

ST. MATTHEW'S

The Anglican Church in the Glebe



ANNUAL VESTRY MEETING

March 1, 2026

We invite parishioners to attend
the Annual Vestry Meeting of St. Matthew's Anglican Church,
in-person at 12 noon in the Nave.

To vote, a parishioner must be at least 16 years of age, support the parish,
be a regular worshipper and not vote at any other Vestry meeting.

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VISION

St. Matthew's is a vibrant Christian community that welcomes everyone, embraces inspiring worship and learning and is committed to hospitality and loving service.

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Acknowledgements

Thank you to everyone who contributed reports or photographs for this 2025 Report to Vestry, including photographs from the *Pulse of the Parish* and service videos.

Grateful thanks also to the publishing team:

Steve Reid (Editor), Aubin Nsabiyumva (Publisher), Wendy Pullan and Helen Griffin
(Co-ordinators)

Statistics

Marriages

Aicha Ducharme-LeBlanc and Matthew Tuckey

Baptisms

Janice Messam

Violet Norah Prince-Cox

Michael William Bolick

Benjamin Byron Bolick

Andrew Michael Bolick

Confirmations

Adelle Farrelly

Owen Farrelly

Charlotte Honeywell-Dobbin

Louis Honeywell-Dobbin

Madeleine Jacobsen

Simon Jacobsen

James Bruce Jamieson

Colin Leschinsky

Paul Lindsay

Simon Lindsay

Victoria Lindsay

Amelia Grace Messam

Janice Messam

Bruce Miller

James Ragsdale

Funerals

Gordon Harold McCaffrey

Douglas Lesley Biehler

Kenneth Alan Wilson (Peter) MacKenzie

Carl Albert Sonnen

Anna Britta Jarvis

William Michael Jarvis

Cynthia McBride

Dana Jane Rodgers

Brenda Fleet

Donald Gordon Lindsay

Douglas Elgin Walper





Rector's Report

2025 has been a challenging year for our world, but a strong year for our parish community. Perhaps the two are related, as we gather as a community to be fed: fed spiritually, fed through beautiful music, fed by a (hopefully) thoughtful sermon, and literally fed of course!

In my report, I will begin by reflecting on worship at St. Matthew's. Worship may be the central act we perform as a community, and it is good for us to take this ministry seriously. The biggest challenge for us this year was finding a new Director of Music, after the retirement of Dr. Robert Hall in January. We were quickly joined by the incomparable Barbara Hallam-Price as our interim Director of Music, and as I write this in January 2026, she remains our Interim Director of Music! While this was an unexpectedly lengthy interim, we have all loved working with Barb over this past year, and I have loved the worship we crafted together. She has fit in seamlessly with our choir, all our worship leaders, and within the parish as a whole. While we will one day be welcoming a new Director of Music at St. Matthew's, 2025 was a very special year for us in no small part due to Barb's talent and wisdom. Thank you to everyone in our parish, and in our choir especially for supporting our musicians and search team as we laboured through this sometimes challenging and stressful process.

Pastoral care is a ministry that may be led by clergy but is shared in myriad ways throughout our parish. I have been with many of you throughout this past year in joyful and sorrowful times, and I share this ministry with every one of you who have reached out to your brothers and sisters in Christ. I thank you for labouring together as we try to embody Christ to one another, and indeed recognize the face of Christ in each other.

Christian Education is something we enjoy throughout the year. It infuses my preaching, we learn through our study of scripture and meditate each week on Wednesdays, and we enjoy a Lenten study each year. In 2025, we studied the works of Paul in depth. Not only do I think it is important to study our faith, it can honestly be a source of delight and fun. There are lit-

erally endless ways we can learn about our faith, and I will always be here to join you on this journey!



My hope for 2026 — and this has come from many conversations throughout the year — is to continue to build the ways in which we gather as a community. Whether through music and worship, or shared meals, or shared activities together, I know that the more ways we gather as a parish community, the stronger and closer we will be as a parish.

I look forward to this year with all of you, and I know that in Christ we will have an incredible year in this place of worship, in this community of love, and in this source of refuge and strength.

Yours in Christ,

Geoff+

Wardens' Report

Where did the year go? Trying to capture all the events is problematic, as for sure some will be missed. But each month some wonderful activity occurred:

- January: Feast of the Baptism of the Lord, and we welcomed our soon to be Primate Rt Rev Dr. Shane Parker
- February: Souper Sunday
- March: Pancake Supper, where we all overindulged in a "healthy" meal
- April: Earth Day, with the blessing of bicycles and alternate modes of transportation
- May: Great Glebe Garage Sale. We grossed over \$21,000 and donated \$3,500 to the Ottawa Food Bank
- June: First Aid training session; Parish Picnic
- September: Patronal Feast Day
- October: Jazz and Tapas, sponsored by Amica The Glebe, with 50% of the proceeds going to the Black Canadian Scholarship Fund
- November: Online Auction raised approximately \$120,000, sponsored by: Capital Home Hardware, Amica, Antiques Sales & Davidson's Jewellers. \$8,000 donated to Youth Services Bureau
- December: St Nicholas Party, and inaugural three-year Fund-Raising Campaign to raise \$2 million, pending final approvals

A special recognition to:

- the Creation Matters Working Group, which has goals to make our building a "green church" and sponsored a potluck with a message on reducing our carbon footprint. The Group also focuses on environmental issues affecting First Nations Communities.
- Prayer Ministry with the Prayer Team, an informal group which prays daily through the Prayer Chain
- Our Sunday School, which focuses on Godly

Play with Haily Sowten and Pense Ajayl. The Christmas nativity presentation saw over 15 youthful actors

- Hospitality to parishioners, newcomers and guests is a priority. It seems like food is a main factor! Pancake Supper, Souper Sunday, Cookie Ministry, Maundy Thursday meal, wine and cheese after Evensongs.
- Music is an important community ministry led by Barb Hallam-Price with over 20 volunteer singers who commit many hours weekly in leading the Parish in worship. The search for a permanent Director of Music continues with an initial candidate being considered in January 2026.

A special thanks to the behind-the-scenes volunteers who organize activities, clean, open /close the building, and are always "just there"!

We cannot overlook the financial support of our Parishioners who make St Matthew's financially strong and allow the Parish to show leadership and support to the Diocese and our Glebe community.

The Parish is very blessed with our staff, Robina Bulleid, Bob Richards, Tom Barnes, Catherine James-McGuinty, and Barb Hallam-Price.

And most thankful for the leadership of our Rector, Rev. Geoff, who guides us spiritually, musically, and through his thought-provoking sermons.

Respectfully submitted,

Rector's Warden – John McBride

People's Warden – Kevan Pipe

Deputy Wardens – Wendy Pullan, Janice Messam

Spiritual Core

Ministry of Music

I started as Interim Director of Music at St. Matthew's in March 2025. Preparations for Lent and Easter were immediately underway at choir rehearsals. Holy Week had many beautiful services but especially on Good Friday. Easter Sunday the choir was joined by Malcolm Horava on the trumpet.

Evensongs continued through April, May, and June with Matthew Larkin and Nick Veltmeyer accompanying on the organ.

The choir presented Vivaldi's Gloria in concert on June 8 to end the season.

Thank you to Michael Zappavigna, who is our bass choral scholar and flautist. He covered most of the summer services as cantor. The choir returned in September, and evensongs resumed, and the Advent Lessons and Carol service was held November 30, followed by Nine Lessons and Carols on December 21.

A huge thank you to the choir for their continued commitment to the music program at St. Matthew's.

Respectfully submitted,

Barb Hallam-Price



Altar Guild

Many thanks to our Altar Guild teams for preparing weekly for the Eucharist and for all the extra work that surrounds the yearly festivals. A special thanks to those who offer their time over and above the weekly cleaning and setup, to polish and mend our vessels and linens, to track down sources for supplies, and ensure that supplies are available when needed. We would also like to thank the past members who help with lifting, carrying, and setting up for festivals, and to members of the congregation who have generously offered their time to help with tasks that are beyond the capabilities of our Altar Guild members.

A warm welcome to Jane Coutts, who brings her expertise in flower arranging to our Altar Guild team.

We were deeply saddened this year to learn of the passing of Cynthia McBride, former co-chair, flower arranger, Altar Guild team member, and expert bow maker. We miss her expertise, her cheerful, energetic presence and kindness, and her friendship.

Team A: Robina Bulleid, Frances Montgomery, Jan Robar, Susan Morland

Team B: Jane Oulton, Wendy Pullan, Cathy Simons, Robina Bulleid

Team C: Janice Sonnen, Dale McKenzie, Ruth Frayne, Darina Griffin, Anastasia Iwuala, Elizabeth MacMillan

Flowers: Judy Billingsley, Jane Coutts

Members at large: Debbie Mallalieu and Cynthia McBride

Respectfully submitted,

Elizabeth MacMillan and Robina Bulleid

St Matthew's Altar Guild co-chairs

Servers' Guild

2025 was a successful year for the Servers' Guild. It saw the Servers assisting with a wide range of services covering all liturgical seasons. Liturgical services include regular Sunday services (8 a.m. in the Chapel, 10:30 a.m., and evensong services), special liturgical services at Easter and Christmas, weddings, funerals and baptisms. Servers also help with special activities during services, such as the family services with special sermons, at the Family Christmas Eve service with the pageant, candlelit services at Christmas and Easter, and with the Blessing of the Animals service. The Servers also help with visiting clergy and making them feel comfortable with our Service traditions.

The active servers this year included Leslie Jones, Rick Trites, Patrick Martin, Julia Adjogle, Wendy Pullan, Yvonne Martel, Owen Farrelly, Rebecca Laffin, and Cathy Simons.

A major goal for 2025 was the replacement of some red cassocks, as several of the current cassocks were beyond repair, and to have more adult sizes to reflect the increase in the number of adults who are servers. It had been well over 30 years since new cassocks were purchased. This was partially accomplished with the purchase of 4 new cassocks in adult sizes.

A goal for 2026 is to purchase 4 more cassocks and have a good range of sizes that complement the existing usable cassocks. Another goal for 2026 is to replace white surplices that can no longer be repaired.

An ongoing goal is to increase the number of active servers, both youth and adults. There are many ways a server can participate, and scheduling is flexible. One can start serving at any point during the year, as training is provided on an ongoing basis. The average time commitment is 30 minutes prior to a service's starting, the service time, and 20

minutes after the end. Feel free to reach out to me in person, by phone at 613-237-7652, or leave a message with the church office. There is a saying that "Once a server, always a server." There are servers who take time off and come back when their time allows. When servers are asked why they serve, the most common answer is "If I am at church, I want to be doing something during the service... [but that doesn't take up much extra time]".

We would like to say "thank you" to the clergy for their ongoing support of the Servers' Guild. It makes it a pleasure to assist at the liturgical services.

I would like to give a huge "thank you" to all the members of the Servers' Guild for their continued dedication, support, and adaptability throughout the year. Looking forward to 2026.

Respectfully submitted,

Cathy Simons, Head Server



Prayer Ministries

Do not be anxious about anything, but in every situation, by prayer and petition, with thanksgiving, present your requests to God. And the peace of God, which transcends all understanding, will guard your hearts and your minds in Christ Jesus.

Prayer Ministries continued to support the Parish's needs through prayer. We are thankful for the trust each request represents; our mission is to join with each other in prayer, creating new bonds, community, peace, strength, hope, healing, and comfort. Complete confidentiality and discretion guide this ministry.

Prayer Chain

The Prayer Chain is an informal group of parishioners at St. Matthew's who pray daily as requested. In 2025 the prayer list held constant at about thirty-six petitions on a regular basis. A special section continues to support the needs of approximately thirty persons and their families with long-term and/or chronic needs. New requests are shared when received and periodically updated. New members would be welcomed!

Chain Members: Angelina Cacciato, Cathy Simons, Judith Sabourin, Marjorie Lay, Wendy Pullan, and Janice Sonnen.

Prayer Support Team

During the communion service at 10:30 on Sundays, two people have met near the small altar to the right of the pulpit with members of the congregation who may want to pray for something specific. Prayers have been offered for many of life's circumstances such as health, employment, school, or prayers of thanks for the birth of a child, the life of a friend, for God's abundance. The team is rebuilding this ministry in 2026. Is God calling you to serve by praying for others in this way?

Team members: Debora Fleming, Rick Trites, Lois Rumsey, Mary Glen, Judy Maxwell, James Ward, and Catherine Thurlow.

Prayers of the People and your prayer journey

Prayers of the People are offered during every service, and we are **all** invited to hold up in prayer those whose names are printed in each Sunday bulletin.

Prayer requests can be accepted by the coordinator, members of the Chain, the Parish Administrator, or the clergy.

If you are called to pray for others and would like to know more, please connect with Janice Sonnen, at janice.sonnen@bell.net or 613-709-1209.

Respectfully submitted,

Janice Sonnen, Coordinator



Pastoral Care

Pastoral care is the responsibility of every Christian. Since I was asked to look after Pastoral Care in the Parish of St. Matthew's, very few people have asked for a visit. The office receives no non-emergency calls for pastoral care. A few parishioners have been visited. If anyone would like a non-emergency pastoral care visit, please let the office know, and staff there will advise me. I would love to visit for a conversation or to take Holy Communion with me for us to share. Many thanks to all on the Pastoral Care Team. Please let me know if you would like to be on the team. Blessings and Peace to all.

Respectfully submitted,

Rev. Katie Tait

Meditation Group

The Meditation Group continues weekly on Wednesdays at 11 a.m. We meet primarily on Zoom in order to accommodate people from out of town. Furthermore, our weekly talks are on YouTube and other internet sites, and they can be shared more easily online.

Our group is affiliated with the World Community for Christian Meditation (wccm.org) and meets to encourage and deepen this ancient practice. We gather and exchange news for a few minutes and then listen to a short talk by a spiritual guide such as Father Laurence Freeman, Fr. Thomas Keating, or Liz Watson. We then sit in stillness for 20 minutes, silently repeating a prayer word or phrase. The meeting closes with a brief period of intercession and the Lord's Prayer.

Respectfully submitted,

Sue Rayner

Welcoming Team

The Welcoming Team is a group of dedicated volunteers that ensures St. Matthew's offers a welcoming, helpful environment for newcomers and visitors. The team consists of greeters, sidespersons, Welcome Table volunteers, and a hospitality network. The Welcome Table is a centre where newcomers and visitors can go during coffee hour to get information and have a chat with a friendly volunteer.

Key challenges include:

- Attracting and retaining newcomers of all ages
- Ensuring a parish-wide culture in which everyone is welcome
- Attrition and recruitment: securing volunteers for welcoming at services and events
- Data collection and new parishioner integration: ensuring a seamless process for capturing newcomer names and contact information, then following through to bring newcomers into the life of the parish.





and Bronya Gregg and son Tavian, Ian Guthrie, Ava Hammond, Susan Harris, Karen Junke, Success Kehinde, Heather and Norm Lewis, Virginia Lindsay, Pam Mackenzie, Elizabeth MacMillan, Judy Maxwell, John McBride, Jean and Jim McCarthy, Dianne McCauley, Carolyn McMaster, Vivian Messam, Frances Montgomery, Peggy and Neville Nankivell, Jane Oulton, Anastasia Ozo Iwuala, Kathi Racine, Susan Rayner, Jane and Peter Rider, Heather Sheehy and Denis Martel, Claire Schofield, Cathy Simons, Janice Sonnen, Margaret Terrett, Rick Trites, Sandy Waddell, Donna Wu, and Wendy Young.

Accomplishments in 2025:

- Pub Night, Feb. 21: a relaxing, fun evening at Pub Italia provided a fellowship opportunity for Gen XYZ parishioners
- Welcoming Sunday, May 11: parishioners who had joined St. Matthew's within the past two years were invited to come forward for recognition as their names were called out; over forty newcomers participated at this moving ceremony
- Emergency training, June 22: an opportunity for greeters and sidespersons to learn basic CPR and AED (automated external defibrillator) use
- Newcomer participation: new parishioners assisted at parish events such as Souper Sunday and Jazz and Tapas
- Ongoing communications and coordination: includes new parishioner tracking, Realm database updates, and welcome emails/postcards sent to newcomers

Sincere thanks to all members of our team: Edith Asigbe, John Bernard and son Everett, Anita Biguzs, Judy Billingsley, Marianne and David Bournes, Judith Caron-Sabourin, Margaret and John Coleman, Gwyn and Bill Cornfield, Simon Creasy and son Rupert, Daphne Ducharme and Raymond LeBlanc, Brian Effer, Lenore Fahrig and Bill Nuttle, Seddigh Farajzadeh and Shouresh Assimi, Peter Frayne, Ruth Frayne, Mary and Ian Glen, Michael Goddard, Elaine Gordon, Matt

Welcoming is an important and rewarding ministry. Please consider joining our team. You can reach me at randigoddard@gmail.com

Respectfully submitted,
Randi Goddard, Newcomers' Coordinator



Christian Education/Adults

The adult Christian Education program supports St. Matthew's parishioners through offering opportunities for lifelong formation and community.

The following education series were held in 2025:

Lenten Book Study: A Lenten book study was offered in March and April. Over five weeks, the group read the Apostle Paul's letters to the church communities he had planted. Drawing upon our readings of the texts themselves, conversations with Rev. Geoff, as well as supplemental online lectures from the Yale Divinity School, the group developed a deeper understanding of Paul the person, the pastor, and the theologian.

"Our Faith and Life Together": A six-part course was offered by Rev. Geoff on Sunday mornings during October and November. Its purpose was to orient new members of the parish to the faith and life of our community while also serving as a refresher for long-time parish members seeking a deeper understanding of our faith tradition. The group explored topics such as the importance of the Bible, our faith history, sacraments and worship, the church's mission and service, and parish life here at St. Matthew's.

"Conversations": We were fortunate to have both spring and autumn sessions led by Archbishop Barry Curtis. Biblical texts, poems, prose passages, and discussion were used to reflect on our journey as followers of Jesus in our contemporary world. The spring session's theme was "Food for the Journey: A Spirituality for Today" and we reflected on what it means to be *spiritual* and what is a healthy, life-giving spirituality. The autumn session's theme was "The Enduring Melody" and we reflected on what we hold on to and what sees us through in our lives.

Wednesday Bible Study with Rev. Geoff Chapman:

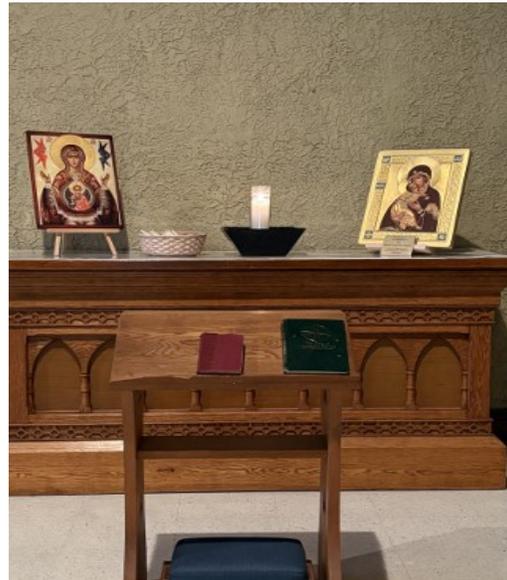
This Wednesday noon-hour scripture study session, which focuses on the Bible readings for the following Sunday, continued via Zoom through 2025 with a very committed group of parishioners participating.

"Chapel Chat": In November, Elaine Gordon organized a most interesting Chapel Chat focussed on Ukraine. Two of St. Aidan's parishioners described their volunteer work in Ukraine. The Ecumenical Chaplain at Algonquin College spoke of the current needs and challenges of Ukrainians who have arrived in Canada, while a young Ukrainian couple spoke directly of their experience here.

Thanks to everyone who made these education events a success. We look forward to continuing our opportunities for adult learning at St. Matthew's in 2026.

Respectfully submitted,

Helen Griffin
Chair, Christian Education



Children and Youth Ministry

In 2025, the Children and Youth Ministry had a decisive year. Post-COVID, the programming has finally hit its stride, offering consistency in programming, but also having some flexibility to experiment with new activities. Attendance, while still small, is trending upwards; children are returning, and new families have joined the Sunday School. After two years with St. Matthew's Children Ministry, Roland Kuehn has stepped aside, and Hailey Sowten, a university student, has joined the Ministry and is taking an increasingly greater role. Debora Fleming is the anchor storyteller for the Godly Play stories, supported by Denis Martel who completed the Godly Play Core Training for Storyteller and Doorperson in the fall. Ashley Thorvaldson, Adelle Farrelly, and other parents are also contributing to the success of the program. Since the Fall of 2025, Sarah Keeshan, a theological student, has also been contributing to the children programming.



Key highlights for 2025:

- Sunday School: 2025 was a transition year between the Spark lectionary and the Godly Play program. By the end of the year, most of Sunday School lessons were from Godly Play. This

included the Nativity Story for the Christmas Eve family service.

The once-a-month Family service is a key feature of the program and attracts families who join us only for this particular service. Some of those services are remembered for the children's (and adults') favorite songs, such as *Jesus Loves Me*, and the Godly Play story of the Creation.

Snow sculptures – "Peace on Earth" was this



year's theme.

- Youth: Activities were organized with Westboro All Saints – laser tag, evening skate on the canal, participation of three youth from St. Matthew's at Camp Lutherlyn, and attending an Atletico Ottawa soccer game in September. Some youth from the choir and others met a few times for board games after the youth choir practice.
- World Nativities: During each week of Advent, children introduced nativities from around the world by presenting a prayer. The Nativity sets were displayed in the prayer alcove. Everyone could see them and leave a prayer in the prayer box.



Challenges for 2026:

- Continue to deepen the offering for Godly Play – getting more story material, while minimizing costs, and setting up the Sunday School room for children to access the material. Recruit two to three more storytellers for the Godly Play stories.
- Keep youth engaged – particularly those who have graduated from Sunday School or the youth choir.
- Fine tune the family service to better engage children and youth throughout the service.
- Continue the recent pattern of having children exposed to singing during Sunday School.
- Better publicize the children programming in Ottawa to attract new families.

I would like to offer some thanks to people who have helped provide lower-cost material for the Godly Play program by lending their woodworking skills (Rob Coleman), sewing (Debora Fleming), to parishioners who have sponsored some youth to ensure participation in some activities, and members of the Welcoming Team who supported activities with Westboro All Saints, as well as Ian Glen who has been a sounding board for some activities and helped with the setups

for some activities. Finally, many thanks to the many parishioners who have paid interest to the Children and Youth Ministry and provided encouragement and support. Finally, I would like to thank my wife Heather and our daughters Isabelle and Yvonne for giving me honest feedback on my “new plans”.



Respectfully submitted,

Denis Martel on behalf of the Children and Youth Ministry, also composed of Debora Fleming, Ashley Thorvaldson, Hailey Sowten, and Sarah Keeshan.

The Kevin Flynn Library at St. Matthew's

As you leave the sanctuary walking towards Rev. Geoff's office, you will see the library, the first door on your left. The room invites you to choose a book, sit, read and explore.



The Kevin Flynn Library was established in 2023 largely with books from Rev. Flynn's own collection and that of Bishop Chapman. Books — ranging from Bible concordances, to climate change, to French classics, to C.S. Lewis — can be checked out on an honour system. The shelves are easy to browse. Once you have your chosen book, simply record your name, the title of the book, and the date borrowed in the notebook

on the small table. If there are specific titles or subjects of interest to you, the entire catalogue can be accessed from home by downloading the free app LibraryThing and entering the following address:

<https://www.librarything.com/catalog/StMatthewOttawa>

Book suggestions for purchase are always welcome. The library has also had many contributions from parishioners. Thank you for these but be aware that we may not place all donations into the collection.

We hope that you will take advantage of this wonderful resource!

For further information, contact

jean.mccarthy45@gmail.com

Respectfully submitted,

Jean McCarthy

Community Activities

Community Committee

The Community Committee's goal is to help build strong personal relationships within the parish family. We do that in several ways.

First, we hosted receptions after each Evensong service which gave people a welcome opportunity to meet and chat (February, March, April, October, and November). After the Family Service on the last Sunday of each month, we scheduled a Souper Sunday so parishioners could gather for a simple meal, and the children could enjoy informal play time.

Our committee also hosted a hugely successful Pancake supper on Shrove Tuesday. We welcomed many parishioners and many of our Glebe neighbours to an evening of outstanding pancakes with syrup, sausages, and desserts. Decorating the hall is part of the fun as we try to create a Mardi Gras atmosphere. At the other end of Lent, we offered a simple meal before the Maundy Thursday evening observation. It is part of the preparation for the time from the Thursday service, Good Friday to the Easter celebration.

On Earth Day in April, we held a Souper Sunday event combined with an Earth Day Fair presented by the Creation Matters Group. There was great enthusiasm for both the soup and the environmental focus of the day.

In June, the Parish Picnic replaced our soup meals. We had a cold sandwich menu that was well received. There were blankets on the lawn for those who could get to them, and tables and chairs for those who couldn't. Of course, we had picnic must-haves: ice cream (for Rev. Geoff) and watermelon for dessert.

We celebrated St. Matthew's Day with an extra-special coffee time including an assortment of home baked cupcakes. Also in September, Denis Martel took a group of 30 to an Athletico Ottawa game at Lansdowne Park Stadium, a time for our soccer enthusiasts to share memories. Youth from All Saints Westboro joined us for the game.

The last Souper Sunday of the year happened in October. Thanks again to all the people who offered delicious homemade soup to warm the bodies and souls of the more than ninety who attended the event. The success of these informal meals indicates that we enjoy one another's company; a bowl of soup is a bonus.

The St. Nicholas Party in December featured the famous St. Matthew's special vegetarian pasta thanks to Kathi Racine and Virginia Lindsay. Thanks also to Silvia Logan for the special cookies. The children enjoyed the return of the chocolate fountain and the fruit for dipping! A mini Scarf and Jewelry sale gave last-chance opportunities for people to purchase unique gifts. The children were provided with supplies to make a gift bag they could use at Christmas. Thanks to Ashley Thorvaldson for supervising this crafting event.

Our "Cookie Ministry" prepared home-baked cookies for people on the Pastoral Care list and for those who are currently unwell and unable to attend services. Many thanks go to our many talented bakers who donated the ample supply of cookies for the 34 tins of cookies we filled and took to parishioners.

Members of the committee are Kathi Racine, Virginia Lindsay, Ava Hammond, and Margaret Terrett, with cameo performances by too many others to mention. Special thanks go to Denis Martell and his family for the special events they host and to Ian Glen and Robina Bulleid for the setting up of tables and chairs and doing other chores that make our times together as a parish family such a success. Their work is appreciated by all who join us to celebrate our living parish. We are very grateful for the continued and generous support of our parish family as we continue to build and nurture our faith community.

Respectfully submitted,

Margaret Terret



Coffee Hour

Coffee hour is an important part of the effort of St. Matthew's to be a welcoming Christian community. Most Sundays from September until June following the 10:30 service, members of the congregation enjoy a biscuit or two and a cup of coffee or tea while catching up on the events of the week, exchanging greetings, and meeting newcomers.

The process of serving the refreshments works relatively well, although the perfect layout has yet to be found. Consumption of cookies has grown, even as their price has shot up and the size of a box has shrunk. Gluten-free cookies are now available upon demand. Expenses, however, remain reasonable, particularly as the Green Team provides ceramic cups, thereby reducing the expenditure for paper cups.

As with most activities at St. Matthew's, coffee hour would be impossible without the co-operation and support of the volunteers. They arrive early to set things up, maintain the flow of refreshments while people are gathered, and stay late to tidy up. Thanks to all for a job well done.

The volunteers for 2025-26 are Sancho Angulo, Shouresh Assimi, Anita Biguzs, Sarah Birkett-Martin, Gwyn & Bill Cornfield, Daphne Ducharme, Seddigh Faraji, Adelle & Dan Farrelly, Karen Junke, Elizabeth Kent, Kathy & Brian Laffin, Raymond LeBlanc, Pam Mackenzie, Ian Marsh, Denis Martel, Tom Martin, Judy & Tony Maxwell, Heather McBride, John McBride, Jean & Jim McCarthy, Dianne McCauley, Charles Nixon, Aubin Nsabiyumva, Bill Nuttle, Kathi Racine, Jane & Peter Rider, Heather Sheehy, Chip Smith, Ashley Thorvaldson, and Janet & Ben Tsang.

Although there are 37 on the coffee hour roster, additional volunteers are always welcome.

Respectfully submitted,

Jane and Peter Rider

Outreach Committee

The outreach committee at St. Matthew's strives to serve those in our community who are in need, either by directly engaging with them or by distributing proceeds from fundraising activities at the church to community agencies who serve those who are less fortunate.

On February 22, parishioners once again participated in the Out of the Cold Suppers at Southminster United Church. Volunteers from St. Matthew's prepared a home cooked meal for those in need. In addition to setting up and cleaning up, cooking and serving a hot meal, parishioners socialized with the guests present and made sure they felt welcome.



Once again, a portion of the proceeds from the Great Glebe Garage Sale, the online boutique, and the scarf and jewellery sale were donated to the Ottawa Food Bank. This year a portion of the proceeds from the online auction were donated to the Ottawa Youth Services Bureau to sponsor two youth shelter rooms.



October 5, parishioners from St. Matthew's joined others from the Centretown Churches Social Action Committee (CCSAC) to participate in the walkathon to raise funds for the Centretown Community Food Centre. Additional funds and food items were also donated through CCSAC to the food centre during the Advent fundraising drive.

The Black Canadian Scholarship Fund received 50% of the funds raised at the St. Matthew's Jazz and Tapas evening. These funds help to support Ottawa high school students in their first year of university studies.



Warm mittens, gloves and toques were collected in December for those in need at St. Luke's Table, one of the Diocesan's Belong Ottawa programs.

Used stamps continue to be collected to help fund ministries to end leprosy and to help those affected by leprosy in different parts of the world.

St. Matthew's continues to support Harmony House, a second-stage shelter for women and their children in need. In addition to parishioners serving on their Board of Directors, we contribute funds and donate



gifts for the women and children at the shelter at Christmas through the Jesse Tree program.

St. Matthew's outreach committee continues to look for opportunities to support those less fortunate in our community and beyond while building community within St. Matthew's.

Respectfully submitted,

Wendy Pullan, on behalf of the Outreach Committee

Creation Matters Working Group

The Creation Matters group strives to become better stewards of God's creation. All members of the St. Matthew's community are welcome. We meet regularly by Zoom to learn about environmental issues, share ideas, and plan activities.

In 2025 our online meetings featured speakers including Etienne Eason, organizer of the Pilgrims for the Planet cycling event, Teresa McDonald-Thuro from the Water First NGO, and John Kirkwood from the Ottawa Renewable Energy Coop. Activities organized included the Lenten environmental stewardship challenge, the Earth Day blessing of the bicycles, the plant-your-own salad garden event, a bike clinic, workshops on preserving fruit, the Low Carbon Diet potluck in the fall, and the giving of books written by Indigenous authors, sponsored by Debora and Marc Fleming.

We work with other groups at St. Matthew's on advancing our certification as a Green Church. St. Matthew's achieved the first level of certification,

helping replace disposable paper cups with reusable ceramic mugs at coffee hour. Creation Matters volunteers bring mugs up from the kitchen for coffee and tea after the 10:30 service each Sunday, and then collect and wash up the mugs afterward.



Light Green, in January 2024 after completing twelve milestones. We are halfway toward reaching the next level, Medium Green certification. Major milestones achieved this year include the installation of new bike racks at the First Avenue entrance and

Our work to achieve Medium Green certification caused us to consider the environmental challenges facing First Nations communities and, more broadly, the call to act on reconciliation. In March, we hosted Debbie Grisdale and Diana Partridge from the Church of the Ascension for a Chapel Chat in which they shared their parish's journey to understand more about the effects of residential schools on indigenous communities. Looking for ways that our group can support First Nations communities led us to make a donation to the Water First NGO. Based in Ontario, Water First trains members of First Nations communities to maintain municipal water systems and to protect the natural aquatic ecosystems they depend on.

Finally, we celebrated the harvest with workshops on preserving fruit in season — strawberry-rhubarb jam in June and crabapple jelly in September — and our annual Low-Carbon Potluck in November. The initial motivation for the preserving workshops was to pass on knowledge of traditional food preparation techniques; however, this year participation in the crabapple jelly-making workshop achieved a new level of enthusiasm. The workshop produced nearly 200 jars of product, which were sold as a fundraiser.



Respectfully submitted,

Virginia Lindsay

Bill Nuttle



Parish Stewardship

Finance and Stewardship Committee

Finance and Stewardship focussed on ways to ensure that St. Matthew's operations are up to date, we are spending wisely, and we are good stewards of the gifts we receive.

Technology is changing at a rapid pace, along with new ways of doing business, and so we must also adapt. We created a centre for Finance with a new email account that receives invoices electronically and allows renters to pay via e-transfer. With the mail disruptions that arose during the year, businesses and renters alike wanted to ensure that their business could continue. The new account means our business partners get paid sooner, we don't get charged interest for late payments, and renters have an easy way to pay, and so we are paid sooner. We have updated our relationship with the bank to ensure they are aware of our improvements. As well, our QR code has appeared in the bulletin and during online services. It has now been placed in all the pews for ease of use, as well for those who wish to contribute that way via Realm.

One challenge we face is having money in the bank when we need to pay bills. With Corporation's approval, spare cash was placed in GICs so we could earn interest until it was required. Thanks to careful cash flow management and timely parish donations, we paid our bills on time.

For the future, we will need to examine how we might further embrace the "e" world while still ensuring we are protecting our funds and financial records from bad actors.

Regarding givings, we have streamlined work between Counters and Stewardship with the assistance of Ian MacKenzie, which has helped to reduce dupli-

cation. We also worked with the Welcoming group to review and update our Parish list so we can reach out to everyone. Due to another postal situation this year, we had to send Rev. Geoff's Christmas letter via email to many of us, while delivering the letter by hand to those without email.

St. Matthew's benefits greatly from your financial gifts. PAR donations decreased somewhat this year, but monthly givings through Realm increased. Overall, we are just under our budget figure, so a huge thank you to everyone!

We have seen an important increase in rental income, which means more activity in our building. Thank you, Catherine James-McGuinty, for making this happen. Our objective was to increase revenue in this area, and the current results reflect our progress toward that goal.

Once again, we have achieved great results from our fundraising activities: the Great Glebe Garage Sale, the Treasures Boutique, the online auction, the Scarf and Jewellery sale, as well as the Jazz and Tapas event. Thanks to our successes, St. Matthew's contributed to the Food Bank, the new Centre 454, and the Black Scholarship Fund. Many thanks to Peggy and all those involved!

Although the books aren't final, it looks like we will have a surplus. Our books are being reviewed, and the final 2025 results will be published two weeks before Vestry. The budget for 2026 will be shared at Vestry for approval.

Our committee has grown this year. I am grateful for the addition of Ian Marsh on Stewardship and Tom Martin on Finance. I am also grateful for the tremendous contribution of Kathy Laffin as well as that of Janice Sonnen and Paul Weffers Bettink. I extend my deep appreciation as well to Brian Effer who has stepped away after helping for many years.

As I reflect on this last year, I am filled with gratitude for the many volunteers, both young and old alike, who make St. Matthew's such a blessed and supportive community of worship. There are numerous opportunities where parishioners come together to share their time, to support fellow parishioners and members of our wider community, through friendly activities and events that make our church home vibrant and full of life. We all benefit from coming together in the spirit of fellowship. Look around: there are always things to do to ensure that St. Matthew's continues to thrive.

Thank you for all you do!

Respectfully submitted,

Charles Nixon

Counting Teams

The counters consist of three teams of four volunteers. Typically, there is one count at the end of each month; however, for special periods such as Easter, Thanksgiving, and Christmas, there may be two counts in a month. Thus, each team counts about five times each year. In addition to our "regular" twelve counters, we also benefit from the generosity of some "surge" counters. These wonderful helpers kindly stand in when a regular counter is unable to make a count. Even regular counters take holidays!

In 2025 Tony Maxwell told us he was hanging up his skates. Tony has counted for many years, and his presence, conversations, and help will be greatly missed by all. We are all delighted that Anita Biguzs has very kindly offered to fill the slot left by Tony.

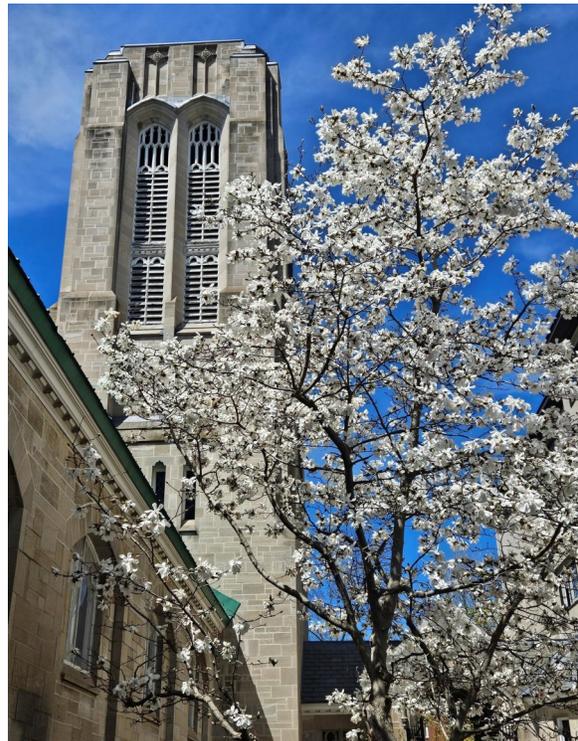
There has also been more progress as we migrate our counting process off paper forms and onto Excel spreadsheets. We are doing this primarily to facilitate feeding the information about contributors to the accounting software so tax receipt preparation is possible. This is a Herculean task for someone when done by hand, and automating this as much as possible will lighten the burden. One of my goals for

2026 is to try to get another recycled notebook computer or two so there are enough for all counters during a count.

Like all other years, we continue to benefit from the kindness and help of others whose work makes our efforts easier. Kathy Laffin, our treasurer, is constantly giving me direction and helping me keep things moving forward. Catherine James-McGuinty's help is constant, understanding, and most friendly. And Ian MacMillan continues to develop and improve the spreadsheets upon which we are now so dependent. Thank you again, Kathy, Catherine, and Ian.

Respectfully submitted,

Michael Goddard, Coordinator



Fundraising Committee

The Fundraising Committee's mandate is to support the strategic goals of St. Matthew's and the church's mission statement to be a welcoming community of faith.

Fundraising in 2025 outstripped budget projections because of the success of each of our fundraisers: Jazz & Tapas, the Great Glebe Garage Sale (GGGS), the online store, the online auction, and the scarf & jewellery sale. Once again, we received some extraordinary donations.

The church's online boutique continues to be popular, and through its 1,300-plus auction-bidder base we have also promoted non-fundraising events such as Evensong, concerts, and Christmas services.

The Great Glebe Garage Sale generated an extraordinary \$23,000, more than \$10,000 over budget. The neighbourhood event included substantial sales of art.



Jazz & Tapas again featured singer Diane Nalini and her bassist husband Adrian Cho. Held in partnership with the Black Canadian Scholarship Fund (BCSF) and sponsored by Amica The Glebe, which provided

about half of the food, the concert was sold out and raised almost \$6,000 net. This was split with the BCSF.

The online auction raised money for the Youth Services Bureau, which received \$8,000 to sponsor two rooms in their centre. The Ottawa Food Bank received \$7,000 from the church, representing more than 10% of revenues from the GGS, the online boutique, and 25% of scarf & jewellery sale revenues.

We are fortunate to have generous donors and bidders within the parish and beyond. Thank you to the Finance Committee members, to Kathy Laffin (our treasurer and bookkeeper) who keeps us up to date on income and expenses, and to Catherine James-McGuinty, Ian Glen and Robina Bulleid who help in many, often unexpected, ways.

Fundraising/Auction Committee members were Patti Davis, Karen Junke, Virginia Lindsay, Carolyn McMaster, Frances Montgomery, Tom Martin, Peggy Nankivell, Jane Oulton, Janice Sonnen, and Marg Terrett. Core members of the Jazz & Tapas team were Kathi Racine (ran the kitchen), Randi Goddard (solicited food donations), Patti Davis (managed food service), Tom and Sarah Martin (ran the bar), and Patrick Martin (parishioner and BCSF board member). Virginia Lindsay, Kathi Racine, and Marg Terrett ran the amazingly successful scarf & jewellery sale yet again. Patti Davis, Sarah Martin, Jane Oulton, and Steve Reid assisted in cataloguing items for the store and auction. Ava Hammond and Jean McCarthy provided significant help with the auction setup and pick-ups. We welcome parishioner James Jamieson to help with the online store in 2026. Tom Martin will manage the GGS in 2026 with the ongoing guidance of Marg Terrett.

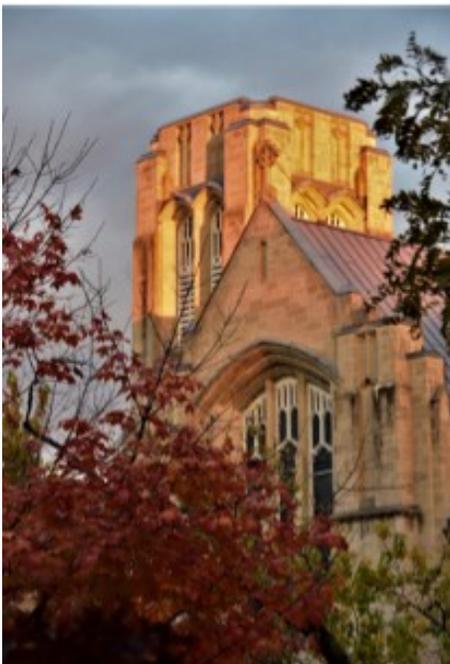
A new fundraiser for St. Matthew's was proposed by art historian Angela Marcus who will lead a 6-week program about the history of Canadian art at the National Gallery of Canada in February and March. This program (which is sold out) has raised \$1,800 for the 2026 fiscal year.

Note: There will be some variance between numbers reported by fundraising and finance reports because some credit card deposits for the store are for 2024 with monies received early in 2025. (At time of writing, awaiting receipt of a cheque for \$2,600). There are **\$5,200 in expenses**.

Event	Date	Revenue
Great Glebe Garage Sale	May	\$23,000
Online Treasures Boutique	All year	\$25,200
Jazz & Tapas Event	October	\$7,900
Online Auction	November	\$67,800
Scarf & Jewellery Sale	December	\$9,400
	Total	\$133,300

Respectfully submitted,

Peggy Nankivell, Chair Fundraising



Property Committee

In 2025, the Property Committee improved exterior lighting at the Glebe and First Avenue entrances and in the First Avenue foyer and stairwell, made renovations in the kitchen, continued work to address water leaks in the belfry and the basement, launched a study for renewing the heating system, reviewed plans by TELUS for installation of cellular network equipment, and carried out numerous smaller repairs throughout the building. Major projects for the coming year include facilitating work by TELUS to install their equipment in the belfry, completing the heating system study, planning work on the roof and foundation to stop water leaks, and repairing cupboards in the kitchen. As always, we rely on dedicated staff and the generous gift of volunteer time to attend to the various needs of the building and keep it running day-to-day.

Water leaks are damaging the building in four main areas:

- near the elevator on the first floor and in the basement
- in the choir room
- beneath the stairs at the northwest corner of the building
- in the storage area in the northeast corner of the basement

Working with our architects, we have identified measures to stop the leaks. Unfortunately, these will be expensive, and this is one of the motivations for launching the Centennial Campaign. In the meantime, some progress has already been made; this year we reinforced the ceiling of the northeast storage space, in preparation for closing that space, and we renewed waterproofing in the belfry at the bell level.



Last year, the Property Committee made preparations for the installation of equipment by TELUS in the belfry, which is anticipated to begin this spring. With our architects, we have been working with TELUS to refine technical plans for the installation. We obtained agreement in principle to the installation from the Diocese and at a special Vestry meeting in May. Currently, we are waiting for TELUS to provide a final set of technical plans, which must be reviewed and approved by Corporation.

At the direction of Vestry, the Property Committee launched a study to explore options for renovating the heating system, including their costs. Southface Engineering was selected following an extensive search to identify an engineering firm with the required expertise that was willing to take on the challenge of upgrading an older church building. The study looks at three alternative designs that would provide St. Matthew's Church with an efficient, reliable heating system, able to adapt to changing needs of the occupants, that reduces greenhouse gas emissions and provides air conditioning — objectives identified in consultation with the congregation. Preliminary results were shared

with an ad hoc working group at the beginning of January, and the final report is expected by the end of February.

In 2025, St. Matthew's Church generated total emissions of greenhouse gases of about 86 metric tons of carbon dioxide — the same as heating twenty homes. The building required 35,808 cubic meters of natural gas, at a cost of \$14,337, and 57,978 kWh of electricity, at a cost of \$9,672. The options being investigated for renewing the heating system would reduce emissions by between 68 and 89 percent.

Respectfully submitted,

Bill Cornfield (hwcornfield@gmail.com)

Bill Nuttle (wknuttle@gmail.com)

Nominating Committee

The mandate of the Nominating Committee is to recruit, develop, and support the leadership of the parish community and to encourage more parish members to take up opportunities for ministry.

Our main task each year is to prepare the roster of nominations and elections for wardens, synod members, and congregational representatives to be voted on at the annual Vestry meeting (on March 1, 2026) and to identify and confirm parish officers and committee chairs. Some of these positions demand a lot of time and energy, so it is often quite challenging to find new leaders.

At the other end of the spectrum, we recruit new volunteers to take up entry-level positions where they can learn how the parish functions and begin to build relationships with others. One route for becoming more active as a parishioner is to join a committee or group doing things that match your interests.

Another is to be elected to be one of the Congregational Representatives to Parish Council (which usually meets two to three times a year). These representatives are also invited to attend meetings of the Executive Committee of Parish Council where they can experience a wider picture of parish activities.

With Reverend Geoff, we usually start our preparation for Vestry in October and work through into February to prepare the election list for Vestry. We try throughout the year to get to know newcomers and understand where their interests might lie. Please don't hesitate to talk to Janice Sonnen or me (the two Nominating Committee members) about your volunteer interests.

As volunteers, it is hard to grasp the breadth of our parish "human resource" challenge: developing leaders, helping newcomers integrate into the parish, and finding a match between the work to be done and the people available to do it. It is also critical to find ways to support those who take on leadership positions and to ensure regular replacements. We do what we can, giving thanks for the time and talent of all the people who get involved in the work of this parish. Together, we serve our God and our community.

Janice and I would like to thank all those in the Parish who have responded so positively during 2025 to our requests to take up new roles within St. Matthew's.

Respectfully submitted,

Helen Griffin
Chair, Nominating Committee

Gardens Report

In addition to the usual seasonal activities needed to maintain, develop, and nurture the gardens and lawns surrounding the church building, there were

three notable initiatives in 2025:

We continued our efforts to diversify plantings and introduce more bee-friendly varieties as garden space and compatibility permit. This supports the Greening the Church project under the direction of the Creation Matters team and will remain an objective of the Gardens Team.



For a fifth consecutive year, the Gardens Team offered a Spring Garden Cleanup as a biddable item in the November 2024 St. Matthew's Online Auction. A well-received morning of teamwork raking, cultivating, pruning, defining, refreshing, and restoring the gardens at the Glebe home of the lucky winner was accomplished on Saturday, May 3, 2025.



A repeat of the sudden descent on Glebe Avenue of a film crew seeking to create a winter wonderland in front of the church — in the heat of mid-summer — once again compromised the lushly blooming perennials in the Glebe Avenue gardens. The heavy, white felt “snow covers” laid over all things green and growing relentlessly bent the stalks and stems of the hostas, Glorioso and day lilies, resulting thereafter in less vertical, more horizontal growth. We swallow hard and take solace in the contribution of the rental fees to the church coffers.

Expenditures for soil, mulch, lawn-repair grass and clover seed, pea gravel, a few annuals for the temporary frame garden on First Avenue and the pots at both entrances to the church, and a few miscellaneous items totalled approximately \$650.

Respectfully submitted,

Mary Glen, on behalf of the Gardens Team

Judy Billingsley

Robina Bulleid

Donata Creasey

Ian Glen

Helen Griffin

Joan Lawrence

Silvia Logan

Ian MacMillan

Lucianne Poole

Steve Reid



Pulse of the Parish

A year has passed since I agreed to take up the challenge to try to fill the big shoes of my predecessor, Val Needham, as the editor for the Pulse of the Parish. It seemed like I was raising my hand for a fairly easy job – how hard could it be if one is unskilled at editing to put together a newsletter every three months or so? After the December 2024 issue, I realized very quickly, it’s no easy feat. The Pulse of the Parish is a medium to keep our parishioners and the community informed. We have an active community, passionate and engaged members who delight in the opportunity to capture (in words or photography) our vibrant parish life at St. Matthew’s.

It’s because of these members, (too many to name) that in 2025, four issues of the Pulse of the Parish were published online and in printed form. Four issues of thought-provoking articles, well-researched and informative articles, helpful updates, lively commentaries, and beautiful pictures of events.

Thanks to everyone who submitted articles and pictures, particularly Rev. Geoffrey Chapman who headlined each issue with a thoughtful message for us to ponder.

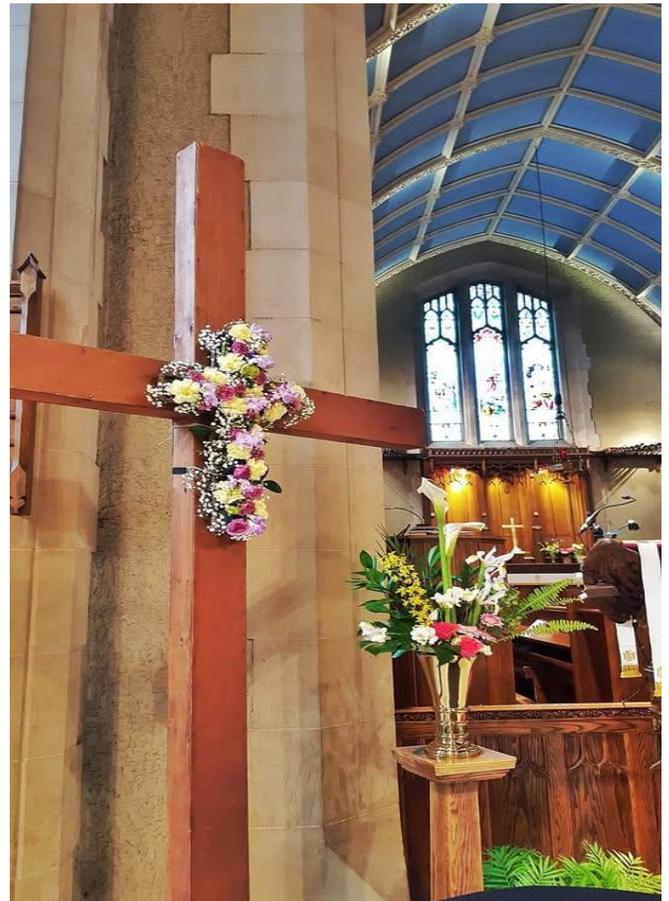
Much credit is due to the thorough and supportive editing team of Mary Glen, Neville Nankivell, Virginia Lindsay, Joan Lawrence, Heather Lewis, and Judith Maxwell.

Thanks to Catherine James-McGuinty and Leslie Jones who ensure on a quarterly basis that the newsletter is published and printed in a timely manner.

For 2026, your feedback and suggestions for improvement of the publication are welcomed. Please keep sending those articles, pictures of memorable moments that inspire and keep our community informed and engaged to collinsgregory1@hotmail.com. Putting them together to tell our story is a pleasure, and we hope the Pulse is a pleasure for you to read and share.

Respectfully submitted,

Dawn Gregory



Meeting Documents
 St. Matthew's Anglican Church
 Minutes of the ANNUAL VESTRY MEETING
 Sunday, March 2, 2025
 In the Nave

1. Welcome and opening prayer: The Reverend Geoffrey Chapman

2. Announcements: Vestry Clerk appointment, Membership of Vestry

Julia Lipinska appointed as Vestry Clerk. A total of 56 members registered to attend Vestry.

ALL IN FAVOUR

3. Adoption of 2023 Vestry Minutes Motion:

i) That this Vestry adopt the Minutes of the Annual Vestry Meeting held on Sunday, February 25, 2024.

Discussion:

Two revisions proposed to the 2024 Vestry Minutes, on page 33, as found in the 2025 Annual Vestry Meeting Report:

Creation Matters *Committee* to be revised to read Creation Matters **Working Group**

Correction of spelling: Julia *Lupinski* to Julia **Lipinska**

Clarification that this item is about adoption of the **2024** Vestry minutes as found in the 2025 Annual Vestry Meeting Report, not adoption of the 2023 Vestry minutes. The year found in the agenda heading for this motion should read "2024."

ALL IN FAVOUR

4. Reception of Annual Reports for 2024 Motion:

ii) That this Vestry receive the Annual Reports for 2024.

ALL IN FAVOUR

5. Rector's Address: The Reverend Geoffrey Chapman

The past year is our first full year in several without COVID restrictions. Attendance 'at' online worship is high. There are requests to continue this online ministry. We have a great system that is working well for us, and we will continue with it.

It has been a good year, and this will be seen in the financial statements. The parish is strong and continuing to do well and thrive.

The bishop has reinforced care of the building is part of our ministry. Much has been done on the building this year. We want to use the building as much as we can and treat it well.

We have made strides on children and youth ministry this past year. Offering this ministry was difficult during the pandemic and hard to build back after. Key individuals and volunteers have worked hard to bring it back and have introduced Godly Play.

We are in a strange period of world history but in terms of our parish we are in a strong place, and exciting and encouraging things are happening at St. Matthew's. Continue to see the church as a place of healing and solace, community, and an important place in the community around us. I am excited and proud to be Incumbent here. The parish is vital in the life of the Diocese. We can feel good about being a member here.

6. The 2024 Financial Statements and 2025 Financial Plan: Charles Nixon, Rector's Warden

Parker Prins Lebrano found no material issues in their review of St. Matthew's books, including the implementation of our new financial system, led by Kathy Laffin.

Income:



2024 Income		
Item	Budget	Actual
Donations – General Use	484.0	457.3
Donations – Designated Use	16.6	17.5
Rental and other income	61.4	66.0
Music and Concerts	14.4	10.1
Parish Events	3.6	4.5
Fundraising	83.3	124.9
CTF Dividends	8.0	50.5
Total income	671.3	730.8

Slide 3

We asked parishioners to increase donations and reached 94% of that goal. We also asked parishioners to give early in the year as cashflow is a serious issue. Thank you for your increase in donations and to those who were able to modify timing of donations.

Rental income is up 10%. Parishioners asked for better use of the space and to help make it financially more productive. Music and concerts did not reach intended goal. Some reflection has taken place on how to do that better. Fundraising was outstanding this year. Dividends from CTF were better than anticipated due to strong stock market performance.

QUESTION:

Your presentation shows a CTF Income amount of \$50 500 versus a slightly different Investment Income figure in the Financials of \$9 992. Is the difference unrealized gains of \$40 498?

RESPONSE:

Yes, this is a conglomeration



2024 Expenses (\$000)

Expenses:

Item	Budget	Actual
Personnel	319.5	316.3
Parish Fair Share	107.4	107.4
Building	94.8	91.0
Office and Communications	32.4	32.6
Programs and Ministry	54.9	62.6
Capital Projects	68.5	57.7
Total Expenses	677.5	667.6

Slide 5

(Items are found below in the order in which they were presented)

Parish Fair Share (PFS) cost was down almost \$30 000 from 2023. This made a huge difference to the running of the church. A PFS reduction was experienced across the Diocese. Reduction of parish contributions was made up with diocesan funds.

QUESTION:

Is the PFS reduction proportionate to income?

RESPONSE:

Yes.

Programs and Ministry actuals for the year are based on fundraising, as a portion of fundraising is given to charities. Higher than anticipated results from fundraising resulted in more funds being donated, mostly to organizations dealing with food insecurity. This is a success.

Less spent on heating due to a warm previous winter. This is not anticipated to be the case this year.

2024 Capital projects: Implementation of TELUS cell tower did not happen in 2024. TELUS is eager to move forward on it in 2025. Some work related to this was deferred from 2024 to 2025.

The energy assessment was deferred.

Work carried out: geotechnical assessment, roof assessment, review of designated substances, ramp repair, northeast basement storage area assessment, LED light installation and other work to lower our energy costs. Assessments tell us the building needs work but is not falling down, and air quality is good. Lead paint and asbestos were found but are fine when managed and left in place. RMA architectural firm is helping us understand what studies mean for the building. Think it will be good to have parish meetings regarding the state of the building and work to be done in 2025.

Fund Balances:



**Fund Balances (\$000)
as of December 31**

Restricted funds	2023	2024
Endowments (CTF)	62.0	43.4
FACES	11.3	4.0
Music Fund	9.8	6.0
Total restricted funds	83.1	53.4

Slide 9

Endowment Funds (CTF): Withdrawal during 2023 to ensure there was money available to carry out work that was in place.

FACES: There are some family support expenditures to come in 2025. We are on pause about how FACES will move forward.

End of year:



**Balance Sheet (\$000)
as of December 31**

Operating Fund	2023	2024
Current assets	131.5	138.2
Long term assets (CTF)	241.9	284.7
Current liabilities	1.5	0
Net assets	371.9	422.9

Slide 10

We end the year in a relatively good financial position. Our cashflow is improved.

QUESTION:

How is the church's cashflow? How many months of expenses can we pay with what is in the bank? Do you still need us to give early and give often?

RESPONSE:

Current assets in the bank allow us to cover 3 months of the church's expenses. Cashflow remains an important issue. In the fall we did not have enough cash to pay all our bills when they came in. The Diocese has changed rules, and we can now only defer Fair Share payments (when necessary, due to cashflow shortfall). Every month enough must be remitted to the Diocese to pay salaries. Some big fundraising contributions come at the end of the year, but we need to be able to manage cashflow throughout the year. We encourage people to give early in the year as they are able.

QUESTION:

Can you say more about TELUS and energy assessments?

RESPONSE:

A lot of work goes into defining the scope of work, sending out requests for proposals (RFPs), receiving bids, etc. It can be difficult to get it all done on the timeline we would like. Cashflow may be an issue meaning some work is carried out or deferred. Sometimes other work must take precedence. The energy assessment will occur in 2025.

a) Adoption of the 2024 Reviewed Financial Statements Motion:

iii) That this Vestry receive the Reviewed 2024 Financial Statements.

Motion moved by Paul Wefers-Bettink; seconded by Rick Trites.

MOTION PASSED

2025 Budget Presentation, Presented by Charles Nixon

Income:

2025 Planned Income (\$000)

Item	2024 actual	2025 plan
Donations – General Use	457.3	466.4
Donations – Designated Use	17.5	17.0
Rental and other income	70.5	71.2
Music and Concerts	10.1	14.0
Fund Raising	124.9	86.0
CTF Dividends	50.5	7.7
Total income	730.8	662.3

A lower rate of inflation is assumed for 2025. No major changes in approach to this year's budget. We continue to want to have a balanced budget. Cashflow is critical, as is managing our capital spending. There are potential unknowns due to the political situation in the United States.

We are looking for only a small increase in general use donations. We look to increase income through music and concerts. Fundraising was exceptional in 2024, and we are being more conservative in what fundraising efforts might bring in this year. We are using the same figure as last year for CTF dividends, as that is beyond our control.

Expenses:

2025 Planned Expenses (\$000)

Item	2024 Actual	2025 Plan
Personnel	316.3	324.4
Parish Fair Share	107.4	104.0
Building	91.0	93.3
Capital Projects	57.7	56.2
Programs and Ministry	62.6	54.5
Office and Communications	32.6	34.0
Total Expenses	667.6	666.4

There are personnel increases over last year due to inflation. Parish Fair Share is down. Expect building costs to be higher, due to heat and snow removal. Programs and Ministry is lower than last year as largely determined by fundraising.

On Capital Projects, Charles asked Bill Nuttle as Co-Chair of the Property Committee to provide information on the energy assessment which is in the budget for this year. A long-term goal is replacing the heating system. The current heating system is old. Additionally, we want to save energy. We are attempting to find engineering firms willing to assess the current situation, define our needs, and be involved in building a new system. An energy assessment is the first step. Reverend Geoff commented regarding energy systems and energy use that at a diocesan level, in particular in this deanery, every parish is undergoing the same challenge and is asking the Diocese for support in these issues. We hope to receive support from them in these efforts.

On other Capital Projects, Charles noted jack posts are to be installed in the northeast storage room, which is the floor of the breezeway between the church and condo. There is work to be done related to roof regarding ice damming and preventing water intrusion. Roof work has already started. There is significant work to be done regarding water penetration into the choir room. Also, there is a water leak into the Baptistry wall from a malfunctioning bell tower drain. The bell tower drain work must be completed before TELUS work.

We are budgeting for a very minor deficit for 2025.

QUESTION:

Regarding work on storage room/breezeway supports, is there the possibility of sharing costs with the condo or do we need to pay all of it?

RESPONSE:

We will talk with them about it. Some previous costs were shared with the condo.

QUESTION:

Why are Personnel costs significantly higher than 2023?

RESPONSE:

The rise is due to three main factors: we didn't have a Music Director for a portion of that year, we didn't have a Child and Youth Coordinator, and last year there was an increase to salaries. Additionally, the Diocese forgave us three months of costs due to the Jubilee.

b) 2025 Budget Motion:

iv) That the Vestry adopt the 2025 budget and financial statements.

Motion moved by Paul Wefers-Bettink; seconded by Bill Nuttle.

MOTION PASSED

c) Appointment of Accountants for Review Motion:

v) That this Vestry appoint Parker Prins Lebano as the accountants to review St Matthew's financial affairs for the fiscal year 2025 at a fee approved by Corporation.

Motion moved by Kathy Laffin; seconded by Ian Glen.

MOTION PASSED

d) Spending Authority Before New Budget Motion:

vi) That Vestry authorize Corporation to approve spending in 2026, pending approval of the 2026 budget at the 2026 meeting of Vestry.

Motion moved by John Proudfoot; seconded by John McBride.

MOTION PASSED

7. Appointments and Election Motion:

vii) That this Vestry approve the proposed nominations and take note of appointments by the incumbent and Corporation.

Reverend Geoff thanked Denis Martel, Debora Fleming, Kevan Pipe, and Charles Nixon, the outgoing members of Corporation, for their leadership and highlighting their contributions.

Reverend Geoff introduced nominees, noting Kevan is nominated to return as the People's Warden in 2025. He explained the role of Synod members as both our representatives to the Diocese through Synod as well as their role in ensure the decisions of Synod are carried out at St. Matthew's. Additionally, he noted the Parish Council did not meet many times this year but plans to have more meetings in 2025.

2025 Rector's Warden

John McBride 1 year appointment by the Rector

The following nominees have agreed to let their names stand for election at Vestry:

2025 People's Warden

Kevan Pipe 1 year term

2025 Deputy Warden

Janice Messam 1 year term

2025 Deputy Warden

Wendy Pullan 1 year term

2025 Synod Membership

Debora Fleming 1 year term

Elaine Gordon 1 year term

John McBride 2 year term

Matt Greg 2 year term

2025 Alternate Synod Members

Lisa Sheehy 1 year term

Aïcha Ducharme-Leblanc 1 year term

2025 Congregational Representatives to Parish Council

Owen Marsh 1 year term

Chip Smith 2 year term

2025 Nominating Committee

Helen Griffin, Chair 1 year term

Motion to approve the nominations moved by Cathy Simons; seconded by Janice Sonnen.

MOTION PASSED

8. Designation of Signing Officers Motion:

viii) That this Vestry authorize any two of the following to sign as signing officers for St Matthew's: The Rector, Rector's Warden, People's Warden and Deputy Wardens.

Reverend Geoff notes that every St. Matthew's cheque must be signed by two Signing Officers.

Amendment of the motion to add Kathy Laffin, Treasurer, as an authorized Signing Officer.

Motion moved by Janice Sonnen; seconded by Bill Nuttle.

MOTION PASSED

9. Motion of Thanks Motion:

ix) That this Vestry thank all those stepping down from their positions as Synod members, Parish Council Representatives, Parish officers and Committee Chairs.

Motion moved by Bill Nuttle; seconded by Janice Sonnen.

MOTION PASSED

10. Closing Prayer: The Reverend Geoffrey Chapman**11. Adjournment Motion:**

x) That this Vestry be adjourned.

Motion moved by Lenore Farig; seconded by Peggy Nankivell.

MOTION PASSED

Respectfully submitted,

Julia Lipinska, Vestry Clerk

April 28, 2025