

# Annual Vestry Meeting

February 25, 2024



Reports for the Year 2023

The Church of St. Martin-in the-Fields

151 Glenlake Ave., Toronto, Ontario

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## **MINUTES OF ANNUAL VESTRY MEETING – FEBRUARY 26, 2023 ON-LINE**

The annual Vestry Meeting began at 2 pm on Sunday, 26 February 2023 online via Zoom. Meeting materials were made available in print at the church and sent electronically to the parish list.

1. After allowing time for people to sign in and initial instruction on conduct of the meeting and voting via Zoom , i.e. that only negative votes and abstentions would be recorded, and that the meeting was being recorded, Father Philip opened with prayer at 2:06 pm.

2. Andrea Zinn was appointed Vestry Clerk.

3. **Minutes of the 2022 Annual Vestry meeting.**

No questions arose regarding the prior meeting minutes. 0 opposed, 0 abstentions. **Carried.**

4. **Minutes of the Special Vestry meeting, April 23, 2022.**

No questions arose regarding the prior meeting minutes. 0 opposed, 0 abstentions. **Carried.**

5. A Pastoral Letter from the College of Bishops was included in the materials for individual reading. The Rector's Report was delivered during the 8:30 and 11 am services and will be made available.

6. **2022 Financial Statements**

Philip Conliffe presented the audited financial statements for the year ended 31 Dec 2022.

- Statement of Financial Position

- The statement is organized into a General Fund for most operating revenues and expenses and a Memorial Fund designated for specific purposes.
- General Fund assets are at \$362K.
- The Memorial Fund has a total of \$1.5M. Investments are reported at book value; market value may be higher.

- Statement of Revenue, Expenditures and Changes in Fund Balances

- Many parishioners have moved to donating via PAR. Philip C. mentioned the advantages of this method.
- Deferred contributions are donations designated to a specific purpose. The largest category each year is for FaithWorks, most of which is remitted to the Diocese.

- Statement of Deferred Contributions

- These are monies donated for specific purposes, including the music fund, FaithWorks, Our Faith Our Hope, children's ministry, and the Jack Hattey Bursary.
- Philip Conliffe is grateful to the parish for steady donations, especially from those who haven't been able to be here in person. Fr. Philip thanked Philip Conliffe.

MOTION (P Conliffe, Jay Haddad to accept the audited financial statements for 2022. **Carried**

7. **Memorial Fund**

- A separate report on the Memorial Fund had been sent electronically with the meeting materials. No questions arose, and Fr. Philip thanked Brian Bradstreet for his work.

8. Reports from the Chairs of Management Board and Parish Council were included in the meeting materials. Peter Chauvin expressed his gratitude to Father Philip his years of dedication to the parish. Peter also thanked Tim for his service in acknowledgement that he has completed his two-year term as Warden. Fr. Philip thanked Peter. Tim Stephenson also thanked Fr. Philip and looks forward to the future celebrations of his service. Tim said Carol Shih would be leaving at the end of April due to her ordination, and a replacement will be in the works. Re refugee sponsorship – the family has arrived

in Pakistan so the process can start and it's hoped they will arrive during 2023. Fr Philip thanked Tim for his work leading the Reopening/COVID committee.

#### 9. 2023 Budget

Philip Conliffe presented the proposed budget for 2022.

- Revenue has been budgeted conservatively with some hope for higher numbers.
  - Rental income includes the summer day camp. It is anticipated that there will be some concert rentals in 2023
- Expenses
  - In Human Resources, an overall 3% Cost of Living increase has been added as per the Diocese. There has been an increase given re admin and sexton to bring wages in line with the cost of living. There is hope that a pastoral assistant for children's ministry can be hired in 2024.
  - There is little discretion in the costs for church and rectory. (Utilities, ever-increasing insurance.) Capital expenditure is needed to keep up with maintenance—we hope to increase spending in 2023.
  - Expenses for services were reduced with our decreased activity. Administrative costs are kept modest.
- Overall, although there is a budgeted deficit, some costs can be covered from other funds and it is possible to draw from the Memorial Fund. Transfers from the children's ministry fund may be made.
- Mark Kolberg commented that additional funds may be needed based on the upgrades to the rectory that the diocese may require.

MOTION (P Conliffe, P Chauvin) To approve the budget for 2023

**Carried**

#### 10. Motion re Church Heating System

- Noted that the motion is in advance of the budget
- Mark Kolberg explained the written motion
- Elin raised the question of green options, i.e. heat pumps. Adriana replied that we must meet standards from the city which were just updated. Consultants will advise us on this and humidity conditions to maximize the life of the equipment. Elin was ok with this answer.
- Philip Savage asked if there were any subsidies available, and Adriana replied that we may qualify if we exceed the city standards. Mark K said we will work with the consultants to maximize this.
- Noted that the \$150K will not preclude grants, donations, etc.

#### 11. Appointment of Auditors

MOTION N Barmania, no 2nd or vote required. To appoint Peter Tsui as auditor for 2023 with a scale of remuneration to be determined between the Wardens and Mr Tsui.

#### 12. Nominating Committee Report

**Elections** Father Philip read the slate of elected positions proposed by the Nominating Committee. He then called for further nominations, but there were none.

**Non-Elected Positions** Father Philip read the list of appointed and other non-elected positions. He thanked many people for their contributions and noted some who were finishing terms and those taking up new roles.

It was noted that the position of Vestry Clerk was listed both on Management Board and Non Elected Positions. It will be amended for 2024.

### **13. Reports from Church Groups**

In addition to the circulated reports, additional comments were made:

- Altar Guild. Roberta Laking Kananaj thanked Fr. Philip for his work during the pandemic. The white frontal is being repaired; we have funding on the wish list re white dalmatics.
- Children's Ministry Fr. Philip thanked Carol; her ordination to the diaconate will be April 30 at 4:30 at the cathedral. Carol thanked Ian Greene for his support and all parishioners who have helped out.
- Christian Education Peter Muller thanked Peter Chauvin for assistance in carrying on this work.
- Library it is anticipated that the details of our library will be advertised to parishioners.
- Reopening Committee Tim said that Covid protocols will continue to be addressed as they change.

### **14. Social Justice Motion**

The motion was sent electronically with meeting materials and also available in full in the printed version. Elin advised that a template letter is available on the diocesan website to send to local MPs.

MOTION (J Kidd, T Stephenson) To pass the above motion

**Carried**

### **15. Adjournment**

MOTION T Stephenson (No second required) The meeting adjourned at 3:48 pm.

## **MINUTES OF SPECIAL VESTRY MEETING – MARCH 26, 2023**

A Special Vestry Meeting for the Church of St. Martin-in-the-Fields was held in a combined in-person/online via Zoom format on Sunday, 26 April 2023 beginning at 1:08 pm.

Attendance: In Person: Fr. Harold Nahabedian (Chair), Adriana Balen, Nadine Barmania, Carmelina Barwick, Larry Barwick, Sandy Brown, Peter Chauvin, Ron Cheung, Michael Church, Philip Conliffe, Harold Danby, Huntly Duff, Jenny Formanek, Jonathan Gentry, Ian Greene, Jay Haddad, Marilyn Halloran, Jack Hattey, Sheila Jennison, Lindsey Hobson-Storey, Judith Kidd, Kathleen Manneke, Roberta Laking-Kananaj, Anne Longmore, Erica Lovely, David McKnight, Patty McKnight, Shelagh McPherson, Janet Reid Nahabedian, Ryan Samaroo, Aster Samuel, Bernard Sanders, Tim Stephenson, Glen Storey, Cyriline Taylor, Samantha Thompson, Kathie Wagg, Ingrid Whitaker, Dana Williams, Andrea Zinn. Via Zoom: Michael Attwood, Mary Conliffe, Elin Goulden, Elisa Mangina, Joe Mangina, Kathy Mansfield, Lynn McKnight, Eilonwy Morgan, Peter Muller, Kate Muller, Cathy Paxton, Philip Savage, Philip Snider, Bob Thornley.

After some technical issues with monitors, Father Harold began at 11.03 am with a prayer. He described of the purpose of the Special Vestry and those eligible to vote. Andrea Zinn was appointed as Vestry Clerk, and Shelagh McPherson and Tim Stephenson were announced as scrutineers. It was announced to Zoom attendees that the meeting was being recorded for the purpose of transcribing it later.

Peter Chauvin outlined the process of electing a Parish Selection Committee, and offered the following comments and information:

- Our last PSC had 6 people and he hopes that our new PSC will do just as well in their work to select a new incumbent.
- The Bishop has asked us to form a PSC for the purpose of selecting our new incumbent. Per Canon Law, the Bishop will make the final selection.
- Canon 10 lays out the procedure for the selection, which requires Jay Haddad (People's Warden) and Nadine Barmania (Deputy Rector's Warden) be on the committee, plus not fewer than four (4) or more than six (6) to a maximum of eight (8), to be determined by the Churchwardens and to be elected by Vestry plus others elected by the parish.
- The most difficult next step will be to create our parish profile, a description of who we are and what is important to us in a new incumbent. Help is needed by all to provide info to generate the profile.
- The process could take 9 months to select a new incumbent.

Peter asked if there were any questions regarding the process. None asked by attendees.

Adriana Balen asked who our interim will be. Peter replied that the information would be provided at the end of the meeting.

The process of electing members for the PSC began. All attendees were given a list of the names of those chosen by the Wardens who were willing to be on the PSC, and the list was posted on screen for Zoom attendees. The list of names were: Ron Cheung, Ian Greene, Anne Longmore, Patty McKnight, Cyriline Taylor, and Kathie Wagg.

Fr. Harold asked if there were any questions for Peter regarding the nominees. None were asked.

Larry Barwick nominated that the offered slate of candidates be accepted. Seconded by Roberta Laking Kananaj. David McKnight said we should have been asked if there are any other nominees suggested by the attendees. None were offered. Majority vote carried.

Fr. Harold asked that all the candidates stand so Zoom attendees were able to see them.

Fr. Harold announced that our interim priest-in-charge would be Fr. PJ Carefoote. Some attendees clapped, as Fr. Carefoote, (then just PJ) sang in the choir in the 1990s and was well known to some parishioners. It was mentioned that he had a marvellous tenor voice! Larry Barwick asked if Fr. Carefoote would be eligible to be our new incumbent, and was answered that he would not.

At this point, the Zoom attendees were no longer receiving the audio feed. As there was no further business, Fr. Harold said the closing prayer and the meeting adjourned at 1:35 pm.

### **MINUTES OF SPECIAL VESTRY MEETING – December 3, 2023**

A Special Vestry Meeting of the Church of St. Martin-in-the-Fields was held on Sunday, 3 December 2023, beginning at 12:21 pm. The purpose of the meeting was to consider a proposal for remedial work to the main heating system.

Attendance: Margaret Allen, Nadine Barmania, Gayne Brawn, Fr. PJ Carefoote (Chair), Lyal Carter, Peter Chauvin, Michael Church, Gregory Conliffe, Mary Conliffe, Philip Conliffe, Jonathan Gentry, Elin Goulden, Ian Greene, Jay Haddad, Doug Hattey, Jack Hattey, Finn Keesmaat-Walsh (non-voting), Judith Kidd, Mark Kolberg, Anne Longmore, David Luxton, Mag Luxton, Joseph Mangina, David McKnight, Patty McKnight, Shelagh McPherson, Larry Palin, Patricia Palin, David Parker,



Cathy Paxton, Jane Rozdzilski, Joe Rozdzilski, Ryan Samaroo, Aster Samuel, Bernard Sanders, Philip Snider, Tim Stephenson, Cyriline Taylor, Samantha Thompson, Bob Thornley, Kathie Wagg, Ingrid Whitaker, Dana Williams, Andrea Zinn

Fr. PJ Carefoote, Interim Incumbent, called the meeting to order and led the opening prayer. He appointed David McKnight as Vestry Clerk. Shelagh McPherson and Ryan Samaroo were appointed as scrutineers.

Mark Kolberg, Property Manager, made a presentation supported by printed materials distributed to each person present.

1. The heating system includes two boilers (furnaces), pumps, pipes, thermostats, air intake, and venting through a chimney liner. The boilers are gas-powered and heat the water that circulates through the radiators. Currently there are three heating “zones”: A – the nave and narthex; B – the parish hall and kitchen; and C – the Guild Room, Chapel, office, and Vestry.
2. The current problem is repeated failure to heat the building. The burner assemblies require replacement; there have been pump failures; and the chimney flue liner is at the end of its life. Another problem is unbalanced heat, where one zone is too warm and another not warm enough. Part of the problem is due to the damp location of the boilers in the subbasement.
3. At the regular Vestry Meeting in February 2023, it was approved to spend up to \$150,000 to repair the system. Consultants were engaged to do a full assessment and they, in turn, hired cost estimators. It was recommended that a more extensive renovation of the system be carried out.
4. The proposal includes:
  - 1) replacing boilers with two new direct-vent (no chimney), high-efficiency condensing boilers with stainless steel fire tubes.
  - 2) provide a back-up circulating pump
  - 3) provide water treatment for the circulating water, an air separator to prevent air locks, and a new back-flow preventor
  - 4) zone balancing valves and new zone thermostats and control valves
  - 5) [possibly a direct digital control system (to allow remote operation) — may not be done]
  - 6) replace air intake; remove old flue vent — not needed with direct venting
  - 7) improve subbasement ventilation (to reduce dampness)
  - 8) install grate cover for sump pumps
  - 9) provide a new fourth heating zone for the Chapel and Vestry
5. **Cost** As this work is much more extensive than last year’s proposal, the costs are higher. Costed items include allowances for price changes and contingencies, so should be realistic. We will not carry out work that is not essential. The estimated cost for work expected to be done, including HST, is \$371,576.

In response to questions, it was stated that:

- The new zone controls should even out heat through the building. The current zone system is not working properly.

- A new system is expected to have a 25-year lifespan, although the excessive humidity in the subbasement will continue to be a problem. We cannot fully dry the space because ground water comes through the walls from the hill above. Because the tubes will be stainless steel, the new boilers should be more resistant.
  - Risk of future basement flooding affecting the boilers is reduced because the new boilers will be off the ground. We have duplicate sump pumps and an emergency generator to power them.
- Although newer heating systems are smaller, we do not have anywhere else in the building to house boilers and relocating them would involve more extensive repiping.
- The new system may have some operating savings in being more reliable. (We have had to spend \$10,000 in the last few weeks.) One clear saving will be in Mark's time to keep the heat going, although, happily, he does not bill us!
- The plan is to do the work in the spring. New boiler parts installed in the last few weeks should be reliable this winter and the new circulating pump can become the backup in the new system.
- It is intended to apply for grants in support of the project and we plan to mount a campaign to restore money withdrawn from the Memorial Fund.

MOTION (M Kolberg / J Haddad)

It is moved that Management Board be given the authority to repair and upgrade the heating system at the church, including obtaining consulting and design, replacement of ancillary equipment, and building renovation needed to complete the project (the "Project") as long as the cost is no greater than \$400,000. It is further moved that Management Board has the authority to fund the Project using funds from the Memorial Fund and that such use will be over and above what is currently authorized to be taken from the Memorial Fund on an annual basis.

Management Board will identify grant monies and initiate a capital campaign as soon as possible to replenish the Memorial Fund and otherwise pay for the project.

In discussion of the motion, it was stated that:

- The current value of the Memorial Fund is approximately \$1.5 million.
- The Diocese plans a capital campaign for 2024 and we will work in concert with that campaign.
- Because of potential for dust, the organ might not be usable during some parts of the work.
- We are comfortable that the optional work need not be done now and that the contingencies allowed are reasonable.
- All were urged to remember the Memorial Fund in their givings and estate planning.

**VOTE:** In favour: 42 Opposed: none Abstentions: none **CARRIED**

The meeting adjourned with the Grace at 1:03 PM.



## **The College of Bishops Pastoral Letter to Vestries, 2024**

**To the clergy, churchwardens, and parishioners of the Diocese of Toronto:**

Dear friends,

***Followers of Jesus, inspired by the Holy Spirit, serve the world God loves.***

Simple and elegant. These few words capture the essence of a Vision that we have been pursuing and discerning throughout the Cast the Net process, a visioning exercise that began while we were still in pandemic mode. Over the course of several consultations, we listened to one another, and for the leading of the Holy Spirit. With time, sifting and testing, 20 Calls were revealed at Synod, which were supported with enthusiasm. A final version of the Calls will be received by Synod Council in February. We continue to be grateful to the Steering Committee and consultants, who have led our work together over the past 18 months. And now the work begins to incorporate these Calls into the life and ministry of the whole Diocese. This is the time for parishes large and small, missions, ministries, committees and Synod Council to animate the Calls in our own contexts. It is almost impossible for one community to embrace all twenty, but by serving together from Mississauga to Brighton, Midland to Minden, and all points in between, we can!

We begin this journey with a Season of Spiritual Renewal. We embrace the Call to deepen our walk together as communities by immersing ourselves in prayer, reading and reflection on scripture, worship and sharing our stories of faith with one another. As we promised in our baptism: we will “continue in the apostles’ teaching and fellowship, in the breaking of bread, and in the prayers”. This Season will be supported by the Rev. Canon Dr Judy Paulsen, members of a steering committee and the College of Bishops. We hope that you will be able to join us for Diocesan worship events, learning opportunities, programs and fellowship that entice us all to walk more closely in the footsteps of Jesus.

We are delighted to reach across our borders to deepen our friendship with the Diocese of Brasilia. Brasilia is a relatively new diocese, birthed in 1985, with a small number of parishes, missions and ministries. We were delighted to welcome their Bishop Mauricio Andrade and his wife Sandra to our Diocesan Synod in November. We will learn from, grow with, and support one another as we strive to serve Christ in our unique circumstances. And we look forward to opportunities for delegations of our clergy and laity to visit back and forth, both in-person and online, as we deepen our affection for one another.

We are proud of and amazed at the ministry taking place across our Diocese, especially in the areas of youth, ecumenism, creation care, diversity, and faith formation. We encourage you to consider this year’s Diocesan Social Justice motion on housing, and to prayerfully support our Church’s advocacy for every person’s right to adequate shelter. We are convinced that the Holy Spirit is leading and guiding us, and challenging us to bravely find new ways to work and worship together, to increase in courage, to share our passion for the Good News of Jesus, and to seek and find new meaning as followers of Christ in the 21st century, where we are confronted with emerging economic and social challenges. We want to express our heartfelt thanks to all who make up our dynamic community of faith – lay people, deacons, priests – all helping to give a glimpse of the Reign of God as it unfolds in our midst.

As your bishops, we know the joy and privilege of serving the Church in this Diocese. We thank all those who have joined us in giving leadership over the past year. We have recently celebrated one year of our new diocesan leadership model, and we are immensely grateful to our new Territorial Archdeacons and Canon Administrator for stepping into their roles so effectively and with such faithfulness. The five of them have helped to ease the bishops' administrative load, allowing us to focus on some of the other work to which we have been called and ordained.

Whether your work is changing this year, whether you are stepping out of your role at this Vestry meeting, or stepping into a new ministry, or continuing on in your good work, please know that we are here to support you in every way we can. We want to encourage you in Gospel ministry, in the initiatives and relationships that you are building, as you cast your nets ever wider in a world that is hungry for Christ - for meaning, connection and belonging.

Our mission statement is simple and elegant. And it invites us, like the dismissal at the close of the Eucharist, to action. We invite you to incorporate these words in your liturgies on Sunday morning:

*Followers of Jesus, inspired by the Holy Spirit, serve the world God loves.*

***Thanks be to God!***

Yours faithfully in Christ Jesus,

The Right Rev. Andrew J. Asbil  
Bishop of Toronto

The Right Rev. Riscylla Shaw  
Suffragan Bishop of Toronto

The Right Rev. Kevin Robertson  
Suffragan Bishop of Toronto

### **Report to Vestry from Interim Priest-in-Charge, Father Carefoote**

Since about the mid-1960s, it has become more common to refer to our parishes as "communities of faith". Before those days, we often thought of the parish as principally a territorial designation, with canonical implications for baptism and marriages, but rarely as "communities of faith". That shift, I believe, is a mirror of what has been happening in society over the past sixty years. As our post-Christian society has become less formally religious, those of us who still find meaning through church activity have come to realize that we are products of a series of several conscious, personal choices. First, to know and accept Jesus in our lives as the Son of God and our Saviour; second, to share that faith with one another and the world around us; and, third, to participate in that faith actively through worship and the performance of works of love and justice. In this sense, then, communities of faith are living organisms and not just legal constructs, as any parish technically is, established by diocesan authority.

Since arriving here in St Martin's at the end of April last year, it has become clear to me that this truly is a community of faith, owing to the commitment of time, talent, and treasure by so many people in so many different areas and varied ways, from the most artistic to the utterly practical. The dignity of our worship, the many works of social justice and charity, the opportunities for social engagement with our neighbours, the efficient administration of the parish itself, all are the result of active volunteers who are so much more than volunteers. They are the works of the baptized who

believe that in everything they say and do, they are the voice, hands, and feet of the living, loving God. As I said in one of my sermons some months ago, that is what distinguishes communities of faith from the Rotary Club or the Shriners, both of which do such excellent work to make our society more human. Ultimately our *modus operandi* flows from our personal and corporate relationship with the God in whom we live and move and have our being. I am not herein going to review the activities of each group or committee working in the parish, since that would be redundant. They will provide their own reports for vestry which will convey more eloquently and elegantly anything my observations could only feebly touch upon. Suffice it to say that each group's work is essential to the life of this community and we would all be the less without them. Through them, Emmanuel – God with us – truly remains present.

There is no doubt in my mind that, at this transitional moment in the parish's history, there are a number of challenges that still must be faced. The numbers of our elderly and shut-ins continue to fluctuate, but their needs are being met and they are receiving Holy Communion on a regular basis. The collateral damage with which society continues to struggle as a result of the Covid epidemic has left a lasting impression on this community in any number of ways. Thanks to the volunteers who livestream our services and the managers of Zoom accounts, members of the parish continue to be able to participate in parish life remotely as necessary. For shut-ins and those with health concerns, either for themselves or those in their households, this continues to be a godsend. It seems, anecdotally at least, that participation in our various education series is even stronger than in pre-Covid times, owing to the convenience of participation from home. Nevertheless, we must be vigilant in the use of livestream technology lest we inadvertently contribute to the isolation people continue to experience rather than alleviate it. Whenever possible, it is important that we encourage those who *are* able to come back to the Eucharist in person to do so. The Reformation was very much a reaction against turning religious celebrations into spectator events. For all of its practical benefits, it is crucial for us all to remember that livestreaming is meant to be an extraordinary aid to worship, but not a replacement for in-person participation. Raising our voices together in song, sharing in Holy Communion side-by-side at the altar rail, and enjoying an hour of fellowship with our friends on a weekly basis is central to the health and wholeness of this community of faith.

The restoration of our pre-pandemic liturgical practices, which is now complete, is not just a matter of returning to beloved traditions or celebrating our aesthetic principles, as important as both of those things are. These ritual practices have been reinstated in their fulness to allow the liturgy to speak to us symbolically again about what it means to be a pilgrim people who are always on the move through this transient world. That is why processions, for example, have been reinstituted, whether on festival days or in the simple act of bringing the eucharistic elements from the back of the church to the Lord's table. We are not meant to be static in our faith; God always wants us to be pushing forward. That is why the Gospel is once again being walked down to us and then proclaimed in our midst, rather than read at a safe distance. That is why we stride or shuffle forward, behind one another, to receive Christ's Body and Blood at the altar rail, ascending together as we reach out to receive heavenly things. Let us pray that, in God's mercy, we will never again have to return to that wilderness of liturgical deprivation or be forced to make such necessary sacrifices in order to keep one another safe. For now, however, let rejoice that our celebrations have been restored in all their complexity and beauty.

I have been given to understand that a large number of younger families with children, who had found a home here at St Martin's before the epidemic, have not really returned, or at least not in any significant way, despite the efforts of Finn Keesmaat-Walsh, our coordinator of children's and youth ministry. Of course, some of these children would by now have become teens during the course of the pandemic. In order for the parish to grow and continue to be healthy, this is an area of attention I would recommend to you all, and especially to the selection committee as they think about the community's needs and the choice of a new incumbent. Please consider reaching out to these families and young people, should you still have a relationship with them, and invite them to return. If it would be helpful to have me call them, please give me their contact information and I will do so. Sometimes all that is needed is a personal reminder that they are not forgotten but are deeply missed, in order to change the current course of events. As we all know, the seed for the future church is found among the young, and I suspect we will have to become even more creative under a new rector to determine ways in which to attract old and new families to join our welcoming community.

Not surprisingly, given all of these circumstances, the burden of keeping the many programmes and initiatives established in the parish during pre-pandemic times is falling on the shoulders of fewer people in our community and that is leading to a certain amount of burnout. I do believe that, with a new rector in place, this community will grow again, at which time I am certain more volunteers will be forthcoming. In the meantime, in order to address the problem of fatigue that some of our current volunteers are experiencing, I would like to remind you that sometimes saying "no" to a new initiative is perfectly acceptable. We cannot do everything. While it is crucial that heads of committees continue to recruit new members as they are able, we must all play our part in helping them in this important recruitment work. There may be people we know, some of whose connection to the parish is intimate, some of whose connection is tangential, but who might prove helpful to the parish's ongoing endeavours. Sometimes all that is required is the "ask", so please consider issuing an invitation. I have no doubt that, with the help of the Holy Spirit, better days await us. In the meantime, we do what we can and ought not feel guilty for what we are not currently able to do.

On a related topic, I continue to be struck by the overwhelming generosity of the members of this parish. Whether it is stepping up to provide flowers for the beautification of the sanctuary on feast days, donating warm coats for the refugees and immigrants associated with Romero House, contributing to the Christmas Cheer and the Redwood Shelter drives over the holidays, the "ask" is always answered. Thanks to you, the hungry are being fed and the naked are being clothed. The time that is spent by our many volunteers is also such a tremendous gift. The wide and varied talents on display here weekly – whether through our choral programme, on the pickleball court, or by providing a sacred and tranquil space in our garden – continue to make St Martin's a draw. Many of you will not be aware of it, but because of the warm welcome they find here, whether from our greeters or from parishioners more generally, true "seekers" are finding their way to God. They are following up and are connecting with me to see how to continue that journey. In these and so many other ways, what a difference your generosity is making both in the parish and in our neighbourhood!

God willing, within a few weeks St Martin's will have a new and permanent priest-in-charge. It will be difficult after Fr Philip's lengthy and very successful tenure, to imagine this sacred place in other

hands, but it is essential that we all do so. While we will continue to cherish and endeavour to preserve the traditions and the practices that make this parish the spiritual oasis that it is in a very busy city, we must allow ourselves to re-envision it as well. A new priest will inevitably bring new ideas and practices, as Fr Philip did at the end of the last century, aimed at reinvigorating this community of faith so that it might remain a force for good in this neighbourhood and beyond for years to come. Whoever that person may be, give them your prayerful support. I am sure that they will take time to get the lay of the land, but in time they will also want to make changes. Help them to be successful. As difficult as it may be, try to restrict the words, “but we have always done it this way” from your conversation, and instead see what might be possible. The great John Henry Newman, one of the founders of the Anglo-Catholic movement in the middle of the nineteenth century, once famously said “to live is to change, and to be perfect is to have changed often.” Let’s keep this community of faith living and active, and let us continue to bring forth from its treasury things old and new, for the benefit of us all.

### **Management Board**

Management Board oversees the property, financial, and operating concerns of our church corporation. The Board, with delegated authorities through Vestry and in support of the Wardens, meets monthly through the year, except in July and August.

Current members are Peter Chauvin (Chair and People’s Warden and Memorial Fund liaison), Nadine Barmania (Deputy Warden), Larry Barwick (Secretary), Philip Conliffe (Treasurer), Mark Kolberg (Property Manager), David McKnight (Screening Officer), Prince Emmanuel Adjin-Tetty (IT), and members at large Adriana Balen, Jonathan Gentry, Piers Hemmingsen (Envelope Secretary), Ryan Samaroo and Cyriline Taylor. Father Carefoote (Acting Priest in Charge) and Jay Haddad (Parish Council Chair and Rector’s Warden) also actively participate in Management Board deliberations.

This has been a significant transitional year for St. Martin’s and a busy one for Management Board and Parish Council.

We were fortunate during Covid to have been able to keep our finances in fairly good order. And while we have seen improving attendance each week, I believe we have seen a systemic change in church attendance due to Covid and it will take several years and much hard work to bring the parish back to ‘normal’, however that may look. In 2023, the church incurred an operating deficit of \$52,200, significantly higher than the \$32,700 reported for 2022. While overall income was stable, receipted givings were down – an issue we must all address going forward.

I believe that all parishioners, must intensify our Stewardship focus on Time, Talent and Treasure, to strengthen St. Martin’s as we anticipate the arrival of a new Incumbent.

At last year’s annual Vestry in February, 2023, we obtained approval to commit \$150,000 to repair and upgrade the heating system in the church. Upon further investigation including work done by a leading engineering firm, we realized the cost was going to be significantly higher. As a result, we needed to go back to the parish and by way of Special Vestry called in December, we received approval to withdraw up to \$350,000 from the Memorial Fund, to pay for the renovation. Mark Kolberg and Adriana Balen have expertly managed this crucial project to date. We expect the renovation to take place during the Summer and Fall of 2024.

We will need to launch a capital campaign, likely as part of a broader Diocesan campaign, to replenish the Memorial Fund. More to come on that in the future.

In 2023, we completed the transfer, over 3-years, of \$420,000 of our Memorial Fund to the Diocesan Consolidated Trust Fund (DCTF). As of September, St. Martin's investment in the DCTF was valued at over \$450,000. The larger remaining portion of the Memorial Fund held at CIBC Wood Gundy is ably managed by Brian Bradstreet and I thank him for his skills and time. You can read his separate Vestry report on the performance and outlook of the fund.

This year, through a Special Vestry held in March, the parish elected members of a Parish Selection Committee (the "PSC") charged with ultimately identifying a new Incumbent for St. Martin's. The PSC have worked tirelessly in moving this challenging project forward. Thank you to Nadine Barmania (Chair), Cyriline Taylor, Jay Haddad, Kathie Wagg, Ian Greene, Ron Cheung, Anne Longmore and Patty McKnight.

It is unusually to call a Special Vestry, let alone two of them, in a year.

I would like to thank all members of Management Board for their efforts on behalf of St. Martin's over the past year and their support of both me and Jay. We have a talented team, many of whom have been on the Board a long time.

Thank you to Andrea Zinn in her role as Office Administrator, who has been so diligent at getting all the behind the scenes administration done including supporting Fr. Carefoote this past year. Thanks also to our parishioner and sexton, Bernard Sanders, for all the work he has done over the year.

I would like to give thanks to my fellow Warden Jay Haddad, and Deputy Warden, Nadine Barmania, for their hard work and commitment to the parish. Upon approval by Vestry, Nadine will be taking over as People's Warden and Chair of Management Board.

Lastly, I want to thank Fr. Carefoote who has done such a great job as our interim Incumbent, especially in these challenging times. While we'll look forward to our new permanent Incumbent, we will all be sad when Fr. Carefoote leaves us (again).

Respectfully submitted,  
Peter Chauvin, Chair

### **Parish Council**

Parish Council oversees the spiritual life and program activities of our Parish; we meet on the 2<sup>nd</sup> Monday of each month, except for July and August.

Current members: Jay Haddad (Chair, Rector's Warden), Patty McKnight (Secretary), Dale McInnes Keel and Bill Keel (Lay Delegates to Synod), Lynn McKnight (Alternate Delegate to Synod), and the following members at large: Estella Joseph, Kathie Wagg, Elin Goulden, Andrea Zinn, Judith Kidd, Tim Stephenson, Bob Thornley, Cathy Paxton, Ron Cheung, Isabel Vitkin, and Andreanna Callegaini-Gradzik.

We began our very busy year listening to Father Philip Hobson's last sermon on Sunday, April 16, 2023, followed by his last Sunday with us (Bishop Susan Bell preached) on April 23. We hosted a huge party following in our parish hall, with tributes from Bishops Kevin Robertson and Susan Bell, Mother Alyson Barnett-Cowan, Father Harold Nahabedian, and Father David Luxton. This

was all followed by Father Philip's official retirement hosted at the Albany Club on Friday, May 12. Thank you to the Retirement Planning Committee: Mary Conliffe, Kathie Wagg, Lindsey Hobson, and Jay Haddad.

Our parish ate a lot of cake in 2023: cakes to say farewell, cakes for birthdays, an ordination cake for Carol Shih (April 30), and a welcome cake for Father PJ Carefoote and Finn Keesmaat-Walsh (our Children and Youth Pastoral Associate).

We had a wonderful welcome-back parish picnic on Sunday, September 10, with our usual 100 pieces of Van Tol corn, 10 kg of barbecued chicken, along with salads, sides and desserts. This event was made even more special with the addition of our Ukrainian Inclusion group, sponsored every other Sunday in our parish hall by our Outreach Committee. All 40 members of this new group joined our parish picnic – thank you to our parish family for your warm welcome!

Parish Council continues to oversee, and host, Pancake Supper, Resurrection Party, reception following the Advent Carol Service plus whatever else falls on our lap.

You will read about the Lychgate, Garden, IT, Website/Facebook, Youth Ministry, Outreach, Missional and many other of our 29 ministries on the following pages. I do want to personally thank Bernard Sanders, our Sexton, who manages our church coffee hour every Sunday; as well, Philip Conliffe who not only tirelessly manages the finances of our parish, but so promptly responds to invoices, issues cheques, and reminders where necessary. Thank you, Andrea Zinn, for shouldering so much of the office work that Father Philip seemed to do so seamlessly; with the help of Margaret Allen and Father Carefoote, you managed beautifully. And to Father Carefoote, thank you for stepping into those large shoes; it has been an honour to work alongside you this past year, and I could listen to your singing voice forever!

I want to thank Peter Chauvin and Nadine Barmania (People's Warden and Deputy) for your commitment to our parish and friendship throughout the year – and to Tim Stephenson, my predecessor, who continues to lead, host dinners, convene pickleball, chair Christmas Market, and stay involved in almost every facet of our parish. The final thing we (Peter, Nadine, Tim and I) did as a team was to put together our Parish Selection Committee, the members of which I am so proud to work with: Nadine (Chair), Anne Longmore, Ian Greene, Patty McKnight, Ron Cheung, Kathie Wagg, Cyriline Taylor, and me, along with two magnificent Diocesan coaches, Bill and Cathy Matthews. We are extremely proud of our Parish Profile and we look forward to welcoming our new Incumbent sometime in the spring of 2024.

Respectfully submitted,  
Jay Haddad, Chair



## *Peter Tsui Professional Corporation*

*145 Royal Crest Court, Unit 33, Markham, Ontario L3R 9Z4*

### **Independent Auditor's Report**

To the Vestry of the Church of St. Martin-in-the-Fields:

#### **Report on the Audit of the Financial Statements**

#### **Qualified Opinion**

I have audited the accompanying financial statements of the Church of St. Martin-in-the-Fields, which comprise the statement of financial position as at December 31, 2023, and the statements of revenue, expenditures, changes in fund balances and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, except for the effects of the matters described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of the Church of St. Martin-in-the-Fields as at December 31, 2023 and its financial performance and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

#### **Basis for Qualified Opinion**

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Entity in accordance with the ethical requirements that are relevant to my audit of the financial statements in Canada, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

In common with many non-profit organizations, the Church of St. Martin-in-the-Fields derives income from donations and fundraising, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, my verification of income was limited to the amounts recorded in the records of the Church of St. Martin-in-the-Fields and I was not able to determine whether any adjustments might be necessary to the donations and fundraising revenue, excess of revenue over expenditures and net assets.

#### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

The Churchwardens are responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Churchwardens are responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

## Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate to the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

I also provide those charged with governance with a statement that I have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that my reasonably be thought to bear on my independence, and where applicable, related safeguards.

*Pete Tsui, CPA, CA, LPA*

February 9, 2024  
Markham, Ontario

Authorized to practice public accounting by  
Chartered Professional Accountants of Ontario

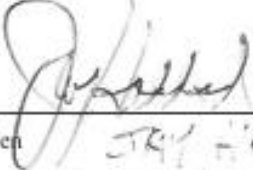
# The Church of St. Martin-in-the-Fields

## Statement of Financial Position

For the year ended December 31, 2023

|  | General Fund |         | Memorial Fund |           | Total Funds |           |
|--|--------------|---------|---------------|-----------|-------------|-----------|
|  | 2023         | 2022    | 2023          | 2022      | 2023        | 2022      |
|  | \$           | \$      | \$            | \$        | \$          | \$        |
| <b>Assets</b>                                  |              |         |               |           |             |           |
| Current  |              |         |               |           |             |           |
| Cash and equivalents                           | 256,334      | 179,036 | 521,221       | 177,760   | 777,555     | 356,796   |
| Accounts receivable                            | 337          | 1,513   | 3,237         | 1,436     | 3,574       | 2,949     |
| Harmonized Sales Tax recoverable               | 3,699        | 3,565   | -             | -         | 3,699       | 3,565     |
| Interfund advances (note 2)                    | 104,856      | 143,567 | (104,856)     | (143,567) | -           | -         |
|  | 365,226      | 327,681 | 419,602       | 35,629    | 784,828     | 363,310   |
| Investments (note 3)                           | -            | 34,706  | 1,270,513     | 1,533,830 | 1,270,513   | 1,568,536 |
| <b>Total assets</b>                            | 365,226      | 362,387 | 1,690,115     | 1,569,459 | 2,055,341   | 1,931,846 |
| <b>Liabilities</b>                             |              |         |               |           |             |           |
| Current  |              |         |               |           |             |           |
| Accounts payable and accruals                  | 21,464       | 10,279  | -             | -         | 21,464      | 10,279    |
| Long term                                      |              |         |               |           |             |           |
| Deferred contributions (note 5 and schedule 2) | 291,260      | 299,607 | -             | -         | 291,260     | 299,607   |
|  | 312,724      | 309,886 | -             | -         | 312,724     | 309,886   |
| <b>Fund Balances</b>                           |              |         |               |           |             |           |
| Unrestricted                                   | 52,501       | 52,501  | -             | -         | 52,501      | 52,501    |
| Internally restricted                          | -            | -       | 1,690,116     | 1,569,459 | 1,690,116   | 1,569,459 |
|  | 52,501       | 52,501  | 1,690,116     | 1,569,459 | 1,742,617   | 1,621,960 |
| <b>Total liabilities and fund balances</b>     | 365,225      | 362,387 | 1,690,116     | 1,569,459 | 2,055,341   | 1,931,846 |

Approved on behalf of Vestry:

  
 Warden **JAY HADDEN**  
 RECORDS WARDEN

  
 Warden **PETER CHAVVIN**  
 PEOPLE'S WARDEN

See accompanying notes to financial statements

# The Church of St. Martin-in-the-Fields

## Statement of Revenue, Expenditures and Changes in Fund Balances For the year ended December 31, 2023

|  | General Fund   |                | Memorial Fund    |                  | Total Funds      |                  |
|--|----------------|----------------|------------------|------------------|------------------|------------------|
|  | 2023           | 2022           | 2023             | 2022             | 2023             | 2022             |
|  | \$             | \$             | \$               | \$               | \$               | \$               |
| <b>Revenue</b>   |                |                |                  |                  |                  |                  |
| Donations - receipted (schedule 1)                       | 141,574        | 154,901        | 82,565           | 525              | 224,139          | 155,426          |
| PAR receipts   | 70,308         | 65,719         |                  |                  | 70,308           | 65,719           |
| Donations - unreceipted (schedule 1)                     | 39,735         | 34,078         |                  |                  | 39,735           | 34,078           |
| Rental of premises                                       | 14,195         | 9,820          |                  |                  | 14,195           | 9,820            |
| York rectory "   | 6,800          | 6,800          |                  |                  | 6,800            | 6,800            |
| Investment income (note 3)                               | 242            | 3              | 91,847           | 30,822           | 92,089           | 30,825           |
| Deferred contributions recognized (schedule 2)           | 74,861         | 34,921         |                  |                  | 74,861           | 34,921           |
| COVID-related subsidies and grants                       | -              | 1,742          |                  |                  | -                | 1,742            |
| Miscellaneous income                                     | 10,097         | 8,627          |                  |                  | 10,097           | 8,627            |
|  | <u>357,812</u> | <u>316,611</u> | <u>174,412</u>   | <u>31,347</u>    | <u>532,224</u>   | <u>347,958</u>   |
| <b>Expenditures</b>                                      |                |                |                  |                  |                  |                  |
| Human resources (schedule 1)                             | 174,217        | 152,957        |                  |                  | 174,217          | 152,957          |
| Church and rectory (schedule 1)                          | 91,140         | 108,916        |                  |                  | 91,140           | 108,916          |
| Diocese  | 22,388         | 20,904         |                  |                  | 22,388           | 20,904           |
| Outreach and mission                                     | 67,017         | 28,205         |                  |                  | 67,017           | 28,205           |
| Administration (schedule 1)                              | 24,780         | 22,157         | 687              | 681              | 25,467           | 22,838           |
| Worship  | 15,946         | 13,360         | 851              | -                | 16,797           | 13,360           |
| Education  | 1,171          | 1,419          |                  |                  | 1,171            | 1,419            |
| Hospitality  | 13,370         | 1,401          |                  |                  | 13,370           | 1,401            |
|  | <u>410,029</u> | <u>349,319</u> | <u>1,538</u>     | <u>681</u>       | <u>411,567</u>   | <u>350,000</u>   |
| <b>(Deficiency) surplus of revenue over expenditures</b> | (52,217)       | (32,708)       | 172,874          | 30,666           | 120,657          | (2,042)          |
| <b>Fund balances - Beginning of year</b>                 | 52,501         | 85,209         | 1,569,459        | 1,538,793        | 1,621,960        | 1,624,002        |
| <b>Interfund transfer</b>                                | 52,217         | -              | (52,217)         | -                | -                | -                |
| <b>Fund balances - End of year</b>                       | <u>52,501</u>  | <u>52,501</u>  | <u>1,690,116</u> | <u>1,569,459</u> | <u>1,742,617</u> | <u>1,621,960</u> |

See accompanying notes to financial statements

# The Church of St. Martin-in-the-Fields

## STATEMENT OF CASH FLOWS

| For the Year Ended December 31                    | 2023                  | 2022                  |
|---|-----------------------|-----------------------|
|   | \$                    | \$                    |
| <b>Operating activities</b>                       |                       |                       |
| (Deficiency) surplus of revenue over expenditures |                       |                       |
| General Fund                                      | (52,217)              | (32,708)              |
| Memorial Fund                                     | 172,874               | 30,666                |
| Change in deferred contributions                  | (8,347)               | 44,089                |
| Changes in non-cash working capital items         |                       |                       |
| Amounts receivable                                | (625)                 | (1,639)               |
| Harmonized Sales Tax recoverable                  | (134)                 | (1,549)               |
| Accounts payable and accruals                     | 11,185                | 124                   |
|   | <u>122,736</u>        | <u>38,983</u>         |
| <b>Investing activities</b>                       |                       |                       |
| (Purchase) sale of investments                    | 298,023               | (980,662)             |
|   | <u>298,023</u>        | <u>(980,662)</u>      |
| Change in cash and equivalents during the year    | 420,759               | (941,679)             |
| Cash and equivalents, beginning of year           | <u>356,796</u>        | <u>1,298,475</u>      |
| Cash and equivalents, end of year                 | <u><u>777,555</u></u> | <u><u>356,796</u></u> |

See accompanying notes to financial statements.

# The Church of St. Martin-in-the-Fields

## Schedule 1: General Fund Revenues and Expenditures

For the year ended December 31, 2023

|   | 2023           | 2022           |
|---|----------------|----------------|
|   | \$             | \$             |
| Receipted income                              | 119,655        | 136,210        |
| Receipted fundraising                         | 2,689          | 1,670          |
| Receipted outreach                            | 4,815          | 3,466          |
| Receipted flowers                             | 7,250          | 7,280          |
| Receipted garden                              | 200            | -              |
| Receipted festivals                           | 6,965          | 6,275          |
| <b>Donations - Receipted</b>                  | <b>141,574</b> | <b>154,901</b> |
| Open offering and external donation platforms | 20,538         | 20,890         |
| Unreceipted fundraising                       | 16,358         | 12,137         |
| Unreceipted outreach                          | 2,839          | 1,051          |
| <b>Donations - Unreceipted</b>                | <b>39,735</b>  | <b>34,078</b>  |
| Benefits and pension                          | 12,974         | 22,057         |
| Stipends                                      | 72,891         | 67,015         |
| Childrens ministry staff                      | 18,611         | 13,513         |
| Clergy supply                                 | 1,531          | 1,050          |
| Maintenance staff                             | 15,394         | 15,190         |
| Music staff                                   | 35,372         | 31,572         |
| Office staff                                  | 17,444         | 2,560          |
| <b>Human resources</b>                        | <b>174,217</b> | <b>152,957</b> |
| Bank, PAR and Canada Helps charges            | 2,103          | 1,788          |
| Financial review                              | 3,351          | 3,000          |
| Fundraising                                   | 979            | 1,343          |
| Consulting fees                               | 1,220          | -              |
| Office equipment and supplies                 | 6,245          | 5,368          |
| Postage and delivery                          | 1,634          | 1,401          |
| Printing and stationery                       | 1,634          | 1,705          |
| Telephone and connectivity                    | 3,174          | 5,613          |
| Travel  | 771            | 1,399          |
| Miscellaneous                                 | 3,669          | 540            |
| <b>Administration</b>                         | <b>24,780</b>  | <b>22,157</b>  |
| Capital repairs                               | 28,816         | 37,046         |
| Cleaning supplies                             | 868            | 837            |
| Furnishings                                   | 1,201          | 7,893          |
| Garden  | 930            | 438            |
| Church utilities                              | 20,220         | 19,938         |
| Insurance                                     | 17,730         | 16,089         |
| Repairs and maintenance                       | 7,734          | 13,809         |
| Rectory property tax                          | 8,042          | 7,627          |
| Rectory utilities                             | 4,367          | 4,376          |
| Water and waste                               | 1,232          | 863            |
| <b>Church and rectory</b>                     | <b>91,140</b>  | <b>108,916</b> |

# The Church of St. Martin-in-the-Fields

## Schedule 2: Deferred Contributions

For the year ended December 31, 2023

|  | 2023   |                     |             |            |                       |         |                        |                        |         | 2022    |
|--|--------|---------------------|-------------|------------|-----------------------|---------|------------------------|------------------------|---------|---------|
|  | Music  | Mundy /<br>Chandler | Restoration | Faithworks | Our Faith<br>Our Hope | Refugee | Children's<br>Ministry | Jack Hattey<br>Bursary | Total   | Total   |
|  | \$     | \$                  | \$          | \$         | \$                    | \$      | \$                     | \$                     | \$      | \$      |
| Balance, Beginning of year                 | 65,711 | 29,268              | 1,900       | 5,400      | 95,885                | 61,093  | 29,650                 | 10,700                 | 299,607 | 255,518 |
| Receipt                                    |        |                     |             |            |                       |         |                        |                        |         |         |
| Grants                                     |        |                     |             | 648        |                       |         |                        |                        | 648     | 1,353   |
| Donations (note)                           | 400    |                     |             | 19,778     |                       | 41,336  |                        | 500                    | 62,014  | 76,585  |
| Interest "                                 | 2,368  | 1,394               | 90          |            |                       |         |                        |                        | 3,852   | 1,072   |
|  | 2,768  | 1,394               | 90          | 20,426     | -                     | 41,336  | -                      | 500                    | 66,514  | 79,010  |
| Expenditures                               |        |                     |             |            |                       |         |                        |                        |         |         |
| Contribution to Diocese                    |        |                     |             | 16,810     |                       |         |                        |                        | 16,810  | 17,084  |
| Other expenditures                         |        |                     |             | 4,500      |                       | 35,400  | 18,151                 |                        | 58,051  | 17,837  |
|  | -      | -                   | -           | 21,310     | -                     | 35,400  | 18,151                 | -                      | 74,861  | 34,921  |
| Net contributions deferred<br>(recognized) | 2,768  | 1,394               | 90          | (884)      | -                     | 5,936   | (18,151)               | 500                    | (8,347) | 44,089  |
| Inter-fund transfers                       |        |                     |             |            |                       |         |                        |                        | -       | -       |
| Balance - End of year                      | 68,479 | 30,662              | 1,990       | 4,516      | 95,885                | 67,029  | 11,499                 | 11,200                 | 291,260 | 299,607 |



**THE CHURCH OF ST. MARTIN-IN-THE-FIELDS  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2023**

**GENERAL**

The Church of St. Martin-in-the-Fields ("Church") located at 151 Glenlake Avenue, Toronto is a parish in the Anglican Diocese of Toronto. The Church provides worship services, hospitality, fellowship, Christian education for children and adults and has an active growing program of outreach to individuals and agencies in the surrounding community. The Church is a registered charity incorporated in Ontario without share capital and is exempt from income taxes under section 146(1)(1) of the Income Tax Act (Canada) as a not-for-profit organization.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**(a) Basis of Accounting**

The financial statements of the Church have been prepared in accordance with Canadian accounting standards for not-for-profit organizations.

**(b) Fund Accounting**

The Church follows the restricted fund method of accounting for contributions. Revenues and expenses related to program delivery and administrative activities, including fundraising and donations, are reflected in the General Fund.

Revenue and expenses related to bequests and funds donated in memoriam are reported in the Memorial Fund. In accordance with operating guidelines approved by Vestry in February 2017, a maximum withdrawal of up to 4% of the Memorial Fund assets, using the value of the Fund as per the audited financial statements approved by the previous year's Vestry, may be made in any year for any of the following purposes:

- Capital improvements as per the annual budget approved by Vestry or cost overruns on such work where these do not exceed 10% of the budgeted amount;
- Emergency repairs/maintenance that have not been budgeted;
- Supplementing the operating budget where all income is not sufficient to cover all expenses.

**(c) Cash and Equivalents**

Cash and equivalents include cash on hand, bank deposits and term deposits with maturity dates within 90 days after yearend.

**(d) Revenue Recognition**

Unrestricted contributions and Memorial Fund contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Amounts received that are specifically earmarked for expenditures of future periods are deferred.

**THE CHURCH OF ST. MARTIN-IN-THE-FIELDS**  
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The value of pledged donations is not recorded in these financial statements unless the amount and terms have been specifically agreed and receipt is reasonably assured.

Donated goods and services are not recorded in the accounts of the Church, except when fair value of such goods and services can reasonably be estimated and when the goods and services are normally purchased by the Church and would be paid for if not donated. Interest and other revenue are recognized on an accrual basis.

**(e) Capital Assets**

The Church's buildings are not accounted for in these financial statements. The Church holds these properties in trust for The Incorporated Synod of the Diocese of Toronto ("Diocese"). Approval from the Diocese is required for the sale, disposition or collateralization of these assets.

Capital assets are expensed when acquired, as permitted under CPA Canada Handbook Section 4431, "Tangible capital assets held by not-for-profit organizations".

**(f) Financial Instruments**

The Church initially measures its financial assets and liabilities at fair value.

Financial assets and liabilities subsequently measured at amortized cost include accounts receivable, Harmonized Sales Tax recoverable, investments, and accounts payable and accruals.

Financial assets subsequently measured at fair value include cash and equivalents.

Transaction costs are recognized in the excess of revenues over expenditures in the period incurred.

**(g) Employee Benefits**

The Incumbent Priest of the Church is a member of a pension plan and may receive long-term disability and health plan benefits if eligible. These benefit plans are administered by the Pension Office of the Anglican Church of Canada. Contributions to these plans are made by the Church and by the employee. As of December 31, 2023, the Church was without an Incumbent Priest. The Interim Priest-in-Charge is not eligible for pension and benefits.

**(h) Use of Estimates**

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit enterprises requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting periods. Actual results could differ from those estimates in the future and adjustments are recorded as information becomes known.

**THE CHURCH OF ST. MARTIN-IN-THE-FIELDS**  
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**2. INTERFUND ADVANCES**

Advances between funds are non-interest bearing and have no specific terms of repayment.

**3. INVESTMENTS**

|  | <b>2023</b>      |                           | <b>2022</b>      |                           |
|--|------------------|---------------------------|------------------|---------------------------|
|  | <b>Market</b>    | <b>Amortized<br/>cost</b> | <b>Market</b>    | <b>Amortized<br/>cost</b> |
| <b>MEMORIAL FUND:</b>                          |                  |                           |                  |                           |
| Govt of Canada bond 0.25% due Feb 1, 2023      | -                | -                         | 602,052          | 598,926                   |
| Govt of Canada bond 0.25% due May 1, 2023      | -                | -                         | 246,573          | 245,465                   |
| Govt of Canada bond 0.75% due Feb 1, 2024      | 128,547          | 128,816                   | -                | -                         |
| BP PLC shares                                  | -                | -                         | 51,986           | 49,841                    |
| Govt of Canada bond 1.50% due Sep 1, 2024      | 367,050          | 370,274                   | -                | -                         |
| Fairfax India Holdings Corp                    | 59,251           | 48,662                    | 48,105           | 48,662                    |
| GMC bond 5.95% due May 14, 2024                | 25,077           | 25,000                    | 24,969           | 25,008                    |
| Ontario Power Corp bond 2.893% due Apr 8, 2025 | 48,836           | 50,000                    | 47,967           | 50,688                    |
| CI Financial bond 3.759% due May 26, 2025      | 48,261           | 50,000                    | 46,895           | 50,133                    |
| Toronto Diocese Consolidated Trust Fund        | 482,911          | 447,777                   | 323,546          | 327,272                   |
| Enbridge 4.4% preferred shares                 | 23,820           | 26,024                    | 23,280           | 26,024                    |
| Enbridge Inc. shares                           | 28,620           | 26,682                    | 31,752           | 26,682                    |
| Pembina Pipeline 4.38% preferred shares        | 25,515           | 28,500                    | 25,425           | 28,500                    |
| Pembina Pipeline shares                        | -                | -                         | 41,364           | 29,499                    |
| TC Energy preferred shares                     | 38,773           | 41,648                    | -                | -                         |
| TC Energy shares                               | 25,880           | 27,130                    | 26,990           | 27,130                    |
|  | <u>1,302,541</u> | <u>1,270,513</u>          | <u>1,540,904</u> | <u>1,533,830</u>          |

Investment income in 2023 includes \$19,528 in realized gain from sale of Memorial Fund investments (2022 – realized gain of \$956).

**4. ACCOUNTS PAYABLE**

There were no amounts due with respect to government remittances at December 31, 2023 (2022: \$nil).

**5. DEFERRED CONTRIBUTIONS**

Deferred contributions relate to the activities of the following special purpose funds which are accounted for within the General Fund:

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**Our Faith Our Hope**

This fund is related to a special campaign initiated by the Diocese in 2011 to flow funds to the Church for major building construction, renewal of the organ console, music scholarships, new outreach and youth initiatives.

**Music Fund**

This fund is used to finance extraordinary music program expenses.

**Mundy/Chandler Fund**

This fund provides financial assistance to parishioners who study theology.

**Restoration Fund**

This fund is used primary for specific projects related to restoration of the Church.

**Faithworks Fund**

This fund is used to assist charities supported by the Diocese. The parish conducts annual campaigns using materials supplied by the Diocese and may retain 15% of the proceeds for their own local outreach programs.

**Refugee Fund**

This fund was established to assist refugees from war-torn countries.

**Children's Ministry Fund**

This fund supports the Children's Ministry program.

**Jack Hattey Bursary**

This bursary fund provides financial support to music students who participate in the Church's music program.

Schedule 2 provides details on receipts and expenditures for each of the above special purpose funds during the year.

**FINANCIAL INSTRUMENT RISKS**

The Church is exposed to various risks through its financial instruments. The following analysis provides a measure of the Church's risk exposure and concentrations at the Statement of Financial Position date.

Credit Risk

Credit risk is the risk that one party to a transaction will fail to discharge an obligation and cause the other party to incur a financial loss. The Church is not exposed to credit risk.

Liquidity risk

Liquidity risk is the risk that the Church will encounter difficulty in meeting obligations associated with financial liabilities. The Church meets its liquidity requirements by monitoring

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cash flows from its activities, preparing budgets, and anticipating investing and financing activities.

Market Risk

Market Risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk is comprised of interest rate risk, currency risk and other price risk.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The exposure of the Church to interest rate risk arises from its interest-bearing cash and investments. Fluctuations in market rates of interest are not expected to have a significant impact on the Church's operations.

Currency risk

Currency risk reflects the risks that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchanges rates. Approximately \$49,000 (2022: \$67,000) of the Church's cash and investments as of December 31, 2023 were denominated in US dollar.

Other price risk

Other price risk refers to the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate because of changes in market prices (other than those arising from currency risk or interest rate risk), whether those changes are caused by factors specific to the individual instrument or its issuer or factors affecting all similar instruments in the market. The Church's investments are exposed to other price risk. The Church manages the other price risk exposure by adhering to established Investment Guidelines.

## **Investments Report**

The total market value of the Fund at December 31, 2023 was approximately \$1.34 million, down from \$1.43 million the previous year end. The drop in market value was due to net withdrawals from the account of approximately \$114,000 which were used to fund transfer of assets to the Diocesan investment account. As a reminder, this Fund report excludes the investment assets of St Martin's held and managed by the Diocese.

The total market value of the Fund at December 31 was virtually unchanged from original cost.

The market value composition of the fund at year end was: 85% fixed income (including cash) securities and 15% equity securities, virtually unchanged from last year. Equity securities are primarily invested in preferred shares or common shares of various utility type companies offering very attractive yields (approximately 8% on average at cost). These utility businesses are regulated businesses providing critical "necessity" products to consumers - natural gas, oil and electricity. So they are quite safe from a credit risk perspective

During 2023, central banks around the world continued to raise their administered rates until mid year and then went on hold to give time to assess the economic impact of their past tightening actions of the last few years. Despite numerous ongoing forecasts of an impending recession, we have yet to see one. The divergence in expectations from what has actually transpired has resulted in considerable volatility in interest rate movements during the course of the year. We continued to maintain a very conservative stance holding mostly cash reserves and short dated government bonds. Cash reserves provided income returns in the 4.25% to 5.25% range and ended the year in the upper part of that range. In contrast, mid term bond yields offered income returns well below what cash was offering through out most of the year.

In 2023, the Fund earned income of approximately \$25,250 comprised of \$13,790 from bonds and cash, and \$11,465 from dividends on common and preferred shares. This compares with a projected income level of \$29,000 provided in last years report. The lower level of income from projected was due to the net withdrawal of assets from the Fund as previously discussed. However, the \$25,250 earned in 2023 was above the levels earned in 2022 (\$18,000) and 2021 (\$16,400).

In January of 2024, we made the decision to liquidate all short maturity government bonds (\$880,000 at cost) and invest most of the proceeds into longer dated government and corporate bonds. As a result of this action we have locked in much higher income than what the previous bond holdings were providing. As a result, the projected income to be earned over the course of 2024 will be much higher than that of the recent past. We project an income level of approximately \$45,000 to \$50,000 will be earned on the Fund in 2024 from bonds and equity securities. Income earned on existing cash reserves of \$180,000 (currently earning 4.5%) is not included in our forecasted projected income level for 2024. This is a conservative position to take given the sizeable requirement of funds that will be called upon to fund purchase and installation of a new furnace. However, depending on timing and short term rate levels some income will be earned on this cash in 2024.

Credit spreads remain tight (that is low) relative to historic levels so we are not paid to take the risk in owning corporates in most cases. So we will most likely continue to focus our attention on higher Canada and Provincial bond rates before venturing into corporates. However, a great opportunity in corporate bonds may be at hand soon, if the central banks are forced to leave rates “HIGH for longer “ or perhaps “HIGHER for longer” in order to keep inflation rates under control. Very few investors are expecting either of these outcomes. But if either scenario occurs, there may be serious economic repercussions, particularly in Canada, given our short maturity mortgage market so we will continue to tread lightly when it comes to investing in corporates.

The portfolio remains well positioned to take advantage of higher interest rates in either the government or corporate bond sectors should either of these two scenarios develop in the year ahead.

Respectfully submitted,  
Brian Bradstreet



## **Motion to Vestry re Required Rectory Repairs and Upgrades**

### **Background**

The Church's Rectory at 29 Indian Grove is expected to be available to house our new Incumbent whenever they come on board. While the rectory has been well maintained over the years, we will need to do some maintenance in anticipation of the arrival of the new Incumbent.

Our Regional Dean, Canon Robert Mitchell, has conducted an inspection of the rectory and has provided a list of required upgrades and repairs as well as some suggested repairs.

1. Missing pointing
2. Paint exterior front door
3. Removal of detritus
4. Remove carpet
5. Refinish hardwood floors
6. Repair crack in dining room ceiling
7. Inspect fireplace or convert to gas
8. Replace kitchen flooring
9. Repaint entire house
10. Install air conditioning

We are in the process of obtaining estimates from contractors and suppliers for these repairs. Our initial estimate for the required upgrades is \$50,000 including \$17,000 - 25,000 for the air conditioning and \$7,000 to repaint.

St Martin's is entitled to apply for a grant from the Carleton Fund to cover 50% of the cost of Rectory repairs, up to \$5,000 and in certain circumstances \$12,000. The Carleton Fund is administered by the Risk and Governance Committee of the Diocese and provides grants to maintain clergy occupied rectories.

In order to apply for the Carleton Fund grant, Vestry must approve the repairs and authorize the financial outlay. Therefore, in support of the required maintenance of the Rectory and applying for a Carleton Grant, Management Board and Parish Council support and recommend approval of the following Motion:

### **Motion**

It is moved that Management Board be given the authority to make required repairs to the rectory as set out in the report of Regional Dean, Canon Robert Mitchell, January 19, 2024 including installing air conditioning in the Rectory at 29 Indian Grove up to a total cost of \$50,000.00 but not exceeding the Church's capital repair budget for 2024.

It is further moved that Management Board and/or the Wardens of the Church have the authority to apply for a Carleton Fund Grant with respect to these repairs.

## 2024 Budget

**The Church of St Martin-in-the-Fields**  
**Income and Expense Statement**  
**Twelve months ended December 31, 2023**

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|                                   | <b>2022<br/>Actual<br/>12-31</b> | <b>2023<br/>Actual<br/>12-31</b> | <b>2023<br/>Budget<br/>12-31</b> | <b>Variance</b> | <b>2023<br/>Budget<br/>12 months</b> | <b>2024<br/>Budget<br/>12 months</b> |
|-----------------------------------|----------------------------------|----------------------------------|----------------------------------|-----------------|--------------------------------------|--------------------------------------|
| <b>REVENUES</b>                   |                                  |                                  |                                  |                 |                                      |                                      |
| Receipted Income                  | 136,211                          | 119,656                          | 140,000                          | (20,344)        | 140,000                              | 122,000                              |
| PAR receipts                      | 65,719                           | 70,308                           | 70,000                           | 308             | 70,000                               | 72,000                               |
| Receipted Festivals               | 6,275                            | 6,965                            | 6,500                            | 465             | 6,500                                | 6,000                                |
| Receipted Flowers                 | 7,280                            | 7,250                            | 7,500                            | (250)           | 7,500                                | 7,500                                |
| Receipted Garden                  | 0                                | 200                              | 0                                | 200             | 0                                    | 0                                    |
| Receipted Fund Raising            | 1,670                            | 2,689                            | 0                                | 2,689           | 0                                    | 0                                    |
| Receipted Outreach                | 3,466                            | 4,815                            | 4,000                            | 815             | 4,000                                | 5,000                                |
| Total Receipted Income            | 220,620                          | 211,883                          | 228,000                          | (16,117)        | 228,000                              | 212,500                              |
| Open Offering / Canada Helps      | 20,890                           | 20,538                           | 21,000                           | (462)           | 21,000                               | 21,000                               |
| Outreach Fund Raising             | 1,051                            | 2,839                            | 2,500                            | 339             | 2,500                                | 3,000                                |
| Unreceipted Fund Raising          | 12,137                           | 16,358                           | 12,000                           | 4,358           | 12,000                               | 10,000                               |
| Total Unreceipted Income          | 34,077                           | 39,736                           | 35,500                           | 4,236           | 35,500                               | 34,000                               |
| Space Usage                       | 9,820                            | 14,195                           | 11,000                           | 3,195           | 11,000                               | 13,000                               |
| York Rectory                      | 6,800                            | 6,800                            | 6,800                            | 0               | 6,800                                | 6,800                                |
| HST Rebate / Grants / Misc.       | 10,369                           | 10,339                           | 7,000                            | 3,339           | 7,000                                | 8,000                                |
| Total Operating Income            | 281,687                          | 282,952                          | 288,300                          | (5,348)         | 288,300                              | 274,300                              |
| <b>EXPENSES</b>                   |                                  |                                  |                                  |                 |                                      |                                      |
| <u>Human Resources</u>            |                                  |                                  |                                  |                 |                                      |                                      |
| Clergy - Stipend                  | 67,015                           | 72,891                           | 65,000                           | 7,891           | 65,000                               | 59,500                               |
| Clergy - Pension                  | 15,987                           | 9,007                            | 10,000                           | (993)           | 10,000                               | 10,900                               |
| Clergy - Benefits                 | 5,170                            | 3,592                            | 5,000                            | (1,408)         | 5,000                                | 7,700                                |
| Clergy - Professional Development | 900                              | 375                              | 900                              | (525)           | 900                                  | 600                                  |
| Assisting Clergy                  | 1,050                            | 1,531                            | 2,000                            | (469)           | 2,000                                | 2,500                                |
| Clergy - Total                    | 90,122                           | 87,396                           | 82,900                           | 4,496           | 82,900                               | 81,200                               |
| Maintenance Staff / Cleaning      | 15,190                           | 15,394                           | 17,500                           | (2,106)         | 17,500                               | 17,500                               |
| Music Staff                       | 31,047                           | 34,671                           | 36,000                           | (1,329)         | 36,000                               | 38,000                               |
| Honoraria - Music                 | 525                              | 700                              | 1,000                            | (300)           | 1,000                                | 1,000                                |
| Children's Ministry Staff         | 13,513                           | 18,611                           | 18,540                           | 71              | 18,540                               | 21,600                               |
| Administrative Staff              | 2,560                            | 17,444                           | 14,750                           | 2,694           | 14,750                               | 20,250                               |
| Human Resources - Total           | 152,956                          | 174,216                          | 170,690                          | 3,526           | 170,690                              | 179,550                              |
| <u>Church and Rectory</u>         |                                  |                                  |                                  |                 |                                      |                                      |
| Heating                           | 12,209                           | 13,747                           | 13,000                           | 747             | 13,000                               | 14,000                               |
| Hydro                             | 7,729                            | 6,473                            | 8,500                            | (2,027)         | 8,500                                | 7,000                                |
| Water and Garbage                 | 863                              | 1,232                            | 900                              | 332             | 900                                  | 1,200                                |
| Property Tax - Rectory            | 7,627                            | 8,042                            | 8,000                            | 42              | 8,000                                | 8,900                                |
| Utilities - Rectory               | 4,376                            | 4,367                            | 4,600                            | (233)           | 4,600                                | 4,000                                |
| Insurance                         | 16,089                           | 17,730                           | 16,777                           | 953             | 16,777                               | 18,623                               |
| Capital Expenditures              | 37,047                           | 9,832                            | 50,000                           | (40,168)        | 50,000                               | 50,000                               |
| Heating System Replacement        |                                  | 18,984                           | 150,000                          | (131,016)       | 150,000                              | 400,000                              |
| Regular Repairs & Maintenance     | 13,166                           | 7,201                            | 12,000                           | (4,799)         | 12,000                               | 10,000                               |
| Organ / Piano Maintenance         | 643                              | 533                              | 1,500                            | (967)           | 1,500                                | 1,200                                |
| Garden                            | 438                              | 930                              | 800                              | 130             | 800                                  | 1,000                                |
| Cleaning Supplies                 | 837                              | 868                              | 900                              | (32)            | 900                                  | 900                                  |
| Furniture and Equipment           | 7,893                            | 1,201                            | 5,000                            | (3,799)         | 5,000                                | 3,000                                |
| Total - Church Premises           | 108,918                          | 91,141                           | 271,977                          | (180,836)       | 271,977                              | 519,823                              |

**The Church of St Martin-in-the-Fields**  
**Income and Expense Statement**  
**Twelve months ended December 31, 2023**

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|  | <b>2022<br/>Actual<br/>12-31</b> | <b>2023<br/>Actual<br/>12-31</b> | <b>2023<br/>Budget<br/>12-31</b> | <b>Variance</b>  | <b>2023<br/>Budget<br/>12 months</b> | <b>2024<br/>Budget<br/>12 months</b> |
|--|----------------------------------|----------------------------------|----------------------------------|------------------|--------------------------------------|--------------------------------------|
| <u>Diocese</u>                                     |                                  |                                  |                                  |                  |                                      |                                      |
| Synod Allotment                                    | 20,904                           | 21,638                           | 21,638                           | 0                | 21,638                               | 20,149                               |
| Synod Expenses                                     | 0                                | 750                              | 0                                | 750              | 0                                    | 0                                    |
| Diocese - Total                                    | 20,904                           | 22,388                           | 21,638                           | 750              | 21,638                               | 20,149                               |
| <u>Services</u>                                    |                                  |                                  |                                  |                  |                                      |                                      |
| Worship  | 4,452                            | 7,298                            | 4,800                            | 2,498            | 4,800                                | 6,000                                |
| Outreach   | 3,733                            | 6,873                            | 7,500                            | (627)            | 7,500                                | 7,500                                |
| Missional Church                                   | 3,068                            | 2,454                            | 2,500                            | (46)             | 2,500                                | 2,500                                |
| Children's Ministry                                | 1,119                            | 758                              | 1,500                            | (742)            | 1,500                                | 800                                  |
| Youth Program                                      |                                  | 117                              | 400                              | (283)            | 400                                  | 800                                  |
| Christian Education                                | 300                              | 0                                | 1,000                            | (1,000)          | 1,000                                | 500                                  |
| Library  |                                  | 296                              | 300                              | (4)              | 300                                  | 300                                  |
| Newcomers  |                                  | 0                                | 500                              | (500)            | 500                                  | 500                                  |
| Servers Guild                                      |                                  | 0                                | 300                              | (300)            | 300                                  | 300                                  |
| Choir  | 1,512                            | 529                              | 2,000                            | (1,471)          | 2,000                                | 1,500                                |
| Flowers  | 7,396                            | 8,119                            | 7,000                            | 1,119            | 7,000                                | 7,500                                |
| Heritage and Archives                              |                                  | 0                                | 500                              | (500)            | 500                                  | 500                                  |
| Coffee cohorts                                     | 714                              | 1,537                            | 1,200                            | 337              | 1,200                                | 1,500                                |
| Other hospitality                                  | 687                              | 11,832                           | 2,500                            | 9,332            | 2,500                                | 3,200                                |
| Rector's Discretionary & Assist.                   | 520                              | 980                              | 1,000                            | (20)             | 1,000                                | 1,500                                |
| Total - Services                                   | 23,501                           | 40,793                           | 33,000                           | 7,793            | 33,000                               | 34,900                               |
| <u>Administration</u>                              |                                  |                                  |                                  |                  |                                      |                                      |
| Advertising & Publicity / Website                  |                                  | 1,113                            | 400                              | 713              | 400                                  | 1,200                                |
| Printing & Stationery                              | 1,705                            | 1,634                            | 1,500                            | 134              | 1,500                                | 1,500                                |
| Telephone / Internet                               | 5,613                            | 2,575                            | 6,000                            | (3,425)          | 6,000                                | 4,000                                |
| Postage  | 1,401                            | 1,634                            | 2,000                            | (366)            | 2,000                                | 1,600                                |
| Office Supplies & Equipment                        | 5,368                            | 6,245                            | 5,500                            | 745              | 5,500                                | 6,000                                |
| Fundraising expenses                               | 1,343                            | 979                              | 1,500                            | (521)            | 1,500                                | 1,500                                |
| Clergy - Travel                                    | 1,399                            | 771                              | 1,500                            | (729)            | 1,500                                | 1,200                                |
| Bank / Credit Card Charges                         | 456                              | 748                              | 400                              | 348              | 400                                  | 600                                  |
| PAR / Canada Helps / Square fees                   | 1,333                            | 1,355                            | 1,500                            | (145)            | 1,500                                | 1,400                                |
| Financial Review / Professional Fees               | 3,000                            | 4,571                            | 3,200                            | 1,371            | 3,200                                | 3,600                                |
| New Incumbent Moving / Admin Costs                 |                                  |                                  |                                  |                  |                                      | 10,000                               |
| Miscellaneous                                      | 540                              | 3,155                            | 1,000                            | 2,155            | 1,000                                | 1,000                                |
| Administration - Total                             | 22,158                           | 24,782                           | 24,500                           | 282              | 24,500                               | 33,600                               |
| <b>TOTAL EXPENSE</b>                               | <b>328,437</b>                   | <b>353,321</b>                   | <b>521,805</b>                   | <b>(168,484)</b> | <b>521,805</b>                       | <b>788,022</b>                       |
| <b>EXCESS OF REVENUE OVER<br/>(UNDER) EXPENSES</b> | <b>(46,750)</b>                  | <b>(70,369)</b>                  | <b>(233,505)</b>                 | <b>163,137</b>   | <b>(233,505)</b>                     | <b>(513,722)</b>                     |
| <b>FUND BALANCE, BEGINNING</b>                     | <b>85,209</b>                    | <b>52,496</b>                    | <b>52,496</b>                    |                  | <b>52,496</b>                        | <b>52,496</b>                        |
| Transfer to/from Memorial Fund                     | 0                                | 52,218                           | 211,552                          | (159,334)        | 211,552                              | 462,778                              |
| Transfer from other funds                          | 14,037                           | 18,151                           | 19,740                           | (1,589)          | 19,740                               | 22,170                               |
| <b>FUND BALANCE, END</b>                           | <b>52,496</b>                    | <b>52,496</b>                    | <b>50,283</b>                    |                  | <b>50,283</b>                        | <b>23,722</b>                        |

## **Nominating Committee Report**

The Nominating Committee is led by both Wardens and includes the Incumbent and members of Parish Council and Management Board to identify potential people for the elected and appointed roles in the Parish in preparation for Vestry.

### **PARISH COUNCIL**

| <b>Position</b>         | <b>2023 Holder</b>  | <b>2024 Nominee</b>  |
|-------------------------|---|--|
| Chair (Rector's Warden) | Jay Haddad  | Jay Haddad   |
| Deputy Chair            | — — —   | Philip Snider  |
| Secretary               | Patty McKnight  | Patty McKnight   |
| Lay Delegates to Synod  | Dale McInnes Keel<br>Bill Keel  | Jonathan Gentry<br>David McKnight  |
| Alternate Lay Delegate  | Lynn McKnight   | Vicki Cooper   |
| Members at Large        | Elin Goulden<br>Andreanna Callegaini-Gradzik<br>Ron Cheung<br>Tim Stephenson<br>Isabel Vitkin<br>Estella Joseph<br>Cathy Paxton<br>Bob Thornley<br>Kathie Wagg<br>Judith Kidd<br>Andrea Zinn (non-voting) | Elin Goulden<br>(resigned)<br>Ron Cheung<br>Tim Stephenson<br>(resigned)<br>(resigned)<br>Cathy Paxton<br>Bob Thornley<br>Kathie Wagg<br>Judith Kidd<br>Andrea Zinn (non-voting)<br>Jenny Formanek |

### **MANAGEMENT BOARD**

| <b>Position</b>                                 | <b>2023 Holder</b>  | <b>2024 Nominee</b>  |
|---|---|--|
| Chair (People's Warden)                         | Peter Chauvin   | Nadine Barmania  |
| Deputy Chair                                    | Nadine Barmania   | — — —  |
| Secretary                                       | Larry Barwick   | Larry Barwick  |
| Treasurer ( <i>ex officio</i> )                 | Philip Conliffe   | Philip Conliffe  |
| Property Manager                                | Mark Kolberg  | Mark Kolberg   |
| Screening Coordinator/<br>Safe Church Workshops | David McKnight  | David McKnight   |
| IT  | Prince Emmanuel Adjinn-Tetty  | Prince Emmanuel Adjinn-Tetty   |
| Members at Large                                | Adriana Balen<br>Jonathan Gentry<br>Piers Hemmingsen<br>Ryan Samaroo<br>Cyriline Taylor | Adriana Balen<br>Jonathan Gentry<br>Piers Hemmingsen<br>Ryan Samaroo<br>Cyriline Taylor<br>Peter Chauvin |

## OTHER OFFICERS

| Position           | 2023 Holder                      | 2024 Nominee                     |
|--------------------|----------------------------------|----------------------------------|
| Parochial Tribunal | Tim Stephenson<br>Patty McKnight | Tim Stephenson<br>Patty McKnight |
| Envelope Secretary | Piers Hemmingsen                 | Piers Hemmingsen                 |

## NON-ELECTED POSITIONS

| Position                  | 2023 Holder                     | 2024 Nominee                    |
|---------------------------|---------------------------------|---------------------------------|
| Altar Guild               | Roberta Laking Kananaj          | Roberta Laking Kananaj          |
| Bookings                  | Shelagh McPherson               | Shelagh McPherson               |
| Children & Youth Min Ctte | Jay Haddad                      | Jay Haddad                      |
| Christian Education       | Mary Conliffe/Phil Snider       | Mary Conliffe/Phil Snider       |
| Christmas Market          | Tim Stephenson                  | Tim Stephenson                  |
| Coffee Cohorts            | Jay Haddad                      | Bernard Sanders                 |
| Counting Teams            | Shelagh McPherson               | Shelagh McPherson               |
| COVID Protocols           | Tim Stephenson                  | (disbanded)                     |
| External Signage          | Roberto Grillo/Kathie Wagg      | Roberto Grillo                  |
| FaithWorks Coordinator    | Judith Kidd                     | Judith Kidd/Jenny Formanek      |
| Garden Coordinators       | Patty McKnight/ Ingrid Whitaker | Patty McKnight/ Ingrid Whitaker |
| Health, Safety & Security | Cindy Paget                     | Cindy Paget                     |
| Heritage & Archives       | (vacant)                        | Jonathan Gentry                 |
| Library                   | Samantha Thompson               | Samantha Thompson               |
| Livestreaming Team        | Ian Greene                      | Robert Snow                     |
| Memorial Fund             | Brian Bradstreet                | Brian Bradstreet                |
| Missional Team            | Kathie Wagg                     | Kathie Wagg                     |
| Newcomers/Greeters        | Janet Reid-Nahabedian           | Janet Reid-Nahabedian           |
| Newsletter                | Ian Greene/David McKnight       | Ian Greene/David McKnight       |
| Outreach                  | Judith Kidd                     | Judith Kidd                     |
| Quiet Garden              | Margaret Douglin                | (resigned-pos. vacant)          |
| Readers                   | Bill Keel                       | Bill Keel                       |
| Servers                   | Lynn McKnight                   | Lynn McKnight                   |
| Sidespeople               | Glen Storey                     | Glen Storey                     |
| Stewardship               | Michael Attwood                 | Michael Attwood/Peter Chauvin   |
| Vestry Clerk              | Andrea Zinn                     | David McKnight (appointed)      |
| Website/Facebook          | Patty McKnight/Andrea Zinn      | Patty McKnight/Andrea Zinn      |

## **Reports from Church Groups**

### **Altar Guild**

The Altar Guild is responsible for the procurement, care and maintenance of items used in worship at St Martin's. We look after communion vessels, vestments, altar frontals, candles and candlesticks, incense and charcoal, flower arrangements, processional crosses, thuribles, communion wafers, and much else besides.

Our role requires regular communication with the clergy, servers, treasurer, office administration, caretaker, florist, various suppliers, other churches, any group with special requests, and members of the congregation.

A short introduction to the work of the Altar Guild for a Christian Education Zoom session in December has led to an invitation to take part in another longer session in April on Anglican history and liturgy. Watch for the announcements!

As pandemic restrictions eased we have seen a return to many things we did in the past. Sunday attendance has increased, and the chapel is in use for Tuesday morning services. We are once again using the chapel frontals and vestments.

After several years of delay caused by supply issues, a new green chasuble in tropical-weight wool was made by Strands Embroidery of Cavan ON.

Patricia Boulden did extensive repairs to the green frontal used in the church. It now hangs from hooks rather than a long brass rod and is much easier to handle.

Restoration has begun on the white church frontal. The embroidered appliqué sections date back to the original white frontal rescued from the fire at St Martin's old Perth Avenue location. They were mounted on new silk backing by Mildred Rowland, who in the early 1960s made the frontal we still use.

Some sections of embroidery are crumbling from age and use, and many are too large to be repaired in-house. The Altar Guild has been consulting with The St James ACW Needleworkers, who have the resources needed for a full restoration including new silk backing. The whole project will take a year or more, and will cost several thousand dollars.

There is enough remaining of the Ventham monies to cover the materials, but more will be needed for the labour.

On the wish list: A set of new white and gold silk dalmatics to match the St Martin's chasuble and restored frontal. An attempt was made to repair the old ones but the fabric is too weak to hold its shape. We plan to have the ACW order sufficient white silk for these as well as the frontal.

Thanks to the Altar Guild members who have served faithfully every week, and to all who have helped us behind the scenes in so many unexpected ways. Most weeks there are only three people to do the work needed to keep things running smoothly on Sundays.

We give special thanks to Fr Philip and to Fr Carefoote for their leadership, flexibility, creativity and help in every way.

Respectfully submitted  
Roberta Laking Kananaj

## **Children's and Youth Ministry**

In April of this year, I walked into the guild room at St Martin's for my second interview for the Children's and Youth Ministry Associate position. My interviewers were one of the church school kids and one of the youth. That day, I realized that this is a parish that truly values your youth and children, and I knew that this is a parish I want to be part of. I am very grateful for this opportunity to work with this parish's children and youth.

**Church School** has been running weekly this year. We continued using the Spark Programme in the spring, which followed the lectionary readings. Over the summer, we did a series on the creation narrative, learning from the scripture and the garden around us. In September and October, I was on medical leave following an operation, and I am extremely grateful to Ian Greene for taking charge when I was away. Ian led a series on the Lord's Prayer and the Beatitudes while I was on leave. Upon my return, we continued learning about the Sermon on the Mount until Christmas Pageant rehearsals started in November. On Christmas Eve, we had a very successful Christmas Pageant. Huge thanks to our amazing cast of kids and adult volunteers!!

**Youth Group** had a slow start to the year but got going in earnest in the fall. We meet once a month and currently have four youth who regularly attend. We eat together, discuss our faith, and learn about the bible. The St Martin's youth also volunteer as servers, running the live stream, and helping with church school. The youth have also been involved in a few events in the wider diocese. At the end of September, one of our youth attended the Recharge Youth Retreat run by the diocese. In November, two of our youth joined me as youth delegates to Diocesan Synod. At the beginning of December, one of the youth and I attended a Youth Worship Night hosted by All Saints Kingsway.

I feel very honoured to have the privilege of working with these children and youth. They are an amazing group of kids and teens, and getting to know them gives me so much hope for the church's future, knowing it's in their hands.

None of this work would be possible without an amazing volunteer team. Ian Greene, Mary Conliffe, and Elaine Lumley help church school run smoothly, Ella Kennedy is our wonderful nursery assistant, and Phil Snider helps out with youth group. There are no words to express the depth of my gratitude to this group of people.

Thank you for your continued prayers for the St Martin's Children and Youth Ministry.

Respectfully submitted in resurrection hope,  
Finn Keesmaat-Walsh  
Children and Youth Pastoral Associate

## **Christian Education**

The Christian Education Committee has been hard at work this last year, producing several educational series to help us deepen our understanding of our faith and help connect us as a parish. We continued online as we have been in doing the last few years. Our first post-Vestry series was our Lenten series on the Gospel of John, hosted by our own Dr. Joe Mangina and Father Philip in one of our early forays into a hybrid online-in person format. That was followed by our Sacred Spaces series, hosted by Tim Stevenson, and featuring Father Carefoote, Bishop Kevin Robertson and many of our own parishioners, who reflected on the places which inspired



them and helped them develop their faith. Over the summer, we continued with our Summer Book series, featuring the novel, **Giliad** by Marylynn Robinson and **How to Be**, a series of published letters by Judith Valente and Brother Paul Quenon (of Gethesemani Abbey in Kentucky). As usual, our summer books inspired interesting discussions when we discussed them in September. Our next series was Father Carefoote's fascinating 'Christianity and Culture in Toronto' series, which gave us an interesting view on the evolution of the Anglican church in this city. November and December brought with them a session on the Parish Profile, presented by the Parish Selection Committee and a session during Advent on St. Nicholas by our Children and Youth Pastoral Associate, Finn Keesmaat-Walsh, and one of our youth, Gregory Conliffe. We wrapped up our year on our traditional session on the Social Justice Vestry motion on the housing crisis, hosted by Judith Kidd, which featured excellent speakers who guided us through this important topic we will be considering later in the Vestry meeting.

My co-chair, Mary Conliffe, and I look forward to another year of interesting and, we hope, helpful educational series. Coming up in Lent, we have a series planning on the Psalms, which will focus on understanding these ancient poems, especially as ways to learn to pray. We will be reading Walter Brueggemann's **Praying the Psalms** and each week will bring new speakers to speak about the psalms themselves.

Before closing, we want to thank the various members of the Christian Education committee- Judith Kidd, Father Carefoote, Tim Stevenson, Peter Chauvin, Ian Greene and Finn Keesmaat-Walsh, who have given them time and expertise to produce our various series.

Respectfully submitted,  
Mary Conliffe, Phillip Snider

### **Christmas Market**

This was the second in person Christmas market after the pandemic and we continue to seek the balance between what the community would want and the number of volunteers who can be recruited. We raised slightly more than \$10,000 which is down slightly from 2022. This year we had a table of books and CD's (Nadine Barmania) which had an eclectic selection and brisk sales. The jewelry table (Maggie Knight) held steady and is an attraction for many in the community. The bake table (Kathie Wagg) is a particularly dependable fundraiser and always sells out. There were children's activities (Finn Keesmaat-Walsh) and Surprise Sacks (Gayne Brawn). The craft table (Nadine Barmania) did very well this year and was able to sell sweaters that did not move last year. The Silent Auction (Susan Goddard) was only in person because offering online and in-person is significantly more work. Glen Storey and several volunteers offered food in the garden and by the end of the day they had sold out of some of the sandwiches.

The Christmas market remains a significant event for the parish and as we prepare for next year we will focus more on promoting within the community. After many fruitful years Susan Goddard is stepping away from chairing the Silent Auction and she hopes in future we can get more donations from parishioners. The bake table will be reaching out for more donations, particularly of desserts.

Respectfully submitted,  
Tim Stephenson, Chair



## **External Signage**

External signage at St. Martin's has two components:

1. The two changeable signs – the two sided one located close to the Lychgate and the second one on the outside wall of the church facing Indian Grove;
2. The various banners that are displayed on the fence from time to time.

This signage is important for communicating events and other positive messages to our local community.

I would like to especially thank those who have participated in both of these in the past year – Ian Wrong and Roberto Grillo-Galvez with the Changeable signs and Glen Storey with the Banners. Unfortunately, Roberto is not able to dedicate the time necessary for 2024, but Gregory Conliffe has volunteered to replace him. Thank you, Gregory.

We would welcome new volunteers to assist with both.

Respectfully submitted

Kathie Wagg

## **Garden Group**

A small but dedicated group worked in the garden this year doing all the regular maintenance tasks like weeding, pruning, planting and watering.

As a mature garden with many flowering shrubs and trees, we use mostly perennial plants but do plant a few annuals each year.

Our spring garden is magnificent with flowering cherry trees and hundreds of colourful bulbs on display. People come from all over Toronto to enjoy and photograph all the wonderful flowering tulips and daffodils that we continue to plant annually.

Our garden is used throughout the season by neighbours from local apartment buildings and retirement homes and also from the children from local schools and the summer daycare located in the church itself.

The 75 year old burning bushes in particular are favoured by small ones as climbing practice and we keep them carefully pruned so as not to harm these active daycare children. David McKnight is our pruning guru.

Overall, we maintain the flowers, shrubs, trees and native plants for all to enjoy and we are always happy to see that the St. Martin's garden is a favourite place to enjoy the natural world for many people. Thanks go to Glen Storey and Bernard Sanders for their help on the lawn.

We thank those of the parish who worked so hard this year to keep our garden such a wonderful space especially Melly Barwick, Kathy Wagg, Eilonwy Morgan, Ian Greene and David McKnight. Thanks also go to the Toronto Parkdale Horticultural Society which continues to donate garden maintenance funds.

Anyone looking to work outdoors in pleasant surroundings is always welcome to join our team.

Respectfully submitted,

Ingrid Whitaker and Patty McKnight

## **Library**

Work continued this year on clearing up the pandemic and post-pandemic backlog of books left at the church for possible donation to the library. With this partially completed, the library turned once again to purchasing new volumes to address identified topical gaps in our collection. (Purchases of new books had been paused since the pandemic.) Purchases in late 2023 include, for example, *The Jewish Annotated New Testament*, books on the history and relationship of the Church and Indigenous communities in Canada, and a book on investing from a Christian perspective. These books should be processed and accessible on the shelves in a few weeks.

Book cards associated with borrowed but long-absent books have been assessed against shelved holdings in preparation for reminder calls to parishioners, or for possible replacement. This process also helps prepare for a full inventory of our shelves against our database, projected for 2024. (A systematic inventory check has not been conducted since the refurbishment of the library a few years ago.)

Respectfully submitted,  
Samantha E Thompson PhD MLIS

## **Livestreaming**

I'm delighted that Robert Snow will be succeeding me as chair of the livestreaming committee in 2024.

The average number of concurrent viewers during our live streams in 2023 was 12, compared with 20 in 2022, and 41 in 2021. The reason for this drop is that more parishioners are attending church in person instead of on-line because many COVID restrictions have been lifted. However, the number of "views" following the services has increased significantly, from 113 per service in 2022 to 206 in 2023. Nearly all of these additional views occur within a week after the service. Clearly, there is a trend for on-line viewers to watch the service during the week following the service, and that this trend is increasing. Of the live stream views, only 6 per cent occur on the day of the service, and 94 per cent occur during the next week. This trend includes our own parishioners, as well as viewers around the world, but we have no way to distinguish.

During 2023, our live stream services had nearly 15,000 views, locally and around the world.

The number of views was highest in June and July. This would partly have been because of parishioners on holidays, and partly because of the live streamed funerals of Gail Renouf and Brenda Bodkin.

A quarter to a third of the views involve more than one person sharing the same device. YouTube counts "devices" (computers, tablets, smart phones) not persons. If we assume that more than one person is watching on a third of the devices, then the average number of people viewing live in 2023 would be perhaps 25 per cent higher.

During 2024, our major goal is to improve the quality of the sound from the choir and organ. The church has hired an audio consulting firm to recommend how we can improve the sound quality of our live streams. Once we have the recommendations, we will implement them in 2024.

We have been fortunate at St. Martin's that we have a team of talented and enthusiastic volunteers to ensure that we can offer live stream every Sunday. These are Girum Greene, Gregory Conliffe, Ian Snider, Quinn Kenedy, Lynn McKnight, Prince Emanuel Adjin-Tettey, Robert Snow, Jaby Mathew, Aiden Keyser, and Kyi Kyi Thin, in addition to myself. Robert and Prince Emanuel have been our technical experts for live streaming, and we rely on them to resolve issues that arise from time to time.

We note that four of our live streaming volunteers are also Server volunteers, and so they do double-duty. We thank them for their dedication. Because of the overlap, Lynn McKnight has kindly taken on the task of producing an integrated bi-monthly schedule. Our team combines adults and youth.

We need more volunteers. Adults can learn new skills that are not difficult to learn and are fun, and youth can earn volunteer hours for high school. Please contact me with inquiries: [iangreene0766@rogers.com](mailto:iangreene0766@rogers.com), or 416-561-8742.

The St. Martin's You-Tube channel has 242 subscribers, an increase from 190 in 2022. Please consider subscribing to the St. Martin's YouTube channel if you haven't done so already. The advantage is that as soon as we schedule a live stream on Sunday morning about a half hour before the service, you will receive a notification in your email that the service has been scheduled. Then all you need to do is to click on the link in your email to watch the service. This is particularly helpful when there are services scheduled other than Sundays, such as during Advent, Lent, or for a wedding or funeral. To subscribe, simply click on "subscribe" below the live stream of the service you are watching. The link to all the live streams is on the St. Martin's web page, and here: <https://www.youtube.com/channel/UCuFiE1n5aFyJuuzxPRQYPKQ>.

Respectfully submitted  
Ian Greene

### **The Lychgate**

Since Vestry 2023, four issues of *The Lychgate* have been published, on March 26, June 4, September 24, and December 10. The next issue is scheduled to be released on March 24, 2024, with submissions due by Sunday, March 3.

In 2024, *The Lychgate* will be distributed as an email attachment. We will continue to mail hard copies to those who do not have an email address. An advantage of the electronic version is that the photographs are in colour. The current and past electronic versions, since Easter 2016, are available on the St. Martin's web site under the "parish life" link.

We would like to thank the dozens of parishioners who contributed to the 2023 editions of *The Lychgate*. In particular, we would like to thank those who agreed to be featured in Parish Profiles. *Please let us know if you would like to be featured in 2024, or if you would like to suggest someone we could feature.* We also welcome articles or suggestions for future topics. *The Lychgate* also needs more volunteers – especially for writing articles. Contact Ian at [iangreene0766@rogers.com](mailto:iangreene0766@rogers.com).

Respectfully submitted,  
Ian Greene and David McKnight, Co-Editors

## **Missional Team**

What is Mission? *It requires an outward focus, rather than inward. It calls us out of the building into the neighbourhood, and invites us to serve as Christ's hands and feet, and heart and mind"*

Fr. Andrew Macdonald

2023 was the first year of full operation of the Missional Team since the Covid lockdown. The Team planned and implemented a successful Blessing of Bicycles, our ever-popular Neighbourhood Fun Fair, and a well-attended Blessing of Pets. The Team maintained the Blessing Box and managed 2 sessions of Pickleball each week. Net revenue from Pickleball in 2023 resulted in \$1,000 being donated back to the parish - \$500 for the Redwood Shelter and \$500 for Missional activities. Unfortunately the very popular Caroling in the Garden was rained out in December – something that has never happened before – and we hope won't happen again.

The Team met recently to plan activities for 2024 and planning is now underway for more activities we hope will attract our neighbours. The Missional Team are the planners of these events but we rely on members of our Parish Family to participate in the implementation and make these successful. The Team is so grateful for that participation. You do not disappoint us.

The Missional Team consists of Canon Alyson Barnett-Cowan, Lexi Brennan, Jay Haddad, Tim Stephenson, Glen Storey, Alex Tinius and Kathie Wagg. Thanks to all for their dedication to our Mission. If this group interests you, please speak to any member about joining us.

Respectfully submitted,  
Kathie Wagg

## **Music**

This has been a year of transition. Not only did we shed most of the Covid protocols, but in April, Fr. Philip retired after close to twenty-six years of service. The choir did a splendid job of Holy Week for Fr. Philip's last time, and special music for his final Eucharist.

The parish has been fortunate to have Fr. Carefoote with us. I have known PJ for almost thirty years when he joined the choir in the mid 1990's. Several choir members have been around this long as well, so we regard him as an old friend. He knows the parish, its liturgy and music well. We have been blessed with excellent sermons and fine singing at the altar.

This year, the choir has been able to do more challenging music. One selection-Ben Parry's Adam Lay-y-Bounden, which I purchased just about a month before Covid hit, and was planning to do at the 2020 Carol Service, was quite a challenge. It was performed by King's College Cambridge at their previous Carol Service. We did an excellent job at our service this year.

We have been lucky to have the assistance of many fine instrumentalists this year. Zoe Thiessen, with her fine playing on the violin, Nancy Nourse with her flutes, Samantha Thompson on harp and Paul Sanvidotti on the trumpet.

In addition, Rob Hamilton was able to be with us for part of May and most of June through late August. This allowed me to have several Sundays off for the first time in four years. It also allowed us to do some interesting repertoire which requires both an organist and conductor.

The choir is beginning to grow again after the shock of the pandemic. And I must thank Kathie Wagg and Lexi Brennan for their wonderful work with the music library. It isn't easy dealing with

all of the work required to file the great amount of music we go through. Lexi has also been so diligent dealing with the One License filings (for livestream copyright) which have to be done on a regular basis. My thanks also to Andrea Zinn, who is doing a wonderful job in the office, putting together all of the leaflets (no easy task) and helping us deal with change.

Our outreach this year has involved the Advent Carol Service which raised money for the Bloor West Food Bank. We also had consultants in to listen to this service, with organ, piano, choirs singing from different positions in the church, as well as trumpet, flute and violin. At the time of writing, we are awaiting the report which should help the parish to have better sound for the livestreams.

My thanks as always to all our dedicated choir members, the clergy and wardens and to the whole congregation who make the music at St. Martin's sing.

Respectfully submitted,  
Jack Hattey

### **Newcomers/Greeters Committee**

The role of Greeter (started during Covid protocols) is now part of our parish ministry. The Greeter is at the main entrance of the church building to welcome all who come to a service. In 2023 we have seen some parishioners coming back to church as we moved out of the pandemic, and many new people coming through our doors, a few of whom have joined the parish. A warm greeting at the door acknowledges that we are all members of a great family - the Body of Christ.

Some research suggests that, fair or not, a congregation has only a few minutes to shape a visitor's perception. Our Greeters continue to have a special focus on visitors and newcomers - interacting for as long as may be needed before, and after, the service. A welcome package with two souvenirs and information about the liturgy and the community is offered. Learning to engage visitors and newcomers appropriately is a work in progress.

St Martin's seems to be blessed with a significant number of new people who find their way to us. It's a gift at a time when churches are struggling to grow. One of the best things a warm church can do is to help a visitor have a pleasant experience. Each of us has a part to play in being alert for visitors and newcomers.

Let's hope that we can expand our efforts to welcome newcomers and help integrate them into parish life. Going forward it would be helpful to have, in addition to Greeters, some volunteers who would be willing to help plan and support/participate in ways to introduce and assist newcomers. Sincere thanks to the thoughtful and caring volunteers who have been serving so willingly as Greeters.

Respectfully submitted,  
Janet Reid Nahabedian

### **Outreach and Faithworks Committee**

It was another full year for the Outreach and Faithworks Committee. The Outreach Committee is committed to reaching out to the vulnerable, marginalized or disadvantaged, as we are directed through Gospel, to love not only in words and speech but in actions and in truth.

We have tried to do this both directly and by providing support and resources to organizations in our neighbourhood who are serving these communities. For instance, this year we are working with families who have fled the war in the Ukraine and also have children with special needs. They have developed a program supported by the Canadian Ukrainian Congress at a number of locations and the one at St. Martin's is considered an Outreach program. The families meet in our parish hall every two weeks and members of the Outreach committee are present to assist not with the direct children's programming but to help with support of the parents and volunteers.

Another initiative the committee took on was to find additional ways of addressing Food Insecurity. We joined a number of neighbourhood parishes to support the Bloor West Food Bank. By supporting the Food Bank, not only are we able to provide a resource for the one in 10 Torontonians who need to access a food bank, but we have added our voice to others who advocate so effectively to address the underlying causes. We continue to support Feed It Forward, the unique organization that addresses food insecurity and food wastage in our neighbourhood. We finished the year working with our adjoining parish of St. Olave's in hosting a dinner for single folk using the food bank. It was a wonderful, fun project that we hope to participate in again.

In addition to our long-standing request for donations of outerwear for Romero House in the spirit of St. Martin, this year we also responded to the Romero House need for diapers for the many children of their families. We also continued with, hopefully, fun ways of raising funds to go to clean water projects in indigenous communities by selling geraniums (many that found their way to the church garden) and the support of The Redwood Shelter by selling decorations for the Advent tree.

We had another successful campaign to provide information about the work supported by Faithworks within the whole diocese and nationally and internationally through PWRDF. We also had a fun walkathon on Toronto Island in June to raise funds for the programme.

We also had a fun project that just didn't work. We attempted biweekly, neighbourhood walks from April to the end of August. I want to thank Jenny and Mely who were there at every session to provide refreshments. Their participation was so appreciated.

The only way all this works is because of the contributions - through time and donations - such generous donations of both money and 'in kind' from the whole parish - many, many thanks. And without the wonderful work of the members of this committee - who donate so many hours to these important activities.... Adrienne Beecker, Almut Brenne-Davies, Aster Samuel, Elaine Lumley, Glen Storey, Jay Haddad, Jenny Formanek, Kathy Mansfield, Sheila Wadie. We welcome two new members this year Mely Barwick and Linda Markowsky.

Respectfully submitted,  
Judith Kidd

### **Property Management**

Capital expenditures in 2023 were about \$19,000 for engineering consultant fees for the assessment, preliminary planning and cost estimating for the Church heating system upgrade project and approximately \$11,000 to repair the existing heating system to keep it operational.

An additional \$7200 was spent on regular repairs and maintenance covering miscellaneous minor repairs and ongoing services (e.g., lift license, alarm monitoring, light bulbs, emergency lighting batteries, replacement of the emergency exits signs and lighting with modern LED units). Plans to replace the clerestory roof membrane and replace and reslope the clerestory window flashing at the Church were deferred.

In 2024 the primary focus will be the replacement of the church's boilers and other improvement to the heating system and repairs and renovations to the Rectory. The heating system work was approved at the Special Vestry held on December 3, 2023. The professional consultant Dialog has been retained for preparation of the final plans for the procurement and installation of the upgraded heating system in 2024. A joint inspection of the Rectory by representatives of the Parish and the Regional Dean pursuant to Canon 20(4)(3) was completed January 19, 2024, in anticipation of occupancy by a new Rector. A list of required improvements will be developed, including the installation of air conditioning; Management Board will apply for a Carleton Fund Grant to help offset the costs. The Health, Safety and Security Committee has recommended the replacement of fire extinguishers that have expired. Other projects identified in previous Vestry reports will be considered based on the expenditures for the Rectory and the urgency of the required work, funds available and the ability to engage appropriate contractors.

In closing, I would like to thank all the volunteers who contributed their time and talents.

Respectfully submitted,  
Mark Kolberg

### **Servers' Guild**

The serving team continued to evolve over the course of 2023. We maintained a steady group of servers and subdeacons including adding two new servers in January 2024. This means we now have 16 in total, with two people who are both server and subdeacon.

We continued to have one server at each 8:30 AM Sunday service and 10 AM Tuesday service. There are usually just two servers at the 11 AM Sunday service, with some Sunday's having three when we have two acolytes. There are three servers who take turns doing the 8:30 AM services, nine servers who serve at the 11 AM services and two servers who take turns at the 10 AM Tuesday services. We have been fortunate to have had Nadine Barmania start serving at the 11 AM services mid-2023 and we've just had two new servers trained in January 2024 with Elaine Lumley joining the 11 AM group and newcomer Danny Nie now serving at the 8:30 AM service. They are all very welcome additions to our team.

We have three sacred ministers at our 11 AM services whenever Canon Alyson is available to be deacon which seems to occur about once a month, though more often at Christmas and Easter services. On all other Sundays for the 11 AM service the subdeacons sit in the congregation, unless already serving (Phil Snider or Lynn McKnight) and read from the lectern microphone. This has been our practice since we gave up using the floor microphone on the chancel floor. On Sunday's when subdeacons sit in the congregation, they enter the sanctuary after the Eucharistic prayer to deliver the communion cup along with a server.

The team has adapted easily to working with Fr. Carefoote since Fr. Philip retired. With his guidance we have returned to the practice of reading the gospel in the nave aisle surrounded by the congregation. With the thurifer and crucifer role being handled by one server, we have elected to have the thurifer lead the procession into the nave with a server or subdeacon holding the gospel book and either the deacon or priest reading.

Other recent changes are during the offertory with the return to having the elements carried forward by members of the congregation and the collection plates passed by sidespeople, then brought to the communion rail to be received by the server just prior to the Prayer over the Gifts. Everyone has been open to resuming these practices and all have adapted nicely.

We are fortunate to have our strong team of servers for our three regular services and I give my thanks to all of them for their dedication to the team. We were all sad when Andrew Bell, who had been on leave, decided he would not be returning to St. Martin's. He was a long-time server and we miss having him in the group.

Respectfully submitted,  
Lynn McKnight, Servers Guild Leader

### **Sidespeople**

Canon 16 of the Diocese of Toronto states that Sides People "receive and seat the Congregation in the Church and maintain order in and about the Church during divine worship."

We were very busy this past year especially during Easter and Christmas Services managing with 14 sides persons on 7 teams. As you may know we have returned to "Presenting the elements" which are gifts from the People at the beginning of "the Peace" and also using the collection plates again during the "Offertory Hymn."

Thank You to the Sides People, the Clergy, Servers and the Parishioners that have supported this ministry over the past year. Your efforts are greatly appreciated.

If you are interested in volunteering for this important Ministry or have any questions you can contact me at [storeybook25@gmail.com](mailto:storeybook25@gmail.com)

Respectfully submitted,  
Glen Storey

### **Stewardship Committee**

The mission of the Stewardship Committee is to develop a strong stewardship culture at St. Martin's, remembering that stewardship is a complete lifestyle based on gratitude for and the eager sharing of the gifts we have been given. Stewardship is about far more than money. It is also about offering our Time and our varied Talents to build our community. We strive to make stewardship top of mind throughout the year.

We held our annual Stewardship Campaign, on the theme "Moving Forward with Faith", in October/November. In addition to a colourful brochure mailed to parishioners, we heard an uplifting lay address on Stewardship from parishioner Elaine Lumley on November 19th.

During November, under the auspices of the Christian Education Committee, we hosted two Zoom sessions on Stewardship. The first session, led by Peter Chauvin, reviewed aspects of the



Stewardship Brochure. In the second session, Roberta Laking-Kananaj and Cindy Paget, provided detailed overviews of the ministries undertaken by the Altar Guild and Health & Safety Committee, respectively. Both sessions were well attended.

The Committee consists of Cyriline Taylor, Janet Reid-Nahabedian, Peter Chauvin, Nadine Barmania, Jay Haddad and Michael Attwood, who stepped up to chair the Committee during the year, following the tragic sudden death of Steve Simpson. We are particularly grateful to Father Carefoote for his valuable support and guidance to the Committee during the year. The Stewardship Committee is a small but committed group. We would certainly welcome new members. So if you might be prepared to join us, we would love to hear from you.

Michael Attwood

For the Stewardship Committee

### **Social Justice Vestry Motion 2024: Protecting and Advancing the Right to Housing**

#### **Background**

Canada has ratified the human right to housing in multiple international treaties, including the Sustainable Development Goals. The National Housing Strategy Act (2019) commits the federal government to the progressive realization of the right to housing. This does not mean that the government guarantees everyone a home. What it does mean is that the government must do everything in its power to realize the right to housing for Canadians, including removing obstacles and barriers to the realization of that right.

Three key aspects of the right to housing are **affordability**, **security of tenure** and **habitability**. Affordability is threatened when housing costs exceed 30% of a household's pre-tax income. Security of tenure is threatened when people are subject to eviction for no fault of their own, such as expropriation or arbitrary eviction. Habitability is threatened when units are not kept in an adequate state of repair.

Most recent government policy around affordable housing, at both the federal and provincial levels, has focussed on supply. Considering that both levels of government stopped creating non-market housing in the 1990's, we have a 30-year deficit in that supply. Worse, we are losing existing affordable housing faster than it is being built. For every new affordable rental unit created between 2011 and 2016, 15 units were lost in the private rental sector.<sup>1</sup> We cannot merely build our way out of the affordable housing crisis: we must also take measures to prevent the loss of existing affordable housing stock.

In the 1990's, as governments in Canada withdrew from investing in social housing, they also made several regulatory and legislative changes. These changes permitted the securitization of mortgages removed restrictions on the type and location of assets pension plans could hold, and enabled the creation of Real Estate Investment Trusts (REITS), which provide investors with access to real estate income at a preferential tax rate. These changes have accelerated the acquisition of existing rental housing by corporate investors whose primary purpose is to minimize costs and maximize profits for shareholders, rather than to provide housing at a reasonable rate of return. This trend is known as the *financialization of housing*, and "is associated with rising rent levels, displacement pressure, impacts on tenant quality of life, higher rates of eviction, and gentrification."<sup>2</sup>

The pressure to minimize costs while maximizing profits for shareholders has adverse impacts on affordability, habitability, and security of tenure for tenants of corporate landlords. Routine maintenance and upkeep of buildings is often neglected or deferred while money is invested in cosmetic improvements that allow landlords to apply successfully for above-guideline rent increases. Tenants suffer from neglect of needed repairs and upkeep, disruptive construction, repeated above-guideline increases, and both legal and extra-legal tactics, including harassment, that pressure them to leave their units. Indeed, financial firms strategically pursue “turnover” of tenants to benefit from vacancy decontrol (the opportunity to raise rents between tenancies.) This puts a strain on the mental and physical health of tenants while putting their security of tenure in jeopardy. These harmful effects are disproportionately experienced by people who are Indigenous, racialized, disabled, and newcomers to Canada, as well as those on low or fixed incomes – the same “vulnerable groups” that the National Housing Strategy is designed to assist.<sup>3</sup>

Some corporations buy up multiple rental units and divert them to the short-term rental market (i.e. AirBnB) This keeps these units from being accessible to local residents, and drives up rents in the area. It is happening in communities large and small, urban and rural alike.

Carol, a renter in Toronto, lives in a building recently acquired by a REIT. She describes “a real struggle getting any work done”, with pest control, break-ins, and a non-functioning elevator being ongoing problems, while the owner was granted back-to-back above guideline increases. “We are always on edge because they have all the power and money to win things. It’s exhausting for us,” she says.<sup>4</sup>

Whitney is a mother of three who has been renting a house for five years in a small town with a very low rental vacancy rate. While her rent has been increasing each year as her landlord makes upgrades and applies above guideline rent increases, her own income has not been getting upgraded. Whitney is worried: “If the rent goes up anymore, I don’t think we’ll be able to stay—where will we go?”

Nicole leads an outreach team in a small community, supporting people experiencing homelessness. She recently realized how precarious her own housing is. After over 10 years of renting a house, she and her husband were given sixty days to vacate as the landlord elected to put the property up for sale. Nicole and her husband could not afford to purchase it and so, with limited options, short notice, and high prices, they had to leave the community to find housing. While Nicole continues to lead outreach work in the community she loves, she now commutes to work. It turns out the landlord didn’t sell the house after all - it is being rented again to new tenants at a new (higher) price. Nicole says, “Thankfully we were able to live with my parents for a few months until we could find a place. If it can happen to us, it can happen to anyone.”<sup>5</sup>

Protecting and advancing the right to housing for people like Carol, Whitney, Nicole and their families means removing the barriers to housing that is affordable, habitable, and does not expose renters to arbitrary eviction. To make this happen, governments should ensure that public funds are targeted to the creation and preservation of housing that commits to those principles. Real Estate Investment Trusts, which have been shown to erode the right to housing, should be taxed at the regular corporate rate, which would make hundreds of millions of dollars in revenue available for creating and preserving truly affordable housing<sup>6</sup> The province must end the vacancy decontrol loophole, which gives landlords an incentive to evict tenants, and work

with municipalities to create and enforce restrictions on short-term rental operators so valuable units are not removed from the rental market.

Scripture recognizes the human need for shelter, security and dignity. Isaiah 32:18 reads, “My people will abide in a peaceful habitation, in secure dwellings, and in quiet resting places.” If Canada is a country truly committed to realizing the right to housing, our laws and policies must reflect this commitment.

## **Motion**

**We, the parish of St. Martin-in-the-Fields, Toronto, call on all levels of government to take the following measures to protect and advance the human right to housing:**

- **We call on the Government of Canada to ensure that federal subsidies and incentives are targeted to those developers and projects that demonstrably address housing need and uphold the human right to housing by meeting clear conditions on affordable rents, non-displacement policies and eviction prevention measures.**
- **We call on the Government of Canada to end the favourable tax treatment of Real Estate Investment Trusts (REITs) and tax them at the regular corporate rate, with resulting revenues being directed toward the creation and preservation of affordable housing.**
- **We call on the Province of Ontario to enact rent controls and vacancy controls on all rental housing and put restrictions on Above Guideline Rent Increases.**
- **We call on the Province of Ontario to work with municipal governments to enact and enforce restrictions on short-term rentals to protect rental housing stock.**

1 <https://www.focus-consult.com/why-canada-needs-a-non-market-rental-acquisition-strategy/>

2 August, Martine. 2022. *The financialization of housing in Canada: A summary report for the Office of the Federal Housing Advocate*. The Office of the Federal Housing Advocate.

3 August, 2022

4 ACORN Canada. 2022. *The impact of financialization on tenants: Findings from a national survey of ACORN members*. The Office of the Federal Housing Advocate

5 These are the stories of real people living in our Diocese. “Whitney” and “Nicole”’s names have been changed.

6 <https://www.pbo-dpb.ca/en/publications/RP-2324-001-M--cost-removing-tax-exemptions-real-estate-investment-trusts--estimation-couts-elimination-exemptions-fiscales-accordees-fiducies-placement-immobilier>

## **Vestry Report – Parish Selection Committee**

Following the announcement of Father Philip's retirement, Bishop Kevin Robertson directed the Wardens to form a committee to advise him on the selection of the next incumbent Priest at St. Martin-in-the-Fields. The Parish Selection ("PSC") was approved by Special Vestry held on March 26, 2023.

The committee members are Rector's Warden Jay Haddad, Deputy People's Warden Nadine Barmania, Ron Cheung, Ian Greene, Anne Longmore, Patty McKnight, Cyriline Taylor and Kathie Wagg.

In May 2023 Bishop Robertson and Archdeacon Palmer along with our coaches Bill and Cathy Matthews of St. Peter's Erindale, met with the committee to provide guidance and support. Bill and Cathy have faithfully attended all meetings of the PSC to assisted us through the process.

Our primary task at the pre-application stage was to prepare a Parish Profile. This is a report which describes St. Martin's – our liturgy, our mission, our history, our buildings, our finances, our challenges, and our strengths. The Parish Profile is a description of St. Martin's for candidates' review and is a report to be used by our next priest and parishioners as we move forward.

In order to create the Parish Profile, the PSC canvassed the views parishioners in three ways – a Parish Survey, Group and Committee Leader Interviews, and a Parish Consultation.

The Parish Survey was designed to obtain parishioner's views on a topics ranging from priorities in worship style, traits most valued in our priest, strengths of St. Martins and areas where we could do better. We are grateful to the over 90 parishioners who responded to the survey in such a thoughtful manner.

St. Martin's has 29 active committees or groups. The PSC developed interview question and in July we met with each leaders or chair of the groups or committees. We have a summary description of each group, the group's mandate, mission/ministry, and the leadership, guidance or support that each group wishes to have from our priest. Thank you to the leaders and chairs for their input.

On September 24, 2023 the PSC hosted a Parish Consultation meeting. Over 50 parishioners attended this session for a focused discussion on what we value at St. Martins, our mission and ministries, our traditions and our future. We thank all participants for sharing their views. Based on the results of the survey, interviews and consultation, as well as further demographic, historical, financial and geographical research, the committee members drafted the Parish Profile between June and November 2023.

Bishop Robertson provided further guidance and approved the Parish Profile for publication on December 2, 2023.

The Parish Profile can be found on St. Martin's website <https://stmartininthefields.ca/wp-content/uploads/2023/12/StMartinInTheFields-ParishProfile2023.pdf>

The position of incumbent priest was published by the Diocese in Clergy in Motion and the National publication. We also advertised in "the Living Church" - an Anglo-Catholic publication in the United States.

The PSC will interview candidates after January 31, 2024.

Thank you to Bishop Robertson, Archdeacon Palmer, Bill and Cathy Matthews and Sue Willoughby. Elizabeth McCaffrey - the Volunteer Resource Consultant at the Diocese – was an invaluable resource particularly with the survey and communications.

We are fortunate to have skilled researchers and writers, experts in survey and interview development, members with expertise in human resources and graphic design on the Parish Selection Committee. We pray each meeting, that as we work together to discern who we are, and want to be, as a community in Christ that we will always hear and be mindful of Our Lord's voice.

It has been a pleasure working with this talented and dedicated group.

Respectfully submitted  
Nadine Barmania, Chair