

Business Plan

All Saints Anglican Church, CBS. NL

December 2010

Procedure for Capital Projects

The document provides an outline of the steps a Parish should take when planning a new building, extension or major renovation:

1. Vestry must approve idea and motion made to bring proposal to a congregational meeting.
2. Congregation must approve idea in principle and select a Building Committee to coordinate proposal. Minutes must be kept of all meetings and motions recorded.
3. Parish must send a letter to the Administration and Finance (A&F) Committee outlining preliminary proposal.
4. A&F will advise steps required to proceed and may suggest an initial meeting with the Property and Plans Sub-Committee (P&P) to review steps. A minimum of 3 representatives of P&P, including the Executive Archdeacon, must be present at meetings with a Parish or Parish Building Committee.
5. Parish must prepare an artist's concept, preliminary estimate and rough budget.
6. This information is brought back to a congregational meeting and a motion is made to prepare for this project by starting a "Building Fund".
7. Parish requests permission to set up a building fund from A&F.
8. The generally accepted procedure is that the Parish must raise 50% of the cost before applying to A&F to begin construction on the project. It should be noted that selling land and/or building assets might not be considered an acceptable way to raise the 50% required.
9. Once the Parish has raised the necessary funds, it applies to A&F using the permission forms found on the Diocesan website. Information to be included is as follows:
 - a) Copy of motion of vestry and congregation
 - b) Copy of plans for the project, including design specifications and tender documents.
 - c) Statement of how the project is to be funded
 - d) Current financial statement
 - e) Copies of three quotes for contract prices, noting which one the Parish proposes to accept.
10. A&F may refer the application to the Property and Plans sub-committee for review. This committee may arrange a meeting with the Parish Building Committee to review the project before making a recommendation to A&F.
11. Applications for large projects may not be submitted between June 1 and August 31, as the A&F committee is not in full session during the months of June, July and August.



Diocese of Eastern Newfoundland and Labrador

THE ANGLICAN CHURCH OF CANADA

2

The Right Reverend Cyrus C.J. Pitman
Bishop of Eastern Newfoundland and Labrador

ANGLICAN DIOCESAN CENTRE
19 King's Bridge Road St. John's, NL A1C 3K4

February 20, 2009

The Rev. Byron Barter
The Parish of All Saints
419 Conception Bay highway
C.B.S., NL A1X 7A2

Dear Byron,

I write as a follow up to our meeting of February 5th and your follow up letter, in which you brought Archdeacon Sandra Tilley, Elizabeth Barnes, and me up to date on the recent happenings at your parish and the motion from Vestry to worship in the parish hall due to concerns regarding the safety of your church building.

We suggest that your parish must take some time to step back and thoroughly evaluate your situation. It is imperative that you take steps to carefully evaluate the information you have gathered, to date, on your present church building. We suggest that you also determine the steps you need to take to get back into the building. If you look at it from the perspective of these three questions; what do we need to do to get us back into the building as soon as possible with a certification that it is safe to occupy; what do we need to do if we will be occupying the building for up to 10 years; and, what do we need to do if we are to stay in the building indefinitely. We suspect that much of the information may already be in your hands, but suggest that some conversations with your previous building consultant (Bae Newplan) may be in order.

Our next suggestion is that you also have your financial adviser prepare detailed financial projections on both the above-mentioned steps as well as a detailed estimate of costs associated with the draft "new" building proposal you have on hand. It is important that careful estimates be prepared on the total fundraising that would be required as well as monthly expenditures, including loan or mortgage payments that will be required upon completion of the building.

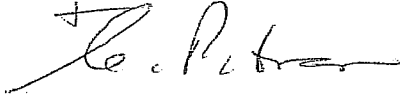
Once all this information is gathered we suggest you hold an information session for your parish; this would not be a time for debate or questions, but a time to provide the parish with detailed information. It may be necessary to do this in more than one session. The next step, on another date, would be a question and answer session; again, no debate, but a time for people to ask questions with your financial and building consultants on hand. The last session, on still another date, would be a time for debate and a decision on the path forward.

February 20, 2009

This is a great deal of work, but we feel it is necessary to ensure the parish comes to the best possible decision.

We thank you for meeting with us and look forward to hearing your progress as you take steps to discern God's call as you move forward as a parish family.

Sincerely,

A handwritten signature in black ink, appearing to read "C. J. Pitman". The signature is fluid and cursive, with a small cross-like mark at the beginning.

The Right Reverend Cyrus C. J. Pitman
Bishop of Eastern Newfoundland and Labrador

ALL SAINTS PARISH

BUSINESS PLAN

- 1. Population demographics**
- 2.. Communication System**
- 3. # of contributors in past years**
- 4. Income in past years**
- 5. Expenses breakdown - capital, operating, cemetery, etc.**
- 6. Projected repairs to present structures - parish hall, church, cemeteries, summer projects...**
- 7. Salaries and benefits - clergy, secretary, caretaker, etc. - past and present.**
- 8. Operating costs since 2000.**
- 9. Utilities costs - heat and light, oil (parish hall vs church)**
- 10. Snow clearing.**
- 11. Parish size - seating capacity - size of new building option.**
- 12. Projected costs of upgrading the present church building and the cost of a new structure.**
- 13. Parish/community groups needing support.**
- 14. Present programs and their costs.**
- 15. Equipment purchases to be made - computers, copiers, mowers, etc. .**
- 16. Questions and answers (FAQ)**
- 17. Forms of fund raising to raise significant \$\$**

18. How do we increase givings?
19. How do we get new parish members?
20. Marketing.
21. PR
22. A plan for parish input.
23. Projected dates for beginning and completion of various stages of the complete project.
24. How engage parishioners to support the project?
25. What professional reports do we require?
26. If the decision is to repair/renovate the present structure what shape will the structure take?
27. What services/facilities do we need if we repair/renovate the present structure/new building.
28. When renovating/constructing remember our parish hall is almost 30 years old. So??
29. What should happen to our present parish hall?
30. Do we have rental income worth recording?
31. Cost of summer/holiday replacements or special needs projects.
32. Synod expectations \$\$.
33. Cost for repairs and up keep of present structures while raising funds.
34. Estimated cost of new structure with projected increases before construction.
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Construct new Church building

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**All Saints Anglican Parish
Conception Bay South
Business Plan for Church Building**

2. Gathering Essential Information:**2.1 Name and location of church building**

All Saints Anglican Church
417 Conception Bay Highway Conception Bay South NL, A1X 7A2

2.2 Church mission statement

The purpose of All Saints is to be a family of worshiping Christians dedicated to Christian Education, Spiritual Growth, Pastoral Care, Outreach and Fellowship.

Goals: To provide a safe and comfortable place for worship
To provide a caring place to meet our spiritual needs
To provide a place for friendly community gatherings and outreach

2.3 History of church/building

Construction started on the present wooden church building in 1931 and was completed in 1932. A full history of the church building is found in Appendix A.1.

2.4 Programs and services provided/housed in church building

There are approximately 42 active committees at All Saints Parish. A list of the programs and services are found in Appendix A.2.

2.5 Number of staff and volunteers

Included in our staff at All Saints Parish are 2 full time clergy, 2 part time clergy and 2 support staff. There are more than 1000 congregational volunteer positions involved in ministry. A list of the number of congregational volunteers is found in Appendix A.2.

2.6 The people we serve/demographics

We serve some 800 families at All Saints Parish. This parish is in the community of Conception Bay South, which is a fast growing community with more than 20,000 people. A copy of its demographics is found in Appendix A.3.

2.7 Successes/failures

The congregation and clergy of All Saints Parish have been a positive influence in the community for more than 100 years. Over the years there has been innovative worship, many people-orientated ministries, and a large number of outreach services to the community. Our congregation has encouraged growth, new ministries, built a separate parish hall and shared their physical space with the wider community. Since 2006 there have been parish meetings where we have identified our strengths and also where we as a congregation need to focus attention. Some of these reports are included in Appendix A.4, A.5, A.6, and A.7.

3. Our current position:

3.1 Financial Statements December 2009 and Budget for 2010

A dedicated accountant and treasurer are in place. A copy of our financial statement for 2009 is available in Appendix B.1.

3.2 Number of families who financially support the parish

There are approximately 600 contributors to All Saints Anglican Church. See Appendix B.2 for detailed report for a breakdown of the amount and frequency of the offerings and other gifts.

3.3 Average numbers attending services weekly

The average numbers attending all forms of weekly worship services at All Saints Anglican Church are approximately 250 – 300 people. See Appendix B.3 for detailed report.

3.4 Numbers of baptisms/marriages/deaths per annum

Over the last 10 years there are over 150 events a year on average. See Appendix B.4 for a breakdown of events.

3.5 Financial statement including income and expenses per annum

Our income has been gradually increasing by 22.81% over the last six years with expenses increasing by 10.44% over the similar six year period. See Appendix B.5 for detailed report.

3.6 What programs are we doing well and what programs do we need to improve

A copy of our programs and services are available in Appendix A.2.

3.7 Current state of church building

Two engineering Building Condition Reports have been completed on the state of the church building. The most recent one was completed in 2006 and is from BAE-Newplan Group Limited. See Appendix B.3.6 for an executive summary of this report. A financial report of building repair cost is in Appendix C.4.5.1 and a report from Harold G. Ryan, Project Management Consultant done in 2009 is included in Appendix C.4.5.4

4. The Project Proposal “Where there is no vision, the people perish”. Proverbs 29:18

Remediate and modify present church building

4.1 What is the long term vision for this project?

- (a) To preserve the legacy of the present church building.
- (b) To provide a safe, healthy place for worship and God’s ministry.
- (c) To provide a place where we can welcome new people.
- (d) To grow as a Christian community.

4.2 What are the goals?

- (a) To remediate and modify the present church building to an environmentally friendly building with a view to long term savings.
- (b) To repair and modify the present church building to a safe building that would meet all electrical, mechanical and safety standards.
- (c) To stop the roof from leaking.
- (d)

4.3 Establishing the needs

- (a) To use Church’s money in a responsible manner.
- (b) To come together as a working congregation.
- (c) The present building leaks when it rains.
- (d) Operation costs are high because of poor/minimal insulation.
- (e) The building does not meet standards for fire safety.
- (f) The building does not meet today’s standards of the building code.

4.4 Who will be involved?

- (a) Congregation
- (b) Vestry
- (c) Clergy
- (d) Diocese
- (e) Anglican Foundation
- (f) Bank

4.5 What are the associated costs?

Appendix C has a breakdown of the cost to remediate our present building and mortgage information

The Project Proposal **“Where there is no vision, the people perish”. Proverbs 29:18**

Construct new church

5.1 What is the long term vision for this project?

- (a) To carry out our congregational mandate made in the winter of 2007 at our annual meeting.
- (b) To provide a safe, healthy place for worship and God’s ministry.
- (c) To provide a place for the future where we can welcome new people.
- (d) To grow as a Christian community.
- (e)

5.2 What are the goals?

- (a) To be good stewards and use Church’s money in a responsible manner.
- (b) To construct a modern building that would meet the needs of a growing congregation.
- (c) To construct a modern building that would attract people from our growing community.
- (d) To construct an environmentally friendly building with a view to long term savings.
- (e) To construct a safe modern building that would meet all electrical, mechanical and safety standards.
- (f) To address the disposition of the old building.
- (g)

5.3 Establishing the needs

- (a) To use Church’s money in a responsible manner.
- (b) To come together as a working congregation.
- (c) The present building leaks when it rains.
- (b) Operation costs are high because of poor/minimal insulation.
- (c) The building does not meet standards for fire safety.
- (d) The building does not meet today’s standards of the building code.

5.4 Who will be involved?

- (a) Congregation
- (b) Vestry
- (c) Clergy
- (d) Diocese
- (e) Anglican Foundation
- (f) Bank

5.5 What are the associated costs?

Appendix C has the approximate cost of the new building and mortgage information.

6 Establishing the Project

Remediate and modify present church building

6.1 Developing a plan of the project

- (a) To bring the building up to meet all building, electrical, and mechanical and fire codes.
- (b) To stop the roof from leaking.

6.2 What skills are needed to complete this project?

- (a) Communication
- (b) Planning
- (c) Organizing
- (d) Controlling
- (e) Monitoring progress
- (f) Addressing bottlenecks

6.3 Who will be the key people for remediation and modification?

- (a) Vestry
- (b) Vestry sub-committee
- (c) Engineering firm
- (d) Construction contractor
- (e) Financial advisor

6.4 What are the sources of income?

- (a) Congregation, cash raised locally
- (b) Memorials/investments/insurances
- (c) Special donations and bequests
- (d) Planned Giving
- (e) Value of volunteer labour and donated material
- (f) Money pledged locally but not yet received
- (g) Bank Loan
- (h) Anglican Foundation

6.5 What are the risks?

- (a) This will be costly and it will still be an old building
- (b) Inadequate communication
- (c) Ineffective leadership
- (d) Remediation delays

6.6 What is the future potential for this project?

- (a) Shorter life span for building

7 Establishing the Project

Construct New Church

7.1 Developing a plan of the project

- (a) A building layout plan has already been developed by BAE-Newplan in consultation with the New Church Building Committee and the congregation of All Saints to construct a new building.

7.2 What skills are needed to complete this project?

- (a) Communication
- (b) Planning
- (c) Organizing
- (d) Controlling
- (e) Monitoring progress
- (f) Addressing bottlenecks

7.3 Who will be the key people for construction?

- (a) Vestry
- (b) Vestry sub-committee
- (c) Engineering firm
- (d) Construction contractor
- (e) Financial advisor

7.4 What are the sources of income?

- (a) Congregation, cash raised locally
- (b) New Church Building Fund
- (c) Memorials/investments/insurances
- (d) Planned Giving
- (e) Special donations and bequests
- (f) Value of volunteer labour and donated material
- (g) Anglican Foundation
- (h) Money pledged locally but not yet received
- (i) Bank Loan

7.5 What are the risks?

- (a) Poor communication
- (b) Ineffective leadership
- (c) Building delays

7.6 What is the future potential for this project?

- (a) Lower operating cost
- (b) Minimal maintenance cost
- (c) Extended life of building

8. Presentation

8.1 Review by vestry

8.2 Bring business plan to congregation.

8.2.1 Communication plan

- (a) Mail out executive summary and survey to congregation members.
- (b) Congregational meeting for questions and answers.
- (c) Diocesan representative to chair the meetings for Jan 20 & Feb 17.
- (d) Questions and answers will be updated to Parish web site.
- (e) Congregation will complete survey and pledge form.
- (f) Tabulation of surveys.
- (g) Congregational meeting for vote.
- (h)

8.2.2 The Business Plan Committee feels that the next step would be the development of a financial plan for the proposed project.

9. Remediate and modify/Build

**Remediation and modification of present church building
/Construction of new church building**

Appendix A

Active Committees at All Saints 1010 -2011

	Committee	# involved	Evaluation
1	Vestry	18	
2	Finance	8	
3	Business Plan Committee	6	
4	Anglican Church Women	30	
5	Men's Fellowship	24	
6	Ways and Means	6	
7	Property and Plans	6	
8	Follow-Up	5	
9	Funeral Reception	70	
10	Liturgical Planners	22	
11	Sides persons	78	
12	Stewardship	6	
13	Personal Care Home Visiting	6	
14	Meals on Wheels	10	
15	Catering	200	
16	Representative Families	52	
17	Music Teams		
	Saints Alive	7	
	Blessed Trinity	9	
	Choir	15	
18	CLB	11	
19	Eucharistic Assistants	24	
20	Servers	20	
21	Readers	78	
22	Prayers of the People	52	
23	Theme Conversations	4	
24	Alter Guild	38	
25	Baptismal Preparation	52	
26	Marriage Preparation	7	
27	Food Bank	4	
28	Prayer Group	3	
29	Alongsiders	2	
30	Prayer Chain	20	
31	Canadian Bible Society	1	
32	Bible Studies	15	
33	Honourary Assistants	4	
34	Sunday School	10	
35	Confirmation	10	
36	Vacation Bible School	33	
37	Cemetery	7	
38	Wardens	4	
39	Monitoring	3	
41	Messy Church	6	
42	Archives	1	

**ALL SAINTS PARISH
(ANGLICAN POPULATION)**

CBS POPULATION IN 2001 - 19,600

NUMBER OF ANGLICANS - 8,805 (Actual)

ANGLICAN/POPULATION RATIO - 44.92%

CBS POPULATION 2006 - 21,860

ANGLICANS (BY RATIO) - 9,820

KELLIGREWS 2006 - 4,725

FOXTRAP 2006 - 3,600

LONG POND 2006 - 2,050

SUBTOTAL - 10,375

COMMUNITIES/CBS RATIO - 47.46%

ANGLICANS IN PARISH AREA (BY RATIO) - 4,661

Population

The Town of Conception Bay South's population is approximately 21,000. The municipality is experiencing an annual positive growth rate.

Population

July 2007 (est).....	21,994
Number of Households (est).....	8,244
Average Annual Growth Rate.....	1.44 %

Age Groups:	Male	Female (estimates)
0-4	655	657
5-9	633	601
10-14	640	618
15-19	713	701
20-24	756	737
25-29	814	854
30-34	758	779
35-39	793	833
40-44	928	960
45-49	952	948
50-54	870	878
55-59	762	780
60-64	613	603
65-69	398	384
70+	576	750
Total	10,861	11,083

Sources: Financial Post (2007). 2007 FP Markets: Canadian Demographics. Financial Post, Toronto.
Town of Conception Bay South (2005). Conception Bay South Enumeration Project.

Income

2007

Family and Household

Average family income..... \$80,181

Average household income..... \$75,204

Per Capita income..... \$28,253

Males

Average employment income (full time).. \$61,737

Average Employment income \$45,188

Females

Average employment income (full time).. \$41,423

Average employment income \$30,611

Sources: Financial Post (2007). 2007 FP Markets: Canadian Demographics. Financial Post, Toronto.
Town of Conception Bay South (2005). Conception Bay South Enumeration Project.

Labour Force

The majority of residents of Conception Bay South commute the short distance to St. John's and surrounding areas for employment.

2007

Males

In the labor force	5,904
Participation rate	67.2%
Employed	5,469
Unemployed	435
Unemployment rate.....	7.4%
Not in the labor force.....	2,878

Females

In the labor force.....	5,431
Participation rate.....	60.0%
Employed.....	5,008
Unemployed.....	423
Unemployment rate.....	7.8%
Not in the labor force.....	3,617

Education

Less than high school.....	22 %
High school diploma.....	21%
Post-secondary certificate.....	44%

Sources: Financial Post (2007). 2007 FP Markets: Canadian Demographics. Financial Post, Toronto.
Town of Conception Bay South (2005). Conception Bay South Enumeration Project.

All Saints Parish Moving Forward



How it started....

- Rev. Byron's vision
- Members from congregation came together as a Task Force in April 2005



Task Force Committee

- ✦ Al Decker
- ✦ Ford Matchim
- ✦ Heber Best
- ✦ Madeline Critchell
- ✦ Ros Butler
- ✦ Kevin Pittman
- ✦ Ken Scott
- ✦ Wendy Howse
- ✦ Rev. Byron



The Approach

- ✦ Research
 - 20 groups
- ✦ Consultations
 - Parish Planning Day – October 29th
 - Youth Planning Day – January 15th
- ✦ Presentation at Annual Meeting
 - February 26, 2006

Parish Planning Day

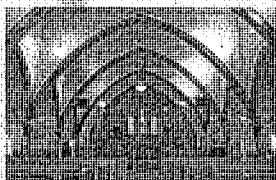
October 29, 2005

- Over 80 parishioners in attendance
- Worship and Praise
- Presentation
- Group Discussions on Themes
- Individual Voting
- Priorities Identified
- Actionables Identified for Priorities

THEMES

- Worship
- Communication
- Growth
- People
- Finances
- Property and Physical Issues
- Programs

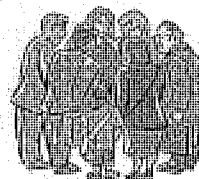
WORSHIP




Worship brings us closer to God –
How can we better ensure that this
happens?

COMMUNICATION

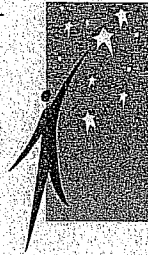
How do we spread the Good News?







GROWTH

The world around us is changing –
how do we keep up?





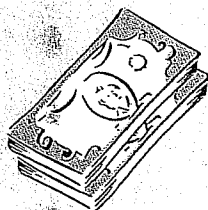
PEOPLE



What can we do to develop
our greatest natural
resource?

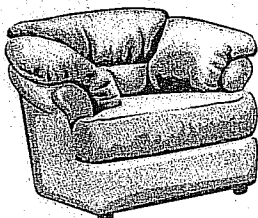
FINANCES

What if we never win the lottery?



PROPERTY AND PHYSICAL ISSUES

How can we give everyone a
comfortable place?



PROGRAMS

We all know what needs to be done –
so how do we do it?



Develop Program and Leaders to attract and
retrain youth and young families

■ ACTIONABLES

- Identify people (new/existing) with expertise in this area (skills inventory)
- Leadership/youth education – check with other churches
- “Youth Involvement in Worship” and “Dedicated Youth Worker”
- Some participants self-identified interest

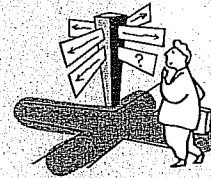


Pre and Post Programs

in relation to Baptism, Weddings, Funerals, Confirmation, New Families,
Lapsed Families, Seniors, etc.

■ ACTIONABLES

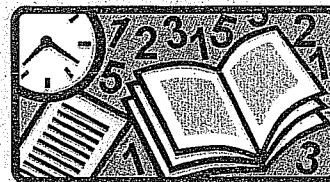
- Identify elements of program
- Keep it simple
- Pre programs with expectations
- Get feedback/input
- "Visits to Inactive Parishioners"
- Some participants self-identified interest



Evaluate Current Programs

■ ACTIONABLES

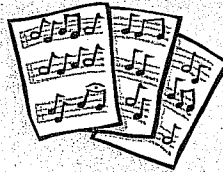
- Bring together those currently responsible for programs
- Formalized planning session
- Identify someone with expertise in reviewing programs
- Education
- Prioritize programs and set time frames (utilize the 5 year time frame)



Choir Director (Overall Music Director)

ACTIONABLES

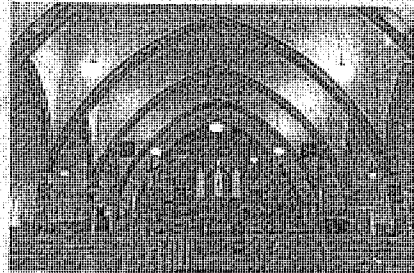
- Identify/Clarify the role
- Consider job sharing if considering hiring (ie: look at other parishes or youth worker/music director)
- Volunteer Music Director
- Utilize university student(s) as part time job



Guidelines for Services

ACTIONABLES

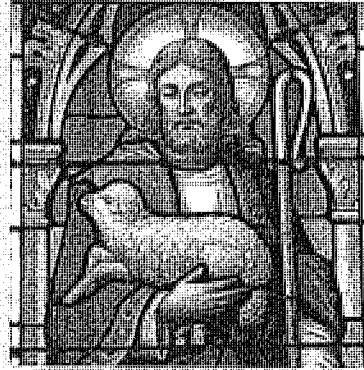
- Look at services and responsibility
- Co-ordination between everyone who has impact on the Service(s)
- Leadership Role by Liturgical Planners



Spiritual Development

ACTIONABLES

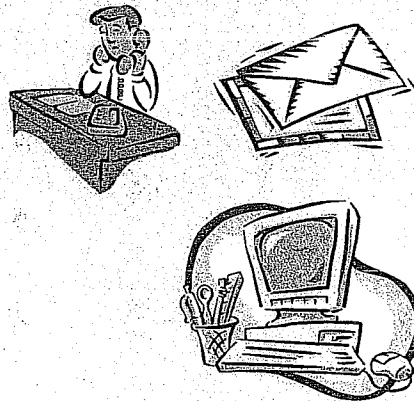
- Every group to look at and use as guiding principle "Spiritual Development"
- Continuing Education
- Include Stewardship Committee
- Develop Mission Statement



Contact System/Parish List

ACTIONABLES

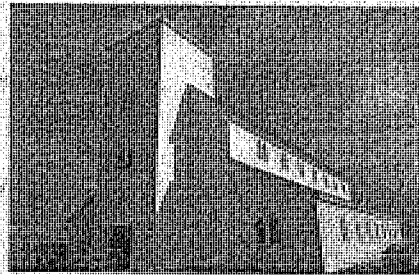
- Start with current list and further develop (include electronic communication)
- Look at previous system (1999)



New Church

■ ACTIONABLES

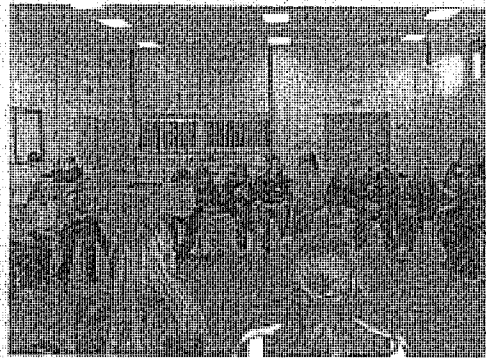
- Start a plan
- Engineering study
- Research
- Cost analysis (new roof vs. new church)
- Congregation to meet and make decision



Youth Planning Day

January 15, 2006

- Approximately 30 youth in attendance
- Music
- Games
- Presentation
- Group Discussions
 - 11-12 year olds
 - 13-14 year olds
 - 15 plus
- Suggestion Box



Areas of Interest

- ✦ Coordinated physical activities
 - At parish hall
 - At other venues
- ✦ Social activities
 - At parish hall
 - At other venues
- ✦ Youth Involvement
 - In current church services
 - Youth services
- ✦ Community Outreach
- ✦ Teen Room
- ✦ Physical Atmosphere
- ✦ Music
- ✦ Spiritual Development
- ✦ Active Roll in Leadership of Parish

Actionables

- ✦ Youth Group
- ✦ Youth Newsletter
- ✦ Youth Camp
- ✦ Youth Dances
- ✦ Sports Activities
- ✦ Community Outreach to Seniors
- ✦ Youth Plays/Drama
- ✦ Activities – during school holidays, etc.
- ✦ Beautify/Add color to existing property
- ✦ Etc.

THEMES

- # Worship
- # Communication
- # Growth
- # People
- # Finances
- # Property and Physical Issues
- # Programs

Annual Meeting February 26, 2006

- # Nominating Committee
 - Monitoring Committee
- Representative - Vestry
- # Motion and Adoption of Presentation

we continue to move ahead with our church building process we, as Vestry, would like to provide answers to the following questions:

What have we done to correct problems we have been having with the church building?

Since 1975 the Vestry has undertaken many serious efforts to address the state of the church building: the south side of the church has been re-shingled and also repaired several times, the siding has had countless repairs, and the parish has recently installed eight new windows in the upper wall of the south side of the building. We have spent approximately \$60,000 (figures used does not take into consideration inflation) to repair roofing, siding, and windows. This does not include funds spent on regular repairs and restoration or take into consideration many volunteer hours. **As of September 16, 1981** our insurance company will not cover any further repair to the exterior siding of the building.

What about the 1993 report?

In 1993 the Vestry received a report from TEKCON Management Limited Engineering and Management Services. The following is a direct quote from the summary page of their report:

From our analysis we feel that three options are worthy of consideration:

- 1) Install bracing and reinforce the necessary structural elements of the structure as it exists. Approximate cost - \$200,000 range.*
 - 2) Lower the Nave roof, which will involve removal of the existing roof and install a new roof structure, complete with sheeting and shingles. This option will most likely require the installation of bracing and reinforcing to the remaining structural components. Approximate cost - \$300,000 range.*
 - 3) Build a new church adjacent to the old church. Approximate cost - 7,000 ft² @ \$120.00/ft² = \$840,000*
- We are of the opinion that the best choice would be to build a new church in lieu of spending some \$300,000 on the old church with continuing maintenance being required.*

What about the current process?

The latest initiative on our church building began back in 2005.

- Preplanning consultations and every member mail out.
 - Parish Planning Day, Saturday, October 29, 2005: church building a high priority.
 - Annual Meeting for 2005 held on February 26, 2006: Parish Plan accepted with church building as a high priority.
 - New Vestry 2006 reviewed Parish Plan.
 - A Church Building Task force was appointed.
 - The Church Building Task Force was asked by Vestry to do a conditional review of the church building.
 - The Task Force asked and was given approval from Vestry to tender bids from engineering firms to do a conditional review.
 - The Task Force reviewed several proposals and recommends BAE-NEWPLAN.
 - Vestry approved and the condition review was completed in the Summer of 2006. The report was delivered to the Church Building Task Force in mid September.
 - The Church Building Task Force presented the report to Vestry on October 3rd, 2006.
 - The Building Condition Report submitted by Bae-Newplan Group Ltd., stated that structural and architectural repairs, mechanical and electrical renovations, and bringing the church building up to the standard as required by various government codes would cost between \$1,080,700.00 and \$1,115,700.00.
 - Presentations to Parish Committees and Ministry Groups.
 - Congregational Meeting: Information Session Dec. 3, 2006 @ 7:00 p.m.
 - Mail out of summary of engineering report and letter notifying the congregation of the February 11th meeting
- The purpose of this meeting was to debate and make decisions regarding the church building.
- Congregational Meeting: Debate and decision making Feb. 11, 2007 @ 7:00 p.m. Motion was passed to build new church building. The process that has been followed falls well within the process as set out by our diocesan constitution and has been recognized by our Synod office as complying with all requirements.

What about decision making in the church:

Our church is a family with Christ as our head. We do not own the church, our Lord does and we ask his d each step of the way. We are also led by our bishop. Our bishop along with Synod legally owns our parish buildings. We can, as a parish, only request to make a change, addition or build. We can only do so under their approval.

The church also has an age-old process for helping it make decisions, the congregational meeting. We meet as a family to discern God's will and then make decisions always respecting each other's points of view. Not being a democracy there is no party system in the church. There are no they and we. There are only us. A body of people united together in faith, love and respect.

What about fire rating?

The Bae-Newplan report addresses bringing the building up to fire code. For a sprinkler system the cost is \$50,000.00, and an architectural code check of \$650,000.00. A question arose whether we could choose either option, or do we have to incur both costs. Bae-Newplan provided the following updated response:

- \$650,000.00 is required for work if the sprinklers are not installed.
- \$500,000.00 is required for work if the sprinklers are installed. The installation cost of the sprinklers is \$50,000.00
- The total combined cost with sprinklers would be \$550,000.00

Is the church structurally sound?

The following is a direct quote from the BAE NEWPLAN report, page 2, 2.1.1 Structure.

The church appears to be of sound construction with wooden post and beam framing and concrete foundations. No destructive exploration was performed in the investigation: ie. No walls, ceilings, or other components of the building were damaged to see the covered structure, and so it is not possible to identify with certainty all of the possible damage areas of the building.

If we build a new church building what will happen to stain glass, furnishings, and other significant items that are now contained in our present church building?

All items such as stain glass, furnishings, and other significant items that can be transferred to a new church building will be transferred. Items such as the present corner stone can be integrated in the design and structure of the new building.

Where will the new church building be built?

The new church building will be built on the present property. Necessary upkeep will be maintained on the present church building until such time as the new church building is completed.

What are the next steps?

The new Vestry of 2007 has decided to act on the motion passed at the February 11th congregational meeting to build a new church. With the help of a newly struck task force the Vestry will outline future steps and direction. As new information becomes available the congregation will be informed.

As members of your new Vestry for 2007 we welcome any comments, questions or concerns you may have.

**Parish Day of Reconciliation
Building a Climate of Renewal**

God, who reconciled us to himself through Christ, and has given us the ministry of reconciliation; that is, in Christ God was reconciling the world to himself, not counting their trespasses against them, and entrusting the message of reconciliation to us.

Corinthians 5.18-19

God offers us a wonderful gift of reconciliation. In this gift we celebrate his everlasting love, mercy and forgiveness of our human failings.

There is brokenness within the body of our parish family.

Many people have expressed hurt and frustration.

This has led to misunderstanding, lack of trust, fear, guilt, anger and conflict.

The Body of the Church is broken.

Our Vestry invites you to a Parish Day.

The Vision of the Parish Day: Unity within the Body of Christ for the purpose of carrying out his will: our ministry.

The Goal of the Parish Day: To provide a safe caring environment for people to speak, listen, engage and to be heard.

The Hope for the Parish Planning Day: To begin a process of healing based upon Christian love, forgiveness, mutual respect and bridge building.

The Facilitator: Mr. Alfred Effort, a person of faith from outside our parish who has experience in facilitating such gatherings.

When: Saturday, January 24th, 2009 from 10:00 a.m. to 4:00 p.m.

Lunch will be provided.

Where: All Saints Parish Hall.

Commitment from participants: "I must listen compassionately to the experiences, hurts and dreams of those involved in these conversations."

Reconciliation is what God does. Receiving it and celebrating it is we do.

DISCUSSION REPORT

Saturday, January 24, 2009

GROUP RECOMMENDATIONS/COMMENTS

.....

Focus Group: Group #1
Facilitator: Ken Scott

“WHAT ARE THE THINGS YOU ARE DOING WELL IN YOUR PARISH THAT AND YOU CONSIDER IMPORTANT AND SHOULD BE MAINTAINED”.

- **Progressive Parish**
- **New Programs**
 - Life in the Eucharist
 - BAS (cutting edge)
- **Acceptability regarding changes**
 - Good leadership
- **Outreach**
 - Meals on Wheels
 - Confirmation groups
 - Visits to Senior Citizen homes
- **Provides opportunity to meet together**
- **Open door policy**
 - Canadian Blood Services
 - St. George's school here temporarily
 - Food Bank
- **Ministry**
 - 2 full time clergy
 - 3 retired clergy
 - Regular Services
 - Longsiders group
 - Music
 - 3 bands
- **Youth Ministry**
 - Sunday School
- **Various committees**

**WHAT ARE THE THINGS THAT SHOULD BE IMPROVED?
 IDENTIFY THINGS THAT ARE NOT BEING DONE THAT SHOULD BE DONE?**

- Interesting observation. Struggling with the process.
- Like putting a dead moose on the table.
- 40 -45 minutes difficult to hear.

- Without a doubt;
 - Communication is the biggest issue with the parish.
 - Not sure of a system that is better overall.
 - What we are doing is NOT good enough.
 - Lots of myths, rumors, coffee talk.
- Physically, hearing is difficult
- Need for a better plan for working the plan. Message should be getting out to masses.
- Need to do a better job with young people to attract them to church and involvement.
- There is a lack of eagerness to become involved.
- Ministerial visits need improvement plans and actions.
 - Follow up ministry once a month for now.
 - Answer hard question ... how come (why) ministers don't visit when asked?
- Need job descriptions for employees and performance reviews.
- Need thought process for new church ..
 - Whether we agree on a new church or not we need to get on with it.
 - We have made a decision on a new church we need a plan and need to communicate the plan.

Focus Group: Group # 2

Facilitator: Charles Taylor

“WHAT ARE THE THINGS YOU ARE DOING WELL IN YOUR PARISH THAT AND YOU CONSIDER IMPORTANT AND SHOULD BE MAINTAINED”.

- Ministry responsible for youth
- Pastoral Care
 - Personal Homes
- Music Ministry
- Funeral Bereavement support
 - Growing and overwhelming
- Meals on Wheels
- Liturgy Planning teams
- Program for youth
- Catering groups
- Open Mic
- ACW
 - Very active
- Men's Service group

**WHAT ARE THE THINGS THAT SHOULD BE IMPROVED?
IDENTIFY THINGS THAT ARE NOT BEING DONE THAT SHOULD BE
DONE?**

- Discussion basically the same as other presenters.
- Communication:
 - Clergy/vestry.
 - Minutes not available.
 - Upkeep of cemetery.
 - Church building upkeep.
- Suggest a PR person for the parish to present information on parish activities.
- Recommend to designate a secretary for vestry independent of the vestry.
- Minutes of vestry meeting should be in church office next morning.
- Noise in the tunnel entrance to church.
- Too many things at the 10 AM service. Should be planned better. Services too long.
- Need for bathroom in the church.
- More access to services when using church hall.
- Recommend consideration for children services example 9:15 AM.
- Place for junior choir.
- Availability of space upstairs. What happens after school is over?

Focus Group: Group #3
Facilitator:

**“WHAT ARE THE THINGS YOU ARE DOING WELL IN YOUR PARISH THAT
AND YOU CONSIDER IMPORTANT AND SHOULD BE MAINTAINED”.**

- Same as 1st and 2nd group
- Marriage Preparation
- Baptism preparation
- Stewardship
- Bible Studies
- Newsletter
- Flower gardens (back of parish hall)
- Opportunity for gatherings
- Theme conversations
- Vacation Bible School
- Music in services
- Time for fellowship

**WHAT ARE THE THINGS THAT SHOULD BE IMPROVED?
IDENTIFY THINGS THAT ARE NOT BEING DONE THAT SHOULD BE
DONE?**

- Much the same as other groups
- Need to attract new families. This is the way we need to go in order to sustain parish growth.
- Communication Biggest area needing improvement.
 - The way information is presented or not presented needs improvement.
 - Issues that need to be communicated needs improvement.
 - Disconnect between parish group. How information gets to Parish community.
 - Vestry needs to communicate through Parish Candle.
 - Listening is important part of communication.
 - People need clearer information on finances before going in future funds for example.
- Our finances: the way its presented is changing. Identify sources of income for example wills etc. It is felt that if you see in one medium it doesn't need to be repeated.
- Contributions getting too demanding.

Focus Group: Group #4

Facilitator: Cheryl Doyle/Ford

**“WHAT ARE THE THINGS YOU ARE DOING WELL IN YOUR PARISH THAT
AND YOU CONSIDER IMPORTANT AND SHOULD BE MAINTAINED”.**

- Presence of the Holy Spirit
- Bible Studies
- Vacation Bible School
- Friendly and receiving
- ACW
- Ways and Means
- CLB
- Reception for funerals
- Evening Prayer
- Physical prominence
- Drama program

**WHAT ARE THE THINGS THAT SHOULD BE IMPROVED?
IDENTIFY THINGS THAT ARE NOT BEING DONE THAT SHOULD BE
DONE?**

- Not enough time to get all points
- Some things same as other presenters
- Sunday morning service noise before the service starts. Interference of noise distracting.
- Crowding at the entrance at 10AM service
- Choir: more voices needed. Would help in a big way.
- Matter of sermons;
 - Need for the clergy to speak openly about things in the parish.
 - Make linkages with ongoing things in the parish.
- Outreach; more young people should be encourage to participate.
- Alpha program should be reintroduced
- Administration of Eucharist; practices and procedures need to ensure sanitization.
- Dipping Bread, be mindful of sensitivity.
- Bible study.
- Encourage donations regarding future funds vs capital expense.

Focus Group: Group #5
Facilitator: Mary Butler

**“WHAT ARE THE THINGS YOU ARE DOING WELL IN YOUR PARISH THAT
AND YOU CONSIDER IMPORTANT AND SHOULD BE MAINTAINED”.**

- Same as previous groups
- Men's Fellowship group
- Curseillo

**WHAT ARE THE THINGS THAT SHOULD BE IMPROVED?
IDENTIFY THINGS THAT ARE NOT BEING DONE THAT SHOULD BE
DONE.**

- Communication issues.
 - Visitation
 - Follow up after baptism/confirmation.
 - Choir encourage more membership.
 - Inter generational service
 - All ministers involved with communion.

Focus Group: Group #6

Facilitator: Margaret Fagan

“WHAT ARE THE THINGS YOU ARE DOING WELL IN YOUR PARISH THAT AND YOU CONSIDER IMPORTANT AND SHOULD BE MAINTAINED”.

- 10 am service
- 8:30 am service – BCP
- Sunday school
- Funeral receptions
- Parking guides at funerals
- Fellowship night
- Meals on Wheels
- Food Bank
- Food Hampers at Christmas
- ACW
- Men’s Service group
- mid week services
- Retirees
- Home Communion
- Vacation Bible School
- Accessibility to Ministry
- Willingness of people
- Choir
- Seniors Epiphany Party
- Open Mic night
- Confirmation

**WHAT ARE THE THINGS THAT SHOULD BE IMPROVED?
IDENTIFY THINGS THAT ARE NOT BEING DONE THAT SHOULD BE DONE.**

- Improvement in attitude.
 - Respect each other.
 - Language needs improvement... happened today.
- Focus on the positive.
- Service too long.
 - Language too hard for children and repetitive (over their heads)
- PA system need repairs Train people on sound board.
- Communication between clergy & congregation; vestry & congregation as well as building and properties need to be improved.
- Personal care home visits ..needs more people.
- Property needs maintenance. Who’s responsible? Direction?? Duties??
- Men’s fellowship improvement needed.
- 10AM service needs more natural flow.

- 8:30AM and 7PM more publication.
- Vestry and constitutional cannon should be more connected.
- Challenge from the pulpit on attendance. Encourage everyone to take in all the services each Sunday.
- Clergy visitation
- Support for Children & youth choir. Clergy and parish needs to support youth band ... include heat!
- Adult band share with all three bands.
- Funds for youth band.
- How can we finance a new church when we cannot finance new tank.

Focus Group: Group #7
Facilitator: Bill Blackmore

“WHAT ARE THE THINGS YOU ARE DOING WELL IN YOUR PARISH THAT AND YOU CONSIDER IMPORTANT AND SHOULD BE MAINTAINED”.

- Commonality of strengths
- Involvement of people in Planning
- Outreach
 - Visitation
 - PWRDF
 - Stewardship – great strengths
 - Youth
 - Financial Status
 - Education
 - Information passed on
 - Leadership in finance
- Sense of community
 - Strong sense of committees
 - Funeral receptions
 - Vacation Bible school
- Bible study program
- Music
 - 3 bands
 - Prayer & Praise

**WHAT ARE THE THINGS THAT SHOULD BE IMPROVED?
IDENTIFY THINGS THAT ARE NOT BEING DONE THAT SHOULD BE
DONE?**

- More home visitations
- Better identification of Parish members.
- Parish list a must.
- More social interaction without charge.
- Too many thing in our service .. too long.
 - Crowded topics
 - No time to pray.
 - Too fast pace .. losing spirituality.
- Janitor service NOT acceptable. One time we had volunteers could we go back to that.
- New Church:
 - Move ahead.
 - Dropped funding in favor of general account.
 - Should take action
 - Develop program to involve more people in church activities.
 - Personal approach. ASK anywhere help is needed.
- There is a disconnect between people and clergy causing a deepening concern.
- New strong leadership needed

Focus Group: Group #8

Facilitator: Joan..

**“WHAT ARE THE THINGS YOU ARE DOING WELL IN YOUR PARISH THAT
AND YOU CONSIDER IMPORTANT AND SHOULD BE MAINTAINED”.**

- Ministry important
- Items already listed
- Christmas carolers
- Cancer survivors

**WHAT ARE THE THINGS THAT SHOULD BE IMPROVED?
IDENTIFY THINGS THAT ARE NOT BEING DONE THAT SHOULD BE
DONE?**

- There is much hurt in church community.
- Confirmation;
 - There are ways to improve the process.
 - There is no follow up after especially if child is forced to attend.
- Home visitation lacks coordination.
- Need to become an environmentally friendly parish (two buckets of coffee cups today).
- The Candle should be on the internet.

- Identify members not attending ... our responsibility to follow up with them.
- New people in parish, we need to care for them and sit next to them to show acceptance and fellowship.
- There is no parish list.
- Church management system need to be reviewed and improved.
- Evensong does not have good attendance. More advertising?
- Some articles are not published.
- Fellowship ministry after baptism needs improvement.
- Use of BCP occasionally for 10AM service.
- Development of junior choir.
- Variety of ministries needed to bring people closer together.
- Liked group 10 comments on "not always talking but listening"
- Not financially feasible to have church open for 7-10 people.
- Communication needs improvement .. ask people to be part of support teams.
- All ladies in the parish are ACW as an Anglican therefore you are a member.

Focus Group: Group #9
Facilitator: Roger Peach

"WHAT ARE THE THINGS YOU ARE DOING WELL IN YOUR PARISH THAT AND YOU CONSIDER IMPORTANT AND SHOULD BE MAINTAINED".

- Group had problem with question
 - High definition on well
- Keep all listed by other groups
- Keep parishioners

**WHAT ARE THE THINGS THAT SHOULD BE IMPROVED?
IDENTIFY THINGS THAT ARE NOT BEING DONE THAT SHOULD BE DONE?**

- Meeting on new church decision went dreadfully wrong.
- The decision was signed sealed and delivered before meeting held was the impression of the meeting outcome.
- Communication;
 - No one knows what's going on.
 - People not listened to.
 - Petition signed by 1000 people ... no response.
 - Church attendance down at 8:30AM service??
- Some groups get more attention than other groups
- Oil tank costs \$7500.00 Only \$3500. collected
- Outreach program needs improvement.

- There are 1200 families in this parish.
 - Why aren't they contacted to find out why.
 - How can we help get them to come back?
 - Petition against new church went right to the top.
 - Argument for no new church just as valuable as those who want a new church!

Focus Group: Group #10
Facilitator: Cal Taylor

**“WHAT ARE THE THINGS YOU ARE DOING WELL IN YOUR PARISH THAT
 AND YOU CONSIDER IMPORTANT AND SHOULD BE MAINTAINED”.**

- No disagreements with previous list
- Hospitality after funeral service
- These things in positive sense
- Ministry to sick
- Greeters and side persons
- Fellowship after service
- Theme conversations
- Passing of the Peace
 - Going out of their way to greet
- Showing around the church newly baptized babies
- Variety of services
 - 8:30 am BCP
 - 10:00 am BAS
 - 7:00 evening services
- Bible studies
- Meals on Wheels
- Annual meeting
- Socialization
- Confirmation classes
- Community outreach
- Prison ministry
- Midweek services
- Parish mail outs
- Parish website
- Parish staff
 - Clergy
 - Lay workers
- Maintenance of properties
- Prayer chain

**WHAT ARE THE THINGS THAT SHOULD BE IMPROVED?
IDENTIFY THINGS THAT ARE NOT BEING DONE THAT SHOULD BE
DONE?**

- **More time to discuss topics**
- **Communication needs improvement**
 - Everything from kitchen to bathroom
 - What's going on in the parish??
 - Volunteer time should be appreciated (recognized)
- **Christmas Eve**
 - No Christmas Carols before service begins
 - More uplifting music
- **Services – follow a theme from start to finish**
- **No collection plate & no music at some services.**
- **Vestry structure needs to be reviewed.**
- **Midweek services now once per week, used to be every day.**
- **Parish list should be updated using old list concept.**
- **Website is a work in progress**
 - Should be updated on a regular basis
- **Weekly envelope giving's – expectation that there should be an increase.**
- **Little or no follow up on new church.**
- **Need to ensure things should known in advance.**
 - Reminders of activities coming up
- **Cleaning church property needs improvement**
 - Involve more people. Used to be up to 100. Where is the other 1100?

NOTE: Presenters for the first question went in order of 1-10. The presenters for the 2nd and 3rd question (combined) presented in order of 10-1.

ALL SAINTS PARISH FOXTRAP
RECONCILIATION WORKSHOP
SATURDAY JANUARY 24, 2009
REPORT CONTENTS

TAB 1	SLIDE PRESENTATION
TAB 2	GROUP DISCUSSION GUIDLINES
TAB 3	GROUP DISCUSSION SUMMARY
TAB 4	GROUP HAND IN REPORTS
TAB 5	FACILIATOR NOTES FROM GROUP DISCUSSIONS
TAB 6	GROUP EVALUATION REPORTS

WELCOME
SATURDAY
JANUARY 24, 2009

1

ALL SAINTS PARISH

TODAY'S AGENDA:

OPENING PRAYER
TEAM INTRODUCTION
PURPOSE
ROLLER COASTER OF CHANGE
LEADERSHIP
TEAM ALIGNMENTS (COLORS)
DISCUSSION GROUPS
GROUP REPORTS/COMMENTS
WRAP UP
HOLY EUCHARIST

2

ALL SAINTS PARISH

BOB BISHOP LICENSED LAY MINISTRY
HOSPITALITY

GLADYS HARVEY LICENSED LAY MINISTRY
EDUCATION

3

ALL SAINTS PARISH

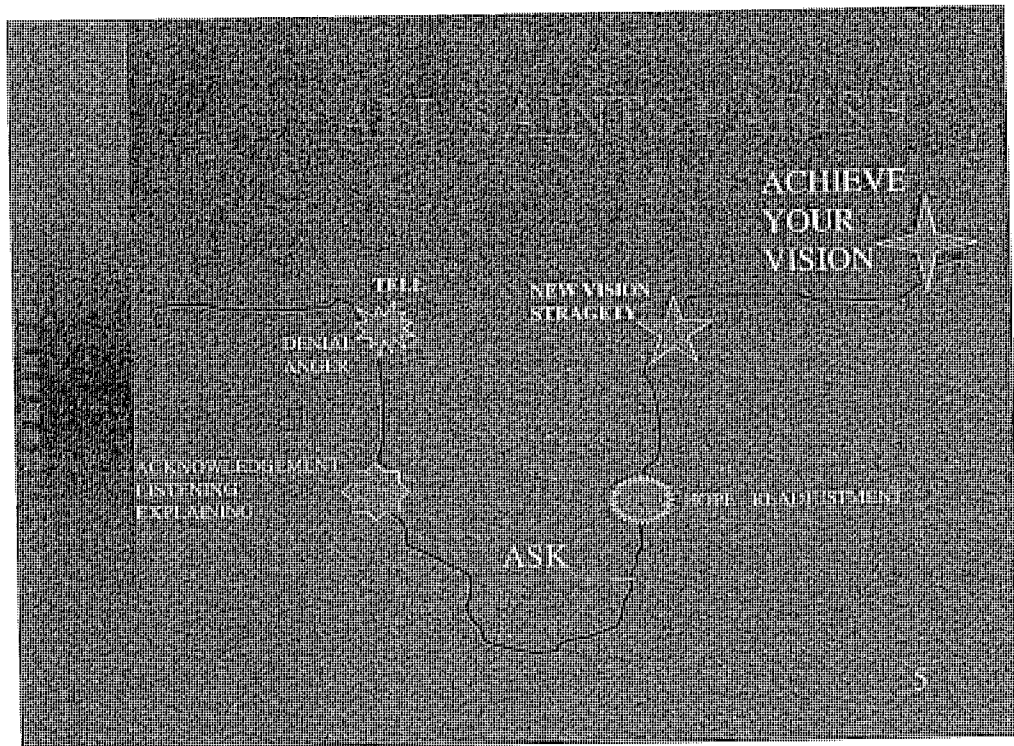
PURPOSE

TO PROVIDE A FORUM TO REFLECT ON
WHERE YOU ARE IN YOUR JOURNEY AS
A PARISH.

TO PROVIDE AN OPPORTUNITY FOR YOU
TO EXPRESS YOUR VIEWS ON WHAT WORKS
AND WHAT DOESN'T.

RECOMMENDATIONS FOR MOVING FORWARD

4

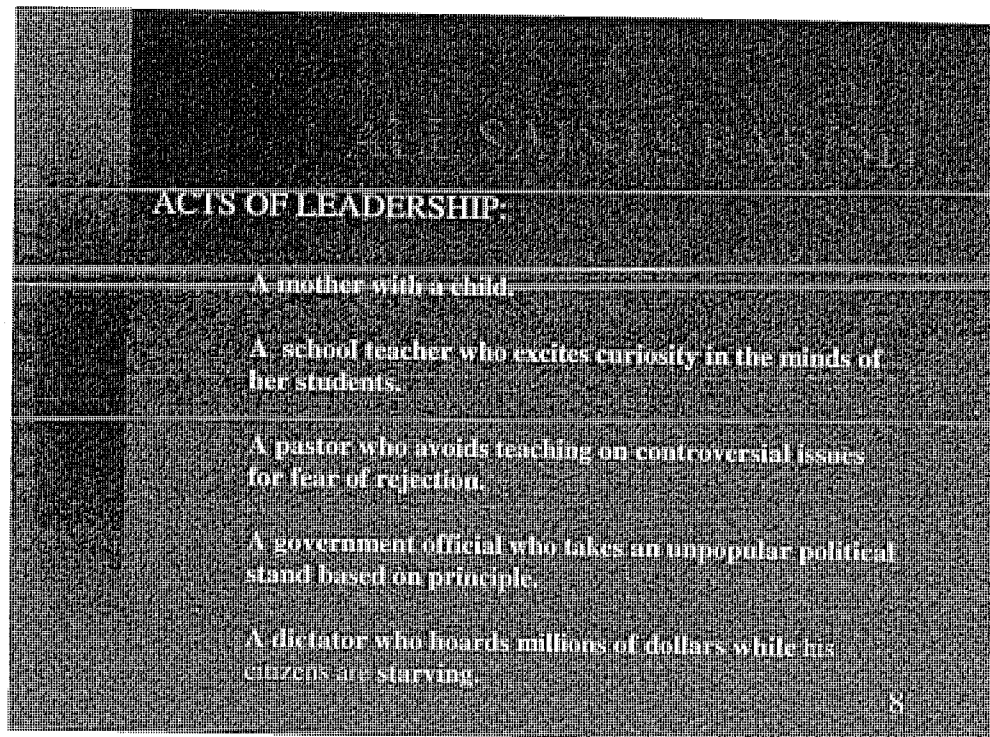
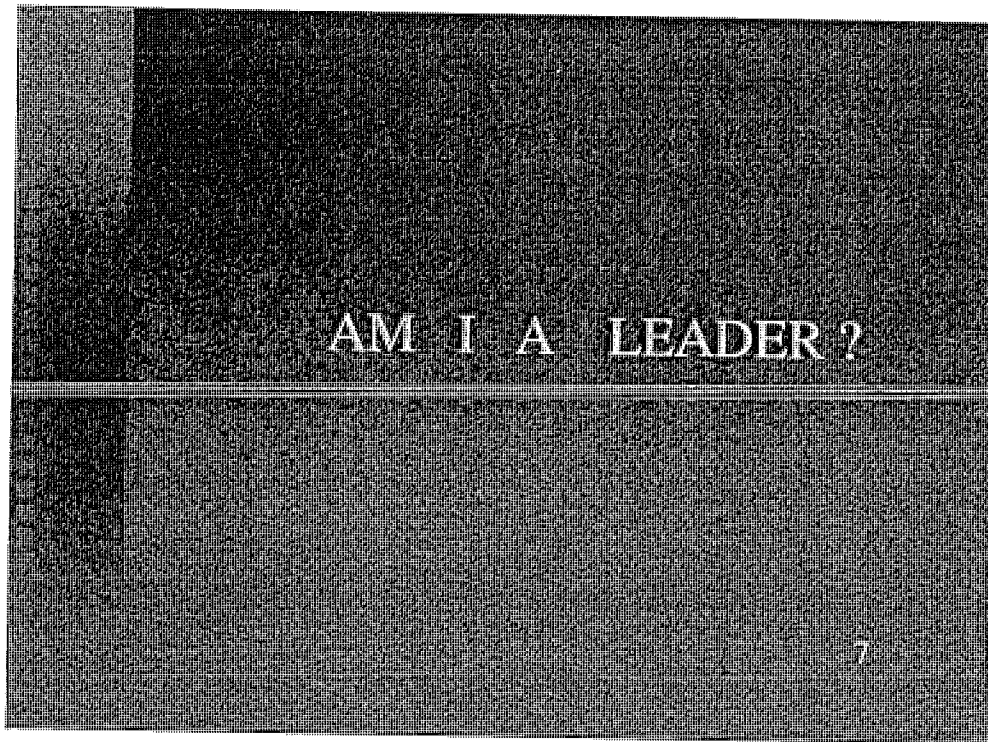


ALL SAINTS PARISH

LEADERSHIP IS A PROCESS OF INFLUENCE

ANYTIME YOU SEEK TO INFLUENCE THE THINKING, BEHAVIOUR OR DEVELOPMENT OF OTHER PEOPLE IN THEIR PERSONAL OR PROFESSIONAL LIVES, YOU ARE TAKING ON THE ROLE OF A LEADER.

6



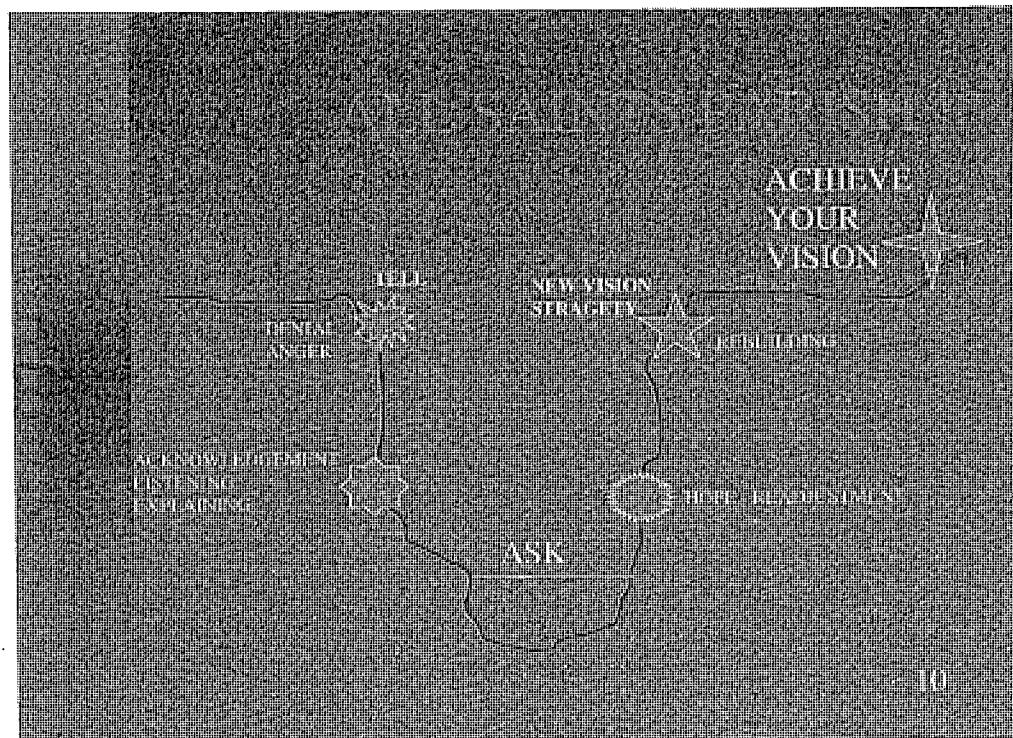
ALL SAINTS PATRIARCH

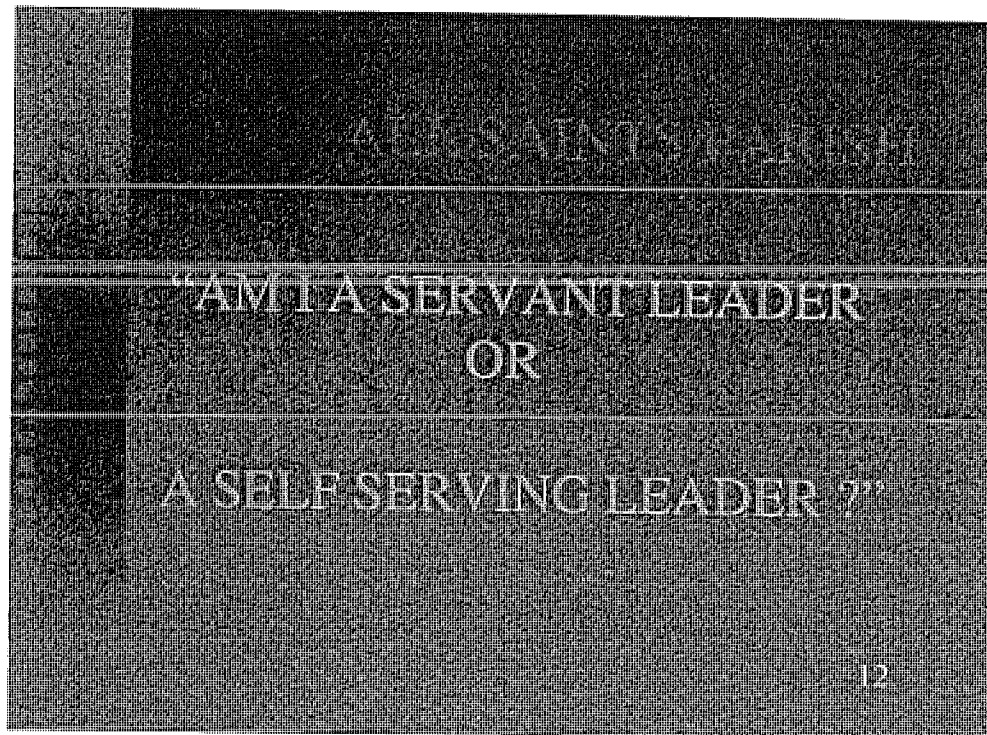
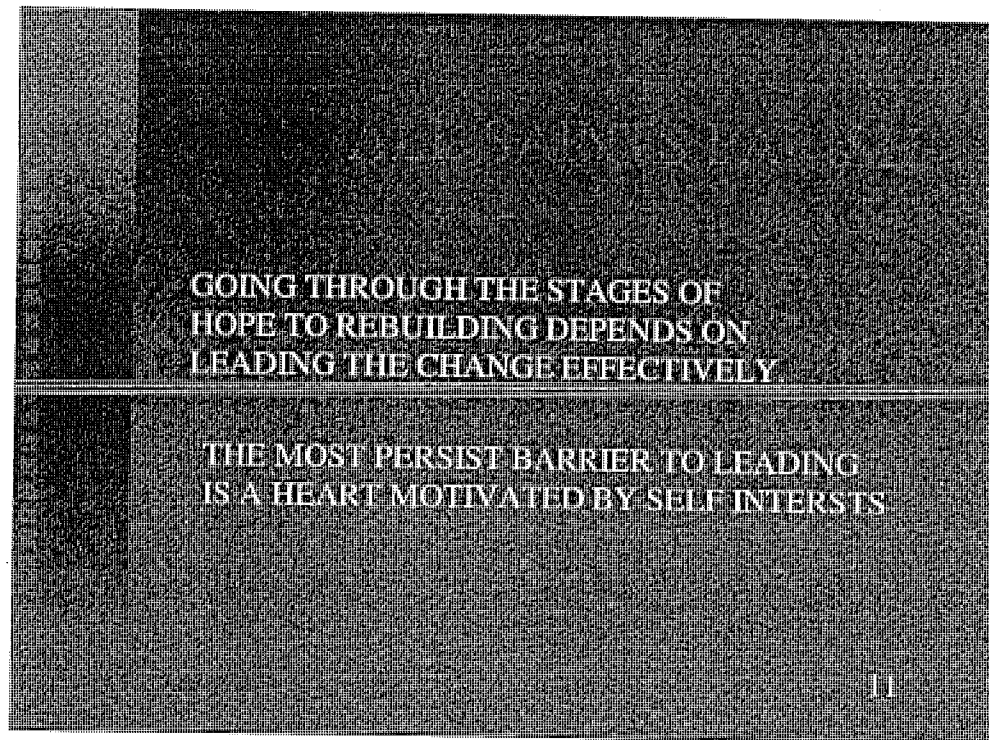
TWO THINGS ARE EVIDENT IN THOSE EXAMPLES

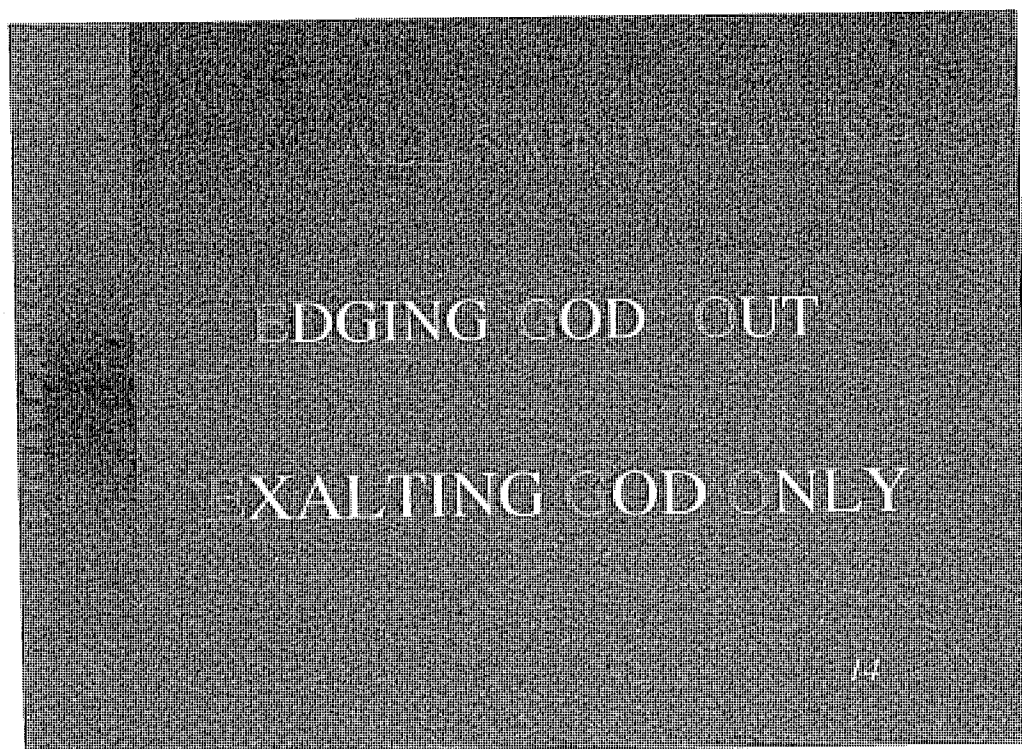
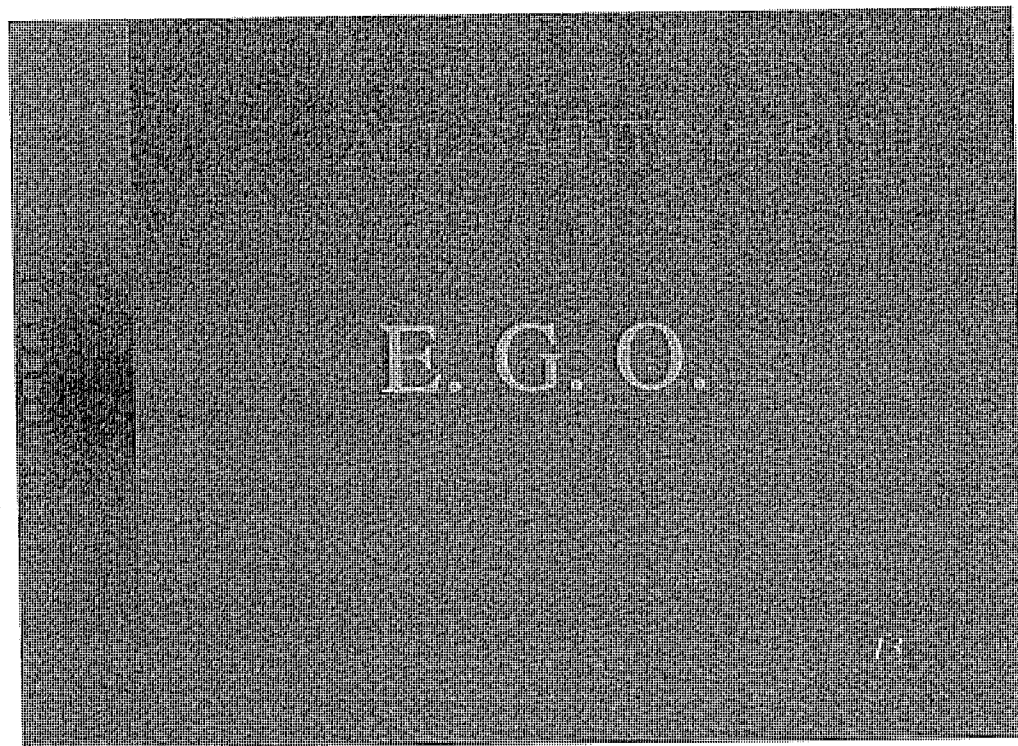
FIRST: Each person is a leader because he or she is
Affecting or Influencing others either in a _____ or
_____ way.

SECOND: Each leader is involved in making a personal
choice about how and to what extent they will use their
influence.

9







A SELF SERVING LEADER ?"

EDGING GOD OUT

PRIDE

An overly high opinion of yourself arrogance
"Thinking more of and about yourself than you should"

Romans 12:3

FEAR

An insecure view of the future producing self protection.

"The Fear of Man is a trap..."
Proverbs 29:25

PROMOTING SELF

Taking all the credit
Doing all the talking
Demanding all the attention

PROTECTING SELF

Withholding information
Intermediating prayers
Discouraging honest feedback

Whom I Worship
Always Separates
Always Compares
Always distorts

15

A SERVANT LEADER ?"

EXALTING GOD ONLY

HUMILITY

Something lived but never claimed
Looking out the window rather than in the mirror to praise
A kingdom perspective of cause and effect

Confidence

Resting assured in God's nature, goodness, purpose, plan, process and promise

Object Of my Worship

Community & Fellowship
Contentment & Generosity
Trust & Truth
Inspiration & Commitment

16

ALL SAINTS PARISH

"SMILE"

A vision, or view of the future, is an ongoing, evolving, hopeful look into the future that stirs the hearts and minds of people who know they will never see its end or limit.

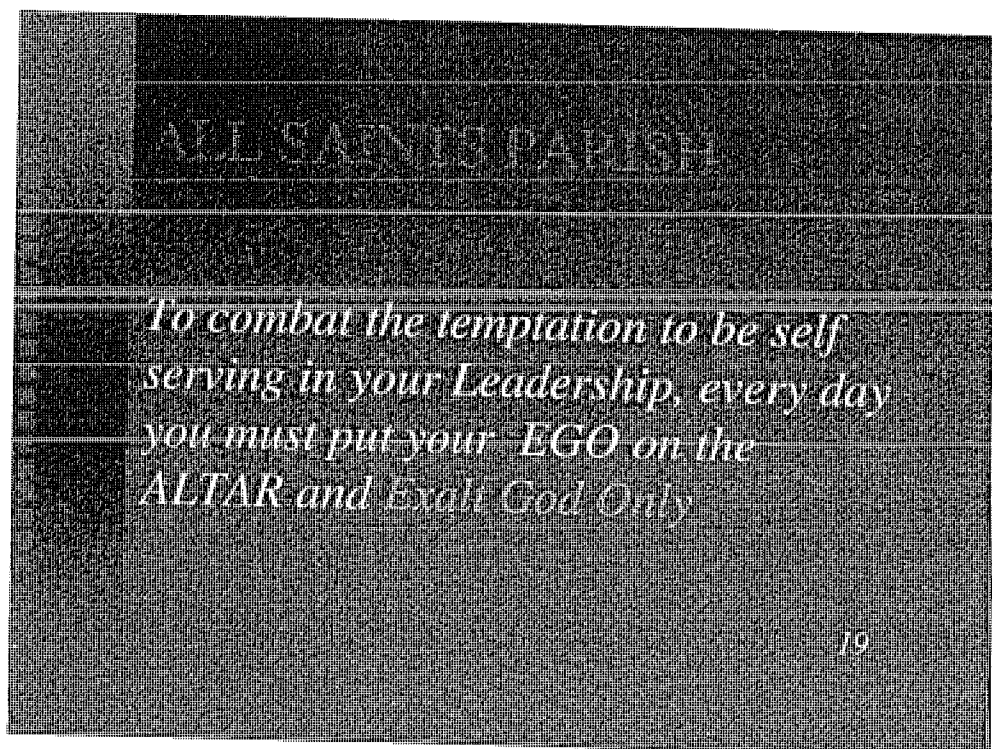
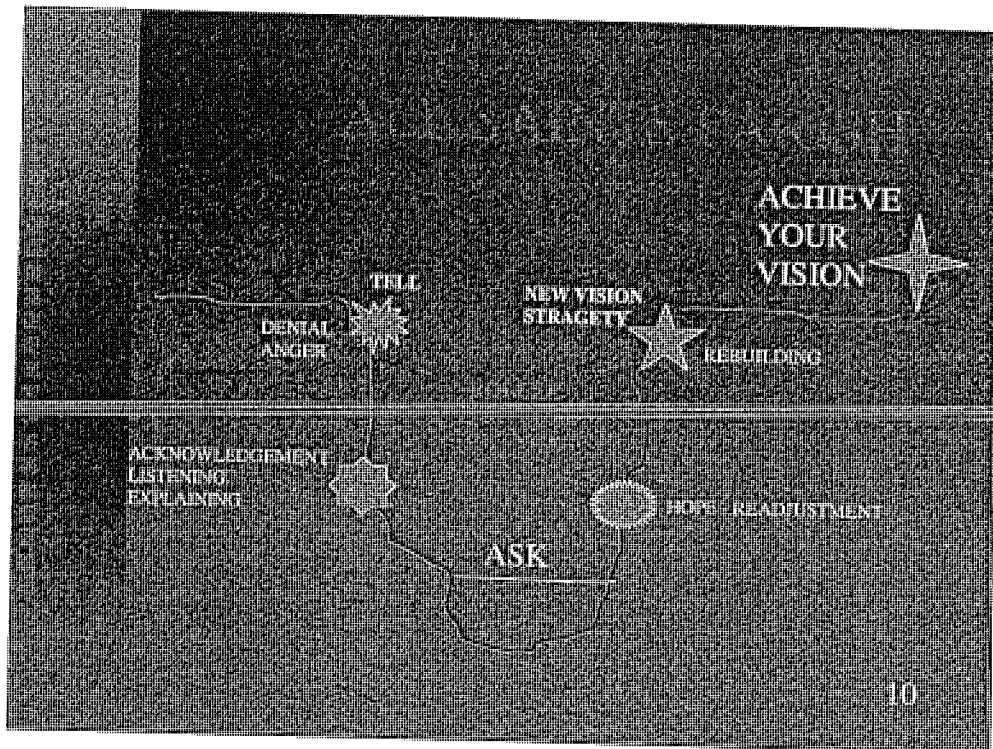
17

ALL SAINTS PARISH

Share that vision with your group today by:
Participating in the discussions.
Respecting the views of others.
Allowing everyone to speak.
Not interrupting when others are speaking.

THANK YOU

18



ALL SAINTS PARISH

IN CONCLUSION:

*THE WORLD NEEDS NEW LEADERSHIP ROLE MODELS
IN THE WAY THAT JESUS TAUGHT US.*

*WE PRAY THAT YOU MAY BE INSPIRED TODAY TO PUT
INTO PRACTICE A 'SERVANT HEART'.*

WE WISH YOU PEACE & JOY ON YOUR JOURNEY.

REMEMBER, GOD IS WITH YOU EVERY STEP OF THE WAY.

20

ALL SAINTS PARISH

*THANK YOU
FOR A
GREAT DAY*

Monitoring Committee Report All Saints Parish Annual General Meeting March 8, 2009

ALL SAINTS PLANNING TASK FORCE:

1. Task force formed in April 2005



2. During 2005 research and consultations took place, the following themes evolved and formed the discussion topics for the Parish Planning Day:
 - Worship
 - Communication
 - Growth
 - People
 - Finances
 - Property and Physical Issues
 - Programs
3. October 29, 2005 a Parish Planning Day was held with over 80 participants.
4. January 15, 2006 a Youth Planning Day was held.
5. Parish Plan, listing following priorities, was presented and accepted at Annual Meeting on February 26, 2006:
 - Follow up Ministry
 - Youth Ministry
 - Evaluation of Programs
 - Choir
 - Guidelines for Services
 - Spiritual Development
 - Contact System/Parish List
 - Church Building
6. Also at Annual Meeting on February 26, 2006 the Monitoring Committee became a new standing committee of Vestry. Wendy Howse elected as Monitoring Committee representative for a three year term (2006-2009).

MONITORING COMMITTEE:

1. Update presented by Monitoring Committee representative at Annual Meeting on March 11, 2007.
2. December 2007 Monitoring Committee met to discuss the progress of the priorities and the possibility of reconnecting with the congregation.
3. January 2008 Monitoring Committee met with clergy (Rev. Byron & Rev. Sheila) and Chair of Stewardship (Joan Blackmore). The Stewardship Committee was considering revisiting the Parish Mission Statement and possibly updating if needed. The group discussed where the Mission Statement fit in the Parish Plan. Stewardship Committee took lead on Parish Mission Statement and the result was the revised wording below.
4. No update provided at Annual Meeting in 2008 – Monitoring Committee representative out of town.
5. At the Vestry table during 2008 the Monitoring Committee representative looked for support to set a date for another congregational planning day.
6. At the Vestry meeting on November 25, 2008 a planning day was scheduled for Saturday, January 24th.

PARISH PLANNING DAY:

1. A Parish Planning Day committee came together to put plans in place for the planning day. A facilitator, Alfred Efford, was engaged to facilitate the day and provide a report.
2. Parish planning day took place on Saturday, January 24, 2009, with over 90 participants.
3. A report was received from Alfred Efford which contained a copy of his presentation, the templates for the planning day and the discussion report.
4. Parish Planning Day committee reviewed report and identified the following themes:
 - Ministry
 - Communication
 - Outreach
 - Property
 - Finances
5. Members of the Parish Planning Day committee will join the Monitoring Committee.

NEXT STEPS:

1. Presentation on Parish Planning Day to be given at Annual Meeting, March 8th, as part of the Monitoring Committee report.
2. Committee will continue to meet under direction of new representative of Vestry's standing committee, Monitoring Committee.
3. The Committees next step will be to roll out Parish Gatherings. Each gathering will have a theme and participants will have an opportunity to focus on identifying the priorities for our parish.

Submitted by:
 Wendy Howse
 Monitoring Committee Representative (2006-2009)

ALL SAINTS CHURCH MISSION STATEMENT: The purpose of All Saints is to be a family of worshipping Christians dedicated to Christen Education, Spiritual Growth, Pastoral Care, Outreach and Fellowship.

Appendix B

All Saints Parish
Statement Of Income and Expenses
Year Ended
December 31, 2009

Schedule 3 Cont'd

	Budget 2009	Actual 2009	Increase -Decrease	Budget 2010
Expenses				
Synod Assessment	57,607	57,612	5	61,778
Stipends	76,934	75,331	-1,603	76,934
Clergy Pension Cont	11,686	11,442	-244	13,088
Clergy Benefits (Cpp Uic Etc.)	10,751	10,809	58	11,012
Clergy Travel & Car Allow	6,300	6,169	-131	6,300
	105,671	103,751	-1,920	107,334
Staff Salaries	45,729	46,804	1,075	45,729
Staff Pension	4,573	4,573		5,121
Staff Benefits (Cpp Uic Etc.)	6,626	8,885	2,259	6,868
Staff Travel allowance	500		-500	500
Less Amt Paid by Cemetery A/c & East Hea	-9,686	-18,969	-9,283	-9,686
	47,742	41,293	-6,449	48,532
Organists	6,742	6,742		6,742
Visitation Ministry	9,000	3,000	-6,000	9,600
Housing Allowance	31,800	31,138	-662	31,800
Church Operating Expenses				
Oil Heat	9,500	7,780	-1,720	8,500
Electricity	1,800	1,229	-571	1,500
Repairs & Maint	4,000	6,986	2,986	4,000
Insurance	2,500	2,175	-325	2,500
	17,800	18,170	370	16,500
Hall Operating Expenses				
Electricity	17,000	15,986	-1,014	17,000
Telephone	4,000	3,387	-613	3,000
Repairs & Maint	5,000	5,808	808	5,000
Operating supplies	2,000	4,153	2,153	2,500
Security system	600	587	-13	600
Water & Sewer Tax	450	475	25	450
Insurance	2,800	2,429	-371	2,800
	31,850	32,825	975	31,350
Snowclearing	3,000	4,136	1,136	3,000
Programme Expenses	6,500	4,901	-1,599	6,500
Settlement Fund	2,400	14,646	12,246	
Bank Charges & Interest	2,200	2,674	474	2,200
Office & Church Supplies	14,000	15,334	1,334	14,000
Equipment	2,000	2,513	513	1,000
Training	1,000		-1,000	
Belize Mission	1,000		-1,000	
Workers Compensation	1,000	932	-68	1,000
Contingency	378	988	610	164
Total Expenses	341,690	340,655	-1,035	341,500
Surplus for Year		26,976	26,976	

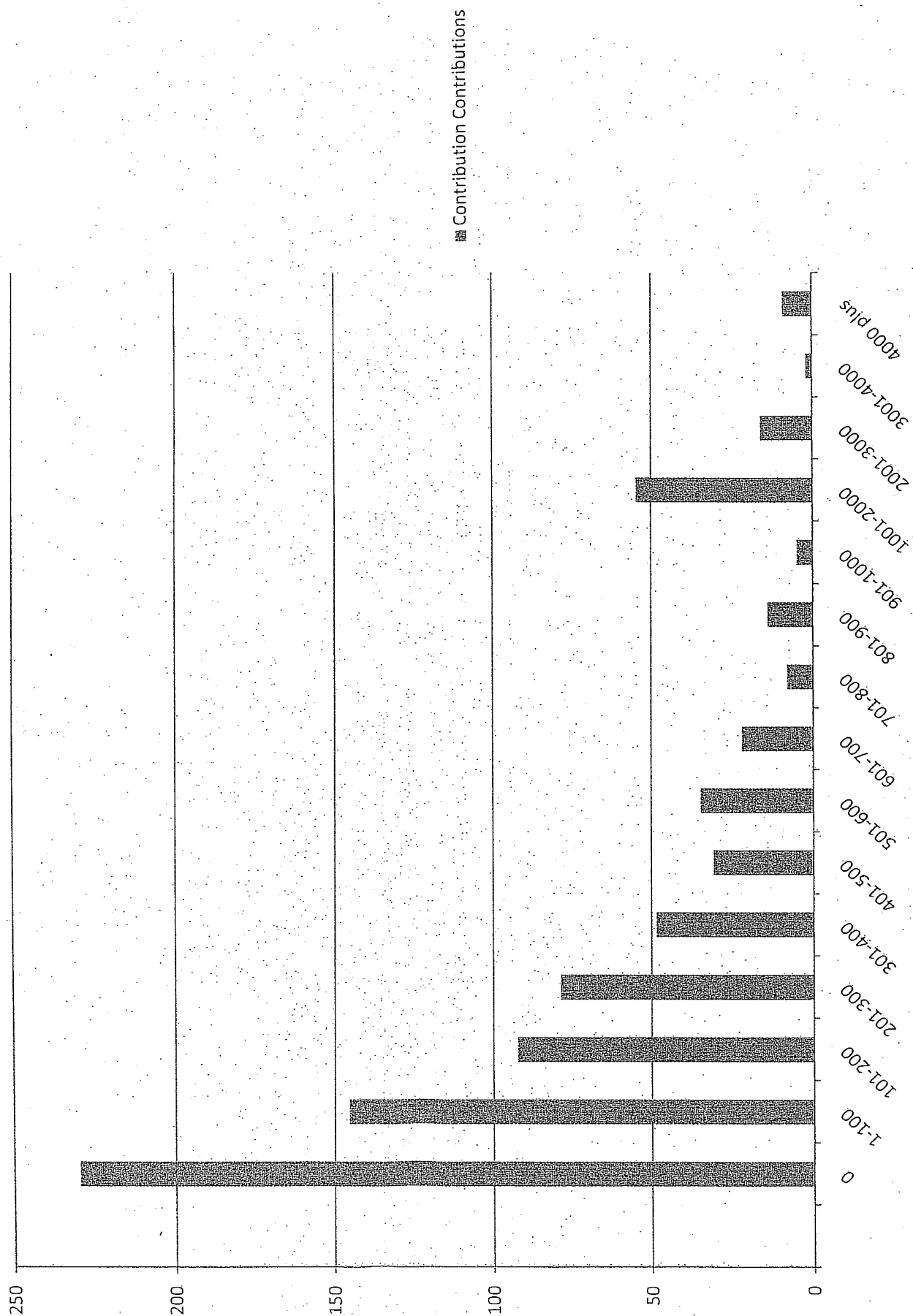
ALL SAINTS PARISH: CONTRIBUTION - DISTRIBUTION 2006 - 2009

RANGE \$\$	2006	2007
0	108	171
1 - 100	227	200
101 - 250	140	150
251 - 500	112	106
501 - 750	44	43
751 - 1000	23	37
1001 - 2000	32	32
2001 +	13	13

NOVEMBER 24, 2010

RANGE \$\$	2008	2009
0	196	231
1 - 100	183	146
101 - 200	104	93
201 - 300	77	79
301 - 400	34	49
401 - 500	32	31
501 - 600	38	35
601 - 700	11	22
701 - 800	5	8
801 - 900	9	14
901 - 1000	9	5
1001 - 2000	41	55
2001 - 3000	9	16
3001 - 4000	3	2
4001 +	4	9

2009 Contributions



**CHURCH ATTENDANCE
ALL SAINTS PARISH
(2006 - 2010)**

DATE	8:30	10:00	7:00	TOTAL
2006				
January 1		149 (Baptism)		149
6			83	83
8	23	236		259
15	19	420+	38	477+
22	22	194		216
29	19	257	60	336
February 5	53	426	50	529
12	21	407		428
19	23	226	32	281
26	8	118		126
March 2			45	45
5	26	217		243
9			63	63
12	27	403(Baptism)	63	493
16			56	56
19	25	221	50	296
22			73	73
26	25	393		418
29			60	60

DATE	8:30	10:00	7:00	TOTAL
April 2			45	45
5			70	70
9 ¹	23	278	102	403
10			73	73
11			90	90
12			89	89
13			136	136
14 ²		52 (10:00) 164(12:00)		216
15			70	70
16 ³	83(6:30) 89(8:30)	331	105	509
23	21	277	173	471
30	22	209	43	274
May 7	25	248	22	295
14	38	295(Baptism)	120	453
21	20	125		145
28	22	208	37	267
June 4	25	225(Baptism)	40	290
11	35	180	74	289
18	28	232		260
25	22	137		159

DATE	8:30	10:00	7:00	Total
July 2	21	415(Baptism)		436
9	21	145		166
16	19	132		151
23	22	138		170
30	23	173		196
August 6	30	340(Baptism)		370
13	19	160		179
20	25	125		150
27	21	153		174
September 3	22	255(Baptism)		277
10	18	178	60	256
17	17	290	34	341
24	63	217		280
October 1	30	552 ⁴	33	615
8	27	250		277
15	34	282		316
22	24	420(Baptism)	50	494
29	22	300		322
November 5	22	286	150	458
12		280		280
19	28	290(Baptism)	250	568
26	23	300		323

DATE	8:30	10:00	7:00	TOTAL
December 3	20	325		345
10	18	258	450 ⁵	726
17	30	276 ⁶		306
24		542	603 255	1400
25		16		16
26		68 (3:00pm)		68
31	20	270		290
			TOTAL	19182
AVERAGE ⁸	374.15		AVERAGE ⁷	282.09
2007				
DATE	8:30	10:00	7:00	TOTAL
January 7	18	237	28	283
14	27	203	Fellowship	230
21	29	208	Storm	237
28	26	256(Baptism)	67	349
February 4	25	254	23	302
11	28	257	Cong. Meeting	285
18	29	245	Fellowship	274
25	27	340	Pray & Praise	367
March 4	20	230		250
11	18	206		224
18	20	365		385
25	15	260		275

DATE	8:30	10:00	7:00	TOTAL
April 1	37	300	45	382
2			58	58
3			44	44
4			65	65
5			108 70(9:00pm)	108
6 ²		210(12:00)		210
7			55	55
8 ³	80 62	553	77	772
15	25	239		264
22	38	225	94 (2:00 pm)	357
29	30	230		260
May 6	28	451(Baptism)		479
13	25	266		291
20	24	120		144
27	25	175	35	235
June 3	36	196	25	257
10	23	193	Fellowship	216
17	18	160	No Service	178
24	34	142	0	176
July 1	37	240	0	277
8	36	102	0	138
15	24	224	0	248
29	26	122	0	148

DATE	8:30	10:00	7:00	TOTAL
July 22	20	185	0	205
August 5	27	140	0	167
12	36	230	0	266
19	24	134	0	158
26	36	225	0	261
September 2	17	111		128
9	25	206(Baptism)	60	291
16	17	262	35	314
23	25	203	24	252
30	23	320		343
October 7	28	345	0	373
14	25	540(Baptism)		565
21	28	330	65	423
28	18	350	192	560
November 4	22	320	271	613
11	28	248	29	305
18	36	420(Baptism)		456
25	21	365		386
December 2	15	260		275
9	20	330	(Confirmation)	350
16	30	260		290

DATE	8:30	10:00	7:00	TOTAL
December 23	23	220	120	363
24		350(3:00pm)	820 150	1370
25	11			11
30	4	183(Baptism)		187
			TOTAL	17,735
AVERAGE ⁸	341.06		AVERAGE ⁷	295.58
2008				
January 6	18	218	18	254
13	20	317	65	402
20	18	210		228
27	24	226	30	280
February 3	14	372(Baptism)	19	405
Ash Wednesday			76	76
10	25	312	Fellowship	337
17	13	220	25	258
20			62	62
24	20	158	45	223
27			49	49
March 2	22	178		200
5			62	62
9	20	180		200
12			57	57
16	4	Snow Storm	47	51

DATE	8:30	10:00	7:00	TOTAL
March 17			Snow Storm	
18			41	41
19			35	35
20			65	65
21 ²		62((12:00)		62
23	86 65	503	74	728
30	15	225		240
April 6	18	225	30	273
13	30	200		230
20	28	312	72	412
27		178		178
May 4	16	286	17	319
11		410		410
18	17	140		157
25		180		180
June 1	26	160	24	210
8	35	185		220
15	30	270		300
22	20	175		195
29	26	150		176

DATE	8:30	10:00	7:00	TOTAL
July 6	25	135		160
13	25	412 (VBS)		437
20	28	151(Baptism)		179
27	26	118		144
August 3	20	136		156
10	25	137		162
17	25	180		205
24	25	124		149
31	20	110		130
September 7		240(Baptism)		240
14	13	235		248
21	26	210	18	254
28	17	288		305
October 5	24	375	38	437
12	31	280		311
19		248	26	374
26	35	285		320
November 2	32	305	160	497
9	26	380(Baptism)	93 (Fellowship)	499
16	22	250	200	472
23	17	285	38	340
30	25	360		385

DATE	8:30	10:00	7:00	TOTAL
December 7	24	320		344
14	15	530	309 ⁵	854
21	11	191		202
24	450 (3 pm)	680 (7 pm)	215 (11 pm)	1345
28	25	225		250
			TOTAL	16,974
AVERAGE ⁸	326.42		AVERAGE ⁷	273.77
2009				
January 4	11	118	17	146
11	18	182		200
18	11	131	11	153
25	22	225(Baptism)		247
February 1	Snowstorm	Services	Cancelled	0
8	308	58 Fellowship		366
15	14	160	22	196
22	19	430(Baptism)	61	510
March 1	19	211		230
4			45 (Lenten)	45
8	15	278		293
15	22	292		314
22	9	150		159
29		250		250

DATE	8:30	10:00	7:00	TOTAL
April 3	22	270	25	317
9	30	200	20	250
10 ²		126(12:00)		
12	65(6:30) 57(8:30)	380	90	592
19	354	215	46	296
26	27	180		207
May 3	18	189	7	214
10	32	351(Baptism)		383
17	28	125		153
24	32	150		182
31	21	138		159
June 7	34	146		180
14	29	157	64	241
21	25	175		200
28	35	265		200
July 5	23	268		291
12	21	125		146
19	25	145		170
26	26	280(Baptism)		306
August 2	30	145		175
9	26	160		186
16	22	130		152

DATE	8:30	10:00	7:00	TOTAL
August 23	21	293		314
30	35	135		170
September 6	20	115		135
13	24	290(Baptism)		314
20	18	270	30	318
27	15	210	31	256
October 3			23(Messy Church)	23
4	26	231	70	327
11	27	322		349
18	30	320(Baptism)		340
25	32	271		303
November 1	20	250		270
7			16(Messy Church)	16
8	25	240	15	280
15	34	158	175	367
22	32	225		257
29	31	264	46	341
6	35	280		315
13	30	195		225
20	25	185	52	262

DATE	8:30	10:00	7:00	TOTAL
December 24		665(3:00)	725(7:00) 170(11:00)	1,570
27	22	126	100	248
			TOTAL	15,109
AVERAGE ⁸	296.25		AVERAGE ⁷	265.07
2010				
DATE	8:30	10:00	7:00	TOTAL
January 3	27	116	24	167
10	15	215(Baptism)		240
17	15	120		135
24	17	260		277
31	20	180		200
February 7	25	160		185
14	26	290(Baptism)	24	340
17			49	49
21	21	265(CLB)	19	305
28				
			TOTAL	1,898
AVERAGE ⁸	210.89		AVERAGE ⁷	210.89

CHRISTMAS EVE SERVICES

Year	3:00pm	7:00pm	11:00pm	Total
2006	542	603	255	1400
2007	350	820	150	1320
2008	450	680	215	1345
2009	665	725	170	1570
2010				

GOOD FRIDAY SERVICES

Year	10:00	12:00	7:00	TOTAL
2006	52	164		216
2007		70	210	280
2008		62		62
2009		126		126
2010				

EASTER SUNDAY SERVICES

Year	6:30	8:30	10:00	7:00	TOTAL
2006		83	331	105	509
2007	80	62	553	77	772
2008	86	65	503	74	728
2009					
2010					

NOTES

- 1 Palm Sunday
- 2 Good Friday
- 3 Easter Sunday
- 4 Bishop Mark guest Speaker
- 5 Confirmation
- 6 Sunday School
- 7 Daily Average
- 8 Sunday Average

DISTRIBUTION BY SERVICE

0 - 300	??
301 - 400	26
401 - 450	11
451 - 500	1
501 - 550	4
551 - 600	2
601 - 700	3
701 - 820	2

ALL SAINTS PARISH PEAK ATTENDANCE TIMES

80

701 - 820 (2)

Dec 24, 2007	@ 7:00 pm	820
Dec 24, 2009	@ 7:00 pm	725

601 - 700 (3)

Dec 24, 2006	@ 7:00 pm	603
Dec 24, 2008	@ 7:00 pm	680
Dec 24, 2009	@ 3:00 pm	665

551 - 600 (2)

Oct 1, 2006 (Bishop Mark Genge - guest speaker)	@ 10:00 am	552
April 8, 2007 (Easter Sunday)	@ 10:00 am	553

501 - 550 (4)

Dec 24, 2006	@ 10:00 am	542
Oct 14, 2007 (Baptism)	@ 10:00 am	540
March 23, 2008 (Easter Sunday)	@ 10:00 am	503
Dec 14, 2008 (Sunday School)	@ 10:00 am	530

451 - 500 (1)

May 6, 2007 (Baptism)	@ 10:00 am	451
--------------------------	------------	-----

**ALL SAINTS PARISH
VITAL STATISTICS
1998 - 2009**

CATEGORY	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	Total	Avg.
BAPTISMS	33	63	69	65	66	62	43	50	80	67	59	73	730	60.8
CONFIRMATIONS	59	36	37	0	53	94	30	59	40	47	24	28	507	42.3
MARRIAGES	35	27	26	28	29	26	30	17	19	31	16	21	305	25.4
BURIALS	50	32	36	36	35	48	37	31	46	39	47	36	473	39.4
TOTAL EVENTS	177	158	168	119	183	230	140	157	185	184	146	158		
AVERAGE	44.3	39.5	42.0	29.8	45.8	57.5	35.0	39.3	46.3	46.0	36.5	39.5		

B.3.5

82

ALL SAINTS PARISH
INCOME COMPARISON

2004 - 2009

ITEM	2004	2009	% change
REGULAR WEEKLY	\$177,774.00	\$217,346.00	+22.26
TOTAL ENVELOPE	\$199,290.00	\$241,519.00	+22.19
LOOSE COLLECTION	\$9,158.00	\$9,743.00	+6.39
SPECIAL DONATIONS	\$12,323.00	\$14,219.00	+15.31
SPECIAL EVENTS FUNDRAISING	\$20,216.00	\$42,714.00	+111.39
OTHER FUNDRAISING, FEES ETC	\$42,799.00	\$59,445.00	+38.89
TOTAL - ANNUAL	\$283,786.00	\$367,631.00	+29.54

November 15, 2010

ALL SAINTS PARISH

INCOME / EXPENSE COMPARISON

2004 - 2009

YEAR	INCOME	EXPENSES	BALANCE
2004	\$283,786.00	\$308,440.00	-\$24,464.00
2005	\$303,263.00	\$300,667.00	+\$2,596.00
2006	\$302,636.00	\$308,130.00	-\$5,494.00
2007	\$298,432.00	\$314,974.00	-\$16,542.00
2008	\$346,310.00	\$325,389.00	+\$20,921.00
2009	\$367,631.00	\$340,655.00	+\$26,976.00
INCREASE 2004 - 2009	\$83,845.00 +29.55%	\$32,215.00 +10.44%	OVERALL +\$3,803.00

November 15 ,2010

ALL SAINTS PARISH
CONTRIBUTORS / NON-CONTRIBUTORS

2006 - 2009

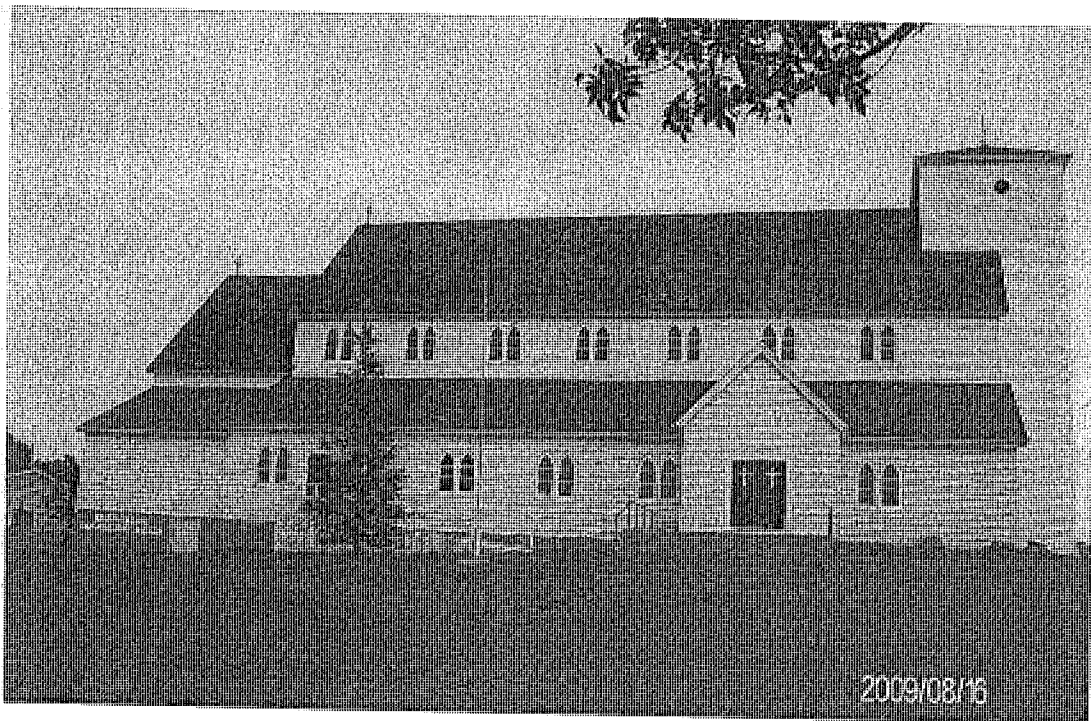
YEAR	CONTRIBUTORS	NON CONTRIBUTORS	TOTAL
2006	591	108	699
2007	581	171	752
2008	559	196	755
2009	564	231	795

All Saints Parish
Statement Of Income and Expenses
Year Ended

	Dec. 31	Dec. 31	Dec. 31	Dec. 31	Dec. 31
	2008	2007	2006	2005	2004
Receipts :					
Envelope Offerings					
Regular Weekly	217,268	206,573	202,103	192,450	177,774
Initial	697	860	886	1,068	968
Children's	1,058	790	475	985	1,341
Baptism	445				
Lenten	2,045	2,477	2,298	2,240	2,203
Easter	3,435	3,012	6,491	3,693	3,743
Thanksgiving	1,565	1,838	2,053	2,257	1,560
Advent	2,222	2,087	3,380	2,758	2,582
Christmas	9,880	7,351	4,746	5,330	6,974
Repairs & Restoration	844	1,505	2,200	1,994	2,145
Total envelope offerings	<u>239,459</u>	<u>226,493</u>	<u>224,632</u>	<u>212,775</u>	<u>199,290</u>
Loose Collection	<u>8,799</u>	<u>10,266</u>	<u>11,210</u>	<u>9,678</u>	<u>9,158</u>
Special Donations					
Memorials	11,349	10,339	7,834	7,238	8,209
Bulletin / Candle Memorials	235	465	1,015	740	975
Visitation Ministry	3,000				
Bequests	5,000				
Other	763	4,875	552	4,661	3,139
	<u>20,347</u>	<u>15,679</u>	<u>9,401</u>	<u>12,639</u>	<u>12,323</u>
Special Events					
St. George's Day			5,536	6,571	5,241
Fall Fair	14,854	9,420	10,028	13,792	14,975
Anniversary			2,237		
Scuff & Scoff				3,224	
Ways & Means	10,669				
	<u>25,523</u>	<u>9,420</u>	<u>17,801</u>	<u>23,587</u>	<u>20,216</u>
Catering & other fundraising	12,975	9,970	2,436	8,418	10,890
Card Games			785	1,685	5,440
A C W	6,000	4,000	9,000	12,000	6,000
Hall Rentals	4,940	4,796	6,540	7,000	4,215
Lease revenue	11,970				
HST Rebates	5,616	5,985	9,346	4,947	5,478
Bank & Investment Interest	9,121	9,269	9,205	9,146	9,946
Wedding fees	750	1,220	1,470		
Meals On Wheels	780	960	810	880	830
Sobey's Dominion Tapes/Recycleables	30	374		508	
Total Receipts	<u>346,310</u>	<u>298,432</u>	<u>302,636</u>	<u>303,263</u>	<u>283,786</u>

	<u>Dec. 31</u> <u>2008</u>	<u>Dec. 31</u> <u>2007</u>	<u>Dec. 31</u> <u>2006</u>	<u>Dec. 31</u> <u>2005</u>	<u>Dec. 31</u> <u>2004</u>
Expenses					
Synod Assessment	58,248	58,722	58,499	63,144	59,796
Stipends	75,502	72,511	72,720	69,688	69,848
Clergy Pension Cont	11,456	10,763	9,910	8,773	10,584
Clergy Benefits (Cpp Uic Etc.)	8,353	8,186	8,168	8,256	6,017
Clergy Travel & Car Allow	6,300	6,165	6,300	5,875	6,000
	<u>101,611</u>	<u>97,625</u>	<u>97,098</u>	<u>92,592</u>	<u>92,449</u>
Staff Salaries	43,798	42,458	42,265	42,901	44,005
Staff Pension	4,483	4,291	3,594	3,532	4,185
Staff Benefits (Cpp Uic Etc.)	6,845	6,084	5,444	5,976	4,791
Staff Travel allowance	314	80	495	876	1,800
Less Amt Paid by Cemetery Account	-9,536	-4,603	-7,000	-12,718	-9,684
	<u>45,904</u>	<u>48,310</u>	<u>44,798</u>	<u>40,567</u>	<u>45,097</u>
Organists	6,660	6,570	6,360	6,222	6,120
Visitation Ministry	9,000				
Housing Allowance	29,400	28,175	29,400	28,788	29,400
Church Operating Expenses					
Oil Heat	9,687	11,586	7,010	8,236	6,778
Electricity	1,499	1,802	1,635	1,634	1,705
Repairs & Maint	3,500	1,681	563	10	1,045
Insurance	2,498	2,498	2,498	2,498	2,498
	<u>17,184</u>	<u>17,567</u>	<u>11,706</u>	<u>12,378</u>	<u>12,026</u>
Hall Operating Expenses					
Electricity	16,380	17,810	16,627	17,313	16,809
Telephone	4,140	4,927	4,810	4,461	4,146
Repairs & Maint	4,904	3,048	8,886	3,053	5,661
Operating supplies	1,422				
Security system	573	948	663	544	707
Water & Sewer Tax	450	425	425	352	348
Insurance	2,789	2,789	2,789	2,789	2,789
	<u>30,658</u>	<u>29,947</u>	<u>34,200</u>	<u>28,512</u>	<u>30,460</u>
Snowclearing	2,919	2,770	2,128	2,740	3,490
Programme Expenses	4,214	5,215	1,867	5,545	7,704
Queen's College-Parish Contribution			311	418	
Settlement Fund	1,200	1,200			
Alpha net expenses					942
Youth Group					303
Spirit of Song					140
Fundraising Expenses					2,580
Bank Charges & Interest	2,183	2,012	1,968	1,673	1,664
Office & Church Supplies	13,696	13,882	16,287	12,470	13,155
Equipment	1,685	590	1,468		1,333
Sound System				3,556	
Workers Compensation	827	1,041	803	965	1,086
Contingency		1,348	1,237	1,097	695
Total Expenses	<u>325,389</u>	<u>314,974</u>	<u>308,130</u>	<u>300,667</u>	<u>308,440</u>
Surplus/-Deficit for Year	<u>20,921</u>	<u>-16,542</u>	<u>-5,494</u>	<u>2,596</u>	<u>-24,654</u>

EXECUTIVE SUMMARY
OF THE
BUILDING CONDITION REPORT
FOR
ALL SAINTS CHURCH
AS PRESENTED BY THE
BAE-NEWPLAN GROUP LIMITED
SEPTEMBER 2006



EXECUTIVE SUMMARY

The BAE-Newplan Group was asked to prepare a report in 2006 examining the condition of the present church building with regards to the structural, architectural, mechanical & electrical integrity. They were also asked to report on the environmental concerns associated with the building.

After a detailed inspection and evaluation they reported the following:

Structural

With-out performing any destructive testing of the various structural elements, they found the structure to be sound and in relatively good condition with the following exceptions:

- a) Trenching in the crawl space below the floor was found to have the potential to undermine the foundations of the building.
- b) Water leaks in the roof may have caused some damage to the existing structure.

Architectural

- a) The vinyl siding was in good condition however there were a couple of areas where the siding had fallen off.
- b) The asphalt shingle roof appeared to be in good condition however there was evidence of leaking and some of the shingles were missing.
- c) There was no ventilation present in the attic.
- d) The wheel chair ramp, while in good condition, would not meet the accessibility code requirements at that time.
- e) The building did not meet the requirements of the National Building Code of Canada (NBCC) with respect to the fire resistant ratings of the floor and roof assemblies, load bearing walls, columns and structural arches.

Mechanical

- a) The building was found to not have any domestic water or sanitary services.
- b) There was no fire protection system installed such as an automatic sprinkler system. This was not a code requirement however if one was installed, the requirements for fire rating the structure could be waived.

EXECUTIVE SUMMARY

- c) The building was equipped with fire extinguishers however the quantity and locations of these extinguishers did not meet the current requirements of the National Fire Protection Association Code #10 (NFPA-10).
- d) The existing underground fuel oil storage tank, fill & vent piping did not meet the National Fire Code (NFC) or the Canadian Standards Association (CSA) B139 "Code for Oil Burning Equipment". *This equipment has since been replaced and the present system, while not astatically pleasing, should meet the current codes and standards.*
- e) The building had no means of ventilation. This was in violation of NBCC, Part 6 and ASHRAE 62.1 "Ventilation for Acceptable Air Quality".
- f) The existing chimney was in violation of the present codes and should be replaced. *A stainless steel liner has since been installed which makes the chimney comply with the present codes.*
- g) The existing furnace system was reported to be quite old and in need of replacement. It was also reported to be in violation of numerous CSA B-139 code requirements. *This furnace has since broken down and is being replaced.*

Electrical

- a) The existing electrical service was installed in 1995. It appeared to be in fair condition however the meter socket was found to be severely corroded and the 24 circuit panel was fully utilized with no spare circuit capacity remaining for future use.
- b) Some of the conduit runs did not contain ground wires.
- c) One NMD90 branch circuit is spliced in the crawl space without the use of an electrical box. This is a Canadian Electrical Code (CEC) violation but it can easily be fixed by a qualified electrician.
- d) One branch circuit consisting of RW90 conductors was found running along the wall and floor in the storage room above the main entrance. These conductors should have been installed in conduit. Again this item could be easily fixed by a qualified electrician.
- e) Light switches and receptacles are not equipped with ground terminals. This is a CEC code violation.
- f) The exterior receptacles are not protected by ground fault devices. Again this is a CEC code violation.
- g) The exit and emergency lighting was upgraded in 1990 and was found to be in good condition. The regulations governing exit & emergency lighting have since changed placing these systems in violation.
- h) Most of the interior lighting fixtures were not bonded to ground.

EXECUTIVE SUMMARY

- i) The exterior wall mounted light fixtures were severely corroded and the globes were missing.

Environmental

A site inspection was performed involving the building, the church property and adjacent properties. In addition, a historical study was conducted by way of reviewing aerial photographs. The following observations were made:

- a) There were no potential sources of contamination found during the site surface inspection.
- b) One 1900 liter underground fuel oil storage tank found to be located at the west side of the church. There was no evidence of any stained soil or spillage. *This tank has since been removed.*
- c) Roofing tar, transmission fluid and tar felt paper was found and recorded.
- d) While no samples were collected or tested, due to the age of the structure asbestos was expected to exist in some of the ceiling material and vinyl floor tiles.
- e) The ballasts of the three fluorescent lighting fixtures were suspected to contain PCB's.
- f) Three fire extinguishers were suspected to contain ozone depleting substances.
- g) Due to the age of the building, the paint was suspected to contain lead.

Government Services were engaged to perform a historical land use investigation however their final report was not available at the time of submission of this report.

The following table indicates the estimated costs associated with addressing the various items listed above, as calculated at the time of the report submission, along with the present dollar values as calculated by multiplying the estimated costs by estimated inflationary values.

Estimated Cost of Required Work		
Discipline	Estimated Cost in 2006	Today's Value
Structural	\$6,500.00	\$9,250.00
Architectural	\$656,500.00	\$934,135.00
Mechanical	\$118,500.00	\$168,614.00
Electrical	\$29,700.00	\$42,260.00
Environmental	\$1,500.00	\$2,135.00
Totals	\$812,700.00	\$1,156,394.00

EXECUTIVE SUMMARY

Subsequent to this report, BAE-Newplan tabled a couple of options for including new roofing and siding to the building. These options increased the totals in the previous table to the figures indicated in the following table. That is to say, the totals in the following table include all of the work required for the existing church building in order for it to meet the present codes and standards plus the additional work indicated.

Estimated Costs for the Required Work Plus Options Indicated			
Option	Additional Work	2006 Estimate	Today's value
Option 1	New Asphalt Roof & Pre-Painted Wood Siding	\$1,080,700.00	\$1,537,727.00
Option 2	Metal Roof & Fiber- Cement siding	\$1,115,700.00	\$1,587,529.00

Appendix C

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One Page Brief
of
Building Condition Report
of

All Saints Anglican Church as prepared by BAE-Newplan
Presented by the Church Building Task Force on October 3, 2006

Structural

■ Reinforce foundation \$ 6,500.00

Architectural

■ Code Check \$650,000.00

■ Roof

Option 1 (Asphalt) \$ 75,000.00

Option 2 (Metal) \$ 95,000.00

■ Siding

Option 1 (Preprinted wood) \$ 85,000.00

Option 2 (Fiber-cement) \$100,000.00

■ Windows and Doors

\$110,000.00

■ Attic Ventilation

\$ 2,000.00

■ Wheelchair Ramp

\$ 2,500.00

Total

Option 1 \$924,500.00

Option 2 \$959,500.00

Mechanical

■ Fire Protection

-Fire extinguishers \$ 500.00

-Sprinkler system \$ 50,000.00

■ Fuel Storage

-Removal of under ground tank \$ 10,000.00

-Install above ground tank \$ 10,000.00

■ Ventilation system

\$ 25,000.00

■ Warm Air Heating System

\$ 7,500.00

■ Removal and installation of under ground oil pipe

\$ 3,000.00

■ New exhaust stack

\$ 10,000.00

■ Insulate warm air ducting

\$ 2,500.00

Total

\$ 118,500.00

Electrical

■ Replace electrical service (as is)

\$ 3,000.00

■ Feed from existing parish hall

\$ 5,000.00

■ Branch Circuit Wiring

\$ 10,000.00

■ Wiring Devices

\$ 1,500.00

■ Emergency and Exit Lighting

\$ 3,000.00

■ Interior Lighting

\$ 6,000.00

■ Exterior Lighting

\$ 1,200.00

Total

\$ 29,700.00

Environmental

■ Sampling (Asbestos)

\$ 1,500.00

Total (Option 1 Architectural)

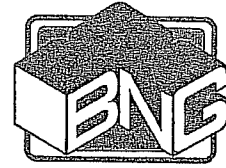
\$1,080,700.00

Total (Option 2 Architectural)

\$1,115,700.00

BAE♦NEWPLAN GROUP LIMITED

1133 Topsail Road
Mount Pearl, NL A1N 5G2
Telephone: 709-368-0118 Fax: 709-368-3541



November 10, 2010
722679.1

All Saints Anglican Church
417 Conception Bay Highway
Foxtrap, CBS, NL
A1X 1A2

Attention: Mr. Calvin Taylor

Dear Calvin:

Reference: Church Roof

Fred Stack was on the church roof and he has informed us that the roof is in very bad shape. The tabs are very dry, cracked, cupped and coming off. The top section is even worse than the lower sections and, if you have any intention of saving the church, we would recommend immediate replacement. This was a visual inspection and no destructive investigation was carried out.

Without knowing the condition of the wood and if there is rotten materials to be replaced, we can only guesstimate the cost of labour and materials to replace the asphalt shingles will be in the order of \$150,000.00.

We recommend that we meet and discuss the various options that may be available for a temporary or permanent fix for this church roof. Please call to arrange at time.

Yours very truly,

BAE♦NEWPLAN GROUP LIMITED

Samuel E. A. Newhook

SEAN/cc

Possible Options from Bae Newplan

Old Building Option 1 \$1,080,700.00

Option 2 \$1,115,700.00

New Building \$2,500,000.00 to \$3,000,000.00

Harold G. Ryan
Project Management Consultant
3 O'Reilly St, St. John's, NL, A1E 3G9
Telephone / Fax : (709) 579-5705

March 23, 2009

All Saints Anglican Church
Main Rd.
Kelligrews, NL

Attention: Rev. Byron Barter, Rector

Ref: Retrofitting or Replacement of Existing Church

Dear Reverend Barter,

Please refer to the above captioned subject and our meetings regarding my review of existing conditions within your church property. At our meeting during the week of March 9th, the undersigned presented to you a verbal account of my inspection results regarding the church conditions, along with my opinions regarding methods of addressing the correction of existing deficiencies.

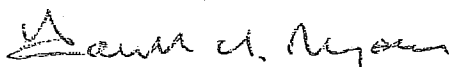
Before I can provide you with a detailed breakdown of retrofitting costs for your Church and a specification to address or approach this proposal, I would need a complete review and study of all existing conditions in order to prepare a presentation for you and your Vestry or Parishioners.

After my two brief visits to your church and our subsequent meetings, I feel comfortable in expressing my opinion that your church can be retrofitted and restored to a condition that will accommodate and be pleasing to your Parish requirements for many years in the future. Depending on your Parish desires and building code requirements, the cost of this work should be in the area of \$1.2 million to \$1.35 million. If a new church is desired and using the same area of your existing church (approximately 7200 square feet), your projected costs could be in the area of \$3.0 million to \$3.2 million depending on design.

As earlier discussed with you, I would be pleased to prepare a detailed submission explaining retrofitting work to be considered and projected costs. I would require a notice of at least three weeks head time in order to meet with all various trades and professionals, and provide you with a projected cost along with a material and construction specification package.

If this information is of interest to you, and if you require further assistance or discussions, please contact the undersigned at your convenience.

Yours Truly,

A handwritten signature in cursive script, appearing to read "Harold G. Ryan".

Harold G. Ryan

PROPOSED MORTGAGE PAYMENTS 20 YEAR TERM

PRINCIPAL	RATE	PAYMENTS		TERM	TOTAL INTEREST
	%	MONTHLY	ANNUAL		
1,000,000.00	4	6,042.00	72,502.00	1,450,080.00	450,080.00
	6	7,164.00	85,968.00	1,719,360.00	719,360.00
	8	8,284.00	99,408.00	1,988,160.00	988,160.00
1,500,000.00	4	9,064.00	108,768.00	2,175,360.00	675,360.00
	6	10,746.00	128,952.00	2,579,040.00	1,079,040.00
	8	12,425.00	149,100.00	2,982,000.00	1,482,000.00
2,000,000.00	4	12,085.00	145,020.00	2,900,400.00	900,400.00
	6	14,329.00	171,948.00	3,438,960.00	1,438,960.00
	8	16,567.00	198,804.00	3,976,080.00	1,976,080.00

PRINCIPAL	RATE	PAYMENTS			TOTAL INTEREST
		MONTHLY	ANNUAL	TERM	
2,500,000.00	%				
	4	15,106.00	181,272.00	3,625,440.00	1,125,440.00
	6	17,911.00	214,932.00	4,298,640.00	1,798,640.00
	8	20,709.00	248,508.00	4,970,160.00	2,470,160.00
3,000,000.00	4	18,127.00	217,524.00	4,350,480.00	1,350,480.00
	6	21,493.00	257,916.00	5,158,320.00	2,158,320.00
	8	24,850.00	298,200.00	5,964,000.00	2,964,000.00

THE MONTHLY PAYMENT HAS BEEN ROUNDED TO THE NEAREST DOLLAR

THE ANNUAL IS THE MONTHLY TIMES TWELVE

THE TERM IS THE MONTHLY TIMES TWO HUNDRED AND FORTY

CONGREGATIONAL PAYMENT PLAN
(20 year term - 240 monthly payments)

PRINCIPAL	INTEREST RATE	NUMBER OF CONTRIBUTORS	MONTHLY GIVINGS	ANNUAL GIVINGS
\$1,500,000.00	6%	200	\$53.76	\$644.76
		250	\$42.98	\$515.81
		300	\$35.82	\$429.84
		350	\$30.70	\$368.43
\$1,500,000.00	8%	200	\$62.13	\$745.50
		250	\$49.70	\$596.40
		300	\$41.42	\$497.00
		350	\$35.50	\$426.00
\$2,500,000.00	6%	200	\$89.56	\$1074.66
		250	\$71.64	\$859.73
		300	\$59.70	\$716.44
		350	\$51.17	\$614.09
\$2,500,000.00	8%	200	\$103.55	\$1242.54
		250	\$82.84	\$994.03
		300	\$69.03	\$828.36
		350	\$59.17	\$710.02

**IT MUST BE KEPT IN MIND THAT THIS IS MONEY
 GIVEN FOR REPAIRS/RESTORATION/CONSTRUCTION
 AND IS IN ADDITION TO REGULAR GIVINGS.**

NOVEMBER 30,2010

ALL SAINTS PARISH (CONSTRUCTION - RENOVATION COSTS)

NEW BUILDING (OCTOBER 2008)

\$4,000,000.00

6.5 % IN 2009

\$4,260,000.00

7.0 % IN 2010

\$4,558,000.00

PRESENT STRUCTURE (2006)

\$1,115,700.00

6.0 % IN 2006

\$1,227,270.00

10.5% IN 2007

\$1,356,133.35

13 % IN 2008

\$1,532,430.09

6.5 % IN 2009

\$1,632,038.05

7.0% IN 2010

\$1,746,280.71

Quote from Vestry Minutes as to our mandate

6.7 Church Building Committee, Rev. Mark (report filed)

Motion Presented that the committee be given the mandate to prepare a business plan encompassing both the old and new church buildings for All Saints Church and when completed that it receives parish approval. Seconded by Alvin. Unanimous.

Committee Members

Calvin Taylor---Chair

Rev. Robin Trevors

Herbert Reid

Sandra Taylor

Randy Kelloway

Craig Noseworthy

Joan Blackmore