



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

# **ANNUAL REPORT FOR THE YEAR 2024**

**For Presentation to the  
Annual Congregational Meeting  
Scheduled for  
16 March 2025**

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# The Five Marks of Mission

[anglican.ca/marks](http://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.



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

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

as at 31 December 2024

## Bishop and Chapter

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

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

Mr. Richard Crowe (C1-1)	Lay-Chair
Vacant	Archdeacon of Fredericton
Mrs. Catherine Macdonald (C2-3)	Treasurer
Ms. Janet Mahar	Secretary
Mr. Gregory Young-Morris (B1-2)	Buildings and Property
Vacant	Christian Formation
Mrs. Gail MacGillivray (C1-1)	Communications
Mrs. Victoria Hachey (C2-2)	Finance and Administration / Vice Chair
Mrs. Jane Hand (C1-2)	Health and Pastoral Care
Mrs. Bonnie Greenwood (C1 -3)	Mission and Outreach
Mr. Andreas Decken (B2-1)	Welcome and Hospitality
Mr. Hank Williams (C2-3)	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  
Mr. Randy Audfroid  
Mr. Nat Fetter (Youth)

### Substitute Delegates to Synod

Ms. Janet Mahar  
Mr. Jim Clowater

## Notice of Meeting

The Congregational Annual Meeting of Christ Church Cathedral, Fredericton NB, will be held at Christ Church Cathedral on Sunday, 16 March 2025 at 12:30 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
  - 25 February 2024 Congregational Annual Meeting
  - 25 April 2024 Congregational Meeting
  - 16 June 2024 Congregational Meeting
3. Reports
  - a. Treasurer's Report
  - b. 2024 Financial Statements and Report
  - c. Bishop and Chapter and Committees
  - d. Dean of Fredericton
4. Adoption of 2025 Budget
5. Greetings
6. Elections:
  - a. Bishop and Chapter
  - b. Lay Delegates and Substitutes to Synod
7. Adjournment and close

**Minutes (DRAFT)**  
**Annual Congregational Meeting**  
**25 February 2024, 1:00 p.m.**  
**Christ Church Cathedral**

The meeting was called to order and opened in prayer by Dean Geoffrey Hall at 1:01 PM with 48 attending in-person; the meeting was also livestreamed.

**Scrutineers:** Isabel Cutler and Victoria Hachey volunteered to serve as scrutineers.

**Motion** (C Brander/A Decken): To appoint Isabel Cutler and Victoria Hachey as scrutineers.  
CARRIED.

**Bishop's Appointments:** The Dean announced that the following people have been appointed to Bishop & Chapter by Archbishop David:

- Jamie Yeamans - Treasurer
- Gregory Young-Morris - Buildings & Property
- Andreas Decken - Welcome & Hospitality
- Harry Palmer - Lay Vice-Chair

**Minutes of Annual Congregational Meeting of February 26, 2023 and Bishop's Meeting on Source Alliance report of November 21, 2023:** MOTION (C Macdonald/J Yeamans) to adopt.  
CARRIED.

**Treasurer's Report and 2023 Financial statements:**

**Motion** (S Noftell/B Greenwood): To accept the Treasurer's report and the 2023 financial statements as presented. CARRIED.

Treasurer Jamie Yeamans presented his report and the 2023 financial reports from Bringloe-Feeney LLP. Following accounting corrections, we ended 2023 with a surplus of approximately \$6,200, instead of the predicted deficit. However, while our offerings are stable, they are neither growing nor meeting our budgeted targets. Our regular expenses are quite lean and well-managed, but consistent underspending on maintenance is resulting in critical work being emergent instead of planned, such as the boiler in 2023 and the sprinkler system in 2024.

It was noted that the financial statements in the annual report say they are a draft; the congregation was assured that the final reports have been received and signed and do not differ from the draft. While our accounting software and our new bookkeeper, Justin McCoy, are very useful for keeping track of our books, we do require a professional accountant for the annual review due to high complexity of our investments and giving structures. Due to our difficulties securing Bringloe-Feeney this year, we may search for a new accounting firm for next year. Linda Waugh reported that, in the past, it was the duty of the ACM to appoint those responsible for the annual review the next year; as that has not been recent practice, the matter was referred to the Finance & Administration committee for review.

**Reports - Lay Chair, Chapter, committees, and the Dean of Fredericton:** The Property report was corrected to read that it is the 2023 report, not 2022, and that the work done was to the East window, not the West window. Jim Morell expressed concerns regarding our aging congregation,

insufficient offerings, and expensive building. His concerns about a lack of trust for Bishop & Chapter subsequent to accounting errors in the past led the Dean to reassure the congregation that those errors were not the result of wrong-doing but due to the intricacies of accounting specifics.

**Motion** (C Brander/V Hachey): To accept the reports in the 2023 Annual Report as presented. CARRIED.

**2024 budget:** Treasurer Jamie Yeamans presented the draft budget for approval, noting that the offering budget accurately reflects expected needs. It was noted that our grants are higher than in the past, and the Synod has lowered our portion of shared ministry. The Dean's stipend was raised 3% to match the required change to the minimum stipend, and staff salaries were raised a matching 3%.

**Motion** (V Hachey/A Gunter): To accept the 2024 budget as presented. CARRIED.

It was noted that the Parish Nurse was not budgeted for, which is concerning considering our aging congregation. A summary of the discussion is that a parish nurse is very hard to find and we do not have the offerings to support the position.

#### **Greetings:**

**Motion** (R Crowe/L Baker): To send greetings to Archbishop David Edwards, former Dean Keith Joyce, and retired Bishop Bill Hockin. CARRIED.

#### **Elections:**

- **Bishop & Chapter:** The Dean reported that there is a higher number of elections and appointments this year due to a resignation and a vacancy from last year. Richard Crowe was introduced as he is new to the congregation. The Dean referenced the distributed ballots, which differed from the published version, and called for further nominations. Jim Waugh moved that nominations from the floor should cease. The nominees were elected by acclamation.
  - Richard Crowe - Lay Chair
  - Gail MacGillivray - Communications
- **Lay Delegates and Substitutes to Synod:** Carol Brander moved that nominations from the floor should cease. Nat Fetter was elected youth delegate by acclamation; youth substitute is vacant. The results of the voting were published in the March 3rd bulletin - Rosa Macaulay and Randy Audfroid were elected delegates; Janet Mahar and Jim Clowater were elected as substitutes.

**Motion** (C Brander): To destroy the ballots once counted.

Jim Morell moved to adjourn. The meeting closed with the Grace at 2:03 PM.

Respectfully submitted,  
Janet Mahar, Secretary

**Minutes (DRAFT)**  
**Congregational Meeting**  
**25 April 2024, 6:30 p.m.**  
**Christ Church Cathedral Memorial Hall**

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

The last congregational meeting concerning fundraising agreed that we should look into the formation of a Foundation, to determine whether it was doable and what it might look like. At the Archbishop's request, Tom Maston and Charles Ferris set up an advisory committee to do just that; this meeting gives the results. The advisory committee consisted of Tom Maston, Charles Ferris, Bill Jones, John Leroux, Bruce Eddy, Melissa Dawe, Vanessa Youssef, Lori Mais-McCord, and Jean Paul Desjardins. The Archbishop's goals were noted to be both to preserve a major historical, ecclesiastical, and civic building and to provide a secure base for the congregation which gathers here.

The advisory committee found that a Foundation is both possible and able to do and be everything we hoped for, depending on the specifics when it is actually set up. While the Cathedral will become more of a community resource, it will retain its ecclesiastical role. The city has expressed willingness to work with a Foundation in a variety of ways.

Church use for services will be negotiated with the Foundation if one is formed, but the events that form the basis of our life as a congregational family, such as pancake suppers, outreach, etc., are much harder to accomplish in the Cathedral, especially if it is a community resource as well. In order to preserve the health of our congregational life, the Archbishop made 3 suggestions - that the Hall be retained, which would require renovation, that the concept of constructing a shared building with the Diocese be revisited, or a third option yet unknown.

Steps forward begin with Chapter agreeing in principle to enter negotiations with the Foundation, which must then be formed and have a board established. Further steps are for the Foundation and Bishop & Chapter to negotiate and approve an agreement of what the Foundation will be and do. Ownership is then transferred to the Foundation, and the Foundation begins to negotiate with the city, fundraise, and achieve CRA charitable status.

The meeting then broke into table groups to discuss. After the discussion time, one person from each table gave a summary of their table's discussion. Common issues included timelines, Foundation board makeup, startup and legal costs, protecting the organ and storage, second space considerations, maintaining our use of the space as normal as possible, and ensuring the Foundation board is "church-friendly" and communicates well with the Cathedral.



At the end, the questions and comments recorded by each table were collected for the Archbishop's reference.

The Archbishop closed the meeting with the Grace at 7:35 PM.

Respectfully submitted,  
Janet Mahar, Secretary

**Minutes (DRAFT)**  
**Congregational Meeting**  
**16 June 2024, 12:00 p.m.**  
**Christ Church Cathedral**

The meeting was called to order by Chapter Lay Chair Richard Crowe at 12:02 PM with approximately 56 in attendance.

An insert was circulated in the bulletin summarizing the background of our need for major fundraising and our current efforts toward forming a Foundation and setting aside funds for eventual use by the Foundation for fundraising.

Discussion centered around our exact current position in the process and expectations for the future. The Foundation will exist to benefit the Cathedral building as a partner with its congregation; the Cathedral congregation will be represented on the Foundation's board. All agreements with the Foundation regarding use of the Cathedral by the congregation will be legal and binding, and regular meetings are expected to ensure a peaceful and productive co-existence.

The funds in the Cathedral Restoration Trust Fund are included in the funds that we plan to designate for the Foundation, expecting that they will be used toward starting a fundraising campaign. However, according to the current Restoration Fund by-law, fundraising is not an approved use of the funds. The proposed amendment would allow for the proposed fundraising use, which, while not the original intent of the fund, does lead to the same ultimate purpose.

**Motion** (Jim Morell/Rik Hall): That the current section 4 of the Restoration Trust Fund By-law be repealed and replaced with the following: "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, or make possible to, maintain, repair or restore the Fabric." CARRIED.

Janet Mahar moved to adjourn. The meeting adjourned at 12:18 PM.

Respectfully submitted,  
Janet Mahar, Secretary

## OFFICER REPORTS

### The Dean of Fredericton

In 2024 I began an eleventh year as Dean of Fredericton. In my early years of ministry the recommended length of an Anglican incumbency was five years. Things have changed. Still, since those times I've come to recognize that often there is a change in or around year ten. Needless to say, ten years in pastoral ministry affords a familiarity not possible at the beginning. Many would say vision begins to suffer after a decade's long pastoral partnership. Those with whom there have been clashes of personality or approach have long departed by year ten. Natural attrition takes a toll over ten years. But, needless to say, new people also join the journey and infuse the community with new perspectives, gifts and talents.

I'll dispense with detailing the minutia of ministry through the year and attempt to offer some overview. I'll begin with some of what is often left to the end by welcoming the newer portion of our population to Christ Church Cathedral. We are privileged that you have or, are finding, a spiritual home with us. We hope you'll be transparent about your hopes, expectations and what you have to offer our community life.

A word of thanks also to the many who continue to contribute so meaningfully to make the ministry and service that happens here possible. While it's difficult and probably impossible to be all things to all people, the diversity of interests and gifts helps to make us a unique example of the Body of Christ walking in the Anglican tradition in the City of Fredericton. My thanks also to members of the Cathedral staff when they go above and beyond the call of their position profiles to help us be all we can be. This year we welcomed Darin Lewis as Sexton as we said goodbye, with our sincerest thanks, to Ashley Swim.

Although many of us recognize the increasing challenge of being the Church in our cultural context, of one thing we can be certain, change will continue to happen all around us and even in our midst.

#### Effects of a pandemic

Perhaps the experience of the COVID19 pandemic is far enough behind us to begin to rightly assess some of its true impact. Across the board churches are identifying effects and noting those that continue to linger. Our worship patterns were influenced as our Sunday numbers continue to reflect about two-thirds of pre-pandemic in-person attendance. During the pandemic time we took action to implement online streaming of worship and thanks to volunteer videographers we have made that extension to our usual routine. Online viewers help to round out a total number who look our way for worship, both locally and in other places. We don't count that participation in the usual gathering of statistical information. Online presence, the who and the how long, is impossible to determine with certainty. So while most of us consider the pandemic has passed, it has not done so without lasting vestige. It will be some time before the true psychological impact is measured but even without being able to quite put our finger on it, things are different. There is a new discomfort with in-person contact. Good habits were broken. The experience of community is different now. None of us are the way we were on the day before the general lockdown in March of 2020.

### Demographic shifts

The City of Fredericton, most of us considered, to be a population of about 50,000 for as long as I can remember. The number was determined to be about 67,000 in 2024. That's a significant shift over a few years. Residential construction continues to be obvious. We see evidence of that also as most worship events now regularly include participants who are new to us. Many are visitors. Some have stayed on. That's good news. It presents us with opportunity and challenge.

Christian denominational lines are not what they once were. Those lines are also often different in a Cathedral as compared to what most churches consider "normal." It has been said that Cathedrals provide extra spaces for the occasional worshiper making it possible to slip in and slip out while staying under the radar. Cathedrals often see a calling to be broadly accepting, some would say more of the "all things to all people" and, for that reason, often tend to attract greater diversity. To me, that means additional tolerance without compromising the fundamental core teaching of the faith. The greater diversity is a gift. We also need to be alert to the importance of offering the educational and Christian formation opportunities that will help shape the community into the discipleship to which Jesus calls us. Being Christian in 2025 North America is not for the faint of heart. We also need to recognize the challenge of being welcoming community in these times. That welcome is important and needs to go beyond a "Good morning, here's your bulletin" greeting at the west door.

Demographically, more and more of us can count considerably more years behind us than ahead. Despite some welcome increased youthfulness when we gather, funerals are an all too regular occurrence. It's difficult and painful to say goodbye, especially to those who have been one of us for a lifetime. As we mourn we continue to give thanks for them as they have so significantly encouraged us by their example and strengthened us by their fellowship.

### Project accomplishments

We were able to pull together resources in 2024 for several special projects last year. Gratitude needs to be expressed to those who contributed:

- Maintenance (flushing) Cathedral fire sprinkler system (budgeted expense)
- Stair lift at Memorial Hall (fund-raising and grants)
- Farraline Place fund-raiser support (1 table of dinner tickets - \$1000)
- New furnace at the Cathedral (\$75,000 of restricted invested funds)
- Aid to Montgomery Street School Home and School (Giving Tuesday fund-raising)
- For purchase of an automatic electronic debrillator (AED) for the Memorial Hall

### Day to day

Some of the frustration I often feel is that the pastoral and liturgical duties required consume most, sometimes more than all of the time and energy of your only stipendiary priest. Far from intended to be a complaint, it is only to offer a reminder that we are a church community with one full-time priest. I'm aware that expected visits often do not happen. It is of utmost importance for those who are looking for one, for whatever reason, to please communicate that to me by way of invitation. The level of service we are able to provide is possible only because of the number of individuals who volunteer to be engaged in many of those individual ministries: hospital visitors, study leaders, home communion administrators; honorary clergy and deacons; health ministries;

worship ministries, some of whom are staff and provide these ministries directly or provide invaluable support to the groups who do.

### Concerns about the financial

Not unrelated to the demographic shifts we are experiencing is the issue of the financial support needed to continue Cathedral annual budgetary commitments. More seasoned members are among those who also give the most financially. There may be at least three reasons for that: one is that they are of an age when reduced family responsibility creates more disposable; second, is that charitable giving discipline was taught and practiced in past generations in ways different from today; and third, with increased years has come the spiritual growth and realignment of priorities. The Cathedral had about 18 individuals who, observationally, were probably those who practiced biblical tithing (giving 1/10 of income). We have lost at least 5 of those over the last 18 months. Two no longer worship with us. The result we now see in our offering income. That kind of change should have a direct impact on what we can plan to do in 2025. If we stay current with present income offsetting current expense, we will have succeeded in following an important, sustainable and widely-held stewardship principle. Of course, we can simply ignore the change and allow an annual deficit to significantly chip away at invested restricted and unrestricted funds from the past, or defer maintenance on our buildings, neither of which represents good financial planning. One of the realities we need to face is that investment in the work we are about as the church is not what it was, even a year ago.

### Embracing a future

In April we had the last of a series of meetings with the Bishop of Fredericton regarding the temporal challenges that lie ahead in maintaining the Cathedral. Discussion about the place of the Memorial Hall in our future seems to have entirely ceased. Both are a significant financial responsibility. Over fifteen years we've had numerous discussions, some resulting in concrete plans concerning Memorial Hall and its future. Shadowed by investigation of needs to the Cathedral itself, of course, none of that moved forward. The needs remain.

The congregation affirmed the Bishop in the pursuance of investigation into the formation of a community, public foundation, which in partnership would assume responsibility for ownership, renovation and maintenance of Christ Church Cathedral. That investigation continues as that potential partnership is explored. Until that is completed, it's difficult to be clear about the temporal future of our facilities.

Regardless of decisions about temporalities, I'm committed to continue to attend to our spiritual life, the ministry and mission which is vital to our life together. Many, some of whom sit just outside of our number, believe answers are simple to the questions we are asking. Obviously they are not. We have a legacy of which we are part in which generations have heavily invested. The Cathedral has an historical, cultural and religious heritage invaluable to our community. The Christian proclamation has shaped our City, Province and the Diocese of Fredericton. The continuation of that proclamation is critical to the potential positive impact of the church in the wider community.

Let us pray that this year will bring more clarity to in our directions as we listen to where the Spirit is leading us; that we continue to care for one another, loving God and loving neighbour as

self; and that we see in the most significant challenges before us the opportunity of giving God the glory for the betterment of all those he calls us to minister in his name.

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”*

**Katherine Ruth Smith**  
**Violet Elizabeth DeMerchant**  
**Sophia Jane English**  
**Nathaniel Adelbert Parsons**  
**Ivy Mary Kathleen Parsons**

**Marriage** *“What God has joined together, let no one separate”*  
**Katherine Ruth Smith and Christopher James DeMerchant**

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

**Mabel Verna Doak**  
**Margaret Emma Allen**  
**Margaret Caroline Fulcher**  
**Sally Ann Elizabeth Grace**  
**Peter John Waterhouse**  
**Harry Herbert Palmer**  
**Elliot Victor Jack Sullivan**  
**Wendela Dawn Brien**  
**Gordon Frederick Gregory**  
**Kenneth William Howlett**  
**Welma Juanita Fowler**  
**Ethel Gertrude Saunders**  
**Carolyn Ann Turney**  
**Raymond Joseph Mazerolle**  
**Margaret Evelyn Kerr**  
**Betty Doris MacDougall**

**First Communions** *“Giving thanks that you have made us worthy to stand ...”*

**Violet Mary Palmer Rogers**  
**Amélia Veronica Robinson**  
**Lukian Sydor**  
**Veronica Isabel Romero-Vargas**  
**James Thomas Culligan Yeamans**  
**Alexandria Winnifred Young-Morris**

## Population

Households	
Families .....	166
Individuals.....	50
Membership	
Children .....	82
Adults .....	418
Other	
Confirmed persons.....	305
Communicants.....	205
Identifiable givers.....	293

## Groups and Roles

Church School	
Schools .....	1
Teachers.....	2
Students.....	24
Attendance .....	18
Groups	
Men's Groups .....	1
Membership .....	20
Women's Groups.....	4
Membership .....	20
Youth Groups .....	1
Membership .....	8
Choirs .....	3
Membership .....	38
Other Groups .....	4
Membership .....	25

## Worship

Holy Eucharist	
Inside.....	168
Outside .....	26
On Sundays .....	105
On Weekdays .....	94
Admin of Reserved .....	66
Other .....	19
Total Services	
On Sundays .....	122
On Weekdays .....	711

## Individuals

Making Communion	
At Easter.....	234
By Reserved .....	89
Yearly Totals	
Normal Sunday .....	95
Easter .....	248
Pentecost.....	120
2 <sup>nd</sup> in September.....	120
Christmas.....	462
Buried .....	16
Baptized.....	5
Marriage.....	1
First Communions .....	6
Confirmations .....	0
Received.....	0
Grand Totals	
On Sundays .....	6216
On Weekdays .....	5070

## Vocational Deacons

### Liturgical Ministry

- Assist in worship services
- Participate in the rotating schedule of readers of the Daily Offices in the Cathedral Monday to Friday

### Ministry in the Congregation

- Hospital Visitor and Coordinator for the Hospital Visitors Team
- Administer home communion
- Facilitate, along with Rev. Isabel Cutler, the support group "Listen, Love, Pray" once a month

### Ministry in the Community

- Ministry of Spiritual Direction
- Lead an ecumenical prayer service at the DECH hospital once a month (help coordinate the volunteers for the service)

### 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
- Service once a month in Parish of Stanley

This year I was one of the organizers for the Deacons' Retreat with Bishop David Edwards, which was held at Villa Madonna. We intend to continue having this special event for Deacons in the Diocese on a yearly basis.

Respectfully submitted,  
The Rev'd Debbie Edmondson, Deacon

We give thanks to the Lord, who brings us Hope in the face of so much uncertainty in so many aspects of our lives.

I thank God for His Grace and Mercy to me in this past year. It was not quite the year I had anticipated. I had plans but God had other ones for me. I strove to move forward with a more active role at the Cathedral as a Deacon, only to be challenged on every side mainly due to my own health. I therefore made the decision, with the Dean's approval, to step back as a Deacon in a liturgical role at the Cathedral. I have tried, instead to concentrate on other aspects of a Deacon's role which focus on the servant role within the congregation and the community.

Deacon Debbie has joined me as a co-host of the support group "Listen, Love and Pray" developed from the original grief support group. 2024 has been a year of many losses. Many of our

congregational members and others within the Diocese have died this year, many who richly contributed to our church family in a variety of ways; it has left many of us with a great sense of loss. This coupled with the uncertainty of world events, we felt it important to offer a regular opportunity for our congregational members and community members to express their feelings. We hope that in support we can offer a message of Christ's Hope and Love, using some aspects of a Healing Ministry.

Several congregational members expressed an interest in developing and sharing, with others, a guided narrative of their life history and exploring differing mediums to express this history. With the sudden loss of one of the key members of the group we decided to postpone this group until a later date. It is hoped to start up again in the Spring 2025.

I have attended Cathedral and Diocesan events where possible, the weekly staff meetings, Diocesan meetings, retreats including the retreat for Deacons. These joint events enable us all to have a sense of the larger picture of the Diocese, the National church and the world.

"Bloom where you are planted"

One unexpected place I am able quietly to express my Deacon's role is in the place where I live, in a very friendly, social apartment building. Many of the seniors living there are like myself, learning to live as a single person once more, learning to live with health related concerns, learning to trust and communicate with relative strangers about our needs and concerns. The significant outcome is to be able to share where help/support might be and obtained – body, mind or spirit.

While health related issues have challenged my ability to complete some Deaconal tasks, I can only say an overwhelming thank you for so many of you who have given me help in practical ways, encouragement, and in spiritual support. Driving me to visit a congregational member, to attend a meeting or retreat, or to a worship service has helped me feel part of the "body" of the Church family. Thank you for your kind words and prayers.

I recognize the face of Jesus, in your face as the Kingdom of Heaven, the love of God is expressed in your actions.

Praise be to God.

Respectfully submitted,  
The Rev'd Isabel Cutler, Deacon



## Lay Chair of Bishop and Chapter

Bishop and Chapter met 12 times in 2024 to set and manage objectives and budgets associated with the on-going operation and maintenance of our Cathedral and Hall. The chapter also considered motions for projects and programs from its' eight committees represented on B&C. In total 40 motions were passed this year.

It's important to acknowledge the great work being done by each of the chapters' committees. It's through the committees that the real and important day-to-day work gets done. A huge thank you to the chairs of the committees for their leadership and to all the volunteers for their commitment of time and energy. Specific committee activities are outlined in the annual reports submitted by the Committee chairs.

In May, we were saddened by the passing of our fellow Chapter member, Harry Palmer. Harry was a much respected and admired member of our church family who, over the years, held many volunteer positions within the church. We also said goodbye to our Treasurer Jamie Yeaman, who did not re-offer. In addition, our Sexton Ashley Swim, tendered his resignation to pursue other opportunities.

This year work continued on the Foundation project. For the benefit of new congregation members, it is appropriate to start with a short review of events to explain why a Foundation is being considered.

Over its lifetime, the Cathedral has had two major renovations, one in 1911 after a fire and another in the 1990s. In 2022, a building condition report was presented by Heritage Standing Ltd. which suggested between 10 and 12 million dollars is needed to restore the Cathedral. A more realistic estimate in today's dollars is 20 - 25 million for the restoration and an endowment fund to sustain the Cathedral.

This amount was determined to be well beyond what the Cathedral can afford. Consequently, in 2022, Source Alliance, a New Brunswick based firm with past success in capital campaigns for New Brunswick churches was engaged to conduct a planning study to determine how such funding could be raised. The main conclusion was that while there were significant donors, not all would give to a church and an appeal would have to be made to the "non religious" sector. Also coming out of the report three options became evident:

- Status quo. Continue worshiping in the Cathedral, doing repairs until it becomes unaffordable.
- Look to the Anglican community to provide financing for the restoration. It was estimated that \$8 million at most could be raised, with very limited if any access to government grants etc.
- Establish a stand-alone Foundation to whom ownership of the building and the land upon which the Cathedral stands and the green across the street would be transferred. Negotiate congregational use of the building. The Foundation would have greater appeal to donors and a wider range of grants to raise the funding for the restoration.

In November 2023, a congregational meeting was held to present the three findings. There was strong consensus that a Foundation be investigated. A research group comprising of Mr. Tom Maston, Mr. Charles Ferris, with legal input, was requested to undertake the investigation.

In April 2024, a second congregational meeting was held to explain the results of the investigation. The congregation learned that a Charitable Foundation could be established for the purpose of owning the Cathedral and raising funds for its renovation and operation. There was general agreement by the congregation that the Bishop and Chapter should proceed with exploring an agreement in principle with the Foundation.

#### Current Status

##### Bishop & Chapter has:

- Met with the research group to review the Foundation concept and requirements to move ahead
- Agreed to free up maintenance and restoration funds for Foundation
- Agreed land and Cathedral be transferred to the Foundation
- Agreed on the Foundations' name - Fredericton Cathedral Foundation
- Changed the By-Law on the use of restoration funds
- Appointed Richard Crowe as its representative to the Foundation Board
- Developed our operational requirements to discuss with the Foundation to determine if an Agreement in Principle is possible

##### The Foundation has:

- Two board members (three yet to be named)
- Completed the Certificate and articles of incorporation
- Started working on By-Laws for a self-perpetuating board
- Begun to prepare a business plan
- Started on an application for charitable status

##### Next Steps (as of February 03, 2025, the date this report was submitted)

- Awaiting City decision on their participation on Foundation board
- If the City agrees, the remaining three seats on the Foundation board can be filled
- With a full board, the negotiation with B&C on an Agreement in Principle can proceed
- B&C make a recommendation to Diocesan Council on participation with the Foundation
- Diocesan Council decision on B&C's recommendation

##### Following Diocesan Council approval, the following steps, in no particular order, are envisioned:

- Foundation and Cathedral Visioning sessions
- Secure an Occupancy Agreement with the Foundation
- Ownership transfer
- Foundation fundraising planning and fundraising campaign
- Congregation vacates Cathedral
- Restoration

We anticipate that the Chapter will restart the discussions on the future of Memorial Hall and a shared ministry building with the Diocese once a decision has been made on the Foundation.

In conclusion, we are blessed with dedicated and talented Cathedral clergy and staff. The success of our various ministries are a result of their efforts.

Last but not least, a sincere thank you to my fellow Chapter members for their commitment to this ministry.

Respectfully submitted,  
Richard Crowe, Lay Chair

### **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.

In my first year as Treasurer I'm learning a lot about Stewardship, not just of money (cash, investments, offerings, grants, etc) but of talents, spirits, minds and hearts. In this light, keeping in mind the wider focus of stewardship, I present this focus on the financial status of our Cathedral congregation.

First the good news:

Total revenue for operations is basically the same as last year, from \$619,251 in 2023 to \$620,597 in 2024. Unrestricted offerings went from \$510,905 in 2023 to \$511,525 in 2024. Specified offerings were up from \$6,795 in 2023 to \$13,295 in 2024. This was largely due to the generous response by the congregation to requests for contributions to the chair lift in the hall and donations to purchase an AED for the hall.

Total expenses were less than budgeted and slightly less than in 2023. This is very good news in a time when expenses are climbing. This does not include the cost of the new boiler, which is an addition to the Capital Assets line on the balance sheet. The cash for this major purchase came from the Mary L. Boyce Bequest which has the designated purpose of General Maintenance and Services.

While we have a shortfall of \$6,543 from operations, this is less than the shortfall from operations in 2023 of \$10,749.

Now, the bad news:

Unrestricted offerings fell short of our budgeted requirements, by \$72,072. Because of this, two things happened: we had to dip into one of our invested funds (the Mary L. Boyce Bequest) when

our budget had included covering the cost of the boiler, and our cash position (meaning the balance in the chequing account) fell from the previous year by \$14,251. This is after it fell in 2023 by \$4,280.

We can't continue to have decreases in our overall cash position. Our former Treasurer Jamie pointed this out last year as well. We are managing our expenses as best we can, but our unrestricted offerings must increase if we are to be able to keep the employees and programs we have and support. As you can see from the proposed budget, we are once again budgeting based on an increase in unrestricted offerings.

I took this position in April and have been learning as I go. I have a background as a full charge bookkeeper for nonprofit organizations, but this is my first church. The position involves attending meetings of the Executive Committee, the Finance and Administration Committee and Bishop and Chapter.

Non-routine tasks completed in 2024 were:

- Completion of insurance forms requested by the Diocese
- Finding a new public accountant to conduct the review of our finances
- Updating the chart of accounts

Routine tasks performed in 2024 included:

- Oversight of and direction given to the Cathedral Bookkeeper
- Creation of month-end financial statements
- Presentation of month-end financial statements to Bishop and Chapter
- Review of reports from the Envelope Secretary
- Online monitoring of the Cathedral's bank account
- Cheque signing
- Development of and revisions to the Cathedral 2025 draft budget

In growing into this position I have had valuable help and support from many people. I want to especially thank the Dean, Office Administrator Kirsten, Bookkeeper Justin McCoy, and the new Diocesan treasurer Philip Shepherdson. I look forward to serving in the current year and into the future.

Respectfully submitted,  
Catherine Macdonald, Treasurer

## Envelope Secretary

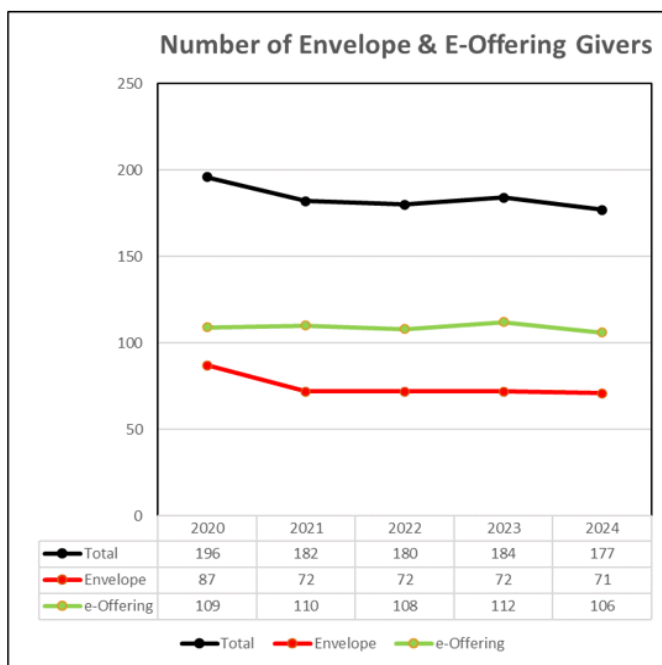
For their ongoing support and assistance, I wish to thank Counters Randy, Wayne, Hank, Jill, Linda and Jim, Office Administrator Kirsten, Dean Geoffrey, Sexton Darin, Treasurer Catherine, and Diocesan Synod office staff, as well as members of the Finance & Administration Committee.

In 2024, compared to the previous year, the total number of givers increased by 3.1% to 293 and total offerings increased by 3.8% to \$561,888 (see table at right). The 2023 to 2024 offering increase of approximately \$20,000 was due to gains in e-offering (5.1%), occasional (77.4%) and online (42.4%) giving that offset a decline in envelope giving (-11.1%).

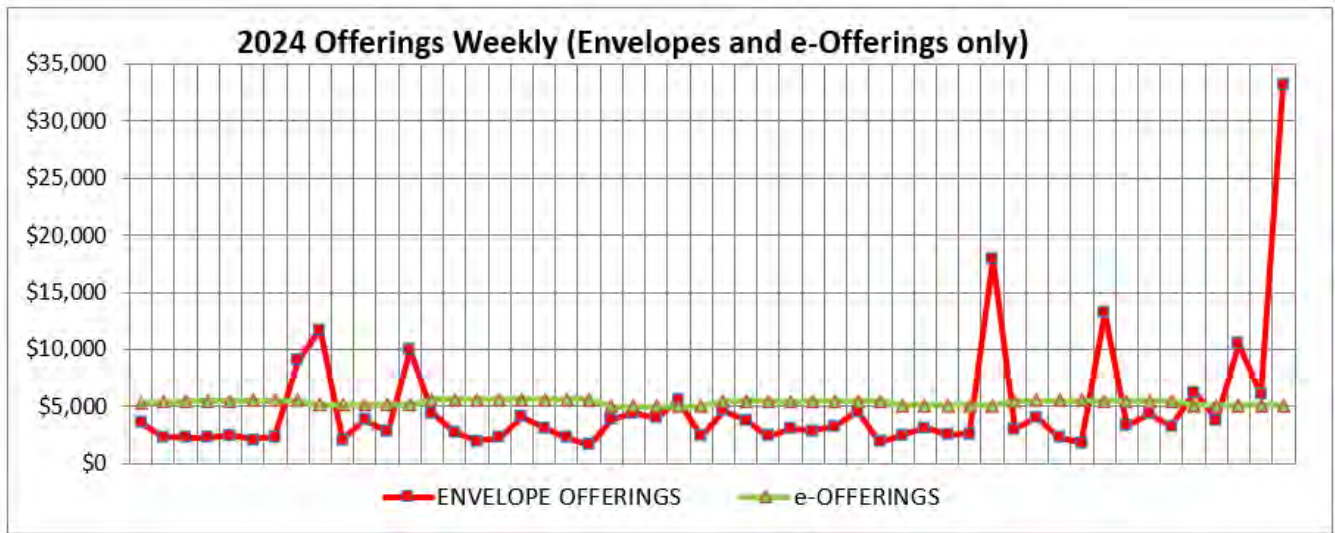
Note that, for simplicity, supplemental offerings made by e-offering users with their offering envelopes (PWRDF, Easter, Thanksgiving, Christmas, etc.) are also counted as e-offerings. On this basis, in 2024, e-offering and envelope users gave 61.8% and 26.7% of total offerings, respectively. The percentage of total offerings due to e-offering continues to rise from year-to-year, whereas that of envelope offering continues to fall.

Comparing 2023 to 2024 (see below), the overall number of envelope plus e-offering donors was down by seven (184 to 177) due to net decreases of one envelope donor (72 to 71) and six e-offering donors (112 to 106).

2024 Total Giving			
Range	Number of Givers	Total Offerings*	% of Total
\$1.00-199.99	99	\$5,672.02	1.01%
\$200.00-499.99	33	\$10,508.80	1.87%
\$500.00-999.99	32	\$22,367.04	3.98%
\$1000-2999.99	70	\$122,484.33	21.80%
\$3000-4999.99	24	\$86,216.00	15.34%
\$5000-7999.99	16	\$96,515.00	17.18%
\$8000 and over	19	\$218,124.52	38.82%
Total:	293	\$561,887.71	100.00%
* Envelope, e-offering, occasional & online giving			



Week-to-week envelope and e-offerings are shown in the following graph. In 42 of the 52 weeks of the year, e-offerings exceeded envelope offerings.



The following graph shows relatively constant offerings from 2020 to 2024.



The tables below 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 262 givers in 2024 is the sum of envelope and e-offering givers (177) plus the number of occasional givers (85).

Respectfully submitted,  
John Macaulay, Envelope Secretary

**Envelopes, e-offering & occasional Giving**

Year: Range of Giving	2020			2021			2022			2023			2024		
	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
\$1.00-199.99	36	\$2,560	0.5%	45	\$3,388	0.6%	53	\$2,655	0.5%	76	\$3,873	0.8%	75	\$4,147	0.8%
\$200.00-499.99	26	\$7,934	1.5%	15	\$4,781	0.9%	24	\$7,853	1.5%	31	\$9,385	1.8%	30	\$10,121	2.0%
\$500.00-999.99	27	\$18,922	3.6%	34	\$23,650	4.5%	28	\$19,250	3.7%	30	\$20,407	4.0%	33	\$23,277	4.5%
\$1,000-2,999.99	89	\$150,978	28.8%	83	\$146,398	28.0%	86	\$147,752	28.3%	82	\$141,510	27.7%	71	\$125,229	24.2%
\$3,000-4,999.99	30	\$111,495	21.3%	27	\$102,530	19.6%	18	\$65,200	12.5%	17	\$63,525	12.4%	22	\$79,570	15.3%
\$5,000-7,999.99	16	\$101,028	19.3%	18	\$111,299	21.3%	20	\$122,635	23.5%	16	\$98,948	19.4%	15	\$91,365	17.6%
\$8,000 and over	12	\$131,168	25.0%	13	\$131,514	25.1%	14	\$157,414	30.1%	16	\$173,486	33.9%	16	\$184,827	35.6%
<b>Totals:</b>	<b>236</b>	<b>\$524,086</b>	<b>100.0%</b>	<b>235</b>	<b>\$523,560</b>	<b>100.0%</b>	<b>243</b>	<b>\$522,759</b>	<b>100.0%</b>	<b>268</b>	<b>\$511,134</b>	<b>100.0%</b>	<b>262</b>	<b>\$518,536</b>	<b>100.0%</b>
<b>Totals</b>	-	\$42,385	7.5%	-	\$48,890	8.5%	-	\$40,516	7.2%	-	\$30,582	5.7%	-	\$43,562	7.8%
<b>Grand Total</b>	-	\$566,470	-	-	\$572,451	-	-	\$563,275	-	-	\$541,716	-	-	\$561,888	-

**Online Giving**

<b>Totals</b>	-	\$42,385	7.5%	-	\$48,890	8.5%	-	\$40,516	7.2%	-	\$30,582	5.7%	-	\$43,562	7.8%
<b>Grand Total</b>	-	\$566,470	-	-	\$572,451	-	-	\$563,275	-	-	\$541,716	-	-	\$561,888	-

## **Safe Church Officer**

Safe Church work affirms the right of every person involved in a church to be safe from harm and abuse. To that end, Bishop and Chapter approved a significant number of motions:

1. Coordinate the completion of Safe Church training for all groups and committees in their area of responsibility by December 31, 2024
2. Coordinate the completion of a Risk Assessment for all groups and committees in their area of responsibility by December 31, 2024
3. Coordinate the completion of a Position Profile for all volunteers/  
4. committee roles for all groups and committees in their area of responsibility by March 31, 2025
5. Coordinate the completion of any subsequent action plans for all groups and committees in their area of responsibility by March 31, 2025

To date:

1. 35 completed Police Reference Checks
2. 62 completed Safe Church training

Risk assessments have been determined based on High, Medium and Low risk.

Position profiles for all groups and committees in their area of responsibility are on-going.

The reality is that Safe Church will remain an ongoing process due to the addition of new members, new volunteers, etc. Because of the initiative taken by Bishop and Chapter this year, Safe Church will continue for years to come.

Respectfully submitted,  
Dianne Wilkins, Safe Church Officer



## Delegates to Synod 2024

Cathedral delegates Janet Mahar, Nat Fetter, Rosa Macaulay, and Geoffrey Hall attended Synod held at Christ Church Cathedral on 02 November 2024. Other clergy are members of Synod by virtue of their status as clergy of the Diocese.

The morning session began with Morning Prayer and consisted of reports of parish activity throughout the Diocese providing an overview of the mission and ministry of the Anglican Church in New Brunswick. A Come Worship style eucharist followed lunch.

Items of business on the afternoon agenda included:

1. Carried an amendment to Canon Four (22 ss 1 and 2) legislating attention to a safe church regime and its maintenance throughout the diocese and its parishes.
2. Carried an amendment to Canon Six to change the deadline of annual meetings from the end of February to the third Sunday in March.
3. Adopted the Final Report of the Task Force on Racial Justice.
4. Defeated a motion to enforce financial flexibility for executing local programs in evangelism by way of changes in expected shared ministry contributions by parishes.
5. Adopted a motion of declaration regarding Christ Church Cathedral which reads:

This 139th Session of the Diocesan Synod of Fredericton declare:

- a. Our loyalty, attachment and commitment to Christ Church Cathedral, Fredericton, as our "Mother Church;"
- b. Our commitment to its continuing Life and Ministry among us, including support for any necessary financial campaigns;
- c. Our conviction that the whole Diocese has a stake in its future and needs to work together for that future; and
- d. Our expectation that the Archbishop and Cathedral Chapter will make the people of our Diocese (particularly members of the Synod and Diocesan Council) aware of developments as they may arise, and that updates will be shared through Diocesan communications channels.

The Synod concluded with an abbreviated form of Evening Prayer.

Respectfully submitted on behalf of our delegates,  
Geoffrey Hall

## FINANCE AND ADMINISTRATION

Membership: Victoria Hachey (Chair), Dean Geoffrey Hall, Jane Hand, John Macaulay, Catherine Macdonald, Janet Mahar, Kirsten McKnight, Dianne Wilkins

The Finance and Administration committee met bi-monthly over 2024 year.

### Major Accomplishments in 2024:

- Provided support to the annual performance review process for Staff.
- Supported human resources processes and documentation for a Staff related matters.
- Lead the Sexton hiring process with the successful candidate, Darin Lewis, joining the Cathedral staff team in the fall.
- Finalized and the Cathedral Lay Employee Handbook document, which was adopted by Bishop and Chapter.
- Provided support to the update of annual insurance renewal documentation.
- Provided a recommendation to Bishop and Chapter regarding the assignment of bequest funds, which was adopted by Bishop and Chapter.
- Completion of Safe Church training for the committee.
- Completion of a committee Risk Assessment under the Safe Church policy.
- Successful staffing process to hire two Cathedral summer Tour Guides and a successful summer season of tours.
- Improved communication and effectiveness with Nominating Committee and Safe Church Officer.
- 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 2025 budgeting process.

### 2025 Priorities (Current/ Ongoing from 2024)

- Development of a Bishop and Chapter Orientation Guide.
- Planning for a Bishop and Chapter Orientation and Team Building day.
- Establishment of a Budget Committee to provide support for the Treasurer and better oversight to the budgeting process.
- Reestablishment of a Stewardship committee.
- Creation of Risk Assessment Action Plan under the Safe Church Policy, for the committee.
- Development and finalization of Position Descriptions, as per the Safe Church Policy, for committee members.
- Ongoing focus and oversight for property improvements and/ or renovations.
- Supporting the Safe Church Officer in finalizing 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 2025 Budget (Summary)

<b>Christ Church Cathedral 2025 Preliminary Budget</b>	<b>2024 Annual Budget</b>	<b>2025 Preliminary Budget</b>
<b>REVENUE</b>		
Offerings	581,137.00	586,200.00
Designated Offerings	20,000.00	17,500.00
Transfer from Restricted Funds	0.00	0.00
Interest Income for Housing Allowance	9,000.00	15,794.46
Grants	60,000.00	49,239.00
Other Income (summer concerts, rentals, etc)	14,460.00	21,275.00
<b>TOTAL REVENUE</b>	<b>684,597.00</b>	<b>690,008.46</b>
<b>EXPENSE</b>		
<b>Total Diocesan Shared Ministry Exp</b>	92,975.00	92,327.04
<b>Dean's Compensation</b>		
Stipends	65,976.00	68,021.26
Car Replacement	4,200.00	4,800.00
Housing Allowance	20,773.00	21,416.96
<b>Total Dean's Compensation</b>	<b>90,949.00</b>	<b>94,238.22</b>
<b>Total Other Clergy Expenses</b>	24,086.00	31,771.54
<b>Staff</b>		
Office Administrator	37,771.00	38,941.90
Sexton	34,562.00	33,507.50
Music Director	35,922.00	37,035.58
Formation Director	28,620.00	29,507.22
Music Duty Supply	400.00	500.00
Tour Guides	6,500.00	7,000.00
Other staff expenses	29,295.00	23,356.91
<b>Total Staff</b>	<b>173,070.00</b>	<b>169,849.11</b>
<b>Property</b>		
Heat and Lights	60,255.00	62,350.00
Maint/Repairs – Cathedral	110,000.00	90,000.00
Maint/Repairs – Hall	8,000.00	10,000.00
Property General/Janitorial/Snow/Security	17,000.00	15,100.00
<b>Total Property</b>	<b>195,255.00</b>	<b>177,450.00</b>
Total Insurance	35,947.00	37,623.00
Total Worship	7,000.00	8,675.00
Total Formation	1,500.00	2,500.00
Total Hospitality	2,000.00	2,000.00
Total Mission & Outreach	20,000.00	22,000.00
Total Health & Pastoral Care	2,120.00	5,200.00
Total Special Events	0.00	3,500.00
Total Administration	36,696.00	40,000.00
Total Communications	2,000.00	2,600.00
<b>TOTAL EXPENSE</b>	<b>683,598.00</b>	<b>689,733.90</b>
<b>NET</b>	<b>999.00</b>	<b>274.56</b>

## PROPERTY AND BUILDINGS

Membership: Dean Geoffrey Hall, Marion Beyea, Gary Barfitt, Darin Lewis, Jim Morell, Peter Jacobs, Richard Crowe, and Greg Young-Morris (Chair)

The Property Committee is pleased to present its report for the work accomplished in 2024 and the priorities for 2025.

The Committee is grateful for the excellent administrative support of Kirsten McKnight, Cathedral Office Administrator. The committee also wishes to express sincere thanks to our former Sexton, Ashley Swim, who resigned in May, and to his replacement, Darin Lewis, who started in October, for their hard work and dedication for the operation and maintenance of the Cathedral and Memorial Hall.

Beyond day-to-day to day operations, the major accomplishments in 2024 were:

1. The most costly project was the Cathedral heating system. Due to corrosion and leaking of the old boiler, a new, high-efficiency boiler was installed, and some repairs were made to the old boiler to keep it in place as a backup. This new boiler is expected to provide cost savings in our annual heating bill. Additionally, two circulating pumps were replaced in the Hall and the Cathedral.
2. The Cathedral sprinkler system was flushed, ensuring the effectiveness of the sprinkler system for years into the future.
3. The Hall platform lift was replaced, thanks in large part to generous donations from the Diocese, the Guild of St. Joseph, and several individuals.
4. Repair of East window plexiglass
5. Considerable effort was put in by volunteers over the summer to fill in for various Sexton duties until one could be hired. Cleaning was temporarily contracted out to Crystal Clean.
6. Installation of digital thermostats in the Hall to improve comfort and reduce heating costs.

2025 Priorities Include:

1. Following up on recommendations from sprinkler flushing and subsequent inspection to ensure the longevity and effectiveness of the sprinkler system.
2. Protection of artwork in hall, in collaboration with The Beaverbrook Art Gallery.
3. Interim repairs to choir exit stairs and repairs to Hall kitchen stairs.
4. Digital thermostats will be installed in the Cathedral to complement the thermostat replacements in the Hall.
5. Exterior lighting will be repaired.
6. Evacuation plans will be developed for both buildings.
7. The leaking roof will be investigated and addressed.
8. Groundwork will be laid for a few larger projects that we expect to execute in 2026.

Respectfully submitted,  
Gregory Young-Morris, 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 Cathedral, the Green and Memorial Hall. We also respond to requests for work from other Cathedral groups.

During 2024, the Guild has continued to grow. We have seen increases both in our membership and our activities. We gained three new members this past year.

However, we attended funerals for two departed members during the year as we lost Harry Palmer and Ken Howlett. We also lost a very supportive spouse in Wendy Brien.

Although we were sad to see the departure of our former sexton, Ashley Swim, who was a most valuable member of the Cathedral team, we are happy to welcome Darin Lewis. He is proving to be very helpful to and supportive of the work of the Guild.

Ashley's departure left a gap resulting in Holy Joes (and friends) taking on such tasks as maintaining the Cathedral Green, setting up receptions in the Hall, and a variety of repair and maintenance tasks.

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 cost of some of the maintenance undertaken by the group. Our most significant expenditure was a donation of \$3,000 from the Hoyt Trust toward the cost of the new stair lift in the Hall.

In 2024 we restarted our St. Joseph's Day Celebration, attending Wednesday morning Eucharist on 20 March followed by a luncheon at a local restaurant.

We took a slightly different approach to our Shrove Tuesday Pancake Supper in 2024. Unsure if we had enough active members to deliver the event, we appealed to the congregation for volunteers to help us. The response was enthusiastic and heartwarming with the result that we had plenty of volunteers and the Pancake Supper worked very well and was well attended.

We have continued with our regularly scheduled "Guild Work Period" where, once a month, members gather to perform required maintenance work.

As in past years, the Guild delivers the Hallowe'en Watch and the Greening of the Cathedral and we hold two social events: our barbecue and our Christmas Reception.

Guild members are also active members of the Property Committee and the Kitchen Committee. The Guild Executive for 2024 - 2025 remains unchanged from the previous year: President: Gary Barfitt; Treasurer: Peter Jacobs; and Secretary: André Vietinghoff.

We are always ready to take on additional tasks and always delighted to welcome new members.

Respectfully submitted,  
Gary Barfitt, Guild President

## CHRISTIAN FORMATION

### Director of Christian Formation

I am delighted to report on the following areas of formation ministry undertaken by Christ Church Cathedral during the year 2024.

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

#### Godly Play (GP) ministry

This ministry involved regular 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). In May we transitioned to a "split-group" model, telling the same story for two weeks in a row to half of our roster of Godly Players-which is nearing 20 children! This made for more total GP sessions through the year (24), but allowed us to accommodate the growing group and the average attendance of 12 children for each lesson/story. Cheryl Jacobs and I remain the only two certified GP storytellers among the congregation members, so we continued our general pattern of alternating storytelling and doorperson responsibilities for each session between the two of us, enlisting occasional assistance with the door from Jane Hand and Bonnie Greenwood. Lastly, we contributed some Godly Play "flavour" and storytelling design to the Cathedral's Good Friday morning service in 2024.

#### Taizé Worship

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/livestreamed editions, with Jon Lownds generously providing the AV/tech support for the livestreaming. Across 2024, we gathered in-person and online for a total of 24 Taizé worship sessions, with an average of about a dozen people attending each. (Incidentally, these "statistics" are essentially the same numbers as in 2022 and 2023-indicating, I think, a consistent base of interest and participation in this simple but rich and meaningful ministry.)

#### Cathedral Youth Group (CYG)

During most of the school-months of 2024, CYG met once for a monthly 'event' of some kind or another-held either at the Cathedral (Hall or Green) or out in town. And since September, the group has comprised a high school stream and a middle school stream, each made up of about six young people. I was grateful for consistent/regular leadership support from Katie Young-Morris, as well as occasional support from Dimitra Bountalas and Kira Smith. Also, the Yeamans family hosted our June pool party gathering, and Carrie Yeamans also stepped in as a second adult leader when we required the same for a gathering early in the year.

### 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 2024. Ad-LENT-ure opportunities included book and lectionary studies, another series of online Art & Faith sessions (sacred-art-based reflection, and guided Ignatian gospel contemplation), a Wednesday-afternoon "Spirituality of Lent" series, Taizé gatherings on Thursday evenings, and Friday noontime Stations of the Cross worship. Later in the year, the Cathedral's weekly ADVENT-ure opportunities included a four-part series on "The Last Things" on Monday afternoons, seasonal editions of Art & Faith and Taizé, "Celtic Advent" sessions on Wednesday afternoons, and the continuation of the weekly "Dante Group" book-study.

### Sacramental preparation

We were delighted to support an edition of the Life in the Eucharist preparation program in the autumn months of 2024. Six wonderful children made their First Communion at the end of November, after completing the six-session program with help from the capable and wise companions/mentors walking alongside each of them.

Of particular and painful impact on the Cathedral's Christian Formation Committee and its associated ministries in 2024 was, of course, the loss of our faithful committee chair Harry Palmer in early May. We were indeed sorry to say goodbye to our finest champion and wisest guide, and we continue to grieve his passing. As of early 2025, the committee chair position remains vacant and a suitable person to fill that role is still being sought.

I certainly look forward to the upcoming year and to the continued development of formation ministries at CCC. It is ever a delight, a wonderful challenge, and a distinct pleasure and blessing for me to work with so many others to discover and support effective, meaningful ways of "growing" formation at the Cathedral.

Respectfully and gratefully 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 2024 we had 15 active paid members and have welcomed guests who will soon be installed as new members.

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

Our meetings begin with opening prayers and a short devotional, followed by a business meeting and a program. We have established a hybrid schedule 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 and February, and be flexible in March to avoid weather cancellations. Guests are always welcome to attend our branch meetings and we encourage those who may wish to become members of our branch. The following is a short summary of our monthly meetings:

January: A Bible Study program was prepared and presented by Lilian Ketch. It was based on the concept that "Life is like a puzzle" and that some pieces fit together perfectly and others not so much. It was very well received. In the business portion of our meeting we discussed the UNB Pause Table Outreach that we hosted in December. The event went well, despite the very, very rainy weather. We were in Tilley Hall and it was well attended, with over 200 students and staff stopping by to visit. Two new food cupboards are now built and ready. Many of the materials were donated and the Kinsmen's Club offered to pay the costs. Location selection is in the works. The Cathedral Mission and Outreach committee submitted a letter of interest in response to the request from MU to host a cupboard. We discussed our Advent Candle sales results, our Christmas Outreach donation of \$300 which was given to Under the Tent street ministry, and Reverse Advent Calendar food donations which were delivered to the food bank in Oromocto.

February: Susan Watson had asked us to choose a family heirloom to "show and tell" at our Zoom gathering. It was wonderful to hear the back stories of the items that we shared and how much they meant to our families. We were also asked to answer five thought-provoking questions on the topic of Leaving a Legacy. This activity was enjoyed by all of us who attended the meeting. In our business meeting we discussed the UNB Pause Table Outreach and decided that we would participate again during spring exam week which starts April 13. We asked if we can be assigned to a table in the Harriet Irving Library if possible. Lilian Ketch, Susan Watson and Diane Nash met to answer questions posed by the Mission and Outreach Committee about a possible food cupboard at the Cathedral which Bonnie Greenwood was to share at their next meeting. We had a general discussion about the food cupboards and tracking donations. Seven of our members have registered for the National Biennial Conference coming up in June in Halifax and others are still considering.

March: Our program was a Lady Day activity from the MU International website. We planted morning glory seeds in 2 litre pop bottle terrariums. In our business meeting, we made plans for attending the MU Diocesan Rally on April 29. Mothering Sunday on March 10 went very well. Of specific note was the great presentation that Deacon Isabel Cutler gave at the 10:30 a.m. service. The Kinsmen Club has agreed to install one of our food cupboards at 303 Waggoners Lane. They requested further information on the installation and have requested that a MU committee member attend one of their upcoming meetings. They have indicated that the Kinettes will likely become involved. The questions posed by the Cathedral Mission and Outreach Committee were answered by email on February 19. Bonnie Greenwood, Chair of the M+O Committee, presented them at a committee meeting on March 12 and the outcome was the suggestion that a MU member attend a Bishop and Chapter meeting. The New Maryland food cupboard saw a lot of activity at the end of February. Within a day, 42 items that Susan Watson had inventoried a few days previously, were removed. An email went out to MU members and several took items to refill the empty shelves. Susan Watson provided a list of suggestions for safe and seasonally appropriate food items for the cupboard.



April: Susan Watson gave us a detailed slide presentation and commentary on her Mission trip to Kenya with the local group Prison Christian Ministries. She was able to connect with some Mothers' Union sisters during her travels and we were given insight into the challenges that women and children face when incarcerated in this country. The business meeting focused on our food cupboards, the UNB Pause Tables, discussion of the upcoming Rally to be held in Riverview and the National Conference to be held in Halifax. Susan Colpitts-Judd led us in a discussion from the Women's Devotional Bible based on a reading from Charlotte Bronte's classic *Jane Eyre*. It is a conversation about what to expect after dying between the young Helen, who is very close to death, and her friend Jane, who lays by her side until the end. On April 29 many of our members attended the Diocesan Spring Rally in Riverview.

May: Our in-person program started with fellowship and refreshments at 6:30 p.m. on the Green, followed by an introductory session on Living with Dying, held at the Cathedral from 7-8:15 p.m. We followed this presentation with an abbreviated business meeting, primarily dealing with the installation of our food cupboard on Waggoners Lane, the National Conference and our spring retreat at Mactaquac Lake.

June: Many of our members attended the National MU Conference in Halifax from June 5-9. It was a great event, with many guests from all over Canada and several international guests. On June 15 our branch 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 rejuvenating day was enjoyed by all who attended. This event serves as our closing event before our summer break.

September: Deacon Debbie Edmondson led us in a Prayer Bead Workshop where we made our own Anglican rosaries with her assistance. She gave each of us a booklet explaining how to use the rosary as our personal tool for prayer. There were also suggestions of prayers that we could use or adapt for our own use. We were excited to share plans for the placement of our third food cupboard on Cathedral property in the near future.

October: Susan Black shared "Go at the Speed of Joy", a devotional for today from Our Daily Bread online. Our program was wax candle making for the Advent Candle sets we sell annually as our fundraiser. Our business meeting centered around discussion of our 3 food cupboards and keeping them filled. Members brought a variety of books to share. We will discuss the book we have read at the February Zoom meeting.

November: Lilian shared a devotion, "Listen to God's Voice", from *The Word Is Very Near You: A Guide to Praying With Scripture* by Martin Smith, a book that introduces the practice of praying with Scripture. A presentation by M'hamed Ratmi, Community Connections and Capacity Building Co-Ordinator from the Multicultural Association of Fredericton was planned, but he was unable to attend the meeting due to a major traffic tie-up on both of the bridges. He is rebooked for our March meeting. We distributed prayers for the observance of the 16 Days of Activism Against Gender-Based Violence which begins on November 25. We did some planning for our Christmas gathering and we also decided that we would do the Reverse Advent Calendars again this year to gather donations for our food cupboards.

December: We gathered with our spouses for a lovely Christmas potluck supper on December 8.

We have had a very productive and spiritually fulfilling year. Our National Conference was very uplifting and renewed our sense of purpose as a branch. Many of our branch members have made commitments to be involved in MU at a Diocesan level, a national (called Provincial) level and at an international level with our dear Kathleen Snow being chosen as our Worldwide President from 2025 through 2027. We have welcomed several guests and new members this year and are excited to see our branch growing. More information on MU can be found at [www.mothersunion.org/our-vision](http://www.mothersunion.org/our-vision) and [www.canadianmothersunion.ca](http://www.canadianmothersunion.ca)

We are grateful for the administrative support provided by Kirsten McKnight and we especially wish to thank Dean Geoffrey Hall for his continued support of our Mothers' Union branch.

*You keep him in perfect peace whose mind is stayed on you, because he trusts in you.  
Isaiah 26:3*

Respectfully submitted,  
Susan Watson - Branch Leader 2024-25  
Canadian Provincial President 2024-2028

## **COMMUNICATIONS**

The Communications Committee continues to rely primarily on social media - website, Facebook, YouTube, and Instagram - to reach the majority of congregation members. In instances where a printed copy of messaging is deemed important, members of the Committee, along with other Cathedral volunteers, help to distribute to those who do not subscribe to social media.

This year, the Communications Committee welcomed two new members - Ashley Walton Bird and Monique Gigna - bringing our membership up to eight. We are always open to new members, particularly those who are skilled in social media and those who enjoy writing. It is a challenge to keep the website fresh with new and interesting content.

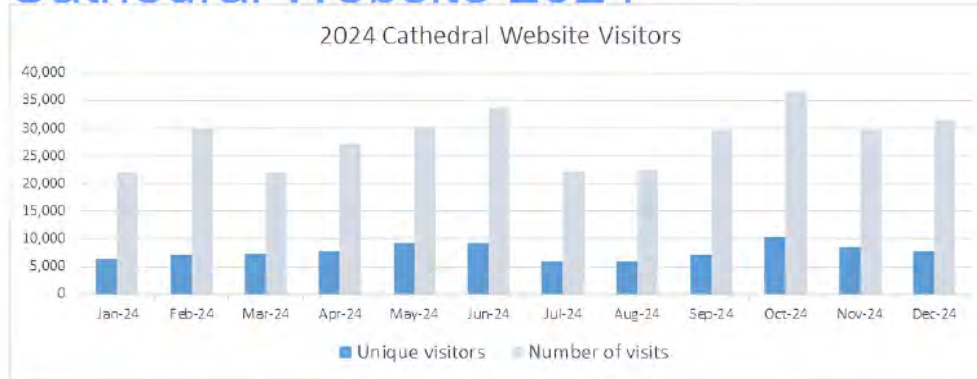
We extend our thanks to all who have contributed articles for the website and information for our Cathedral Facebook page. Particular thanks to Kirsten McKnight for her work on our Facebook page. Kirsten is now including a link to new content on the website via Facebook to make sure that members don't miss out.

We remain open to working with other Cathedral Committees to promote their activities. We were, for instance, able to help the Holy Joes by providing a poster for the Shrove Tuesday supper last year. This year, we will continue to work with the Hospitality and Welcoming Committee to create a Welcome Package for newcomers.

Members: Helen Liang, Ashley Walton Bird, Monique Gignac, Kirsten McKnight, Carol Ann Melvin, Dean Geoffrey Hall, Gail MacGillivray

Respectfully submitted,  
Gail MacGillivray, Chair, Communications Committee

## Cathedral Website 2024



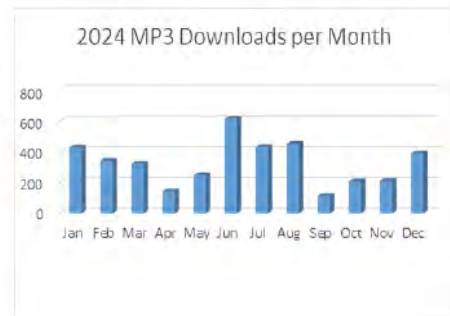
**Cathedral Website**  
 In January 2024,  
 90,762 page views  
 (6,490 unique visitors)  
 were logged.  
**Page Views per day**  
 2024 Average: 3,277

## Cathedral Audio Podcasts 2024

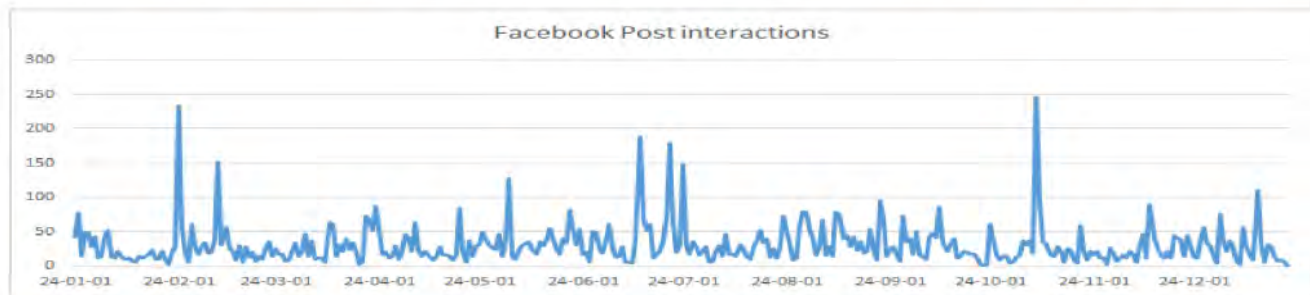
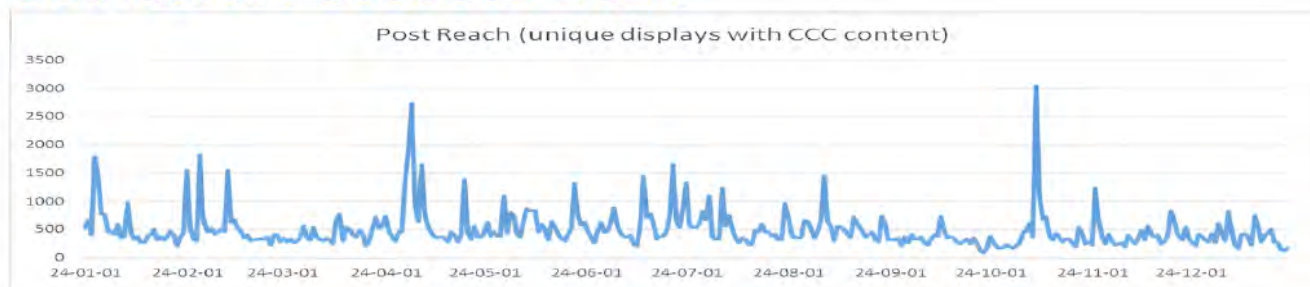
Audio podcasts of two types are created and posted weekly: full worship recordings and sermons. What is reported here are simple mp3 file downloads or “listens” which may be the best indication of podcast usage. In October, Google Podcasts migrated to YouTube and now appear there.

**Per month downloads** (via Awstats)

January 2024: 429 December 2024: 390 Average 2024: 325



## Cathedral Facebook 2024



## Cathedral Youtube Channel 2024

Worship is routinely live streamed and available on the Cathedral YouTube Channel thanks to our volunteer videographers. Most regular worship recordings are removed after two months. 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 70 - 90 over the time they are available.

## HEALTH AND PASTORAL CARE

How blessed are we to have this group of individuals who identify and respond to our Health and Spiritual needs! This year the focus of this committee was on reconnecting with members of our Cathedral Family.

Debbie Edmondson and Isabel Cutler restarted the Listen, Love, Pray group to support people in our community dealing with loss. The Health Committee partnered with the ACW to have A Medley tea and a Christmas event. Blood pressure clinics are happening again. The health ministry call list is kept up to date.

Linda Waugh continues to lead our Prayer Network in devoted and confidential prayer. Deacon Debbie Edmondson leads our Hospital Visitor team. Cathedral members are visited if they are in hospital and have requested a visit.

Thank you to all volunteers in the above teams and activities for their work, service and prayers.

The Health Committee has a group of dedicated volunteers and some new members. This group meets 3-4 times a year. The agenda items for this Committee include:

1. Helping Hands
2. Prayer Shawls - 18 prayer shawls and 4 blankets were given out this year
3. Blood pressure clinics
4. Easter and Christmas visits and maintenance of the call list
5. Yoga Fitness Classes
6. Dementia support group
7. Partnership with the ACW Christmas get together and a Medley Tea

This year the Committee was able to purchase an AED for the Memorial Hall. This will be installed very soon.

The Health Ministry is a very active group, and I cannot thank the members of the group enough for their work and support.

It really does take a village and we have one here at Christ Church Cathedral.

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."*  
From "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, 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. We met quarterly to update our schedule for visiting.

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).

Regarding cross overs with other groups, the Hospital Visitors are responsible for hospital visits only, but note that some members are also part of the home communion team. There is never a problem with too many visits - our focus and concern is making sure that no one gets overlooked. We are always communicating to people (families) that they need to inform either a member of the team, the office or ask the unit clerk at the hospital to place a referral - specific churches and/or people can be specified. In all best efforts we still have people say they were missed being visited - keep this in prayer for resolution.

Respectfully submitted,  
Debbie Edmondson, Coordinator of Cathedral Hospital Visitors

### **Cathedral Prayer Network**

The Cathedral Prayer Network provides prayer in response to requests received from members of our congregation, 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. The 9 dedicated members provide immediate prayer when a request has been received.

We pray for members of our church family, their families and friends, as well as others who are in need of prayer. Some prayer requests are for health and well-being or other specific needs, while other requests are simply a prayer for an individual or family. It was our privilege to provide prayer in response to 48 requests throughout the year.

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

Respectfully submitted,  
Linda Waugh, Prayer Network Coordinator

## MISSION AND OUTREACH

The work of Mission and Outreach at the Cathedral is carried out by a great group of hard working and dedicated volunteers, making a difference in the lives of others. I am pleased to chair this committee for Bishop and Chapter. Our Mission and Outreach efforts continue to be generously supported by the Cathedral congregation, and for that we are grateful. Again this year, we had a successful Giving Tuesday Campaign in November that funded our commitment of \$2,000 to Montgomery Street School. These funds are used to support their clothing and lunch program that was established to help students in need.

In these uncertain economic times, together with the rising costs of virtually everything, it is a challenge to provide the services and help to those who rely on our assistance. The committee members have once again managed to stretch the dollars in their annual budgets to meet those needs. Thank you Brad, Kelley, Ann, and Doug.

I wish to also extend appreciation to Dean Geoffrey Hall and Kirsten McKnight for their support, assistance, and guidance throughout the year.

Highlights of the year are outlined in the following reports.

Respectfully submitted,  
Bonnie Greenwood, Mission and Outreach Chair

### **Outreach Committee**

Inspired by Matthew 25:40, the Cathedral Outreach Committee's mission is to open our hearts to people in need.

On the last Monday morning of the month, year-round, we hand out city bus tickets or \$10 gift cards for supermarkets (\$20 in December). In 2024 attendance ranged from 57 to 85 people with a monthly average of 66. The need is rising: our average in 2023 was 52, in 2022 it was 45.

Each guest also receives a goodie bag containing fresh fruit supplied by friends at St. Margaret's Anglican Church as well as homemade cookies and muffins baked by the cathedral family. We purchase beverages, granola bars and other occasional items such as cheese strings, packets of instant oatmeal, and candy for seasonal holidays.

Due to the on-going impact of inflation on people who are already facing poverty, we continue to offer wrapped sandwiches made by cathedral members and a selection of non-perishable groceries -- some donated, some purchased. The congregation generously provides a supply of used clothing and footwear, toiletries, towels, and small housewares which we offer free of charge.

These items are greatly appreciated by our visitors who range in age from toddlers to seniors. Some are the working poor; others live in rooming houses or the shelters; some are couch surfing or truly homeless. We are noticing increased numbers of young families, newcomers to Canada,

and international students who are struggling to make ends meet when costs have spiked for food and rent.

We are blessed to have several enthusiastic and kind volunteers who help to set up the event and/or to work on the 12 Monday mornings. We enjoy constant and compassionate support from Cathedral Dean Geoffrey Hall, Mission and Outreach Chair Bonnie Greenwood, church Office Administrator Kirsten McKnight, Rev. Kelly Burke and her outreach team at New Maryland United Church, and from the Cathedral family.

Other activities this year included participation on a combined Mission and Outreach Committee set up by Bishop and Chapter; weekly delivery of donated groceries to the Greener Village Food Bank; donations of socks and knitted items to the men's and women's emergency shelters and to international students at UNB; sharing of our surplus food with the Fredericton Community Kitchen and the community room at the Downtown Health Clinic; production of content for the Cathedral website and Facebook page to raise awareness of outreach needs.

Due to health concerns, the committee was unable to lead the Christmas Angels project in 2024 for the first time in nearly two decades. Thankfully, others eagerly stepped up to gather 65 gifts worth \$2,000 for needy children registered with the food bank. As in past years at Christmastime, we reminded the congregation of the pressing need for funds by organizations such as the Community Kitchens, Transition House and the shelters. The response was wonderful: \$4,975 split by the three non-profits.

We are grateful for all the prayers and support, and we urge everyone to continue to love their neighbours as themselves.

Respectfully submitted,  
Ann Deveau and Doug Milander, Outreach co-ordinators

## **Missions Committee**

'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.

On behalf of the congregation, the Missions Committee provided annual financial support of \$1500 each to the ministries of Revs. Nelson and Kara Mejia in Roatan, Honduras, as well as Rev. Canon Paul Jeffries, the Rector at Bishop McAllister College and Anglican Seminary in Uganda.

While we were unable to welcome the Mejias or Rev. Jeffries to the Cathedral in 2024, updates from our mission partners can be found on the Missions Committee web page: [cccath.ca/ccc/missions](http://cccath.ca/ccc/missions).

Towards the end of 2024, our committee, along with the Missions and Outreach Committee and Belize Committee, began discussing a potential mission trip to Belize. While no dates have been

finalized, we will be moving ahead early in 2025 with a survey of previous mission team members and the rest of the congregation to determine if there is enough interest to initiate plans for a return to Belize in 2026/2027.

If anyone is interested in joining or learning more about our committee, we would encourage them to reach out to one of us directly or via Kirsten at the Cathedral Office.

Respectfully submitted,  
Brad McKnight, Missions Committee Treasurer

## **Belize Missions**

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

Our congregation's relationship with St. Hilda's Anglican School, an elementary school in Belize, goes back to 2005. Since 2010, the congregation of Christ Church Cathedral has provided a scholarship program for students at St. Hilda's. 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.

We have a total of 4 scholarships of \$1000 each. We also provide a total of \$2000 each year to St. Hilda's for on-going educational needs for the students. These funds are wire transferred and the cost to do this is \$272. We continue to have on-going communication with our scholarship students and the school through Ms. Jane, the Principal.

In June, we receive 3 to 4 letters from students asking to receive a scholarship to attend high school and from these letters, and with feedback from Ms. Jane, the student is selected. The scholarships are paid to the students for each year of their 4-year high school program, provided they meet the following six conditions:

1. The student and their parents must read, sign, and return a copy of the letter to the Cathedral Belize Mission committee, as soon as possible;
2. The student must regularly attend school and work hard in their studies;
3. The student must complete their homework and assignments to the best of their ability;
4. The student must pass their courses at the end of the school year and give their report cards to Ms. Jane;
5. The student must send the Cathedral Belize Mission committee two letters each year - one at Christmas and one at the end of the school year. These letters update the committee on their courses, their school year, and whether they intend to return to school the following year; and
6. The student must be fully cooperative with Ms. Jane and the staff at St. Hilda's school.

For the 2024-2025 school year, our new scholarship student is Amalio Revolorio, who was the valedictorian from St. Hilda's. He was also recognized as a well behaved and outstanding student with the best attendance. Silvia Trapp is in her 2nd year, Caleb Martinez is in his 3rd year, and Korey Kelly is in his final year.



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

Respectfully submitted,  
Kelley Hall

### **Anglican Church Women (ACW)**

The ACW Executive Committee managed our financial and social activity with three in-person meetings, three telephone conference calls, a Zoom call, and informative e-mailed documents that were pertinent to our activity and were positively acknowledged. Support to three students at Bishop McAllister College and stipend support to Canon Paul Jeffries continues.

To share and encourage fellowship among our Cathedral members, the Health and Pastoral Care Committee co-hosted with our group two events to which all were invited.

The 'Spring Awakes' Tea held in the Cathedral in late April brought 40 people together. The gathering viewed the display of lectern and alter 'falls' with their beautiful needlework (which we see at a distance at all services) as well as historic treasures - all to which Hank Williams, our Cathedral 'historian', shared his extensive knowledge. Spring flowers and sweet treats added to the time together.

A Christmas Luncheon in mid- December, with the theme 'Christmas Trees', was a happy gathering of 35 people in Memorial Hall. The story and the legend of the Christmas Tree were presented by our Deacons, Debbie and Isabel. Our great display of the simple tree in its many decorative forms has a very long iconic history and its role in Christmas! The delicious lunch was appropriate to the season.

We thank all who support - and encourage - our role in the Cathedral community.

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 August 2024.

The Welcome and Hospitality Committee organized or helped with the following events:

February 25 - Luncheon for the Annual Congregational Meeting  
March 28 - Maundy Thursday Soup Dinner prior to the service  
April 25 - Meeting with the Bishop

September 15 - Corn Boil, coinciding with the visit of National Indigenous Archbishop Chris Harper

November 24 - Reign of Christ celebrations

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 Kirsten McKnight, Ashley Swim, Darin Lewis and Hank Williams for their support.

Respectfully submitted,  
Andreas Decken, Chair, Welcome and Hospitality

### **Cathedral Kitchen Committee**

The Kitchen Committee is comprised of four members representing different groups in our Cathedral family. We meet on the third Wednesday of every month from September to June and are tasked with keeping our kitchen functioning, well appointed and clean. We have a kitchen committee manual, which helps to keep track of various groups who use our kitchen, and to be made aware of items that need to be repaired or replaced. A deep clean of the kitchen in 2024 was undertaken three times with assistance from the Mother's Union, the Guild of Saint Joseph and the Outreach and Kitchen Committees. There were no major purchases needed for the kitchen in 2024.

Thank you to everyone who helps to keep the kitchen tidy during every day use. We are so fortunate to have this facility where our Cathedral family can enjoy preparing food and Christian fellowship, as well as welcoming our community at large to share in its use.

Respectfully submitted,  
Kathy McBride, Chair, Kitchen Committee

## **WORSHIP**

The past year has been a bit eye-opening for me as Chair of the Worship Committee, as I was asked to take over from Catherine Macdonald in September of 2024. She has done an excellent job in helping me learn any duties required of the job and for that I thank her profusely.

The Sanctuary Guild has completed another full year of their duties of keeping the congregation prepared for worship. Their weekly work includes setting up for communion services, making sure the required linens are clean, the brass polished and any other jobs needed doing to ready folks for worship. We are pleased to have welcomed a new member. As well, thanks to the effort of one of the members, the Cathedral was able to receive about 25 new copies of the BCP from the Church of the Ascension on Grand Manan. These will be placed in the pews and the old irreparable

ones will be retired. The flowers have been done again by Mary Pugh who has been helped by Yvonne Milward, as usual to the high standards to which we have grown accustomed.

As there is no head server for the past two or more years, the Dean has looked after any requirements for the Servers' Group. We have had the good luck to have three young people step in with training from the Dean and now that the first communion service has taken place, we hope to attract more members. Those interested in serving, please contact the Dean.

The "big news" from the Verger is the addition of André Vietinghoff who has volunteered to "spell" Jason and me. His ability to step in and take over for a service or two is highly appreciated.

Lucy's Sewing Group has continued to supply us with the linens required for both altars and the credence tables. They also did some much-needed repairs on some of the High Altar hangings which had been sorely needed. We are truly blessed to have such talent in the congregation.

Wayne Burley and his team of Greeters are always there to help at all services, both regular as well as special ones. The job might seem not that important but that is certainly not true. Their work is invaluable as is that of the Monday morning counters.

Many call the serving of coffee after service "the Eighth Sacrament" and the job of arranging that is more religiously supplied by that group than anyone can "ask or imagine" (to quote the BAS).

Our videographers are essential to the ability of the Cathedral to help others to participate in worship even if not physically present. It helps us to establish a true presence in the life of the downtown churches of Fredericton. Peter Jacobs is invaluable in the countless jobs he does both with video and audio. As someone who looks after the sound system, I can assure you that he is one of our greatest assets!

We seem to "suffer" only from the fact that we can always use the help of those who are somewhat timid about volunteering for things like reading in services, saying the Morning and Evening Offices and even joining the choir. Having been a member of the choir for 20 years, I can very safely say that if you have ever considered joining, it will enrich your life more than you will ever know. They continue to be one of the only choirs of which I am aware in the Maritimes who carry on Sung Evensong.

In closing, as some of you have asked, you might be surprised to know that lately attendance has indeed seemed to be growing.

There are many other points and people that I have failed to mention but suffice it to say, worship at Christ Church Cathedral is alive and well and for that, we can all thank God.

Respectfully submitted,  
Hank Williams, Chair, Worship Committee

## **Director of Music**

Greetings, all!

What a terrific past year we've enjoyed together!

My report is brief. I don't have any major announcements of earth-shattering nature nor do I have any notes to share of negativity. The Music programme at the Cathedral is in tremendous shape considering our demographic, how we fare across the Anglican Church of Canada. Honestly? Across the board we have the most diverse and accomplished music team in just about any Anglican house of worship in Canada.

I recently acknowledged 5 years with you as your Music Director and Organist. I'm so grateful to be here and I thank you for allowing me to serve.

The Cathedral Choir is in robust condition (new members though!), the Come Worship Band is the best in Canada, our Youth Choir is evolving and I'm excited to see where we can go further in involving that group.

The musical instruments at the Cathedral are in respectable shape but costly to maintain. The organ is not entirely decrepit but will soon cost a fortune to maintain. The piano needs some work as well.

On a very personal note, I want to thank Dean Geoff, all of the staff and congregation at the Cathedral during my recent illness. Through two months of agony you showed me compassion. I got from that a sense of hope.

The Summer Music Series for 2025 is going to be SPECTACULAR! Young Artist Series!!!

Respectfully submitted,  
Thomas Gonder, Cathedral Director of Music and Organist

## **Sanctuary Guild**

The Sanctuary Guild of Christ Church Cathedral is a dedicated group of volunteers who keep our Altars beautiful and to the Glory of God.

The Sanctuary Guild holds an annual general meeting in January. At Christmas and Easter, we get together to do a Sanctuary responsibility cleaning. All events are followed by fellowship and treats.

There are five teams of 3-4 members who are on duty for a week at a time.

Thank you to Rowena Tervo who is our treasurer. Rowena also makes the schedule for the teams. Moira McLaughlin is the secretary for the Guild and we thank her for her service.

A special thank you to Mary Pugh and her team who make our Cathedral a lovely home with beautiful flower arrangements. This year Yvonne Milward assisted when Mary was away.

Thank you to all the Guild members for their service and commitment. This year we have had a new member join our Guild and we are most thankful.

The Guild would like to thank The Dean, Jason, Hank and André for their support and guidance. Darin is getting to know our role and the members of the Guild.

And of course, we thank Lucy's Sewing Group who make beautiful items for the Guild. This year the group did some repair work on some of the linens and made a new credence cloth.

The Guild would like to thank the congregation for their support throughout the year. We are looking forward to a blessed 2025.

Respectfully submitted,  
Jane Hand, Chair, Sanctuary Guild

## **Verger**

Annual report time is always a chance to reflect on what the past year had to offer. Personally, it has been a challenging year with the passing of my mother and the added responsibility to help look after my aging father in another part of the province. In the role of Verger, I would classify it as a "Status Quo" year, which is a good thing. Hank and I, with the assistance of André, have settled into a routine. I do the 8:00 a.m. services, Hank comes in for the 10:30 a.m. service, with André filling in when I or Hank are not available as well as during seasons where we have multiple services such as Easter and Christmas.

Week to week, we do things behind the scenes that not everyone sees. While not overly difficult, the tasks if not done would be evident to everyone. We unlock the building for all services, ensure it is secured when services end, set the credence table, change the altar linens, change the hangings for different liturgical seasons, monitor the inventory of wine and wafers, make coffee and tea, shovel when there is snow at the doors and salt surfaces when icy, control the sound during services, be present for funerals and weddings, along with a myriad of other routine things that go into ensuring the clergy has what they need when they need it, allowing the liturgy to flow as it is supposed to. You will have seen one of us at each of the 180+ services and events held at the Cathedral in 2024.

I would like to take this time to say a special thank you Hank, André, Dean Hall, the Assisting Clergy, the Sanctuary Guild, the Cathedral Greeters, and Peter Jacobs for his help with audio and visual recordings. All these roles, when done together, ensure that when you arrive to worship everything in place so you can focus your attention on Christ. I pray that 2025 will prove to be a wonderful year for everyone and that you will experience the love of Christ in every aspect of your lives.

Respectfully submitted,  
Jason Parsons, Verger

### **Cathedral Greeters**

During 2024, 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.). 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. During the year, the majority of the greeter group participated in a Safe Church training/information session, following Cathedral policy.

The group lost a long standing and very dedicated member this year. Harry Palmer was a well cherished member and he is very much missed. Another dedicated greeter, Tom Maston, retired from the group and I want to thank Tom for his many years of service.

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.

Respectfully submitted,  
Wayne Burley, Greeter Coordinator

### **Cathedral Servers**

Communicant members of the Cathedral are welcome and encouraged to offer themselves for the ministry of server. Age is not considered a restriction. Our pattern has been that role being exercised during a traditional style of worship. Three individuals have taken training and have, when available, fulfilled the role of server in 2024.

It is hoped that additional servers can be trained and take a greater part in our liturgical ministry.

Respectively submitted,  
Geoffrey Hall (The Very Rev'd)

### **Lucy's Sewing Group**

Lucy's Sewing Group, founded in days past by Lucy McNeill, produces church linens (purificators, lavabo towels, corporals, altar cloths, etc) for sale to parishes, to raise money for the Church's good causes. We also serve, for free, the needs of our own home Parish of Christ Church Cathedral.

Our four current members, Diane Radford, Sarah Petite, Catherine Macdonald and Claudia Robinson-Vargas, meet in the Lounge on Friday mornings from 10:00 a.m. to 12:00 p.m., to stitch, chat and keep up with requests that come in to our dedicated email address <lucyssgccc@gmail.com>.

2023-2024 was possibly the busiest year Lucy's has ever seen, due to a little advertisement we began to insert in the New Brunswick Anglican and the Diocesan Times. Suddenly orders poured in, which we have had to race, not only to keep filled, but to keep track of. However, by September of 2024 we felt comfortably caught up.

Beginning in January of 2024, we have delivered to parishes in the Maritimes: 4 Fair Linens, 4 credence cloths, 4 corporals, 2 lavabo towels and 23 purificators; and in 2025 are beginning to think of getting ahead a bit, so that we can fill some orders more promptly. Interestingly, we have orders to fill soon from Ottawa and Winnipeg!

Recently Sarah was asked to do some small repairs to two coloured hangings and a curtain, right in the Cathedral. This is outside of our group's job description, but was fun to do, and repeat requests from our home parish are welcome. We have, however, had queries from other parishes about the repair of hangings and vestments, which we have had to turn down. If anyone knows of some church group that does perform these services, we would welcome information which we can pass on to our friends!

We invite anyone who can wield a needle and thread to come try your hand at our craft. We meet every Friday morning, 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 and the Cathedral office for fielding messages, mail and parcels.

Respectfully submitted,  
Sarah Petite

## **OTHER**

### **Cathedral Matters' Guild**

The Cathedral Matters have not met this year but have received money for some of the rug hooked items. We are meeting soon to consider our next move. We will be making a donation to the Cathedral Restoration Fund this spring.

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

## **Evening Matters' Rug Hooking Group**

Our non-profit group of 21 members is a casual, relaxed bunch of rug hookers whose skills range from beginner to teacher.

We increased our dues to \$25/yr which remains a bargain. Monies go to Hall donation, magazines and books, and to offset teacher hiring. We meet the second and fourth Tuesdays of every month from 7:00-9:00 p.m. breaking for June, July, August, and December.

Two potlucks a year mark the end of a season and Christmas, and we have great fun and games at these gatherings.

This group is open to anyone interested in this gentle art and we encourage you to come give us a try! Please contact the facilitator first to make sure we are meeting.

Kimberly Moore #261-9303, Facilitator  
Elizabeth Hubley #262-2610, Treasurer  
Doris Norman # 454-3855, Cathedral contact member

Members: Mary Allwood, Elizabeth Bastin, Rhonda Broad, Debbie Cochrane, Mary Grant, Elizabeth Hubley, Liz Jefferson, Gretchen Johnston, Alex Landine, Carolyn Landine, Ute Lamb, Lita Llewellyn, Karen Matchett, Diane Melanson, Kimm Moore, Doris Norman, Leanne Knowlton, Caroline Simpson, Judith Sherwood, Yvonne Tucker, May Whalen

Respectfully submitted,  
Kimm Moore, Evening Matters' Facilitator

## **Cathedral Quilters**

The Quilters enjoyed a fun and productive year. We finished up the quilt top that had been embroidered in 1903. There was the perfect space for us to quilt "February 29, 2024" to mark the year that the quilting was completed.

The rest of the quilts in 2024 were twin-sized or smaller. One quilt was a baby quilt pieced from fabric decorated with the faced as silly animals. We completed a very special quilt using hearts for the quilt design, this quilt was destined for a very special grandchild. And we did two theme quilts, one with happy snowmen faces and the other with Hallowe'en motifs. In total nine quilts were finished and a tenth quilt was placed on the frame before the end of December.

The space available in the Lounge is wonderful as it enables us to easily quilt large (up to queen-sized) quilts, and the lighting is great to be able to see our work. We are able to spread our projects in the kitchen, and we enjoy the space in the Lounge cupboard for storing our supplies. The Quilters give our thanks for the use of this space.



We welcome any person interested in quilting, and also hearing from anyone with a quilt top they might like to have quilted. Our rates are reasonable and all monies raised go to support a student at Bishop McAllister College in Uganda.

Respectfully submitted,  
Jennifer Griffiths, Group Leader

### **Cathedral Sound and Video Team**

Our Cathedral worship is supported by a sound system and a livestream video system. Sound reinforcement is valuable for a large building and critical to those with hearing loss. The livestream benefits those who are unable to worship in person for one reason or another. A group of five volunteers operate the livestream system each Sunday as well as for special services and events during the year. The sound system is typically operated by the Verger on duty, but they would welcome dedicated sound volunteers.

In the fall of 2024 we ran into issues with the streaming that caused pauses and interruptions to those watching. We are sorry for the frustration this caused. Many churches and others using the same brand equipment experienced the same issues. Eventually the equipment manufacturer provided an update that solved the issue and all has been stable since. Three of our hearing assist units have gone missing. This has happened in the past so we hope that people will find them in a coat pocket or purse and they will return. Again, this year we received positive comments and feedback saying how clear our audio and video is. We have shared details on our setup with other churches in the diocese.

A special thank-you to our team of dedicated volunteers who operate the video livestreaming function each Sunday as well as for special services, including Taize, 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 volunteer to learn the operation of the sound system equipment. Training would be provided.

Respectfully submitted,  
Peter Jacobs

### **St. Margaret's Scouting Group**

*Submitted to St. Margaret's Church, Forest Hill United Church and Christ Church Cathedral*

1st St. Margaret's Scouting Group has continued with strong Scouting activities in our four program Sections during 2024: 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 co-educational and we are fortunate to also have an ethnically diverse membership. At the end of 2024, we had a membership in all our Sections and the Group Committee of 86 youth, supported by 29 adult volunteers. This represents a significant increase in

youth and adult membership from 2022 (the last year of reporting), partly due to COVID-19 restrictions being lifted since that year but also due to the robust programming offered in each of our sections.

We started 2024 with 19 Beavers and a membership capacity in our Beaver Colony of 19, run by a team of 6 adult volunteers (Scouters). In early May, after the Going-Up Ceremony, they were reduced to 9 youth and 2 Scouters. As a result of the limited available volunteers, we kept capacity at 9 until the end of the school year. Over the summer and early Fall, our team recruited 3 new volunteers (and a 4th pending as of this report) for a total of 5 (soon 6) Scouters, and we recently increased our capacity back up to 17 with 17 youth registered. After many years of service as Contact Beaver Scouter, Haley Keyser moved up to the Cub Pack and Heidi O'Donnell has taken over this position. Heidi is one of our longest-serving Scouters and she has re-joined the Colony with her grand-daughter. The Beaver Colony meets at the Forest Hill United Church, using its inside meeting space, as well as the attractive grounds around the church. One of their popular programs is their first Beaver sleepover just before Christmas, when the Beavers sleep in tents that have been set up inside the church.

We started 2024 with 14 Cub Scouts and 5 Scouters, led by David Greenfield as Pack Contact Scouter. After the Going-Up Ceremony in May, the Pack had 16 youth and 6 Scouters. We have always had a strong demand for our Cub program, and through natural word of mouth and interest by the end of 2024 they have increased to 25 youth. We have recruited an additional Scouter to help, and they will begin shortly after this report in 2025 for a total of 7 Scouters.

Our Scout Troop began 2024 with 10 youth and 2 Scouters. Fortunately for the Troop, because they meet on a different night than the Pack and Colony they were able to borrow Scouters from other sections to maintain 3-4 Scouters per meeting or activity. Burns Maher-Foster was Troop Contact Scouter at the beginning of the year, however, in late January he assumed the role of Group Commissioner after the untimely passing of Peter Kent. By May, Christopher Lavigne assumed the role of Troop Contact Scouter. At this time, the Troop had 16 youth and 4 Scouters. By the end of 2024, the Troop has grown to 19 youth and 6 Scouters.

The Cub Pack holds its regular meetings on Wednesdays in the Cathedral Memorial Hall, while the Scouts meet in the Cathedral Hall on Monday evenings. Both Sections also take full outdoor advantage of the Green surrounding the Cathedral.

Our Venturers are part of a joint Venturer Company with Venturers from the 3rd and 7th Fredericton Groups. At the beginning of 2024, the Company consisted of 3 St. Margaret's Venturers and 3 Venturer Advisors. 2 of those youth have aged out of the Company with 1 new youth in 2024, for a final total of 2 youth at the end of 2024. However, it is worth noting that the joint Company is managed by 3rd and 7th Fredericton, and new youth who did not move up from St. Margaret's Troop are registered under 3rd and 7th. The full membership of the joint Company at the end of 2024 is approximately 25 youth with 4 Venturer Advisors, forming a strong team who meet every week of the year. The Company has been meeting at the Christ Church Parish Church since 2022.

In addition to the 20 adult volunteers who work with our Sections as Scouters, our Scout program is also supported by 4 screened Group Committee members who are not affiliated with one of the Sections, but provide support in fund-raising, finance, registration and personnel support of the Group. The Group Committee meets monthly during the year, primarily online but also in-person once per quarter at St. Margaret's Church. The Group Committee is chaired by Burns Maher-Foster as Group Commissioner. Faith Cormier sits on the Group Committee as the representative of St. Margaret's Vestry.

Our Scouting Group is funded by Christmas tree sales and (most significantly) by our bottle collection box on the St. Margaret's Parking lot. Early in 2024, Janice Maher-Foster was assigned as Bottle Box Coordinator and took over day to day management of the bottle box. Since this appointment, our group has seen a significant increase in revenue, primarily due to a reduction in theft from the box due to daily visits and maintenance of the box. Twice a day, 7 days a week, bottles in the box are moved to our locked trailer and regularly deposited with Best Metals. Several repairs were made to the bottle box over 2024, and plans have been drawn up for their eventual replacement as some parts are deteriorating rapidly. We have had feedback from the St. Margaret's vestry and neighbours of the church that this has been a very welcome improvement to the community overall. With the bottle box revenue, we had previously established a long-term Reserve Fund and a Jamboree Travel Fund, beyond just supporting our Operating Budget. With the significant increase in revenue this year, we were able to fund the majority of costs for 6 youth and 3 adults from our Scout Troop to attend the Iceland Jamboree in June, which hadn't been hosted there since before COVID lockdowns. We have also been able to restore the Reserve and Jamboree Travel funds to their previous levels. The bottle box at St. Margaret's Church allows us to fund these incredible adventures without distracting the youth with constant fundraising, giving them the best experience with Scouting in Fredericton, and we are grateful to St. Margaret's Church for hosting this important pillar of our program.

We are 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, which all help to make our Scouting programs possible!

Respectfully submitted,  
Burns Maher-Foster, Group Commissioner - 1st St. Margaret's Scouting Group

## **Nominating Committee**

The Nominating Committee met throughout the year. Members of this Committee are Kurt Schmidt, Jill Dunderdale and the Dean.

The focus this year is how to fill vacant Bishop and Chapter positions. An advertisement campaign for the Christian Formation chair (Life Enhancing Opportunity) has not yielded any candidates nor has individual asks. The committee also highlighted the groups at the Cathedral for newcomers or as a review for Cathedral members. This has generated some renewed interest in groups.

Members of Bishop and Chapter with Chair positions are aware of succession planning and the Finance Committee is developing a guide for new Bishop and Chapter members to ease transitions.

The Committee is also looking for delegates to the Synod.

Thanks goes to Hank Williams for taking on the Worship Committee position from Catherine Macdonald. Catherine is the Treasurer for the Cathedral and we thank her for taking on this challenging position.

Please prayerfully consider volunteering for the Christian Formation Chair or as a Synod Delegate.

Respectfully submitted,  
Jane Hand, Chair, Nominating Committee

# Report of the Nominating Committee

The following are nominations to the positions indicated for the year 2025. 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 immediately (By-Law 01 March)
- 2) The offices of Treasurer and Secretary are not termed offices
- 3) 3 year terms are renewable once by election or appointment
- 4) Unless by office otherwise engaged, members of the Chapter will chair a Chapter committee
- 5) The Nominating Committee is appointed by Bishop and Chapter within 60 days of the Annual comprised of two members of Chapter and two members of the Congregation
- 6) The first meeting of Bishop and Chapter will immediately follow the Annual to appoint the Treasurer, Secretary and Advisory Committee to the Bishop on Appointments

<b>X Bishop and Chapter</b>	
<b>Elect 2 (TWO) Only</b>	
	Bonnie Greenwood (Mission/Outreach)
	Hank Williams (Worship)

\* one of three appointments by the Bishop remain vacant

<b>X Delegates to Synod</b>	
<b>Elect 3 (THREE) Only</b>	
Elect the maximum of 3 (THREE) if at least 1 (ONE) is from Category 2. Ordered by election	
<b>Category 1 (age 36 and over)</b>	
	Rosa Macaulay
<b>Category 2 (age 16-35)</b>	

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.

Revised 27 February 2025

**CHRIST CHURCH CATHEDRAL**

**FINANCIAL STATEMENTS**

**DECEMBER 31, 2024**

DRAFT

**CHRIST CHURCH CATHEDRAL**  
**DECEMBER 31, 2024**

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# LEBLANC SCOTT CPA

CHARTERED PROFESSIONAL ACCOUNTANTS  
527 Queen St Suite 130, Fredericton, NB, E3B 1B8

## INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of:  
Christ Church Cathedral

We have reviewed the accompanying financial statements for Christ Church Cathedral that comprise the statement of financial position as at December 31, 2024 and the statement of operations, changes in fund balances and cash flows for the year then ended, as well as 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.

### *Conclusion*

Based on our review, nothing has come to our attention that causes us to believe that these financial statements do not present fairly, in all material respects, the financial position of Christ Church Cathedral as at December 31, 2024, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### *Other Matter*

The prior year financials were reviewed by another firm of Chartered Professional Accountants who expressed an unmodified opinion..

Fredericton, New Brunswick  
February 28, 2025

Chartered Professional Accountants



**CHRIST CHURCH CATHEDRAL  
STATEMENT OF FINANCIAL POSITION  
FOR THE YEAR ENDED DECEMBER 31, 2024**

**STATEMENT 1**



**ASSETS**

	<u>2024</u>	<u>2023</u>
<b>Current</b>		
Cash	\$ 84,450	\$ 98,701
Accounts receivables	-	3,957
HST receivables	<u>17,348</u>	<u>4,858</u>
	<u>101,798</u>	<u>107,516</u>
<b>Unrestricted investments (Note 5)</b>	<b>244,136</b>	233,006
<b>Restricted investments (Note 5 and 6)</b>	<b>1,913,399</b>	1,907,346
<b>Capital Assets (Note 3)</b>	<u><b>2,291,913</b></u>	<u>2,210,571</u>
	<u><b>\$ 4,551,246</b></u>	<u>\$ 4,458,439</u>

**LIABILITIES AND NET ASSETS**

<b>Current</b>		
Payables and accruals	\$ 42,412	\$ 29,461
Deferred contribution	<u>18,120</u>	<u>5,780</u>
	<u>60,532</u>	<u>35,241</u>
<b>Fund Balances</b>		
General fund	<b>2,577,315</b>	2,515,853
Restricted fund (Note 5 and 6)	<u><b>1,913,399</b></u>	<u>1,907,345</u>
	<u><b>4,490,714</b></u>	<u>4,423,198</u>
	<u><b>\$ 4,551,246</b></u>	<u>\$ 4,458,439</u>

APPROVED ON BEHALF OF THE BOARD:

\_\_\_\_\_ Member

\_\_\_\_\_ Member

The attached notes are an integral part of these financial statements.

**CHRIST CHURCH CATHEDRAL**  
**STATEMENT OF OPERATIONS**  
**FOR THE YEAR ENDED DECEMBER 31, 2024**

**STATEMENT 2**

	<b>Budget 2024</b>	<b>Actual 2024</b>	<b>Actual 2023</b>
<b>Revenue</b>			
Unrestricted offerings	\$ 583,597	\$ 511,525	\$ 510,905
Specified offerings	20,300	13,265	6,795
Unrestricted interest income	9,000	11,129	10,829
Grants	60,000	69,933	71,813
Rental	<u>12,000</u>	<u>14,745</u>	<u>18,919</u>
	<u>684,897</u>	<u>620,597</u>	<u>619,261</u>
<b>Ministry expenses:</b>			
Dean's compensation	90,948	90,948	88,422
Other clergy expenses	24,086	30,479	31,503
Staff expenses	173,070	154,458	164,662
Diocesan shared ministry expense	92,975	92,715	95,889
Property and buildings (Note 4)	195,255	139,780	142,369
Insurance	35,947	36,336	34,961
Worship	7,000	11,006	10,786
Christian formation	1,500	2,608	3,186
Hospitality	2,000	1,342	814
Mission and outreach	20,000	23,094	20,588
Health and pastoral care	2,120	1,345	1,135
Finance and administration	36,696	39,787	32,000
Communications	2,000	1,424	1,427
Interest and bank charges	<u>-</u>	<u>1,818</u>	<u>2,268</u>
	<u>683,597</u>	<u>627,140</u>	<u>630,010</u>
<b>Excess of revenue over expenditures from operations</b>	<b><u>1,300</u></b>	<b><u>(6,543)</u></b>	<b><u>(10,749)</u></b>
Other income (expenses)			
Amortization		(22,542)	(13,056)
Fund raising assessment		<u>-</u>	<u>(21,000)</u>
		<u>(22,542)</u>	<u>(34,056)</u>
		<u>(29,085)</u>	<u>(44,805)</u>
Restricted fund activity			
Restricted fund income (Note 7)		96,601	81,368
Flow through donations received		15,551	14,640
Flow through donations paid		<u>(15,551)</u>	<u>(14,640)</u>
		<u>96,601</u>	<u>81,368</u>
<b>Excess of revenues over expenditures</b>		<b><u>\$ 67,516</u></b>	<b><u>\$ 36,563</u></b>

The attached notes are an integral part of these financial statements.

**CHRIST CHURCH CATHEDRAL**  
**STATEMENT OF FUND BALANCES**  
**FOR THE YEAR ENDED DECEMBER 31, 2024**

**STATEMENT 3**

	<u>General fund</u>	<u>Restricted fund</u>	<u>Total 2024</u>	<u>Total 2023</u>
Balance, beginning of year	\$ 2,515,853	\$ 1,907,345	\$ 4,423,198	\$ 4,386,635
Excess (deficiency) of revenues over expenditures	(29,085)	96,601	67,516	36,563
Transfer from restricted fund	<u>90,547</u>	<u>(90,547)</u>	-	-
Balance, end of year	<u>\$ 2,577,315</u>	<u>\$ 1,913,399</u>	<u>\$ 4,490,714</u>	<u>\$ 4,423,198</u>

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The attached notes are an integral part of these financial statements.

## CHRIST CHURCH CATHEDRAL

## STATEMENT OF CASH FLOW

## STATEMENT 4

FOR THE YEAR ENDED DECEMBER 31, 2024

	<u>2024</u>	<u>2023</u>
<b>Operating activities</b>		
Cash received from offerings	\$ 546,849	\$ 541,386
Cash received from investments	101,969	71,813
Cash received from rentals	14,745	18,919
Cash received from grants	69,933	71,813
Cash paid to employees and suppliers	<u>(626,679)</u>	<u>(631,814)</u>
	<u>106,817</u>	<u>72,117</u>
<b>Investing activities</b>		
Transfer from investments to operations	90,547	69,655
Purchase of investments	(107,731)	(142,423)
Purchase of capital assets	<u>(103,884)</u>	<u>(3,629)</u>
	<u>(121,068)</u>	<u>(76,397)</u>
<b>Change in cash position</b>	<b>(14,251)</b>	<b>(4,280)</b>
<b>Cash, beginning of year</b>	<u>98,701</u>	<u>102,981</u>
<b>Cash, end of year</b>	<u><b>\$ 84,450</b></u>	<u><b>\$ 98,701</b></u>

The attached notes are an integral part of these financial statements.

**CHRIST CHURCH CATHEDRAL**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**DECEMBER 31, 2024**

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**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) Cash**

Cash consists of cash balances with financial institutions.

**(b) 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.

**(c) 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.

**(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%
Equipments	20%

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

**(e) Financial instruments**

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

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

**CHRIST CHURCH CATHEDRAL**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**DECEMBER 31, 2024**

**2. Significant accounting policies, continued**

**(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. Capital assets**

	<b>Cost</b>	<b>Accumulated Amortization</b>	<b>Net 2024</b>	<b>Net 2023</b>
Land	\$ 3,000	\$ -	\$ 3,000	\$ 3,000
Buildings	2,252,298	73,693	2,178,605	2,186,555
Furniture and fixtures	<u>148,568</u>	<u>38,260</u>	<u>110,308</u>	<u>21,016</u>
	<u>\$ 2,403,866</u>	<u>\$ 111,953</u>	<u>\$ 2,291,913</u>	<u>\$ 2,210,571</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>73,693</u>	<u>190,807</u>	<u>198,757</u>
	<u>\$ 2,252,298</u>	<u>\$ 73,693</u>	<u>\$ 2,178,605</u>	<u>\$ 2,186,555</u>

**4. Property and building expenses**

**Property and building expenses 2024**

	<b>Cathedral</b>	<b>Memorial Hall</b>	<b>General</b>	<b>Total</b>
Fuel	\$ 28,157	\$ 14,309	\$ -	\$ 42,466
Utilities	4,003	5,506	-	9,509
Repairs and maintenance	52,880	14,034	12,539	79,453
Ground care	7,418	-	-	7,418
Security	-	-	934	934
	<u>\$ 92,458</u>	<u>\$ 33,849</u>	<u>\$ 13,473</u>	<u>\$ 139,780</u>

**Property and building expenses 2023**

	<b>Cathedral</b>	<b>Memorial Hall</b>	<b>General</b>	<b>Total</b>
Fuel	30,966	20,601	-	51,567
Utilities	3,775	5,259	-	9,034
Repairs and maintenance	54,846	9,285	6,813	70,944
Ground care	6,342	-	-	6,342
Security	-	-	4,482	4,482
	<u>\$ 95,929</u>	<u>\$ 35,145</u>	<u>\$ 11,295</u>	<u>\$ 142,369</u>

**CHRIST CHURCH CATHEDRAL****NOTES TO THE FINANCIAL STATEMENTS****DECEMBER 31, 2024****5. 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 2024, 3.25% (2023 - 3.25%) interest and additional 1.5% annual bonus 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.

**6. Investment fund - restricted**

	<b>Restricted principal</b>	<b>Available for restricted use</b>	<b>2024</b>	<b>2023</b>
Cathedral Clergy Accommodation	\$ 320,593	\$ 16,911	\$ 337,504	\$ 332,516
Ada Raymond Bequest	100	8	108	103
Allan Wilmot Bequest	1,000	83	1,083	1,033
Archbishop and Mrs. Richardson Fund - Education	1,000	6,871	7,871	7,512
Archdeacon Forsyth Trust - Fabric	500	433	933	891
Assistant Minister's Fund	12,600	16,248	28,848	27,533
Audio Equipment Fund	-	40,603	40,603	38,752
Cathedral Restoration Fund	-	454,040	454,040	431,325
Charles Peters Trust	1,102	91	1,193	1,139
Dean's Discretionary	-	2,881	2,881	4,117
Ellen Burchell Trust - Dean's Discretion	86,970	53,478	140,448	134,045
Goodspeed Memorial For Choir Purposes	500	1,042	1,542	1,472
Hymn and Liturgical Books	-	7,948	7,948	7,586
John Harding Bequest	-	2,165	2,165	2,067
John Maxwell Bequest - Organ Upkeep and Maintenance	10,000	4,857	14,857	14,180
Jubilee Offerings	1,490	124	1,614	1,540
Local Outreach	-	12,150	12,150	11,596
Louisa Morris Bequest	2,675	221	2,896	2,764
M Kearney Odell Bequest	20,000	1,653	21,653	20,666
Maguerite Elgee Trust	500	41	541	517
Margaret and Harold Hoyt Memorial - Dean's Discretion	15,000	8,083	23,083	24,941
Mary L. Boyce Bequest - Maintenance of the Services and the General Upkeep of the Cathedral	271,972	152,447	424,419	477,184
Memorial Hall Restoration Fund	2,456	117,856	120,312	114,827
Minchin-Gordon Bequests	23,000	1,901	24,901	23,766
Music Ministry	-	4,095	4,095	3,909
Neales Memorial for Annual Award to a Choir Boy	500	1,631	2,131	2,033
Organ Restoration Fund	-	82,555	82,555	77,961
Parish Nurse	-	786	786	354
Robin W. Gough Bequest (1) - Fabric Repairs	25,000	26,940	51,940	49,572
Robin W. Gough Bequest (2) - Choir Music	5,000	5,388	10,388	9,914
Rosalie Belyea Music Fund - Printed Musid For Choir	5,000	6,256	11,256	10,743
S C and Henrietta Gray Trust	30,000	2,480	32,480	30,999
Sarah C. Forsyth Trust - Fabric	500	433	933	891
W W Boyce Gift	18,000	1,488	19,488	18,600
W. T. Raymond Bequest	2,406	199	2,605	2,486
W. W. Boyce Bequest - Current Expenses	10,000	8,663	18,663	17,812
Anglican Church Women (ACW)	-	2,486	2,486	-
	<u>867,864</u>	<u>1,045,535</u>	<u>1,913,399</u>	<u>1,907,346</u>

**CHRIST CHURCH CATHEDRAL**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**DECEMBER 31, 2024**

**7. Restricted fund activity**

	<u>2024</u>	<u>2023</u>
<b>Revenue</b>		
Interest	\$ 90,839	\$ 57,005
Offerings - Cathedral restoration fund	-	13,295
Offerings - Local outreach fund	5,762	6,171
Offerings - Organ restoration fund	-	3,267
Offerings - Dean's discretionary fund	-	200
Offerings- Parish Nurse	-	1,430
	<u>\$ 96,601</u>	<u>\$ 81,368</u>
<b>Transfers from the restricted fund</b>		
Clergy housing allowance	\$ (10,807)	\$ (10,808)
Local outreach	-	(6,170)
Dean's discretionary	(4,386)	-
Equipment purchases	(75,354)	-
	<u>\$ (90,547)</u>	<u>\$ (16,978)</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



**2024 Investment Funds Summary**

Name	Purpose	Jan 1 Balance	Deposits	Withdrawals	Annual Interest	Bonus Interest	December 31 Balance	Restricted Principal	Funds Available
<b>Unrestricted Principal with Restricted Use</b>									
ACW	Bishop McAllister College		2,448.00		38.02		<b>\$2,486.02</b>		\$2,486.02
Audio Equipment Fund	Audio Visual Equipment	\$38,752.36			1,269.66	581.29	<b>\$40,603.31</b>		\$40,603.31
Dean's Discretionary	Dean's Discretion	\$4,116.83		1,386.87	89.40	61.75	<b>\$2,881.11</b>		\$2,881.11
Hymn & Liturgical Books	Hymn & Liturgical Books	\$7,585.98			248.58	113.79	<b>\$7,948.35</b>		\$7,948.35
John Harding Bequest		\$2,066.60			67.74	31.00	<b>\$2,165.34</b>		\$2,165.34
Local Outreach	Local Outreach	\$11,596.00			379.98	173.94	<b>\$12,149.92</b>		\$12,149.92
Music Ministry	Music Ministry	\$3,908.73			128.10	58.63	<b>\$4,095.46</b>		\$4,095.46
Parish Nurse	Parish Nurse	\$353.90	402.00		24.78	5.31	<b>\$785.99</b>		\$785.99
Organ Restoration Fund	Organ Restoration	\$77,960.88	866.05		2,559.00	1,169.41	<b>\$82,555.34</b>		\$82,555.34
<b>Total</b>		<b>\$146,341.28</b>	<b>\$3,716.05</b>	<b>\$1,386.87</b>	<b>\$4,805.26</b>	<b>\$2,195.12</b>	<b>\$155,670.84</b>		<b>\$155,670.84</b>
<b>Restricted Principal with Unrestricted Use</b>									
Ada Raymond Bequest	The interest is transferred to Unrestricted Funds (General Use) annually								
		\$103.36			3.36	1.55	<b>\$108.27</b>	\$100.00	\$8.27
Allan Wilmot Bequest		\$1,033.30			33.84	15.50	<b>\$1,082.64</b>	\$1,000.00	\$82.64
Charles Peters Trust		\$1,138.66			37.26	17.08	<b>\$1,193.00</b>	\$1,102.00	\$91.00
Jubilee Offerings		\$1,539.62			50.46	23.09	<b>\$1,613.17</b>	\$1,490.00	\$123.17
Louisa Morris Bequest		\$2,764.10			90.60	41.46	<b>\$2,896.16</b>	\$2,675.00	\$221.16
M. Kearney Odell Bequest		\$20,666.12			677.10	309.99	<b>\$21,653.21</b>	\$20,000.00	\$1,653.21
Maguerite Elgee Trust		\$516.68			16.92	7.75	<b>\$541.35</b>	\$500.00	\$41.35
Minchin-Gordon Bequests		\$23,766.02			778.68	356.49	<b>\$24,901.19</b>	\$23,000.00	\$1,901.19
S.C. and Henrietta Gray Trust		\$30,999.12			1,015.68	464.99	<b>\$32,479.79</b>	\$30,000.00	\$2,479.79
W. W. Boyce Gift		\$18,599.52			609.36	278.99	<b>\$19,487.87</b>	\$18,000.00	\$1,487.87
W. T. Raymond Bequest		\$2,486.16			81.42	37.29	<b>\$2,604.87</b>	\$2,406.00	\$198.87
<b>Total</b>		<b>\$103,612.66</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,394.68</b>	<b>\$1,554.18</b>	<b>\$108,561.52</b>	<b>\$100,273.00</b>	<b>\$8,288.52</b>
<b>Restricted Principal with Restricted Use</b>									
<b>- Dean's Discretionary</b>									
Ellen Burchell Trust	Dean's Discretion	\$134,045.10			4,391.88	2,010.68	<b>\$140,447.66</b>	\$86,970.00	\$53,477.66
Margaret & Harold Hoyt Memorial	Dean's Discretion or Guild of St. Joseph	\$24,940.68		3,000.00	768.42	374.11	<b>\$23,083.21</b>	\$15,000.00	\$8,083.21
<b>Total</b>		<b>\$158,985.78</b>	<b>\$0.00</b>	<b>\$3,000.00</b>	<b>\$5,160.30</b>	<b>\$2,384.79</b>	<b>\$163,530.87</b>	<b>\$101,970.00</b>	<b>\$61,560.87</b>
<b>- Bishop &amp; Chapter</b>									
Mary L. Boyce Bequest	General Maintenance and Services	\$477,184.23		75,353.75	15,430.36	7,157.76	<b>\$424,418.60</b>	\$271,972.00	\$152,446.60
Assistant Minister's Fund	Assistant Minister's Discretionary Fund	\$27,532.74			902.10	412.99	<b>\$28,847.83</b>	\$12,600.00	\$16,247.83
W. W. Boyce Bequest	Current Expenses	\$17,812.49			583.62	267.19	<b>\$18,663.30</b>	\$10,000.00	\$8,663.30
<b>Total</b>		<b>\$522,529.46</b>	<b>\$0.00</b>	<b>\$75,353.75</b>	<b>\$16,916.08</b>	<b>\$7,837.94</b>	<b>\$471,929.73</b>	<b>\$294,572.00</b>	<b>\$177,357.73</b>
<b>Property and Buildings</b>									
Robin W. Gough Bequest (1)	Repairs to Exterior stonework, roof and steeple	\$49,572.22			1,624.20	743.58	<b>\$51,940.00</b>	\$25,000.00	\$26,940.00
Memorial Hall Restoration Fund	Memorial Hall Maintenance	\$114,826.90			3,762.18	1,722.40	<b>\$120,311.48</b>	\$2,455.50	\$117,855.98
Archdeacon Forsyth Trust	Repairs and upkeep of Cathedral fabric	\$890.50			29.16	13.36	<b>\$933.02</b>	\$500.00	\$433.02
Sarah C. Forsyth Trust	Repairs and upkeep of Cathedral fabric	\$890.51			29.16	13.36	<b>\$933.03</b>	\$500.00	\$433.03
Cathedral Restoration Fund	Cathedral restoration	\$431,325.10	2,045.90		14,199.00	6,469.88	<b>\$454,039.88</b>	\$0.00	\$454,039.88
<b>Total</b>		<b>\$597,505.23</b>	<b>\$2,045.90</b>	<b>\$0.00</b>	<b>\$19,643.70</b>	<b>\$8,962.58</b>	<b>\$628,157.41</b>	<b>\$28,455.50</b>	<b>\$599,701.91</b>
<b>Worship</b>									
John Maxwell Bequest	Organ Upkeep and Maintenance	\$14,179.79			464.58	212.70	<b>\$14,857.07</b>	\$10,000.00	\$4,857.07
Rosalie Belyea Music Fund	Printed Music for Choir	\$10,742.92			352.02	161.14	<b>\$11,256.08</b>	\$5,000.00	\$6,256.08
Robin W. Gough Bequest (2)	Choir Music	\$9,914.38			324.84	148.72	<b>\$10,387.94</b>	\$5,000.00	\$5,387.94
Neales Memorial	Annual Award to a Choir Boy	\$2,033.36			66.66	30.50	<b>\$2,130.52</b>	\$500.00	\$1,630.52
Goodspeed Memorial	Choir Purposes	\$1,471.89			48.24	22.08	<b>\$1,542.21</b>	\$500.00	\$1,042.21
<b>Total</b>		<b>\$38,342.34</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,256.34</b>	<b>\$575.14</b>	<b>\$40,173.82</b>	<b>\$21,000.00</b>	<b>\$19,173.82</b>
<b>Christian Formation</b>									
Archbishop & Mrs. Richardson Fund	Education	\$7,512.47			246.18	112.69	<b>\$7,871.34</b>	\$1,000.00	\$6,871.34
<b>Total</b>		<b>\$7,512.47</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$246.18</b>	<b>\$112.69</b>	<b>\$7,871.34</b>	<b>\$1,000.00</b>	<b>\$6,871.34</b>
Cathedral Clergy Accommodation	Principal restricted for property purchase, Interest restricted for Clergy Accommodation, paid out Interest of \$5,403.36 paid out July 2024	\$332,516.06		10,806.72	10,806.72	4,987.74	<b>\$337,503.80</b>	\$320,593.20	\$16,910.60
Unrestricted Funds (General Use)	General Use	\$233,006.20			7,634.22	3,495.09	<b>\$244,135.51</b>	\$0.00	<b>\$244,135.51</b>
<b>TOTAL</b>		<b>\$2,140,351.48</b>	<b>\$5,761.95</b>	<b>\$90,547.34</b>	<b>\$69,863.48</b>	<b>\$32,105.27</b>	<b>\$2,157,534.84</b>	<b>\$867,863.70</b>	<b>\$1,289,671.14</b>

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

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

**INTERPRETATION**

1 In this by-law words in the singular include the plural, words in the plural include the singular and words in one gender include all genders.

2. In this by-law, unless the context otherwise requires,

“Bishop” means the Bishop of Fredericton;

“Canon,” as it relates to the laws of the Church in the Diocese, means a Canon enacted by the Diocesan Synod of Fredericton;

“Canon,” as it relates to a member of the clergy, means a Canon appointed by the Bishop under Canon Four;

“Cathedral” means the Cathedral of Christ Church in the City and Diocese of Fredericton;

“Chapter” means the corporation known as The Bishop and Chapter of the Cathedral of Christ Church in the City and Diocese of Fredericton continued by subsection 2(3) of the Anglican Church Act, 2003;

“Dean” means the Dean of the Diocese appointed by the Bishop under Canon Four;

“Diocese” means the Diocese of Fredericton;

“Lay Chair” means the Lay Chair of the Chapter;

“Lay Vice-Chair” means the Lay Vice-Chair of the Chapter;

“Secretary” means the Secretary of the Chapter;

“Treasurer” means the Treasurer of the Chapter.

**OBJECTS AND DUTIES OF THE CHAPTER**

3. The objects of the Chapter are the maintenance and management of the Cathedral, its grounds and appurtenances, religious and charitable works connected therewith, and the temporal affairs of the Cathedral and its congregation. (Anglican Church Act, 2003, section 6(1)).

4. The Chapter shall
  - (a) 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 or the Secretary 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 from among the lay members and shall hold office at the pleasure of the Chapter or until membership in the Chapter ceases. The Secretary and the Treasurer neither of whom need be lay members, shall be appointed by the Chapter and shall hold office at the pleasure 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.  
Subject to s.29 and s.66, the Chapter may, by resolution, authorize any one or more officers of the Chapter or any other person or persons named in the resolution, to enter into agreements, commitments or sign documents on behalf of the Chapter.

### **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."

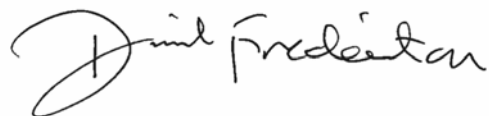
### **REPEAL AND AMENDMENT**

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 25 February 2025..
80. On the coming into force of this By-Law all previous By-Laws of the Chapter are repealed.

Adopted by the Chapter on 19 February 2025 and  
Approved by the Bishop of Fredericton on 25 February 2025.



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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, or make possible 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.

Approved by a Congregational Meeting on 16 June 2024

Adopted by the Chapter on 18 June 2024

Approved by the Bishop of Fredericton on 02 July 2024

A handwritten signature in black ink, appearing to read "Dil Fredericton". The signature is written in a cursive, flowing style with a large initial "D".

Signature of the Bishop of Fredericton

**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.