Cathedral and in the wider community. Music in worship and community is healthy and robust. Our Come Worship Band is in terrific shape and our Cathedral

Choir continues to contribute extraordinary efforts. I can say with confidence that music and arts at the Cathedral are in exceedingly good shape.

There has been a concerted effort over the past year or so to involve our youth in an integral fashion. On Sundays when Come Worship is our liturgy, the children are invited to participate in the final song. There is a basket of percussion instruments for all to enjoy, but I am extremely open to re-establishing a music program for youth on a regular basis. Work in progress. In fact, we had our Youth Choir make their first offering on Christmas Eve!

I am in the process of striking a committee to address the matter of recruiting choir members. It's a bold initiative but entirely necessary if the Cathedral wishes to maintain high standards and the employ of a Music Director. We all need to address the reality of an aging demographic. I am more than willing to act in the here and now despite the fact that so many issues could have been addressed twenty years ago.

What a terrific Summer Music Series this Summer! Our own Christian Vanicek presented a recital and it was fantastic. The Summer Series is extremely popular! I err on the side of selecting younger, emerging artists to appear. They and we are grateful!

One of the most profound moments of the past year was a tribute to Mabel Doak. At this time of writing she left us less than a week ago. Requiescat in pace...

Respectfully submitted,
Thomas Gonder, Director of Music and Organist

Sanctuary Guild

The Sanctuary Guild is a group of dedicated volunteers who keep our altars beautiful and to the Glory of God.

The Altar Guild holds an annual General meeting once a year. At Christmas and Easter we get together to do a Sanctuary responsibility cleaning. There are five teams of individuals who are on duty for a week at a time.

We would like to thank Dean Geoffrey Hall, and Vergers Jason Parsons, Hank Williams and André Vietinghoff for their support and guidance.

Thank you to all the Guild members for their service and commitment.

Thank you to Rowena Tervo who is our Treasurer and who makes the schedule for the year. Moira McLaughlin is our Secretary and we thank her for her service.

A special thanks to Mary Pugh and her team who make our Cathedral a lovely home with flowers. We are truly blessed to have Mary with her skill and her expertise.

Finally, I would like to thank Lois Baker for her many years of service as President of the Guild. Lois is still active with the Guild for which I am most thankful. Lois is a wealth of information and I count on her for advice and guidance. Thank you Lois for your work with us and the Cathedral!

Respectfully submitted,
Jane Hand, Chair, Sanctuary Guild

Verger

The role of the Verger, although unchanged in function, has seen some changes in how our duties are executed. Last year you may have remembered I reported we were a Guild of Two, this year we are a Guild of Three. Hank and I were glad to welcome André Vietinghoff to the Vergers Guild. While not a regular in the Verger capacity, he stepped up when we sought volunteers and graciously fills in for Hank and I when we are not available. As for scheduling, not much has changed in the last year as I continue to open the Cathedral and attend the 8:00 a.m. service while Hank does the 10:30 a.m. service and closes up.

One highlight for this past year was a return to pre-pandemic numbers at our Christmas Eve services with several hundred people sharing in worship together. I pray that we might see an increase in each of our worship services during all seasons of the church calendar. If you invited someone to come, then I would encourage you to ask them back and let them know how glad we were to see them.

Much like every year, I would like to put out a call for anyone interested in assisting Hank, André and I fill this role at the Cathedral, as it would be most welcome. Due to personal schedules, the Choral Evensong service has not had a dedicated Verger for each of the services this past year. So, if someone is available and interested in taking on those services or willing to be trained to spell Hank and I off occasionally as André has been doing - that would be welcome news.

As always, I would like to take this time to say thank you to Dean Geoffrey Hall, the Sanctuary Guild, the Cathedral Greeters, the Videographers and Peter Jacobs for their assistance in preparing the Cathedral for worship each Sunday. Thanks to all of you for your faithful service to our church community.

Respectfully submitted,
Jason Parsons, Verger

Cathedral Greeters

During 2023, a total of 24 members of the congregation actively participated as Cathedral greeters. Greeters are on duty at Sunday Services (8:00 a.m., 10:30 a.m., and 4:00 p.m. services). They also assist at special services, especially during Advent, Lent, Holy Week, and at Easter and Christmas.

The greeters perform an important supportive role and I would like to thank each of them for their dedicated service. We were very sad to learn of the death of former greeters Paul Blanchet, Peter Kent and Phil Belyea. All three were dedicated greeters for many years.

On behalf of the group, I would also like to thank our Vergers Jason Parsons, Hank Williams and André Vietinghoff for their assistance to our efforts, Peter Jacobs for provision of hearing tools and guidance on their use, and to Kirsten McKnight assisting with our schedule and for the preparation of the weekly bulletins and activity brochures that we distribute each Sunday. I would also like to recognize the work of our Sexton, Ashley Swim, who works hard to keep the Cathedral clean and welcoming.

Respectfully submitted,
Wayne Burley, Greeter Coordinator

Cathedral Servers

No report.

Lucy's Sewing Group

Lucy's Sewing Group, founded long ago by Lucy McNeill, produces church linens (purificators, lavabo towels, corporals, altar cloths, etc) for sale to parishes, thus raising money for the Church's good causes.

We are a band of four, Diane Radford, Sarah Petite, Catherine Macdonald and Claudia Vargas-Robinson. Rita Cyr-Bonga, at her death last January, left us with a few pieces to complete, after which we were on our own and empty-handed – for a brief moment.

One major event was the arrival of a new 11-metre bolt of linen from Ulster weavers, which has had to be pre-shrunk before measurements could be made. A first for us; we learned to appreciate the work Rita had done in the past!

In the quiet of summer recess, we submitted a small advertisement to the two Maritime Diocesan newspapers, the New Brunswick Anglican and the Diocesan Times. It is felt that, not only do we want something to do, but also that the Anglican parishes in the region must be reminded that we are here for them, especially in these days of online shopping (you don't need to go to amazon.com for your church linens!). But while our ad was still a work in progress, we received a large order from Saint Peter's Cathedral in Charlottetown; and after the ad appeared, more orders started coming in. We struggle to keep up, but our customers seem to be happy with our work.

To date, from January of 2023, we have delivered 2 fair linens, 2 palls, 23 purificators, 6 home Communion purificators, 1 credence cloth, 1 corporal, and 10 lavabo towels.

We invite anyone who can wield a needle and thread to come try your hand at our craft. We meet every Friday from 10:00 a.m. to noon, and we have a lively time! If after a few sessions it doesn't work out for you, we'll thank you for having given it a try.

We thank Kirsten McKnight for fielding messages, mail and parcels; and Jan Bonga for his patience when the bank mis-delivers mail!

Respectfully submitted,
Sarah Petite

OTHER

Cathedral Matters' Guild

The Cathedral Matters meet twice a year now. We continue to sell hooked items for the Cathedral Restoration Fund. These are available from the Cathedral Office. Thank you to those who continue to support us.

Respectfully submitted,
Doris Norman, Chair, Cathedral Matters' Guild

Evening Matters' Rug Hooking Group

Our rug hooking group has twenty-one members this year. Dues are \$25 and monies go to a Hall donation, new books, and to offset the cost of shared supplies. In April we had a special workshop where we learned about values of colour, but generally we simply sit and chat and work on our mats. We are open to new members; whether you are a total novice or an old pro! Meetings are the second and fourth Tuesdays of every month from 7:00-9:00 p.m. We break June-August and in December.

Facilitator: Kimm Moore (506) 261-9303
Treasurer: Elizabeth Hubley (506) 262-2610
Cathedral contact member: Doris Norman (506) 454-3855

Members: Mary Allwood, Elizabeth Bastin, Rhonda Broad, Julia Bourque, Debbie Cochrane, Mary Grant, Elizabeth Hubley, Liz Jefferson, Gretchen Johnston, Ute Lamb, Lita Llewellyn, Karen Matchett, Diane Melanson, Kimm Moore, Audrey Norman, Doris Norman, Judith Sherwood, Anne Small, Yvonne Tucker, Caroline Simpson, and May Whalen.

Respectfully submitted,
Kimm Moore, Evening Matters' Facilitator

Cathedral Quilters

Once again, the Cathedral Quilters enjoyed a lovely year with lots of quilting, sisterhood and fun.

It seems that we average six quilts of varying sizes each year. We started with the Blue Ribbon quilt that Judy Colson's daughter particularly wanted. Judy had made this quilt using scraps of fabric from various outfits she had made over the years. Once we finished the quilting, we bound it and sent it to Toronto where Judy's daughter proudly displays it on her bed.

Another project was finishing a Bargello quilt that Doris Norman had started. This was a pretty wall-hanging in greens and pinks, and was fun to do.

Two other smaller quilts were a Friendly Lion, and a bright orange patchwork, both of which we did with a combination of hand quilting and tying. Both these quilts ended up being given to two different little girls.

We have been working diligently on a quilt top that was finished in 1903 according to the date on it. The top is made up of large blocks with designs embroidered with backstitch. One block has a scroll where we plan to quilt in the date that we finish it.

A final quilt was made of flannel fabric printed with snowmen. This quilt was given to the 3rd and 7th Fredericton Scouts (one of their leaders quilts with us) to raffle off to raise funds for the Scouts' trip to Iceland for the Iceland Jamboree this coming summer. While we all bought tickets, none of us won!

The money that we earn from quilting goes to support female students at Bishop McAllister College in Uganda.

The quilters meet on Tuesday and Thursday mornings from September to June in the Lounge. We welcome anyone who would like to drop by for a chat, to learn or take up quilting again, or who would like to knit or needlepoint while sharing conversation!

Respectfully submitted,
Jennifer Griffiths, Quilter

Cathedral Sound and Video Team

Our Cathedral sound and video streaming systems performed well again during 2023. A broken microphone was replaced and other minor maintenance was completed during the year. Investigation has begun into the replacement of the main speakers in the Cathedral.

We continue to receive words of thanks for the quality of the live streamed worship services. They are a blessing to those who cannot attend worship and those who are traveling. They are a particular blessing to loved ones who cannot attend a funeral in person.

A special thank-you to our team of dedicated volunteers who operate the video live streaming function each Sunday as well as for special services, including Taizé, baptisms and funerals. This includes Kirsten McKnight, Helen Liang, Canon Jon Lownds, and Rik Hall. Additional volunteers for video operation are welcome and we would be especially pleased to have someone offer to learn the operation of the sound system equipment. Training would be provided.

Respectfully submitted,
Peter Jacobs

St. Margaret's Scouting Group

2023 was a year of both challenges and successes for 1st St. Margaret's Scouting Group. To start with the most important thing: we continue to provide a strong program of Scouting activities for youth in our four program Sections: a Beaver Colony for youth ages 5 to 7, a Cub Pack for youth aged 8 to 10, a Scout Troop for youth aged 11 to 14, and a Venturer Company for youth aged 15 to 18. All Scouts Canada programs are coeducational and we are fortunate to have diverse membership that reflects our increasingly diverse city. At the end of 2023, we 54 youth members supported by 20 adult volunteers.

In summer 2023, we (1st St. Margaret's, community, and family) suffered a terrible loss with the unexpected passing of Peter Kent. Peter was our 1st St. Margaret's Group Commissioner and had been involved with Scouting for many decades - recently leading our Group and playing roles regionally and nationally with passion and with wisdom. While we cannot replace Peter as a person, we are pleased that several volunteers have stepped up to continue his roles in the interim while we search for a new Group Commissioner to lead our organization. In fact, Peter's is not the only volunteer role for which we are currently recruiting. Our ability to provide programming for youth rests on the availability of adult volunteers for all sections and for our Group Committee. We're lucky to have a team of dedicated volunteers, but without more people stepping up to join the team we will be limited in our capacity to welcome youth into our programs. If you have an interest in Scouting and providing opportunities to youth, please contact us - we can find a role that fits your interests and your skills, either part time or full time.

Membership for youth in Scouting runs by calendar year (and registration for 2024 remains open, although without more volunteers some of our sections are at capacity). However, we've found it works well to promote youth who are old enough for their next section - Beavers to Cubs, Cubs to Scouts, Scouts to Venturers) - in the spring of the year. We hold "Going Up Ceremonies" at the end of April or beginning of May, so that youth who move on can participate in their new Section in May and June and become comfortable as members of the new Section before the summer break. This is one reason we have an excellent retention rate, with most youth returning to our programs year after year.

In 2023, our Beaver colony was home to 19 youth, with Haley Keyser as our Contact Beaver Scouter leading a strong team of volunteers. The Beaver Colony meets at the Forest Hill United Church, using its inside meeting space, as well as the attractive grounds around the church. Favourite activities this year included a visit to the flight school at the Fredericton Airport and a Beaver sleepover just before Christmas, when the Beavers sleep in tents set up inside the church. Our Cub pack also has about 16 youth, with a volunteer team led by David Greenfield. As for Beavers, we always have strong demand for our Cub program, and we could accommodate more youth members if we had more adult volunteers! The Cub Pack holds its regular meetings in the Cathedral Memorial Hall, and take advantage of outdoor possibilities on the Green surrounding the Cathedral. Favourite activities for our Cubs include their introduction to "real" camping (often at the Yoho Lake Scout Reserve); linking camps (that involve other Sections too) are especially popular and help introduce Cubs to the kinds of things they can aspire to as Scouts and Venturers as they grow.

Our Scout Troop was our largest section in 2023, with 20 youth and a volunteer team led by Contact Troup Scouter Burns Foster. Like the Cubs, Scouts meets at Cathedral Memorial Hall and makes heavy use of the Green for outdoor activities. The Scout troop has been active with camping (including regional camps where they meet and work with Scouts from other groups from around the province).

Our Venturers are part of a Joint Venturer Company with Venturers from the 3rd and 7th Fredericton Groups. In 2023, the Company was very active, with 9 youth comprising the 1st St. Margaret's contingent. Steven Black is the Contact Company Scouter and works closely with other volunteers from our Group and from 3rd/7th Fredericton. The Company meets regularly at Christ Church Parish Church, when they aren't pursuing adventures further afield. A highlight for 2023 was the participation of two 1st St. Margaret's youth (Jamie Heard and Onkit Saha) in the World Scout Jamboree in South Korea - with 43,000 other participants (!) from 158 countries. Media coverage of this event might have suggested to you that it was fraught with problems, mostly from a one-two punch of extremely hot weather and a typhoon. Jamie and Onkit would tell you a different story. Despite the challenges, they had an incredible experience meeting Scouts from all over the world and learning about South Korea, its people, its history, and its culture.

Our Scouting program is supported a Group Committee that provides fundraising, finance, registration and personnel assistance for the Sections. The Group Committee was chaired by Peter Kent as Group Commissioner, until his passing; Stephen Heard has stepped up as Acting Group Commissioner since (with important support from several other Group Committee Members). We are happy to have Faith Cormier as a representative of St. Margaret's Vestry and Richard Bird as a representative of Christ Church Cathedral.

Funding for our Scouting Group derives from a number of fundraisers, including Apple Day, Christmas tree sales, and most importantly, our bottle collection box on the St. Margaret's Church Parking lot. Fundraising has let us offer our programs at low cost and to subsidize youth who might otherwise be excluded by financial constraints. We are extraordinarily grateful to St. Margaret's, because the bottle box is occasionally untidy as a result of theft and unauthorized dumping - our volunteers try to clean up quickly, but the problems recur. We are exploring ways to improve our bottle box system, because for years it has funded a rich set of programs for large numbers of youth in our community.

We are, as always, grateful for the support we receive from St. Margaret's Church, from Christ Church Cathedral, from the Forest Hill United Church, and from Christ Church Parish Church. We are lucky to have multiple partners that, together, make Scouting possible for our youth.

Respectfully submitted,
Stephen Heard, Acting Group Commissioner, 1st St. Margaret's Scouting Group

Nominating Committee

The Nominating Committee met frequently over the past 4 months. The committee of Harry Palmer, Kurt Schmidt, Jill Dunderdale and Dean Hall worked hard to find candidates to chair vacant Bishop and Chapter positions. We would like to thank all those who were asked and

considered our request. We certainly enjoyed meeting people and having conversations about Bishop and Chapter.

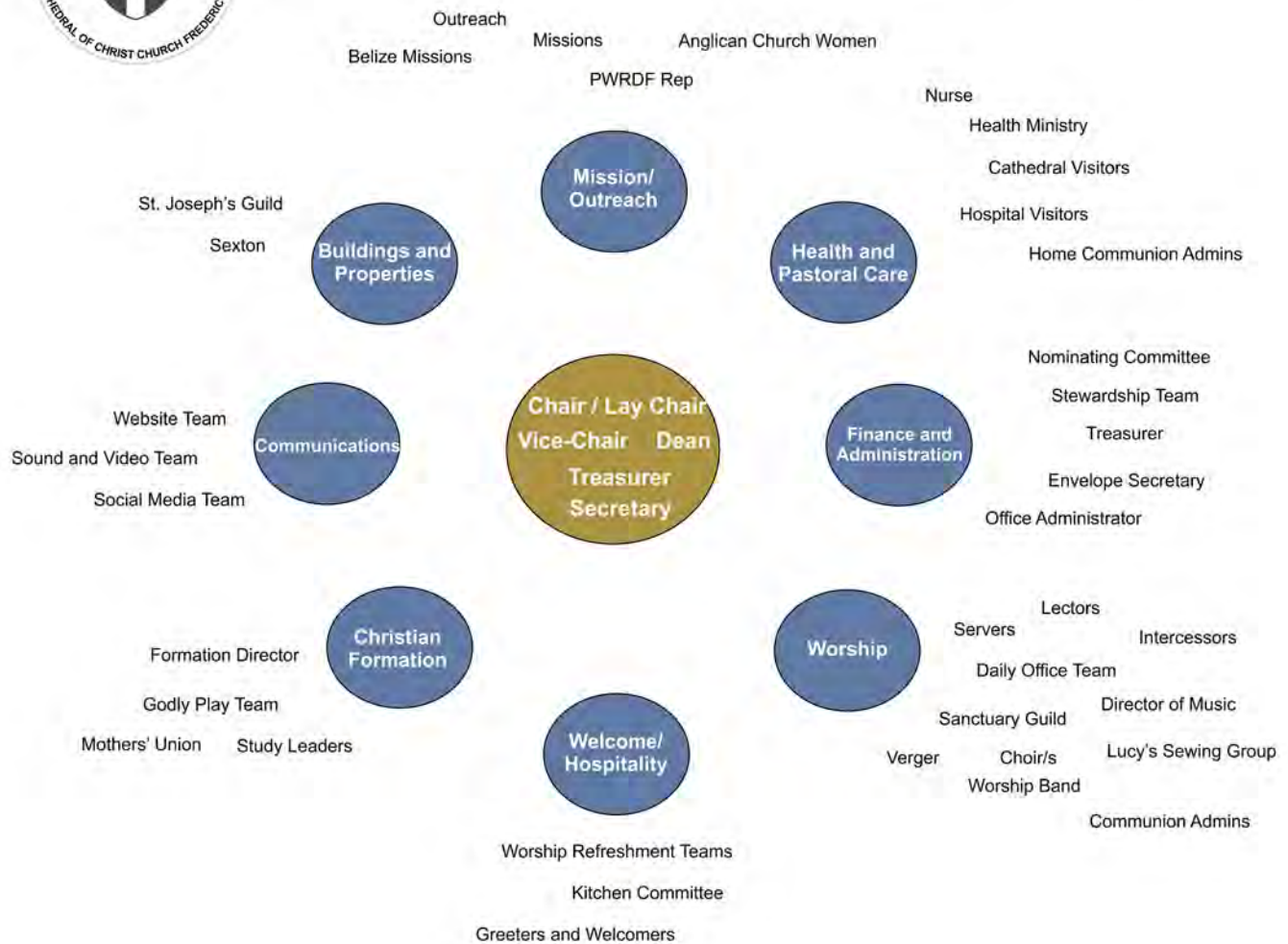
The Committee would like to encourage all committees to consider succession planning in the future. This may help all committees to continue their work seamlessly for the future. It would also help the Nominating Committee to fill Bishop and Chapter Chair positions.

I would like to thank the members of the Nominating Committee for their work and fellowship.

Respectfully submitted,
Jane Hand



Christ Church Cathedral Bishop and Chapter Winter 2024



Report of the Nominating Committee

The following are nominations to the positions indicated for the year 2024. 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) The first meeting of Bishop and Chapter will immediately follow the Annual

X Bishop and Chapter	
Elect 3 (THREE) Only	
	Richard Crowe <i>(Lay Chair?)</i>
	Andreas Decken <i>(renewal / Hospitality?)</i>

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)	
	Randy Aufroid
	Jim Clowater
	Rosa Macaulay
	Janet Mahar
Category 2 (age 16-35)	
	Nat Fetter
	Claire McKnight

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,
Jane Hand on behalf of Bishop and Chapter

Revised 06 February 2024

Report is not dated

Christ Church Cathedral

Financial Statements

December 31, 2023

Christ Church Cathedral

Table of Contents
December 31, 2023

	Page
Independent Practitioner's Review Engagement Report	
Financial Statements	
Statement of Financial Position	A-5
Statement of Changes in Fund Balances	A-6
Statement of Operations	A-7
Statement of Cash Flows	A-8
Notes to Financial Statements	A-9-16

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, 2023, 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, 2023, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Fredericton, New Brunswick

Christ Church Cathedral

Statement of Financial Position

As at December 31, 2023

	2023	2022
ASSETS		
Current		
Cash	\$ 98,701	\$ 102,981
Accounts receivable	3,957	8,356
HST receivable	<u>4,858</u>	<u>6,555</u>
	107,516	117,892
Unrestricted investments (note 3)	239,459	227,729
Restricted investments (notes 3 and 4)	1,900,892	1,836,502
Capital assets (note 5)	<u>2,210,571</u>	<u>2,219,998</u>
	<u>\$ 4,458,438</u>	<u>\$ 4,402,121</u>
LIABILITIES		
Current		
Accounts payable and accrued liabilities	\$ 29,460	\$ 15,486
Deferred contributions	<u>5,780</u>	<u>-</u>
	<u>35,240</u>	<u>15,486</u>
FUND BALANCES		
General fund	2,522,306	2,550,133
Restricted fund (note 7)	<u>1,900,892</u>	<u>1,836,502</u>
	<u>4,423,198</u>	<u>4,386,635</u>
	<u>\$ 4,458,438</u>	<u>\$ 4,402,121</u>

Approved

Lay Chair _____

Christ Church Cathedral
Statement of Changes in Fund Balances
Year ended December 31, 2023

	<u>General fund</u>	<u>Restricted fund</u>	<u>Total 2023</u>	<u>Total 2022</u>
Balance, opening	\$ 2,550,133	\$ 1,836,502	\$ 4,386,635	\$ 4,354,224
Excess (deficiency) of revenues over expenditures	(44,805)	81,368	36,563	32,411
Transfer from Restricted Fund	<u>16,978</u>	<u>(16,978)</u>	<u>-</u>	<u>-</u>
Balance, closing	<u>\$ 2,522,306</u>	<u>\$ 1,900,892</u>	<u>\$ 4,423,198</u>	<u>\$ 4,386,635</u>

Christ Church Cathedral

Statement of Operations
Year ended December 31, 2023

	2023 Budget	2023 Actual	2022 Actual
Revenues			
Unrestricted offerings	\$ 568,580	\$ 510,905	\$ 512,660
Grants	36,000	71,813	49,661
Transfer from restricted funds	50,000	16,978	21,322
Rental	10,000	18,919	13,295
Unrestricted interest income	9,000	10,829	11,903
Specified offerings	17,000	6,795	8,831
	<u>690,580</u>	<u>636,239</u>	<u>617,672</u>
Expenditures			
Staff expenses	192,569	164,662	167,549
Property and buildings (note 6)	183,200	142,369	109,308
Diocesan shared ministry expense	96,789	95,889	94,320
Dean's compensation	88,422	88,422	84,450
Insurance	34,900	34,961	30,943
Finance and administration	36,696	32,000	28,929
Other clergy expenses	23,384	31,503	28,377
Mission and outreach	20,000	20,428	19,554
Worship	7,000	10,786	8,406
Interest and bank charges	-	2,268	2,820
Christian formation	1,500	3,186	1,470
Health and pastoral care	2,120	1,135	1,256
Communications	2,000	1,427	1,205
Special events and programs	-	160	407
Hospitality	2,000	814	178
	<u>690,580</u>	<u>630,010</u>	<u>579,172</u>
Excess of revenues over expenditures from operations	<u>-</u>	<u>6,229</u>	<u>38,500</u>
Other income (expenses)			
Amortization	-	(13,056)	(13,262)
Cathedral building conditions report	-	-	(31,137)
Fundraising assessment	-	(21,000)	(36,550)
	<u>-</u>	<u>(34,056)</u>	<u>(80,949)</u>
Excess (deficiency) of revenues over expenditures before restricted fund activity	<u>-</u>	<u>(27,827)</u>	<u>(42,449)</u>
Restricted fund activity			
Restricted Fund income (note 7)	-	81,368	96,182
Restricted Fund transfers to operating (note 7)	-	(16,978)	(21,322)
Flow through donations received	-	13,507	11,034
Flow through donations paid	-	(13,507)	(11,034)
	<u>-</u>	<u>64,390</u>	<u>74,860</u>
Excess of revenues over expenditures	<u>\$ -</u>	<u>\$ 36,563</u>	<u>\$ 32,411</u>

Christ Church Cathedral

Statement of Cash Flows
Year ended December 31, 2023

	2023	2022
Operating activities		
Cash received from offerings	\$ 541,386	\$ 574,830
Cash received from investments	71,813	66,685
Cash received from rentals	18,919	13,295
Cash received from grants	71,813	49,661
Cash paid to employees and suppliers	<u>(631,814)</u>	<u>(647,013)</u>
	<u>72,117</u>	<u>57,458</u>
Investing activities		
Transfer from investments to operations	69,655	88,084
Purchase of investments	(142,423)	(98,943)
Purchase of capital assets	<u>(3,629)</u>	<u>(7,239)</u>
	<u>(76,397)</u>	<u>(18,098)</u>
Change in cash position	(4,280)	39,360
Cash, opening	<u>102,981</u>	<u>63,621</u>
Cash, closing	<u>\$ 98,701</u>	<u>\$ 102,981</u>

Christ Church Cathedral

Notes to Financial Statements

December 31, 2023

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, as well as local outreach, Dean's discretionary use, hymn and liturgical books, and music ministry.

Christ Church Cathedral

Notes to Financial Statements

December 31, 2023

2. Significant accounting policies, continued

(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 where there is no restricted fund established. 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.

(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.

Christ Church Cathedral

Notes to Financial Statements

December 31, 2023

2. Significant accounting policies, continued

(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.

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 2023, 3.25% (2022 - 3.25%) interest was paid on investments.

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, 2023

4. Investment fund - restricted

	Restricted principal	Available for restricted use	2023	2022
Mary L. Boyce Bequest	\$ 271,972	\$ 205,212	\$ 477,184	\$ 462,046
Ellen Burchell Trust	86,970	47,075	134,045	129,793
S. C. and Henrietta Gray Trust	30,000	-	30,000	30,000
Robin W. Gough Bequest - Fabric repairs	25,000	24,572	49,572	48,000
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	9,940	24,940	24,149
Assistant Minister's Fund	12,600	14,933	27,533	26,659
W.W. Boyce Bequest	10,000	7,813	17,813	17,248
John Maxwell Bequest	10,000	4,180	14,180	13,730
Rosalie Belyea Music Fund	5,000	5,743	10,743	10,402
Robin W. Gough Bequest - Choir music	5,000	4,914	9,914	9,600
Louisa Morris Bequest	2,675	-	2,675	2,675
Memorial Hall Restoration Fund	2,456	112,371	114,827	111,184
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	6,512	7,512	7,274
Allan Wilmot Bequest	1,000	-	1,000	1,000
Neales Memorial	500	1,533	2,033	1,969
Goodspeed Memorial	500	972	1,472	1,425
Archdeacon Forsyth Trust	500	391	891	862
Sarah C. Forsyth Trust	500	391	891	862
Marguerite Elgee Trust	500	-	500	500
Ada Raymond Bequest	100	-	100	100
	\$ 549,271	\$ 446,552	\$ 995,823	\$ 967,476

Christ Church Cathedral

Notes to Financial Statements

December 31, 2023

4. Investment fund - restricted, continued

	<u>Restricted principal</u>	<u>Available for restricted use</u>	<u>2023</u>	<u>2022</u>
Balance carried forward	\$ 549,271	\$ 446,552	\$ 995,823	\$ 967,476
Cathedral Restoration Fund	-	427,590	427,590	400,943
Cathedral Clergy Accommodation	-	332,516	332,516	332,516
Organ Restoration Fund	-	76,997	76,997	71,339
Audio Equipment Fund	-	38,749	38,749	37,519
Local Outreach Fund	-	11,594	11,594	11,226
Dean's Discretionary Fund	-	4,930	4,930	5,941
Hymn and Liturgical Books Fund	-	5,681	5,681	5,501
Music Ministry Fund	-	4,173	4,173	4,041
Parish Nurse	-	1,430	1,430	-
	<u>\$ 549,271</u>	<u>\$ 1,350,212</u>	<u>\$ 1,899,483</u>	<u>\$ 1,836,502</u>

Christ Church Cathedral

Notes to Financial Statements

December 31, 2023

5. Capital assets

	<u>2023</u>		<u>2022</u>	
	<u>Cost</u>	<u>Accumulated amortization</u>	<u>Net</u>	<u>Net</u>
Land	\$ 3,000	\$ -	\$ 3,000	\$ 3,000
Buildings	2,252,298	65,743	2,186,555	2,194,837
Equipment	<u>44,685</u>	<u>23,669</u>	<u>21,016</u>	<u>22,161</u>
	<u>\$ 2,299,983</u>	<u>\$ 89,412</u>	<u>\$ 2,210,571</u>	<u>\$ 2,219,998</u>
Land consists of:				
Cathedral	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
Memorial Hall	<u>1,000</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>
	<u>\$ 3,000</u>	<u>\$ -</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>
Buildings consists of:				
Cathedral	\$ 1,987,798	\$ -	\$ 1,987,798	\$ 1,987,798
Memorial Hall	<u>264,500</u>	<u>65,743</u>	<u>198,757</u>	<u>207,039</u>
	<u>\$ 2,252,298</u>	<u>\$ 65,743</u>	<u>\$ 2,186,555</u>	<u>\$ 2,194,837</u>

Christ Church Cathedral

Notes to Financial Statements

December 31, 2023

6. Property and building expenses

Property and building expenses for 2023:

	<u>Cathedral</u>	<u>Memorial Hall</u>	<u>General</u>	<u>Total</u>
Repairs and maintenance	\$ 54,616	\$ 9,285	\$ 6,813	\$ 70,714
Fuel	30,966	20,601	-	51,567
Ground care	-	-	6,343	6,343
Security	-	-	4,482	4,482
Utilities	3,775	5,259	-	9,034
	<u>\$ 89,357</u>	<u>\$ 35,145</u>	<u>\$ 17,638</u>	<u>\$ 142,140</u>

Property and building expenses for 2022:

	<u>Cathedral</u>	<u>Memorial Hall</u>	<u>General</u>	<u>Total</u>
Repairs and maintenance	\$ 23,127	\$ 4,210	\$ 7,628	\$ 34,965
Fuel	32,408	21,225	-	53,633
Ground care	-	-	7,622	7,622
Security	-	-	5,326	5,326
Utilities	3,105	4,657	-	7,762
	<u>\$ 58,640</u>	<u>\$ 30,092</u>	<u>\$ 20,576</u>	<u>\$ 109,308</u>

Christ Church Cathedral

Notes to Financial Statements

December 31, 2023

7. Restricted fund activity

	<u>2023</u>	<u>2022</u>
Revenue		
Interest	\$ 57,005	\$ 54,782
Offerings - Audio equipment fund	-	15,000
Offerings - Cathedral restoration fund	13,295	13,828
Offerings - Local outreach fund	6,170	9,004
Offerings - Organ restoration fund	3,268	3,568
Prior year contributions for newly established funds	-	-
Offerings - Dean's discretionary fund	200	-
Offerings- Parish Nurse	1,430	-
	<u>\$ 81,368</u>	<u>\$ 96,182</u>
	<u>2023</u>	<u>2022</u>
Transfer from the restricted fund		
Clergy housing allowance	\$ (10,808)	\$ (10,808)
Local outreach	(6,170)	(9,004)
Dean's discretionary	-	(1,171)
Hymn and liturgical books	-	(339)
Choir music	-	-
	<u>\$ (16,978)</u>	<u>\$ (21,322)</u>

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.

9. Comparative amounts

The financial statements have been reclassified, where applicable, to conform to the presentation used in the current year.

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. November 2019

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**

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) appoint the Cathedral Nominating Committee and 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.

- (b) 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,
- (c) manage the investment of endowment and other funds of the Cathedral and, in so doing, may engage professional assistance and pay reasonable fees therefor,
- (d) manage the properties, revenues and expenditures of the Cathedral, utilizing appropriate financial controls and procedures,
- (e) employ the lay employees of the Cathedral,
- (f) initiate recommendations regarding the appointment of the Dean and other clergy of the Cathedral,
- (g) appoint annually, in accordance with section 50, a Cathedral Advisory Committee, to assist the Bishop in the appointment of a Dean,
- (h) approve or reject a decision by the Cathedral Advisory Committee to vest the appointment of a Dean solely in the Bishop,
- (i) 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,
- (j) set priorities and annual objectives and prepare budgets for approval at the Annual Congregational Meeting, and
- (k) 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. Cathedral Nominating Committee
 - (1) There shall be a Cathedral Nominating Committee appointed by the Chapter

- (2) The Nominating Committee shall consist of four persons, two of whom shall be members of the Chapter and two of whom shall be Cathedral members who are not members of the Chapter.
 - (3) Within 60 days following the Annual Congregational Meeting, the Nominating Committee shall meet and elect one of its lay members to serve as Chair
 - (4) On or before December 31, the Nominating Committee shall submit to the Chapter its recommended nominees for appointment by the bishop and for election by the Congregation.
 - (5) The Chapter shall receive the recommendations from the Nominating Committee and shall make recommendations to the Bishop and the Annual Congregational Meeting regarding the election and appointment of the lay members of the Chapter.
9. Bishop's appointments
- (1) On or before January 31 in each year the Chapter 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 Chapter 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) 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,
 - (d) receive and approve or amend the budget proposed by the Chapter for the current year, and
 - (e) 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.

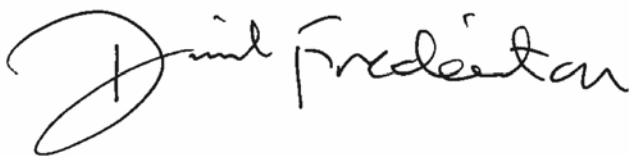
78. No amendment or repeal of this by-law is effective unless and until it is approved in writing by the Bishop.

COMING INTO FORCE

79. This by-law shall come into force on 24 November 2022.

80. On the coming into force of this By-Law all previous By-Laws of the Chapter are repealed.

Adopted by the Chapter on 21 November 2022 and
Approved by the Bishop of Fredericton on 24 November 2022.

A handwritten signature in black ink that reads "Daniel Fredericton". The signature is written in a cursive style with a large, looped initial "D".

Signature of the Bishop of Fredericton

**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