

# *Holy Cross Parish*

**2006**

**ANNUAL REPORT**

**YEAR ENDING June 30, 2006**

Mission Statement: "The people of Holy Cross Parish are a community of clergy, religious and laity who, strengthened in Christ, and thankful for our blessings, seek to root ourselves in an authentic Christian community which is called to serve God in praise, each other in sharing, caring and healing, and our brothers and sisters, near and far, in prayer, peace and justice.

## **HELP SAVE A TREE**

If you do not intend  
to keep this report after you have finished reading it,  
please return it to the bookrack in the church  
so that others may read it too.

**Thank you for your cooperation.**

# TABLE OF CONTENTS

## Parish Pastoral Council's Report

### Committee Reports

#### 1) Liturgy

- Altar Linen

#### 2) Christian Education

- Sacramental Preparation
- Prayer Group
- RCIA

#### 3) Parish and Community Life

- Pastoral Care
- Bereavement
- Hospitality
- Knights of Columbus

#### 4) Social Action

- MPD
- Ottawa Foyers Partage

#### 5) Finance Council

- Counters
- Building Committee

## Parish Pastoral Council Report

**Chair:** Robert E. Lee

The duties of the Parish Pastoral Council (PPC) are set out in section 2.01 of the Constitution. Primarily, the Council is a consultative body that shares with the Pastor and staff “the planning and coordinating of overall policies and goals of the Parish”. As well, PPC is also a “coordinate, monitor and evaluate the work of the various parish ministries”. In fact, PPC does not deliver any services itself but works through committees.

To carry out its duties, PPC usually meets once a month, except during July and August. Regular business meetings are scheduled to take place on the fourth Wednesday of each month. In addition, Executive meetings are held with the Pastor and Officers of Council—the Chair, Vice-Chair and Secretary, on the Thursday before regular meetings, to plan the agenda for the following Wednesday. PPC also holds one or two additional meetings with the Pastor and Parish Staff each year to reflect on where the Parish has been going and to consider short and long-term plans or changes for the future.

We continue to be blessed with the Spiritual Leadership of Fr. James Raphael C.M.F. and Fr. Lukose Kochupurackal C.M.F. Their participation and involvement in the Parish Community is truly outstanding. We are truly fortunate to have such caring and dedicated individuals as Our Pastor and Associate Pastor.

Highlights of the year included:

- Alpha Program
- Arrive of Jean Paul Kazage, Our Sponsored Refugee
- Special fund raising for the Clergy Pension & Retirement Fund
- Concert with Advent and Christmas music
- Lenten Mission with Fr. John Vandernakker

Ongoing and Upcoming Programs and Events:

- Family Visits with Fr. James and Fr. Lukose
- Indo-Canadian Gala Dinner – Fundraiser for Roof Repairs

# LITURGY

**Chair:** Miriam Basten

**Lay members:** Jackie Baumberg, Diane Rogers, Liz Grenier

## Major topics of interest in the past year

- The décor in the church continues to be outstanding. Thank you to Diane Rogers and her team for all their hard work.
- A silent time for reflection in the 5-10 minutes before Mass continues to be promoted.
- Many of the ministers for each Mass gather at the table at the back of the church to say a prayer together before mass begins.
- A training workshop for Mass Coordinators and Eucharistic Ministers was held on the evening of September 22.
- A training workshop for Lectors was held on the evening of September 29.
- Lectors once again had a workbook to help them prepare to proclaim the Word of God at Mass.
- The Rosary is recited in the church before 12:15 mass and before the Saturday 5 p.m. Mass during the months of October and May.
- Prayer guides (flyers and booklets) were provided for parishioners to purchase to help with personal devotions during Advent and Lent.
- The choirs of the Parish and Holy Family School sang in an Advent/Christmas concert on December 18.
- On Christmas there were five well-attended Christmas Eve Masses and one Mass (11:15) on Christmas morning.
- The Stations of the Cross on Friday evenings during Lent were lead by a different committee each week. The script used on Good Friday was the same as used by Pope Benedict in Rome on the same day.
- A Parish Mission was held during Lent over three nights (April 03-05). It was led by Fr. John Vandenakker and his team. Attendance was very good, much better than last year and those who attended generally had positive things to say about the experience. The Lenten Parish Reconciliation Service and an opportunity for individual confession was integrated into the second evening of the mission.
- The Triduum once again was a very moving series of liturgies. This all came together due to our hard-working volunteers in various ministries including décor, lectors, music, mass coordinators, to name but a few.
- Real loaves of bread are only used now for special occasions such as Holy Thursday and Easter Vigil.
- Excerpts from the Catholic Source Book have been included in the bulletin for education purposes.
- A Children's Choir under the direction of Ricki Armitage has been singing at the 9:30 Sunday Mass about every second month.
- A Children's Altar Server ministry at the 9:30 Mass continues, with the young people involved becoming more comfortable in their role. Thank you to Xavier Fernandez for helping to coordinate this ministry.
- First Eucharist and Confirmation sacraments for the students of Holy Cross School and Holy Family School are being celebrated at regular Sunday Masses during the Easter season.

- Some baptisms are being done during regular Sunday Masses to keep the assembly in touch with the sacraments.

### **We are looking forward to**

- Deciding whether to continue to purchase transparency copyright permission from *LicenSing* because the publisher GIA is no longer covered under the license (in the most recent song-usage report, 45% of the songs we used had the copyright held by GIA).
- Organizing the music resources such as transparencies and continuing educational opportunities for musicians.
- Replacing a number of broken music stands, microphone stands, and microphone cables.
- Supporting the Children's Choir.
- Recruiting new volunteers for the various ministries.
- Investigating how to handle various postures during consecration and communion.
- Promoting attendance of liturgical ministers at diocesan liturgical workshops.
- Encouraging higher attendance at liturgies on the Feast of Mary the Mother of God (January 01), Holy Thursday and the Easter Vigil.

### **THANK YOU to the large number of people who make our parish liturgies so inspiring and run so smoothly:**

- Our Pastors
- Parish staff, especially Perry and Barbara
- The volunteers in all the liturgical ministries!

### **Altar Linen**

We are like the widow in the Gospel (Mk 12:41-44) contributing our mite for the good of the parish in a quiet but efficient manner ensuring the pristine supply of altar linens. New names are most welcome.

## **Christian Education**

### **Sacramental Preparation**

**Chair:** Barbara Goski

Each year the Sacramental Preparation Committee coordinates the preparation of children to be confirmed and to receive the sacraments of Holy Eucharist and Reconciliation for the first time. This year, forty-one students received the sacraments: 19 from Holy Family School, 10 from Holy Cross School and the remainder from various institutions, including Bayview Public School, Fielding Drive Public School, Counter Point Academy, St. Margeurite d'Youville and St. Thomas More. The majority of the candidates are in grade two, though a few are as old as grade five.

In keeping with the direction from the Archdiocese, the main work of preparing children from the separate schools falls to the teachers, who follow curriculum guidelines for this work. Teachers from

Holy Family and Holy Cross School arranged a First Reconciliation service, held at the Church on March 28. Children from other schools participated in this service.

To supplement the work of the schools, Holy Cross Parish offers "Come Join Us at The Table", an innovative six-part series of talks and activities designed to introduce students and their parents to each of the sacraments and parts of the Mass. The program is mandatory for children from public schools and optional for children from the separate schools. This was the thirteenth year in which "Come Join Us at The Table" was offered.

Also in keeping with directions from the Archdiocese, the First Communion and Confirmation services are integrated into regular Masses in the parish. This year children received the sacraments at five Masses; three on April 30 and two on May 07.

The Parish presents each candidate with a certificate to commemorate the occasion, and the Knights of Columbus present the children with rosaries.

The Sacramental Preparation Committee is made up of Angie Mattioli, Anna Dorner, Paula Leonard and Barbara Goski. Our activities include an information night in October, enrollment ceremonies in January, and Come Join Us at The Table evenings from February to May. Last year our committee proposed that in reintegrating the sacraments into the Mass, that the number of weekends be limited to no more than three and that the number of children participating in each Mass be no more than ten. This year, because of lower than usual enrollments we were able to limit the number of weekends to two; next year is expected to have a larger enrollment so the number of weekends will probably have to extend to three. The mandatory meetings for parents in October were generally well received though some improved co-ordination with one of the schools will be required in the coming year.

## **Prayer Group**

Parishioners meet every Saturday at 9:30 a.m. for an hour of prayer. The format may include giving praise and thanks to God, a reading from scriptures and hymns. It is a beautiful hour giving strength to the participants and offering prayers for the needs of our community. Everyone is invited to attend.

## **RITE OF CHRISTIAN INITIATION FOR ADULTS (RCIA)**

**Chair:** Christina Chung

The Rite of Christian Initiation of Adults (RCIA) is a process for adults preparing to become members of the Catholic Church. We meet every week from beginning of October until Pentecost. The team this year consisted of Barry Ryan and Christina Chung. Supported by the prayers of the Parishioners, we guided Wanda Sherratt, Ronald Black, Eric Kramers and David Williams on their journey to full initiation into the Catholic Church. We also want to thank their sponsors, Diane Rogers, Mark Templin, Greg Yost and Tony Whittall who accompanied them on their faith journey and gave so generously of their time and friendship.

# PARISH & COMMUNITY LIFE

## PASTORAL CARE

**Chair:** Myrnah Vullings

This ministry is responsible for providing support and visits to the addicted (and their families), depressed, lonely, sick and shut-ins. Confidentiality is stressed in this ministry.

**MEETINGS:** Four general meetings were held. As well, several others were held for those involved with our Healing Service.

**MEMBERS:** Nine are active. (2 of these also work with the Bereavement Com.) 2 are involved when we have special events, 1 sends bulletins to house-bound parishioners, 1 makes tel. calls, 4 visit Civic and General hospitals and 1 sends Get Well and Sympathy cards (approx. 30) and handwrites Valentine envelopes (approx. 100) and invitations.

**NUMBERS OF PARISHIONERS VISITED:** Approximately 50 different parishioners were visited at home, church, hospital (not including the ones visited by the four who are part of the hospital team). About 10 of these were "visited" by telephone.

**TRAINING:** Many of our members have attended continuing education events two of which were presented by the Ottawa Pastoral Care Training Program and one which the Diocesan Centre presented. We had several inquiries about the Ottawa Pastoral Care Training Program and one person who was referred by one of our team members is presently taking the 10 week course.

**SICK LIST:** These parishioners are contacted to see if we can be of service.

### **SENIORS' HOMES:**

**LANDMARK COURT:** Mass is held on the second Thursday of the month. Deanna Edwards has been very faithful in leading the singing. Those in the area are invited to attend.

**BILLINGSWOOD MANOR:** Mass was started there last fall. The numbers attending never reached the expected number so this spring it was decided to celebrate mass there only during the two seasons of Easter and Christmas. Deanna also sings there.

### **SPECIAL EVENTS:**

**PASTORAL CARE SUNDAY:** First Sunday after Labour Day—Our Pastor commissions the workers to go forward into the community on behalf of the church. One of our members spoke very briefly at each Mass about our ministry and invited our parishioners to meet with them afterwards over refreshments in the narthex.

**FIRST FRIDAYS:** Members are encouraged to attend Mass and bring Communion, if possible, to house-bound parishioners. At the end of Mass the members of the team who are in attendance are called forward for a special blessing.

**VALENTINES:** We work together with Children's Liturgy and the Bereavement Committee to send

cards to the elderly, sick and grieving parishioners. The children prepare the cards. Approximately 100 cards were sent. All the envelopes were addressed by hand by one of our team members.

**WAY OF THE CROSS:** We work with the Bereavement team to host and pray the Way of The Cross one Friday night during lent. Our way of the Cross was prepared by one of the Bereavement Team members and was very pertinent to what is going on in our world today and was very well received by those in attendance.

**WORKSHOP:** In response to the Archbishop's request we worked with the Bereavement team to host a workshop entitled : END OF LIFE ISSUES. We had three excellent speakers and a video from the archbishop. A discussion followed the presentation. It was a very informative workshop and well received.

## **Pastoral Care - Bereavement Committee**

**Chair:** June M. Kelly

The Bereavement Committee works under the Pastoral Care Group and we support our parishioners when there is a death in the family by helping them organize the funeral service. We advise them about liturgical music and readings that are appropriate for the service. We visit the funeral home and provide follow up after the funeral if necessary.

The committee also sends out cards to relatives of deceased members of our parish on the anniversaries of deaths, as well as to spouses on Valentine's Day. We hold a memorial service every two years. We send invitations out to parishioners who have lost loved ones to provide a time of healing through community sharing.

We currently have seven members on our team.

In 2005 we had 33 names on our list of people who died. Not all the funerals were at Holy Cross but contact is still made with relatives of parishioners when we are notified either by phone calls or contact cards.

On November 5, 2006 at 2 p.m. there will be a Memorial Service to celebrate the lives of deceased parishioners.

On Saturday, November 26, 2005 from 9:30 a.m. until 11:30 a.m. we conducted a Workshop entitled "In Support of Life" which addressed the issues of euthanasia and assisted suicide. The following people gave their views on these topics to approximately 20 parishioners with discussion and sharing afterwards. Francois Poitras, Moral Theologian from St. Paul's University; Joan Davis, teacher of Palliative Care at the General Hospital; Greg Yost, lawyer with the Justice Department on Bill C407. The workshop was facilitated by Hub Deveau and supported by all members of the Bereavement Team. This workshop was conducted on the first day of Advent at the request of the Archbishop of Ottawa, Marcel Gervais.

In March 2006 Hub Deveau of the Bereavement Committee conducted the Way of The Cross for parishioners of Holy Cross.

A Grief Support Group for parishioners was organized by Terry Maloney and Hub Deveau. Parishioners who lost a loved one and who were facing a first Christmas without them were invited to attend these sessions. These sessions continued through until May and will resume in September 2006.

The Bereavement team is in need of more volunteers to help with funeral arrangements for deceased parishioners.

## HOSPITALITY

**Chair:** Karen Flynn

Our Parish and Community Life ministries support our community needs with opportunities to come together in fellowship, in fun and in support of each other to strengthen our bonds as the family of God.

The Hospitality Committee provides occasions for parishioners to gather for social activities after Mass, and invites participation from church members through other events. Along with our ongoing activities such as "Coffee Sundays", the Committee runs the "Old-Fashioned Parish Supper" in September, and hosts Strawberry Sunday in July.

Once or twice a year, we ask parishioners for donations of baked goods. Last year, we had a bake table as part of a mini Christmas sale in early December and held a second bake sale in the spring. Both events were very successful.

A sub-committee of Hospitality, providing Funeral Catering, has been active this past year serving food and refreshments for families holding receptions at the church. Anyone who is interested in using this service is asked to contact the parish office, who will then get in touch with our committee.

To assist with the Funeral Catering activities, it was decided to purchase a new fridge and small freezer to replace the very old, inefficient ones located in the environment room in the hall. The Knights of Columbus made a financial contribution towards the purchase of the new appliances and we thank them for their support.

During the successful run of the Alpha program last fall, the committee coordinated and served the weekly supper. Participants enjoyed everything from tortières to pizza to quiche!

The Hospitality Committee would like to thank all parishioners who help during the year with funeral receptions and events like Alpha and Hi Horizons, preparing and serving food, and the many who assist in the kitchen with clean-up after large gatherings.

The committee is always willing to assist where needed, such as organizing the celebration in the hall following the Easter Vigil. New members are always welcome.

## **Knights of Columbus**

Over 121 years ago, Father Michael J. McGiveny founded the Knights of Columbus as a fraternal organization. That organization has grown to 1.7 million members in more than 12,000 local councils in Canada, the United States, Mexico, the Philippines, some Caribbean Countries and recently Poland. Annually the Knights of Columbus donate over \$55 million to international charitable causes, such as the Hurricane Katrina Relief Fund. Each Council also works locally to support their Parish. We also volunteer more than 125 million hours of members' time to those in need of our assistance.

Holy Cross Council 10617 with approximately 90 members serves the vision of our founder Father McGiveny by serving our Parish, our community, our young people, and our members. Here are just some of our activities which illustrate our purpose and service:

### **Church:**

- Provision of new vestments for the Clergy.
- Distribution of rosaries and bibles to schoolchildren at First Communion and Confirmation Ceremonies.
- Support of our Clergy as altar servers/ushers for Sunday Mass and special occasions, and managing the parking lot for heavily attended Christmas and Easter services.

### **Community:**

- Sale of Car Lottery Tickets for the Arthritis Society.
- Sale of Roses for Action Life.
- H.O.P.E. Beach Volleyball Tournament parking with proceeds for charitable purposes.
- Adopt-a-Highway Program Participation for Airport Pick-up.
- Support for St. Patrick's Home with sale of Shamrocks.
- Organize a Tax Planning Seminar for Parishioners

### **Youth:**

- Conduct the K of C Basketball Free Throw Competition for students in our Parish schools.
- Participate in the K of C Drug Abuse Awareness Poster Contest in Parish schools.
- Charitable contribution to "Operation Christmas Child"

### **Social Events for Parishioners and members:**

- Pancake Breakfast
- St. Patrick's Party
- Steak and Awards Night
- Pig Roast

For more information on Council 10617 and its activities, please consult the bulletin board at the back of the church or visit the website [www.holycrossparish.com](http://www.holycrossparish.com). We welcome new members over the age of 18 and gratefully appreciate the support of parishioners in our various pursuits.

# **Social Action**

## **Mission Peace and Development**

**Contact:** Peter Tobin

The Mission, Peace and Development committee started in 1974 and has been active in the parish since that time. The committee was founded by parishioners who felt a sense of solidarity with our brothers and sisters who do not share the privileges that most of us enjoy in Canada. The committee strives to educate itself and the wider parish community on issues of social justice and then to take action on what has been learned.

**MAJOR ACTIVITIES** (June 2005 – May 2006)

### **PROVIDING INFORMATION TO THE PARISH**

The committee informed the parish about social justice issues through:

- Guest speakers. In June 2005, Mike Lowe spoke to parishioners about his visit to the Summanahalli Centre near Bangalore, India. The centre cares for leprosy and AIDS patients. Mike also reported on his visit to coastal areas of India that were affected by the tsunami. In May 2006, John Weir, Dorothy Collins and Marjorie Phelan, a committee member, spoke about their volunteer work in Guatemala. Working with the organization "Safe Passage," they built furniture for a school that provides education for the children of families living at the Guatemala City dump. They also helped in the construction of a house in the Guatemalan highlands.
- Displays on the bulletin board at the back of the church. The bulletin board updates provided information on the Summanahalli Centre, the Fair Trade issue, the Ottawa - Kumbo Clean Water project in Cameroon, the AIDS Angels project as well as the Development and Peace campaign to ensure free public access to clean water.
- The weekly MPD column in the parish bulletin that provides information and opinion about social justice issues.

### **SUPPORTING the AFRICAN AIDS ANGELS PROJECT**

The African AIDS Angels project began after MPD members visited South Africa in 2000 and witnessed the ravages of the AIDS pandemic. The Angels, crafted by the Friday afternoon Angel Makers, are sold at a number of bazaars and churches in the city and the surrounding area. In the past year the committee sent over \$23,000 to orphanages and hospitals in South Africa and Zambia.

Committee member John Dorner was instrumental in setting up a twinning between Brother Andre Catholic School in Gloucester and Sacred Heart Children's Home in KwaZulu Natal, South Africa. The twinning is supported by the staff and students at Brother Andre.

In addition to presentations and workshops on AIDS in Africa, the committee also provides encouragement and advice to other groups who want to start an African AIDS Angel project in their own community.

## **INVOLVEMENT WITH CANADIAN CATHOLIC ORGANIZATION FOR DEVELOPMENT & PEACE**

Two committee members attended a Development and Peace (D&P) breakfast in June and a workshop in February. In March, the committee, in conjunction with D&P, hosted an evening for social justice representatives from all the parishes in the southern sector of the archdiocese. The committee ordered and distributed D&P literature and spoke at all Masses about the work of D&P and its Share Lent campaign.

**FOOD DRIVE:** The committee organized food drives in October and March and distributed groceries to the local food banks at Heron Road, Debra Dynes, the Greenboro Pavilion and Banff Avenue Community House.

**FAIR TRADE:** Fair Trade coffee, tea and chocolate were made available for sale on a number of occasions throughout the year and literature was provided to help our parish community understand the importance of buying Fair Trade products.

**MAINTAINING CONTACT WITH NICARAGUA:** Our contact with our sister community in barrio El Recreo has been less regular than in other years. There have been fewer visits to El Recreo and Sr. Ana Maria, who started the Generating Life project in El Recreo, is now stationed in Costa Rica. We do however keep in touch by e-mail with Sister Maria Luisa who is supervising the projects.

**SACRED BALANCE DIALOG:** A committee member has represented Holy Cross at meetings of this local interfaith initiative which encourages environmental responsibility within our church communities. Sacred Balance also encourages churches to do an energy audit and to promote the greening of church properties.

**SUPPORTING OTHER CHARITABLE EFFORTS:** In March we delivered over 100 pairs of children's shoes to St. Mark High School. The St. Mark students take the shoes with them to the Dominican Republic where they distribute them to the families of sugar cane workers in Consuelo, D.R.

## **Ottawa Foyers Partage**

Ottawa Foyers Partage is a separately incorporated charitable agency whose entire life has been intricately woven within the fabric of Holy Cross Parish. Parishioners were closely involved in the initial setting up of the agency, some 23 years ago, and have contributed to its ongoing life with money and people.

The past year has been one of change at Ottawa Foyers Partage. We have been expanding our facilities with completion of expansions at two of our residences and work almost completed on our new residence at CentrePointe. This means that by the end of 2006, we will have been enabled to almost double the number of residents being served, going from 9 to 16. In addition, we continue to dream about an expansion of our services at Computer Wise and we may be coming closer to reality in this perspective as well—we currently continue to serve about 18 clients.

We have been extremely privileged in the past year to have gained strong credibility with our main funding agency, the Ministry of Community and Social Services of Ontario. As a result, our facilities

have received funding to greatly improve the quality of life of our service recipients and our salary base has gained a degree of stability.

The inter-relationships with Holy Cross Parish continue to grow and we are extremely grateful for all the support that we receive. A particular highlight of the past year was the participation of some of our people in the Alpha course. We were encouraged to participate and quite a few members did explore the course. Four members did follow through to the end and particularly enjoyed the warmth and the support of the other participants.

In addition, many parishioners, over the past year, have continued to contribute their services, on the Board of Directors, as volunteers in the three homes and its Computer Wise operations, helping the "Potato Peeling Contingent" prepare food for the Shepherds of Good Hope, making facilities available for the operations of our Partage Print activities, helping with the food preparations at its community evenings and generally been welcoming to our residents who attend masses and other church activities.

For all these helps and helpers, Ottawa Foyers Partage is extremely grateful.

In addition to the development plans, the Ottawa Foyers Partage community has focused on living its community life. Activities have included a great variety of day programs such as bowling, swimming, dancing, going to school, having barbecues, going on trips from one end of the country to the other—and beyond, and helping others. In other words, we have lived our lives fully. There can be no doubt that the extensive changes being undertaken require that we be ever vigilant about the need to maintain our life as a unique community—for this, we need your ongoing prayers.

The annual meeting of Ottawa Foyers Partage is held in the Parish hall in the month of November and notice of it is published in the Bulletin. All are welcome!! It is an excellent occasion to get to know us better and perhaps offer your services. Additionally, should anyone be interested in sitting on the Board of Directors or otherwise volunteering, please contact me. At this time, we are in particular need of additional help for our Potato Peelers.

We hope that you will all continue to pray for us and be our friends.

Jean Bélanger,  
President, Board of Directors, Ottawa Foyers Partage,  
Phone: 241-6786

## **FINANCE**

**Chair:** Brian Nevins

We are happy to report that envelope and loose collections remained at 2004 levels of \$313,000. Other revenues such as bequests, rent, interest and sale of articles and receipts for Holy Cross Charities (\$10,600) totaled \$61,400 for total revenue from operations of \$374,400.

Operating costs were \$17,000 under the budgeted figure of \$330,000. When added to donations of \$18,000 total operation expenses were \$331,000 resulting in a surplus of \$43,000. This surplus will be used to offset future building repair costs.

Renovations undertaken in 2005 include repairs\replacement to the Walkley Road entrance stairs, walkway and railings of \$33,000 and the sealing and repainting of lines on the parking lot, \$8,000. Renovation costs are not included in operation costs of \$331,000.

With the arrival our sponsored refugee we have spent \$4,000 of the \$17,000 raised to support him during his first year in the community. Most of these costs relate to rent for an apartment.

As in prior years, parishioners have been very generous in supporting special collections. Diocesan ordered collections such as support for the Holy Land, Vocation Works and Evangelization of the Nations raised \$29,500. In addition donations of approximately \$17,000 were received to fund the Priests Pension Plan.

## **Counters**

We support the parish by counting the weekend collections and preparing a bank deposit. Additional names to this important ministry would be most welcome as spares.

## **BUILDING COMMITTEE**

**Chair:** Ray Flansberry

This committee holds the responsibility for coordinating repairs and improvements to the Church and Rectory and the Pastor's Residence.

The committee is made up of the following members: Raymond A. Flansberry, Chair, Peter Choquette, Chris Choquette and Neil Pouliot.

Throughout the year, depending on the project, the Committee was assisted by the following associate members; Brian Nevins (Chair, Finance Committee), Richard Whalen, Jim Prosper and George Petetski.

During the year ending December 2005, the Building Committee has completed the following projects:  
**Concrete and Railing Project – Phase 1:** Improvements to the Walkley Road Front Entrance with the installation of new railings and tiles to cover both the East and West steps leading to the main front elevated entrance to the church.

**Paving Project – Phase 1:** Sealing, patching, line painting and repairs to the church parking lot, including front and side laneways.

**Paving Project – Phase 2:** Paving of Pastor's residence driveway.

### **Electrical Project – Church Basement**

- Installation of additional light fixtures and six (6) single control pole switches to control new and existing light fixtures.

Note: These single pole switches are energy efficient as each switch controls one set of two (2)

- lamps in each fixture - the second switch can turn on all four (4) lamps in all fixtures, as required.
- Relocation and rewiring of six (6) existing light fixtures to maximize lighting efficiency.
- Installation of two (2) light fixtures and two (2) single control pole switches in front of kitchen serving area.
- Installation of two (2) light fixtures in coffee serving area.
- Installation of one (1) split duplex receptacle on counter in kitchen area.

## **THE BUILDING COMMITTEE'S PROPOSED BUILDING PLANS FOR NEXT YEAR ARE...**

**Roofing Project:** To complete repairs on the roof (ongoing).

**Concrete Work Project – Phase 2:** To complete concrete and railing work on East and West side entrances of building.

### **Rain/Water Overflow Project – East Side of Building**

- To complete a landscaping analysis and feasibility study; and
- to assess feasibility of excavation work to accommodate water accumulation; and/or
- to assess feasibility of raising window wells and to backfill to accommodate water accumulation

**Painting Project:** To paint the exterior wood areas of the church.

### **Air Circulation Project**

- to complete analysis and feasibility study - inside of Church - Summer vs. Winter air circulation
- to assess feasibility of installing additional fans.
- to assess feasibility of Re-directing air circulation - through air returns

**Flooring Project – Phase 1:** Installation of flooring – rectory.

**Flooring Project – Phase 2:** Installation of flooring – basement.

**Kitchen Project:** Installation of larger exhaust vent in kitchen area.

**Fencing Project:** Removal and installation of new fence - Pastor's residence.

**Elevator Project:** Installation of controls on top of the elevator for easier maintenance and inspection by TSSA inspectors.