

2019 Annual Parish Report

Our annual parish meeting was scheduled for May 3, 2020 and then COVID happened and our lives changed. The Annual Parish Report for 2019 has been compiled with reports from parish ministries and committees.
September 2, 2020

2019 Report – Parish Pastoral Council

In January 2019, the church underwent a Green Audit. The Green Audit is a comprehensive environmental and energy audit. It provided us with a comprehensive report tailored to our faith community, including recommendations for saving energy, money, heat, and water. The Finance Committee will use this report to help guide them in caring for the church and parish centre buildings.

We welcomed our new parish life coordinator, Maureen Cerroni, in August 2019 after reading many resumes and conducting several interviews.

In June 2019, the Parish Council hosted the parish's annual BBQ after our Mass on the Grass.

In 2019-2020, the PPC streamlined and revised the existing Pastoral Plan, including adopting a new grid layout. In this way, the Plan's Activities, Objectives and Areas of Responsibility are clearly and concisely defined. Continuing Activities and Ministry Descriptors are contained in an Appendix. At the PPC meeting of November 16, 2019, Parish Council decided to focus on one area (e.g., Being a Community of Faith) per year or one activity per area (4 activities) per year.

In September 2020, PPC will begin to focus on Being a Community of Faith because of the influx of new parishioners. The PPC will meet with each committee during the year and invite them to attend a PPC meeting.

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2019 Report – Finance Committee

This report contains a summary of the financial operations of the Parish as well as a listing of major projects undertaken on behalf of the Parish.

The financial report shows the final reviewed figures for 2019 compared to: the audited amounts from 2018 as well as the amounts that were budgeted by the Committee for 2019 and then for 2020. The 2020 budget was set early in the year and has purposely not been revised due to the continuing uncertainty related to the current pandemic. Pie charts for the receipts and disbursements are included at the end of this report.

SUMMARY OF RECEIPTS AND DISBURSEMENTS FOR CHURCH OPERATIONS				
	2020	2019	2019	2018
	Budget	Budget	Actual	Actual
RECEIPTS				
Collections	204,200	183,200	216,198	191,460
Marriages, Funerals and Masses	4,000	3,500	6,830	3,435
One-time donations and bequests	40,000	40,000	70,802	64,663
Interest	22,600	16,700	19,901	19,408
Other revenue	15,800	16,100	16,825	16,069
	<u>286,600</u>	<u>259,500</u>	<u>330,556</u>	<u>295,035</u>
DISBURSEMENTS				
Salaries	139,000	159,400	143,514	134,315
Parish Centre and Church	87,100	66,100	88,761	102,392
Liturgical	17,000	19,700	12,911	8,532
Communal	5,000	5,000	3,196	6,835
Council Outreach	6,200	6,700	6,700	6,600
Oblate Administration Tax	32,300	31,600	37,799	36,107
	<u>286,600</u>	<u>288,500</u>	<u>292,881</u>	<u>294,781</u>
SURPLUS (DEFICIT)	<u>\$0</u>	<u>(\$ 29,000)</u>	<u>\$37,675</u>	<u>\$254</u>

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Accompanying the reports are a listing of the total Outreach accomplished by our Parish. Our total Outreach includes the amount in our financial operations report denoted as Council Outreach, but most is funded directly by parishioners through their giving to special ordered collections including the Poor and Needy envelopes, and donations to the Poor Box. The only portion that shows under the financial statement, is that part which is funded by interest received from our investment funds and distributed to causes selected by the Parish Pastoral Council. The rest is not included as revenue nor as disbursements for the Canadian Martyrs financial operations.

OUTREACH

(Poor & Needy Envelopes, Poor Box and Reserve Funds)

	2019	2018
Parishioners Outreach	\$ 500	\$ 3,771
Poor at the Door	\$ 1,242	\$ 1,230
St. Brigid's Camp	\$ 350	\$ 350
Shepherds of Good Hope	\$ 1,000	\$ 1,000
Centretown Churches	\$ 1,000	\$ 600
St. Vincent de Paul	\$ -	\$ 225
Miriam Centre	\$ 1,000	\$ 800
Youville Centre	\$ 300	\$ 300
Catholic Missions	\$ -	\$ 50
Centretown Emergency Food Bank	\$ 800	\$ 750
Jericho Road Ministries	\$ 600	\$ 600
CCSAC Walk for the Centre	\$ 650	\$ 150
Carty House	\$ 500	\$ 500
Multifaith Housing	\$ 1,500	\$ 900
St. Margaret Mary's - Supper Program	\$ -	\$ 500
Archbishop's Dinner	\$ 200	\$ 180
L'Arche Ottawa	\$ 1,000	\$ 1,000
Waupoos Family Farm	\$ 500	\$ 500
Birthright of Ottawa	\$ 1,000	\$ 800
Hospice Canada	\$ 1,000	\$ 1,000
Immaculata High School - Chaplain's Fund	\$ 1,000	\$ -
Ottawa Mission - Catering Funeral	\$ 445	\$ -
Ottawa Missions	\$ 700	\$ -
St. Joe's Supper Table - Fundraising	\$ 495	\$ -
Catholic Missions in Canada	\$ 100	\$ -
	<u>\$ 15,882</u>	<u>\$ 15,206</u>

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ORDERED COLLECTIONS (Envelopes and Special Collections)	2019	2018
Holy Land	\$ 1,283	\$ 1,017
Development and Peace	\$ 2,515	\$ 1,990
Diocesan Missions	\$ 545	\$ 545
Campaign Life Coalition	\$ 960	\$ 759
Vocations	\$ 650	\$ 690
Pastoral Works	\$ 615	\$ 580
Oblate Missions	\$ 1,380	\$ 2,050
Needs of Canadian Church	\$ 880	\$ 765
Evangelization of Nations	\$ 480	\$ 546
Share Life	\$ 317	\$ 100
Calendar Sales	\$ 110	\$ -
CCSAC Walk for the Centre	\$ 100	\$ 1,273
St. Vincent de Paul	\$ -	\$ 265
Immaculata High School - Dream Team	\$ -	\$ 90
	\$ 9,835	\$ 10,670

TOTAL OUTREACH	\$ 25,717	\$ 25,876
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In addition to our finances, the Committee is also responsible for the maintenance and general upkeep of the Church and Parish Centre building and grounds. As with any home, significant repairs and improvements need to be done through the course of the year. A description of notable projects completed in 2019 and a brief look at expected projects for 2020 follow on the next page and round out the material included in this report.

Special Thanks

Though they are helped in their volunteer duties by the other members of the committee and by our supportive Pastoral Team, we must recognize here in this report the valuable work done by Vince Marsh with our accounting and by John McCauley in leading our maintenance projects.

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Notable Projects Completed during the Year (2019)

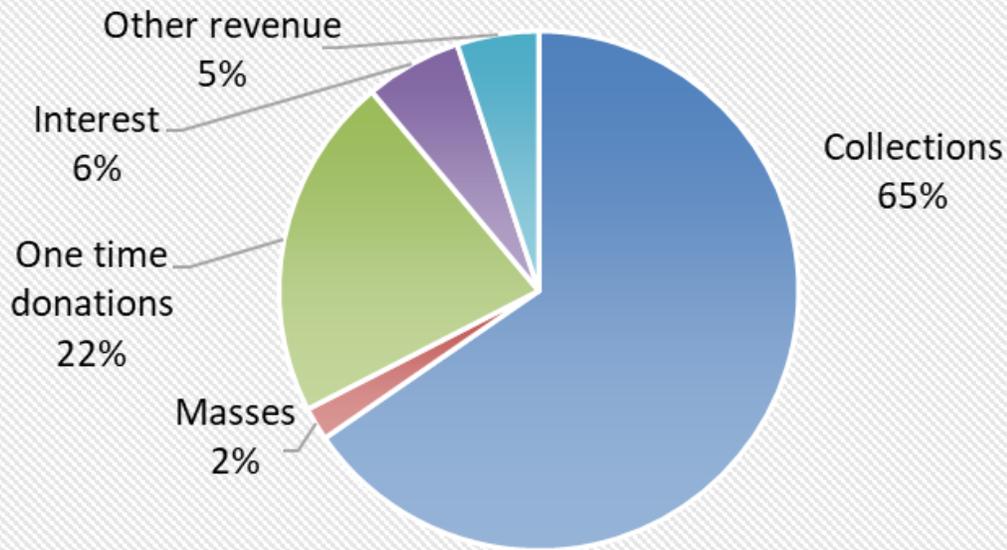
- Music alcove: The choir space was redone, with the finishing of carpentry for the raised stage and some final work on outlets and lighting. Carpet and metal railings were installed, and final painting was completed.
- Electrical work: Several areas were tackled, including lighting for the Marian Shrine along the south wall, as well as rationalizing electrical panels in the Vestry and the 2nd floor north stairwell.
- Windows: The large, west-facing, stained glass window was repaired at considerable expense. All hopper-style windows along the north and south sides of the Church have now been restored; including the two most westerly on the south side which were badly rotten. Half (14) of the 28 hopper-style windows were repaired in 2017.
- Church pews: All pews were checked and properly re-fastened to the floors, as needed, to halt further problems with their condition and as a first step in their repair.
- Chain link fence: The very unwelcoming chain link fence along the south side of the Church and west side of the Parish Centre was removed by Fr. Tim and his crew of volunteers at no charge. Fr. Tim then installed the wooden railing in its place.
- Sump pump: A sump pump was installed in the Parish Centre basement under the breezeway to address a long-standing seasonal flooding problem.
- Heating: In December, unexpected repair of leak to heating pipes running under Church. Cleaned inside radiator boxes in Church.

Notable Projects Planned for 2020

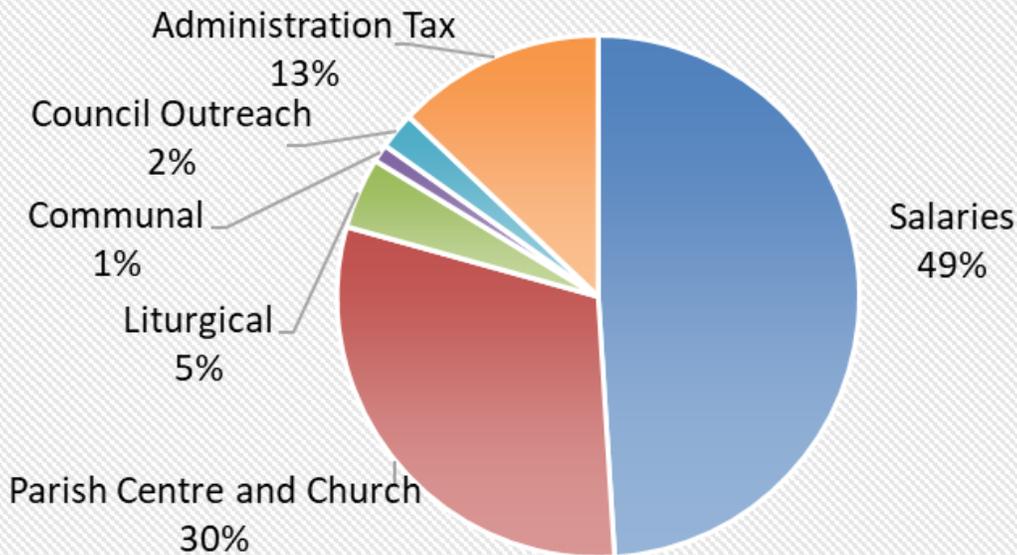
- Kitchen: moved fridge, installed dishwasher, extended and replaced counters and cabinets.
- Replaced both sump pumps in the furnace room of Church.
- Church doors will be refurbished.
- Painted the interior of the Church to a height of 16 feet, choir loft and S.E. stairwell of Church.
- Vestry roof to be replaced in August.
- A concrete sealer to be applied to the concrete stairways at Main St entrances.
- Repair of rotting threshold of sliding door in N.W. room on the main floor of Parish Centre.
- Repair leak in overhead boiler pipe in Church furnace room.
- Repair hot water supply to main floor powder room in Parish Centre.
- Price lighting options for improving or adding illumination for the signs at the front of the Church, the stained-glass window in the west wall of the Church, and over the front doors.
- Price illumination improvement for interior of Church.
- Price repairs to pews and kneelers.

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Receipts for 2019



Disbursements for 2019



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2019 Report - Sacramental Preparation Team

The Sacramental Preparation Team exists to prepare children in the parish for the sacraments of First Eucharist, Reconciliation and Confirmation. This year, the four team members were Fr Tim Coonen OMI, Maureen Cerroni, Magda Kubasiewicz and Pat LaViolette.

In keeping with the Pastoral Plan – Learning About Our Faith, the team will continue to prepare children for the sacraments of First Eucharist, Reconciliation and Confirmation.

Preparation for Sacraments:

The program begins with a meeting with the parents of children who are preparing for the sacraments of First Eucharist, Reconciliation and Confirmation.

First Eucharist preparation consists of six (1 hour) sessions in which parents and children attend together.

Reconciliation consists of four (1 hour) sessions attended by parents and children.

Confirmation includes six (1.5 hour) sessions attended by parents and children.

Resources:

First Eucharist - *Come Join Us at The Table* – Leader’s Guide
We Share in The Eucharist – Family Book

Reconciliation - *A Catechesis on Reconciliation* – Leader’s Guide
We Prepare for Reconciliation – Family Book

Confirmation - *Alive in The Spirit* – Leader’s Guide
Alive in The Spirit – Family Book

Resources used in the sacramental preparation of children are recommended by the Canadian Conference of Catholic Bishops. Parents pay \$25 to cover expenses.

Participation – Spring 2019

First Eucharist: 10 children (8 from our parish and 2 from St Margaret Mary)

Confirmation: 8 youth (St M.M. did not have candidates for Confirmation but their team assisted us with the formation of our candidates)

Participation – Fall 2019

Reconciliation: First Reconciliation classes held: Nov 6, 13, 20, 27
Advent Reconciliation Service held: Dec 11

First Eucharist: 16 Children enrolled for 2020 sessions

Confirmation: 13 Children enrolled for 2020 sessions

Apostolic Activity: As the Ottawa Food Bank were fully booked with volunteers, they did not have need for our youth in 2019. In lieu, our sacramental team spoke about Apostolic Activity with the youth and recommended they proceed with an Activity in their neighbourhood.

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2019 Report – Ministry of Mass Coordinator

The Ministry of Mass Coordinator consists of a group of volunteers trained to coordinate Saturday and Sunday Masses. This ministry is led by our Parish Life Coordinator Maureen Cerroni who administers training and guidance to the Mass Coordinators. To date, there are seven trained ministers in this ministry.

Training:

Training consists of the volunteer shadowing an experienced Mass Coordinator at several Saturday/Sunday Masses to learn the duties of coordinating the Mass.

Goal:

Have 2 Mass Coordinators for each mass (especially Sundays) so that the team does not run short of experienced volunteers and to provide backup when coordinators are away.

Duties of Mass Coordinator:

- Unlock of Church and Breezeway entry doors
- Ensure mics are available for the priest, at the Ambo, and on stand beside choir
- Preparation of Credence Table
- Preparation of Gift Table
- Have Lectionary and Book of the Gospels opened to Readings for Mass
- Oversee that lay ministers are available such as Presider's Assistant, Readers, Extra Ordinary Ministers of Communion, Collectors, Parishioners to bring up the gifts
- Turn on lights as required
- Do an attendance count during the readings and adjust number of hosts accordingly; note attendance, # of hosts and amount of wine poured in Communications Book
- After mass, try to note in Communications book if hosts/wine were sufficient or not
- Ensure Collection is securely stored in safe
- At end of Mass: Turn off all lights, extinguish all candles, return mics to their storage location and lock all entry doors to Church and Breezeway
- Be a presence to parishioners especially those requesting information or in need
- Oversee any tables of seasonal sale items and put cash in safe afterwards

Resource:

Mass Coordinator Checklist (version 10 Dec 2019)

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2019 Report – Communications Committee

Here are some 2019 highlights from the communications committee. Our aim is to help the various ministries spread the word to parishioners and the broader community about what is happening in the parish. Connections to the pastoral plan include

- **Bringing our Faith into the World:** to share the good news of our faith in God's love with our neighbours
- **Stewardship and Leadership:** fostering communication – weekly bulletin, articles in the Epistle, parish website

1. Communications guidelines for committees

– To help committees plan their internal and external communications needs, Greg Gertz is working on creating some guidelines. The committee will review the guidelines before sharing them with pastoral council.

2. *The Epistle*

– We published four issues in 2019, featuring an interesting variety of articles by members of the parish and other contributors.

3. The parish website

– Heather Duggan updates the content on the website periodically. The committee and Heather will continue to review the website and revise it as needed.

4. *The Mainstreeter* newspaper

– We advertised in each issue in 2019 (6 issues) to let our neighbours know that we are here, and Anne Louise submitted two articles (in February and December – see attached pages).

The committee would like to thank Heather Duggan for her support and creative help in the area of communications. We look forward to another year of communicating in 2020!

Submitted by Sheila Connolly and Anne Louise Mahoney, co-chairs, communications committee

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2019 Report - Faith Formation Committee

The aim of the Faith Formation Committee is to plan events and sessions that will help parishioners to grow in their faith. These include topics that are religious in and of themselves as well as those that directly impact our faith, for example aboriginal issues, or issues related to the care of the Earth.

The links to the pastoral plan are:

- Learning about our faith, and
- Bringing our faith into the world.

In 2019:

- Lunch and Learn: 6 sessions – Faith and the Common Good – planting flower gardens (January 20); OMI Associates (February 17); Mary and Islam (March 17); the Pope’s apostolic exhortation, *Gaudete et Exsultate* (September 15); Ken Thorson, the new OMI provincial (October 20); and Development and Peace: For our Common Home (November 17). On average, 15 to 20 people attended these sessions that take place after mass on the third Sunday of the month. The session on Mary and Islam was especially well attended. Many thanks to all those who prepare and help to serve the lunch.
- On March 2, a panel on truth and reconciliation and renewed relations with aboriginal peoples. The panel included Fr. Ken Forster, OMI, Fr. Daryold Winkler; Joe Gunn, and Donna Naughton (Kateri Native Ministries). Approximately 35 people came from our own and other parishes. It was a very enlightening and moving event.
- Sessions on prayer: In the winter and spring, there were 5 sessions offered by different presenters, on various forms of prayer, including the Jesus prayer (February 28); the Liturgy of the Hours (March 14); Ignatian prayer (April 11); lectio divina (April 30), and contemplation (June 13).
- Co-hosted by Canadian Martyrs and St. Paul University (SPU), a showing on October 3 of the video *Pope Francis: A Man of his Word* at SPU. The video was followed by a panel discussion. SPU provided popcorn! This event was well attended by parishioners from our parish and others, and by SPU students.
- Also, in October, on the evening of the 10th, a presentation on climate change by Peter Black and Gerald Oakham. Peter and Gerald presented the scientific evidence and effects of global warming, and initiatives that we can take as we face this climate crisis. Gerald also wrote an article on this topic for the Fall issue of *The Epistle* entitled “Climate Change Choices and Canada’s 2019 Election”.
- Scripture Study: Pam Dixon led a session on the letter to the Hebrews in the winter – not so well attended because of the weather, and on Revelation that attracted 13-14 people. Some thought is being given to holding the next session after Easter this year to avoid problems due to the poor weather during the winter. Scripture study continues to be an enriching and inspiring experience for participants.

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2019 Report – Liturgy Committee

The Liturgy Committee meets to plan and prepare celebrations for key liturgical seasons and feasts during the year to support the spiritual life of the parish. The Committee works in collaboration with several ministries and groups, such as:

- Music Ministry
- Liturgical Environment
- Children's Liturgy
- St Rene Goupil Deaf community
- Malagasy Community

to promote active participation in the experience of the liturgy by the parish. The various seasons and celebrations include:

- Feast of Canadian Martyrs
- Memorial Mass
- Advent
- Advent Penitential Service
- Christmas
- Feast of Epiphany with Children's Pageant
- Ash Wednesday
- Lenten Penitential Service
- Solidarity Sunday
- Palm Sunday
- Holy Thursday
- the Triduum
- Pentecost
- Mass on the Grass
- and other celebrations during Sunday liturgies such as Rite of Enrollment, Baptism, Confirmation, First Communion, and Commissioning of Ministers.

Some additional liturgical activities for 2019 include:

Bridging Communities:

- Beginning in September 2019, at least one Sunday a month, the St. Rene Goupil Deaf community joins Canadian Martyrs hearing community at the 10 am mass. Fr. Peter Monty concelebrates with Fr. Tim. Interpreting the liturgy in ASL is shared between Fr. Peter and Maureen, our Parish Life Coordinator.
- A Deaf lector signs the first reading of Sunday liturgy in ASL with voice interpretation from Maureen.

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2019 Report – Development and Peace/Caritas

The Development and Peace committee follows the pattern of a *Fall Education and Action Campaign* focussed on a theme decided upon by the national office of D&P and the *Share Lent Campaign* during Lent each year. Information is provided to parishioners through bulletin announcements, as well as the availability of print material on a display table at the entrance to the church.

Share Lent 2019 invited parishioners to “share the journey” with 68.5 million forced migrants in the world today. This is an initiative to raise awareness of migration issues. Pope Francis invited us to build a culture of encounter—a culture of mercy and compassion. On Solidarity Sunday, symbols such as an old pair of shoes, a backpack, a lifejacket and food to be shared were presented as part of the liturgy. This was a visual reminder of the plight of migrant peoples journeying to find peace and stability in a new home.

The Fall Action campaign placed emphasis on the importance of the Amazon for all of humanity. It identified the threats to the biome and its people and called for mobilization in solidarity with defenders of the Earth. During a Lunch and Learn session, we were pleased to welcome the regional animator for Development and Peace, Tara Hurford, to Canadian Martyrs. She provided a comprehensive overview of the theme *For Our Common Home*. As part of the presentation, parishioners were encouraged to sign a letter in support of the peoples of the Amazon. This letter is still available on the Development and Peace table at the back of the church. Everyone is encouraged to sign it.

As well, parishioners are encouraged to save cancelled stamps which are a significant source of financial support for the work of Development and Peace.

Our committee is grateful for the support of our pastor and our parish life co-ordinator, the liturgy committee and the musicians in our choir. We are also very thankful for the financial generosity of parishioners who have contributed to the Share Lent collection on Solidarity Sunday.

Committee members are Angela Burton, Peter Tobin, Anna Dorner, Angela Davis, John Dorner and Evelyn Kelly.

Respectfully submitted,

Evelyn Kelly

January 2020