

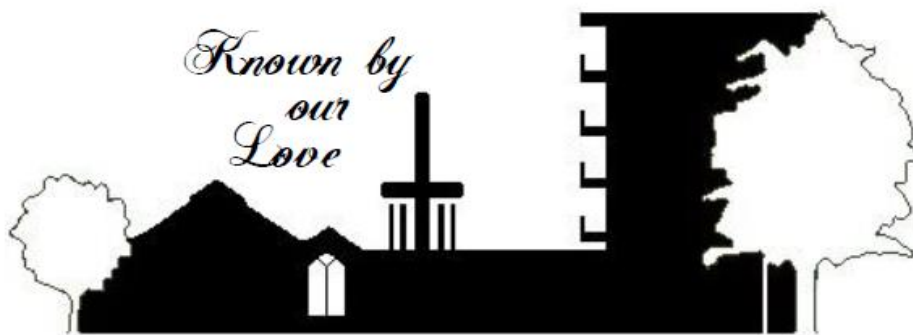
# EMMANUEL

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U n i t e d   C h u r c h

## ANNUAL REPORT

### 2020



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**EMMANUEL UNITED CHURCH**  
**2020 ANNUAL CONGREGATIONAL REPORT**  
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# EMMANUEL UNITED CHURCH

## MINUTES OF THE ANNUAL CONGREGATIONAL MEETING

### SUNDAY, OCTOBER 4, 2020

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#### 1. CALL TO ORDER/DEVOTION:

The meeting was called to order by Bob Pronovost at 11:15 a.m. and was followed by a devotion by Janie Clayton.

The Constitution of the Emmanuel United Church (EUC) stipulates under

*2.0.1 The CONGREGATION shall meet at least annually in the FIRST QUARTER of the year, on a date determined by the Church Council.*

The First Quarter meeting scheduled for 29 March 2020 could not be held due to circumstances beyond the control of the Church Council; therefore, it was tabled until further **notice under directives relating to the prohibition of meetings under COVID-19 restrictions.**

#### 2. QUORUM DETERMINATION

It was determined that the required number of members for a quorum was present.

Motion for inclusive voting moved by Dalton Carmichael, seconded by Bud McMartin:

That the required number for quorum was present, except

- 1) where a motion involves a change to the Constitution;
- 2) where on a motion for the majority of yeas or nays is 10 or less;
- 3) where a resident member requests a members only vote;

Resident members and adherents present at the annual meeting may vote on all motions presented at the annual meeting.

CARRIED

#### 3. NOMINATIONS FOR CONGREGATIONAL MEETING CHAIR AND SECRETARY

Motion moved by Jack Page, seconded by Judy Pronovost that Bob Pronovost be elected as chair of this congregational meeting, as per the Nomination Committee recommendation.

CARRIED

Motion moved by Bud McMartin, seconded by Karen Carmichael that Pam Zygmunt be elected as secretary of this congregational meeting, as per the Nomination Committee recommendation.

CARRIED

#### 4. APPROVAL OF THE AGENDA

Motion moved by Dalton Carmichael, seconded by Jack Page that the agenda for the 2020 congregational meeting be approved.

CARRIED

#### 5. APPROVAL OF THE MINUTES OF THE 2019 ANNUAL CONGREGATION MEETING

CARRIED

Minutes of the meeting were circulated at least two weeks prior to the meeting.

Motion by Dave Robinson, seconded by Dalton Carmichael that the minutes of the March 29, 2019 meeting be accepted.

CARRIED

#### 6. BUSINESS ARISING

There was no business arising from the congregational meeting held March 29, 2019 that needed to be addressed.

## **7. BUDGET – FINANCE COMMITTEE**

Finance Committee members Elaine Simmens and treasurer Brenda Cote presented the Finance Committee's annual report, discussed the 2019 numbers and the proposed 2020 budget.

Budgetary matters relating to restrictions on fund raising related to COVID-19 and loss of a number of contributors was highlighted.

Motion moved by Greg Wilcox, seconded by Brenda Cote

**That: Whereas: United Church Canada has evolved from a model of oversight to support of Congregations through Regional staff and collaboration**

**And: Emmanuel United Church has achieved a milestone by becoming debt free; but needs to sustain our pursuit of its mission within the means of the Congregational**

**And: Emmanuel United Church needs to conduct its affairs in compliance with Canadian and Ontario laws as a charitable organization and in compliance with the United Church Manual The Congregation:**

**1) Accept the proposed 2020 budget showing local church expenses of \$133,323 and corresponding revenues of \$102,900**

**2) Council oversee and support collaborative efforts by Committees and members of the congregation to expand and sustain Emmanuel's pursuit of its mission within its means**

**3) Endorse initiations to pursue means to reduce the projected deficit to a sustaining level such that no more than \$10,000 of accessible reserves from the Legacy Fund is required to offset the 2020 deficit.**

CARRIED

## **8. NOMINATION COMMITTEE**

I) Phillip Carmichael acclaimed as Council chair.

II) Pam Zygmunt acclaimed as Council secretary.

III) Review of nominated committees

Motion by Jack Page seconded by John Henderson that the recommended slate of officers and committee members, with exception of the Trustees, be accepted as presented.

CARRIED

## **9. TRUSTEES**

I) Motion by Jack Page, seconded by Bud McMartin that we accept with regret the resignation of Bill Workman as member and chair of the EUC Trustees Committee.

CARRIED

II) Motion by Jack Page, seconded by Geri Moreau that Bud McMartin, Dalton Carmichael and Nancy Lourie be installed as Trustees effective October 2, 2020.

CARRIED

## **10. COMMITTEE REPORTS**

The 2019 annual report contains committee reports from the following:

I. CHURCH SUPPERS

II. CONGREGATIONAL LIFE AND WORK

III. WILLING WORKERS

IV. FINANCE

Committee getting ready to hit the start button on some fundraising projects.

V) MINISTRY AND PERSONNEL

Employees Rev. Roni, Sheila Durand and John Henderson were thanked for their work during the pandemic as were Elizabeth Henderson and Lorne Robertson was volunteering to assist in the online worship services.

VI) OUTREACH MISSION AND SERVICE

Motion moved by Pam Zygmont, seconded by Bev Carmichael that the Congregation hereby approves of the Visitation Committee being dissolved as a Standing Committee of Emmanuel United Church and instead be incorporated as a sub-committee of the Outreach Mission and Service Committee and that the Bylaws and Constitution be changed accordingly.

CARRIED

VII) PROPERTY

Steps being taken to reduce costs were outlined.

VIII) TRUSTEES

IX) VISITATION

X) WORSHIP

XI) CANADIAN SHIELD REGIONAL COUNCIL

XII) EMMANUEL VILLAGE

Annual General Meeting to be held October 7. Congregants welcome to be able to vote at the meeting by paying a looney.

Noted that one person noted on the Statistics sheet under the Funeral heading for 2019 had been removed from Historic Role when in fact they were not on the Historic Role.

Motion by Dalton Carmichael and seconded by Jack Page that all committee reports be approved as presented.

CARRIED

**12. NEW BUSINESS**

Congregants were informed that they are welcome to provide any ideas for fundraising. The possibility of a “virtual” turkey supper was mentioned.

**13. CLOSING REMARKS AND PRAYER**

The chair thanked everyone for coming to the first in person church service since March and Rev. Roni offered a closing prayer.

**14. ADJOURNMENT**

Motion to adjourn the meeting at 12:25 by Bud McMartin.

CARRIED

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Chair- Bob Pronovost

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Secretary – Pam Zygmont

### Reflections on our shared ministry:

“Emmanuel United Church shall be a welcoming, caring, faith community committed to practices of spiritual nurture and sharing God’s love and grace as experienced in Jesus Christ”. The “shall” is becoming an “is”. What reads like a command is forming our community life. We have creatively lived out our mission in the last year, as disciples of Jesus, making his joy complete.

We have had to find creative ways of being church, for over a year.

Living through three waves of COVID19 we have had to innovate and our primary ways of providing spiritual nurture now happens virtually. Thank you to our online worship team (Elizabeth Henderson, John Henderson, Olivia Trottier, Lorne Robertson and William VanMeer), scripture readers (Bud Mc Martin, Robert Whitford, Jessica Rochon, The VanMeer family and Hailey McLeod) and our virtual choir for their participation in these services. We have worked closely with Trinity United Church and St. Andrew’s United Church, learning from each other in order to provide these services. Thank you for viewing these services and for your encouragement on the journey. Gratitude extends to Sheila Durand who continues to provide a bulletin and Power Point presentation, to support our online worship.

We have had a number of meetings utilizing Zoom technology. Bible study now happens regularly on the zoom. Thank you for your willingness to embrace technology.

As your minister, I value the formal and informal ways in which you love and care for each other. The phone tree and informal ways you reach out to each other, extending friendship and caring to each other are wonderful expressions of caring ministry. You are so much more than Sunday morning Christians. You continue to express Christ’s love and God’s grace to each other.

Members of the Outreach Committee live Christ-like friendship when they show up each Thursday, greeting our neighbours and making the gift of groceries available to our community. Our food cupboard, as an essential service, has been open on most Thursdays during the past year. Thank you to Pam Zygmunt, Doreen Reid, Norma Deller, Murray Bothwell and Lorne Robertson for your dedication to your ministry.

In June 2021, we look forward to being the new office site of the Canadian Regional Shield Council, as they relocate to our building. We looking forward to working closely with Susan Whitehead and other staff.

Thank you for your faithful financial support of Emmanuel’s ministry, and to our Finance Committee and Board of Trustees for their ongoing leadership. We are creatively working to address our financial concerns and I am confident that the Spirit working through our resourcefulness will lead us through these trials. Brenda Cote, our Treasurer, has helped us to access wage subsidies and other government funding that has kept us stable through an unprecedented year. Glory to God who provides for our needs.

Along with you, I miss being able to gather in person, there is great joy and the spirit flows in energizing ways when we are able to be present for others.

I am encouraged that more of us are vaccinated and by the summer, our government is hopeful that by July we will all be vaccinated. I am grateful that the day of being able to gather is closer at hand. I know that things will be different, but to have the joy of waving at you, or seeing your smiling faces would be so heart-warming.

I quote Dave Harder's Report to Emmanuel United Church in my closing statement:

"It is our natural tendency, in times of crisis, to focus on money and Sundays, but when we overemphasize those things, we go inward and the very things we long for actually never happen. If we are going to see lasting change, it starts with us intentionally being a different kind of people. Like in Acts 2 - a people that, when observed by the community, says I like them! They are a people who are welcoming, loving, caring, generous and together." How can we be that Acts 2 neighbour in 2021? It may take some imagination. I celebrate the fact that we were able to adapt our Cookie walk, follow public health guidelines and host a safe event. Is God calling us to imagine sustainable models of being church? Let's be open to conversations about such possibilities.

In 2021, let's make Jesus's joy complete through our love for one another, the community and God's world. Let's be a team, living our mission with faith and hope. "Emmanuel United Church shall be a welcoming, caring, faith community committed to practices of spiritual nurture and sharing God's love and grace as experienced in Jesus Christ".

In Christ's Service, Rev. Roni Beharry

## **Statistics Annual Report 2020**

### **( ) MARRIAGE**

0

### **( ) BAPTISM**

0

### **( ) TRANSFER OF MEMBERSHIP**

### **(6) FUNERALS**

BEEEMER, Susan – June 3, 2020

DIXON, Jim - December 19, 2020

GAMBLE, John - June 5, 2020

KIRKHAM, Everett – April 28, 2020

McINTYRE, Robert - June 12, 2020

VANMEER, Garth - June 28, 2020



## Congregational Life and Work Committee Annual Report for 2020

1. CL&W Committee Members: Many thanks to our members of Brenda Cote, Nancy Dixon, Denyse Leigh, Jo McCulley, Doreen McLuhan, Bud McMartin (chair) and Geri Moreau. Due to the Pandemic in 2020, we haven't been able to do our usual activities since March 2020. Our usual activities included getting Greeters for the Church entrances during the Pandemic when we were able to do Worship, Coffee Fellowship, a Caroling Event, the Annual Picnic, maintaining the Historic Roll, and updating the Prayer Line for people in need of prayer. For 2021 we have no idea as to what we will be able to do but we are looking forward to the church being able to reopen at some point. Many of our committee made some phone calls to some of the "Seniors" of our congregation just as a check-in to see how they were doing and to encourage them to keep safe and take care of themselves. I hope that our committee members will continue in 2021 and we are always looking for others to join us.

Respectfully submitted .... Bud McMartin, Chairperson.

## 2020 Annual Report EUC Constitution and Bylaw Ad Hoc Committee

The year 2019 saw significant changes with the United Church of Canada (UCC) governance. The most significant change related to the shift from the Presbytery model to Regional Councils. Another impact of the governance change was the revision and publication by UCC of The Manual 2019 (The Manual).

Our Constitution requires an update of the EUC Constitution and Bylaws every 5 years. The previous issue was 2015. Owing to COVID, the review process was slightly delayed and the plan is to have a vote on the updates at the 2021 Annual Congregational Meeting.

The section dealing with updates is presented below for your information.

### 7.1.0

#### ***Bylaw amendments***

- 7.1.1 *The Church Council has the right to amend the Bylaws of EUC.*
- 7.1.2 *Bylaw amendments require 60% favourable majority.*
- 7.1.3 *Bylaw changes are to be ratified at the next duly called and conducted meeting of the CONGREGATION, as per the amending formula of the constitution.*  
*If amended Bylaw does not pass at the next duly called and conducted meeting of the CONGREGATION the amended bylaw will be null and void. The bylaws shall return to how they were before council made the change.*

The purpose of the review was to:

- Ensure its relevancy;
- Ensure its currency by adding or deleting duties and responsibilities as appropriate to satisfy current needs;
- Consider amalgamation of committees with closely aligned duties and/or aims;
- Incorporate the change approved by Council November 22, 2017;
- Align the Constitution and Bylaws with The Manual; and
- Align the Constitution and Bylaws with the new Canadian Shield Regional Council (CSRC) and Regional Council 6.

The process to date has been:

1. Review and revise the 2015 documents- **DONE**
2. Submit the proposed revisions to Council representatives for their review and comments- **DONE**
3. Revise the draft documents to address these comments- **DONE**
4. Send the revised documents to Regional Council 6 representatives for their review and acceptance within the framework of the UCC- **DONE**
5. Revised the documents to incorporate their review comments- **DONE**
6. Issue the proposed revised Constitutional and Bylaws to the Congregation for their review and ratification at the Annual Congregational meeting in accordance with 7.1.3 of our Constitution.

Remember, these are living documents and may likely undergo changes over the next 5 years, such as any relevant changes in the newly published The Manual 2021. Remember this fact in consideration of your ratification. Grammatical errors are a simple fix. A delay in ratification will result in these update proposals becoming null and void and the documents will revert to 2015 version and the update process commenced anew. Significant changes need to be handled in Council. Vote for a delay in ratification only if absolutely necessary.

**2020 Annual Report**  
**EUC Constitution and Bylaw Ad Hoc Committee**

The Council, committee members and the CSRC reviewers are thanked for all their efforts in helping us complete this important task. This is not an easy process and requires the input of many. Thank you.

Respectfully submitted,

Jack Page,  
Chair

## **Finance Committee Annual Report (2020)**

Offerings to local church expenses exceeded expectations in 2020; and, Emmanuel benefitted from the Federal Wage Subsidy program. Traditional fund raising (suppers & rentals) were curtailed while coping with the COVID-19 pandemic. A comparison of local church revenues to budget in 2020 indicates:

	<b>Budget</b>	<b>Total for year</b>
<b>Offerings</b>	<b>\$ 72,000</b>	<b>\$ 82,644</b>
<b>Fundraising/Rents</b>	<b>\$ 26,600</b>	<b>\$ 9,266</b>
<b>Trustees</b>	<b>\$ 4,300</b>	<b>\$ 5,654</b>
<b>Federal Wage Subsidy</b>	<b>\$ 0</b>	<b>\$ 32,252</b>
<b>TOTAL</b>	<b>\$102,900.00</b>	<b>\$129,816</b>

Costs were less than expected thus there was a respectable bank balance without drawing from reserves.

It will be a challenge to meet local church commitments in 2021. Local church revenues and expenses as projected by committees and reviewed by council Indicate:

<b>REVENUE</b>	
<b>Offerings</b>	<b>\$ 80,000</b>
<b>Fundraising/Rents</b>	<b>\$ 10,800</b>
<b>Trustees</b>	<b>\$ 5,700</b>
<b>Other</b>	<b>\$ 0</b>
<b>TOTAL</b>	<b>\$ 96,500</b>

<b>EXPENDITURES</b>	
<b>Staff</b>	<b>\$ 98,405</b>
<b>Property &amp; Insurance</b>	<b>\$ 30,025</b>
<b>Committees</b>	<b>\$ 4,230</b>
<b>UCC</b>	<b>\$ 5,303</b>
<b>TOTAL</b>	<b>\$137,963</b>

There will be a Federal Wage Subsidy in 2021 but likely at a decreased rate. Council did receive a \$40,000 CEBA loan applicable to salaries and associated costs and is in a position to repay the loan in 2022 as intended.

The recommendation going forward is:

(i) Accept the proposed 2021 budget showing local church expenses of \$137,963 and corresponding revenues of \$96,500 (\$41,463 deficit).

(ii) Council continues to oversee and support collaborative efforts by committees and members of the Congregation to expand and sustain Emmanuel and the pursuit of its mission within its means.

(iii) All involved pursue means to reduce the projected deficit to a sustainable level in 2021 and beyond. Any end-of-year deficit will be offset by the CEBA loan.

“Champions” from the congregation were successful in their fundraising efforts. Calendar sales were well received. An opportunity will exist as Tina and Greg Wilcox are stepping down from the Avgen gift card program which generated \$4,024 to support the church. Emmanuel “Cookie Walk”, with safety provisions approved by the Health unit, was well received and supported.

Circumstances dictated less face-to-face meetings but all members of the Committee are continuing. Rev. Roni's participation was beneficial. The commitment and dedication of our Treasurer, Brenda Cote, was cherished. Envelope Secretary; Sherri Pinder will be relinquishing this task; however, Bev Carmichael has stepped forward to assume this role. The contribution and commitment by all was appreciated.

The importance of your offerings is evident above. Your "treasures" with focused teamwork by all through their "time" and "talent" will enable Emmanuel to rise to the challenge.

EUC Finance Committee

Elaine Simmens ('10) Dave Robinson ('11) Brenda Cote ('16) Greg Wilcox ('16) Sherri Pinder ('17)  
Jessica Rochon ('19)

# Emmanuel United Church

395 Lakeshore Drive  
North Bay, Ontario P1A 2C5  
(705) 472-1806

Minister – Reverend Roni Beharry

## Auditor's Report

I reviewed the Quicken records, the Revenues, Expenses, Bank accounts and GIC's as reported in the Emmanuel United Church Annual Report for the year ended December 31<sup>st</sup>, 2020.

My testing included a random sampling of the books, records, receipts and disbursements for the year.

The review was done in person and at a distance due to COVID-19. All records were made available to myself thanks to the treasurer. I have found the record keeping of the treasurer to be in good order and accurate. I would have only one suggestion at this time. It concerns the donations and the issuance of receipts. There should be a master record showing the donation amounts, the amount and the recorded number of the tax receipt issued, and the amounts deposited to which accounts. This would show complete transparency and traceability. Also the tax receipts issued need to be as per the government requirements. If the receipts don't follow the official template and required elements, some donors risk not being able to claim them on their income taxes. The government disallows receipts and deductions that don't follow regulations. The Church risks alienating and discouraging parishioners from donating to the Church. And in these difficult times every dollar counts.

I just want to add that I am very impressed in how the Church has adapted due to COVID-19. Having a link on the Church's website to donate and offering e-transfers is just smart and very forward thinking.

Thank you very much to Brenda Cote for your time and for answering all my questions and making the audit go smoothly.



Caroline Lebel  
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**EMMANUEL UNITED CHURCH ANNUAL SUMMARY**  
**2020 - REVENUES & EXPENSES and 2021 - PROPOSED BUDGET**

	<b>Budget 2020</b>	<b>Actual 2020</b>	<b>Budget 2021</b>
<b>Bank Balance - January 1</b>	\$74,179.92	\$74,179.92	\$135,091.42
<b><u>REVENUE</u></b>			
Offerings	\$72,000.00	\$82,644.23	\$80,000.00
Rental	\$6,000.00	\$720.00	\$3,300.00
Special Events/Donations	\$20,600.00	\$7,540.79	\$6,500.00
Transfers	\$4,300.00	\$6,658.80	\$6,700.00
Wage Subsidy Federal Government	\$0.00	\$32,252.20	\$0.00
<b>Total Operating Revenue</b>	<b>\$102,900.00</b>	<b>\$129,816.02</b>	<b>\$96,500.00</b>
Bequest & Legacy Fund	\$0.00	\$11,549.50	
Dedicated Funds	\$2,000.00	\$3,422.98	\$2,000.00
Federal Government Loan	\$0.00	\$40,000.00	
Mission & Service Offering	\$7,000.00	\$6,964.00	\$7,000.00
Other - Transferred Out	\$0.00	\$2,685.00	
<b>TOTAL REVENUE</b>	<b>\$111,900.00</b>	<b>\$194,437.50</b>	<b>\$105,500.00</b>
<b><u>EXPENSES</u></b>			
Ministerial/Staff Total	\$95,277.00	\$89,373.06	\$98,405.00
Property	\$27,375.00	\$27,423.62	\$30,025.00
Council/Committees	\$3,050.00	\$764.67	\$1,130.00
United Church	\$11,971.00	\$4,471.00	\$5,303.00
Financing/Administration	\$4,650.00	\$1,844.65	\$3,100.00
<b>Total Operating Expenses</b>	<b>\$142,323.00</b>	<b>\$123,877.00</b>	<b>\$137,963.00</b>
Mission & Service	\$7,000.00	\$6,964.00	\$7,000.00
Transferred Funds	\$2,000.00	\$2,685.00	\$2,000.00
<b>TOTAL EXPENSES</b>	<b>\$151,323.00</b>	<b>\$133,526.00</b>	<b>\$146,963.00</b>
<b>TOTAL OPERATING SURPLUS/DEFICIT</b>	<b>-\$39,423.00</b>	<b>\$5,939.02</b>	<b>-\$41,463.00</b>
<b>TOTAL SURPLUS/DEFICIT</b>	<b>-\$39,423.00</b>	<b>\$60,911.50</b>	<b>-\$41,463.00</b>

Submitted by:

Brenda Cote  
Brenda Cote

Audited/Reviewed by:

Caroline Lebel  
Caroline Lebel

## BALANCES AS OF DECEMBER 31, 2020

### 1. General Account (#600017)

Funds Available for Local Expenses December 31, 2020 \$ 18,939.52

#### Memorial Fund

Balance January 1, 2020	\$	5,578.60	
Donations 2020	\$	897.50	
Balance December 31, 2020			\$ 6,476.10

#### Replacement Reserve

	\$	6,606.97	
HST Rebates	\$	2,525.48	
Balance December 31, 2020			\$ 9,132.45

#### Self Administered Fund

Balance January 1, 2020	\$	15,000.00	
Balance December 31, 2020			\$ 15,000.00

#### Legacy Fund

Balance January 1, 2020	\$	525.00	
Donations	\$	1,549.00	
Balance December 31, 2020			\$ 2,074.00

#### Bequest

Balance January 1, 2020	\$	33,469.35	
Donations	\$	10,000.00	
GIC Purchased	\$	(30,000.00)	
			\$ 13,469.35

CEBA Program*			\$ 40,000.00
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\$ 86,151.90

**Total in Operating Account**

**\$ 105,091.42**

### 2. Bequest

Cashable 18 month GIC purchased November 20, 2020	\$	30,000.00	
			<u>\$ 30,000.00</u>

### 3. Petty Cash

\$ 25.00

### 4. Canada Emergency Business Account Loan

Interest free loan if paid back by December 2022	\$	40,000.00	
			<u>\$ 40,000.00</u>



## Ministry & Personnel Annual Report 2020

The 2020 M&P committee members were: Michael Guy (2008); Bev Carmichael (2019); Doreen Reid (2020)

The Ministry and Personnel (M&P) Committee acts under the direction of the United Church of Canada as particularly laid out in the “Policy, Procedures and Practices” and “Resource” manuals. The committee functions around three roles, which are consultative and supportive role, the healthy relationships role, and the supervisory role. We provide resources and support for the staff and the community of faith with respect to any issue affecting staff of our church, including ministry personnel and lay employees. The committee works to build positive and trusting relationships between staff and members and adherents of the community of faith. If members of the community of faith have praise or concerns about staff, both ministry personnel and lay employees, these can be shared in signed correspondence with the committee. The issues will be considered confidentially by the M&P Committee, who will recommend action.

2020 was a year like no other. In March of 2020 our staff had to quickly learn how to produce virtual worship services and keep our Emmanuel family safe and connected. Rev. Roni Beharry had to learn to preach to an empty sanctuary and imagine everyone listening. John Henderson led the virtual choir so we could listen and sing along at home. Sheila Durand continued her secretary work, but mostly from her home. We would like to thank Lorne Robertson for recording, producing and posting our worship services. We would also like to thank Elizabeth Henderson for stepping up and helping with the worship services through the year.

Even when we opened the church to limited numbers in the fall, the team kept the recording and posting the worship services online so everyone who did not feel comfortable coming in person could continue to be part of the services. As well, those listening in from outside of North Bay continued to log on and enjoy.

The M&P committee had annual employee review meetings with each member of the staff, though this year it was done over zoom.

Emmanuel is blessed with a competent and professional staff. We are grateful for this but do not take it for granted. It is our priority to work with staff so they can become even more effective serving the faith community.

Respectfully submitted by the Ministry and Personnel Committee.

## **Outreach Mission and Service Report** **Annual Congregational meeting 2021**

The Outreach Mission and Service Committee grew once again following the 2020 Annual Congregational Meeting in October as the Visitation Committee, consisting of Nancy Lourie and Pam Zygmunt, joined up.

As with so many aspects of church life, the coronavirus has put a stop to visitation at the hospital and long term care facilities. As a result, many “Thinking of You” cards were sent out during the summer and fall of 2020 in order to keep in touch with church members. These cards and phone calls have been our only contact. We always appreciate church members letting us know when someone is ill or that a death has occurred. Nancy can be contacted at 705-476-0305.

Volunteers with the committee continue to operate the weekly Food Cupboard. Many members of the congregation continue to be very generous with their donations of non-perishable food items as well as personal hygiene goods. At Christmas we received 15 large totes filled with items courtesy of LIPI. We were able to share the contents with residents of 416 Lakeshore Dr. as well as HOPE’S Kitchen on Cassells St. We have also shopped for items to round out the variety of goods offered. Sincere thank you to everyone for your generous support.

Also, our practise of putting together special bags at Christmas, Thanksgiving and Easter continues.

In keeping with our agreement with Emmanuel Village we continue to make our annual financial contribution and last Christmas we gave out \$50 Metro gift cards to the residents.

Our other benevolence was directed to the Alzheimer Society, West Ferris Royal Canadian Legion Poppy Fund, Raven Trust, United Church Canada Mission and Service Fund, and \$1000 was set aside as seed money for Rev. Roni to create healthy community through innovative neighbourhood experiments (on hold due to COVID-19).

Mission Givings for 2020 totalled \$6,964, down slightly from the previous year.

### **Committee members**

Anne Garrett has chosen not to remain on the committee going forward. We thank her for her contribution. While Myrna Bennison will remain a member, she has decided not to continue as one of the laundry coin collectors so committee members will be taking turns with Brenda Cooper in this role. Myrna has been involved as a coin collector for many years and we give her a big thank you for all her time and commitment. It’s been appreciated.

We welcome new committee members Lorne Robertson and Murray Bothwell. Lorne has been coming out and giving a helping hand at the Food Cupboard for several months and has agreed to formally join. Murray has also been coming out to give assistance, even passing the vacuum cleaner on occasion. Welcome to the both of them. The following is a complete list of committee members: Doreen Reid, Norma Deller, Myrna Bennison, Brenda Cooper, Brenda Cote, Janie Clayton, Nancy Lourie, Pam Zygmunt, Lorne Robertson and Murray Bothwell.  
Thanks to one and all for all you do.

Submitted by Pam Zygmunt, Chair

## **Property Report for Congregational Meeting, May, 2021**

**Carl Crewson, Chair, Merlin Clayton, Vice Chair, Murray Bothwell, Gloria Crewson,  
Bud McMartin, Bill workman, Terry Shea, Ron Green**

### **Minor Retrofit Energy Efficiencies**

The energy efficient LED lighting was completed . All 4 ft tube lighting in the church sanctuary, Bert Passmore Hall, boardroom, washrooms, new food cupboard room, small front office, and hallways was changed over to LEDs. Other energy efficient changes such as programmable thermostats, heating, and light sensors have been postponed while other areas are attended to. Other energy efficiencies completed were previously reported.

All the requirements regarding Core Fire and safety was completed.

### **Rental of Church Space**

**We are not renting to outside group during Covid. Safety requirements need stronger surveillance and cleaning to do so.**

**A request for a rental proposal for office space in July, 2020 was sent to all churches by our Canadian Shield Regional Council (presently at Omond Memorial United Church) to be offered by Oct. 15, 2020. Property, through council, obtained permission, submitted our proposal to Peter Hartman, Executive Minister of our Regional Council, and was warmly accepted in January, 2021. The space rented is the small front office at the Lakeshore Dr. entrance, previously, the Food Cupboard. The Food Cupboard has agreed to move to the former nursery. The nursery has been painted and repaired, rug torn up and the locks changed. The office space is being painted, cleaned and repaired in ready for June 1<sup>st</sup> occupancy by Susan Whitehead, Executive Assistant and Administrator of our Conference. She is long a part of our United Church family and we welcome her warmly.**

### **Church Keys**

**The outside doors of our church have been retumbled and new keys distributed to those who need them. We had keys in the hands of outside rental groups and this provided insurance that our church would not be used by outside groups during covid and accountability for the keys.**

## **Vaccine Rollout**

**Emmanuel United Church were happy to share our space twice during vaccine Rollout in Feb., 2021. We were contacted by Water's Edge administration asking if we could provide our accessible space for some staff and essential caregivers. Property set up, opened up and closed while, the Health Unit took charge of pre and post cleaning.**

## **Cleaning of Church**

**We do not yet have any custodial services although overtures have been made but not successful. Our needs are small. I have twice cleaned washrooms and a few of us have taken out garbage. When in-person service is offered, more disinfecting and cleaning is carried out according to our safety plan.**

## **The Adhoc Reopening Committee**

**In August, this newly formed committee met outside at Clayton's home, physically distanced. The team included Merlin Clayton, chairing, Janie Clayton, Bud McMartin, Judy and Bob Pronovost, Bev. Carmichael, Lorne Robinson and Roni Beharry. After a methodical discussion, we prepared a plan for use of our church by outside groups, church use of church, cleaning, disinfecting, PPE, procedures for opening, signage and procedures for attending a service. A seating plan for services was put in place, Use of Hymn Books, Collection Plate, order of Service, Communion Cups. Greeter and Usher duties were listed, who's responsibility for each was all documented. Clear explanation and expectations to our congregation via newsletter and hand delivery was taken on by Bud. The Adhoc committee will reinstitute these procedures and guidelines when we reopen once again.**

**The 2020 Property Financial expenses are included in the Church Financial Statement**

**Respectfully submitted by Merlin Clayton and Carl Crewson, on behalf of Property Committee**

The Trustees Report to the  
Annual Meeting of Emmanuel United Church May 30, 2021.

The whole Church and particularly the Trustees mourn the passing this year of Bill Workman, a long time member and Chairman of the Trustees committee. Bill will be sorely missed.

Property Insurance:

This year saw the changing of our insurance provider from Rivet Insurance to Broker Line Insurance, however our contact person has remained unchanged. The Trustees have agreed to pay \$3000 of the estimated \$5,936 insurance cost due September 1, 2021. The Finance Committee paying the remainder.

Inventory:

Taking the inventory of the Church contents has begun, with no fixed time on it's completion. Volunteers for this job are welcome.

Investments:

We are currently holding Investments at the TD Bank and the Scotia bank as indicted in the attached Trustee prepared statement of these audited accounts.

The Trustees are awaiting for the release by the Emmanuel Finance Committee of the \$30,000, received from the CEBA (Canadian Emergency Business Assistance)  
The Trustees should also receive the invested funds held by the Finance Committee in the Legacy Fund. The Trustees are the custodians of all Investment Funds as indicated in the 2021 issue The Manual and the Congregational Board of Trustees Handbook.

An Investment Policy is now being studied and an example of that will be shown, as a separate presentation.

Dalton Carmichael, Sally King, Robert Whitford, Nancy Lourie, Roni Beharry

Jack Page  
Chair of Trustees.  
:

# Emmanuel United Church

395 Lakeshore Drive  
North Bay, Ontario P1A 2C5  
(705) 472-1806

Subject: Review of the Trustees Accounts for the Year 2020


## Auditor's Report

I have completed a review of the records for the accounts of the Trustees for the period starting January 1, 2020 and ending December 31, 2020. The review included examining, on a test basis, evidence supporting amounts and disclosures in the financial information.

I have reviewed the bank statements and the investments statements held by the trustees for the church.

I have found the record keeping to be in good order and accurate. I did notice that the suggestion of adding more trustees as signing authorities was followed through.

Thank you very much for the opportunity to provide this review for you.

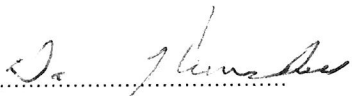
A handwritten signature in black ink, appearing to read 'Caroline', followed by a long, sweeping horizontal line that extends to the right.

Caroline Lebel  
225 North Star Dr.  
Bonfield, Ontario P0H 1E0  
(705) 499-8094

# Emmanuel United Church

## Trustee Report

	Dec. 31, 2018	Dec. 31, 2019	Dec. 31, 2020
<b><u>Neighbourhood Centre Funds</u></b>			
TD Mnthly Incrm-t Fund, 3.4%	\$30,749.56	\$32,543.38	\$30,349.23
TD Tact Monthly Income	\$9,806.15	\$10,955.36	\$11,033.64
TD Income Advtg PTF-T	\$19,269.26	\$19,461.60	\$18,931.65
Cash in Bank - Business Investor Acct	\$6,998.38	\$9,260.38	\$9,283.85
Cash Acct. TD Bank	<u>\$710.94</u>	<u>\$314.18</u>	<u>\$423.05</u>
	<u>\$67,534.29</u>	<u>\$72,534.90</u>	<u>\$70,021.42</u>
<b><u>Manse Funds</u></b>			
GIC's at Scotia Bank Acct # ****6433	\$30,947.40	\$31,291.25	\$31,644.80
Mutual Funds at Scotia Bank	\$56,607.91	\$60,978.44	\$60,481.60
Cash in Bank	\$0.20	\$0.20	\$0.20
	<u>\$87,555.51</u>	<u>\$92,269.89</u>	<u>\$92,126.60</u>
<b><u>VIM Loan</u></b>			
Balance January 01	\$28,230.43	\$21,792.42	
Payments	\$7,200.00	\$22,135.18	
Interest	\$761.99	\$342.76	
Balance December 31	<u>\$21,792.42</u>	<u>\$0.00</u>	<u>\$0.00</u>

Prepared by: 

Dalton J Carmichael

Date: Feb 19 2021

## **Willing Workers Year End Report - 2020**

On January 7, 2020 a group of Willing Workers met at the church and undecorated the bazaar “Snowmen” - packing them up for use in 5 or 6 years. The “Bear” boxes were moved to the front for our next “Tea and Bazaar”.

The group’s annual luncheon was held on February 11. Twenty-one ladies attended Farina’s Restaurant at the Best Western Hotel. Everyone enjoyed delicious food and great conversations. Many thanks went out to Denyse Leigh for a fantastic job of organizing this event.

Our March meeting was cancelled due to the looming Corona virus. Also, our Book Corner needed to close at this time. We are thankful for those who have donated and purchased books and this will be an item for discussion when we reconvene.

In September we contacted our members and it was agreed that we would donate \$1,000 to the Church. Then, in October we handed in our estimate for the year 2021- \$1,000.

Several of our members assisted with baking and working for the extremely successful “Cookie Walk” on November 28. Then, in early December we kept up our tradition of delivering Christmas cards and boxes of homemade cookies to shut-ins from our congregation. Nancy Lourie did a great job of organizing this.

Although we have had no business meetings in the year 2020, we are hopeful that we will be able to meet again in 2021. Meanwhile, we have continued with our Prayer Partners chosen in November, 2019 and look forward to being able to plan a bazaar and to cater to funereal receptions as COVID safety permits.

Respectfully submitted by Linda Shillington,

Chair of Willing Workers



**Willing Workers Year End Report - 2020**

**Financial**

<b>REVENUE</b>		<b>\$1,639.62</b>
<b>Book Sales</b>	<b>\$ 62.60</b>	
<b>Funeral Catering</b>	<b>\$ 350.00</b>	
<b>Memory of Joyce Gennoe</b>	<b>\$ 1,500.00</b>	
<b>TOTAL</b>	<b>\$ 1,912.60</b>	<b>\$1,912.60</b>

<b>EXPENSES</b>		<b>\$3,552.22</b>
<b>Church</b>	<b>\$ 1,000.00</b>	
<b>Boxes for shut-ins</b>	<b>\$ 26.95</b>	
<b>Bank Charges</b>	<b>\$ 25.36</b>	
<b>TOTAL</b>	<b>\$ 1,052.31</b>	<b>\$1,052.31</b>
		<b>\$2,499.91</b>

<b>Bank Balance</b>	<b>\$ 2,353.16</b>
<b>Petty Cash</b>	<b>\$ 146.75</b>
<b>TOTAL</b>	<b>\$ 2,499.91</b>

## **Worship Committee**

### **2020 Annual Report**

The Worship Committee at Emmanuel is responsible for all the ongoing religious services conducted within the sanctuary and chapel of the church.

These services are arranged by Rev. Roni Beharry with support from the Worship Committee, church secretary and Church Council as required. The committee is also responsible for the administration of the Memorial Fund, gifts made in memory of a deceased loved one or family member. These gifts are used for the beautification and functionality of the church services. The care of the organ and, overhead projector are provided by this fund.

Pre-COVID, the committee met every month except July and August, was opened with devotion and closed with a prayer. Despite COVID, the committee still met 6 times out of the possible 10 meetings. The main topic of the meetings was whether in-person services could be held or when they could resume.

We meet when we have a quorum and when the minister is present. Without a quorum and/or the minister, it is not an official meeting. There are currently 4 members on the committee not including Rev. Roni Beharry or John Henderson, the music director. We continue to provide the needed services, even when we have not had a quorum. We have been spreading ourselves very thin and we desperately need help to keep this very important committee functioning at full capacity.

The members are Rev. Roni Beharry, John Henderson, Judy Pronovost, Mary Way-White, Diane Carlyle, Jo McCulley and Bob Pronovost. Due to family and health issues some members are mostly unable to attend meetings although will help with duties if requested; but, we are in need of more committee members since more members will add diversity and lighten the load for all.

Here are some of our important duties and positions:

- Chair – no chair.
- Acting alternating Co-chair – Mary Way-White and Judy Pronovost.
- Secretary – Bob Pronovost;
- Music director John Henderson;
- Communion preparation – with COVID, this has been mostly virtual.
- Communion servers – vacant.
- Scripture readers – Jo McCulley looks after ensuring we have readers for each Sunday.
- Ushers/Greeters – Judy Pronovost looks after this important part of church life.

- Church decorations – Mary Way-White with help from John and Judy provides decorations for each season and is in charge of candles, décor and batteries.

Despite these setbacks we have managed to provide interesting and nurturing virtual services.

We have an informal recruitment campaign to try to attract new committee members. We are a cheerful, positive and very social group and our meetings often begin with a pot luck dinner or tasty snacks. We also share laughter and enjoy each other's company.

Our annual Christmas social/carol sing at Judy & Bob Pronovost's home was cancelled due to COVID

In conclusion, I would like to appeal to the congregation for their assistance.

The Worship Committee is an integral part of the team that keeps the church thriving and welcoming. We can't let the light go out.

Please contact any member of the Worship Committee if you can offer assistance.



Judy Pronovost

Acting Co-chair, Worship Committee

+1.705.477.5301

**EMMANUEL UNITED CHURCH**  
**ANNUAL CONGREGATIONAL MEETING**  
**AGENDA**  
**Sunday, 30 May, 2021 @ 11:30 am**  
**Immediately following the in-person service**

---

**1. CALL TO ORDER AND DEVOTIONAL**

I.The Constitution of the Emmanuel United Church (EUC) stipulates under

*2.0.1 The CONGREGATION shall meet at least annually in the FIRST QUARTER of the year, on a date determined by the Church Council.*

The First Quarter meeting scheduled for 29 March 2020 could not be held due to circumstances beyond the control of the Church Council; therefore, it was tabled until further notice under directives relating to the prohibition of meetings under COVID-19 restrictions.

II. Devotions – Janie Clayton

**2. Quorum Determination**

Per EUC Constitution: *6.0.1 A Quorum for a Congregational meeting shall be 20 FULL MEMBERS. Non-voting MEMBERS are not included in the calculation of Quorum.*

**3. Nominations For Congregational meeting**

I.Chair, and

II.Secretary.

**4. APPROVAL OF AGENDA for the 2021 Annual Congregational Meeting**

**5. APPROVAL OF MINUTES from the 2020 Annual Congregational Meeting**

**6. BUSINESS ARISING from the 2020 Meeting**

I.

**7. BUDGET – Finance Committee**

I.Review and acceptance of 2021 proposed budget;

II.

**8. NOMINATION COMMITTEE**

I.Chair of Council;

II.Council Secretary;

III.Review of nominated committees with acceptance, declination or additions.

**9. TRUSTEES**

I.Retired / removed trustees

II.Review of nominated members with acceptance, declination or additions.

III.Vote to accept slate of nominees for the position of Trustee

# **EUC 2019 ANNUAL CONGREGATIONAL MEETING AGENDA**

## **10. COMMITTEE REPORTS** *(2 minutes per report)*

Please note that there will be a single motion for acceptance of all committee reports.

For convenience, Committee reports are listed in order of publication within the 2019 Annual Report.

I.MINISTER'S REPORT

II.CHURCH SUPPERS

III.CONGREGATIONAL LIFE AND WORK

IV.WILLING WORKERS

V.FINANCE

VI.MINISTRY AND PERSONNEL

VII.OUTREACH MISSION & SERVICE

VIII.PROPERTY

IX.TRUSTEES

X.WORSHIP

XI.CANADIAN SHIELD REGIONAL COUNCIL

i.Janie Clayton

ii.Jack Page

XII.EMMANUEL VILLAGE

XIII.

## **11. ACCEPTANCE OF REPORTS**

**Moved by:**

**Seconded by:**

## **12. NEW BUSINESS**

I.Review and Ratificationl of the updated EUC:

i.Constitution

ii.Bylaws

iii.

## **13. CLOSING COMMENTS AND PRAYER**

## **14. ADJOURNMENT:**

# **OFFICERS AND COMMITTEES OF EMMANUEL UNITED CHURCH**

## **2021-2022 DRAFT**

### **CONGREGATION (705-472-1806)**

Chair

Secretary

### **COUNCIL Elected Positions**

Chair		Regional Council Rep	Janie Clayton
Vice-Chair		Regional Council Rep	Jack Page
Secretary	Pam Zygmunt		
Treasurer	Brenda Cote		

### **COMMITTEES**

<b>Cong. Life &amp; Work</b>		<b>Ministry &amp; Personnel</b>	
	Bud McMartin	Chair	Michael Guy
	Josephine McCulley	E	Bev Carmichael
	Doreen McLuhan		Doreen Reid
	Brenda Cote		
	Denyse Leigh		
	Nancy Dixon		
<b>Historic Roll Conveners</b>		<b>Outreach Mission &amp; Service</b>	
	Dalton Carmichael	Chair	Pam Zygmunt
	Karen Carmichael	Vice-Chair	Janie Clayton
	Bud McMartin		Anne Garrett
			Myrna Bennison
		E	Doreen Reid
			Brenda Cooper
			Norma Deller
			Brenda Cote
			Nancy Lourie
<b>Finance</b>		<b>Trustees</b>	
Chair	Dave Robinson		Sally King
E	Elaine Simmens		Jack Page
	Greg Wilcox		Robert Whitford
	Sherri Pinder		Dalton Carmichael
	Jessi Rochon		Bud McMartin
Treasurer	Brenda Cote		Nancy Lourie
PAR/Env. Sec.	Bev Carmichael		Rev. Roni Beharry
<b>Worship</b>		<b>Property</b>	
	Mary Way-White		Carl Crewson
	Josephine McCulley		Gloria Crewson
	Judy Provonost		Bud McMartin
Secretary	Bob Provonost		Terry Shea
Organist	John Henderson		Ron Green
	Rev. Roni Beharry		Merlin Clayton
			Murray Bothwell

# **OFFICERS AND COMMITTEES OF EMMANUEL UNITED CHURCH**

## **2021-2022 DRAFT**

CONGREGATION  
(705-472-1806)

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### **RELATED GROUPS AND AFFILIATES**

<b>Contact People</b>	
Webmaster	<b><u>Website</u></b>
	Sheila Durand (Church Secretary)
<b><u>Newsletter</u></b>	
Karen Carmichael	
<b><u>EUC Willing Workers</u></b>	
Doreen McLuhan	
Brenda Cote	
Ruth Trottier	
Linda Shillington	
Nancy Lourie	
<b><u>Emmanuel Village Board</u></b>	
Carl Crewson	
Robert Whitford	
David Robinson	
Elaine Simmens	
Peter Hunter	
Doreen McLuhan.	
<b><u>West Ferris Community Brunch Convener</u></b>	
Brunch Convener	Zona Besson
Brunch Convener	Brenda Cooper

Emmanuel United Church  
Annual Meeting Report May 30, 2021  
Member of the Property Resource Team  
Canadian Shield Regional Council

The Property Resource Team is presently made up of a total of nine members from various Churches in the CSRC territory from Thunder Bay to Mattawa to Timmins and south to Katrine. Our Committee meets monthly by ZOOM. Rev. Gord Roberts as our Chair and Rev. Melody Duncanson Hale is the Staff representative.

Our goal is to aid and assist churches and Congregations with concerns and actions that they might need, to deal with funding for major repairs, sale of Churches, sale of Manses and any other property matters. All of these listed items are currently in progress by the CSRT at various locations in the Canadian Shield Region at various stages of discussion and completion. Currently there are ten (10) Church properties in this Region under some review, with some issues nearing completion by the Churches and the Property Resource Team, and others still questioning “what should we do?” That is where we try to help.

This Committee is very rewarding for me. Thank you for allowing me to be one of the Emmanuel Representatives.

Jack Page  
CSRT.



## **Canadian Shield Regional Council (CSRC) Rep. Report to Congregation, May, 2021**

### **CSRC Annual Conference Nov. 7<sup>th</sup>, 2020**

**I attended this Conference as one of Emmanuel's Reps over Zoom from 9 am to 8 pm (with breaks)**

Consisted of Business of the Church, Reports from the Committees of the Region, Workshops, and Worship

An Affirming Statement for CSRC was passed at the Court of CSRC.

**“As an affirming community, the Canadian Shield Regional Council welcomes, includes, and supports lesbian, gay, bisexual, transgender, non-binary, and two-spirit (LGBTQ+) people in all aspects of the life, work, worship and governance of the church. We believe that all people are children of God; that persons of all ages, races, abilities, theologies, gender identities, and sexual orientations are part of our increasingly diverse culture; and we include all persons into the full life and ministry of the church.**

### **Right Relations Resource Committee**

As your representative on this committee of General Council, we strive to do the following::

- Animating the “Calls to the Church” and the United Nations Declaration on the Rights of Indigenous Peoples
- Consciousness raising in relation to the legacy of the Indian Residential Schools
- Responding to issues such as murdered and missing Indigenous women and girls
- Listening for, responding to, and creating opportunities for cross-cultural dialogue
- Acknowledgment of Traditional Territory
- Collaborating with the national ecumenical organization called KAIROS in their educational and advocacy work towards right relations
- being intentional in its invitation to Indigenous partners to participate
- Overseeing and managing the “Manitou Art Collection”.

### **North Bay and Area Mission Cluster**

Indigenous Justice, Racism, Environmental Issues, and Mental Health are the priorities of this committee. I am a member. This Cluster transitioned from the old Presbytery Mission Committee.

We have addressed justice issues relating to environment, indigenous justice, mental health, and racism through letters, petitions, partnering with other organizations, social media, over Zoom,

and reports to our individual churches. The pandemic has not stopped our resolve or our actions, only our method of action and delivery.

We also follow a number of well-respected environmental and people justice groups . Two you might know are Kairos and Council of Canadians

### **Indigenous Solidarity Team: Subgroup of Mission Cluster**

As a member of this Subgroup, we successfully hosted a series of Webinars that focussed first on the Wet'suwet'en in B.C. and their justice struggles to preserve their salmon spawning grounds, their cultural and spiritual areas of practice, the health and safety of their families from covid, the clean water in the area, and the forests. The webinars also included environmental justice, and violence against women, girls, and two spirit with local and national indigenous speakers It was well attended by Emmanuel and other United Church members as well as those from other faith communities. Raven Trust, a charity that raises defense funds for Indigenous people of Canada to defend their land, water, and cultural rights, voiced their great appreciation of Emmanuel United Church's donation (through Outreach and Mission Committee) of \$500.

#### **Our current priority**

1. Access to and retaining clean water on the Reserves is our number one current priority.

We have read, viewed, and discussed many articles and videos on access to clean water on Reserve and Treaty lands. We have also shared our learnings by email and our 'Mission Matters' newsletter. If you wish to be on our email list please email Janie Clayton at [merlinandjanieclayton@gmail.com](mailto:merlinandjanieclayton@gmail.com).

### **Racism Subgroup**

Are offering 2 series of Zoom workshops on racism.

1. **Microaggressions:** Subtle, intentional, or unintentional, words, actions, and connections that are biased towards a racialized group and communicate a hostile or negative message.
2. **Racism:** How our beliefs and values are formed and socialized. How and why seeds were planted centuries ago.

One of our Members from the Multi-Cultural Centre will be leading.

Respectfully Submitted by Janie Clayton

# **Emmanuel Village Non-Profit Homes (North Bay) Corp.**

## **Yearly Report**

April 1<sup>st</sup>, 2020 to March 31<sup>st</sup>, 2021

In 2020 Emmanuel Village transitioned from having a Superintendent to a Building Manager. Tina Crewson has taken over this position with Trudel Construction on contract to do the building and grounds maintenance. Bay Elevator, North Bay Security, White Glove Cleaning, Orkin Canada and Trans Canada Safety are on contract to maintain the elevator, security, cleaning, pest control and fire and safety. Girard Electric and Rochefort Plumbing are also long-time contractors available as needed.

Tina has had many projects completed since taking over the position in the fall which have included a deep cleaning of the building, carpets and windows. The tenants have been thankful to have new levers on the stairwell doors and common areas and to have a magnetic lock installed on the 6<sup>th</sup> floor laundry room door. Other projects have included painting of both stairwells and the main floor, new smoke detectors in the units, two new doors installed, 3 new door closers, new fire box hoses, new fire & safety plan, management office upgrade, 3 walk-in showers and three apartment renovations.

There are a few summer renovations planned such as, painting the parking lot lines, replacing the awning, minor repairs on the shed, minor repairs to the carport wall, replacing the south exit door and frame, restraining the gazebo and replacing the broken vents on the building.


Emmanuel Village bi-laws allow for seven Board Members, including the chair. All members must be in good standing with Emmanuel United Church. Emmanuel Village is a separate incorporated non-profit corporation that makes its own business decisions. If you are interested in being a Board Member, please contact any of the directors for information.

Thank you to our Board Members, Elaine Simmens, Robert Whitford and Dave Robinson. They have given much added efforts to operate Emmanuel Village which is home to 34 families.

Thank you to Tina Crewson, who may be new to the Building Manager position but has been with Emmanuel Village for the past 16 years as the financial officer. Also, thank you to our accountant Rick Kirik C.A. who has been a great asset to Emmanuel Village throughout the past five years.

Thank you to everyone who is connected to Emmanuel Village in one way or another.

All the best,



Carl Crewson  
Chair