

# **Saint Helen's Anglican Church**

**“A wonderful place to be together as family and friends  
where we bring the inclusive light of Christ  
to reflect God's light in the world.  
We reach out in love, in gratitude for God's love for us,  
serving our neighbours as friends”**



**Celebrating 115 Years of faithful ministry in  
the Diocese of New Westminster and the city  
of Surrey, BC  
1911 – 2026**

**2025 Annual Reports  
and Financial Statements  
to the  
Annual Vestry Meeting, February 22nd, 2026**

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# **Agenda St. Helen's Annual Vestry Meeting - February 22nd, 2026**

1. Call to Order
2. Opening Prayer
3. Appointment of Vestry Secretary
4. Adoption of Agenda
5. Adoption of Vestry Minutes - February 23, 2025
6. Discussion & Approval of Annual Reports
7. Financial Report and 2026 Draft Budget
8. Motion to Approve 2026 Draft Budget
9. Election and Appointments to Parish Council
10. Election of Parish Trustees.
11. Election of Lay Administrators
12. Motion to Adjourn

# Minutes - St. Helen's Annual Vestry Meeting – February 23, 2025

## 1. Call to Order

- Meeting began at 11:45 am
- Attendance sheet confirmed that quorum was reached.

## 2. Opening Prayer

- Rev Dr Robin Ruder-Celiz led the attendees in prayer.

## 3. Appointment of Vestry Secretary

- Rev Robin Ruder-Celiz appointed Jennifer Semenoff as Vestry Secretary for the February 23, 2025, Annual Vestry meeting.

## 4. Adoption of Agenda

**MOTION:** to accept the February 22, 2026, St. Helens, Surrey Annual Vestry Meeting Agenda as circulated

Moved by: Jane Denton, seconded by: Tom Beneteau.

**Carried**

## 5. Adoption of the Vestry Minutes, February 23, 2025

**MOTION:** to accept the February 23, 2025, St. Helens, Surrey Annual Vestry Meeting Minutes as circulated

Moved by: Kelly Foulds, seconded by: Judy Nicholson **Carried**

## 6. Adoption of the Special Vestry Minutes, September 29 2024

Moved by Anil Richards , seconded by Dino Lewis

**Carried**

## 1. Discussion of Annual Reports

- The Rector reiterated his thanks to all those who contributed time and talents in support of the Church, particularly: Wardens, the Parish Council and Trustees.
- Additions were called for.
- Lynn Turner added that prayers for Steve Thompson were welcome
- Zoltan corrected the online Christmas views count to 545 total .

### Site Development Report Discussion

- Need to prepare for tangible work.  
Phase 1 is to prepare for Church restoration

Motion to Authorize Restoration: Approved unanimously

**Business Plan for Phase 1 :** Goal: to reconstruct, remain financially sustainable

Moved by Lynn Turner and Seconded by : Ian Mulcaster

**Carried**

## 2. Motion to Receive all Annual Reports

**MOTION:** to accept the Annual Vestry Reports as distributed

Moved by: Zoltan Barabas seconded by: Jacquie Stinton

**Carried**

### **3. Financial Report and 2025 Draft Budget**

- Parish Treasurer, Mareen Mathew presented the comparative 2023- and 2024-Income Statements and Balance Sheets.
- Comparative Income Statements:
  - Some increases were seen in Revenue such as open collections and contributions to Sunday flowers as well as the performance of the Consolidated Trust Funds (CTFs) in 2023. However, overall revenue was down by about \$8,000 in 2023 from 2022.
  - Increase in Expenses during 2023. Back to paying full apportionment to the Diocese after an easement in 2022, due to Covid. Fewer repairs and maintenance costs in 2023.
  - Net loss in income for 2023 was -\$39,270.43. In 2022 the net loss was -\$15,260.88.
- Comparative Balance Sheets:
  - Net balance reflects the \$117,000+ donation from the Dawn Society and this remains held in trust in Vancity.
  - Noted that there was a transfer from the Vancity account to the BMO account. Bills are paid from the latter. In discussion it was decided to consolidate everything in one bank to save paying two sets of fees.
  -

**MOTION:** to accept the financial reports for 2024 as presented

Moved by: Zoltan Barabas, seconded by: John Palmer

**Carried**

- The Parish Treasurer then presented the forecasted budget for 2025.
  - Projecting a small increase in open giving, fundraising and rentals. Asked from the floor if there was a plan in place to reach the projected \$12,000 for fundraising. This amount is what was raised last year and a formal fundraising committee has been established.
  - A small increase is projected for expenses in 2024 bringing the deficit to - \$42,550.00.
  - A question from the floor re: the lack of projected weddings and could advertising as a wedding venue help generate more events. The Rector noted that, like baptism, weddings are seen as a sacrament/ministry of the Church therefore we do not advertise.

### **4. Motion to Approve 2024 Draft Budget**

**MOTION:** to accept the forecasted 2024 Budget as presented.

Moved by: Cynthia Richards, seconded by: Judy Nicholson

**Carried**

The Rector extended his thanks to Mareen Mathew for her tremendous work. The financial records at St. Helen's are the best he has seen in any of his posts in the Diocese which speaks to the excellence of her work.

### **5. Election of Parish Council**

- The Rector appointed Lynn Turner to the position of Rector's Warden, Jacquie Stinson to Peoples Warden and Darrel Shaw as an Associate Warden.

- The Rector appointed Mareen Mathew to the position of Treasurer.
- The following individuals have agreed to let their names stand for election to the 2025 Parish Council:

People's Warden	Jacque Stinson	Appointed
Synod Delegate	Jane Denton	Re-elected
Youth Synod Delegate		
Council Members at Large	Simon Lee	Re-elected
	Anil Richards	Re-elected
	Ian Mulcaster	Re-elected
	Dino Lewis	Elected
	Vinu Jacobs	Elected
	Cathy Anderson (recorder)	Re-elected

No further nominations were received after three calls to the floor.

#### 6. Motion to Elect Parish Council

**MOTION:** to elect those who have allowed their name stand for the 2025 Parish Council as outlined above.

Moved by: Les Foulds, seconded by: Zoltan Barabas.

**Carried**

#### 7. Motion to Elect Parish Trustees

- The following individuals agreed to stand as Trustees for 2025:
  - Ann Nelitz
  - Judy Nicholson
  -

No further nominations were received after three calls to the floor.

**MOTION:** to elect Ann Nelitz and Judy Nicholson to the position of Trustee for 2025.

Moved by: Glenda Colquhoun, seconded by: Ian Mulcaster

**Carried**

#### 8. Motion to Elect Lay Administrators

- The following have agreed to allow their names to stand as Lay Administrators for 2025:

Mareen Mathew	Vee Villar	Janette Bulkan	Ian Mulcaster
Roshan Mathew	Kelly Foulds	John Palmer	Jacque Stinson
Angelita Sotana	Edward Villar	Lynn Turner	Judy Nicholson
Cynthia Richards	William Lah	Maureen Thompson	Cathy Anderson
Anil Richards	Wendy Russell	Carol Young	

No further nominations were received after three calls to the floor.

**MOTION:** to send the list of Lay Administrators, as noted above, to the bishop and ask that he authorize these persons as Lay Administrators for the Parish of St. Helen, Surrey for the year 2025.

Moved by Dino Lewis, seconded by Judy Nicolson and Jacque Stinson

**Carried**

**MOTION:** to create a Parish fund specifically for the Church's restoration work.

Moved by: Jacquie Stinson, seconded by: Judy Nicholson

**Carried**

**9. A Ritual for the Beginning of New Pastoral Ministries**

- No discussion.

**Installation of Elected Members.** Commissioning prayers were offered for those elected to their Lay Ministries.

**10. Closing Prayer**

- The Rector led the closing prayer

**MOTION:** to adjourn the February 23 2025, St. Helen's Vestry meeting.

Moved by: Anil Richards

Meeting concluded at 1 pm



# In Memoriam

We remember those who had their celebrations of life with us this past year, especially members of this faith community:

**Darlene Murray**

**Margaret Mayfield**

**Mona Thompson**

May they rest in peace and rise in glory. Amen.

## Baptism

**Christine Stewart**

**Declan Nwaogu**

**Zelda Akabueze**

**Alice Johal**



# Parish Statistics

Category	2024	2025
Total Households on the Roll	180	184
Total Members on the Roll	324	350
Number of Identifiable Givers	88	83
Average Sunday Attendance	68	67
Average Livestream	110	Zolton searching
Christmas Attendance	132	192 incl. Multi
Christmas Livestream Views		Zolton searching
Easter Livestream Views	130	Zolton searching
Sunday School Attendance	7	6
Baptisms	1	4
Confirmations	0	0
Weddings	0	1
Funeral/Memorials	7	3



# Annual Reports 2025

## Rector's Report

This year we celebrate 115 years of faithful ministry in Surrey and the Diocese of New Westminster. I am excited for how our parish will be able to come together in various ways throughout the year to give thanks and commemorate this landmark year. One of the keys to successful ministry, and to our success thus far, is how we are able to adapt to change within the social, political, economic and other pressures that impact people. This is also known as transition planning and is an ongoing part of any complex system and organisation.

I am deeply grateful to the wardens, parish council, trustees and to all who call St. Helen's home for the many ways in which we have all risen to the occasion, adapted, and changed as we needed to. While it is impossible to name all who played a significant role in our community, I would like to take this opportunity to thank Jacquie Stinson as she transitions from serving as a warden and parish council member and into other meaningful opportunities. The wisdom and experience that Jacquie holds will continue to be invaluable to the new parish council and warden team as they begin their ministry with us.

2026 promises to be a year where we continue to build on the priorities and vision that we have begun last year. This includes the cultivation of new leadership, our site development and church restoration plans, deepening our Spiritual faith, and the development and strengthening of our music ministry and liturgical identity.

### **Cultivation of New Leadership**

As we give thanks and honour all transitions within the parish system we also engage in the ongoing work of creating pathways and a structure of sustainability for new leadership to emerge. This includes recognizing and training new people within the congregation for various roles before vacancies occur, thereby allowing time for people to learn new responsibilities and begin to transition into their new role with confidence. It is hard work, but necessary in preventing burnout and allowing space for fresh perspectives to form. This is integral to our succession planning.

This year we will also begin to build our clergy team. I am grateful the ministry of our Deacon, Steve Thompson, and while he remains a vital part of community and continues to serve as our deacon, I am also very pleased to welcome The Rev. Paula Porter Leggett who will be joining the team. Paula is already known to us and brings with her a wealth of experience and insight.

## **Site Development and Church Restoration**

This is an ongoing project and remains a top priority for parish council and the trustees. A lot of work and energy has gone into our plans, much of this happening behind the scenes. Therefore I encourage all to read the Site Development report included in this convening circular as it will highlight the macro vision for the project and the various steps within each phase. We are very close to beginning the much anticipated and needed work in our church restoration project.

## **Deepening Spiritual Faith**

This past year we have had two book studies that were well attended. The first in Lent was a continuation, or Part 2, of reflecting on our Anglican heritage and story as we delved into the book, "To Love and Serve" by Scott Gunn and Melody Wilson Shobe. In the Fall we shifted our focus to Sabbath. The focus of this study was on the book "Sabbath as Resistance" by Walter Brueggmon. All who attended these groups found them to be enjoyable and engaging.

In the Fall I also had the opportunity to lead a regional retreat day. The theme was Sabbath, and participants spent time reflecting more closely on how systems, church systems and others can engage in the restorative and necessary work of Sabbath. This is an important consideration and one that is often overlooked and underappreciated within a culture of immediate demand and performance.

Lent this year will include a prayer series, over three weeks. Please see the weekly Sunday bulletin, and Facebook posts for dates and more information.

## **Music Ministry and Liturgical Vitality**

Our worship life is the heartbeat of our community and forms our common ground and center. It is also a core part of our identity as it is for any congregation. Over the past year we have embraced and incorporated many of the new liturgies and worship settings that have been approved by the Archbishop. We have also been open to experiencing and learning new hymnody and tunes under the guidance of myself and now with our new musician. In so doing we have broadened our scope of prayer and worship practices in our regular Sunday services.

Our music ministry has developed as we welcomed Joel Adimathra as our new Musician. With his experience and guidance, I have noticed that our confidence in singing as a congregation has grown. Our Multicultural 9 Lessons and Carol service included a full choir including members of the congregation and guest choristers from other community choirs. I

am looking forward to other opportunities where we can nurture the confidence and growth of our music ministry.

Remaining committed to refining our skill and depth in worship and broadening our music and liturgical scope ensures that we remain vibrant and vital as a church community for the next 115 years.

### **National Church Commitments**

Over this past year I have been involved with several National Church projects. Within this scope, I am the Chair for the National Working Group for the revision of the Good Friday service. I am also a member of the National Working Group developing guidelines, language, and a new pastoral rite for those who have elected Medical Assistance in Dying (MAiD) as part of their end of life and care plan. Both projects have been engaging as I have met and worked with several others from around the church and country. Most of this work will be completed by the end of April this year where it will be passed onto other decision and organisational bodies within the National Church.

### **Closing Remarks**

I am excited for the opportunities that are ahead for us this year in the short term, and in the years to come. We are a faithful, growing, and vibrant community within Surrey and the Diocese of New Westminster. I invite you, and all for whom you care, to join us as we give thanks for the past 115 years of our legacy and as we anticipate and plan for the next 115 years.

Respectfully Submitted,

The Rev. Dr. Robin Ruder Celiz

Rector

# Wardens' Report

## RECTOR'S WARDEN

To be, at the very least, a useful Warden depends very much on the support one gets from the parish. I am prayerfully grateful for our Rector Robin who is a treat to serve. I appreciate his sense of humour and his wise counsel. We seem to “jive” most, if not all of the time, but if there is ever an inkling of an issue, he’s the one who sees through the trees. His hopes for this Parish are so well grounded and we can all appreciate the path he has set for us. Our parish council members are to be thanked for taking on their own duties and for the support and care they offer to each other. Top of mind again this year is the renovation and repair to the Church building. We have been disappointed that it has been a slow process, especially when the slowness cannot be attributed to our end. However, we have a most experienced and hard working team and they are pushing for the beginning of a year of accomplishment. We did manage to get the heavily stained carpets cleaned thanks to Kelly, Les and David. The two Church user groups have been given specific storage areas and they must stay within those parameters, as we comply with Fire Marshall and Insurance regulations, although compliance is still an ongoing issue. We continue to deal with some damage in the upper hall, failure to lock up properly and other issues, but these are slowly resolving. It is so helpful when our own church members make every effort to keep our buildings clean, tidy and damage free, and report any new concerns, thank you. Jacquie Stinson, People’s Warden has made mention, in her report, the Four Parish picnic and the other events that we have hosted over the past year, all successful and supported by the Parish. Special mention of the Christmas Market, chaired once again by Jacquie with many thanks from all of us! Jacquie is retiring this year, but not going far. Her many and varied contributions to the life of this Parish are widely known and appreciated, she will continue to play a large part in the upcoming events. Working with Jacquie is never an effort, it has and will continue to be a pleasure. I am truly grateful for her support, encouragement and keen sense of fairness, inclusiveness and concern for all who enter our doors. Yes, we have indeed laughed, cried, frowned, rolled our eyes and banged our heads, but always with the knowledge that no challenge is too great - prayer always brings the answer. The duties of the wardens mean that they oversee all manner of usage, concerns, goings on within the parish campus, the buildings and property. It has been necessary to more stringently comply with public health rules and the limits of our kitchen. I found this difficult as some just didn’t seem to understand the limits that are placed on us due to the needs of the user group. If we are to enjoy the rent provided, then we must comply with the rules that are set by the government health authority. I hope this is now made clear to all. It does seem that the rodent invasion has been quelled. The commercial companies are still on alert, and many thanks to Tom Beneteau for his diligence in keeping the unwelcome out of the hall. Thanks also to Les Foulds who continues to just show up and fix what needs done including replacing light bulbs, seeing to any required signage, fixing the bell pulls in the bell tower and much, much more. To Anil who rings those bells. To Simon who has spent time reviewing our

internet/alarm/communication systems - this includes Darrell and Zoltan. To Zoltan for being on the spot to make sure the buildings get opened or locked, check the alarms, as the case may be. To Jane who looks after all inquiries relating to the graveyard. And to the one member of Council that worries about us, stresses over the bills, the state of the accounts - a huge, huge round of applause please, for our Treasurer Mareen Mathews - truly a "treasure!" I've started to name individuals but shouldn't as I will miss someone, but many thanks to the Fellowship teams, the members of the ACW, and all who step up when asked. Each and everyone of you are so very much appreciated and loved as the family member you are. And, how wonderful it is to have been able to welcome Joel and Merlin to St. Helen's! Joel's music and voice is a joy to hear at each Sunday service and I know there is more to come - stay tuned! And stay tuned for a year of togetherness, worship and breaking bread together as we celebrate all year long, the 115th Anniversary of the Parish of St. Helen's ....so Let us go rejoicing, Gladly let us go, Christ without, our safety, Christ within our joy, Who, if we be faithful can our hope destroy?  
Respectfully submitted Lynn Turner\ Rector's Warden

### **PEOPLE'S WARDEN**

It has been a busy year at St. Helen's. There are so many things that just require a quick "okay that can go ahead" to "wow, that has to be dealt with now". We have, of course, been hoping for action that we can see regarding our restoration. The committee working on this is doing a wonderful job but the wheels turn very slowly. We should see some action this Spring. The Annual Four Parish Picnic was hosted by St. Helen's as usual. Unfortunately, the weather did not cooperate but the service was very nice inside and the food was wonderful as always. With all that is going on in the world St Helen's joined the National Proud to be Canadian movement. Our Canada Day party was such a success. It was a lovely hot sunny day. The grounds were a sea of red and white with wonderful decorations. Everyone enjoyed the low cost barbecued hotdogs and ice cream cones. We invited the neighbours but not many attended. The Parish, however, really came out and all were in red and white, fun hats etc. This was not a fundraiser but combined with the spring raffle a little was made to help the parish coffers. We were so happy to welcome Joel as our musician in July. His music and voice are really appreciated, and we really love having Joel and his wife Merlin as part of our parish. Plans for the Christmas Market got underway in September. We really had a broader spectrum from the parish involved this year. The day was so well attended, and we were so happy to welcome both new and former parishioners. We made a little over \$6500 which was certainly a welcome addition to the bank account. It was also the first time we had the ability to use charge and debit cards. We have now joined the modern world and can use this for future events. As I pass this position on to another person, I would like to thank the many people who have helped me. I will not even try to name names, but I will say that it has been wonderful working with Lynn. We have laughed and raged and banged our heads against the wall many times, Fr. Robin has been a constant support, and we appreciate him so much.

Respectfully Submitted, Jacquie Stinson People's Warden

## Lunch Bunch

The lunch Bunch meets the 4th Thursday of the Month at 11:45 AM in the Church Hall from January until June and then starts again in September.

Our lunch was \$6.00 each and is prepared and made by volunteers. Volunteers are given money towards the cost of the food though some do not take a reimbursement. We have a main course, salad and dessert. Starting in 2026 the cost will increase to \$10:00 due to food cost being higher. This past year we have an average of 19 people attend each luncheon. We celebrated our Christmas luncheon on November 27th at the I Hop with 24 attending. Lunch was a Turkey dinner including dessert. It was very good. All are welcome to attend and bring friends. We gave a donation of \$250.00 to the Church Restoration Fund.

## Organist Report

I was hired as a Musician at St. Helen's Anglican Church in Surrey in July of 2025, and since then, it has been a joy to grow into this role within the parish community. From the beginning, my focus has been to foster an environment of congregational worship by confidently leading the people into song and helping music feel inviting, prayerful, and accessible. As I found my footing and began building relationships within the church, I was grateful for the opportunity to assist with major liturgical events, including Lessons and Carols. For that service, I invited several of my voice students and a piano student to support the choir, which added both musical strength and a sense of shared ministry between the parish and the wider community.

Looking ahead to 2026, I hope to begin building a consistent choir and to use music as a way of helping increase engagement and attendance within the parish. I would love to work closely with Father Robin and the congregation to eventually host a praise-and-worship evening or an adoration-style service that encourages deeper participation and outreach. Music has a unique way of bringing people together, and I look forward to continuing to develop that at St. Helen's. Thank you to everyone who has welcomed me so warmly into the parish and made it feel as though I have been a lifelong member of this community.

## Children's Ministry

It is wonderful to see that the youngest members of our congregation are actively participating and attending our Sunday school classes and activities with consistency.

In the past two years, Sarah Vinu and Luke Moo joined our teaching team. They are a tremendous help and asset to this ministry! Along with them, they brought in fresh ideas and introduced a new curriculum to teach our children. Currently, the children are learning their bible lessons starting from the book of Genesis in the Old Testament, highlighting the important lessons, verses and characters through songs, crafts and plays. We have at least four active participants in our classes with ages ranging from 3- 10 years old. Meanwhile, we are striving to find a way to support our teen/ youth members by connecting them to the activities organized by the Diocese and by inviting them to assist the little ones in our Sunday school activities.

We would like to take this opportunity to extend our thanks and appreciation to the parents and guardians for bringing their children to Sunday services. Also, for the encouragement of the congregation and our church community especially whenever the children have a program presentation.

In closing, it is our goal and prayers that these precious children continue to grow in their faith and be inspired in the teachings of Jesus Christ through this ministry.

Respectfully submitted by:

Filipinas Sotana

## Altar Guild

This is an enjoyable Ministry. We keep the church looking beautiful with dusting, keeping the brass shining, the Altar linens clean and talented ladies arranging the flowers. When you come into the church and see your beautiful church, we are the ones that keep it looking like that. We get to step it up with decorating the church Easter, Thanksgiving and Christmas. We are always looking for more people to join us, so if you are interested in joining our team speak with me.

Respectfully submitted

Yours in Christ, Heather Herd Chair



## Cemetery Report

I am happy to report this past year there have been no burials in our Cemetery. We have been working on Cemetery improvements. Some headstones have been raised and leveled, and more work needs to be done over the next year. Leo has been doing an excellent job of keeping our Cemetery in good shape. Thank you, Leo.

Respectfully submitted

Jane Denton Cemetery Committee.





## ST. HELEN'S ACW (ANGLICAN CHURCH WOMEN)

### ANNUAL REPORT FOR 2025

Have you ever wondered how a woman decides to join and become active in a parish ACW branch??

I'm sure each of our current ACW members has a different and interesting story to tell. It might include where they grew up, if they were baptized at birth in the Anglican tradition, if their parents brought them to Sunday school, if they joined a youth group, at one or various churches in their teens, if another ACW member personally invited them, if they were interested in helping with teas and outreach projects, if they saw an opportunity to get to know other parishioners, if they were curious about Diocesan ACW activities, or if they now had time to give once they retired. Perhaps, they came to a few ACW meetings with a friend from another community group, saw a welcoming group of ladies, liked them, had skills to offer and then became an ACW member which in time led them to become a regular worshipper. For me, it was through the example of my mother-in-law who was devoted to her church and community. She moved to Surrey from Yellowknife and immediately looked for the closest Anglican Church. It happened to be St. Helen's. I started coming to Sunday services and not long after, a neighbour (and parishioner) knocked on my door, introduced herself, and offered to give me a ride to an ACW meeting. She took the 'time!' How wonderful it is that 'we are called, we are chosen, to be Christ for one another' in a variety of ways.

Our **ACW meets** on a regular basis, usually **on the first Wednesday** of each month, except July and August, for lunch and fellowship prior to our formal meeting in the **Upper Hall**. During 2025, an average of 13 members were present each month.

Our **Membership** List grew to **26** as we welcomed a new member in 2025. **Nine** of our ladies also held **Diocesan ACW Memberships**. The monthly minutes, Diocesan ACW Newsletter, upcoming parish and Diocesan events were emailed on a regular basis.

We make a point of taking time to remember we are women of faith. This includes reciting the **National ACW Prayer** and spending time reflecting on a number of topics during our meetings. In 2025, our **Devotions** touched on 'Our Faith Has Prepared Us for Life's Circumstances,' the 'Gift of Laughter,' 'Choosing a Personal Theme for Lent,' 'Relying on the Gifts God has Given Us,' 'Looking at our Church as a Signpost of Hope,' and 'Sowing Seeds to Bring a Bounteous Harvest for the Lord.'

Our relationships are strengthened by having **Secret Prayer Partners**. Names are chosen in January and we include our ACW Prayer Partner in our devotions, sometimes knowing their special needs or thanksgivings. Greeting cards and small gifts may also be exchanged. At our annual Christmas Party, all is 'revealed' as Santa's elves deliver gifts and 'signed' cards, revealing our identities. Thus, giving us the opportunity to thank one another for their prayers and support during the year.

Other 2025 activities and projects included:

- Providing **cards** and small gifts **to the newly baptized**, including babies, children and adults.
- Placing copies of **Our Daily Bread Devotional Booklets** at the back of the Church for our parishioners & others who worship at St. Helen's.
- Ordering 2026 **Church Calendars** for parishioners and friends.
- Donating a copy of the 2026 **Church Calendar to the Altar Guild** as a reference for changing altar frontals, lectern hangings, etc., according to the Church Seasons and Holy Days.
- Planning, attending, taking on speaking roles and providing refreshments for the annual **World Day of Prayer** at St. Bernadette's Roman Catholic Church in Surrey. Please note the 2026 service is being hosted by our neighbour, Our Lady of Good Counsel RC, on March 6 at 1pm. This ecumenical worship service has been written by the women of Nigeria and will be celebrated in over 170 countries worldwide.
- Donating **warm, wool socks**, toiletries, toques, cowls (knitted neck warmers), chocolate, Canadian souvenirs, and small children's gifts to the **Mission to Seafarers** for their annual Christmas Appeal. Their chaplains board visiting freighters in the ports of Vancouver and Roberts Bank, Delta, to distribute gift bags and a little joy to those who are so far from home and their families at Christmas.
- Showing our support for the **Diocesan ACW** by taking out memberships, attending their annual AGM, Fall Gathering, Volunteer Luncheon, and Christmas Open House and actively participating in the gathering, sorting, shelving of gently-used family clothing for shipment to the Yukon and Northern BC parishes. One of our members attends Board meetings and keeps us well-informed.
- Encouraging parishioners and friends to **donate clothing**, linens (please indicate bed size), towels, winter coats, wool items, etc. Also, office/construction attire, purses, boots, shoes to support men and women re-entering the work force (Dressed for Success & Working Gear for Men), casual, warm items (Covenant House), evening dresses find a home with needy teens as they graduate, well-worn sheets & towels are used to keep animals warm at local SPCA's. Why not drop by the Diocesan ACW warehouse (**ACW Place** - #3 6678 152 Street, Surrey) on a Monday morning from 9am to Noon for a tour??
- Accepting '**new**' **family clothing** items, games, toys, etc. to be sent to those in need at Christmas
- Supporting and attending the In-Person Service portion of the zoom **National ACW Presidents' Conference** hosted by St. Cuthbert's, Delta. As well as, hearing the guest speaker, Jet Takaoka, from Canadian Food Grains Bank, address 'A Christian Response to Global Hunger.'
- **Remembering** the sick, shut-in, seniors, former rectors and their spouses, those who need a 'ray of sunshine' **with a greeting card** (many hand-crafted by one of our members), email or phone call throughout the year. Special mailings of up to 35 cards were sent at Easter and Christmas.

- Making **financial donations** to our priest's Discretionary Fund, Alongside Hope (previously known as the Primate's World Relief & Development Fund) for their Resilience Fund (created in light of massive cuts to International Aid), Union Gospel Mission for their Easter Appeal and our parish for the Christmas Market Raffle.
- Collecting empty **sewing thread spools** for Canada Comfort Society for children's assessment kits and community nurse visits in Africa. A good number were taken to Victoria for container shipping. Donations still welcome.
- Accepting an invitation to hold our November **Meeting at Chartwell – Imperial Place** by Nicola Romaniuk, Retirement Living Consultant. Having heard of our outreach projects and wanting to work with us, if the opportunity arises in the future, Nicola and staff treated us to lunch, a private meeting room and a warm welcome. Thanks to Nicola for reaching out. Also, for providing the gift basket for our Christmas Raffle.
- Celebrating and enjoying one another's company at our annual June Wind Up and Christmas Parties.

We extend our thanks to Fr. Robin, and you, our fellow parishioners, for your faithful support and encouragement. It enables us to continue the work and example of many previous members of the WA (Women's Auxiliary) and ACW (Anglican Church Women).

Please join us for a time of fellowship and refreshments following the 10am Ash Wednesday Service on February 18 in the Upper Hall.

We thank God for blessing us with many skills and opportunities to serve Him.

Sincerely yours,

Judy Nicholson  
President

### **OFFERING OF OUR WORK**

O God, without Whom our talent is but lost,  
and with Whom the weak go forth as mighty;  
be present to bless all works in Thy Church  
which are undertaken according to Thy Will;  
and grant to thy labourers a pure intention,  
patient faith, sufficient success,  
and the joy which comes from helping Thy Cause;  
through Jesus Christ our Lord. Amen

The Women's Auxiliary Prayer Book  
The Anglican Church of Canada

**ST. HELEN'S ANGLICAN CHURCH WOMEN**

**Financial Statement as of December 31, 2025**

<b>Balance forward December 31, 2024</b>	<b>\$ 1,945.18</b>
<b>Revenue</b>	
<b>Membership Fees 2024/2025</b>	<b>80.00</b>
<b>Membership Fees 2025/2026</b>	<b>340.00</b>
<b>2026 Church Calendar Sales</b>	<b>438.00</b>
<b>United Thank Offering/Devotional Booklets</b>	<b>117.00</b>
<b>Bank Charges Reversed</b>	<b>40.00</b>
<b>Bank Charges Reversed for 2024</b>	<b>15.00</b>
<b>Total</b>	<b>\$ 1,030.00</b>
<b>Expenses</b>	
<b>2025 Church Calendars</b>	<b>424.00</b>
<b>Baptismal Cards &amp; Gifts</b>	<b>35.00</b>
<b>Diocesan ACW AGM – Registration &amp; Lunch Fees</b>	<b>80.00</b>
<b>Diocesan ACW Fall Gathering – Registration &amp; Lunch Fees</b>	<b>45.00</b>
<b>Diocesan ACW - 9 memberships</b>	<b>108.00</b>
<b>Bank Charges</b>	<b>30.00</b>
<b>Total</b>	<b>\$ 722.00</b>
<b>Donations</b>	
<b>St. Helen's Church:</b>	
<b>Priest's Discretionary Fund</b>	<b>200.00</b>
<b>Christmas Market/Bazaar Raffle</b>	<b>300.00</b>
<b>Mission to Seafarers – Hot Socks (Christmas Appeal)</b>	<b>153.39</b>
<b>Alongside Hope/PWRDF Resilience Fund</b>	<b>250.00</b>
<b>United Gospel Mission</b>	<b>200.00</b>
<b>Total</b>	<b>\$ 1,103.39</b>
<b>Balance December 31, 2024</b>	<b>\$ 1,945.18</b>
<b>Receipts</b>	<b>+\$ 1,030.00</b>
<b>Expenses &amp; Donations</b>	<b>-\$ 1,825.39</b>
<b>Balance December 31, 2024</b>	<b>\$ 1,149.79</b>

Respectfully Submitted

Judy Nicholson

# Site Development Report

## Helens Church Restoration and Site Development Committee Report 2025-2026

### Background

In August of 2024, a draft ministry plan for church restoration and site development was presented to the Parish for feedback. The information gathered was incorporated and submitted to the diocesan Mission and Ministry Development Committee (MMD) and Finance and Property (F&P). The ministry plan was approved by Parish membership at a Special Vestry meeting in September 2024. The initial plan was to subdivide St Helen's undeveloped property for sale to finance church restoration and site development in 3 phases starting in 2025.

### Opportunity 2025

The BC Provincial Local Government Act municipal zoning for Transit Oriented Areas (TOA) in which the church property intersects changed building requirements calling for 8 story or higher residential building density. This presented an opportunity for St. Helen's, the Diocese, and City of Surrey to benefit from a land development for housing. The committee and leadership pivoted its thinking to consider how it would be possible to develop the lot(s), retain ownership, fund restoration of the church and generate a sustainable revenue stream. A series of meetings were held over 2025 with various potential funders and developers. Purpose Driven with a number of successful developments, funding, including work with the Diocese was selected and prepared a proposal highlighted in Appendix B. The proposal was submitted to the Diocesan Mission and Ministry Development Committee (MMD) and Finance and Property (F&P) as an alternative to the initial plan late summer 2025 for approval. In tandem during the Diocese review quotations for initial repairs to the church were solicited anticipating using some of the existing funds available of approximately \$110,000. In late fall the new church restoration and building development plan was not approved. At the end of 2025 the committee began solicitation for a company to assist with subdivision of the property for sale and development to yield maximum return.

### Plan 2026

There are three distinct phases for proper stewardship and care of the church building(s) and land. The first phase is immediate; the second phase will begin after sale of the sub-divided lot. The third phase will be later after 2026. Full church restoration, landscaping and work will span a number of years.

Phase 1 - Sub-division for sale of lot obtaining Preliminary Layout Approval (PLA) with the City of Surrey as highlighted in Appendix A. Once completed the subdivided property will be sold to a developer. In tandem address urgent repairs to the church building envelope including exterior stucco, gutters, fascia and other related items;

Phase 2 - Restoration of the entire church upon revenue from sale of lot including exterior, interior building components, systems, church grounds, driveways, landscaping. Rectory and hall repairs that cannot be deferred, updates to the hall if appropriate.

Phase 3 - Address upgrade or tear down of the rectory, its restoration, re-build, or, redevelopment of the surrounding area.

#### Multi-year Vision

The Parish leadership, Church Restoration and Site Development Committee understand this is an ambitious project to undertake and requires partnering of resources from within the Parish, City, Diocese and various organizations. The Parish is committed to this work and has successfully been able to raise and acquire initial funding for repairs and sale of a lot to complete funding for the work. Our vision and opportunity are styled in a way to best use the resources entrusted to us by God at this time for the work and ministry that we are being called into in the City of Surrey, the Diocese and wider Church.

**Respectfully Submitted on behalf of Parish Council Church Restoration and Site Development Committee by Ian Mulcaster**

#### Appendix A

Legal Description: Lot A Plan LMP25593  
Address: 10787 128 Street, Surrey

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##### **Project Understanding**

1. Topographic survey for development permit, ends at centreline of adjoining roads and the West border of 10787 128 Street. Preliminary subdivision calculations included.
2. Subdivision plan to be registered by the client's lawyer as per attached PDF.
3. Planning services
4. Arborist services

##### **Fees for Services and Schedule**

1. \$9,500.00 plus tax
2. \$5,000.00 plus tax
3. See page 4
4. See page 5

Disbursements are included in the above. The City owned lots shaded in blue will be dedicated as road along with the subdivision plan. Any additional work will be charged at hourly rates as attached. I have removed the access easement as it is only feasible to create one lot to sell off because of the steep slopes involved.

## Planning Scope of Work

### Pre-application - \$7,900.00 plus tax

- Layout and site plan: Assumes one (1) layout with one (1) minor revision toward pre-application meeting with staff.
- Development strategy memo: Preparation of a background and development strategy memo as reference material summarizing site conditions and potential.
- Pre-application meeting: Assumes attendance of two (2) staff in one-hour meeting with the City.
- Post-meeting coordination efforts with client to discuss next steps.

### Application to PLA - \$7,350.00 plus tax

- Layout and site plan: Assumes one (1) layout with two (2) minor revision. It's assumed that at pre-application staff may provide feedback that may result in update to the initial layout as the project proceeds to application submission. Assume that upon application submission, the layout (subdivision concept) would be finalized toward legal plan production and further revisions(s) will be subject to Time & Materials.
- Application to PLA: Coordination and submission of land development application and supporting documentation. Subsequent application re-submission packages will be subject to Time & Materials.
- Council meeting attendance: assumes two (2) staff attendance at one (1) council meeting.

### PLA to Approval – Time and materials

- Subdivision approval: Assist with subdivision approval requirements on an as-need basis, subject to Time and Materials

### Liaison - \$7,350.00 plus tax

- Assumes client liaison of progress on an as-need basis (Time and Materials)
- External consultant and client coordination related to submission files, assumes 18 hours of effort
- Anticipated liaison with staff and any requested meetings beyond any liaison/meeting scope already stated, assumes 16 hours of effort.

### Additional planning effort: - time and materials

Includes, but is not limited to, additional preparation of CAD files for other consultants, out of office meetings, titles and disbursements, and/or other planning efforts outside the scope listed above. Assumes additional liaison meetings with client, external consultants, and staff beyond efforts noted above will be on an as-needed basis.



## Appendix B

### FULL-SPECTRUM DEVELOPMENT MANAGEMENT & CONSULTING SERVICES MATRIX

#### PRE-DEVELOPMENT PHASE (100 Level)

*Setting the priorities and strategic approach for the redevelopment project, preliminary project planning and site due diligence. The outcome of this phase is client-approved viable project plan.*

##### **PART A – Project Planning (4-6 weeks)**

- Due diligence (gather available information & documents).
- Conduct client meetings as required to understand and synthesize needs, priorities, governance, and decision-making capacity.
- Lead workshop series to develop project vision and overall strategy.
- Complete 'Needs & Demand' study as required.
- Define programmatic uses for the project.
- Conduct regulatory policy context review and assessment.
- Prepare and submit preliminary grant applications, as required.

Final Deliverable: Project Vision & Strategy Statement.

##### **PART B – Project Concept & Viability (6-8 weeks)**

- Procure and engage an Architect to undertake massing and concept design.
- Develop preliminary project budget, schedule, cashflow, and pro forma model to prove project viability.
- Conduct preliminary meetings with the municipality, lenders, and key stakeholders as applicable to garner project support.
- Prepare complete risk management framework for the project.
- Identify and evaluate funding and financing strategy for the project.
- Prepare and submit funding applications, as required.

Final Deliverable: Curate and issue for client approval the Preliminary Project Plan summarizing all aspects of this phase, including but not limited to project vision, priorities, strategy, funding & financing strategy, due diligence, preliminary programming, statistics, schedule, budget, financial model, risk management plan.

**PHASE GATE:** Client / Board-Approved Preliminary Project Plan<sup>1</sup> & Pro Forma.

#### Footnotes:

1. *The Project Plan is a collection of formal documents that collectively fully define and outline the successful delivery of a project including, but not limited to, the following components: goals & objectives, risk management plan, communication plan, scope (project programming, statistics), schedule, budget & cashflow forecast, stakeholder management plan, project success metrics, funding & financing strategy, due diligence, deliverables & milestones.*

**DEVELOPMENT PHASE (200 Level)**

*All aspects of design and entitlements required to build (parts of which continue into next phase). The outcome of this phase is a Planning-approved project ready to begin tender and construction.*

**PART C – Schematic Design & Rezoning (4-6 months)**

- Establish project development committee and reporting structure.
- Update and expand Project Plan and include stakeholder engagement and communication frameworks.
- Prepare and submit Rezoning Letter of Enquiry (LOE) to the City.
- Procure and engage a professional consultant team.
- Obtain, review, and assess Letter of Response (LOR) from the City (comments on LOE).
- Schematic Design drawings and program refinement.
- Prepare and submit Rezoning Application.
- Procure and engage a Cost Consultant or Construction Manager for pre-construction services to complete preliminary cost estimate (Class D).
- Update pro forma model, budget, and assumptions based on Schematic Design.
- Prepare and submit funding applications, as required.
- Attend client, consultant and pre-application meetings with the City as required.
- Host on behalf of the client, Public Open House and community engagement as required by City.
- Preparation of zoning bylaws.
- Update and re-submit rezoning application in response to City review comments.
- Attend Council meeting and Public Hearing to support project approval.

**Final Deliverables:**

1. 100% Schematic Design Drawings (Issued for Rezoning).
2. Rezoning Application Approval in Principal (3<sup>rd</sup> Reading).
3. Updated Project Plan & Pro Forma (incl. Class D estimate).

**PART D – Design Development & Development Permit (4-6 months)**

- Design Development drawings and utility coordination.
- Update pro forma model, budget, and assumptions based on Design Development.
- Update Project Plan and Financing Strategy.
- Secure Preliminary Project Financing Approval (PPA).
- Prepare and submit Development Permit (DP) Application.
- Procure and engage Construction Manager for Pre-Construction Services.
- Oversee Class C cost estimate based on Design Development drawings.
- Identify all housing, neighbour, and City legal agreements required to build.

**Final Deliverables:**

1. 100% Design Development Drawings (Issued for Development Permit).
2. Executed Pre-Construction Agreement.
3. Updated Project Plan & Pro Forma (incl. Class C estimate).

**PART E – Construction Documents & Building Permit (6-9 months)**

- Rezoning bylaw enactment and registration, upon City approval.
- Review and address comments from the City on DP Application and resubmit.
- Prepare and submit Building Permit Application.
- Oversee updated Class C cost estimate based on Building Permit (BP) drawings.
- Update pro forma model, budget, and assumptions based on Building Permit drawings.
- Detailed design drawings and construction documents.
- Oversee Class B cost estimate based on tender drawings.
- Secure Final Project Approval financing (PFA).
- Negotiation and award the complete construction management contract.
- Review and address comments from the City on BP Application and resubmit.
- Initiate construction financing process.
- Obtain Development Permit Approval.

Final Deliverables:

1. 50% Construction Drawings (Issued for Building Permit).
2. 90% Construction Drawings & Specifications (Issued for Tender).
3. Approved Development Permit.
4. Approved Zoning Bylaw.
5. Updated Project Plan & Pro Forma (incl. Class B estimate).
6. Draft Construction Contract.

**PHASE GATE:** Planning-approved, tender-ready project.

**CONSTRUCTION PHASE (300 Level)**

*Permit, tender, and construct the project.*

**PART F – Tender / IFC**

- Oversee and monitor the tender process including, but not limited to, the preparation of bid requirements, addenda, trade negotiations.
- Execute Construction Management contract.
- Issued for Construction (IFC) drawings and specifications (100% Construction Drawings).
- Secure construction financing.
- Obtain Demolition Permit (as required) and Building Permit.
- Update pro forma model, budget, and assumptions based on IFC drawings.

Final Deliverables:

1. 100% Construction Drawings (Issued for Construction).
2. Executed Construction Contract & associated anchor budget.
3. Updated Project Plan & Pro Forma (incl. Class A construction estimate).

**PART G – Construction**

- Coordinate the construction kick-off meeting.
- Manage and monitor Construction Manager through all phases on construction as the owner/client representative.
- Oversee preparation of project commissioning plan.
- Report to lenders.
- Oversee site mobilization, demolition & abatement (as needed), vertical construction.
- Manage claims, invoicing, and contract management.
- Oversee rental lease up (by others).

Final Deliverable: Substantial completion of the works (the project).

**PART H – Occupancy & Handover**

- Coordinate owner commissioning agent / contract.
- Oversee that all building deficiencies are corrected, and on schedule.
- Generate handover procedure.
- Apply for and obtain Occupancy Permits (OP) as required.
- Financial close.
- Project close (and associated legal documentation required).
- Ensure all occupancy and operating agreements are in place.
- Coordinate consultants record drawings.
- Facilitate building handover.

Final Deliverable: Completed, occupied building(s).

**PHASE GATE:** Project completion.

Note: Project Management & Administrative services are included in all phases of the project, and involve planning, executing, monitoring/controlling of the complete project plan. It includes monthly reporting to the client/owner through the full duration of the project, as well as meetings and communications as required by the project.

**ADDITIONAL SERVICES**

*Services outside the above scope of work that Purpose Driven Development would be pleased to provide if needed, for an additional fee.*

- Tenant Relocation
- Operational – Accounting, Bookkeeping
- Site Acquisition
- Portfolio Review & Analysis

Note: Purpose Driven would be pleased to discuss any services not listed here to meet your project needs.

**LAND DEVELOPMENT & MASTERPLAN (400 Level)**

*Conducting due diligence and developing the land development strategy and preliminary masterplan concept of the land. The outcome of this phase is client-approved viable land development implementation plan and associated masterplan concept and pro forma; ready to move into site-specific development projects, land lease, or sale.*

**PART A – Land Development Strategy & Masterplan**

- Conduct due diligence (gather available information & documents).
- Conduct client meetings as required to understand and synthesize needs, priorities, governance, and decision-making capacity.
- Lead workshop series to develop land development vision and overall strategy.
- Complete 'Needs & Demand' study as required.
- Conduct regulatory policy context review and assessment.
- Define programmatic uses for the project.
- Procure and engage an Architect to undertake site concepts and massing.
- Lead the development of the master site plan.
- Develop preliminary Pro Forma model to prove project viability.
- Identify and evaluate funding and financing strategy for the project.
- Prepare and submit preliminary grant applications, as required.

**Final Deliverable:** Curate and issue for client approval a comprehensive land development strategy, master site plan & associated Pro Forma.

**PART B – Site Implementation Plan & Subdivision**

- Confirm redevelopment objectives, scope, schedule, budget, Pro Forma and cashflow based on PART A land development strategy and masterplan.
- Create and establish the following components of the Site Implementation Plan:
  - a. Communication Plan
  - b. Stakeholder Engagement Plan
  - c. Risk Management Plan
  - d. Change Management Plan
  - e. Funding & Financing Strategy
- Prepare and advance subdivision application and parcelization, where applicable.
- Prepare and submit preliminary grant applications, as required.

**Final Deliverable:** Curate and issue for client approval the Implementation Plan summarizing all aspects of project delivery.

**PHASE GATE:** Client-approved Site Implementation Plan & Pro Forma.

# Maintenance Report

## St. Helen's Church

### 1. Daycare Kitchen – Gutter Overflow

During periods of heavy rainfall, the gutters above the daycare kitchen overflow, resulting in water entering and flooding the kitchen area. This indicates that the existing gutter system is inadequate and requires upgrading to prevent further water intrusion and potential damage. Quotes will be obtained to assess the cost of upgrading the gutter system.

### 2. Hall Gutters – Cleaning Required

The gutters surrounding the hall are heavily obstructed with debris and require cleaning. Quotes will be obtained for this work.

### 3. Daycare Kitchen – Interior Finishing

Photographs have been taken of the daycare kitchen to support obtaining quotes for the completion of the window valance and painting of the kitchen interior. Quotes will be provided once received.

### 4. Exterior Electrical Outlet

The exterior electrical outlet located outside the door to the church hall on the second floor is not functioning and will require assessment and repair by an electrician. A switch has been installed inside the hall to control the exterior outlet.

The drywall around the switch requires finishing, and the wall will need to be painted. This finishing and painting work can be completed by the church.

### 5. Stairwell Lighting to Church Hall

Additional lighting is required for the stairwell leading to the church hall. The original light fixture was vandalized and was never replaced. Currently, lighting from the hall creates hard shadows on the stairs, reducing visibility and

presenting a potential safety concern. Quotes will be obtained for the installation of appropriate stairwell lighting.

### 6. Church Furnace

The church furnace is not operating properly and will need to be inspected and assessed by a qualified technician.

Further information and cost estimates will be provided following this assessment.

Closing Note – At this time, it should be noted that there is no allocated budget for these types of repairs, and the church is currently operating in a deficit. Any recommended work will need to be carefully reviewed in light of overall financial constraints

Respectfully Submitted, Tom Beneteau



**ST. HELEN'S**  
**PRAYER CIRCLE**  
**ANNUAL REPORT FOR 2025**

Did you know there is a small group of parishioners who are dedicated to praying for you, members of your family, your friends and co-workers, or anyone else should the need arise??

The members of St. Helen's Prayer Circle feel called to pray for others, seeking to provide comfort and support in your times of need and offering thanksgivings as you celebrate God's many blessings. They bring others into their devotions and conversations with God.

The members form a 'circle' through which God's love flows. The Holy Spirit guides them as they offer prayers at home, work, study or play—anytime and anyplace.

This ministry operates 'behind the scenes' and provides regular, confidential, and on-going support.

Our practice upon receiving a prayer request is to record the details and ensure those requesting prayers for others have fully explained the fact their name and, if they wish, a brief description of their needs will be shared with others. An email is then circulated to our priest, deacon, wardens and members of the Circle.

Confidentiality is most important. We respect the need for some to deal with certain issues in a quiet way. Therefore, these prayer requests are not automatically included in the 'Prayers of the People' during Sunday morning services or shared in day-to-day conversations.

If you wish to request prayer for yourself or others, I encourage you to contact Fr. Robin or me directly with the details. This will ensure accuracy. Please speak to me in person on Sunday mornings or contact me at 604-594-8562 or by email at [bnichols@dccnet.com](mailto:bnichols@dccnet.com).

Progress reports and updates are most appreciated. If not further advised, prayers will be continued for one to two months.

Our wardens, Lynn Turner, Jacquie Stinson and Darrel Shaw, and the following participated in this ministry with The Rev. Dr. Robin Ruder Celiz, The Rev. Stephen Thompson, and me in 2025:

Pat Clegg  
Jos Laskey  
Paulette Smith

Jane Denton  
Pat Nociar

Kelly Foulds  
John Palmer

I extend my thanks to all for their faithfulness to this ministry.

Faithfully yours,

Judy Nicholson

# **Election of Lay Administrators of the Sacrament of Holy Communion**

The following names have been submitted for election as Lay Administrators from Pentecost 2026 to Pentecost 2027 in the parish of St. Helen's.

## **Motion**

Be it resolved that the following people be elected as Lay Administrators, subject to training and the approval of The Most Rev. Dr. John Stephens, Archbishop of New Westminster and Metropolitan for British Columbia and Yukon:

Cathy Anderson	Cynthia Richards
Janette Bulkan	Wendy Russell
Kelly Foulds	Angelita Sotana
William Lah	Maureen Thompson
Mareen Mathew	Lynn Turner
Roshan Mathew	Edward Villar
Judy Nicholson	Vee Villar
John Palmer	Zoltan Barabas
Anil Richards	

# Election of Parish Council Members for 2025

The following people have agreed to be elected to Parish Council for 2026.

## Motion

Be it resolved that the following people be elected to Parish Council for 2026:

People's Warden	Luke Moo
Secretary	Cathy Anderson
Synod Delegate	Darrel Shaw
Synod Delegate	Kelly Foulds

## Committee Leads

Maintenance	Tom Beneteau
Hospitality	Anil Richards
Site Development	Dino Lewis & Ian Mulcaster
AI & Technology	Simon Lee

# **List of Appointments to Parish Council for 2026**

Rectors Warden

Lynn Turner

Treasurer

Mareen Mathew

## **Election of Trustees for 2025**

### **Motion**

Be it resolved that the following persons be elected as Trustee for St. Helen's for 2026:

The Wardens of the Parish

Judy Nicholson

Jacque Stinson

Darrel Shaw

# St. Helen's Comparative Balance Sheet

## St Helen's Anglican Church Comparative Balance Sheet

	<u>As at 2025-12-31</u>	<u>As at 2024-12-31</u>	<u>Percent</u>
<b>ASSET</b>			
<b>Current Assets</b>			
Bank of Montreal	32,875.46	20,238.34	62.44
Bank of Montreal - Remy	0.00	0.00	0.00
Vancity	<u>108,586.71</u>	<u>124,352.44</u>	-12.68
Net Cash	141,462.17	144,590.78	-2.16
CTF - Land Account	512.80	463.11	10.73
Land - Cemetery	44,222.46	39,937.06	10.73
Restoration Expenses	<u>0.00</u>	<u>0.00</u>	0.00
<b>Total Current Assets</b>	<u>186,197.43</u>	<u>184,990.95</u>	0.65
<b>TOTAL ASSET</b>	<u>186,197.43</u>	<u>184,990.95</u>	0.65
<b>LIABILITY</b>			
<b>Current Liabilities</b>			
Unrealized Gain/Loss	7,644.86	5,309.77	43.98
Restoration Fund	<u>16,465.15</u>	<u>8,090.00</u>	103.52
<b>Total Current Liabilities</b>	<u>24,110.01</u>	<u>13,399.77</u>	79.93
<b>Long Term Liabilities</b>			
Loan from Diocese	0.00	0.00	0.00
Loan from Govt (CEBA) through BMO	<u>0.00</u>	<u>0.00</u>	0.00
<b>Total Current Liabilities</b>	<u>0.00</u>	<u>0.00</u>	0.00
<b>TOTAL LIABILITY</b>	<u>24,110.01</u>	<u>13,399.77</u>	79.93
<b>EQUITY</b>			
<b>Surplus</b>			
Current Earnings	-9,503.76	-8,571.96	10.87
Congregational Equity	<u>171,591.18</u>	<u>180,163.14</u>	-4.76
<b>Total Equity</b>	<u>162,087.42</u>	<u>171,591.18</u>	-5.54
<b>TOTAL EQUITY</b>	<u>162,087.42</u>	<u>171,591.18</u>	-5.54
<b>LIABILITIES AND EQUITY</b>	<u>186,197.43</u>	<u>184,990.95</u>	0.65

# St. Helen's Comparative Income Statement

	<u>Actual 2025- 01-01 to 2025-12-31</u>	<u>Actual 2024-01-01 to 2024-12-31</u>	<u>Percent</u>
<b>REVENUE</b>			
<b>Total Revenue</b>			
Open Collection		5,801.55	6,342.22    -8.52
Envelopes – General	81,027.20	86,648.06	-6.49
PWRDF	0.00	0.00	0.00
Flowers	1,285.00	1,560.00	-17.63
Refugee Sponsorship	0.00	0.00	0.00
Donations	<u>0.00</u>	<u>0.00</u>	0.00
Total Envelope Giving	82,312.20	88,208.06	-6.68
Parish Fundraisers	2,613.85	734.25	255.99
Strawberry Tea	0.00	2,099.75	-100.00
Christmas Market	6,632.22	6,510.60	1.87
Fundraiser – Refugee	0.00	0.00	0.00
Funerals – Plots	6,750.00	4,100.00	64.63
Funeral services	600.00	3,010.00	-80.07
Rental – Rectory	29,902.03	39,962.50	-25.17
Rentals – Church	28,405.00	24,180.00	17.47
Rentals – Hall	50,155.00	49,650.00	1.02
Rentals - Film/TV	<u>19,000.00</u>	<u>7,500.00</u>	153.33
Total Rental Income	97,560.00	81,330.00	19.96
Revenue from Other Charities	0.00	0.00	0.00
GST Rebate	1,745.72	0.00	0.00
Revenue Restoration Fund	0.00	0.00	0.00
Revenue from Federal government	0.00	0.00	0.00
Gain/Loss CTFs	<u>2,000.00</u>	<u>0.00</u>	0.00
<b>Total Revenue</b>	<u>235,917.57</u>	<u>232,297.38</u>	1.56
<b>TOTAL REVENUE</b>	<u>235,917.57</u>	<u>232,297.38</u>	1.56
<b>EXPENSE</b>			
<b>Operating Expenses</b>			
Apportionment		29,379.36	28,210.68    4.14
Clergy Salary	115,721.13	111,403.83	3.88
Clergy – Conferences	0.00	621.68	-100.00
Clergy - Short Term Replacement	1,920.46	1,851.03	3.75
Clergy - Disability Insurance	<u>0.00</u>	<u>0.00</u>	0.00
Total Clergy Costs	117,641.59	113,876.54	3.31
Contracts – Music	13,250.00	15,300.00	-13.40
Contracts - Office	15,884.00	16,385.00	-3.06
Contracts – Janitorial	<u>4,090.00</u>	<u>3,852.00</u>	6.18
Total Contracts Expense	33,224.00	35,537.00	-6.51
Advertising		0.00	0.00    0.00

Office expense - Computer	951.58		1,849.40	-48.55
Office expense - Photocopier	3,747.42		5,090.15	-26.38
Office expense - paper	459.32		631.68	-27.29
Office expense - Supplies	542.36		103.83	422.35
Office expense - Postage	<u>163.02</u>		<u>129.42</u>	25.96
Total Office expense		5,863.70		7,804.48
Church supplies - flowers	1,709.23		1,450.65	17.83
Church supplies - misc	<u>1,858.39</u>		<u>1,435.94</u>	29.42
Total Church Supplies		3,567.62		2,886.59
Utilities - Telephone	1,745.87		1,678.69	4.00
Utilities - Gas Church & Hall	9,915.44		10,211.20	-2.90
Utilities - Gas Rectory	0.00		0.00	0.00
Utilities - Electricity	3,433.80		3,404.85	0.85
Utilities - City of Surrey	<u>449.85</u>		<u>340.01</u>	32.30
Total Utilities Expense		15,544.96		15,634.75
Repairs & Maintance - Garbage	3,190.42		3,203.87	-0.42
Repairs & Maintenance - Grounds	406.00		462.00	-12.12
Repairs & Maintenance - Yard	2,009.67		1,927.25	4.28
Repair & Maintenance - Church	3,823.19		3,500.01	9.23
Repair & Maintenance - Rectory	0.00		0.00	0.00
Repair & Maintenance - Hall	<u>3,444.22</u>		<u>3,444.68</u>	-0.01
Total Repairs & Maintenance		12,873.50		12,537.81
Property Taxes		3,469.06		3,325.69
Insurance Costs		19,474.00		18,665.00
Security		345.88		345.88
Loan Interest Expense		0.00		0.00
Funds for Transfer - Diocese	0.00		0.00	0.00
Funds for Transfer - PWRDF	0.00		0.00	0.00
Funds for Transfer - Other	<u>0.00</u>		<u>0.00</u>	0.00
Total Funds for Transfer		0.00		0.00
Programs - Fellowship	624.31		248.21	151.52
Programs - Christian Development	1,050.00		840.47	24.93
Programs - Community Outreach	0.00		0.00	0.00
Programs - Music	1,066.05		200.00	433.03
Programs-Sunday School/Children's M	0.00		0.00	0.00
Programs - Communications	366.68		201.44	82.03
Programs - Stewardship	0.00		0.00	0.00
Programs - Refugee	<u>0.00</u>		<u>0.00</u>	0.00
Total Program Expenses		3,107.04		1,490.12
Misc - Bank Charges	417.48		471.86	-11.52
Misc-Synod costs	452.73		0.00	0.00
Misc - Other	<u>60.41</u>		<u>82.94</u>	-27.16
Total Misc Expenses		<u>930.62</u>		<u>554.80</u>
<b>Total Expense</b>		<u>245,421.33</u>		<u>240,869.34</u>
<b>TOTAL EXPENSE</b>		<u>245,421.33</u>		<u>240,869.34</u>
<b>NET INCOME</b>		<u>-9,503.76</u>		<u>-8,571.96</u>

## Notes to the Revenue 2025

- Total Envelope Receipts - \$82,312.20
- Parish Fundraisers - \$2,613.85, received from bottle drive, pancake supper, Canada Day Raffle and Garage sales.
- We made \$6,632.22 from our Christmas Market.

## Notes to the Expense 2025

- Apportionment fee \$29,379.36 was paid in 2025 to the Diocese.
- Utilities Gas Church & Hall - \$9,915.44. These are Fortis BC charges for Church & Hall
- Repairs & Maintenance Hall incurred was \$3,444.22.

## Notes to the Balance Sheet 2025

- The money that we received from the Non-profit Society \$117,867.89 is held in a trust in Vancity.
- We raised \$8,375.15 towards restoration fund in 2025. This brings the total to \$16,465.15 for the two years.

- **CTF Gain/Loss**

The Consolidated Trust Fund held at the diocese usually gains interest each year. The interest made can be either acknowledged in the Balance Sheet or in the Comparative Financial Statement. For quite a few years it was indicated on the Balance Sheet which allowed for a reporting of lower overall revenue which lowered our assessment to the diocese. It was a way to defer assessment. For the past few years we have brought this interest/deficit to Income Statement as revenue or loss.

The CTF Gain/Loss changes with the ebb and flow of the investment markets. A few years the parish has withdrawn monies from the fund to go to our annual budget to do grounds work on the cemetery. We did not withdraw any money in 2025 from CTF fund.

In 2024, the market went up and there was an overall gain of \$5,309.77. With some market variations in 2025 we made a gain of \$4,335.09 and \$2,000 out of the total unrealized gain of \$9,644.86, is shown in income

statement as a gain for CTF. The remaining \$7,644.86 is held in the Balance Sheet under unrealised gain/loss.

# St. Helen's Forecast Budget 2026

<u>St. Helen's Anglican Church</u>			
<b>Forecast 2026</b>	<b><u>2026 Forecast</u></b>	<b>2025 Actuals</b>	<b><u>2025 Forecast</u></b>
<b><u>Revenue</u></b>	-		-
Open Collection	4,000.00	5,801.55	4,000.00
Envelopes General	97,000.00	81,027.20	97,000.00
Flowers	1,500.00	1,285.00	1,600.00
<b>Total Donations</b>	<b>102,500.00</b>	<b>88,113.75</b>	<b>102,600.00</b>
Fundraising incl Christmas Market	10,000.00	9,246.07	10,000.00
<b>Total Fundraising</b>	<b>10,000.00</b>	<b>9,246.07</b>	<b>10,000.00</b>
<b>Cemetery</b>	<b>1,500.00</b>	<b>6,750.00</b>	<b>1,500.00</b>
Weddings/Funeral services	1,000.00	600.00	1,000.00
Rectory Rental	27,600.00	29,902.03	29,664.00
Church rental	29,060.00	28,405.00	25,670.00
Hall Rental	50,468.00	50,155.00	49,500.00
Rentals Film/TV	-	19,000.00	-
<b>Total Rentals</b>	<b>108,128.00</b>	<b>128,062.03</b>	<b>105,834.00</b>
GST/HST Rebate	800.00	1,745.72	1,000.00
Transfer Cemetery Acc.	2,000.00	-	2,000.00
CTF gain/loss	2,000.00	2,000.00	2,000.00
<b>Total</b>	<b>4,800.00</b>	<b>3,745.72</b>	<b>5,000.00</b>
<hr/> <b>Total Revenue</b>	<hr/> <b>226,928.00</b>	<hr/> <b>235,917.57</b>	<hr/> <b>224,934.00</b>
<b>Expenses</b>			
<b>Apportionment</b>	<b>29,500.00</b>	<b>29,379.36</b>	<b>29,380.00</b>
Clergy Stipend, & CRA Employer Costs	120,000.00	115,721.13	116,000.00
Clergy Conferences	600.00	-	600.00
Clergy Short term Replacement	2,000.00	1,920.46	2,000.00
Clergy Disability Ins.	-	-	-
<b>Total Clergy Costs</b>	<b>122,600.00</b>	<b>117,641.59</b>	<b>118,600.00</b>

Contract Music	15,000.00	13,250.00	15,500.00
Contract Office Administrator	16,000.00	15,884.00	16,500.00
Contract Janitorial	4,500.00	4,090.00	4,000.00
Grounds Keeping Person	2,000.00	-	3,500.00
<b>Total Contracts</b>	<b>37,500.00</b>	<b>33,224.00</b>	<b>39,500.00</b>
Office Expenses Computer	1,200.00	951.58	1,200.00
Office Expenses Copier	4,500.00	3,747.42	5,000.00
Office Expense Paper	600.00	459.32	700.00
Office Expense Supplies	600.00	542.36	350.00
Office Expense Postage	170.00	163.02	150.00
<b>Total Office Exps</b>	<b>7,070.00</b>	<b>5,863.70</b>	<b>7,400.00</b>
Church Supplies Flowers	1,800.00	1,709.23	1,800.00
Church Supplies Misc.	2,000.00	1,858.39	2,000.00
<b>Total Church Supplies</b>	<b>3,800.00</b>	<b>3,567.62</b>	<b>3,800.00</b>
Utilities Telephone	1,800.00	1,745.87	1,700.00
Utilities Gas Church & Hall	11,000.00	9,915.44	11,000.00
Utilities Gas Rectory	-	-	-
Utilities Electricity	4,000.00	3,433.80	4,000.00
Utilities City of Surrey	600.00	449.85	600.00
<b>Total Utilities Expenses</b>	<b>17,400.00</b>	<b>15,544.96</b>	<b>17,300.00</b>
Repairs & Maint. Garbage	3,500.00	3,190.42	3,500.00
Repairs & Main. Grounds	1,000.00	406.00	1,500.00
Repairs & Maint. Yard	2,750.00	2,009.67	2,500.00
Repairs & Main. Church	7,000.00	3,823.19	7,000.00
Repairs and Maint. Rectory	1,500.00	-	1,500.00
Repairs and Maint. Hall	5,000.00	3,444.22	5,000.00
<b>Total Repairs &amp; Maint.</b>	<b>20,750.00</b>	<b>12,873.50</b>	<b>21,000.00</b>
<b>Property Taxes</b>	<b>4,500.00</b>	<b>3,469.06</b>	<b>4,500.00</b>
<b>Insurance Costs</b>	<b>19,900.00</b>	<b>19,474.00</b>	<b>19,500.00</b>
<b>Security</b>	<b>450.00</b>	<b>345.88</b>	<b>450.00</b>
Programs Fellowship	500.00	624.31	250.00

Programs Christian Development	1,000.00	1,050.00	900.00
Programs Community Outreach	200.00	-	200.00
Programs Music	600.00	1,066.05	200.00
Programs Sunday School	150.00	-	150.00
Programs Communications	400.00	366.68	200.00
Programs Stewardship	200.00	-	200.00
<b>Total Program Expenses</b>	<b>3,050.00</b>	<b>3,107.04</b>	<b>2,100.00</b>
Misc. Other	150.00	60.41	1,100.00
Misc. Bank Charges	600.00	417.48	600.00
Misc. Synod/Conference	500.00	452.73	500.00
<b>Total Misc. Expenses</b>	<b>1,250.00</b>	<b>930.62</b>	<b>2,200.00</b>
<b>Total Expenses</b>	<b>267,770.00</b>	<b>245,421.33</b>	<b>265,730.00</b>
<b>Total Revenue</b>	<b>226,928.00</b>	<b>235,917.57</b>	<b>224,934.00</b>
<b>Total Expenses</b>	<b>267,770.00</b>	<b>245,421.33</b>	<b>265,730.00</b>
<b>Net Profit (Deficit)</b>	<b>- 40,842.00</b>	<b>- 9,503.76</b>	<b>- 40,796.00</b>