



Parish **Profile**

JULY 2022

who we are



St. Thomas Anglican Church is an active and future-focused community of faith, formed around the worship of God and fellowship with one another and the community of Sherwood Park.

We acknowledge that we are on the traditional territories of the many First Nations, Métis, and Inuit in Alberta and express gratitude and respect for the land we use. We commit to advancing reconciliation, in part, by supporting the Three Pillars of Anglican Indigenous Ministry: Education, Reconciliation, and Mission.

We strive to love and welcome our neighbours and to love everyone, as Jesus does. As often as possible, we pray for each other, our neighbours, and the whole world. We share the love of Jesus outwardly whenever we can. We receive and give practical and spiritual support; even when it is hard for us and/or others to feel or see that love.

As detailed in a 2019 congregational assessment conducted by Holy Cow! Consulting, St. Thomas is:

- ⊕ a high energy - high satisfaction congregation;
- ⊕ a source of meaning and purpose for our members; and,
- ⊕ able to be a mentor to other churches.

We are committed to a church environment that invites people of all ages to embrace a life of walking with Jesus Christ. We believe in a place of worship where all feel welcomed, where people new to the church are embraced, and where faith has been expressed in numerous ways including through music, dance, drama, poetry, community volunteering, and other forms of fellowship and worship.

Learn more about St. Thomas via:

- ⊕ [Our website](#)
- ⊕ [Our Facebook page](#)
- ⊕ [YouTube](#)

“

**You are the Body
of Christ. In you
and through you
the work of the
incarnation must
go forward. You
are to be taken.**

**You are to be
blessed, broken,
and distributed,
that you may
be the means
of grace and
the vehicles of
eternal love.**

St. Augustine



PURPOSE STATEMENT

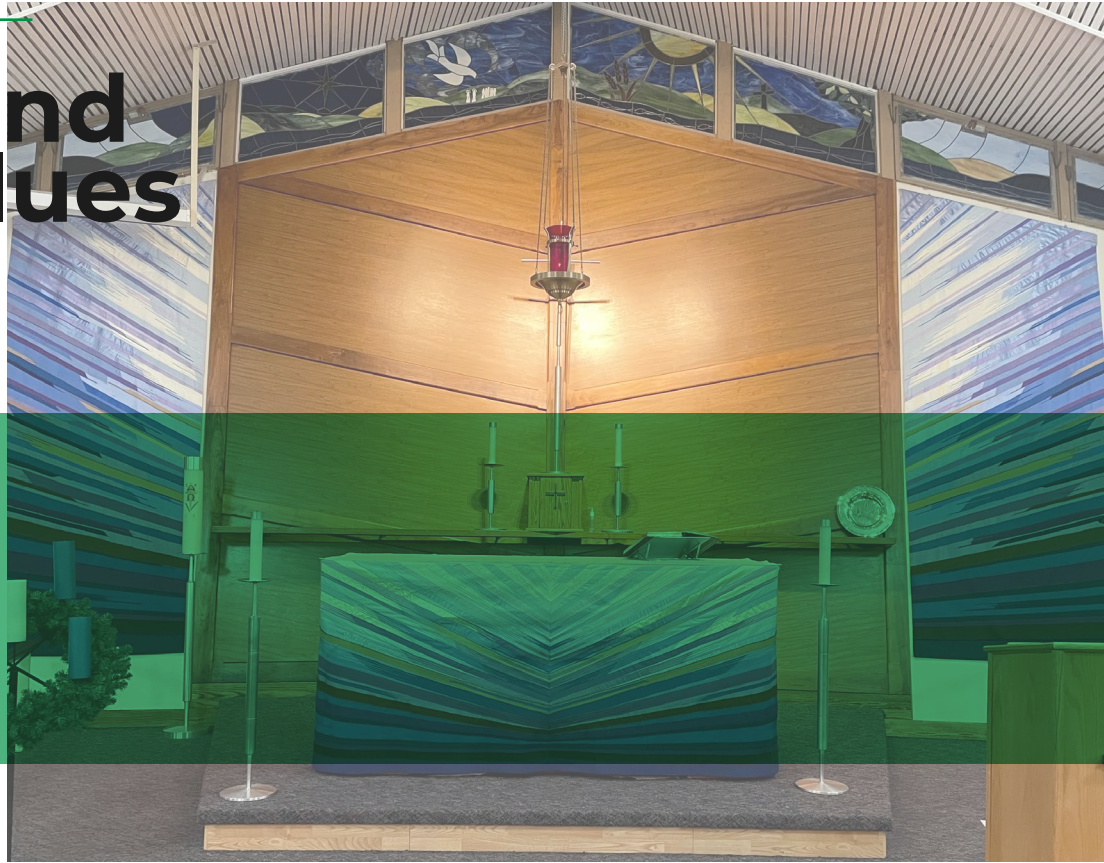
This profile was prepared to share the 'St. Thomas story' with you.

We are seeking a new rector as our incumbent was elected as the 11th Bishop of the Diocese of Edmonton. We are inviting candidates from across the country to consider leading us in applying Christian and Anglican convictions into the life of our congregation and community.

Might you feel called to help us to learn, listen, and grow in our love of Christ? Do you want to help us discern and meet God's plan for our community and all creation? Are you excited about leading us in meeting God's call to worship, prayer, and service?

If so, please read on.

vision and core values



Growing in love as followers of **Jesus Christ**

- ➔ We are all on a Christ-centered faith journey.
- ➔ We value unity in diversity.
- ➔ We live our faith through our love, nurture, and support for our neighbours and ourselves.
- ➔ Our community is a safe, joyful, respectful, and accepting place to share burdens.
- ➔ Prayer and worship are central to our life together.

the rector we seek



KEY CHARACTERISTICS OF OUR NEW RECTOR

Your faith and spiritual life has prepared you to lead others through sharing your experience of self-awareness and personal and spiritual growth.

Your ability to reflect on your personal strengths, frailties, gifts, and vulnerabilities has given you the capacity to deal maturely with complex relationships and changes in our church, community, and congregation.

Your pastoral experience gives you the confidence and skills to share the rationale for change and to involve others in making and supporting decisions for the glory of God.

Your visible leadership will be achieved by way of two in-person worship services every Sunday; one of which is live-streamed. It will also be achieved through spiritual training and nourishment, counseling, leadership in missions, outreach, and in the flourishing of our church.

QUALIFICATIONS

- ⊕ Eligible for being licensed as clergy under the Act of Incorporation Constitution and Canons of the Anglican Church of Canada and the Synod of the Diocese of Edmonton
- ⊕ Proven financial management skills
- ⊕ Experience in relationship management and conflict resolution
- ⊕ Proven ability to grow a congregation; notably by helping us create an environment that is attractive to young families



KEY COMPETENCIES FOR ST. THOMAS' NEW RECTOR

Within this profile, “competency” indicates a foundational proficiency allowing for the development of particular skills. Most skills required - whether in pastoral care or stewardship or preaching - depend on the coalescence of a number of different competencies. While competency without passion, character, and call is ineffective; passion without competence can be destructive.

The competencies we are looking for in our new rector are:

- ④ A personal faith, prayer, and spiritual life that is adequate to lead others.
- ④ An ability to relate to who we are as the people of God, our stories, our history and what it means to be an Anglican within a wider Christian family.
- ④ Skill to translate that rich tradition into the real life of our actual community and context of our ministry.
- ④ The capacity to provide effective leadership in the communities we are called serve.
- ④ An ability to teach, mentor, and support the development of the ministry of the whole people of God.

Essentially, an exciting blend of the following:

A Dreamer

- ⊕ Someone who can help to define a future of possibilities for St. Thomas and our place in the community.
- ⊕ Someone who can relate to the imagination of youth, the concerns of young families, and the fulfillment of seniors.
- ⊕ A person who can help to tell the story of Jesus and relate to God's intention for us to build the kingdom.
- ⊕ A facilitator of free flowing ideas.

An Engagement Leader

- ⊕ A person who shows outstanding leadership through involving and engaging a wide set of perspectives, who inspires participation and encourages involvement.
- ⊕ A person who demonstrates the capacity for effective collaborative leadership and an ability to work in teams in a range of settings, including ecumenical.
- ⊕ A person who discerns the gifts of others and equips them to lead and to serve.
- ⊕ A person who describes the church's role and opportunities in public life and collaborates with ecumenical partners, other faith communities, and secular agencies.
- ⊕ A person who shows a capacity to nurture healthy interpersonal relationships in order to form a community of shared interests within and outside the church

A Kind Critic

- ⊕ A questioner of our assumptions, perceived limitations, and status quo.
- ⊕ Someone who points out gaps, problems, and flaws in the parish and community.
- ⊕ A person who can ask about the barriers and attitudes preventing inclusion or outreach.
- ⊕ An advocate who speaks up about social issues, injustice and can influence change.

An Educator

- ⊕ A leader who helps the members of the parish to learn and grow in faith and action.
- ⊕ Someone who shares the story of Christ - with everyone - and illustrates how it applies to our personal, professional, and community lives.
- ⊕ A person who can show us how to consider the place of the Christian faith in ever-changing contexts and implications so that we can:
 - adapt to change in healthy and constructive ways;
 - support creating relationships with those of other faiths; and,
 - share a sensitive and effective proclamation of the gospel.

A Realist

- ⊕ Someone with a clear focus on the practical aspects of a parish.
- ⊕ A pragmatist who takes a practical approach to buildings, money, costs, property, and other resources.
- ⊕ Someone who can make things happen - including through appropriate delegation - and see initiatives through to completion.
- ⊕ A person who can change actions, course, or approach in order to suit a new situation.

An Optimist

- ⊕ A welcoming and friendly force for creating an inclusive, safe, and loving church environment; where people feel respected and secure in God's love.
- ⊕ An enthusiastic force for the work that needs to be done as we move forward to an uncertain future.
- ⊕ Someone who demonstrates sensitivity and a deep love for all the children of God.
- ⊕ A person who can guide people both within and outside the church to work on their relationships and to care about the needs of others.

about st. thomas anglican church

DEMOGRAPHICS

We have work to do. Although in so many ways we are blessed as a parish, we are not insulated from the larger trends in Canadian society.

We are aware of the decreasing number of Canadian Anglicans and church participation in general. We are particularly saddened by the decline in the presence of young people in the church. Our congregation is aging and new members are rare. Our modest Sunday School programming continues in a virtual manner by way of volunteers delivering packages to approximately ten young families in the community. Within each package are a month's worth of activities and self-directed educational materials.

A 2015 Statistics Canada study on civic and political engagement showed a rise in the percentage of Canadians who are members of a group, organization, or association. Although the study covers only the period between 2003 and 2013, it reports that nearly two-thirds of Canadians (65%) in 2013 were members of such groups, up from 61% in 2003. However, participation in religious-affiliated groups decreased from 17% to 14%. At the same time, many people maintain a desire for spiritual growth.

We expect the general trend from in-person to online interaction to continue. We acknowledge the general shift towards immigration from the global South and East, where Islam, Pentecostalism, and the Roman Catholic Church are more dominant than Anglicanism.

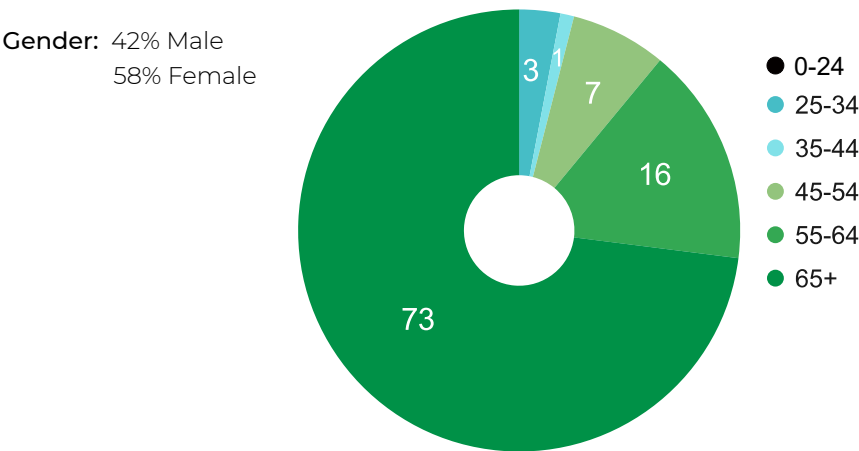
In 2018/19, St. Thomas engaged Holy Cow! Consulting to utilize their Congregation Assessment Tool. It helped us to understand the needs of the congregation, where we are, and where we are called to be. The tool helped us to:

- ⊕ measure the level of satisfaction and energy in the congregation.
- ⊕ identify the critical success factors for improving organizational climate.
- ⊕ pinpoint the strengths of our congregation's culture.
- ⊕ discover where members would like to go in the future.
- ⊕ gauge readiness for change.
- ⊕ uncover potential resources we may be missing.
- ⊕ prepare for a search for our next Rector.

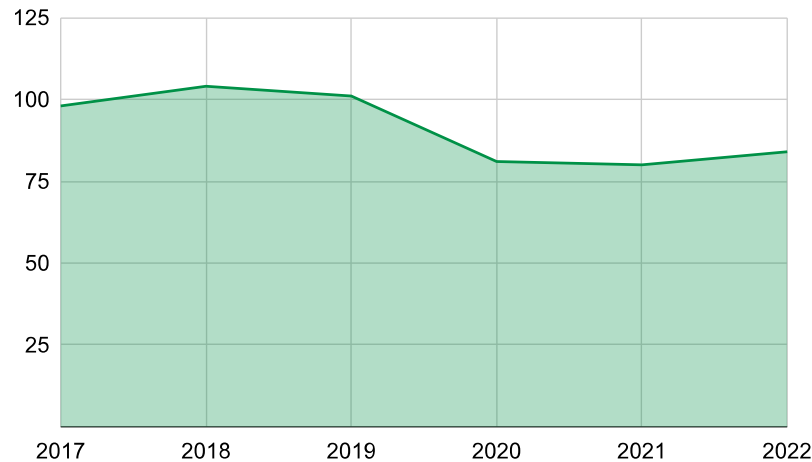
The parish priorities identified from the survey are:

- ⊕ Make necessary changes to attract families with children and youth to our church.
- ⊕ Develop and implement a strategy to reach new people and incorporate them into the life of the church.
- ⊕ Strengthen the process by which people are called and equipped for ministry and leadership.
- ⊕ Develop ministries that work toward healing those broken by life circumstances.

CONGREGATION AGE DISTRIBUTION



AVERAGE WEEKLY ATTENDANCE



RECENT HISTORY - PHYSICAL FACILITIES

St. Thomas Anglican Church is located at 4A Raven Drive, Sherwood Park. The church was built in 1965 to give the impression of Noah's Ark (The Ark in the Park).

Fully maximized, 225 people can be seated in the sanctuary, however the current configuration is for 164. The building is very soundly built and has been well maintained. The parish budget fully funds all routine and preventative maintenance and the Vestry has ensured reserve funds are available for unexpected occurrences and/or capital renewal. Church maintenance is under the supervision of the two maintenance co-chairs who attend to the day-to-day operations and are directly involved in any larger projects within

the church. In 2021, a 10-year capital renewal plan was developed and the funding profile is under development.

As was common with buildings built in the 1960's little consideration was given to barrier free access to the church, offices, meeting rooms, or washrooms. After years of deliberation and research, on June 12, 2022, the congregation voted in favour of investing up to \$300,000 on improving the building's accessibility profile including new ramps, accessible washrooms, and an elevator. The project is expected to be concluded in the early autumn of 2022.



RECENT HISTORY - SERVICES

For decades, St. Thomas conducted three unique services each Sunday morning. In 2019, preparations were underway for a transition to two in recognition of the demands three services had on those responsible for preparing and conducting the services. While adjusting to providing services during a global pandemic altered the pace of this transition, it has now occurred.

As such, two services are hosted each Sunday:

- ☉ 8:00 - a spoken Eucharist with no music (B.A.S. pp 230).
- ☉ 10:00 - a service with music and hymns that is also live-streamed (B.A.S. pp 185). The service features a PowerPoint that allows the congregation (present and online) to follow along with the readings, singing, and itinerary of the service. Each service begins with a 'children's time' in which the rector shares a plain-language look into the readings/gospel of the morning.

With the easing of public health restrictions, our congregation has been thrilled to return to in-person services. Many still wear masks and some opt out of receiving from the common cup during communion. Many take part in reading the lessons and psalms, ushering, greeting, and helping to prepare for each service. Our new rector will be giving guidance to the forward progress of our two service styles.

We very much look forward to a more 'normal' state in which we can resume participation in special services in the seasons of Advent, Christmas, and Easter.



RECENT HISTORY - MUSIC

Music has been a very big part of St. Thomas since its inception. For decades music was managed by paid leaders in two distinct ways. Tapestry was a contemporary music group that played at the 9:00 service while a choir with organ provided traditional music at the 11:00 service. With the transition to a 'combined' 10:00 service, music is delivered by a very musically competent group of core volunteers who plan the music in six-week increments. A blend of contemporary and traditional music is provided through volunteer musicians and singers. While this is working well presently, this model isn't likely to be sustainable over the long-term.

RECENT HISTORY – DIGITAL MINISTRY

St. Thomas fully embraced remote worship and has invested in the equipment and expertise to continue with this mode indefinitely. At the onset of the COVID-19 pandemic, St. Thomas transitioned to a single service (Zoom) welcoming people from any other parish that was unable to shift so effectively. A more formal relationship was formed with St. Columba (Beaumont) in which Sunday services, adult education, and even social opportunities were delivered remotely.

The pandemic also opened doors to creativity and thinking outside the box. The clergy from St. Thomas and St. Columba introduced a "Hope Canteen" newsletter and a weekly podcast. A 'phone tree' was established to allow a structured, but still meaningful way for everyone in the congregation to still feel personally connected. While this tool has wound down, many newly-formed one-on-one connections continue organically. All of this has kept our congregation moving forward in their spiritual journey and feeling a part of the community.

Zoom is currently the vehicle for Morning Prayer three times per week, centering prayer one evening per week, a weekly book study, as well as to deliver Lenten and Advent study sessions.

One of St. Thomas' key ministries impacted by COVID-19 was the provision of offsite services at seniors' facilities. Traditionally, up to 40 people per month received general, non-denominational, Anglican Communion and Morning Prayer. This ministry is slowly reemerging as facility restrictions permit.

PARISH ACTIVITIES / MINISTRIES

As our rector, you will not be alone. At St. Thomas, everyone is seen as being capable of being “ministerial” and groups have formed to continue their relationship to the church and to mutually support each other. Fellowship, prayer, study, and pastoral care are actively demonstrated through:

- ⊕ Outreach (e.g. sponsoring refugees, supporting newcomers, Indigenous reconciliation)
- ⊕ Enriching our worship and prayer (e.g. altar guild, digital ministry, lay readers, and music)
- ⊕ Learning (e.g. bible and book studies)
- ⊕ Service to the community (e.g. community fund-raisers for local charities such as the food bank, operating Colchester Cemetery)
- ⊕ Connection (e.g. prayer card program, baptismal follow-up, orchestrated social activities)

COMMUNITY GRANTS

Strathcona County provides grants to support community connections and change. St. Thomas has taken advantage of these opportunities, in part, to open up the church to the community and to build on broader missional objectives.

Of note, recent years have seen:

- ⊕ Community Festivals - Each summer (suspended during COVID-19), St. Thomas has hosted a summer festival in which all were invited to structured day programs of family-oriented activities.
- ⊕ Reconciliation wheel – Constructed in the front yard of the church, the wheel was built along the lines of a medicine wheel following consultations with Indigenous elders and the Indigenous Chaplain for the Diocese. We aim for this to become an inviting space for members of the community to interact with each other to advance objectives of reconciliation.
- ⊕ Turquoise Table – The community has fully embraced the table as a place to sit, have something to eat, and simply be with each other.
- ⊕ The Little Library - Has drawn people from the day it was installed and it has been found necessary to replenish the books on a very regular basis.



We strive to continue to find new ways to enrich our presence in the community.

TECHNOLOGY

The ubiquity of technology, both in the functioning of a modern church plus in the adoption of digital ministry and meeting expectations regarding communicating in 2022, has demonstrated that technological solutions are no longer 'nice to have', but truly a transformative tool.

It has been necessary to secure external expertise to ensure outcomes ranging from live streaming services to managing church finances are executed expertly and efficiently.

RENTAL CONTRACTS

Space within the church is available for ad-hoc and longer term rentals. Term contracts are managed by the Corporation and are reviewed on an annual basis. Current established renters are:

- ☺ A Step Ahead Preschool – space in the basement has been dedicated to a preschool for years with no concern of the relationship ending. The income received is sufficient to offset the costs of a typical year's utilities charges for the whole church.
- ☺ Alcoholics Anonymous, Al-Anon, and Singers of Note - space is provided as a community service, however each group endeavours to pay a small monthly amount as a donation to cover the upkeep associated with their activities.

COLCHESTER CEMETERY

On behalf of the Diocese of Edmonton, St. Thomas operates the Colchester Cemetery; a small rural cemetery located approximately five kilometres south of Sherwood Park. It is expertly managed and operated by a Vestry sub-committee and, while the fiscal management of the cemetery is in the hands of the sub-committee, the operating and perpetual care funds are maintained as externally restricted funds of St. Thomas. The operations of the cemetery and a financial report are presented to Vestry and included in the annual reports for the congregation.

ADMINISTRATIVE AND GOVERNANCE STRUCTURE

The administrative structure of St. Thomas is comprised of the Corporation, the Vestry, and a paid administrator with active support from a volunteer treasurer. The Corporation consists of the Rector and two wardens, one appointed by the rector and one elected by the congregation. The Vestry consists of the Corporation plus members elected by the congregation.

STEWARDSHIP - FINANCIAL

For a parish of its size, St. Thomas' balance sheet is strong and its revenue-to-expense profile has been very stable. Operational revenues come largely from pledged offerings augmented by a stable annual rental contract for a preschool plus smaller rental agreements.

In recent years, St. Thomas has overtly demonstrated its commitment to raising the glory of God in how it deploys the financial resources at its disposal. In 2021, the parish's first "narrative budget" overtly aligned its spending profile along five objectives:

37% WORSHIP

St. Thomas is a gathering, worshiping, and praying community. The heartbeat of our church is coming together to worship and giving praise to the Holy Trinity. It is through worship that we connect to our creator, offer the prayers of our hearts, show love to one another in peace, and share the gifts of the altar.

11% PASTORAL CARE

St. Thomas is a caring, praying community that cares for those that are struggling. We believe that God walks with the people who are sick and suffering. He calls us to be agents of mercy. There are those who are sick, those who are lonely, and those who have lost a job or a loved one. The common thread is that many simply need someone to talk to and we can be that listening ear.

10% FELLOWSHIP AND BUILDING THE ST. THOMAS COMMUNITY

St. Thomas is a community of brothers and sisters in Christ. We believe that fellowship is a central part of being a Christian, which is why we don't do this alone. Friendships and family are an important part of who we are and our church family gives so many opportunities to experience this.

25% MISSION AND OUTREACH

St. Thomas is a missional community and we strive to make God's mission in the world our mission as well. Some of this is done through apportionment, which is our primary means of supporting the Diocese of Edmonton and the greater church. In being a blessing to the community we are pointing to God's great project of the Kingdom of God. God wants to bring people blessings through us. God is calling us out into the neighbourhood and bigger world, not just as the church, but as individuals in our everyday lives.

17% LEARNING AND GROWING

St. Thomas is a learning community. We are people of faith seeking deeper understanding. For us learning has a purpose. We learn to become what the Bible calls disciples. These are people who believe in the Gospel and have chosen to follow Jesus into the world with their lives. We believe there is a close relationship between learning more about our faith and being transformed by the power of the Holy Spirit. We are apprenticing people in the way of Jesus by giving them Christian spiritual formation tools to follow Jesus daily.

While COVID-19 has had an impact on how St. Thomas has approached each of these priorities - including embracing a lot of creative thinking - our commitment to these priorities remains steadfast. One way in which this manifested is that Budget 2022, while updated numerically, followed the same prioritization structure recognizing it was to be a year of considerable transformation (return to in-person services, rector search, and a major capital renewal project) and shows spending allocations along largely the same proportions.

Additionally, St. Thomas has several pools of designated funds available to advance a number of strategic objectives.

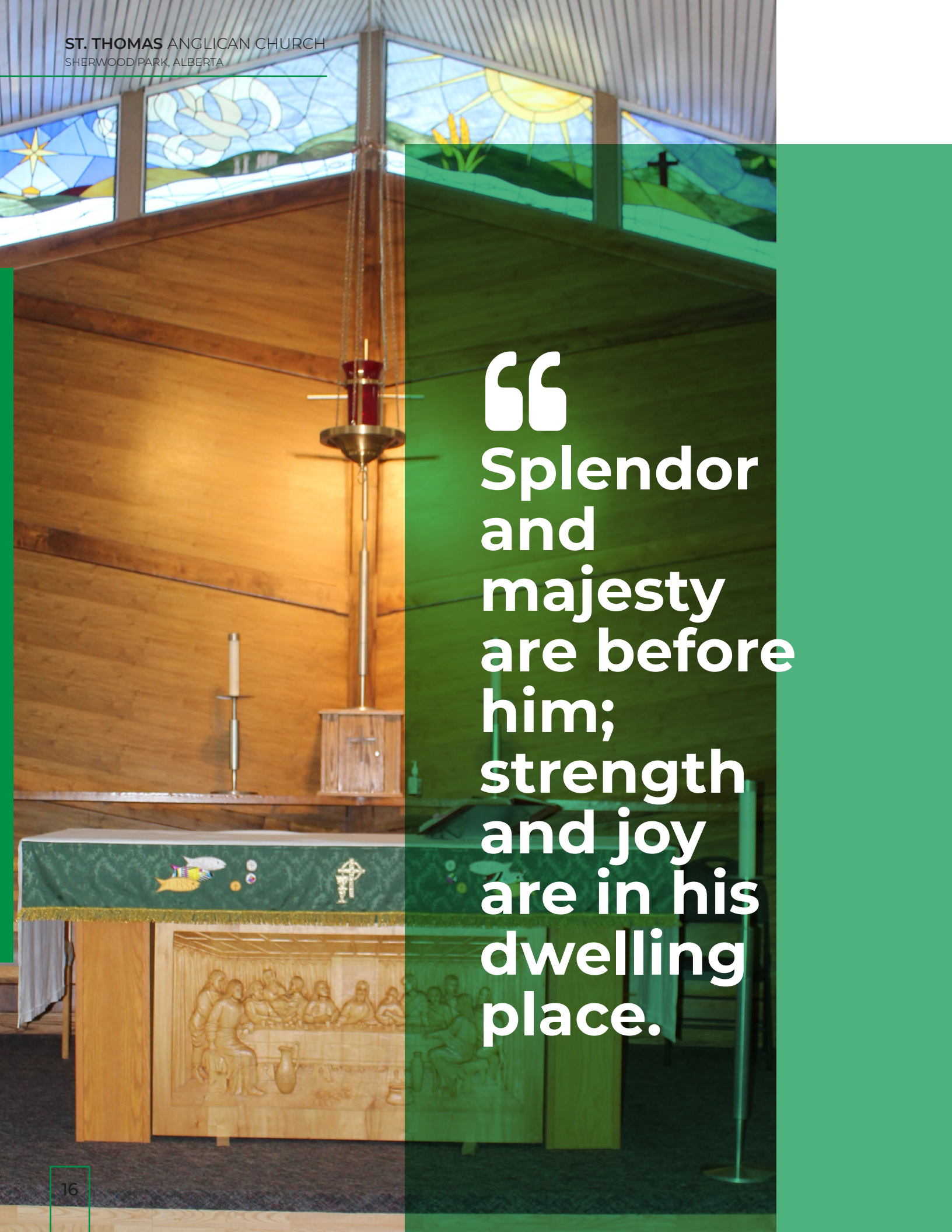
Attached as Appendix 2 is a summary of five recent year-end financial statements plus a summary of designated funds as of December 31, 2021.



OPPORTUNITIES

From time-to-time, churches everywhere need to take a deliberate opportunity to assess where they have been, where they are, and where they are called to be. For St. Thomas, this time of discernment began years ago with several decisions having been made that would impact some of the most sacred cows of any church community: how we worship and where we worship. Following a broad-based, years-long period of congregational engagement, 2019 was the year in which formal implementation plans were being drawn up for a number of transformative initiatives.

Moving forward with several transformational changes (structure of Sunday services, music leadership, and infrastructure upgrades) at the same time, particularly in a time of interim pastoral leadership, is ambitious. For some, these changes are long overdue while others are struggling with letting go of how things were. This is only becoming more acute for some as more and more people are returning to in-person worship. It is entirely possible that the new rector of St. Thomas may be called upon to reconsider some of these decisions. Such occasions would be a good opportunity to reinforce the truth of the gospel, that we are saved by grace through faith alone, and not of ourselves - or our denomination, or worship style, or facility - but it is the gift of God, so that no one can boast (Ephesians 2:8-9).

The background image shows the interior of St. Thomas Anglican Church. The walls are made of light-colored wood paneling. At the top, there are several large, colorful stained-glass windows depicting various scenes, including a sun, a cross, and a landscape. A large, ornate chandelier hangs from the ceiling. In the foreground, there is a wooden altar with a green cloth featuring a gold fringe and a small gold cross. Below the altar, there is a wooden relief sculpture depicting a group of people, possibly a biblical scene. The overall atmosphere is warm and serene.

“
Splendor
and
majesty
are before
him;
strength
and joy
are in his
dwelling
place.”

in conclusion

Leading an energetic parish can be described as anything but “easy” and please know that you aren’t alone. The future of St. Thomas Anglican Church is bright and, with a motivated rector who is keen to help us extend our reach - increasingly relevant within Strathcona County.

We are excited to continue to meet God’s call to worship, prayer, and service and look forward to doing this with a leader who has discerned a call to lead our parish.

appendices

1. Strathcona County welcome
2. St. Thomas finances
 - 2.1 Five-year financial summary
 - 2.2 December 2021 schedule of designated and restricted funds
3. St. Thomas facilities
 - 3.1 Current state
 - 3.2 Capital renewal plan
4. Diocese of Edmonton salary grid



APPENDIX 1

Strathcona County Welcome

Strathcona County 2022 Facts

strathcona.ca/edt



Location



Strathcona County, located in the heart of Alberta, is an energetic and thriving community. Situated in the Capital Region of Edmonton, with enviable transportation access to CP / CN railway, major highways (Yellowhead, Queen Elizabeth II Highway, Anthony Henday), and a 30-minute drive to the Edmonton International Airport.

Leading industries



Agriculture
& agri-food



Hydrogen &
petrochemicals



Technical
services



Construction



Transportation



Manufacturing

Demographics



99,225 *2021
Federal
Census

Population: Urban 72,071
Rural 27,008



Average age



15,800

Local highly-skilled graduates



840,400

Eligible workers in the region



\$160,655

Average household income

Canada's energy engine



Strathcona County is part of Canada's largest hydrocarbon processing region - driving the economy, diversification, innovation, and quality of life.

Business



Unique and supportive
business community



3558

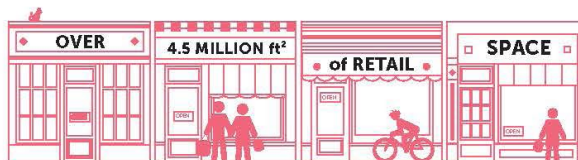
Businesses with employees,
10,672 businesses in total



\$12 billion

Industrial projects announced, under
construction, recently completed, or
undergoing study

Retail market



1.5 million

Market area population



\$6.7 billion

Household spending power

Strathcona County 2022 Facts

strathcona.ca/edt



Real estate

 **\$464,585**
Average home resale price *2021

\$1,370
Average monthly rent

Permit values

\$285 million
Building permits

\$110 million
Non-residential permits *2021 year end

Environment



Air quality 94.3% low risk
5.7% moderate risk
3hrs high risk *AQHI 2020

Water 15 named lakes
7 permanent creeks
100's of wetlands

Land 55.2% within
Beaver Hills Biosphere

Biodiversity 50 mammals
150 birds
8 reptiles/amphibians
800+ plants

Recreation



Major recreation facilities 11
Libraries 1
Live theatres 1
Art galleries 4
Museums 1
Sports fields 187
Trails 270 km
Natural areas 1,524 ha
Parkland 1,946 ha
Playgrounds 143
Golf courses 8
Tennis/Pickleball courts 37
Outdoor rinks 33
Dog off-leash areas* 12

*Combination permanent/seasonal

Accommodations



10 Hotels
1,326 Rooms

Tax split

66% Non-Residential
34% Residential

Tax rates for 2021

Non-residential **9.1982%**
Residential / Farmland **4.4810%**
Machinery and Equipment **9.1982%**

Utilities

Costs associated with general Strathcona County utility services.

Water \$2.76m³
Sewer 0-500m³ = \$19.78 + \$0.415m³
501-5000m³ = \$48.78 + \$0.357m³
>5000m³ = \$187.78 + \$0.329m³
Sewer treatment \$1.40m³
Stormwater \$8.05 month

Waste collection (Rural) \$23.35 month
Waste collection (Urban) \$25.45 month
Gas ATCO Gas, Direct Energy
Power Fortis Alberta
Communications Telus, Shaw, Bell

Information as of March 2022.

APPENDIX 2.1

Five-Year Financial Summary

	2017	2018	2019	2020	2021
Receipts					
Offertory Income	235,530	258,955	257,142	261,365	246,720
Other Income	116,675	101,957	72,602	69,961	215,389
Total Receipts	352,205	360,912	329,744	331,326	462,109
Transfer to Designated Funds	36,420	33,677	15,130	29,800	153,148
Net Receipts	315,785	327,235	314,614	301,526	308,961
Disbursements					
Ministry	99,057	97,390	105,395	99,115	109,431
Worship and Spiritual Growth	64,586	39,080	34,676	12,341	16,550
Outreach and Community	60,264	78,436	78,133	68,551	77,955
Infrastructure	56,754	36,949	46,741	40,677	42,935
Operations	37,645	38,809	39,722	34,207	37,364
Total Disbursements	318,306	290,664	304,667	254,891	284,235
Year End Position	-2,521	36,571	9,947	46,635	24,726

APPENDIX 2.2

December 2021 schedule of designated and restricted funds

St Thomas Anglican Church Schedule of Designated and Restricted Funds

	January 1, 2021	Receipts	Disbursements	December 31, 2021
Parish Designated Funds				
Accessibility Project	\$ 0	\$ 100,000	\$ 0	\$ 100,000
Building and Property	10,000	0	0	10,000
Clergy Recruitment	8,155	0	0	8,155
Estate - Stained Glass	40,000	0	40,000	0
Family and Youth Programs	4,561	1,700	2,358	3,903
Rector's Discretionary	1,066	1,000	600	1,466
Sound System	4,726	0	4,726	0
Special Reserve	99,232	42,757	2,061	139,928
Sub Total	\$ 167,740	\$ 145,457	\$ 49,745	\$ 263,452
Internally Restricted Funds				
Community Outreach	\$ 1,414	\$ 6,260	\$ 2,941	\$ 4,733
Project 2015	63,616	0	457	63,159
Reach Program	100	0	0	100
Refugee Support	6,397	2,960	2,000	7,357
Sub Total	\$ 71,527	\$ 9,220	\$ 5,397	\$ 75,349
Externally Restricted Funds				
Colchester Cemetery	\$ 65,191	\$ 39,738	\$ 29,287	\$ 75,642
Estate - Stained Glass	6,752	0	6,752	0
Memorial	15,406	1,950	0	17,356
Flow Through Payables	2,245	805	2,645	405
Sub Total	\$ 89,594	\$ 42,493	\$ 38,684	\$ 93,403
Total	\$ 328,861	\$ 197,170	\$ 93,826	\$ 432,204

APPENDIX 3.1

St. Thomas Facilities - Current State

2021 Updates to 2011 Building Condition Assessment Report

BACKGROUND INFORMATION

This document follows the format of the 2011 Building Condition Report. The purpose of this report is to indicate repairs or replacements that have occurred in the major areas in the past 10 years. The information comes from filed documents, financial documents from 2010 to present, and conversations with service providers.

Vinyl Siding

- ⊕ installed in 1993 according to 2011 report

Parking Lot

- ⊕ Showing signs of deterioration at the time of 2011 report - recommendation at that time was to replace within the next 2 to 5 years (by 2016)
- ⊕ Action taken: it was determined to be beyond the financial ability of the parish at the time so it was decided to patch as necessary. Records from 2011 forward show repairs as follows:
 - May 2015 - asphalt repairs to 58.5 m2 and surface overlay of smaller holes throughout the parking lot - total cost \$6,825.00
 - July 2017 - parking lot repair - 5 Ton 2mm road crush & bobcat work - \$590.63
 - July 2018 - asphalt repair & paving - \$2800.00

Roofing

- ⊕ interlocking asphalt shingles installed in 2004
- ⊕ estimated service life in 2011, 15 years
- ⊕ possible need to replace by 2026 * see quote obtained in 2021*
- ⊕ heat tape installed on west side of rear addition - current condition?
- ⊕ main shed resingled August 2020

Exterior Windows

- ⊕ Sanctuary
 - original, double glazed with wood frames, in good condition at time of 2011 report showing no signs of wood rot - current condition?
 - Addition #1 - Church Hall/Offices
 - » main floor - vinyl sliders
 - ◇ 7 windows replaced June 2016 - \$4,800.00
 - » basement - aluminum sliders
 - ◇ 3 sealed units? replaced April 2017 - \$504.00 - Nisku Glass

Exterior Doors

- ⊕ Front & Side Entrance
 - bronze-anodized commercial aluminum system
 - 2 sealed units flank front entrance doors
 - front doors have been repaired as follows: service October 2015 and repairs November 2019 (\$341.25 Capilano Glass)
 - front door "sag" is being monitored

Flooring

- ⊕ Carpet
 - front foyer; center aisle sanctuary; stairs to lower floor; hallway to large meeting room, music room, and nursery - lower floor; side entry and stairs to basement; and Addition #1 excluding offices
 - installed in approximately 2002
 - Carpet in Addition #1 very stained and hard to come clean
 - see quote for replacement of flooring in this area

- ⊕ Laminate
 - sanctuary and offices on main floor, small rental room in basement
 - installed in approximately 2002
- ⊕ Sheet Linoleum - lower level kitchen - light commercial grade; ladies washroom basement - Oct 2013
- ⊕ Vinyl Tile - large meeting room and men's washrooms basement – original
- ⊕ Vinyl Plank - large rental room, hallway and washrooms basement Addition #1; installed by renters August 2020 now property of St Thomas

Electrical

- ⊕ Lighting
 - lighting throughout the church consists of recessed can & fluorescent (foyer), pendant globes (sanctuary), LED track (altar), recessed fluorescent (money count room), LED ceiling panels (basement kitchen), chandelier fixtures (Rector's office), a few smaller ceiling fixtures, and fluorescent strip light throughout the remainder of the church building
 - the lighting in the basement kitchen was converted to LED March 2020 - \$1009.26
- ⊕ Ceiling Fans
 - there is 1 ceiling fan in the Teape Room of the upstairs Addition #1 (replaced August 2020 - \$533.39) and 2 ceiling fans in the sanctuary (replaced November 2019)

Mechanical

- ⊕ Furnaces
 - #1 Main Bldg Basement: Lennox G26Q3/4 100 5 - installed 2000
 - #2 Main Bldg Upstairs: Bryant 340 AAV 048 100 - installed November 2013
 - #3 Main Building Foyer: Lennox ML193 UH110 XP48C - installed March 2021
 - #4 Annex Downstairs: Lennox ML193 UH135 XP60D- installed May 2017
 - #5 Annex Upstairs: Lennox ML 193 DF110 XP60C- installed May 2017
 - Remaining Life Expectancy of Furnaces at time of report (2021):
 - » #1 - 5 years
 - » #2 - 7 years
 - » #3 - 15 years
 - » #4 & #5 - 11 years
- ⊕ Expected replacement cost per furnace in 2021 \$ - \$6000/furnace + 5% inflation increase each year (generous estimate of inflation)
- ⊕ Hot Water Heaters
 - Main Church - Rheem, Model# XG50506PV36CO Serial# 0082027914 - installed September 2020 (Home Depot - \$1549.00)
 - Annex - Rheem, Model# XE30PO6PU30C) Serial# Q331643700 - installed May 2017 (Friesen's - \$1100.00)
 - Expected life 10 - 15 years

Miscellaneous Information

- ⊕ Freezers - 2 chest freezers, 1 upright freezer (Whirlpool - purchased 2010 - \$507.15)
- ⊕ Dishwasher - replaced November 2018 - \$4085.40
- ⊕ Security Cameras - installed July 2017
- ⊕ Toilet Replacements (parts and labor around \$500 each)
 - "preschool" washroom closest to coffee room - summer 2020
 - Office washroom - January 2019
- ⊕ Riding Mower Shed - built 2019?
- ⊕ Exterior Window Washing - last done August 2014
- ⊕ Carpet Cleaning - last done October 2019
- ⊕ Pew Chair Cleaning - last done October 2019 cost for carpet and pew chair cleaning \$1338.49)

APPENDIX 3.2

St. Thomas Facilities - Capital Renewal Plan

Capital Renewal Plan

Note: The dollar figures in this report are based on the baseline quotes received in 2021 and the information received from the furnace company we have used for years and assume a 5% annual increase for inflation.

Year 1 to Year 5

⊕ Roofing	\$ 32,000.00 - 40,800.00
⊕ Flooring (Upstairs Addition #1 and Side Entrance)	\$ 13,000.00 - 16,500.00
⊕ Furnace	\$ 6,000.00 - 7,600.00
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	\$ 59,000.00 - 64,900.00

Year 6 to Year 10

⊕ Furnace	\$ 7,900.00 - 10,000.00
⊕ Flooring Foyer/Sanctuary Aisle no quote at this time	

Year 11 to Year 15

⊕ 3 Furnaces	\$ 31,500.00 - 40,200.00
⊕ 2 Water Heaters	\$ 5,300.00 - 6,700.00
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	\$ 36,800.00 - 46,900.00

Wishlist (in no particular order)

- ⊕ Parking Lot Replacement
- ⊕ Top fill back yard area to level for safety (outdoor worship area)
- ⊕ Fluorescent to LED lighting
- ⊕ Alternative energy source
- ⊕ Updating interior look - painting, blinds and other window treatments

APPENDIX 4

Diocese of Edmonton Salary Grid

DIOCESE OF EDMONTON SALARY SCHEDULE

Increase from 2021: 3.1%

EFFECTIVE JANUARY 1, 2022

Priests	2021 Minimum	Year	2022 Minimum	5% on Minimum	Vocational Deacons
Transitional Deacon	62,736		64,680	67,920	
Priest (at ordination)	63,588		65,556	68,832	64,680
Priest	63,588	1	65,556	68,832	65,136
Priest	64,032	2	66,012	69,312	65,592
Priest	64,476	3	66,468	69,792	66,048
Priest	64,920	4	66,924	70,272	66,504
Priest	65,364	5	67,380	70,752	66,960
Priest	65,808	6	67,836	71,232	67,416
Priest	66,252	7	68,292	71,712	67,872
Priest	66,696	8	68,748	72,180	68,328
Priest	67,140	9	69,204	72,660	68,784
Priest	67,584	10	69,660	73,140	69,240
Priest	68,028	11	70,116	73,620	69,696
Priest	68,472	12	70,572	74,100	70,152
Priest	68,916	13	71,028	74,580	70,608
Priest	69,360	14	71,484	75,060	71,064
Priest	69,804	15	71,940	75,540	71,520
Priest	70,248	16	72,396	76,020	71,976
Priest	70,692	17	72,852	76,500	72,432
Priest	71,136	18	73,380	76,968	72,888
Priest	71,580	19	73,764	77,448	73,344
Priest	72,024	20	74,220	77,928	73,800
Priest	72,468	21	74,676	78,408	74,256
Priest	72,912	22	75,132	78,888	74,712
Priest	73,356	23	75,588	79,368	75,168
Priest	73,800	24	76,044	79,848	75,624
Priest	74,244	25	76,500	80,328	76,080
Priest	74,688	26	76,956	80,808	76,536
Priest	75,288	27 - 30	77,580	81,456	
Priest	75,888	31 - 35	78,204	82,116	
Priest	76,488	36+	78,828	82,764	

Any additional Salary beyond the 5% cap requires an equal contribution to the Diocese for mission ministry



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