



Christ Church
Cathedral
Ottawa



Vestry Circular 2024

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Inserts

- Dean's Charge to Vestry 2024
- 2023 Draft Financial Statements
- Proposed 2024 Operating Budget

A Note Concerning Vestry Membership

Only those who are able to make this declaration can be members of Vestry and are eligible to vote or hold office in the Parish of Christ Church Cathedral (as per Diocese of Ottawa Canon C.5.02):

I solemnly declare that: I am a member of this congregation of the Anglican Church of Canada; I am of the full age of sixteen years; I am a regular worshiper with this congregation; I do not intend to vote as a member of any other Vestry in the election of Church Wardens or of Members of Synod during the ensuing year, and I am a supporter of this congregation by regular contributions to its maintenance.

** Various Cathedral organizations have approved detailed financial statements, which are available from their Chairs or the Administrator upon request.*

Christ Church Cathedral Ottawa

Annual Vestry Meeting

March 3rd, 2024

I Agenda

1. Opening Prayer and Housekeeping
2. Appointment of Vestry Clerk
3. Minutes of the February 26th, 2023 Vestry meeting (*page 25*)
4. Business Arising from the Minutes
 - a. Motion from Vestry 2023
5. Appointments and Elections for 2024 (*pages 3-4*) (*see Motion 2 on page 5*)
6. Appointment of Parish Signing Officers (*see Motion 3 on page 5*)
7. Reception of Reports (*pages 8-24*) (*see Motion 4 on page 5*)
8. Tabling of 2023 Draft Financial Statements
9. Adoption of 2024 Operating Budget (*see Motion 5 on page 5*)
10. Appointment of Auditors for 2024 (*see Motion 6 on page 6*)
11. Other Business
 - a. Proposed Rules for the Regulation of Vestry Proceedings
 - b. Cathedral Vision
12. Adjournment

II Slate of Appointments and Elections for 2024

Appointments

Rector's Warden:	Jane Morris
Past Warden:	Gillian Wheeler
Deputy Warden:	Robb Mann
Treasurer:	Nicholas Galambos
Cathedral Council Advisory Panel Chairs:	TBD
Coordinator of Chalice Bearers:	Chuck Staples
Coordinators of Readers and Intercessors:	Elizabeth Taylor (8:30 am service) Chuck Staples (10:30 am, special services)
Coordinator of Pastoral Care:	Tom Delsey
Coordinator of Sidespeople:	Margaret Porter
Columbarium Manager:	Josephine Hall
Envelope Secretary:	David Morgan
Head Server:	Denise Gomes
Sacristan:	David Lewis
Licensed Lay Reader (Emeritus):	Ivan Timonin

Elections

People's Warden: Katherine Spencer-Ross

Members of Synod (2-year term):

1. Madeleine Gomery (1st year 3rd term)
2. Norm Villegas (1st year of 2nd term)
3. Daniel Jerusalemiec (1st year of 1st term)
4. Katherine Spencer-Ross (Warden)

Alternates (1yr term): Gillian Wheeler, Rob Mann

Cathedral Council Members at Large (1 year term):

1. Tom Delsey
2. Corey Graham
3. Anij Morton
4. Godfrey Mabaleka
5. Sam Dinsey

Cathedral Hill Foundation Directors (1 year term):

1. Craig Duffin
2. Dave Roberts
3. David Morgan

Composition of Cathedral Council

Dean (Chair)

People's Warden (Vice-Chair)

Rector's Warden

Past Warden

Treasurer

Vicar

Director of Music

Deputy Wardens (2)

Lay Members of Synod (4)

Members at Large (5)

Panel Chairs (TBD)

III Proposed 2024 Vestry Motions

1. Minutes of the February 26th, 2023 Vestry Meeting.

Moved by:

Seconded by:

That the Minutes of the Vestry Meeting of February 26th, 2023 be accepted as presented.

2. Appointments and Election of Parish Officers for 2024

Moved by:

Seconded by:

That this slate of nominees be confirmed.

3. Approval of Signing Officers

Moved by:

Seconded by:

That any two of the following be signing officers for Christ Church Cathedral effective immediately and terminating at Vestry 2025: Dean, Vicar, Churchwardens, Deputy Wardens, Treasurer, Administrator.

4. Reception of Reports

Moved by:

Seconded by:

That the reports received from the groups and organizations of our Cathedral be accepted as presented.

5. Adoption of 2024 Operating Budget

Moved by:

Seconded by:

That the proposed Operating Budget for 2024 be adopted as presented including authorization, as approved by Cathedral Council, to draw down an amount up to \$1,000,000 from the Diocesan Consolidated Trust Funds (CTF) to balance the

operating budget.

6. Appointment of Auditors

Moved by:

Seconded by:

That Deloitte be appointed auditors for the parish for the year 2024.

IV Parish Statistics and Records

	2020	2021	2022	2023
Average Sunday attendance	89*	96*	173*	209
Number of Identified Regular Contributors	408	379	346	318
Baptisms	3	7	7	13
Confirmations	0	0	17	6
Marriages	1	2	6	2
Funerals	4	11	15	10

** Reflects in-person worship only when open during the pandemic and does not reflect online worship participation.*

V Reports for 2023

1. Altar Guild

As the new president of the Altar Guild, I would like to thank our outgoing president Penny Armstrong for all the years of faithful service in all aspects of the Altar Guild. Penny's name was on every list; brass, dusting, vacuuming, small and large fair linens, vessels, hangings and flowers. She does it all and does it well. Fortunately, Penny is not leaving us, and will be there to fulfil the duties required from being on all the lists plus filling in historical facts, and making certain the Church Mice chronicles continue. From all of us in the Christ Church Cathedral Ottawa Altar Guild, thank you Penny.

The past year has been an awakening from the COVID crisis, getting the teams back together has shown us to be dwindling in numbers. This has prompted us to actively seek new members. Having said that, please do keep the Altar Guild in mind as a way that you could give back to our beloved community. Gone are the days when you had to be a married unemployed woman. We look forward to hearing from you.

Our AGM meetings have been changed to Saturdays in October in order to make it easier for all members to attend. These meetings are followed by fabulous luncheons offering choices for every dietary need. The Altar Guild is devoted to being thoughtful of our environment in all that we do from the cleansers that we use to the floral foam used in the floral arrangements.

Heartfelt thanks to all the members for their joy!
Dawn Bell-Jack | President

2. Cathedral Hill Foundation

Board Membership:

Board membership saw four departures and two new directors. Till Heyde, Richard Fujarczuk, Robert P. Mulrone and The Reverend Canon Dr. Peter John Hobbs retired from the Board. Joel Prentice and David Morgan (re)joined the Board.

Diocese Representatives:

Gwen Lévesque, Chair; Sanjay Grover, Treasurer; Joel Prentice.

Cathedral Representatives:

Dave Roberts, Vice-Chair; Craig Duffin, Secretary; David Morgan.

Ex-Officio:

The Right Reverend Shane Parker, Bishop of Ottawa

The Very Reverend Beth Bretzlaff, Dean of Ottawa and Rector Christ Church Cathedral

At the June 15, Board Meeting the following Motion was unanimously passed:

"That effective June 15, 2023, the CHF Board will be comprised of six (6) Directors, three each representing the Cathedral and the Diocese." This motion complies with Article 3.2 of the Bylaws

Phase 2 – Reichmann Senior Housing Development Corporation (RSH):

As is evident from the exterior the building progress continues apace. A tour of the interior was provided in the latter part of the year, Bishop Parker, Dean Bretzlaff, Joel Prentice and several others participated.

Currently exterior work continues on metal siding and interior focus is on mechanical and finishing work.

The goal is to have tenants living in the building in early summer (July), which is dependent on the City issuing the Occupancy Permit in June, possibly earlier.

The Lease provides for \$30,000 per annum on account of lost parking revenues throughout the construction period to be received by CCC. When construction is complete there are no more payments. For 2024 that means the \$30,000 will be pro-rated depending on the number of months that construction continues.

The Lease provides for the annual ground rent amount of \$230,000. Payments start after the City issues the Occupancy Permit and are made quarterly. For 2024 this means that the ground rent of \$230,000 will be pro-rated for the number of months in the year subsequent to the Occupancy Permit being issued. The Lease also provides for indexing of the ground rent every ten (10) years (the first 10 years counted from the date the Occupancy Permit.)

The residence is currently being advertised as “The Vista on Sparks Retirement by Signature”.

Update on the Property Tax Situation:

Our Proposal to Settle Agreement which covers all the outstanding property tax matters except for the 25 parking spots, was sent to the City in July 2022. After regular follow up interactions between our lawyer and the City, a counter proposal was received from the City in April 2023. The essence of their proposal was that taxes on the properties which had been exempted by the Superior Court from 2015, be paid for the prior years total \$177,399, interest and penalties of \$246,649 be forgiven. Taxes, penalties and interest: on the Great Hall up to December 31, 2021 \$121,981 be paid; on the Condo properties up to the dates corrected in 2022 \$59,918 be paid; 25 parking spaces up to current period in 2023 \$62,329 be paid. Resulting in a total of \$421,627 per their proposal.

The Board approved the payment of outstanding taxes, penalties and interest in the amount of \$421,627, or subsequent updated number at the time of payment; and approved proceeding with the Application to the Superior Court for the 25 parking spaces.

The final formal agreement between the City and CHF was signed on July 27, 2023, and payment of \$429,375 made.

Subsequently MPAC approached our lawyer and indicated that if we withdrew our Application to the Superior Court for the 25 parking spaces they would agree to exempt the 25 spaces for 2022 onwards. This was accepted and the taxes, penalties and interest paid will be refunded for 2022 and the portion of 2023 paid July 27, 2023.

Finances:

The 2022 Financial Statements were prepared and presented as required. The CHF Board used the Diocesan Audit Committee as its audit committee thereby providing greater oversight and expertise to the development and review of CHF's financials and as a proactive measure to improve the stewardship of the foundation. Annual disbursements were made to CCC as per financial forecasts. The disbursements are forecasted to remain conservative until revenue begins from Phase 2.

The CHF Audited Financial Statements are available in the Synod documents on the Diocese's website.

Conclusion:

As required CHF held its AGM on June 15, 2023, with quorum met.

It is an honour to chair this Board and I would like to express my deepest appreciation for the hard work and support of its Officers, Directors, the Bishop and Dean.

Respectfully submitted by

Gwen Lévesque | Chair of the Cathedral Hill Foundation

3. Cathedral Men

Our first event of the year was a great success, as for the first time in 3 years we were able to host the Shrove Tuesday Pancake supper. We served pancakes and sausages (lovingly cooked and served by our members) to 115 hungry people including 31 very special guests – members of the Cathedral boys and girls choirs – most of whom were attending for the first time. A very special thank you must go to James and Andrew for scheduling both practices for Tuesday night so it would be easy for them and their families to attend. A popular new addition to the menu was Lands End maple syrup from Greg and Helen Clark – a new tradition is born!

Just before Easter a clean up bee was organized and several of our group helped out and we also chipped in by purchasing some of the cleaning supplies.

In May we once again supplied and handed out roses on Mothers day – this year procured through our altar guild thanks to Peggy Morgan.

In June we cooked and served hamburgers and hotdogs for the Parish Picnic – our cooks were once again Joe Holland and Peter Webber.

In keeping with the recent practice of making a purchase of equipment to help with maintenance around the Church, this year we bought a battery powered string trimmer along with a battery and charger.

In September we again hosted our welcome back BBQ lunch – the event was well received by those who attended but next time we will try to return to holding it on the first day both choirs start back.

Our last 'event' for the year was the purchase of gift bags to be filled and returned by generous parishioners and given out at the Belong Ottawa Christmas Party – which also returned to Cathedral Hall this year.

I would especially like to thank the many members who willingly volunteer whenever called upon – I believe they provide an important service toward improving the life of our Cathedral.

Respectfully submitted by
Paul Armstrong | President

4. Cathedral Trust

The Cathedral Trust has widely supported parish ministries since 1965 through key capital contributions, loans and guarantees. The trust supports current operations, as well with annual payments to Christ Church Cathedral, from its investment portfolio.

In 2023, we had further discussions proposing transfer of the Trust funds to the diocesan Consolidated Trust Funds (CTF). The Cathedral will maintain autonomy regarding the use of our holdings within that larger portfolio. In November 2023, we liquidated all assets of the Cathedral Trust Fund with RBC Dominion Securities and funds were deposited into our RBC bank account. In December 2023, we wrote a cheque to the diocesan CTF in the amount of \$545,754.00. We are waiting for any further dividends to be paid out to us in January 2024 before closing our bank account and issuing a final cheque to the diocesan CTF.

This last year ending December 31st, 2023,

Fund Transactions	2022	2023
Total income from Interest and Dividends	\$21,162	\$23,320.82
Total payments to the Cathedral General Account	104,000	0
Total payments to the Cathedral for Capital projects	nil	nil
Invested capital donated by families or individuals	1,100	100
Loans for Restoration or other purposes during 2023	nil	nil
Total Market Value	567,320	0

Respectfully submitted by the Trustees,
Judith Dowler | Nicholas Galambos | Denise Gomes

5. Cathedral Women

In 2023, the Cathedral Women met 5 times on Sunday mornings at 9:15 for coffee and planning: January 8, May 28, September 10, October 13 and November 12.

The last delivery of the Bales to the North was completed in February. This program has been discontinued the diocese. The Cathedral Women purchased a new coffee urn for the congregation and provided a café during Doors Open held the first weekend in June. Fifty church calendars were sold this year.

Pie-making bees were held in September, October and November. Over 50 fruit pies and tarts were sold at our bazaar and tea held on November 25. Evelyn Weynerowski donated several dozen containers of delicious soups. Susan Sibbit prepared savoury pies and soup. Twelve dozen jars of jam, chutney and relish were made in the summer and again generously donated by Nicholas Galambos, as well as fruit cake. Tea boxes replaced the traditional tea plates and 86 were sold for sit down or take away. Boxes included 5 sandwiches and 5 sweets, the latter donated by Susan Sibbit.

Respectfully submitted by
Judith Dowler | Coordinator

6. Cathedral Trust and Endowment Program

The Cathedral's Trust and Endowment Program is a pool of capital gifts and bequests which either provide funds or generate income for the ministry and operations of the Cathedral. In 2023, the Endowment Program produced dividends of \$127,470 to support the costs of our Cathedral's ministries.

The Endowment Program has three portfolios: Ministry, Music, and Restoration and Building. The portfolios hold a number of trusts or funds comprising gifts or bequests. Each trust or fund has certain requirements concerning investment, principal and dividends. As at year end our total endowments amounted to \$3,757,925 as compared to \$3,805,589 in 2022, a decrease of \$47,666. Here is a summary of the market value for funds held at December 31, 2023 in each of the Endowment Program's portfolios:

Ministry Portfolio:	\$ 1,701,277
Music Portfolio:	1,293,946
Restoration and Building Portfolio:	762,702
TOTAL	\$ 3,757,925

Combined with offerings towards the Cathedral's operating budget and a stream of revenue from property development, the Cathedral's Endowment Program is vital to ensuring that its ministries remain strong into the future. Please consider the Cathedral's Endowment Program as you write your will or plan your contributions of support, gifts of thanksgiving, memorials or legacy bequests.

7. Columbarium

In the undercroft of the Cathedral there is a special kind of cemetery. The Columbarium, designed to hold urns containing cremated remains, is an elegant and peaceful option for interment. The Columbarium is a secure, fully-accessible, beautifully appointed space. The old stones of the Cathedral surround the entrance to an intimate chapel, which opens into

the Columbarium itself. The 468 golden oak niches include 156 designed for single interments and 312 large enough to hold the cremated remains of two people. Brass plaques mark each resting place, and the Columbarium is open most days of the year for visiting.

In 2023 four niches were sold and 12 inurnments were completed.

Information and requests can be forwarded at any time to the Cathedral office.

Respectfully submitted by
Josephine Hall | Manager

8. Labyrinth Guild

The Cathedral Labyrinth Guild continues to discern our path and respond to the perceived needs of the community, while developing our capacity and methodology as a group. Again this year we attracted a few new and dedicated Guild members.

2023 Cathedral Labyrinth Guild Program

We hosted a 3-part on-line book club in the winter months based on the book *The Path of the Holy Fool: How the Labyrinth Ignites our Visionary Powers* by Lauren Artress.

Part 1 | January 11 Introduction and discussion of how to work with the imagination

Part 2 | February 8 Q and A with the author Lauren Artress

Part 3 | March 9 with Guest Speaker Jungian Analyst Beaty Popescu on the care of the imagination.

October 14 | We hosted a well-attended urban labyrinth retreat *Walking with our Ancestors*, in partnership with Death Care Ottawa.

November 18 | We held a half-day workshop for Labyrinth Guild members focusing on the *Work That Reconnects* presented by Robin MacDonald. This workshop was a precursor to preparation for our 2024 programming.

December 31 | We hosted a public open walk - *Setting your Compass for the New Year* with live musical accompaniment which was well attended.

We continue to maintain an email list of 300 contact addresses; our events are posted on the Cathedral's Facebook events page, as well as listed in the Cathedral's weekly electronic newsletter.

Special thanks to Josephine Hall for ongoing support of our activities and programs which include: handling room bookings, and set up, registration and the creation of Facebook events and website listings.

The members of the Cathedral Labyrinth Guild are pleased to support the Cathedral's mission of welcoming the community into the Cathedral and offering a time and place of sanctuary. In the fall, two members met with the Dean to discuss the Labyrinth Guild's place in the Cathedral and possible events for the future.

Respectfully submitted by
Barbara Brown | Lead Facilitator and Coordinator

Labyrinth Guild Members: Marcia Ann Ali | Barbara Brown | Roxanne Delmage | Gwynneth Evans | Elspeth MacEwan | Rev. Rhondda MacKay | Rev. Hilary Murray | Diane Perazzo | Heather White.

9. Mission Partnership Panel

One of the ways in which the Cathedral has been reaching out to the local, regional, national, and international community is through its ongoing collaboration with its various mission partnerships. These mission partnerships include relationships that the Cathedral has developed with several different organizations. The mandates of these organizations range from providing food, shelter, and other support to individuals in downtown Ottawa, to the provision of resources to the Diocese and the National Church, and finally to the provision of support to the mission of the world-wide Anglican Communion. A list of the Cathedral's mission partnerships can be found on the Cathedral's website.

In 2018, Cathedral Council established the Mission Partnerships Panel for the purpose of raising awareness and to help ensure that the Cathedral makes well-informed decisions about new and existing mission partnerships.

During this year, given the close relationship now existing at the diocesan level between the Diocese of Ottawa and the Episcopal (Anglican) Diocese of Jerusalem, the Panel has recommended the removal of the Canadian Companions of the Diocese of Jerusalem from the list of the Cathedral's mission partnerships. The Canadian Companions of the Diocese of Jerusalem is a national voluntary body of members of the Anglican Church of Canada that supports the Anglican diocese covering five countries in the Middle East. This decision will likely be finalized before Vestry.

Moreover the Mission Partnership Panel has recommended to Cathedral Council that it be discontinued as a separate panel and that its mandate be subsumed into a new committee of Cathedral Council having a broader responsibilities for the Cathedral's external relations. The scope of this new committee could include:

- a. The management of relations between the Cathedral and the Diocese's community ministries.
- b. The development of volunteer opportunities for parishioners outside the confines of the Cathedral.
- c. The development of outreach programs on behalf of the Cathedral.

Respectfully submitted by
Henry Schultz | Chair

Primate's World Relief and Development Fund (PWRDF)

The Primate's World Relief and Development Fund is a Canadian Anglican global outreach ministry. It provides much needed funding for humanitarian aid in times and places of natural catastrophe and programs of support for social justice, human rights and well-

being in needy communities. The Fund provides financial aid in partnership with other global aid agencies and with onsite organizations helping people in communities and countries around the world. In many parishes of the Anglican Church of Canada, funds are raised by a variety of ways. Of special note is the partnership in funding with the Canadian Foodgrains Bank. The PWRDF Annual Report provides detailed information about the funding of projects for 2023.

<https://pwrdf.org/wp-content/uploads/2023/08/annual-report-2022-23.pdf>

The Cathedral supports this work of outreach through a variety of means—primarily through individual donations and special fund-raising campaigns. In 2023, Cathedral members donated \$11,515 to PWRDF using the special blue monthly envelopes as part of their regular Sunday offerings or one-time gifts through the Cathedral.

The Cathedral also participated in the national Wild Ride campaign that runs from the late spring to the end of October. Our thanks to all who participated in the effort. Some contributions were made directly to the national PWRDF Wild Ride campaign. The campaign, nationally, raised an outstanding \$60,927.00, exceeding their goal by almost \$11,000! Here at the Cathedral, we raised \$2050.00 as part as a Cathedral team. Getting an earlier start to planning and promotion will help in 2024.

Looking to 2024, the focus of PWRDF will be to develop a deeper and wider awareness within the Cathedral membership of the spiritual as well as material bonds of God's Love with our brothers and sisters in the global human community.

Respectfully submitted by Paul Kompass | Cathedral PWRDF Representative.

St. Luke's Table Working Group

The St. Luke's Table Working Group at the Cathedral has not met in person since March 2020. It has not raised funds or volunteered in various capacities to assist at St. Luke's on Somerset West. Unfortunately, St. Luke's suffered a fire in the fall of 2022 and is now providing some services in the basement of Bronson Centre. However, the major upgrades to St. Luke's to assist the vulnerable during this difficult period (e.g. showers, rest spaces and laundry facilities) will not be available until damage from the fire has been repaired. The Anglican Day Programs in Ottawa are working closely together, but distance for persons walking or using public transportation is an ongoing issue, especially as one of the important contributions of our day programs is the opportunity for care and friendship for the participants, and with staff and volunteers.

In the meantime, the Cathedral has sent its monthly donation of \$1,250 to St. Luke's Table, amounting to \$15,000 per year.

Respectfully submitted by
The Food for the Table Team

10. Music Ministry

Report of the Director of Music

Reflecting on the year past I am pleased to report that the Cathedral's music ministry is a strong and vibrant witness of excellence in sacred music engaging people of all ages and backgrounds in our corporate worship and in collaboration with Diocesan partners and members of the wider community. All of our choirs, (the Lay Clerks, Boys, Girls and Voces Cathedrae) were fully operational in 2023 and by September our staffing was complete with the hiring of a new Assistant Organist. With these resources and momentum our musicians lived fully and joyfully into their vocation.

Throughout the year the Cathedral with its musicians prepared a robust cycle of choral eucharists, evensongs, meditative prayer services, sacred concerts, carol services, choral weddings and funerals.

Of particular note:

Evensong was offered in three tranches: winter, spring and fall. The King's Coronation in May was duly celebrated with a special evensong sung by our Lay Clerks with Boys featuring "royal" music by Stanford, Vaughan Williams, Willan and Walton. All Souls was observed with a solemn requiem eucharist enriched by Gabriel Fauré's exquisite setting for orchestra and choir. In Lent mid-week contemplative prayer with organ solo and Sunday afternoon chancel eucharists with solo voice provided numerous opportunities for prayerful engagement with that season. The journey through Holy Week was, as always, deep and powerful with music to match including the Girls singing of Pergolesi's "Stabat Mater" on Good Friday. Festal services on Easter Day, Pentecost and Christmas Eve all received extraordinary decoration with orchestras, jazz musicians and brass ensembles! Over the course of the year our choristers were honoured to play their part in a number of Cathedral weddings and funerals; to celebrate and memorialize parishioners to whom the music of this place was/is so important.

My colleague, Andrew McAnerney, will have more to say about his work with the Boys Choir, the Lay Clerks and Choral Scholars. For my part, I am simply delighted each week to watch these youngsters grow in their appreciation for music-making, for this place and for their fellow choristers. Our corps of Lay Clerks and Choral Scholars continually impress with their singing and inspire with their camaraderie and mentorship of each other and of the trebles.

The Girls Choir, now in its third decade, is at the heart of my choral work as DoM and, as the years progress, I'm ever more grateful for this unique opportunity. The 7:00pm service on Christmas Eve is an annual opportunity to welcome back alumni to sing alongside the current ensemble. The year past saw an unprecedented number of "old girls" return to the stalls; it was moving to see and hear this living legacy of the Cathedral's investment in its music and its girls.

Two of those "old girls" were recently retired Head Choristers Aleesha and Oonagh. With their graduation in June came the commissioning of a new leadership team in the fall:

Head Girls Amy Serrati and Sara Goertz and Chaplain's Chorister Georgia Rose Becklumb. In addition to their regular set of duties here at home, the Girls Choir, in 2023, sang evensong at St. George's Cathedral Kingston as part of their spring daytrip. Other pieces of outreach included a visit to Kemptville Retirement Living over the Christmas break and caroling in Dundonald Park for that nearby neighborhood's festive gathering. Wreath sales with the Boys returned for another year joined by a new Christmas card initiative featuring impressive chorister artwork.

Voces Cathedrae, our parish mixed-voice ensemble, normally rehearsed and sang monthly, a low-intensity schedule designed to be maximally accessible to singers from a variety of backgrounds and levels of experience. They brought joy and enthusiasm to every gathering and remind me always of the power of choir to bind and uplift. New members are always welcome!

While each of our Cathedral Choirs enjoys the strength of its own unique history and culture we are always keen to find opportunities to join forces to enrich our own experience and strengthen the diversity of our outreach. Two examples in 2023 come to mind: Boys, Girls Lay Clerks, myself, Andrew, the Vicar and Dean all traveled to Pembroke on November 11 to sing the Fauré Requiem a second time at Holy Trinity Church for that community's Remembrance Day observances. A month later our Boys and Girls teamed up to sing at the Cantata Singers of Ottawa's carol concert and fundraiser.

Outreach took other forms this past year with the deepening and expanding of our relationship with national partners at McGill University and the Royal Canadian College of Organists. Professor Isabelle Demers became a familiar face at the organ bench throughout Holy Week and Easter adding stellar virtuosity to our liturgical offerings. In September we welcomed, as our new Assistant Organist, one of her McGill graduate students: Owen Spicer. Owen has been a brilliant addition to our team and, rare enough these days, "gets" what it is we are working to achieve as cathedral musicians. Lastly, my office collaborated directly with the national office of the RCCO to launch here a free course of organ lessons aimed at young pianists (particularly girls) and to introduce them to the instrument and its potential within the sacred arts.

My sincere thanks to our choristers and choir parents for all their service in 2023 and to my lay and clergy colleagues for their support and counsel.

Respectfully submitted by
James Calkin | Director of Music

Report of the Associate Director of Music

Boys

The last year has been good for the Boys' Choir. In January they had their first two outings as an independent treble line with a service and a wedding of a former boy chorister. From then on, the boys participated in all the major services, including Easter, Pentecost, the All Soul's Requiem, and a busy Christmas. Singing services with adults and the girls is key to building their confidence and repertoire.

The boys were rewarded with a wonderful trip to Upper Canada Village in June which included the boys and some lay clerks robing to sing Canadian hymns in their beautiful chapel. The visit to sing the Fauré Requiem in Pembroke was a highlight building friendships and bringing our music to new ears. Finally, the boys starred in the Cantata Singers of Ottawa Christmas sing-along bouncing up and down in the 12 days of Christmas and adding their descant to popular carols.

While the boys are not yet as present in Cathedral liturgies as before the pandemic, they spend a lot of time rehearsing. They learn mass settings, motets, hymns, and psalms, learn about how to read and interpret music, and, most importantly, how to sing. The boys also eat a lot of snacks, play ping pong and chess.

I am always looking for new choristers, feel free to put parents of boy in touch with me.

Lay Clerks and Choral Scholars

The lower voices of the cathedral choirs are provided by a dedicated group of singers – lay clerks are the eight professional voices that form the core of our choir, comprising two sopranos, two counter-tenors, two tenors and two basses. Our lay clerks also sing as cantors during choir absences and for weddings and funerals as required. We also have supernumeraries, the additional adult singers on each line, and choral scholars, usually young men who have graduated from the treble line after their voices have changed.

As the boys choir rebuilds, we have had many services with only adults singers. I have taken advantage of this to occasionally program more challenging and interesting repertoire than is possible when the singers can read the music rather than need to be taught the music. We are very fortunate to have such dedicated, loyal, and experienced adult singers in our choirs, it is a great pleasure to work with them.

Farewell

During the year we were sad to say farewell to Noel Chabukiani who had been a loyal senior chorister, and Ian Silk who joined our tenors while posted to Ottawa, and left as his work called him west to British Columbia.

Thank you

Thank you to everybody who support the choirs, to partners and parents who enable our choristers commitment to music making, to cathedral staff and clergy whose work behind the scenes make the music possible.

Respectfully submitted by
Andrew McAnerney | Associate Director of Music

11. Pastoral Care Ministries

The Cathedral's pastoral care ministry serves those in need of spiritual care, comfort, counselling, and support. The Vicar provides one-on-one counselling and guidance to those who are isolated or lonely, those grieving the loss of a loved one, those facing life challenges, and those in need of spiritual guidance. Members of the pastoral care team

visit – in person or by phone – with parishioners in hospitals, long-term care homes, and retirement residences, and with those living at home on their own who are unable to attend regular services at the Cathedral.

In 2023, with the lifting of provincial and diocesan restrictions that had been established in response to the COVID-19 pandemic, Canon Doug and the pastoral care team were able to resume many of the in-person visits they would normally have had prior to the pandemic. In addition, we have continued to prepare, print, and mail out monthly issues of the Pastoral Care Messenger that had been initiated in April 2020 at the outset of the pandemic. Canon Doug and members of the pastoral care team have continued as well to come together spiritually to offer midday prayers on Wednesday and Friday. We pray for those mourning the loss of a loved one, for those who are sick, and for those who are alone or isolated, remembering by name each of our parishioners who are in hospital, long-term care, retirement residences, or living at home on their own.

Again in 2023, at Easter, Thanksgiving, and Christmas, members of the pastoral care team, in coordination with members of the altar guild, and with the help of volunteers from the congregation, put together and delivered plants and parcels to parishioners in long-term care homes and retirement residences, and to those living at home on their own. In many cases, making those deliveries provided an opportunity to have short visits with the recipients.

Thanks go to the members of the pastoral care team for their dedication and their caring support for our parishioners: Deanne Clarke, Kay Dila, Peggy Houlston, Judy Hunter, Sally Hutchison, David Morgan, Luba Mullens, Vera-Lee Nelson, and Sheila Ruban. Thanks as well again this year to the Becklumb family for their help in delivering holiday parcels. And thanks once again to Josephine Hall for her assistance with the Pastoral Care Messenger. Finally, our thanks to all those who have undertaken on their own to connect with fellow parishioners who are no longer able to attend services on a regular basis.

Respectfully submitted by
Tom Delsey | Coordinator of the Pastoral Care Team

12. Readers and Intercessors

8:30 am

After many years of faithful service, Ian Cameron stepped down as coordinator of the 8:30 readers and Elizabeth Taylor, a member of the team, took on that role at the beginning of 2023. The team of five readers diligently performed their duties throughout the year at the 8:30 Sunday services held in the Chancel.

10:30 am

The Cathedral has a large group of readers who read the first and second readings and lead the prayers of the people at Sunday morning and other principal liturgies throughout the year. Elizabeth Taylor coordinates those who read at the 8:30am service on Sundays and Chuck Staples coordinates those who read and lead the prayers at the 10:30am and other services.

A few members left the team this year, but there remain roughly 25 active readers. This has been entirely adequate to meet the assigned task. Additionally, several of our experienced readers received intercessor training, giving us enhanced flexibility over the summer months when many of our members are away. As in last year's report I would like to say that it is a privilege to serve such a dedicated and talented group.

Respectfully submitted by
Chuck Staples | Coordinator

13. Sidespersons

The Cathedral Sidespersons' Guild provides a welcoming ministry to all parishioners, guests, and visitors to the Cathedral. They provide knowledgeable and friendly assistance before, during and after the service. Sidespersons were on duty for all of 2023, the first full 12-month period since the pandemic started in March 2020.

Thank you sidespersons for giving of your time to serve in 2023. Thank you for your ministry and your dedication, as you provide this most valuable service to the Cathedral community.

If you would like to learn more about the Sidespersons' Guild, please speak to Margaret Porter.

Respectfully submitted by
Margaret Porter | Coordinator

14. Stewardship

In 2023, the stewardship committee:

- Approved a change of text to Cathedral tax receipts to include a thank-you note.
- Undertook administrative changes to the Cathedral's endowment structure.
- Collaborated with the Finance committee and wardens to discuss budgeting and financial restructuring.
- Agreed to a series of changes for the annual campaign in future years.

In 2024, the stewardship committee will prioritize:

- Continuing to improve communications about the functioning of Cathedral finances.
- Communicating the importance of donations to new congregants.
- Encouraging current donors to revisit their monthly or annual contribution amounts to help cover expenses and support ministry.
- Securing a lead for a major upcoming fundraising campaign associated with the replacement of the Sparks Street steps and the restoration of Lauder Hall's historic windows, among other projects.

The first stewardship committee meeting of 2024 took place on Wednesday, January 31.

Respectfully submitted by
Madeleine Gomery | Chair

15. Vicar's Report

Have you ever had a piece of music pop into your mind and you have no idea why it keeps playing over and over again? This happened to me when the request for Vestry Reports was sent out in early January. It took me a while to figure out why, but when it dawned on me, it made complete sense.

The piece of music that has been on my mind is the hymn "Blest Be the Tie That Binds" and once I read the words I realized why. The hymn is all about relationships, ministry, and how we live out of call to love one another. The words to the first verse are:

"Blest be the tie that binds
our hearts in Jesus' love;
the fellowship of Christian minds
is like to that above."

This verse reminds me of our call to have relationships like those above: Deep meaningful relationships that respects the dignity of everyone.

My favorite verse of this hymn is the third. It goes:

We share each other's woes,
each other's burdens bear;
and often for each other flows
the sympathizing tear.

For me, this verse summarizes up nicely life here at the Cathedral. There is a deep sense of care here. The community as a whole looks out for each other. When new people come, they are welcomed, but respected in their need to join in as they are able or want. When long-time members are here they feel this is their spiritual home. During Coffee Hour, there is a sense of compassion and concern in the air that speaks well of the community here. Thank you to all of the Duty Wardens, Sidespeople, and coffee volunteers who do such an amazing job in making the Cathedral such a welcoming place.

Our Pastoral Care Team does a magnificent ministry in caring for our members who are isolated, living through loss, or facing life challenges. Under the gentle hand of Tom Delsey, our Pastoral Care Team Coordinator, the team is able to connect with people, either through in person visits or over the phone. The Pastoral Care Team also reaches out to everyone who is on our Care List three times a year with specially created gift bags to mark the Holy Days of Easter, Thanksgiving, and Christmas. These packages are greatly appreciated by everyone who receives them, and it gives our team another opportunity to connect with everyone. Thank you Tom, and the whole pastoral care team, for the work that you do in sharing woes, and bearing each others burdens.

This year saw the end of Pints and Parables, a ministry that we started to help people connect with each other following the pandemic. We gathered once a month to talk about God, the World and how we can help each other show God's love to our broken world. We have moved past those early days of the post-pandemic World where we had to relearn how to interact with others. So, Pints and Parables is moving over to a new gathering that

will be beginning soon. We will be offering Chancel Chats, where we will gather in the chancel of the Cathedral to talk about a variety of topics and share our thoughts on them. Each Chancel Chat will have a theme that will both educational and inform our life at the Cathedral. Both the Dean and I are looking forward to developing this with a multitude of topics to be looked at over time. I would like to thank everyone who participated in Pints and Parables and made it a great success of reconnecting us with others.

This fall we said goodbye to Natasha Coolen who was our Children's Ministry Coordinator. She was a wonderful presence for our children and offered both Sunday School and Intergenerational learning events. I would like to thank her for ministry with our children and her joyful presence. To move forward we are taking a page from Gretchen Wolfe Prichard's book "Offering the Gospel to Children". In this book Gretchen states that children get a great deal out of attending worship with their parents or grandparents, but they need age-appropriate quiet activities available during the service. With the help of Jane Morris, we have started supplying different activities for the children to do during the service. These include Children's Bulletins, that are based on the readings that are read during the service, as well as special gifts for Christmas. We will continue to look for new resources that will capture the imagination of our children and help them experience the Love of God.

As you can see, the hymn "Blest Be the Tie That Binds" is a good image for what we do here at the Cathedral. We care for one another, we carry each other's burdens, we help each other to connect with others and with God, and we open ourselves to accept the gifts that others offer to us. God is moving in this place and I see the reality of this every day.

Respectfully Submitted by
The Reverend Canon Douglas Richards | Vicar

16. Wardens' Report

Easter 2023. The 153% increase in attendance over the previous Easter was a foreshadowing of great things to come. While 2022 had a wait and see aspect to it, we faced this year head on, full of hope and promise.

Life at the Cathedral is becoming increasingly vibrant. This marks the first post-pandemic liturgical year of an unrestricted full offering of worship services, coupled with a considerable increase in attendance. We have delighted in welcoming (and continue to welcome) many new members to our faith community. Children have been invited to remain with their families for services and to take advantage of the recently introduced age-appropriate activity sheets based on the Sunday readings.

Our worship is greatly enhanced by a full complement of choirs. We have been blessed by the increasingly amazing choral offerings and are delighted to welcome many new choir members and their families into our Cathedral community. We give thanks for the gifts and leadership of our Director of Music, James Calkin, and marvel at the continued growth of our Boys' Choir under the direction of Andrew McAnerney. A warm welcome and thanks to our talented new Assistant Organist, Owen Spicer.

Life in our Cathedral community continues to grow. Coffee hour is a very popular extension of worship and is becoming essential in Cathedral life. We are grateful for those who host our post-service gatherings, and we continue to welcome new volunteers. Thank you as well to the Cathedral Men's group for leading annual events such as the June Parish Barbecue, Fall Welcome Back Barbecue and Shrove Tuesday Pancake Supper. Also back with resounding success is the Cathedral Women's Holly Tea, with the newly created boxed tea being a huge hit. Many thanks! A new addition in November was a well-attended potluck dinner organized by Cathedral Council. Table rivalry was alive and well as participants responded to a trivia quiz and vied for prizes! Canon Doug continues to host monthly "Parables and Pints", Canon Rob led Bible Studies during Lent and Advent, and a series of post-service "Chancel Chats" was offered over the past year with more scheduled for the near future.

While we rejoice in the increased in-person attendance at services and events within the Cathedral, we continue to reach outside our building into our community, both near and far. All sermons are now online and can be found on our website. Livestreaming continues for all major feast days and Diocesan services. We give thanks to our dedicated Pastoral Care Team, including their work in preparing and delivering Easter and Christmas baskets to shut-ins. Our congregation generously contributed to the filling of many Christmas gift bags for Belong Ottawa. We once again successfully participated in June's Doors Open Ottawa. Our Cathedral PWRDF Wild Ride team was successful this fall in raising funds for refugees in South Sudan. We continue to support other missions financially through several mission partnerships, locally, nationally, and internationally.

We are both the Cathedral of our diocese and the Cathedral "home" for every parish, church, and member of our diocese. Our role is both to provide leadership and outreach and to be a place where every member of our diocese "belongs". Examples include involvement in the (PWRDF) Branches of Hope project, online hymn teaching and Cathedral choirs sharing their music through outreach initiatives. As a home to the diocese, we host several diocesan-wide worship services and events such as ordinations, confirmations, Synod and most recently, the Bishop's New Year's Day Levee with our Primate, the Most Reverend Linda Nichol, preaching.

At 150 years old, the Cathedral building is in constant need of restoration and repair. Regulars at the Cathedral will know that the two exterior entrance staircases on the Sparks Street façade are no longer sound and have been roped off for safety reasons. This year a contract was signed to replace the steps and construction will begin in May 2024. A major fund-raising campaign for the cost of the steps is being developed. On the interior, a program of painting continues, with a focus this year on the choir facilities upstairs. Concurrent with this work is the replacement of lighting, particularly in the practice room. The old lights were donated to Habitat for Humanity's Re-Store.

A visible and tangible addition to the Cathedral was the launch of a new logo that represents who and where we are. It is integrated into our publications and will feature prominently in the North American Dean's Conference that Dean Beth and our Cathedral will host later this spring.

We have much to be grateful for. We give thanks to Dean Beth and Canon Doug for their faithfulness and wisdom as they have led us through this year of growth. We express our gratitude to honorary assistants LCol (Ret'd) the Venerable Michelle Staples and the Rev. Canon Rob Heard for their unwavering support and involvement and warmly welcome the Rev. Dr. Jarrett Carty who joined us as Deacon Residentiary last September and Lt (N) the Rev. Katherine Walker who in January joined us as honorary assistant.

We also give thanks to Josephine Hall who continues to support the Cathedral as it grows with new energy, and to Laura MacDonald who quietly provides a vital service to the Cathedral as its bookkeeper.

Many, many people give their gifts and talents to the glory of God in our Cathedral, and we would be remiss if we did not also mention our Sidespersons' Guild, Servers' Guild, Altar Guild, Gardeners, Readers & Intercessors, Lay Assistants, Cathedral Council, Labyrinth Guild, Flower Guild, Live Streamers, Envelope Secretary and Office Volunteers.

In closing, we are especially grateful to John Serrati for his service as People's Warden and Rob Mann as Deputy Warden. We'd also like personally to thank the faithful team of duty wardens who are vital in supporting the many services offered at our beautiful Cathedral.

We are a people of Hope, led by His promises.

Respectfully submitted by

Jane Morris | Rector's Warden and Katherine Spencer-Ross | People's Warden

VI Minutes of Annual Vestry Meeting February 26th, 2023

Present: Recorded in Vestry Attendance Record.

1. Opening

The Dean led all present in prayer.

2. Appointment of Vestry Clerk

The Dean announced that Josephine Hall has been appointed as Vestry Clerk.

3. Minutes of the Vestry Meeting of February 27th, 2022

Motion: That the Minutes of the Vestry Meeting of February 27th, 2022 and the Special Vestry meeting of October 2nd 2022 be accepted as presented.

Moved: Maya McDonald

Seconded: Peggy Morgan

Carried

4. Business Arising from the Minutes

Nothing to record

5. Appointments and Election of Parish Officers for 2023

The Dean extended thanks for their service to Gillian Wheeler in her role as Rector's Warden, to Mike Hudson for nine years as Chair of the Finance and Property (FAP) panel, to Ian Cameron for coordinating the readers for the 8:30 service, to Maya McDonald for her time on Cathedral Council and as our representative for PWRDF, to Till Heyde as Past Warden, and to Joe Holland in his role as Deputy Warden.

Appointments:

Rector's Warden:	Jane Morris
Past Warden:	Gillian Wheeler
Deputy Wardens:	Rob Mann, Katherine Spencer-Ross

Cathedral Council Advisory Panel Chairs:

Finance and Property:	Nicholas Galambos
Mission Partnerships:	Henry Schultz
Music:	James Calkin
Stewardship:	Madeleine Gomery
Coordinator of Chalice Bearers:	Chuck Staples
Coordinators of Readers & Intercessors:	Elizabeth Taylor (8:30 am service) Chuck Staples (10:30 am, special services)
Coordinator of Pastoral Care:	Tom Delsey
Coordinator of Sidespeople:	Margaret Porter
Columbarium Manager:	Josephine Hall

Envelope Secretary: David Morgan
Head Server: Denise Gomes
Licensed Lay Reader (Emeritus): Ivan Timonin
Sacristan: David Lewis
Children's Ministry: Natasha Coolen

Elections:

People's Warden: John Serrati
Members of Synod (2-year term):

Richard Fularczuk (1st year of 2nd term)
Madeleine Gomery (2nd year of 2nd term)
Norm Villegas (2nd year of 1st term)
Jane Morris (Warden)

Synod Alternates (1yr term): Gillian Wheeler, Rob Mann

Cathedral Council Members at Large (1 year term):

Tom Delsey
Corey Graham
Joe Holland
Daniel Jerusalemiec

Cathedral Hill Foundation Directors (1 year term):

Craig Duffin
Dave Roberts
Richard Fularczuk

Composition of Cathedral Council

- a. Dean (Chair)
- b. People's Warden (Vice-Chair)
- c. Rector's Warden
- d. Past People's Warden
- e. Vicar
- f. Deputy Warden
- g. Deputy Warden
- h. Lay member of Synod
- i. Lay member of Synod
- j. Lay member of Synod
- k. Lay member of Synod
- l. Member at large
- m. Member at large
- n. Member at large
- o. Member at large

- p. Financial and Property Advisory Panel Chair (or appointee)
- q. Mission Partnerships Advisory Panel Chair (or appointee)
- r. Music Advisory Panel Chair (or appointee)
- s. Stewardship and Communications Advisory Panel Chair (or appointee)

Motion: That this slate of nominees be confirmed.

Moved: Connie Brook

Seconded: Gwynneth Evans

Carried

6. Approval of Signing Officers

Motion: That any of the following be signing officers for Christ Church Cathedral effective immediately and terminating at Vestry 2024: the Dean, the Vicar, the Church Wardens, the Administrator and the Deputy Wardens.

Moved: Ted Livingstone

Seconded: Henry Schultz

Carried

7. Thanks to Tony Tattersfield of Raymond Chabot Grant Thornton

Motion: That Christ Church Cathedral extend the thanks to Tony Tattersfield now retired of Raymond Chabot Grant Thornton for his service to the cathedral congregation as auditor of the finances for over 40 years.

Moved: Greville Price

Seconded: Judith O'Rourke

Carried

8. Adoption of Financial Statements and Auditor's Report

Motion: That the Financial Statements and Auditor's Report for the year ended December 31st, 2022 be adopted as presented, subject to receipt of the Cathedral Hill Foundation and Consolidated Trust Fund financial reports.

Moved: Mike Hudson

Seconded: Corey Graham

Carried

9. Appointment of Auditors

Motion: That Deloitte be appointed auditors for the parish for the year 2023.

Moved: Barbara Morris

Seconded: Ann Bourke

Carried

10. **Dissolution of Cathedral Trust**

Motion: WHEREAS the Christ Church Cathedral Trust Fund (the “Cathedral Trust Fund”) was created pursuant to a trust indenture executed on January 22, 1965;

AND WHEREAS the Trustees of the Cathedral Trust Fund have determined that, in the interest of the effective financial management of the Fund’s assets, the Cathedral Trust Fund should be transferred to the Consolidated Trust Fund of the Anglican Diocese of Ottawa (“the Diocesan Consolidated Trust Fund”);

BE IT RESOLVED THAT the Rector and Churchwardens of the Christ Church Cathedral are authorized to negotiate the transfer of the Cathedral Trust Fund to the Diocesan Consolidated Trust Fund and, for those purposes, to wholly revoke all the provisions of the trust indenture under which the Cathedral Trust Fund was created.

Moved: Judith Dowler

Seconded: David Morgan

Carried by 2/3 majority

11. **Proposal for Sparks Street Steps**

Motion: BE IT RESOLVED THAT, subject to the approval of the Property and Finance Committee and the Bishop, the Cathedral is authorized to spend up to \$400,000 for the purposes of the following structural alterations:

- (a) repair and restoration of the east steps to the Cathedral facing Sparks Street; and,
- (b) repair and restoration of the west steps to the Cathedral facing Sparks Street.

Sources of funding for the costs incurred by these structural alterations will be: (1) the Fred Thorpe Bequest and (2) a special fundraising appeal to be launched in the spring of 2023.

Moved: Corey Graham

Seconded: Graham Martin

Carried

12. **Appointment of Auditors for Cathedral Organizations**

Motion: That two members of the Parish be appointed by the Corporation for the year 2022 to review the financial books and records of Cathedral Organizations.

Moved: Maya McDonald

Seconded: Gwynneth Evans

Carried

13. **Adoption of 2023 Operating Budget**

Motion: That the proposed Operating Budget for 2023 be adopted as presented including authorization to draw down an amount up to \$140,000 from the Diocesan Consolidated Trust Funds (CTF) to balance the operating budget on recommendation of FAP (Finance and Property Panel).

Moved: Mike Hudson
Seconded: Norm Villegas
Carried

14. Establishing a Process to Plan for the Future

Motion: Recognizing that the diocese will be presenting plans to synod in the fall, the vestry of Christ Church Cathedral calls upon its membership to establish a thorough process to plan for its future.

This process will:

1. Be open to input from all members of the congregation, both current and past,
2. Consult with such outside experts as necessary,
3. Report regularly to the congregation, and,
4. Report with plans and timelines for implementation to the 2024 vestry for consideration.

Moved: Ken Porter
Seconded: Evelyn Weynerowski
Carried

15. Reception of Reports

Motion: That the reports received from the groups and organizations of our Cathedral be accepted as presented.

Moved: Tom Delsey
Seconded: David Morgan
Carried

Adjournment: 2:15 pm