

HUDSON PASTORAL CHARGE

ANNUAL REPORT

2022

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# Business Agenda

1. Opening Devotions
2. Appointment of Chair and Secretary for the meeting and for Church Council 2023
3. Minutes of the Annual Meeting 2022
4. In Memoriam
5. Governance
6. Printed Reports for 2022
7. Presentation of Financial Report for 2022
8. Presentation of Budget for 2023
9. Appointment of Church Office – Treasurer
10. Appointment of Independent Reviewer
11. Nominations to the Committees and the Board of Trustees
12. Progress Report from the Ad Hoc Committee & Renewed Mandate
13. Other Business
14. Adjournment
15. Benediction

## MINISTER'S REPORT

It is inevitable that one reflects on the impact of COVID on our community of faith. The incredible shift in March of 2020, and then our continued 'finding our way' through 2021 and 2022. I want to stretch back a little bit and remember what all has been happening in those three years.

In 2020 we experienced that sudden jolt: we were forced out of our church building, and soon found our way onto Zoom – with the advantage that we had already had a Zoom account for some time before that, and it was a little bit familiar for those on Council in particular. Still, it was quite a shift and an amazing number of the congregation ventured on-line for worship and meetings.

One thing that happened in March 2020 was the beginning of a new activity "Reflections and Connections" that has taken place almost every Wednesday evening since. In the beginning of COVID this was a gathering of even 20 people. Now there are fewer, but this gathering remains an important part of the week for many of our community of faith.

Another 2020 improvisation was our cooperative summer services. As summer approached, various congregations grouped together.... But there were a few of us who were not connected with others. So an unlikely grouping of Mount Royal United, Trinity and Anjou United, Montreal West and Hudson got together and shared worship that summer. Montreal West has taken their own path, but the other three of us have continued. One principle of our services has been that every congregation contributes something every week, rather than making one congregation the host to do everything. Thus each Sunday has belonged to all of us. This disparate group of congregations are planning to work together again in 2023.

One of the other innovations – encouraged by what other congregations were doing in the summer – was to get our Choir singing again, even though they could not gather. Gathering together sound tracks provided by Wanda Kaluzny and each choir member and mixing them together became part of the routine through those years. Hats off to our choir members who bravely contributed their tracks each week!

Thinking back to 2020 also brings back the sad memories of preparing to permanently leave the Wyman building, and the dedication of volunteers to make that possible. But this sad work was done with a bright vision for the future.

As we moved into 2021 our congregation maintained a cautious approach in view of COVID, with rare in-person gatherings. In September we celebrated a Confirmation service – but outdoors. We took advantage of the possibility of renting St-Mary's Church Hall for a few services in the fall, but restrictions and case counts led us to only have Christmas Eve on-line.

2022 brought some relief from restrictions, and we headed to the Hudson Community Centre. Each change of venue brought new tech challenges, but the patience of the congregation makes it possible to move forward! Services were held there a few times through the winter and spring, with a June picnic service, before we headed onto Zoom only for the summer with our friends from Trinity-Anjou and Mount Royal.

The fall brought a new step in our worship: we actually gathered in one place every Sunday! What a change! At the same time, we do our best to make sure that we are also on Zoom so that as many as possible can be included every Sunday. All of this was based from the hall at St-James Anglican Church in Hudson.

Since 2020, almost all of our meetings have been on-line – though it is recognized that some in-person meetings will add a healthy balance.

It has been quite a journey over the last three years. COVID impacted our worship. It has impacted pastoral care. It has impacted funerals and baptisms. It has impacted our meetings. But, together, we have tried to adapt as much as possible. It has been possible because we have folk willing to step up and help with tech stuff, to help move table and chairs, to provide their voices for singing, and so much more. And in all of this, the mutual encouragement offered one to the other.

As we begin 2023, we are still “camping” at St-James, with the latest step of our journey being the re-introduction of live music on select Sundays, with Becky Fletcher and Daniel Bernadetti leading us in musical praise.

None of this reflects on the slow journey of the Côte Project – that story is elsewhere in this report.

But this is a quick reflection on 2022.... But not just 2022, but our journey, particularly in terms of worship and other times of connecting, from March 2020 to present. We are thankful that we have been able to maintain connections, yet mindful that some have been left behind (and those feeling left behind – it is not by design, so don't hesitate to reach out!) We are thankful that our community of faith still feels like community because of our use of Zoom, of telephones, and our enjoyment of seeing each other in-person.

As we enter 2023, may we continue to show that we are truly a community of faith.

*Kent Chown (Rev)*

## **Message from the Chair of Council**

It is hard to believe that three years have passed since we first learned about Covid-19. So much has changed since that time, and as we move toward the other side of the pandemic, we find that “getting back to normal” becomes “getting back to the New Normal”. We rejoice in being together in person, but we continue to be cautious, and to be aware that our own comfort levels may not be the same as that of our neighbours and friends.

In the past year, we began finding ways to worship in person more frequently, and it was a blessing to be together at the Hudson Community Centre in the Spring, and at an outdoor service on the Cote property in June, with a picnic as a bonus! Our joint Summer Services with our friends at Trinity-Anjou and Mount Royal United Churches allowed us to see old friends and make new ones. And in the Fall, we began weekly services in the Hall at St. James Anglican

Church, which continue to this day. All these services continued on Zoom, to include those that could not be with us in person.

This is in anticipation of the day that we can worship under our own roof at the Cote St Charles location. Our spirits were raised on seeing construction activity take place there this Fall, with foundation and drainage work to start. As with all construction projects, some surprises added to the challenge; still, we continue to move forward.

With regret, we accepted our Musical Director Wanda Kaluzny's retirement announcement. We were most fortunate to have Wanda's guidance and musical talents for more than 20 years, and we will miss her dearly. With Wanda's departure, we continue to find new and innovative ways to include music in our worship.

Sadly, we lost several members of our Church family in the past year, and we miss them to this day. Others have unfortunately moved away, and we feel their absence also.

Yet, we continue to move forward, with hope and faith. "For I know the plans I have for you," declares the LORD, "plans to prosper you and not to harm you, plans to give you hope and a future." (Jeremiah 29:11)

Respectfully submitted,  
Margie Chesney

## In Memoriam

Begbie,	Gwendolyn Clara
Cousins,	Marie Elizabeth Ann Metcalfe
Fontaine,	Julie Katherine
Layton,	David Ross
Layton,	Doris Elizabeth Steeves
Martellino,	Lilianz
Montemagno,	Londa Beaudon
Smith,	Douglas

## Baptisms

Coderré, Ethan Owen

Edmond, Felicity Ann Robertson

Gonzalez-Herandez, Grace Willa Marie Jane Beckman

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## Marriage

Martin Robin and Dawn Brooks

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### Hudson Pastoral Charge Statistics

Members Transferred to this Congregation

By Profession of Faith - 0

By transfer - 0

Number of Active Families - 67

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## **PROPERTY COMMITTEE 2022**

Members: Carol Laws, Chair, Bill McDonald, Rev. Kent Chown, Sally Janson, Steve Shaw, Graham Cooke, Resource: Gord Bowen

Another year without any Property Committee meetings or work. Hopefully things are looking up for this coming year and once again we will be busy.

There are still Cote pews that are for sale.

Looking forward to getting back.

*Respectfully,*

*Carol Laws.*

## STEWARDSHIP & FINANCE COMMITTEE ANNUAL REPORT 2022

Chairperson: Mona Van Egmond      Vice-Chair: Linda Kemerer

Secretary: Doris Elliott      Treasurer: John Pichovich

Members: Rev. Kent Chown,

Resource: Sally Janson   John Cacchione

We thank God for you! Your gifts to our Church are gratefully acknowledged. Because of your contributions, our congregation has been able to support the work of Jesus Christ locally, regionally, and around the world.

Despite the pandemic, despite the challenges, despite the anxiety and, at times, fear, we have continued to worship. We finally get to see one another face to face (or, mask to mask) and we are reminded of how important and vital our community is. Whether you join us online or in-person, we are glad you are a part of Hudson Pastoral Charge.

We unfortunately have reached our predicted deficit for 2022 and expect the same for 2023. Investments have fluctuated and although expenses are bearable, our incoming funds barely meet the challenge. Again, this year it is difficult to prepare a budget when our future is uncertain but at least some work as begun at the Cote. However, we do not know yet what will remain in the Cote Development Fund after construction is completed. Therefore, I am also writing you an invitation on behalf of our committee in hopes to collect funds that will enable us to complete our church building.

With the eyes of faith, I can see our future is brimming with hope that God will sustain us as we continue our wilderness journey awaiting a new permanent home. I'm holding on to this wonderful promise of God spoken through the prophet Jeremiah, "For surely I know the plans I have for you, says the Lord, plans for your welfare, to give you a future with hope." (Jeremiah 29:11).

*Respectfully submitted,*

*Mona Van Egmond,*

*Chair Stewardship & Finance Committee*

## PASTORAL CARE TEAM ANNUAL REPORT – 2022

MEMBERS – Rev. Kent Chown, Don Wood – Chair, Annelie Mitsche – Vice Chair, Sally Jansen – Secretary, Nancy Warren – Card Ministry and Kimberley Race Hodgson.

We met five (5) times by Zoom: January 18<sup>th</sup> , March 15<sup>th</sup> , May 17<sup>TH</sup> , September 20<sup>th</sup> and December 1<sup>st</sup>.

Our Walking/Talking through Grief gatherings, headed by Annelie Mitsche, were held during the year. They met every Wednesday morning by walking or Zoom. These sessions continue to be a blessing for all those persons grieving a loved one. It should be noted that these walks or talks are not just for Members of HPC., but for anyone in our surrounding Communities. In September, this program celebrated its fifth (5<sup>th</sup>) anniversary. In that time not a single Wednesday was missed – though sometimes Zoom replaced the walking. If interested please contact Rev. Kent or Annelie. Thanks to Annelie and other members of the Team for organizing and making these sessions work.

We hope to do more training for PC Members in 2023. For one reason or another, we did not get any formal training done in 2022. However, and I think the rest of the members will agree, on the job experiences helps with this category in the meantime.

Margie Chesney (Cacchione), continues to assist one of our Seniors for grocery shopping. Also, Margie and John go beyond the call of duty, and do some other assistance with tasks within our Senior's apartment. Thank you Margie and John for continuing to help in this valuable service.

We each have a Pastoral Care List of Shut Ins. Person's Ill, Lonely, Grieving, etc., from 6-8 Families that We are responsible for contacting on at least a monthly basis. Some people like visits, but especially during this continuing Covid -19 and variants, it is very important to make these contacts by telephone. Rev. Kent always, if possible, visits requests from the Congregation. However, until it is safe, he may have to contact you by telephone as well.

We have a Confidential Prayer List, where each of our Team Members say prayers on a daily basis. This is for shut ins., persons who are ill or grieving and other matters. Thanks to All our Members for being such dedicated Individuals in carrying out not only the responsibilities of their office, but for delegated responsibilities from time to time.

If you feel you may be interested in joining our Team, and you need more information, please contact Rev. Kent, Don or any member as listed at the top of this report.

Nancy Warren has been very busy this year in the Card Ministry. She has diligently mailed many cards including: Thinking of You – 9, Sympathy – 5, Get Well Soon – 6, Happy Birthday – 4, and Missing You – 1. A total of 25. Thank you Nancy for being a dedicated Member of Pastoral Care. Also, looking after all those cards that need to be sent with appropriate messages.

*Respectfully submitted, Don Wood*

## **OUTREACH COMMITTEE 2022 ANNUAL REPORT**

Outreach activities continued to be curtailed by Covid-19 restrictions in 2022, and we look forward to increasing our efforts in 2023.

We continued the virtual Lenten Lunch tradition, delivering 33 litres of delicious soup and 15 orders of biscuits and corn bread to our members, along with beautiful bunches of tulips. During our Outreach Lenten service, we welcomed Wanda McElheron from NOVA Hudson, who told us all about the wonderful service that they provide to the community. A total of \$477.00 was raised and donated to this worthy cause.

Our contributions to Resilience Montreal continued throughout the year and the good people there were most appreciative. Our donations of milk bags continued to help the Summerlea United Church volunteers continue to make mats and mattresses for the homeless of Montreal.

Other fundraising efforts for Wyman included an online auction of Rosemary Angier's famous rhubarb Jam and the annual chocolate Easter Egg sale by Heidi and Frances Whipple, netting \$98.00 and \$589.00 respectively.

Outreach is always on the lookout for new ideas for fundraising recipients and projects and especially for committee members. The Outreach committee consists of Chair Margie Chesney and resource members Nathalie Paul, Barbara Dodds and Inga Lawson.

Respectfully submitted,

Margie Chesney

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## **WORSHIP AND FELLOWSHIP COMMITTEE ANNUAL REPORT FOR 2022**

MEMBERS: Rev. Kent Chown; Jean Wood, Chair; Linda Kemerer, Vice Chair; Lisa Van Egmond, Secretary, Carol Laws, Mona Van Egmond RESOURCE – Barbara Dodds, Don Wood

Another year with the necessities of taking precautions re COVID and the variants! We have been able to gather in-person for services (which are also available on ZOOM!) We are very fortunate to have Rev. Kent whose technology skills enable us to have both kinds of services – we do miss those who don't join us for in-person services and look forward to worshipping together in our own facilities. We are very thankful to be gathering in Saint James' Hall for worship and enjoy coffee time with our Anglican friends!

We met seven times this year on Zoom continuing to organize for the year, i.e. Communion dates, organize special services such as Christmas, Easter, Remembrance Day. In June we held an outdoor service at the back of the cemetery and encouraged people to bring a picnic lunch to share following the service.

The work of our committee continues to function differently due to not having a church building and sanctuary, but we have made changes to “roll with the flow”! Our work has been mainly on Zoom.

Once again in the summer we combined services on Zoom with two other Montreal churches so it gave Rev. Kent a well deserved breather and all three ministers were able to take vacation time.

Rev. Kent performed 2 baptisms this year which were held at Saint James’ – one in their sanctuary and one in the hall where we hold our services right now.

We continue to hold our Wednesday night Reflections and Chat on ZOOM. This is a wonderful time for reflections on themes related to the Bible and modern day and we always have time for laughter – which is also good for the soul. Special services such as Ash Wednesday and Blue Christmas were held on Wednesday nights in place of Reflections time. You are welcome to join us on Wednesday nights!

We arranged for services on Christmas Eve with the 7 p.m. service set for Saint James’ Hall but God interfered and sent that snow storm to mess up plans! Wonder what He was thinking! We cancelled in-person and the service was held only on ZOOM. The 11 o’clock service was scheduled for ZOOM so no changes needed.

Our Service for Christmas Day was cancelled as was the one for January 1. Rev. Kent was able to be in touch with the other two Montreal churches we combine with in the summer and get the necessary info for any of our members to join one of them for those 2 services on Zoom.

We (Rev. Kent) found “Fellowship Cups” for communion services from the United Church Store. These consist of individual prefilled cups with soft wafers that are sealed- no handling. These are working very well.

Our Choir Director, Wanda Kaluzny retired in June. We held a farewell service in the fall. We have been researching for ways to include live music in our services. We have been fortunate to find 2 musicians to come twice a month. We are looking forward to this and hope you check it out.

As always, we owe a major thank you to Rev. Kent for his wonderful leadership through these trying times and his tireless energy to have Zoom available even outdoors!

Thanks to all who participated through the year in many ways-reading scripture and especially to the choir for all their contributions. Special thanks to those who come to assist with the set up for services. Your help enables Rev. Kent to work at the technology set up. Thanks to all committee members for their commitment and support as we moved through the year in very unusual circumstances. My motto is “many hands make light work”! We see it every Sunday. As always, we would welcome new members to our committee as we look forward to having our new building ready and restrictions lifted.

Respectfully submitted,

Jean Wood, Chair

## Communications Report 2022

Members:

Chair – Lisa Van Egmond  
Secretary – Doris Elliott

Rev. Kent Chown,  
John McArthur

Resource – Peter Mundie

We were pleased to welcome John McArthur to this committee in March.

Meetings during the year were held on Zoom in February, March, June and October, as well as communicating by email on certain topics.

Newsletters for February, April, Summer, September, November & December were sent out keeping the congregation up to-date.

Zoom continues to be a vital resource for our congregation. We continue to use it for our committee meetings. Even though we have a space at St-James to worship at we are still keeping our online presence every Sunday. We are pleased that this is allowing those for whom worshipping in person is not an option to attend worship with us.

Our website is still under construction. We will be having a student help us with it.

Weekly emails are sent out by Rev. Kent with the bulletin as well as other important information. It was decided that we should give updates on family lives such as weddings, hospital stays, new address in the weekly email.

We discussed grants which are available to us for technical equipment for our new renovated space. We also decided to erect a banner at the Côte site when construction is imminent. This sign will include our website address so curious people can get more information.

In the coming year we will continue to act as a supportive and technical resource.

*Respectfully submitted, Lisa Van Egmond*

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## CHOIR REPORT 2022

The year 2022 has been a quiet year for us as we are in hiatus and waiting for our new space. Our contribution to Sunday Service continued to be in the form of our library of recordings. Wanda, our choir director and organist, took her well deserved retirement at the end of June. We celebrated her many years service with a Farewell event in October where members of the choir took us all down memory lane with their touching and funny stories of working under Wanda's tutelage. We will all miss you, Wanda.

As we look to the future I continue to say.....keep on singing!

Respectfully, Barb Bowen.

## **2022 Annual Report of the Ministry and Personnel Committee**

The Ministry and Personnel Committee is charged with providing support for our Minister, our Office Administrator and our Choir Director. Issues that might come up are usually private.

I do need to report that this year our Choir Director, Wanda Kaluzny, has retired. Wanda has been our Director of Music for a very long time and she will be missed. At a service celebrating Wanda's huge contributions to the congregation, we said goodbye. At this time, with our renovations to the Cote Church still to come, we will not be immediately hiring a new Music Director.

It is our pleasure to continue working with, listening to, and hopefully helping, Rev Kent, our Minister, and Doris, our Office Administrator.

Barb Bowen, Sally Janson, John Cacchione

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## **2022 Ad Hoc Visioning Committee**

Final Report of this committee, before moving to Sleep Mode; to be reopened by request of Council, when we start worshipping at the Cote church.

The first act of this committee was to formulate a Mandate, which is as follows:

To develop a vision of Wyman's current and future identities and to recommend practices to put that identity into action, with a view to viability in our community.

To that end, we surveyed all people listed on the Hudson Pastoral Charge's Membership List. The survey was mainly sent out by email; those names without email were mailed a letter by our Church Secretary, Doris Elliott.

Our survey consisted of 15 Questions, as follows:

**Relating to our vision of how we see our church currently and how we would like our community to see us:**

- 1.** To begin, please use a phrase or a few words to describe the congregation.
- 2.** How do you want our church to be perceived by the community?
- 3.** Right now, we are worshipping primarily on Zoom. Do you currently join in worship online? Is there a way we can help you be comfortable with Zoom? Comments on our Zoom worship and other on-line activities?

**Relating to our vision of worship in our new location:**

4. Think of Sunday worship (in the church building). For you to attend (or to attend more frequently) what would you keep, and what would you change?
5. What comments do you have on the style of worship? The messages in the preaching, etc?
6. Would you like more interaction with the congregation during the service (a small discussion, perhaps?)
7. Do you have comments on the choir, the organ, piano, hymns, or other elements of music?
8. What church activities (beyond Sunday worship) would be meaningful/attractive to you, other than those listed in the next question?
9. Would you be interested in any of these activities? Men's coffee group; Women's coffee group; weekly Bible study (online or live); Bible-oriented workshops; Musical jam evenings; "Messy Church" gatherings; youth choir; cooking group; pre-service hymn; craft workshops; other.
10. Would you attend a weekly or monthly worship service or Bible study that was primarily in French (at a different time from our Sunday morning service)?
11. What talents and interests do you have, not necessarily traditionally "church" related?

**Relating to our vision for the world and community around us:**

12. If the congregation were active in any the following world issues, which ones would interest you sufficiently to participate with time and energy: environment; world peace; racial justice; First Nations issues; poverty; homelessness; domestic violence; other.
13. Looking locally, what are any issues of concern in your community?

**Relating to other concerns and our own family:**

14. Do you have any other questions, concerns, or comments?
15. If you are also answering for other family members, would you please indicate how many people are represented?

We received replies from approximately 23 families, with one person providing answers from between one and six members of the household. Considering that we have 116 members on our current list, this puts the response percentage at 20%, or, as that adage goes, "20% of the People do 80% of the Work"!

In response to our questions, we have tried to provide a summary of each, and report the following:

**1. To begin, please use a phrase or a few words to describe the congregation.**

- All feel that we are a welcoming, friendly, and caring congregation.

**2. How do you want our church to be perceived by the community?**

- Again, we want to be perceived by the community as a welcoming church.

**3. Right now, we are worshipping primarily on Zoom. Do you currently join in worship online? Is there a way we can help you be comfortable with Zoom? Comments on our Zoom worship and other on-line activities?**

- Most of us are comfortable using Zoom if necessary, and many look forward to being together in person.

**4. Think of Sunday worship (in the church building). For you to attend (or to attend more frequently) what would you keep, and what would you change?**

- Essentially, keep things as they are, add more music and possibly a youth choir.

**5. What comments do you have on the style of worship? The messages in the preaching, etc?**

- The vast majority see no need to change the style of worship.

**6. Would you like more interaction with the congregation during the service (a small discussion, perhaps?)**

- Most agreed that no more interaction was needed.

**7. Do you have comments on the choir, the organ, piano, hymns, or other elements of music?**

- The vast majority love and want to keep the choir; several would like a youth choir to be added when possible.

**8. What church activities (beyond Sunday worship) would be meaningful/attractive to you, other than those listed in the next question?**

- Many good suggestions to be explored in the future, including social events, bible study, and outside speakers

**9. Would you be interested in any of these activities? Men's coffee group; Women's coffee group; weekly Bible study (online or live); Bible-oriented workshops; Musical jam evenings; "Messy Church" gatherings; youth choir; cooking group; pre-service hymn; craft workshops; other.**

- Positive response to all the above.

**10. Would you attend a weekly or monthly worship service or Bible study that was primarily in French (at a different time from our Sunday morning service)?**

- The vast majority says "No".

**11. What talents and interests do you have, not necessarily traditionally "church" related?**

- There are many talents mentioned here. Cooking especially stands out.

**12. If the congregation were active in any the following world issues, which ones would interest you sufficiently to participate with time and energy: environment; world peace; racial justice; First Nations issues; poverty; homelessness; domestic violence; other.** Most had concerns for many of the suggestions listed; we would explore these and concentrate on the majority suggestions.

**13. Looking locally, what are any issues of concern in your community?**

- There is much interest in helping and reaching out to the community; homelessness and local isolation issues were often mentioned. Everyone sees a need and wants to help.

**14. Do you have any other questions, concerns, or comments?**

- Many are concerned with getting the Cote work done so we can be together again.

**15. If you are also answering for other family members, would you please indicate how many people are represented?**

- Members reported that they were responding in their families from 1 to 6 additional people.

This concludes our Report. If anyone has questions or comments, please direct them to the members as follows: - Reverend Kent, Margie Chesney, Secretary, - John Cacchione, - Don Wood Chair.

Respectfully submitted, Don Wood, Chair

## Board of Trustees Report - 2022

The Board of Trustees handles any of the legal dealings of the Congregation. This means that the Trustees, for example, ensure that we are adequately insured. Also, any and all contracts have to be authorized by the Trustees and signed by individuals authorized by the Trustees. Thus the Council or congregation may agree to spend an amount of money on a particular project, but it is for the Trustees to review and sign the contract.

This year there has been a lot of housekeeping, with a couple of meetings but mostly motions passed by e-mail/telephone. Examples include: the signing of a rental agreement with St-James; the re-investment of funds; the granting of permission to the Town of St-Lazare permission to access their property through the cemetery in order for them to maintain their structures on the adjoining property; the signature of the contract for foundation work, and the signature of the contract for the elevator.

The Trustees are also responsible for the Cemetery. The Cemetery Report is included as a separate document below.

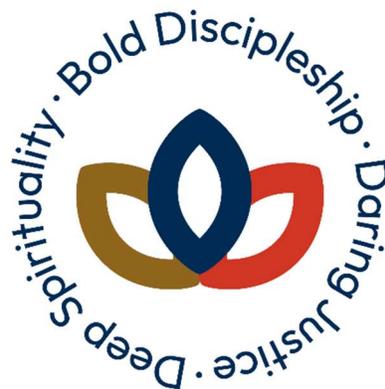
*Kent Chown, Chair*

## CEMETERY REPORT 2022

There were a few wind storms in 2022 and this led to the downing of large mature trees. There was the sale of one lot and 12 burials of ashes. Also, there was the completion of 2 foundations.

*Respectfully,*

*Kent Chown, Chair, Board of Trustees*



## **Progress Report from Ad Hoc Committee on the Development of the Cote St. Charles United Church for the Permanent Use of the Hudson Pastoral Charge**

**Members:** Martin Smith, Chair, John Cacchione, Rev. Kent Chown, Michael Elliott, Linda Kemerer, Peter Mundie, Errol Robinson, John Van Egmond, Lisa Van Egmond.

Hello Everyone,

2022 continued our efforts, and started to show signs of progress, on the development of the Cote St. Charles United Church. The committee has worked with the Church Council to look at options and budgets, given the changing situation with labour and material costs that we are seeing.

When we submitted plans for bids in June of 2022, we only received one bid from a contractor to perform the work. When that bid came in over \$1,000,000, even for the scaled back design, we turned back to see if we could reduce the scope once again of the project, including simply opening the existing walls to add insulation, and not adding an extension to sanctuary to the full length of the foundation. This would be leaving the flat roof over a section of the basement. Unfortunately, the flat roof was found to have significant rot, and the walls of the sanctuary showed signs of bowing, bringing into question any renovations.

As such, the Church Council has once again asked us to consider the design we were looking at earlier in June. This includes a rebuild of all of the church building above the ground level, with the exception of the entranceway that will remain. We are finalizing an updated package to go to bids shortly. The material is also with the Town of St. Lazare for approvals.

We will need to discuss the plans with the United Church Regional Council before going out for bids, and will get back to our Church Council once we have bids to review.

On a positive note, concrete work has been performed on the Cote Church (pardon the pun). The foundation for the elevator/office has been poured, and the entire building has had the foundation waterproofing completed, and French drains installed. This means that the building is ready for demolition and rebuild once a contractor and permits are in place.

Please find, attached, a summary document prepared for Regional Council explaining the latest. It provides both a history of the reasons why we want to renew the Cote Church, as well as the overall project expenses to date. You will see that, as we move forward, there are also questions that we need to consider as a congregation, as our demographic changes. These questions are not for the Ad Hoc Committee to consider and decide, but for the Church Council and all of us together.

*Respectfully submitted,*

*Martin Smith*

**Hudson Pastoral Charge  
Wyman Memorial United Church - Côte St-Charles United Church**

**A Review and a Look Forward for the Côte Project  
January 31, 2023**

**Summary:**

While the Côte Project is not as financially positive as first envisioned, and as accepted by Regional Council, there is a clear need to go ahead with the reduced project in order to ensure a continued ministry of the United Church in Vaudreuil-Soulanges. Without a go-ahead the presence of the United Church in this area will not last long.

**Review of the History**

Wyman Memorial United Church was constructed in 1907 in the growing town of Hudson. It was expanded over the years, resulting in a sanctuary that could seat 250 people, along with a modern hall. With the shrinking congregation, the Wyman site was just too large for the day-to-day operations, and impending maintenance costs were significant. In the year 2020 the church building was sold, and the parking area was sold not long after. These sales were made with a view to maintaining ministry in the Vaudreuil-Soulanges region based at the Côte St-Charles site.

Côte St-Charles United Church was constructed in 1903. (Both churches were part of the local Methodist Church circuit at the time.) The Côte church, as it is known, was expanded in the early 1960's - it was lifted up, moved back from the road, and a hall, including kitchen and washroom facilities was added. This basement hall expansion was 21 feet longer than the sanctuary - a flat roof at the level of the sanctuary floor covered the kitchen and washroom areas. The sanctuary was cozy, and one could squeeze 70 people in for a worship service.

The Côte church was a pleasant space for summer services, but was not suitable for 12-month use. This building was built to 1903 standards - including no insulation. There were issues with water infiltration. And more issues were found as the Project has moved forward, as below.

The dream was to add an extension on the side of the building for offices and a multi-purpose room on the main level, and an expanded kitchen, hall and washroom at the basement level, all accessible to those with mobility challenges. In terms of accessibility, this meant lowering the basement washrooms, as the current washrooms are two steps up from the hall floor level; re-working the stairs to the hall level as they end in an irregular fashion; and the addition of an elevator. Insulation, wiring, etc would all be brought up to code - which involved a complete reconstruction from the foundation level up.

As COVID arrived before we could get permits, the escalating building costs soon put this ambitious project out of reach. We looked at a scaled-back project that did not involve an extension on the side, but rather just an extension of the sanctuary over the kitchen/washroom area (21 feet) – however the one bid received in June of 2022, which was over \$1,000,000, again made ‘Plan B’ untenable.

Therefore we looked at an ‘Plan C’, going as far as getting plans made for a re-insulating of the current exterior walls rather than a re-build, and with no extension at all. This would have been financially more feasible, but two significant issues presented themselves: first, in the process of the sealing of the foundations and installation of French drains (there had been none before), it was found that there was significant rot in the flat roof. It would have to be re-constructed if kept. Second, the lateral walls of the sanctuary showed more structural issues than earlier thought.

Therefore we went back to “Plan B”: the extension of the sanctuary, with new exterior walls (and thus also a new roof). It was known that construction costs had fallen from what they were in 2022. In order to test the feasibility, a known contractor prepared an estimate of cost for the work. This amount was certainly higher than anticipated when we sold the Hudson properties, but was within the realm of the possible. There is more on finances below.

### **Demographics and Congregational information**

In recent years the congregation, like many, has declined in numbers, primarily by the death of elderly members. At the same time, before COVID, a number of new members came into the congregation, almost all under the age of 70, and that included individuals in their 50's and 30's. With the isolating factor of COVID, and with the ‘invisibility’ of the congregation in the community primarily because we have not had a physical base of operation, this gain of new members has stalled. As well, several individuals who were active pre-COVID have expressly stated that they would return as soon as we are into the Côte church. And at least one individual who was not active has also expressed the same sentiment.

Currently our attendance may be seeing a small upswing. Starting in the fall we began weekly hybrid worship, and we have now added live music. Enthusiasm and energy are on the increase, in spite of the challenges of our current rental arrangement. (Renting the space means that each Sunday we have to set up computers, monitors, projector, microphones, speaker system, mixer as well as chairs, tables, and all that goes on a communion table.... and then take it all down again at the conclusion of the service).

As well as the small upswing at this moment, another element that brings hope is the demographics of the area. In the 1019 square kilometres of Vaudreuil-Soulanges we are the only United Church community of faith for the population of 150,000 people. The Côte building rests on the edge of St-Lazare, a town recognized for its rapid growth and large numbers of young families. While St-Lazare is not majority anglophone, anglophones make up a significant part of the population. We are also going to be very close to Autoroute 40 - making us more accessible to Rigaud, Vaudreuil-Dorion, and even to those living along the 20. And we already have active participation from the eastern-most part of Eastern Ontario.

These areas all have anglophone residents - indeed, the census data (2021) shows that 23% of the 150,000 people declare English as their mother tongue. But we do not see our future as being an English-only community of faith. As we make our way into the future, options for ministry in French are being considered

Our current configuration of renting space is not a long-term solution. There is a definite sense that we need a space that is ‘ours’, a space into which we can invite individuals - and the community. Without such a space we are convinced that we would be in a palliative situation, and that our ministry would fade in the near future.

### **Work and Expenses to Date**

It is unfortunate that our planning has had so many changes and detours along the way, primarily caused by the variables of cost and the state of the 120 year-old building. This has resulted in augmented architectural and engineering costs.

To date, the work that has been done:

- Architectural plans (unfortunately for multiple options)
- Engineering expenses for the roof design and also a consultation re: elevator
- Engineering expense for the planning of a high-efficiency weep-field
- Surveying for an implantation plan, and revisions of same
- Waterproofing of the complete foundation
- French drains for the complete foundation
- Footings and foundation for the elevator extension, done at the same time as the site was open for the drain and waterproofing work
- Removal of the exterior portion of the chimney (not used with electric furnaces)
- Copying of plans for the Town of St-Lazare

The expenses to date:

• Professional expenses:	\$73,501.37	
• Constructions expenses:	\$79,220.75	
• Total		\$152,722.12

See appendix 1 for details.

### **Future Financial Situation**

We have received a Federal grant of \$100,000, contingent on our construction being completed by the summer of this year. We also received funds from the sale of the Wyman Memorial United Church properties - the lot with the church building, and the lot that had been a parking lot. (The Québec government has just green-lighted the bid process for an assisted living “Villa Wyman” for the latter property).

At this moment, the funds remaining (January 1, 2023) total \$1,000,000 after the expenses of professional fees, installation of French drains, waterproofing of the foundation, etc.

We have received an estimate for the work of \$682,000 (tax included), to which one must add the cost for a new septic system (roughly \$40,000) and the elevator (approx \$35,000). With some other items, we are looking at around \$800,000 to complete the project.

Obviously this is more than we had originally expected, even with the reduction from 'Plan A' to 'Plan B'. This means that there will not be as significant an amount left to invest to support ministry into the future. That is an unfortunate reality. The following measures are planned to mitigate this:

- A. **Fundraising** - knowing the people are often more amenable to participate in fundraising for this kind of 'one time only' project, especially as it will be a durable project (for example - metal roof that will last many years)
- B. **Volunteer labour** - we foresee that the congregation is quite capable of finishing work. The ceiling is painted pre-installation: we are able to do finishing hardware, paint walls, etc. We have the experience, expertise, and the energy to do this - again, for a one-time project
- C. **"New church development"**: As we prepare to open the doors, we will be promoting ourselves, working to make sure that the St-Lazare community and beyond become aware of who we are and what we offer
- D. Finally, while the church leadership does not want to move in the direction of less than full-time ministry, it is something that we are now discussing openly. This option would only be considered after a period has passed to work on measure 'C' first - a year or two.

### **Concluding Words**

We are not blind to the financial and other challenges. We recognize the challenges of our small congregation. Yet we are convinced that the United Church has a ministry to exercise in the Vaudreuil-Soulange area. We are also certain that without this project that the community of faith will fade over the next few years; but that with the project there is the definite possibility of renewal and a revitalized ministry that will impact individuals and the community.

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**Appendix on following page**

## Appendix - Details of expenditures to date

<b>Professional Fees to Jan 1, 2023</b>	<b>Gross</b>	<b>Net after rebate</b>
Surveyors -	\$2,523.93	\$2,359.33
Septic engineer	\$7,703.34	\$7,200.95
Architect	\$34,696.59	\$32,433.77
Mechanical Engineer, Heating, cooling, electrical, ventilation	\$26,662.71	\$24,923.84
Timber Frame for roof	\$1,523.99	\$1,424.60
Civil Engineer re. elevator	\$1,724.63	\$1,612.15
Structural Engineer	\$3,794.18	\$3,546.73
<b>TOTAL Professional Fees</b>		<b>\$73,501.37</b>
<b>Construction Costs to Jan 1, 2023</b>		
Elevator (percentage)	\$3,847.50	\$3,596.58
Foundation	\$14,409.82	\$13,470.05
Foundation, French drains backfilling	\$64,127.31	\$59,945.09
Window wells & plywood	\$815.99	\$762.77
Copitech – printed plans for Ville de St. Lazare	\$1,547.16	\$1,446.26
<b>TOTAL Construction Costs</b>		<b>\$79,220.75</b>
<b>Total expenses to date</b>		<b>\$152,722.12</b>

### CHOIR FINANCIAL REPORT - 2022

Balance as of December 31, 2021		\$2391.82
Income – Donations	125.00	\$2516.82
Expenses: Gift to Wanda Kaluzny	204.00	
Balance as of December 31, 2022		\$2,312.82

*Respectfully submitted,  
Andrea Fraser*

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### OUTREACH FINANCIAL REPORT – 2022

Balance as of December 31, 2021		\$ 48.61
Income		
Lenten Lunch	\$477.00	
Expenses:		
Donation to NOVA Hudson	\$477.00	
Balance as of December 31, 2022		\$ <u>48.61</u>

*Respectfully submitted,  
Margie Chesney*

## **COTE ST.CHARLES CEMETERY FINANCIAL REPORT - 2022**

Balance as of January 1, 2022 \$268,587.23

### **RECEIPTS**

GIC			
Burial Rights	1250.00		
Burial Services	5800.00		
Foundation Construction	2660.48		
Measurements	1087.50		
SHORT term investment	64,877.81		
Administrative Charges	825.00		
Refundable Deposit V W	70,582.60		
Expansion Refund	1399.00		
Donation Stump Removal	1262.50	<u>149744.89</u>	
			418332.12

### **DISBURSEMENTS**

*Preauthorized payments	557.42		
1st SHORT	70,000		
2nd SHORT GIC	64,877.81		
LONG	212,358.10		
Maintenance	3398.34		
Grave Openings	720.00		
Foundation Construction	1500.00		
Measurement Fees	750.00		
Supplies	200.79		
Bank Fees	123.80		
Trees Removed	6439.91		
Sales	40.00		
Expansion	2900.00	363865.57	

Balance as of December 31, 2022 \$54466.55

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### **INVESTMENTS as of Dec 31, 2022**

Housing Allowance Fund...	\$110,414.80		
Cashable GIC...	\$64,877.81		
LONG term Mutual funds	\$213,024.14		
Cemetery GIC	\$22787.72	bought 2021-04-09 due 2025-04-09	
	\$500000	Cashable GIC @ 3% due Sept 18, 2023	

\*Mastercard error corrected Jan 19, 2023 / to be reimbursed from HPC account

Respectfully Submitted John Pichovich

## FUNDSCRIP – 2022

Bank Balance as of December 31, 2021	1789.08
Deposits 2022	+ 21,303.38
Withdrawals 2022	25,368.18
Bank Charges	-30.00
Outstanding Deposits	0.00
Interest	+0.09
Fundscrip on Hand	1150.00

Bank Balance as of December 31, 2022            1155.63

Balance from \$5000 December 31, 2022 <sup>1</sup>	4759.39
Bank Charges	-30.00
Interest	+0.09
Balance from \$5000 December 31, 2022	4729.48

TOTAL RAISED SINCE BEGINNING            22,431.96

*Respectfully submitted,  
Mona Van Egmond*

## BUDGET 2023

	2023	2022	2022
	YEAR	YTD	BUDGET
<b>INCOMING (Income)</b>			
Offerings (Envelopes, PAR, Initial- LOCAL)	59,868	76,389	70,000
Offerings Plate	1000	366	300
Donations	3000	3115	3000
Community Partnership Cote	300	0	300
Income from Fundraising	3000	4901	3000
Income from Fundscrip	1500	1009	1500
Income from Receptions	500	0	500
Miscellaneous Income	500	850	500
Savings Income Wyman-Villa Wyman Fund	7500	0	7500
Transfer in from Housing Allowance	20,400	20,400	20,400
<b>TOTAL INCOMING</b>	<b>97,568</b>	<b>105,980</b>	<b>107,000</b>
<b>TOTAL OUTGOING see page 2</b>	<b>131,903</b>		
<b>OVERAGE + ive SHORATGE -ive</b>	<b>-34,335</b>	<b>-36,922</b>	<b>-40,400</b>

<b>OUTGOING (Expenses)</b>	2023	2022	2022
	YEAR	YTD	BUDGET
Staff Salaries	71,545	78,806	80,815
Federal Wage Subsidy	0	2621	0
Staff Employer Contributions	17,843	22,865	24,530
Minister's Housing Allowance	20,400	20,400	20,400
Minister's Allowances	1250	1256	1250
Music	3600*	0	0
<b>Sub-Total Personnel Expenses</b>	<b>114,638</b>	<b>125,948</b>	<b>126,995</b>
Utilities Cote	2000	180	2000
Office Administration	2500	2931	2500
Insurance	1961*	3620	4000
Accounting	2000	2000	2000
St. James Rental	600		
<b>Sub-Total Operating Expenditures</b>	<b>8461</b>	<b>8730</b>	<b>10,500</b>
Caretaking Services	2000	0	2500
Repairs & Maintenance Cote	0	0	500
Piano Maintenance	250	0	0
<b>Sub-Total Repairs &amp; Maintenance</b>	<b>2250</b>	<b>0</b>	<b>3000</b>
Congregational Dues to UCC	4904	5205	5205
Miscellaneous expenditures	1000	2076	1000
Ministry Expenses	500	942	500
Children's Activities	200	0	200
<b>Sub-Total Various</b>	<b>6604</b>	<b>8224</b>	<b>6905</b>

## HPC Financial Position Statement

2023-01-09

## Statement of Financial Position Revised

For the period

Ended December 31, 2022

	2022 December 31 \$	2021 December 31 \$
<b>ASSETS</b>		
Current assets		
Cash (Net) at the bank for Operations	46,257	36,714
Deferred 2019 Wyman Church sale expenses	0	914
Accounts Receivable		
Fundscrip balance	5,000	5,000
Government rebates recoverable (on Sales taxes)	5,289	154
Current assets total	<u>56,546</u>	<u>42,782</u>
Long term assets		
Housing Allowance Fund Value	110,415	129,029
Memorial Fund	4,326	4,326
Long term assets total	<u>114,741</u>	<u>133,355</u>
ASSETS Total	<u>171,287</u>	<u>176,137</u>
<b>LIABILITIES</b>		
Accounts Payable		
Payable to the Outreach Committee	49	49
Payable to the Choir	2,313	2,392
Payable to the M&S UCC for the amount collected	0	1,889
Payable to the UCC for the congregation dues	0	0
Accounts payable total	<u>2,362</u>	<u>4,329</u>
Long term liabilities		
Loan	8,000	8,000
Owed to the Re-development Fund	562	562
Owed to the Memorial Fund	10,202	10,202
Owed to the Jonathan Ruitter Fund	2,948	2,948
Total Long term liabilities	<u>21,712</u>	<u>21,712</u>
LIABILITIES Total	<u>24,074</u>	<u>26,041</u>
NET ASSETS Operating account		
Unrestricted (Assets - Liabilities)	<u>147,213</u>	<u>150,096</u>
 Cote Development Fund (Restricted)		
Current Assets		
Cash (Net) at the bank	153,545	790,766
Funds held for Cote Accessibility improvements	82,681	100,000
Funds from Donations	21,000	1,000
GIC (redeemable, 3% interest)	500,000	0
Refundable advance on sale of the parking lot land	0	70,582
Current assets total	757,227	962,348
Investment Assets		
HPC Investments (Long term)	213,024	0
HPC Investments (Short term) cashable GIC	64,878	0
Total Assets	1,035,128	962,348
Current Liabilities		
Refundable advance on sale of the parking lot land	0	70,582
Grant for Accessibility if unused repayable by Sept. 2023	82,681	100,000
NET ASSETS of the Cote Fund		
Restricted (Assets – Liabilities) Revised	<u>952,447</u>	<u>791,766</u>

**STATEMENT of FINANCIAL OPERATIONS**

for the period ending

December 31, 2022

**INCOMING (Income)**

	2022 Year Actual \$	2022 Year Budget \$	2021 Year Actual \$
Offerings Envelopes PAR Internet	75,340	70,000	76,389
Offerings Plate	366	300	0
Donations	3,115	3,000	2,631
Community Partnership Cote	0	300	0
Income from Fund Raising	4,901	3,000	4,263
Income from Fundscrip	1,009	1,500	1,482
Income from Receptions	0	500	0
Miscellaneous income	850	500	1,118
Savings income Villa Wyman Fund	0	7,500	0
Sale of church items	0	0	1,850
Grant from CEBA	0	0	20,000
Transfer in from the Housing Allowance Fund	20,400	20,400	20,400
<b>TOTAL INCOMING</b>	<b><u>105,980</u></b>	<b><u>107,000</u></b>	<b><u>128,133</u></b>

**OUTGOING (Expenses)**

Staff Salaries	78,806	80,815	79,709
Federal wage subsidy programs	2,621	0	-9,873
Staff Employer contributions to benefits	22,865	24,530	24,196
Minister's Housing Allowance	20,400	20,400	20,400
Minister's Allowances	1,256	1,250	2,230
<b>Sub-Total Personnel expenses</b>	<b><u>125,948</u></b>	<b><u>126,995</u></b>	<b><u>116,662</u></b>
Utilities	180	2,000	840
Office Administration	2,931	2,500	1,962
Insurance	3,620	4,000	3,020
Accounting	2,000	2,000	2,000
<b>Sub-Total Operating expenditures</b>	<b><u>8,730</u></b>	<b><u>10,500</u></b>	<b><u>7,823</u></b>
Caretaking Services	0	2,500	0
Repairs and Maintenance	0	500	60
<b>Sub-Total Repairs / Maintenance</b>	<b><u>0</u></b>	<b><u>3,000</u></b>	<b><u>60</u></b>
Congregational Dues to the United Church	5,205	5,205	5,672
Miscellaneous expenditures	2,076	1,000	1,441
Ministry expenses	942	500	1,134
Expenses of the Wyman property sale	0	0	468
Children's activities	0	200	0
<b>Sub-Total Various</b>	<b><u>8,224</u></b>	<b><u>6,905</u></b>	<b><u>8,715</u></b>
<b>TOTAL OUTGOING</b>	<b><u>142,902</u></b>	<b><u>147,400</u></b>	<b><u>133,260</u></b>
<b>OVERAGE +ive / SHORTAGE -ive</b>	<b><u>-36,922</u></b>	<b><u>-40,400</u></b>	<b><u>-5,127</u></b>

COTE DEVELOPMENT FUND

	2022	2021
for the period ending	Year	Year
December 31, 2022	Actual	Actual
	\$	\$
<b>INCOME</b>		
Sale income of the Wyman Church (Net)	0	857,210
Grant income	0	100,000
Donation income	20,000	1,000
Total Income	20,000	958,210
<b>EXPENSES, plus reduction of Payable</b>		
Cote Renovation deferred expenses from 2019 / 2020	0	46,842
Cote Renovation expenses	83,169	8,393
Cote Renovation expenses Accessibility	17,319	
Cote Renovation miscellaneous expense	661	
loan interest to the F&E	0	856
Wyman church sale expenses	0	1,532
Total Expense	101,149	57,623
<b>NET INCOME Cote Development Fund</b>	<b>-81,149</b>	<b>900,587</b>

## Nominations

Name	Position
<b>Council</b>	
Rev. Kent Chown	Minister
Vacant	Chair
Doris Elliott	Secretary
Vacant	Treasurer
Vacant	Outreach
Vacant	Worship/ Fellowship
Vacant	Ministry & Personnel
Vacant	Property
Vacant	Communications
Vacant	Trustees
Vacant	Stewardship/Finance
Vacant	Pastoral Care
Vacant	Choir
Vacant	Regional Rep.

### Outreach Committee

Rev. Kent Chown	
Margie Chesney	
Barbara Dodds	Resource
Nathalie Paul	Resource
Inga Lawson	Resource
Anne Tetro	Resource

### Worship & Fellowship Cmte

Rev. Kent Chown	
Jean Wood	
Linda Kemerer	
Lisa Van Egmond	
Carol Laws	
Mona Van Egmond	
Nathalie Paul	Resource
Don Wood	Resource
Barbara Dodds	Resource

### Property Committee

Rev. Kent Chown	
Carol Laws	
Bill McDonald	
Steve Shaw	

Sally Janson	
Graham Cooke	
Gord Bowen	Resource

Name	Position
<b>Ministry &amp; Personnel</b>	
Barbara Bowen	
Sally Janson	
John Cacchione	
<b>Board of Trustees</b>	
Rev. Kent Chown	
Peter Mundie	
John Pichovich	
Sally Janson	
Gwen Periard	
Bill Young	
John McArthur	
Lisa Van Egmond	
<b>Stewardship &amp; Finance</b>	
Rev. Kent Chown	
Mona Van Egmond	
Linda Kemerer	
Doris Elliott	
John Pichovich	
John Cacchione	
John Meaker	Book Keeper
Sally Janson	Resource
<b>Pastoral Care Team</b>	
Rev. Kent Chown	
Don Wood	
Annelie Mitsche	
Sally Janson	
Nancy Warren	
Kimberly Race Hodgson	
<b>Communications</b>	
Rev. Kent Chown	
Doris Elliott	
Lisa Van Egmond	
John McArthur	
Peter Mundie	Resource
<b>AdHoc Committee</b>	
Martin Smith, Lisa Van Egmond, Michael Elliott, Peter Mundie, John Cacchione, Linda Kemerer, Errol Robinson	
<b>Nakonha:ka Regional Council Reps</b>	
Peter Mundie; Lisa Van Egmond	

**Independent Review - 2022**  
**HUDSON PASTORAL CHARGE**

Purpose:

The purpose of an independent review is to:

- a: determine the accuracy of financial statements;
- b: determine whether financial transactions have been duly recorded
- c: identify potential weaknesses in the accounting systems.

The procedures for an Independent Review are taken from the 2019 United Church Manual, Para G 4.4.1, G 4.4.2, Para G 4.4.3 and Para G 4.4.4 (a) to (i) as issued January 1, 2019

This Review was done of the Hudson Pastoral Charge Operating account, Cemetery account, Trustees account and the Choir statements.

This Reviewer confirms that he has examined the Statement of Financial Position as well as the Statement of Operations along with the Minutes of the Trustees, Stewardship and Finance Committee, Cote Ad-Hoc Committee and the Church Council. The review also included an examination of the computer records that record the cash receipts journal, cash disbursements journal, and payroll for accuracy. As a Review, random checks, tests and oral interviews were conducted.

Verification was done to see that the cash receipts match the charitable donation receipts issued.

Verification was done to ensure that the Annual Return was made and filed with the appropriate agencies. GST and QST paid on invoices is recorded monthly and the GST and QST rebates are recovered periodically.

Verification was done to see that all funds for Mission and Service are forwarded to General Council bi-monthly.

The Housing allowance investment was verified.

All cheques are signed by two unrelated people duly authorized for that task and all payables are duly approved for payment by an authorized Committee.

Financial Statements and Statements of Operations are presented to the Council and approved monthly.

A review of the Book-keeper's procedures shows that the procedures are being followed. These procedures were revised and are up to date 2022. All monies are collected and deposited in the Bank by e-transfer or by the Secretary. All hard copies of the financial records are kept in the Secretary's Home Office and both the Secretary

and the Book-Keeper make electronic copies of the records weekly with backups of the electronic records being kept off site from the Church Office and the Book-Keeper's home.

There is a segregation of duties, the book-keeper does not handle cash nor issue cheques, a separate reconciliation of the weekly Offering is prepared in accordance with the established procedures.

In general terms, there is conformity to the HPC Governance Document. The Board of Trustees are responsible to ensure that the Church property is properly insured. The United Church of Canada has arranged the coverage and Hudson Pastoral Charge is paid up to date.

The planned re-development at the Cote Church is still in the preparation, planning and permit phase, it would be prudent to establish a procedure to ensure cost tracking and control.

This Reviewer confirms that the results of this Independent Review were satisfactory and accurately reflects the financial situation as at December 31, 2022. The Book-keeper continues to do an excellent job of maintaining the books in a clear and concise manner

Respectfully submitted,

Errol Robinson,

Green Valley, ON

February 6, 2023