



Anglican Church of the Ascension



Diocese of Algoma

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## **Annual Vestry Report for 2021**

**February 13, 2022**

**Held via Zoom, as necessitated by COVID-19 pandemic gathering restrictions**

**Incumbent: The Reverend Jeffrey Hooper**

## Table of Contents

|   |    |
|---|----|
| Missional Objectives.....                               | 2  |
| Annual Vestry Meeting Agenda.....                       | 3  |
| Minutes of February 14, 2021 Annual Vestry Meeting..... | 4  |
| Minutes of June 9, 2021 Special Vestry Meeting.....     | 9  |
| Rector’s Report.....                                    | 11 |
| Wardens’ Report (incl. 2021 Property Report).....       | 12 |
| Pastoral Care.....                                      | 20 |
| Children’s Ministry.....                                | 20 |
| ACW Report.....   | 21 |
| Outreach.....   | 22 |
| Worship.....  | 23 |
| Envelope Secretary’s Report.....                        | 25 |
| Financial Report.....                                   | 26 |
| Offices, Nominations, Group Representatives.....        | 30 |
| Screening in Faith Report.....                          | 31 |

## **Mission Statement**

*To share in the gathering work of Christ so that His newness of life overflows into our hearts, homes, churches, and community.*

## **Missional Objectives**

### 2021's Missional Objectives:

1. Continue with the missional objectives worked on in the year 2020.  
*Objective: To continue the good work and mission and continue to build on the success of the past year.*
2. To offer confirmation and other sacramental preparation classes each year.  
*Objective: To offer new congregants teaching in the faith and better disciple young people.*
3. To focus on stewardship and giving.  
*Objective: To build a financial stable community that will be able to do the work of Christ well into the future.*
4. To continue to build up the youth group that was started in 2018.  
*Objective: To have good discipleship and fellowship opportunities for our young people.*
5. To better use social media platforms to reach out to our community with the gospel message.  
*Objective: To fulfill the great commandment to preach the Gospel to all people by using the platforms of our time.*
6. To better integrate new families and individuals into the life of the parish.  
*Objective: To be a welcoming community to all who walk through the doors of our church.*
7. To expand our online presence and ministry during this time of the COVID 19 Pandemic.  
*Objective: To better connect with parish members and offer mission, ministry and worship in these times that we are not able to gather in person as a congregation.*

This meeting of the Annual Parish Vestry is conducted pursuant to “Canon J-1”, as promulgated by the Diocese of Algoma’s Canons under “J. Parish Bodies”. All Diocesan Canons are kept for review in the Parish Vestry Office, and also may be viewed on the Diocesan website at <https://www.dioceseofalgoma.com/ministry-resources/canons/>.

*‘Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything that I have commanded you. And remember, I am with you always, to the end of the age.’  
St Matthew 28. 19, 20*

## **Annual Vestry Meeting Agenda**

1.00 pm, Sunday, February 13, 2022

*Location: Zoom; Meeting ID: 258 953 2680; Passcode: 762058; Phone-in via: 1 204 272 7920*

### **Opening Prayers**

#### **Announcement of Rules Concerning Eligibility to Vote at a Vestry Meeting (Canon J-1: Vestries)**

All persons shall be entitled to vote in the vestry of a congregation in the Diocese who:

- a) are baptized; and
- b) are of full age of 16 years; and
- c) are habitual attendants at Divine Service in the congregation; and
- d) have contributed during the year immediately preceding to the working expenses of the parish/congregation.

### **Orders of Business**

1. Meeting called to order.
2. Election of a Vestry clerk.
3. Review and confirmation of the minutes of the last Annual Vestry (held February 14, 2021) and the Special Vestry held June 9, 2021.
4. Matters arising from the review of these minutes.
5. Presentation of annual statistical reports.
6. Presentation and adoption of the 2021 Financial Statements by the Assistant Treasurer.
7. Presentation of the 2022 budget by the Assistant Treasurer.
8. Motion for the adoption of all published Committee reports.
9. Presentation and adoption of the annual Screening in Faith report.
10. Rector’s Charge to Vestry.
11. Announcement of the Rector’s Warden for 2022.
12. Vote of thanks to Members of the General Board.
13. Approval of Parochial Lay Readers and Eucharistic Assistants.
14. Election of the Peoples’ Warden and other officers.
15. Overview of Missional Objectives and outcomes for the coming year.
16. New Business and initiatives.
17. Motion for adjournment of the meeting.

### **Closing Prayers**

**(Minutes)**  
**Church of the Ascension – Annual Vestry Meeting**  
**14 February 2021**

Online via Zoom due to COVID-19

Present: Jesse Clapperton, Clare Andrews, Fr. Aidan Armstrong, Gary Bate, Sue Bate, Brent Leigh, Marie Vitone, Courtney Schulte, Philippa Howard, Roz Jones, Marcia Leigh, Maggie Leigh, Cathy First, Pat Cunningham, Matt Walchuk, Cathy Dionne, Kath Greenidge, Pete Marshall, Andrea Marshall, Pam Banks, Betty McLeod, Anne Trimmer, Cindy Caines, Rob Caines, Chantal Rozon, Jennifer Ames, Anne Jaas, Ilmar Jaas, Lori Cameron, Helen Wormington, Jane Cox, Thelma Smith.

11:03 – Opening Prayer

Rules concerning eligibility to vote reviewed.

#1 11:05 – Meeting called to order

#2 Nomination/Election for Vestry Clerk – Courtney Schulte – Chantal Rozon moved, Jesse Clapperton seconded, all in favour.

#3 Adoption of Minutes from 2020 Meeting

#4 Matters arising from 2020 minutes – no discrepancies. Pete Marshall moved, Gary Bate seconded, all in favour.

#5 Presentation of Statistical Reports:

Parish Roll – 351 people

Christmas

Average Sunday attendance (pre-COVID)

Average Sunday attendance (during COVID)

#6 Presentation of Financial Statements:

2020 Actual – Envelope offering down from last year, but to be expected because of COVID and everything going on this year. Open was well down from budget. Easter well down from budget. Church hall rental also down from budget. Rectory rental a bit down because tenants were moved in later than expected, back on track for 2021. HST was more than budgeted because of the two projects we did (new roof, new front doors). Diocese did apply for Canada Emergency Wage Subsidy and we did receive some from that, which is netted against the stipend. ACW donated \$600 towards food hampers, Barrydowne College and Elgin Street Mission at the end of the year. Other Fundraising is not too far off of budget, notably maple syrup, No Work Fundraiser, Christmas envelopes (some sent over to Anne Germond Fund), Loughheed's Foundation donation, Thanksgiving envelopes, pancake supper, benefit from Diocese for cleaning. \$900 for food hampers collected at the end of the year, \$300 for Barrydowne (not yet requested), Primate's World Relief Fund, request for Elgin Street Mission. Thank you to everyone for the many donations this year as it has really helped us out in maintaining our finances with everything going on.

Diocesan Expenses were basically as budgeted, aside from apportionment, which is usually adjusted toward the middle of the year, which didn't occur as usual hence why it is higher than budgeted.

Rectors expenses are higher due to sewer backup and some costs that the insurance did not cover and finishing the unfinished part of the basement. Hydro and fuel are a bit higher than budgeted because the tenants were in later than expected. Church repair is a bit over budget, accounting for the parking lot lights which has greatly assisted in our Saturday night service, gravel, floor cleaning, fire check, furnace inspection/cleaning. Music ministry, insurance, taxes, all on budget. Other expenses (printing/stationary, Godly Play, youth programs, supplies) under budget due to COVID. Outreach a bit over budgeted but donations coming in helped to offset. Synod did not occur so that was under budget. Miscellaneous a bit above budget due to 2019 expenses that we had to roll over into 2020, \$750 on guest preachers, \$539 for cleaning (offset by Diocese donation), \$20/month for Zoom. Small deficit for 2020, \$1305.25.

Royal Bank Fund:

Memorial account (doors, roof) ending with \$175.00.

We received many roof donations from our members. Disbursements, we transferred \$5000 out of Special Projects and put it into CIBC operation account to give us a buffer. On 31 Dec 2020 we did transfer it back as we did not end up needing it as the Wage Subsidy really helped offset our costs. Monies in Special Projects went to doors, roof, rectory repair. Anne Germond Fund ending with \$432.71. Lockerby Taxi ending with \$119.08 due to receipt from St. James to help offset.

Review of funding two major projects; Entrance Doors and Metal Roof:

Brad Davis (electrical for door), Flynn Canada (supply and install of door), Hyland Carpet to fix tile/carpet inside door. Money received from Anglican Foundation to go towards this project, and money set aside in Special Funds for project in Don McLeod's memory, some money from Memorial Funds relating back to funding from before Cathy was treasurer so unknown who/what the money was attached to, bringing us up to the revenue required to successfully complete the project.

In July we received the materials from TerraStar, GMG contracting to install. Thank you to our members for donating through the summer for the roof, some monies from Memorial Funds.

- Gary Bate – What was the original quote from Flynn Canada for the doors? Fr. Aidan believes it was not too far off from what it cost. Chantal Rozon advises it was exactly as tendered, advised anything that was repaired or fixed was all under warrant (replacement, repairs).

#7 Presentation of 2021 Budget:

We have increased envelopes than what was received, left Open low and Easter because of COVID.

Church rental has been left at zero because of the unknown of COVID. Rectory Rental is expected to be back on track. HST is reasonable given projects. Wage Subsidy is still ongoing and hard to budget so it was left out. If additional funding is needed, we have put \$4000 from other account into budget to use if required, but can be put back at end of year. Hoping to do as much fundraising as last year.

Diocesan Expenses as given to us by Diocese. Apportionment may go lower, but we won't know.

Supplemental Employment Benefit and travel pool will be zero, car allowance remains the same as last year. Rectory, \$3000 for repairs and maintenance (weeping tile, tree removal), hydro/water left as we can't remove the hot water heater rental in our name. Church repairs are basic minimum as we are hoping to just keep routine maintenance, maybe some gravel. Telephone, current hydro, fuel and cleaning are projections based on the past year. Music has remained the same. Insurance has increased due to their regulations. Tax expenses have

increased due to tax rates increasing. Stationary has been kept at what was expected. Supplies, Godly Play, Youth programs halved based on participation with COVID. Synod this year will be online, so zero budget. Bank charges, web domain will remain the same. We are now on a month-to-month payment for yearly contract for snow removal and yard work. Miscellaneous/Parish Life kept at minimum.

- Gary Bate – Insurance values for church only, or anything else. Do insurance companies take into account the new renovations (i.e. New roof). Insurance also covers rectory, and the companies do an audit every 2-3 years when they will draw up a new package. We do not have much wiggle room in that. We were told to expect a 20% increase this year. Diocese shops for the insurance so we do not have much say in shopping around and getting quotes, etc.
- Chantal Rozon – Synod is being held online, but will the Diocese want money from each Parish for online expenses? Nothing was in their budget letter, but our biggest concern was travel/lodging expenses, but they have not mentioned anything thus far.

Cathy motions that we accept 2020 Financial Report and 2021 Budget as present. Kath Greenidge seconds, all in favour, moved.

#8 Motion to accept all Committee Reports:

Motion to accept all Committee Reports as published by Chantal Rozon, seconded by Jesse Clapperton, all in favour, moved.

#9 Screening in Faith Report:

We are all caught up with Screening in Faith procedures, thank you to Cindy Caines for all of her hard work with this. Gary Bate moves to accept, seconded by Pam Banks, all in favour, moved.

#10 Rector's Report to Vestry:

We did very well this year, particularly considering the situation. Thank you to the Wardens and the Board for keeping things on the straight and narrow. We got two major projects completed and we were always able to help anyone in the church or who came to the church with assistance. Fr. Aidan is sadly leaving for a new position in London, and his last Sunday will be Easter Sunday.

#11 Announcement of Rector's Warden for 2021.

Rector's Warden for 2021 will remain as Pat Cunningham.

#12 Vote of Thanks to Board Members:

Fr. Aidan moved to thank board members for their assistance through the year, seconded by Pam Banks, all in favour.

#13 Approval of Lay Readers and Eucharistic Assistants:

2021 Eucharistic Assistants: Chris Cawte, Dave Fowler, Marie Vitone, Gladys Abigail, Betty Bonas, Anne Trimmer, Rachel Charette, Jennifer Cawley-Caruso, Audrey Penn, Lori Cameron, Brent Leigh, Maggie Leigh, Connie Lee, Pippa Howard, Kath Greenidge

2021 Lay Readers: Dave Fowler, Lori Cameron, Brent Leigh, Jesse Clapperton, Cathy First

Sue Bate motions to accept, seconded by Pat Cunningham, all in favour.

#14 Nominations for Members:

Members have allowed to let their names stand as held on board and as selected.

This year we can have a slate of delegates for Synod because of the online aspect.

No other nominations, so slate of candidates can be accepted. Pippa Howard moves that nominations can be closed, seconded by Cindy Caines. Elections for Peoples Warden, other officers; Gary Bates moves to accept, seconded, moved.

#### #15 Missional Objectives and Outcomes for 2021:

We are looking to expand our online presence and ministry due to COVID-19. We are now at 500 Likes on Facebook! Pippa Howard motions to accept, Clare Andrews seconds, all in favour, carried.

#### #16 New Business and Initiatives for 2021:

Regarding Fr. Aidan's departure; his last day as incumbent will be 04 April 2021. Wardens were able to meet with Bishop via Zoom on 10 February 2021, along with Archbishop Glen Miller. There will be an interim appointed, expected to begin in April. It will be local clergy from our Deanery. Can't speak to all issues due to privacy, timing, etc. The interim will be named in a Letter of Appointment from Bishop to come within the coming days/weeks. Interim can be renewed after. Interim will be 25% stipend of Diocesan's stipend. Rest of Diocesan expenses for the interim will look similar to 2017 interim, not contributing to living/travel allowance – details will come available perhaps in May at board meeting. Equates to about one working day per week (Sunday) but will be on call as needed. Deanery Clergy will be on hand for all possible emergencies and pastoral care of sacramental nature.

Wardens have met and discussed details going forward – after Fr. Aidan's departure Wardens will provide office hours that they will split up to cover things like mail, meeting with people, requirements for forms/procedures as needed to be available to us as required.

After Fr. Aidan is gone, Wardens will be asking for committee help to assist in keeping on top of things. More details and specifics will be available closer to the time, but to be aware.

Concurrents were looked at in 2017, but neither right or wrong choice at this time. In distinguishing between the two, concurrents involve us putting together a profile and then putting it out as advertising. Appointment, Bishop has advised she will not be appointing anyone, but will put forward suggestions to interview. Will look less like us advertising, but Bishop will advise on people who she may recognize as a good fit for our Parish that we can learn more about. We did advise that we may sit on the idea given that the period of change is over Lent/Easter and COVID has made things more difficult with face-to-face connections over the last year as a parish. The Bishop understands this and agrees that there is no rush for us in the short term to have a full-time incumbent, allowing us more time to discuss and grow together as a parish. It is difficult for us to discuss this as a Vestry given COVID, whether we want to go forward with concurrent or appointments. We will take the next few months to discuss both options and try to get assembled to make a decision by perhaps around the end of April with what route we would like to take (concurrent or appointments).

With the appointment/elections we just had, we all work together well as a team. The Wardens are here for you, and want to hear from you what is going wrong, what is going right, any ideas for help, volunteering for anything as required. Our church has been through challenges before but we will always welcome these challenges, as we have before, as they are opportunities for us to show our faith and conduct ourselves to be closer to Christ, and is all part of God's Plan.



Pippa Howard – Has Anne indicated that she may have any candidates in mind for an incumbent (not any specific names). Yes, she has mentioned there are individuals already at hand who are looking at what is going on in our church and who would be ready.

Kath Greenidge – Will there be another meeting to discuss this? Yes, there will be a special Vestry, perhaps at the end of April to reconvene and discuss again.

Gary Bate – Having been a part of the concurrent committee last time, we were quite prepared to move forward with concurrent and seek applicants. It is not a case of getting a name and going with that, it is receiving a name that has been submitted and seeking out further details and information about that applicant. There is a lot of paperwork and work involved, and does have a tendency to make things go longer. This work will be complicated with COVID as it is repetitive and hefty, particularly going through Zoom. Fr. Aidan advises that other parishes still get quite a lot of say in interviewing and seeking information, there just wouldn't be a profile put out. We are in a unique position where our Bishop is intimately aware of what goes on at our parish, and what our values are.

Regarding the Rectory, we get a little bit more of a challenge in that respect as COVID protocols have dramatically affected landlord/tenant protocols. The tenant has small children and we have to be sensitive regarding giving the tenant notice. We would work to find suitable accommodations if needed, and we have budgeted a living allowance if we have an incumbent without a local home of their own until we can safely/ethically transition the tenant out of the Rectory and the incumbent in. In 2017, it was a difficult situation with moving tenants out and the Armstrong family in, and this would further be complicated by COVID.

#17 12:25 – Motion to Adjourn:

Motioned to adjourn, Jesse Clapperton, seconded by Pippa Howard, all in favour.

12:23 – Meeting adjourned, closing prayer.

**(Minutes)**  
**Church of the Ascension Special Vestry Meeting**  
**09 June 2021**

Online via Zoom due to COVID-19

Present: Brent Leigh, Ann Jaas, Ilmar Jaas, Cathy First, Gary Bate, Sue Bate, Betty McLeod, Ann Trimmer, Marie Vitone, Marcia Leigh, Cathy Dionne, Glen Miller, Canon John Gibaut, Margaret Leigh, Pat Cunningham, Philippa Howard, Roz Jones, Helen Wormington, Kathryn Greenidge, Matt Walchuk, Pam Banks, Thelma Smith, Clare Andrews, Luke Norton, Jesse Clapperton, Lori Cameron, Jennifer Ames, Rob Caines, Cindy Caines, Chantal Rozon, Pete Marshall, Andrea Marshall, Jessica Walchuk.

19:40 – Meeting called to order, Canon John gives opening prayer

19:42 – Courtney Schulte elected vestry clerk by Brent Leigh, seconded by Jesse Clapperton, all in favour.

Review of issue at hand in looking for a new incumbent – whether by way of concurrence or appointment.

Glen Miller advises that an advantage to a concurrence committee is that it engages the whole congregation on many different levels. Archbishop Anne has always been very knowledgeable with our parish; however, it has been a few years and may not be a full-weighted decision.

Pippa advises that the concurrence option may be a longer process – this is dependent on how quickly things can move along with the committee.

Gary advises that he was part of the concurrence committee after Anne leaving, along with Cathy and Brent, and they had met quite a few times, making for a long and intense process. In looking at Option 1.5 may be the best of both worlds in terms of time and decision-making (a committee to consult with Archbishop Anne – a bit of the above; Option 1 and Option 2). If Archbishop Anne were to make an appointment, multiple candidates would still be considered.

Pete advises that a full concurrence committee may be too long as we do not know the length of time that Canon John is currently available, particularly over summer, and that perhaps all interested in having their voices heard are a part of this Zoom call.

Brent advises that we would be able to go through our last few Vestry reports to prepare a profile and for conversations among committee members as many details and context can be taken out of this; we would not necessarily be starting from scratch.

Chantal advises that previously, we did not have multiple applications being thrown at us; perhaps Archbishop Anne may know of people who might be a good fit who may not know of us. We are one of very few single-point churches in the Diocese, which may prove well for us.

Jesse questions that if we are to hold a special vestry to elect a concurrence committee, would we have to do the same for electing a committee to consult with Archbishop Anne? Canon John advises that it is less formal, and Archbishop Anne requests that there be a few representatives of

specific sections of the parish, selected by the Bishop (ie. Outreach, Liturgy, Youth). By not going with the concurrence committee, we will not have to select a committee ourselves; Archbishop Anne will consult but will ultimately make the decision of who is on the committee to appointment.

Archdeacon Glen Miller advises that the advertising process is short-circuited – our profile is posted in whatever means possible; the internet goes much further than who Archbishop Anne might know. In conversations he has had with people from Southern Ontario, Northern Ontario is becoming a more popular place to work and live. There may be a benefit to creating a parish profile – to demonstrate who we are as a Parish currently and how we want to be seen by others.

Canon John advises that there are a lot of benefits of creating a parish profile; it might help us to grow and become more aware of how we are as a Parish and where we might be looking to for the future.

Gary advises that previously, the time-frame was of concern in hiring someone and was the mitigating factor in agreeing to see the candidate. Overall, it seemed that people were pleased with this, however the question comes again; do we strike a concurrence committee with the probability that with summer upon us, we may not have candidates interviewed until fall, depending on how many candidates will be interviewed, possible cost incurred although unknown, etc.

If a concurrence route is selected, we will hold a vestry in two weeks to select a committee.

Jesse motions to move forward in the agenda and vote for our selections, Gary seconds, all in favour.

20:14 - Brent has submitted a poll with Options A for concurrence committee, and B for appointment (with consultation with committee).

20:23 voting is closed.

7 votes for concurrence committee, 23 votes for direct appointment.

Gary moves that the voting be closed and results be moved, seconded by Pippa, moved.

Canon John will convey this to the Archbishop in the morning.

20:25, meeting adjourned.

## **Rector's Report**

A little over seven years ago, my family first stepped foot inside the Church of the Ascension and we were warmly welcomed into this church family. Since then, I have come to deeply value the love and care that our community members have for one another. The depth of your commitment to Christ is a joy to behold and I feel incredibly blessed to be your new incumbent.

Although I only officially started as your incumbent a month ago, I've been continually amazed by how that love and care continues to be expressed despite the ongoing COVID-19 pandemic. I see meals prepared for the homeless, food baskets given out at Christmas and ongoing commitment to the students at Barrydowne College. These are wonderful expressions of Christ's love in a world that desperately needs it right now. I've also been thankful for the love and care that Michael Sheppard received in the last month before his death. He spoke often about how much he appreciated the phone calls, kind words, and little errands that members of our congregation did for him. I pray that God will continue to deepen our love for Him, for one another and for the world around us in the years ahead. It is remarkable to see the impact that love has on those around us. A light shining into the darkness indeed!

For myself this first month has been largely dedicated to three main things:

1. Catching up on the day-to-day activities of our parish. During this transition, I greatly appreciate the dedication of our wardens and Canon John for keeping things running smoothly after Fr. Aidan moved away and for helping get me up to speed over the past few weeks.
2. Reaching out to other church leaders to see what practices and activities they have found fruitful during this unusual time when most "normal" church activities are on hold.
3. Connecting with members of our church via phone and Zoom. My hope is to know everyone better and to discover the needs of our parish family.

These activities will remain priorities for me for the next few weeks as I work to discern what God is calling us to in the year(s) to come as a community of faith. In the meantime, please don't hesitate to call the church office if you wish to connect with me for any reason.

I'm looking forward to seeing where God will lead us in the months and years ahead.

Yours in Christ,  
Jeffrey Hooper +

## **Wardens' Report (including the 2022 Property Report)**

We note that since our last Vestry, in our service to this parish and to Christ's Church, we have been afforded the opportunity to work with three (!) Incumbents. We are grateful to God for the opportunity to have shared in the gifts He affords us all, regarding perspectives, expertise, hopes, concerns, and convictions concerning all matters of faith, understanding, compassion, and the very real and consequential challenges materially manifested in Christ's Church here in Earth. We recognise and proclaim that 2021 was not an easy year for any of us, but the Church and especially our parish, has withstood much, and ameliorated more, thanks to the special nature of these three priests of God.

### Incumbents

#### *The Reverend Mr Aidan Armstrong*

Although pandemic restrictions prevented us as a parish from being able to wholly express our sincere appreciation of Fr Aidan's pastoral guidance, leadership, and care over three-and-a-half years, we were able to conclude his time with us in a still-meaningful manner nonetheless, through the Easter Sunday drive-by parade that marked his last service with us.

While Fr Aidan, Rev Sarah, William, and Bennett were all-too-briefly a part of our parish family (and we missed meeting baby Peter Joseph by only a few weeks), we can but only count that time as a true blessing. The Armstrongs remain a part of our conversations and thoughts, and in our prayers. The friendships and memories made will continue to inform us all that ministry does not abate in the absence of physical presence; we carry forth the lessons of service, enthusiasm, conviction, and humour that were formed in Fr Aidan's ministry to us, and we ask God's every blessing, as we are able, on Fr Aidan and his family's health, happiness, growth, and work in the Church, wherever He may lead them.

#### *The Reverend Canon Doctor John Gibaut*

Canon John began his interim incumbency in early April, and factors related to his position as President and Provost of Thorneloe University (and the insolvency proceedings surrounding Thorneloe's affiliate status with Laurentian University) had a significant impact on what had been initially envisioned for Canon John's tenure. Nevertheless, Canon John was extraordinarily gracious and giving of his time to both the parish and to us as Wardens. While officially appointed only on a "25%" basis, Canon John was always available to patiently address and advise on the crises that arose during the year; was perceptive, forthright, and supportive in his role as an interim; astute in his proposals and solutions; and managed to take the sting out of setbacks and frustrations with faithful counsel and not a few delightful anecdotes, always delivered with an humble and illustrative sense of humour.

Canon John shepherded our Board through a tumultuous year, provided sermons that were insightful and encouraging, and bequeathed us a model of Christian servant-leadership that left no doubt as to the Source of his many ministerial strengths and gifts. While his time as interim is ended, and he continues to attend to many serious and heavy duties in the Church and in our

community, we wish to assure Canon John and his wife Terri of our parish's abiding friendship, prayers, and enduring admiration for the time and abilities he lent to us in our time of need. We give great thanks to God for Archbishop Anne's prudent appointment of Canon John in this regard.

#### *The Reverend Mr Jeffrey Hooper*

While Rev Jeff was appointed our full-time Incumbent only five short weeks ago, we were fortunate to already have had him with us, in a sense, as Ascension's Honorary Assistant. From September through December in 2021, Rev Jeff was of tremendous help in alleviating Canon John's pressing schedule by taking on several Sunday services, including one service on Christmas Eve. Rev Jeff's assistance came all while he was continuing to help at St Alban's parish in Capreol, as well as working a full-time job outside the Church, this in addition to having a young and very active family, including daughters Kaitlyn, Ellen, and Joanna, and a very busy spouse, Michelle. One does not expect that Rev Jeff's life has gotten much quieter in accepting Archbishop Anne's appointment to the incumbency of our parish. We are grateful to Rev Jeff for hearing the Spirit's call, and for recognising the need and suitability of our parish for his ministry.

In working with Rev Jeff so far, we've found that there is a great deal of patience, insight, and Spiritually-inspired depth beyond what was already so readily apparent during his tenure as parish Honorary. We feel that as our parish engages with a world shattered by the COVID-19 pandemic, and years of social upheaval, unrest, and division, that under Rev Jeff's pastoral direction, encouragement, and example, the Ascension is well-suited to the challenge of being Christ's ministers, in a time when being so is instrumental to healing, restoring, and repairing grievously battered and broken relationships: neighbours with one another, and all of us with God.

#### Office Administration

Recognising the nature of Canon John's appointment, and the specific and realistic constraints on his time, the Wardens undertook to maintain an 'office hours' schedule during the week, checking and responding to phone and email messages, handling paperwork, administrative concerns, online media communications, and liaising with Canon John on matters requiring an incumbent's attention. These duties continued through the year until the appointment of Rev Jeff as our new full-time incumbent. Presently, we continue to work with Rev Jeff so to transition the operation of the Vestry Office to his oversight and direction, including his ideas for integrating new software and media technology to streamline these operations, and make them easier and more efficient. We are thankful for the support of the Board and many individual parishioners for their advice, support, and—above all—patience throughout the year, as we worked to keep the office responsive and engaged to the parish's needs and our obligations to the Diocese and the broader community.

As part of our office administration oversight, we facilitated the maple syrup fundraiser by arranging curb-side drop-offs and pick-ups from parishioners interested in making purchases. Offering envelopes and Church calendars were handled similarly, so that by these means

pandemic restrictions could be observed, and parishioners' comfort preferences could be respected and met.

We also continued to count weekly offerings and other income, make bank deposits, coordinate all payments and financial obligations with the Treasurer, and perform regular physical inspection of the Church during lockdown periods for insurance purposes.

With Canon John's oversight and guidance, the Wardens periodically were required to make disbursements from the Reverend Anne Germond Fund, striving to ensure its anonymity parameters were kept.

Following the June 2021 Special Vestry, where the Vestry directed its preference to Archbishop Anne Germond that she make a direct appointment to the vacant incumbency, the Wardens were asked to prepare a mini parish profile, or precis, to aid her in this regard. This was assembled and presented toward the end of July, where it was examined by Archdeacon Glen Millar and the Archbishop, and we were informed of what might be added and modified. The profile was amended and supplemented, and re-submitted by mid-August, where the Archbishop was pleased to accept it. In November, Archbishop Anne asked the General Board to form a "conversation committee" from members of the whole parish that fit a number of key categories and demographics she felt necessary to interview a candidate for appointment. Pat Cunningham stood on that committee as the Wardens' representative, and worked to help guide its deliberations and facilitate contact with the candidate, the Archdeacon, and the Archbishop.

### Rectory Repairs

Remediation and repair work at the Rectory, related to the sewer backup in Fall 2020, continued through Paul Davis Restoration into March and April of 2021. Supply issues related to the COVID-19 pandemic were key reasons for the length of the project. We note the patience and professionalism of Project Manager Scott McDowell, who was our key contact. By May the last details at the Rectory had been seen to our satisfaction, and the remediation work was finally signed off in full; by September the last of the fees related to the project had been reconciled.

With the conclusion of the remediation work at the Rectory, we were on track to begin work on the weeping tiles in the north-east corner of the building, as arranged for with Alberto Ricco/Duro-Coating in 2020. These plans were not realised, however, for reasons that will become apparent below.

The annual furnace inspection at the Rectory was delayed in December, owing to the proceedings against the tenant. In January, two service calls were made to the Rectory after communication from the tenant indicated there were problems. Campeau Heating was contracted to inspect the furnace and do any required repairs; no explicit problems were discovered, although it was noted the furnace was an older model now, and a mid-range

efficiency unit, and that we might start looking at replacing it. Further arrangements were made with Campeau to have the furnace cleaned and serviced by a technician.

### Rectory Rental

In March we agreed to the tenant having a brother reside with them at the Rectory, as he would be bringing supplemental income into the household and would be able to assist with the care of their children, allowing the tenant to reschedule and increase their working hours. This arrangement suggested that the rent deferrals we had agreed to in 2020 would no longer be necessary. Through to June, the entirety of the \$1700.00 Rectory rent was received in timely fashion.

In April, we discovered that the tenant had not properly registered their gas-heating billing account with Enbridge Gas, and that the Church, in fact, was being billed for the gas used at the Rectory. We do not believe that this oversight was the result of any malicious intent. Conversations with the tenant saw the account properly registered, and an agreement was worked out where the rental money deferred in 2020 could be waived entirely by us if the tenant instead paid out the amount covered by us for the Rectory gas bill (in order to forestall an account default in our name). While this remedy was agreed to by the tenant, we have not received any money in regards to this debt.

In May, the 1-year lease signed with the tenant officially elapsed, and the rental arrangement proceeded from that point on a month-by-month basis, as we were unwilling to enter into a full-year leasing arrangement with a vacancy in the incumbency of the parish, given the possibility the Rectory might be required to house a new full-time incumbent.

Unexpectedly, and without explanation or communication from the tenant, the rent payments for July, August, September, and October stopped. Numerous attempts by phone, text, and email were made to reach out to the tenant to discover the reason for these lapses; only one brief communication was responded to, in early August, where the tenant indicated they were having problems with their work schedule, and that the tenant and their brother had had a falling out and that he was no longer in residence at the Rectory. We persisted in efforts to reach the tenant, concerned that the issue might be related to a wellness matter, but we continued to be ignored.

After consultation with Archdeacon Glen Millar as to the situation, where we were assured we had exercised due diligence and Christian concern in terms of our relationship with the tenant, we proceeded to file paperwork with the Landlord and Tenant Board (LTB) in order to bring the situation to resolution, either with the remittance of all rent outstanding, or the eviction of the tenant.

To ensure expediency and propriety with this process, we retained the services of Gravelle & Laderoute Paralegals LLP, where we have been represented by Ms Angie Gravelle. The fees for this service have been paid on the parish's behalf by a private donor.



As proceedings unfolded, rent was received from the tenant for November, December, January, and February, in the full amount of \$1700.00; however, the total amount accrued and outstanding, for the months during which no rent was paid, as well as those months in 2020 where we agreed to defer some of the rent in recognition of the pandemic's effect on employment hours and schedules, is \$11,686.00. A proposed repayment plan by the tenant in the amount of \$200.00 per month was considered by Ms Gravelle to be insufficient, and that an amount of \$980.00 per month (in addition to the regular monthly rent), was in-line with what is considered to be a reasonable standard—as this would see the full repayment of the monies owed within the period of one year. No further repayment plans have since been offered by the tenant.

There was a hearing of the LTB on January 27, 2022, via Zoom, at which we were represented by Ms Gravelle, with Jennifer Ames attending in case further details or clarifications were needed by the Board. Unfortunately, our docket number was not reached before time constraints ended the hearings for the day. We are presently awaiting a new hearing date, where our case will once again be presented by Ms Gravelle.

### Church Leak

In April, our billing invoice from Greater Sudbury Utilities (for our electricity and water) indicated a huge discrepancy between what our usual water-consumption and effective rate should be and what was marked on the receipt, as we'd been assessed more than \$1200.00 worth of water use. After conferring with GSU, it was determined that there was likely a leak somewhere in the Church. Treasurer Cathy Dionne joined with Wardens Jennifer Ames and Brent Leigh, and Property Committee members Harley Moulton and Rob Caines (virtually attending, via FaceTime) to search the Church for signs of a leak.

After hours of stops and starts, turning off valves and checking the boiler pressure, Harley and Brent located water in a concrete trough beneath the Chancel dais (in the area beneath the Baptistry) where there should be no water. The trough is part of the run for the heating pipes connecting the boiler to the radiators on the east wall of the Sanctuary. Harley and Brent determined the leak was not from the boiler pipes, as the boiler's pressure gauge was steady and true throughout the troubleshoot, and the water in the trough was cool and not heated, which should be the case if these pipes were leaking.

Jen Ames contacted Al's Plumbing, whom the Church has used before (for the 2020 Rectory sewer back-up), to arrange a service call, but the technician was unable to find an exposed or accessible source for the leak. On the plumber's advice, R.G. Sutton Inspection Services were hired to locate the leak, which was found to be in two lengths of copper pipe buried in the concrete floor beneath the island in the Kitchen, and in the Sanctuary a few feet out from the Kitchen door. Al's Plumbing was then able to safely remove the tiles in these areas (as a Type One asbestos operation) and effect a replacement of the damaged lengths of pipe and repair the concrete floor. All work in this regard was completed in early June. We have since been working to source and get an estimate to replace the tiles which were damaged or removed;

pandemic supply shortages have caused delays in this regard, but we hope to see the restoration completed soon.

### Church Care, Repairs, Upkeep

We are grateful for the time that volunteers such as Cathy Dionne and Pam Banks put into the care and tending of the flower bed at the Church entrance, and to all who have helped clear litter from the parking lot when they've been at the Church, and to the Meals for the Homeless team for staying on top of things in the Kitchen.

Brad Davis Constructive Trades Ltd was hired to address some ballast-issues in the fluorescent lights in the Kitchen and Fellowship Hall, and to effect some repairs and installation work on lights in the Narthex, resulting in much better illumination at the front doors of the Church.

PRM Property Management continues to retain their contract for lawn care and snow removal, and their fees did not increase this year. We continue to be pleased with their timeliness and the work that they do. PRM also handled the re-gravelling of the parking lot in the fall, and while we paid more for this service from PRM than we have to contractors in previous years, we felt we were fairly treated, with respect to our current relationship and for the quality and amount of work that was done.

An inspection of the Church's fire extinguishers was done in the Fall by Firecheck, and the annual furnace inspection and cleaning was done in December by Rolly's Heating; no problems with the furnace were found. Chris Cawte continues to serve as the Church's fire marshal, conducting monthly audits of our emergency lights, smoke detectors, and fire extinguishers, and ensuring records are maintained.

Weekly cleaning services are conducted by R. Charette in a paid contract position, through the Diocesan payroll, at 4 hours/week at \$15.00/hour. High-contact surface cleaning after worship services is performed by the Wardens, observing the directives and suggestions from health authorities and the Diocese with regards to the on-going pandemic.

It is hoped that finances and restrictions will allow for repainting of the Church interior at some point in the future.

Other than the usual concerns for upkeep and maintenance, there are no additional plans for projects in or at the Church in 2022. The new metal roof has proven an effective remedy against leaks and water intrusion from snow, ice, and rain, as there have been no problems with these since its installation in the summer of 2021.

### Security

Indicative of the times in which we live, where many people feel marginalised, despondent, or desperate, we feel we must report there were three separate incidents of trespass or suspicious activity at the Church, all during the Fall, none of which are directly connected to one another:

The first came in early October, when a neighbour advised members of the parish that an individual was camping in behind the Church. Wardens Pat Cunningham and Brent Leigh responded, along with Marie Vitone, and found a young man had set up a tent behind the shed. At our request, he offered to remove his tent, and Marie offered him some food from the Outreach pantry.

The second came late in an evening in November, as Brent Leigh was putting out the yellow “biz-bins” for morning pick-up, where a young man was observed injecting a needle under the light at the Fellowship Hall doors. After a brief, mutually respectful conversation, the individual agreed to leave the premises after retrieving his paraphernalia, and declined offers of financial assistance in the form of a grocery card.

Lastly, in mid-December, a neighbour called to inform Brent Leigh that he had initiated a police response to two individuals who had broken into a shed on his property. Adjacent neighbours similarly had sheds broken into. Inspection of the Church grounds showed that, while our shed remained secure, the recycling bins had been thoroughly ransacked, and liquor bottles partially separated from cans and other materials. Given the lateness of the hour and the inclement weather conditions, the mess was cleaned off of the grounds, but will have to be properly sorted at a later date. The neighbour did confirm the perpetrators had been caught and arrested by police.

We recognise there are many conditions underlying the causes of these incidents, but we must also always act with an eye towards our responsibilities to our community to keep people and property safe. We ask you to be vigilant as you are at or around the Church, to report such behaviour to proper authorities and to the Wardens, and to ensure that you keep your own safety always in mind.

#### COVID-19 Pandemic Response and Management

In July, Provincial and Diocesan restrictions on the prohibition of in-person gatherings for worship were lifted, and we immediately resumed services at the Church, in compliance with new directives. Throughout the Summer, Fall, and into the Winter of 2021 (when new restrictions were imposed), the Wardens continued to receive, interpret, and facilitate health directives and protocols from the Provincial government, District health unit, and the Diocese, working in concert with the incumbent(s). We are grateful for the patience, understanding, and prudence shown by the Ascension’s parishioners as we have attempted to navigate the responses to the COVID-19 pandemic and its effects.

#### Church Rentals and User-Groups

Two years ago, we had a rental agreement worked out with a film crew to use our Kitchen over the Summer. They have again been in touch with us to use our parking lot for one day in the month of June (5th or 7th). They need about 20 parking spaces to park cars in throughout the day. They will be using Sparks Street and also our parking lot, and will be setting up some tables for the crew to eat boxed lunches for that day. For the use of our parking lot they advised they

would give us \$150.00. Pat advised them that they were allowed the use of our lot. They don't need access to our building.

Beginning in June, with the relaxing of Provincial and Diocesan pandemic restrictions, two of our weekly addictions counselling and support groups were able to resume their use of the Fellowship Hall, as was the Parkside Centre, with several of its senior-citizen support and outreach programmes.

Elections Canada arranged for rental of the Fellowship Hall as a polling station in the September General Election, as has been the case for a number of years now.

Other groups regularly renting space at the Church include two quilting groups, an instructed artistic painting group, and a parish-based charity card-making group. Reservations and plans for one-time Hall rentals by two other groups fell through with the Provincial gathering restrictions announced in early January.

#### Closing Remarks

In ending this report to the Vestry, we wish to thank each of you for your support and trust in us during the last year. We began with the recognition that 2021 was not an easy year for anyone; our parish endured specific and unique challenges in its search for God's mission and purpose, to Him and to all them that He fashioned in His likeness. Where we had our part to play in those challenges, in our successes and in our clumsy failures, we were supported and upheld by you: in your prayers; in your advice, expertises, and encouragement; in your infinite patience; in your comforts, counsel, and commiserations. Here then we declare, that you have shown us why Christ believed humanity was all worth it.

You have our thanks and gratitude.

Know that we pray for all of you, and this parish, even as we beg your prayers for us.

It has been our humble duty and joy to have served Christ's Church and this parish, and to have been on this missional journey with you.

Submitted in gratitude to God, and in His service,  
Jennifer Ames, Peoples' Warden  
Pat Cunningham, Rector's Warden  
Brent Leigh, Deputy Warden

### **Pastoral Care**

Following Father Aidan's departure at the beginning of April, Canon John determined that his incumbency would be aided by the reinstatement of the parish's Pastoral Care Committee, with a membership comprised of Marie Vitone, Jennifer Ames, Lori Cameron, Pam Banks, Jane Cox, and Anne Trimmer, with oversight provided by Canon John.

Committee members worked with other parishioners to set-up a Parish Prayer Chain for those in need, and helped arrange for supportive phone calls and letters to parishioners whose status or circumstances showed need and were known to us. Much of this committee's work took place during periods of lockdown and in the shadow of COVID-19 pandemic restrictions, which made meaningful support and conversation difficult at times.

Archdeacon Glen Millar was available for pastoral emergencies, and he presided over the funeral for Mrs Roz Jones in October. Rev Rhonda Hirst, as chaplain at HSN, was available to pray with parishioners who came to be in hospital. We are grateful for all in our parish, deanery, and greater community who, made themselves ministers of compassion, consolation, and support during the last year.

Submitted in faith,  
Jen Ames

### **Children's Ministry**

As I gather my thoughts to start writing this year's report on our Children's ministry at the Ascension I find myself, like most I guess, finding it hard to think we are still continually adjusting to life in 'Covid times'. On behalf of the team, we miss seeing all our young families and are looking forward to when we can offer our nursery and Godly Play again.

I am so grateful to Jennifer Ames, our talented Godly Play storyteller. She has continued to tape and upload stories so all can view and watch again and again if you so choose. I pray you have taken time to watch and if you have not please do so.

I hope and pray we will be worshipping together soon

Faithfully submitted,  
Cindy Caines

## Anglican Church Women

Again, the corona virus took its toll on our ladies' group as we were not able to meet regularly or raise funds for our missional work.

We had our 1st meeting of 2021 via E-mail on March 4th to discuss our 2021 Budget and the ACW Annual which was held on May 26th via Zoom.

As restrictions lifted, we were able to meet in person on October 7th. We had an update on Gladys Abigail's move to Ottawa and discussions concerning the 2022 ACW Annual to be hosted by the Deanery of Sudbury/Manitoulin Coniston ACW.

Our final meeting for 2021 was held on December 9th. It was a small Christmas social just to check up on the well being of our members.

With no new fundraising for 2 years now and 4 disbursements, our 2021 Financial Report is as follows:

|  |                          |
|--|--------------------------|
| Opening Balance 2021   | \$2,563.27               |
| Donation   | \$200.00                 |
| ACW Diocesan donation  | (\$300.00)               |
| ACW Annual-thank offering CFFC<br>(Canadian Food For Children) | (\$300.00)               |
| Barrydowne College Bursaries (2)                               | (\$500.00)               |
| ACW annual registrations                                       | <u>(\$75.00)</u>         |
| Closing Balance 2021   | <u><b>\$1,588.27</b></u> |

Once again, we are hoping and praying for a brighter and healthier year ahead.

Respectfully submitted,  
Cathy Dionne  
President

## **Outreach**

We have been supporting Barrydowne College for about 6 years now. During this year, we have helped with non perishable food, we have supplied bought and hand made hats and mitts {donated by parishioners}, and we donated 18 Christmas cards for needy students. {\$50 and \$25 donations from church members} The ACW gave out 3 {250} scholarships for their graduation. Thank you all helpers and donors to have been generous and loving to these young people.

From February 20 to April 15th and September to December of 2021, the Church of the Ascension has been supplying 50 hot meals for the poor and homeless of Sudbury, Garson, and Minnow Lake. The Ascension covered the cost of these meals for February, September and October.[from outreach funds] . All other meals were covered by OOTC, from St Andrews United Church. The suppers are cooked and packed at the Ascension, another group call Gogive Project distributes it Tuesday evening. A great thank you to the Ascension, the great cooks, and Gogive Project!

We thank you many church members for donating food, money, and clothing for the less fortunate. You are a Jesus people!

At Christmas time, we supplied 11 families with a Christmas basket, some gifts for children were included. Some donors and the Ascension supplied this. Thank for all people who helped buy, pack, deliver or donated to this great service!

Many of our church members have been calling shut-ins and sick people during the pandemic. Thank you for your open hearts and caring!

And a Great Thank You to our Wardens that have helped us make this possible! Jennifer, Brent and Pat kept our beautiful community together!

Marie

## **Worship**

COVID-19 lockdown restrictions from January to the beginning of July precluded in-person gatherings for worship, and so Sunday morning services and other key feasts and observances were livestreamed to the Ascension's Facebook page. During this period of time, services in the main were of Ante-Communion, the Incumbent being assisted by a Lay Reader, with hymns and psalms provided by Music Director Philip Balson and a soloist/cantor, either Clare Andrews or Jesse Clapperton. Provincial and Diocesan directions on physical distancing and masking required there be some alterations to the usual style and forms of worship, but adjustments were made and all constraints accommodated.

Once restrictions ended in July, in-person services of Holy Eucharist resumed, again in accordance with Provincial and Diocesan directions, including the administration of Communion "in one kind, only", with the president coming down from the Chancel into to deliver the consecrated wafer to the socially-distanced congregation. Livestreaming of services continued, in order to keep attendance numbers within directed parameters, and also to provide a safe alternative for those who felt more comfortable participating from home.

Services were held every Sunday at 10.00 am, and usually were presided over by the Incumbent of the day: Father Aidan Armstrong, from January to April; Canon John Gibaut, from April until December. The parochial Lay Readers assisting the president rotated among Lori Cameron, Brent Leigh, Cathy First, and Jesse Clapperton.

Sunday morning services were filmed by one of the Wardens, chiefly Jen Ames; when in-person worship resumed, the Wardens also acted as greeters and sidespersons, taking down contact information from those in attendance, as required by public health pandemic protocols, for purposes of contact tracing.

Beginning in November, Saturday evening services of Holy Communion were held at 7.30 pm; these ran through until mid-January, when new gathering restrictions in response to the Omicron-variant surge saw numbers at both services fall off sharply. The possibility of resuming Saturday night services will be revisited at a later date.

The liturgy at Sunday morning service is taken the *Book of Alternative Services*, except on the last Sunday of the month, where the *Book of Common Prayer* is used instead.

## Lent & Easter

A Penitential Service was streamed for Ash Wednesday. During Holy Week, a service of Tenebrae was streamed Wednesday evening; a modified service, with respect to COVID-19 pandemic restrictions, was streamed on Maundy Thursday; and Good Friday was observed with a modified procession through the Stations of the Cross, and the remembrance of the Passion of Our Lord. Restrictions on in-person gatherings for worship remained in place for Easter, but the Resurrection of the Lord was celebrated with a livestreamed service of Holy Eucharist, and marked Fr Aidan Armstrong's last service as Ascension's Rector and Incumbent.



## Christmas

Restrictions on in-person gatherings were such that parishioners were able to gather to worship and celebrate the Nativity of Our Lord. Two services were held on Christmas Eve, at 4.00 pm and 7.00 pm. The 4.00 pm service was livestreamed to Facebook, with Rev Jeff Hooper presiding; Canon John Gibaut presided at the 7.00 pm service.

Attendance—

Christmas Eve, 4.00 pm: 37

Christmas Eve, 7.00 pm: 22

## Other Officiants and Preachers at Sunday morning services

The Reverend Jeffrey Hooper, Honorary Assistant; Officiant and Preacher:

16th Sunday after Pentecost,  
19th Sunday after Pentecost,  
21st Sunday after Pentecost,  
25th Sunday after Pentecost (both),  
2d Sunday in Advent (both),  
4th Sunday in Advent (both),  
Christmas Eve, 4.00 pm.

The Right Reverend Dr Stephen Andrews, Honorary Associate; Officiant and Preacher:

All Saints Day (observed October 31).

Ms Catherine M. Hazlitt, Deanery Summer Intern; Preacher:

11th Sunday after Pentecost.

Ms Cathy First, Parochial Lay Reader; Preacher

Septuagesima Sunday.

Mr Brent Leigh, Parochial Lay Reader; Officiant and Preacher:

First Sunday in Lent (Service of the Word),  
Feast of St James the Great (Morning Prayer).

A special note of thanks is made here to the members of the Altar Guild, for their diligence and care in preparing the Chancel and the Lord's Table for service each and every week. Their dedication and devotion to service in the Church is often carried out in the background, quietly and without spectacle; the worship we render to God would be so much the lesser, but for their commitment and faithfulness.

Submitted in faith,  
Brent Leigh

## **Envelope Secretary's Report**

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## **Financial Report**

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**2021 Eucharistic Assistants:** Chris Cawte, Marie Vitone, Anne Trimmer, Rachel Charette, Jennifer Cawley-Caruso, Audrey Penn, Brent Leigh, Maggie Leigh, Pippa Howard, Kath Greenidge

**2021 Lay Readers:** Jesse Clapperton, Cathy First, Brent Leigh

### **Nominations**

People's Warden (Elected): *Jen Ames*  
Deputy Warden (Elected): *Brent Leigh*  
Envelope Secretary (Elected): *Luke Norton (pro tempore)*  
Vestry Clerk (Elected): *Courtney Schram*

General Advisory Board Members-at-Large (5):  
*Clare Andrews, Pete Marshall, Thelma Smith*

### **Other Offices:**

Rector's Warden (Appointed): Pat Cunningham  
Treasurer (Appointed): Cathy Dionne  
Assistant Treasurer (Appointed): Pippa Howard  
Synod Delegates (*elected at previous Vestry*): Pat Cunningham, Kath Greenidge  
Synod Delegate Alternate: *vacant*  
Music Director: Philip Balson

### **Representatives of Church Groups**

Altar Guild: Anne Trimmer  
Children's Ministry: Cindy Caines  
Indigenous Relations: *vacant*  
Media: *vacant*  
Memorial: Pippa Howard  
Outreach: Marie Vitone  
Parish Life: *Peoples' Warden (thru 2021, Jen Ames)*  
Pastoral Care: *Incumbent (during 2021 interim, Marie Vitone)*  
Property: *Rector's Warden (Pat Cunningham)*  
Stewardship: *Incumbent*  
Worship: Brent Leigh  
Youth: Jesse Clapperton

### **(Attendance at Meetings Not Required)**

PWRDF Rep.: Pippa Howard  
Parish Reviewer: Ilmar Jaas

Screening in Faith Report

# Diocese of Algoma

## Screening in Faith Parish Participation Report

Our parishes are sacred spaces in which volunteers can develop their leadership gifts and vulnerable people can be part of a safe and loving family. Appropriate screening of volunteers is an essential part of maintaining that ministry, so that we can ensure the safety of our volunteers and their ministries. This "Parish Participation Report" serves as an *annual record* of the process developed by your parish to screen its volunteer leaders.

Complete the following report and provide a copy to the **parish Vestry, your Territorial Archdeacon, and the Synod Office**. This report is due the last day in February for the year preceding. Thank you for continuing to make the safety of your volunteers and ministries a priority.

**I. Contact Information**

PARISH: The Church of the Ascension

INCUMBENT: Rev Jeffery Hooper

**If a person in the parish is assisting the Incumbent with the Screening in Faith process then please give their:**

NAME: Cindy Caines TELEPHONE: 705-624-5394

ADDRESS: 121 Plumtree Cres.  
Sudbury, ON P3B 4G7

E-MAIL: cindycaines@hotmail.com

**YOUR FEEDBACK:** What kind of help, if any, does your parish need to develop its Screening in Faith Process?

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**II. Parish Position List:**

Please list all the positions in your parish, along with their Level of Risk, and the Screening Requirements set by your parish. This includes wardens, advisory board members, treasurers, lay readers, and all other parish ministry positions. (Incumbents are screened at the Diocesan level.) Photocopy this page if more space is needed.

**Useful Resources:**

The requirements of a parish screening process are outlined in Canon H-5 of our Diocese. This model is based on the 'Screening in Faith' manual produced by Volunteer Canada, and the Parish Screening and Program Management Kit for the Diocese of Algoma, available online at [www.dioceseofalgoma.com](http://www.dioceseofalgoma.com).

*Level of Risk (check one box only)*

- L = low
- M = medium
- H = high

*Screening Requirements (check all that apply)*

- INT = Interview/application form
- REF = Reference check
- PRC = Police Record check
- TFU = Training/follow-up

(See examples of possible positions and job descriptions on the Diocesan [website](#))

| Parish Position     | Level of Risk |   |   | Screening Requirements |     |     |     |
|---------------------|---------------|---|---|------------------------|-----|-----|-----|
|                     | L             | M | H | INT                    | REF | PRC | TFU |
| Wardens             |               |   | ✓ | ✓                      | ✓   | ✓   | ✓   |
| Board Members       | ✓             |   |   | ✓                      | ✓   |     |     |
| Treasurer           |               | ✓ |   | ✓                      | ✓   | ✓   | ✓   |
| Children's Ministry |               |   | ✓ | ✓                      | ✓   | ✓   | ✓   |
| Pastoral Visitors   |               |   | ✓ | ✓                      | ✓   | ✓   | ✓   |
| Lay Readers         |               |   | ✓ | ✓                      | ✓   | ✓   | ✓   |
| Outreach            |               | ✓ |   | ✓                      | ✓   |     | ✓   |
| Youth Ministry      |               |   | ✓ | ✓                      | ✓   | ✓   | ✓   |

Police Record Checks are required for all High Risk Ministries and must be renewed every three years. They are optional for Mid and Low Risk ministries.

**III. Declaration**

We declare that the information contained in this report is accurate and complete.

Date Feb 7, 2022

Incumbent Jeffrey Hays

Warden [Signature]

Warden [Signature]

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...

*Jesus appeared to the eleven themselves as they were sitting at the table; and he upbraided them for their lack of faith and stubbornness, because they had not believed those who saw him after he had risen. And he said to them, 'Go into all the world and proclaim the good news to the whole creation. The one who believes and is baptized will be saved; but the one who does not believe will be condemned. And these signs will accompany those who believe: by using my name they will cast out demons; they will speak in new tongues; they will pick up snakes in their hands, and if they drink any deadly thing, it will not hurt them; they will lay their hands on the sick, and they will recover.'*

*So then the Lord Jesus, after he had spoken to them, was taken up into heaven and sat down at the right hand of God. And they went out and proclaimed the good news everywhere, while the Lord worked with them and confirmed the message by the signs that accompanied it.*

*St Mark 16.14*