

# **United Church of Canada Orchard Valley Pastoral Charge**

**2020 Annual Report**

**April 1, 2021**



## **Orchard Valley United Church**

130 Cornwallis Avenue

New Minas NS B4N 3M7

Tel: (902) 681-0366

Fax: (902) 681-1460

AdminOVU@bellaliant.com

[www.OrchardValleyUnited.ca](http://www.OrchardValleyUnited.ca)

Rev Don Sellsted

OVUC Minister

MinisterOVU@bellaliant.com

Ken Hassell

Music Director / Organist

MusicOVU@bellaliant.com

Theresa Perrin

Administrative Assistant

AdminOVU@bellaliant.com

Douglas MacKinnon

Custodian

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# **1. OUR MISSION AND VISION STATEMENTS**

## **1.1 Mission Statement**

Inspired by the grace of God, we are a welcoming faith family called to love ourselves, others and the world. We seek to deepen our spiritual understanding and reach out to others through worship and socially just action.

## **1.2 Vision Statement**

Living and Acting through Faith (LAF)

## **2. IN MEMORIAM**

A total of seven OVPC members passed away in 2020. We said goodbye to the following members:

- Helen Campbell
- Jean Carey
- Gerald Hoare
- Ann Lockhart
- Fran Ritchie
- Edna Roach
- Barbara Stirling

### **3. INDIVIDUAL STATISTICS**

#### **3.1 Baptisms, Weddings and Funerals**

There were no baptisms celebrated in 2020.

Three weddings were held at OVUC in 2020; one was for an OVUC member and two were for non-members.

We held five funerals/memorials at OVUC during 2020. One was for a member who passed away in 2019 and the remainder were for members who passed in 2020. We did not hold any non-member funerals.

#### **3.2 Membership**

A total of five people joined OVPC in 2020:

- two through confirmation; and
- three through incoming transfer.

There were no outgoing membership transfers in 2020.

Including the seven members who passed away in 2020, the total membership of Orchard Valley Pastoral Charge, as of December 31, 2020, was 620.

## **4. NOTES FROM COUNCIL, MINISTRY, AND MUSIC DIRECTOR**

### **4.1 Jane McDonald, Outgoing Chair, Church Council**

As I sit here today, I think back to a year ago. We were preparing for the Annual Congregational Meeting for Orchard Valley just about to the day. What a year it has been. I can't imagine how the onslaught of the pandemic has affected each of you in our Orchard Valley family. I imagine those effects fall from being unable to be with friends and family, suffering from COVID-19 or knowing someone who has, or losing a loved one and not being able to grieve in our usual ways. On top of that, there has been a major shift in our normal activities such as grocery shopping, going to work, children going to school, and so many more activities that I can't name here. On the other side of that is a sense of adventure and new paths that we have had to travel to care for those in our Community through worship, Pastoral Care and other support that we usually offer our church family.

I want to congratulate our church family on their many ways of supporting our church throughout this past year. Financially we have weathered the storm, so I thank all of those who have been able to continue contributing financially to Orchard Valley. This has allowed us to maintain our employees on full salary throughout the year and for us to invest in technology to allow us to go online through YouTube and more recently begin to livestream our services via YouTube. How far we have come.

Our committees have continued to do their work as best they can and we continue to do the business that needs to be done for our church to move forward. At this point, I would like to thank all members of our congregation for their contributions to our Committee structure. As you have offered your talents to support the work of Orchard Valley, I want to take this opportunity to offer you a huge debt of gratitude for the work that you do. It is never easy when you are in a leadership role in any organization. There will always be individuals or groups that agree with you and those who don't. Perhaps thanks is not enough for your commitment and faith to help make our faith family strong and loving. We cannot be who we are without you.

I want to commend you in your willingness to be flexible. Thank you, thank you, thank you. You are all an important part of who we are. During this time, we continue to move forward. I know some pieces of work are very important to our members, those being the work on our facility renovations, and fundraising for those renovations. We will bring final plans and numbers to you hopefully this fall. We continue to support our Search Committee in their efforts to find the right fit for additional help with our youth and family ministry. We hope and pray that their search will come to fruition soon.

This was my last year as Chair of Council. I am turning the Chair over to Susan Cater, a member of our congregation with a passion for our church. You will be in good hands. I ask you to please support Susan through this transition and

be open to the possibility of new ways of carrying out the business of Orchard Valley.

Lastly, I want to thank each of you for the support that I have received throughout my tenure. This is not an easy job and as mentioned before it is difficult to find solutions that meet the needs of all. Thank you for being generous and understanding. I look forward to finding new ways to support Orchard Valley in the future.

Respectfully submitted,

Jane McDonald, Outgoing Council Chair  
Orchard Valley Pastoral Charge

## **4.2 Rev Don Sellsted, Minister**

*I have much to write to you, but I would rather not write with pen and ink; instead I hope to see you soon, and we will talk together face to face.*

*3 John 1:13-14*

Greetings to you, saints of the church. The above greeting from John's third epistle seems appropriate for the year we have all experienced.

We began our year with continuing momentum, excitement, and commitment to faith, outreach, and our community. As our worship space continued to fill, we always found room for everyone – physically, emotionally, and spiritually.

Our Lenten season was journeying toward our Hallelujahs and Hosannahs on Easter Sunday. Then a couple of days

before the Third Sunday in Lent, everything changed. The services were cancelled for a couple weeks, or so we thought. Anguish and confusion were the emotions of the day. However, standing in the sanctuary alone, your minister responded by recording a message for that Third Sunday, not knowing that it would form an ongoing relationship with a video camera.

*Do not be conformed to this world, but be transformed by the renewal of your mind, that by testing you may discern what is the will of God, what is good and acceptable and perfect.*

*Romans 12:2*

## **Worship**

A rapid transformation occurred, and we began to pre-record our worship services. I was overwhelmed with gratitude as members of our congregation volunteered to record parts of our service, sometimes from our church and often from their own homes.

With loosening restrictions, we held our first in-person service on November 22. It was a learning experience for all of us, and we remained committed as we grew steadily in our ability to provide meaningful worship both in-person and through technology. The number of views for our services exceeded all our expectations. There are simply too many individuals to thank, but all the support and encouragement has been wonderful.

However, at Covenanter Church, we were unable to host any services within the building. It was very difficult to see the church remain vacant throughout the year.

With the limited number of people allowed to physically attend our services, we decided to pre-record our Christmas Eve services for both Orchard Valley United Church and the Covenanter Church. Both of these services were well supported and widely distributed. Thanks to all for your participation.

### ***Children and Youth***

Our church family remained committed to our values as youth programs continued in new and unique ways. As things opened up, our Christian Development team responded with safely held youth events and family worship services. It has been a delight to participate, and with the addition of activity-based songs, my lack of physical coordination has shone through.

We concluded the year with a Zoom-recorded Christmas Pageant.

### ***Weddings and Celebrations of Life***

Grieving with families has been difficult with pandemic restrictions. However, we did manage to surround loved ones to support, to mourn and cry together, and to celebrate lives well lived.

Many planned weddings have been postponed due to the inability to mark these milestone moments surrounded by

loved ones. We did have some small and family-limited weddings, which were deeply meaningful for all.

### ***Lenten Reflections***

One of the ways to remain connected was to begin posting daily Lenten Reflections once we realized that we would not be able to worship together during Lent. It was a joy to do and was a meaningful Lenten Spiritual Practice for me. I thank all of you for your support in these.

### ***Closing***

It has been a challenging, learning, amazing, and affirming year serving Orchard Valley United and the Covenanter Church. With all that the world threw at us, we could have ground to a halt, but you all rallied with support and encouragement to make the year meaningful for me and our faith family.

My sincere gratitude for all the support I have received from our music director who adapted to this new way of doing things with vigor and enthusiasm. We could not have made it through the year without the commitment of our committees who learned new meeting skills, the dedication of our admin assistant, and the flexibility and cleaning / safety skills of our custodian. We could not have done all that we accomplished without the countless volunteers who keep me in check and keep us moving forward. Thank you to the greeters, readers, and candle lighters. Thank you to the inspirers, celebrators, zealots, mentors, up-lifters, and bright

smilers. Thanks for all your companionship in this journey. And my, do you all look good!

And one more time, I continue to say there is not a better place that Cheryl and I could have been so blessed by God to be called to. Thanks be to God. Hallelujah and Amen.

Blessings to you all,

Rev Don Sellsted

### **4.3 Ken Hassell, Music Director**

What a year this has been! From January 1 through to the middle of March, we were doing “the usual”, planning and preparing for each service, and planning toward Lent and Easter. Well, that was stopped in its tracks, wasn’t it?

From that point onward, thanks to soloists, duets, and, as things progressed, quartets and quintets (with a bubble), music has been sustained very well in the Orchard. We were even able to restart the OV Chimes this Fall.

I give a huge “Thank-you!!” to every chorister and instrumental musician who contributed so willingly and musically to our music ministry in 2020! Of course, a special musical and paternal thank-you to our son, Colin, who was able to offer his musical talents with us on December 20, and January 3, 2021.

We are also very grateful to the entire congregation and specifically to Rev Don, Doug, Theresa, the AV/Livestream Team, and to the Worship and M&P Committees for

continued and unflagging support of our music ministry here in the Orchard.

Here's to 2021! May we achieve some semblance of normalcy soon!

Respectfully submitted,

Ken Hassell

Music Director

## 5. COMMITTEE REPORTS

### 5.1 Affirming Church Committee

2020 Members: Vicky Austin (Co-chair)  
Dale MacArthur (Co-chair)  
Cheryl Sellsted (Secretary)  
Julien Davis  
Jean Illingworth (resigned)  
Cheryl MacDonald  
Chris Seymour  
Carol Wooster

Ex-Officio: Rev Don Sellsted

The Affirming Committee is co-chaired by Dale MacArthur and Vicky Austin. The resignation of Jean Illingworth was regrettably accepted.

The mandate of the Committee is the following:

#### ***Mandate***

Following the Affirming process used by the United Church of Canada, the Committee is to understand the need for, and the issues surrounding, congregational inclusion of the 2SLGBTQ+ community (2 spirit, lesbian, gay, bisexual, transsexual, and queer). The Committee then supports the congregation and other committees in their understanding of the issues for them to be prepared for a congregational vote on becoming a member of Affirm United.

The Committee started out in in 2020 with plans to have a congregational workshop focusing on the movie “For the Bible Tells Me So”. Unfortunately, the COVID-19 pandemic caused the Committee to suspend some of its planned activities.

### ***Activities to Date***

However, the Committee was able to accomplish the following:

- A donation was made to the Valley Youth Project;
- The co-chairs were interviewed for the first episode of “Fruit from the Orchard”;
- Children and grandchildren of congregants read inclusive children’s books as part of the service (e.g. *All Kinds of Families*);
- The congregation was offered an opportunity to discuss the film “For the Bible Tells Me So”, by Zoom, but registration was low, so the Committee was able to discuss it among themselves;
- Committee members read the appropriate Minute for Mission during a Sunday service;
- Rev Don lights the Unity Candle each week;
- Resources are added to the Affirm resource page on the OVUC website on a regular basis. Books are available for loan through the office;
- Regular updates regarding meetings or resources are in the weekly announcements;

- A budget was developed and submitted; and
- Inclusive hymns are sung each Sunday.

### ***Future Activities***

The co-chairs will work with the United Church Affirming Co-ordinator to:

- Continue the affirming journey;
- Develop an action plan for the upcoming year;
- Develop an inclusive marriage policy;
- Present a role play regarding what it means to be an Affirming church; and
- Submit a document to our resource page that addresses what it means to be an Affirming church.

### ***Conclusion***

The Committee members look forward to continuing its work on diversity and inclusivity in 2021.

Respectfully submitted,

Dale MacArthur and Vicky Austin, Co-chairs  
Affirming Committee

## 5.2 Christian Development Committee

2020 Members: Andy Pitter (Acting Chair)  
Kathy Schofield (Secretary)  
Amanda Dominey  
Heather Hennigar  
Cheryl Hill  
Elaine Maynard-Lloyd

Ex-Officio: Rev Don Sellsted

This Committee works to:

- Provide stewardship of Orchard Valley's Christian development programs;
- Determine the educational and developmental needs of the congregation; and
- Initiate programs to meet these needs for all persons, at each stage of their lives.

Due to COVID-19, most of our activities this year were very different. During lockdown, Andy Pitter offered at-home activities and, for a while, Sunday morning Zoom sessions. A few youth were engaged in periodic dramatic readings recorded via Zoom. We sent several families to Sherbrooke Lake Camp for weekend rentals. In the fall, we began a junior youth group (co-led with Grace Marcoux) and a monthly family worship. Thea Burton led a Zoom-recorded Christmas pageant.

Before lockdown, Cheryl Hill organized the 2020 Seekers' Coldest Night of the Year walk. They raised over \$1,500 for Open Arms via Sunday sundaes, bottle recycling, toque sales

and sponsorships. Many thanks again to Valerie Mosher for her beautiful knit toques.

Respectfully submitted,

Andy Pitter, Acting Chair  
Christian Development Committee

### **5.3 Communications Committee**

2020 Members: Sylvia Jacquard (Chair)  
Carol Dewar (Secretary)  
Jane McDonald  
Donna Murphy

The Committee met monthly to deal with the items related to our mandate, which is to let the congregation and the public know what is happening at Orchard Valley, although COVID-19 certainly meant that there were not many events in 2020.

- We created twice-yearly newsletters at Advent and Easter. They were available in regular and large print versions that were emailed, posted on the website, and available in church. They each included messages from the minister and the Council Chair, a story specific to the season, and children's activity pages. The Easter newsletter included a story about what Palm Sunday meant to Dorothy Robbins and articles on the progress on the renovation plans, on Sunday School, an introduction to our newest staff member Doug MacKinnon, and on the volunteers who work at

the Food Banks. The Advent newsletter included a poem by the late Gordon Hansford about Christmas in an English Army Hospital and articles on how Orchard Valley is coping with COVID-19, Dorothy Robbins 100<sup>th</sup> birthday celebration, the building expansion moving into Phase 2, the new Family worship, and the new Junior Youth Group.

- We've provided publicity for events and cancellation of service/event notices when requested.
- This year's Stories from the Orchard pre-service slideshows included: the Junior Youth Group Halloween Party; Dorothy Walker Robbins' 100<sup>th</sup> birthday celebration; and the Congregation Life Christmas Cookie Project.
- COVID-19 meant we were unable to do our usual Seniors' Worship Service this year.
- Committee member Sylvia Jacquard provided video editing support to the WAICC Worship Service project, which produced a 30-minute church service on the Eastlink television channel in spring and summer of 2020 for the benefit of those without internet access.
- Committee members are also providing assistance with the livestreaming of the church services in terms of preparing and presenting the PowerPoint

presentations as well as the camera and computer work.

Respectfully submitted,

Sylvia Jacquard, Chair  
Communications Committee

## **5.4 Congregational Life Committee**

2020 Members: Rebecca Godfrey (co-Chair)  
Gail Gordon (co-Chair)  
Frank Hartman  
Evangeline (Vangé) Leslie  
Cheryl Manzer  
Cheryl Sellsted

It has been a different year for Congregational Life due to the pandemic. Here is what our Committee did in January, February, and December.

### ***January***

We had the Y'All Come to Supper at the end of the month. We had a pork roast dinner, with pineapple upside down cake for dessert. It was well attended with about 40 people enjoying a great meal.

### ***February***

We had a skating party at Acadia University. It was well attended and was followed by a pizza party at the church. It

is hopeful that we will take part in this project sometime again in the future.

We helped out with the Shrove Tuesday Pancake supper. We served pancakes, sausage, homemade beans, plus we had fruit salad and apple slices for dessert. There was a large crowd in attendance and was enjoyed by all.

### ***December***

Congregational Life decided to do a Christmas cookie project for some of the seniors in our church. We made eight different kinds of cookies in mid-December. This was done over a three-day period. We made 420 cookies; 30 bags with 14 cookies in each bag.

We would like to offer a huge thank-you to all our Committee members plus Heather Bishop, Heather Hennigar, Pat Lenethen, Mindy Vinqvist-Tymchuk, and Betty Rockwell. A special thank-you to Cheryl Sellsted for making the many phone calls to our seniors in our congregation and to Cheryl Manzer for her valuable advice in preparing the cookies. A huge thank-you to the Men's Group for delivering the cookies, and to Theresa Perrin for all her help with regards to this Cookie project.

To all members of Congregational Life, we offer a huge thank-you for all your dedication and hard work in 2020.

Respectfully submitted,

Rebecca Godfrey, Co-Chair  
Congregational Life Committee

## 5.5 Covenanter Church Committee

2020 Members: Beth Crosby (Secretary)  
Betty Curry (Treasurer)  
Jim Keech (Building Coordinator)  
John Burdock  
Dr Anthony Harding  
Ramona Jennex  
Dave Murphy  
Dorothy Robbins  
Krystal Tanner  
Bill Woodman  
Harvey Gilmour (Board of Trustees Rep)

Ex-officio: Rev Don Sellsted

Committee meetings were held at 10:00 am, the second Tuesday of each month at OVUC. In May of 2020, they were moved to an online format via Zoom.

The Covenanter is the oldest existing Presbyterian Church building in Canada and is an object of great pride to the local community. It is a registered Provincial Heritage Building and a National Historic Site and, as such, is an active tourist destination for local and international travelers. Because of its historical importance, the Committee would like the Covenanter to remain a living church by maintaining ties with the United Church of Canada. Currently the responsibility of the Orchard Valley Pastoral Charge, the Covenanter has unique sources of funding and management. The Covenanter Church is a trust of Orchard Valley Pastoral Charge Trustees and is managed by the Covenanter Church

Committee. The Committee has representation from OVPC Trustees as well as the OVUC Worship Committee. The Covenanter has been financially self-sufficient through the Heritage Fund set up to receive and disperse monies for repairs and maintenance. Funding comes from a variety of sources including offerings, donations, special services, weddings, fundraising, bequests, memorials and government grants.

The proper care and maintenance of the Covenanter Church is always a priority of the Committee and OVPC Trustees.

In 2020, we held seven meetings. Unfortunately due to the pandemic, we had to cancel any planned weddings, the Kirkin O The Tartan, our Summer Worship Services, and our in-person Christmas Eve Service. The church was also closed to walk-in visitors.

For our Christmas Eve service, Rev Don Sellsted created an online video that was recorded in the church. It contained messages from the Committee, readings, hymns and a soloist. This was well received and at last count, had over 380 viewings.

Beth Crosby acted as chair for the fiscal year, stepping down after December 2020. At that time, John Burdock stepped in as Chair and Ramona Jennex took over as Secretary. The Committee has been successful this year in recruiting four new members.

The Building Coordinator's report and a brief Financial Report are included with this report.

Respectfully submitted,

Beth Crosby, Acting Chair  
Covenanter Church Committee

### ***Covenanter Church Building Coordinator's Report***

The Covenanter Church building was closed for its ordinary daily openings in 2020 due to the COVID-19 pandemic health regulations, including both summer services, weddings and for general public visitation.

General maintenance activities took place during the spring, summer and fall.

Contact with contractors for the roofing project (replacement of the shingles on the tower and steeple) is moving along.

Regular, careful maintenance over the year is essential with any older building and this historic building is no exception; it is important to respect the Covenanter Church both as a unique heritage property as well as a place of worship.

Respectfully submitted,

Jim Keech, Building Coordinator  
Covenanter Church Committee

## ***Covenanter Church Heritage Fund Treasurer's Report***

The Covenanter Church Committee has been preparing a 2020–2025 Capital Repair Plan. In 2020, the Committee started investigating the process of applying for grants for the repair to our roof and cupola. This included obtaining an architect's report for the work to be carried out (from Harry Jost). We will be seeking quotes and applying for grants for major repairs to the Covenanter Church. (The OVUC Finance Committee, Board of Trustees, and Church Council have approved an expenditure of up to \$60,000 for major repairs to the Covenanter Church.)

At least 50% of the cost could be covered through the National Cost Sharing program. (Covenanter Heritage investments can cover the full amount if necessary.)

Due to the COVID-19 pandemic, we do not have a planned project completion date at this point. We will be working in the upcoming months on the completion of the grant application.

The following items need to be completed before the grant application deadline:

- The expenditure of up to \$60,000 must be presented to the OVUC congregation for their information and approval; and
- Region 15 Council approval would be based on the Region 15 Property Committee's recommendation. That meeting is in early May.

The Covenanter's Statement of Revenues and Expenditures for 2020 follows.

Respectfully submitted,

Betty Curry, Heritage Fund Treasurer  
Covenanter Church Committee

### **Covenanter Heritage Fund 2020 Financial Summary**

<b>Jan 1, Beginning Balance</b>	<b>6284.36</b>
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#### **Revenue**

##### Sales

Books and Note Cards	25.00
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Cookbooks	200.00
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##### Offerings and Donations

Church Offerings	945.00
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Other Donations	900.00
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Memorials	285.00
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##### Other

HST Refund Due Paid	96.47
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<b>Total Revenue</b>	<b>2451.47</b>
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#### **Expenditures**

Lawn Care	530.00
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Heating and Electricity	427.13
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Bank charges	63.30
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Sewer Frontage tax	151.50	
Miscellaneous		
McKinley gift	200.00	
Minister gift	150.00	
Staff gift	150.00	
Mangle–calligraphy	150.00	
Keech		
– Christmas lights	76.00	
Bekkers		
– rental return	300.00	1026.00
OVUC insurance		1103.00
Christmas soloist		<u>125.00</u>
<b>Total Expenditures</b>		<b>3425.93</b>
<b>Dec 31 Book and Reconciled Bank Balance</b>		<b>5309.90</b>
<b>The 2020 Operating Loss is \$974.46</b>		<b>&lt;974.46&gt;</b>

HST Refund Due   \$5.06

Betty Curry  
Treasurer  
Covenanter Heritage Fund

## 5.6 Facilities Committee

2020 Members: Cynthia Bruce  
Carolyn Cameron  
Jim Dewar  
Harvey Gilmour  
Helen Seymour

Ex-officio: Rev Don Sellsted  
Jane McDonald (OVUC Council Chair)

Meeting four times early in 2020, the ad hoc OVUC Facilities Committee completed its many months of collective work with a revised building design effecting a net reduction of approximately 1500 ft<sup>2</sup>, by eliminating the rear building extension and adjusting choir room / stage areas and making interior alterations to the earlier proposal. At that time (February), it was felt by the Committee that the costs of construction would be reduced from \$2.2 million (the earlier design) to approximately \$1.7 million. BD Stevens' architect, Cory McFadden, said that his company was not in a position to begin the project until "sometime in 2021" due to the volume of work already before them. In May 2020, the Facilities Committee then referred its completed preliminary design phase work to Council to assess next steps, which will include civil engineering and structural engineering architecture.

Having successfully completed its work, the Committee was formally discharged by Council in May 2020.

On behalf of the Committee, which worked on the design phase for more than a year, I would like to thank the

members: Helen Seymour, Carolyn Cameron, Cynthia Bruce, Jim Dewar, Jane McDonald and Rev Don Sellsted. Special assistance to the Committee was provided by Andy Pitter, Cheryl Manzer and Ken Hassell, for which we are grateful.

Respectfully submitted,

Harvey Gilmour  
Facilities Committee Co-ordinator

## **5.7 Finance Committee**

2020 Members: Cecil White (Chair)  
Andrea Purvis (Secretary)  
Bill Simpson (Treasurer)  
Jennie Bustin  
Carolyn Cameron  
Betty Curry  
Helen Gill

Ex-officio: Rev Don Sellsted

For obvious reasons, this has been a somewhat unusual year. I only came on the Finance Committee at the end of 2020, so my ability to report on the details is somewhat limited. What I can say is that everything has seemed to move along smoothly with the Committee and Treasurer seeing that everything that needed to be done was done. In addition, I am happy to report that the congregation has been very supportive by finding alternative means to make their donations and continuing to support the church in these unusual times.

I want to thank the Committee for their service, particular that of Joan and Cecil White. We are missing your experience and wisdom as we work through the responsibilities of the Committee. I also particularly want to thank Bill Simpson for his continuing diligence and commitment in the service of the church. Bill has graciously accepted the additional responsibilities and dealt with all the uncertainty in this strange year. The congregation owes you our thanks.

Going forward we encourage the congregation to continue its support of the church as we move through what will be the ending of the pandemic towards a future that brings us all back together.

Respectfully submitted,

Gary Dunfield, Chair  
Finance Committee

## **5.8 Ministry and Personnel Committee**

2020 Members:    Nancy Handrigan (Chair)  
                             Sheila Francis  
                             Ian Godfrey  
                             Christina Macdonald  
                             Carol Wooster

There is no question that 2020 was a year to remember, and Orchard Valley staff took on the many challenges with courage and grace. From creative online worship with great musical variety to managing the building, attendance and

finances, our staff led and supported all regular and new activities throughout the year.

Rev Don and Cheryl Sellsted continue to bring so much to the lives of the Orchard Valley congregation, through the obvious Sunday services and so much behind-the-scenes work, particularly last year when in-person gatherings were mostly at a stand still. The Ministry and Personnel Committee hears from congregants regularly about how happy they are to have the Sellsteds with us.

Theresa Perrin has also taken a leadership role in working through pandemic protocols and ensuring all is communicated to the congregation. We are grateful for her steady hand on all things administrative in the church.

The music program at Orchard Valley remained an integral part of worship even though the choir has not been together fully since early March. Music Director Ken Hassell has worked tirelessly to ensure there is special music for worship services, experimenting with various online and in-person methods and involving all interested musicians.

Custodian Doug MacKinnon has had a particularly challenging year, sanitizing the church continuously and arranging and rearranging the sanctuary set-up for proper distancing for worship, meetings and other activities. We are grateful for his hard work and positive attitude.

Treasurer Bill Simpson has managed the church's finances again through 2020 and thankfully has reported good news regularly!

For the first 10 weeks of 2020, we heard Dale Griffiths on the piano for the 9:00 am Sunday services as usual, but the pandemic has seen these services cancelled since mid-March.

Ministry and Personnel has held the annual meetings with staff to discuss any concerns and to review job descriptions. We want to thank each of them, along with the many volunteers, for their service to Orchard Valley in 2020.

We would also like to thank retiring Ministry and Personnel Committee members, Ian Godfrey, Carol Wooster, Christina Macdonald, and the incoming members, Sheila Francis, Sarah Hartman and Mindy Vinqvist-Tymchuk (Chair).

Respectfully submitted,

Nancy Handrigan, Chair  
Ministry & Personnel Committee

## **5.9 Outreach Committee**

2020 Members:   Susanne Sweatman (Chair)  
                          Sylvia Jacquard (Secretary)  
                          Gary Dunfield  
                          Sheila Fisher  
                          Cheryl Manzer  
                          Kelly Messom  
                          Andy Pitter

Helen Seymour  
Beth Spindler

Ex-Officio: Rev Don Sellsted

2020 being the year of COVID-19 meant that many of our initiatives were unable to take place (including Canucopia, the Clothing Swap and Give Away) or ceased after March (like the Glooscap Breakfast Program and Meet Your Feet). A few programs, like the Christmas Hamper Program and the annual Scholarships, were able to take place as usual.

### ***Benevolent Fund***

There was not much call on the Benevolent Fund last year, with an average of one call per month and a total outlay of about \$1000.

### ***Christmas Hamper Program***

Orchard Valley United Church assisted with Christmas Hampers in Wolfville, New Minas, Kentville and surrounding areas. In Canning, we contributed \$500 to the Canning Food Bank to assist their families in need. In Wolfville, our contribution was \$500 toward pies and turkeys distributed through the Wolfville and Area Interchurch Council (WAICC). The Salvation Army co-ordinates the Hamper program for the Kentville and Area Council of Churches (KNMACC). Various churches participated in this area helping families in need. Children were helped under the toy store part of the program. OVUC provided coordinators, registration, delivery, and toy store workers. We delivered

41 Christmas Gift Card hampers to families in this area as well as assisting Valley Regional Hospital staff in sponsoring two families. Due to the generosity of this congregation, Orchard Valley also provided toys in the value of over \$900 to the Toy Store for families. Thank you for supporting Outreach. A special 'thank you' to Dale MacArthur for her assistance.

Respectfully submitted,

Helen Seymour & Sheila Fisher, Hamper Co-ordinators

### ***Fundy Food Bank***

In 2020 there were 2,316 household visits which breaks down to 5,429 individuals (3,724 adults, 1,705 children). Total food distributed was 61,880 kg of food. Orchard Valley donated 321 kg of food. One must remember that during the COVID-19 pandemic, the Food Bank was closed to the public for six months, therefore food donations from churches were down. Last year, OVUC had to cancel the two Canucopias due to the pandemic. Compared to 2019, our numbers at the Food Bank were down approximately 30%. With the help of Open Arms volunteers, Fundy Food Bank was still able to deliver food boxes to anyone who called during that time, March to August. In September, we were able to reopen our doors.

Respectfully submitted,

Sue Smith, OVUC Rep

### ***Horton High School Stocking Stuffers (Special Program)***

We wanted to do a special program at Christmas so we reached out to Horton High School asking what we could do. They replied with a request for items for their Christmas family hampers. We put out a call for hats, mittens, gloves, underwear, candy, and small toys and purchased some ourselves using money from our budget. The campaign was a great success and a letter was received from Horton High, thanking OVUC for its contributions.

### ***Glooscap Breakfast Program***

The Glooscap Breakfast Program asks us to provide two volunteers each morning for four weeks during the school year. OVUC volunteers worked three of its scheduled weeks during the 2019/20 school year (Sept 23–27, Nov 25–28 and Feb 10–14) before COVID-19 closed the schools. There was no request for help with the Breakfast Program when schools reopened in the fall of 2020 due to COVID-19 restrictions.

Respectfully submitted,

Beth Spindler, OVUC Rep

### ***Low Income Families***

A father from one of our low-income families has needed a lot of moral support, firstly because of COVID-19 and then because family members are now looking after his children. Plus, a grandmother from a different family asked for more financial help than before. I am grateful for all the advice the

Committee gave me regarding both families this past year. Most of our low-income families were able to go out to Sherbrooke Lake Camp for a weekend rental: thanks to the congregation and the Christian Development committee for making that happen.

Respectfully submitted,

Andy Pitter

### ***Meet Your Feet***

In 2020, we held three clinics: in St James Anglican Church (Kentville), at Orchard Valley, as well as St. Francis Catholic Church (Wolfville). The numbers had increased to a total of 110 clients coming to the clinics. We are hoping to restart in the Fall of 2021, if most of the population has been vaccinated. Thank you to all the volunteers from the three churches as well as Mud Creek Rotary.

Respectfully submitted,

Cheryl Manzer, MYF Program Lead

### ***Scholarship Program***

The five-member Scholarship Committee administers the \$1000 Rev. Dr. K. G. Sullivan Memorial Scholarship and the \$500 Arthur R. Allen Memorial Scholarships on behalf of the congregation. In 2020, we received 16 applications from the three high schools in our catchment area (Central Kings Rural High School, Horton High School, and Northeast Kings Education Centre). The students chosen to receive the scholarships were Michelle Song and Caleb Dixon, both from

Horton. We would especially like to thank our Admin Assistant, Theresa Perrin, for all of her work in redacting the applications so Committee members were able to choose the winners based solely on merit, without the influence of any other factors.

Respectfully submitted,

Sylvia Jacquard, Scholarship Chair

### ***Going Forward***

On behalf of the Outreach Committee, I would like to thank all those who have reached out in so many ways to friends, neighbours, and strangers during this time of COVID-19. The saying 'Each one, Reach One' comes to mind. Thank you.

Respectfully submitted,

Susanne Sweatman, Meeting Chair, Outreach Committee

## **5.10 Pastoral Care Committee**

2020 Members: Joy Waterbury (Chair)  
Noreen MacGregor (Secretary)  
Vera Burke  
Peter Dekker  
Linda Draper  
Allyson Dunfee  
George Dunfee  
Evangeline (Vangé) Leslie  
Edie Lloyd

Jean Millett  
Jan Porter

Ex-Officio: Rev Don Sellsted  
Theresa Perrin (Card Secretary)

The Orchard Valley United Church Pastoral Care Committee, in partnership with the Ministry Team, coordinated pastoral care visitation to members of the congregation (and other United Church of Canada people living in our communities). The Pastoral Care Committee encouraged and supported OVUC home, hospital, and institution visitations, while providing a nurturing environment for both the visiting volunteers and those being visited. Our Committee mandate was reviewed and no changes were made. All members have fulfilled the requirements for the Duty To Care Program.

The Committee met monthly except for the summer months and December, either in-person or by Zoom. The meetings all started with a meditation and ended with a blessing and prayer circle. We reported to the OVUC Council and attended the Council meetings. Bills for expenses were forwarded to Council for payment from the 2020 budget.

Before COVID-19 restrictions, we paid Kings Point-To-Point to transport members to church. We organized people to provide hospitality to these folks by meeting them at the door, sitting with them, and seeing them safely out to the awaiting driver. Cab transportation has been provided for church families to attend church functions and Committee members provided drives to church functions as well.

Nursing Home worship services for seniors were attended by Committee members who provided assistance when needed. Bulletins were hand-delivered to nursing homes, assisted living homes, and private homes for members unable to attend church. Visits were made to private homes and nursing homes, to members in the community. Cards were prepared and mailed, telephone calls made, funerals attended, and emails sent. Hospital visiting by Committee members was done on an as-needed basis. These activities were put on hold because of COVID-19 and phone calls, cards and bulletins became our main communication tools.

The *Journeying Through Grief* books (a set of four short books) are available for Committee members to share with OVUC at four crucial times during the first year after a loss.

Pastoral Care's two sub-committees were the Prayer Shawl Ministry and Spirit Yoga. They added to the experiences of our caring community at Orchard Valley United Church.

People sought to experience the healing benefits and unique wisdom offered to us by both Christianity and the Yogi tradition through Spirit Yoga. Monies collected from Spirit Yoga were directed to be used for Pastoral Care. Two yoga taped practices were available on OVUC's website for the time when we could not meet in-person and classes restarted with distance and mask restrictions in place.

The Prayer Shawl group, under the leadership of Jean Millett and Helen Seymour, met at 7:00 pm on the third Tuesday of each month prior to COVID-19 restrictions. While the Prayer Shawl group has not been meeting since the beginning of the

pandemic, shawls were still being completed, donated and gifted to those celebrating a milestone, experiencing grief, or recovering from illness or surgery. There were a total of 10 prayer shawls and 2 prayer squares given out in 2020. We would welcome anyone who enjoys knitting or crocheting to drop by the church; yarn and patterns are available. We hope we can soon meet together to create shawls and enjoy the friendship of others in the church. Please let the church know if you have someone who would appreciate receiving a shawl.

Rev Don, Rev Ivan and Judy Norton, Ken Hassell and our Pastoral Care Committee hosted an online Longest Night Service on December 21.

A program called “You’ve Got A Friend” (to help OVUC Church members to keep in touch with each other) was organized by Vera Burke, Linda Draper and Allyson Dunfee. Thank-you to our callers: Anne Clattenburg, Eleanor and Ned Chase, Margaret Curry, Linda Draper, George and Allyson Dunfee, Judy Gilmour, Helen Hansford, Sarah Hartman, Gloria Hick, Peggy Jones, Edie Lloyd, Vivian MacPhee, Jean Millett, Jan Porter, Betty Rockwell, Cheryl Sellsted, Susanne Sweatman, Linda Swindells, Lois Tracy, Fran Turner, and Joy Waterbury. This group effort was especially important this year to support and prevent loneliness for isolated church members.

We wish to thank those church members who donated cards, stamps, time and money for our OVUC Pastoral Care work throughout 2020.

Partnership with our clergy team is essential for Pastoral Care. Rev Don Sellsted participated in meetings. For this, we are very grateful. Thank you to our OVUC Admin Assistant, Theresa Perrin, and Rev Don for taking over the sending of cards.

The year 2020 brought challenges as we were not allowed into nursing homes, hospitals and members' homes.

Respecting Public Health restrictions, and caring for the health and safety of each other, we have had to return to old fashion letter writing, cards and phone calls. In the past, our Committee has wished for a way to share OVUC services and other United Church services with those physically unable to attend church. This year of 2020 has brought this wish into being. We are forever grateful to all of those caring prayers, energy and innovative OVUC people who have stepped up to the challenge of keeping our church family connected this year.

Respectfully submitted,

Joy Waterbury, Chair  
Pastoral Care Committee

## **5.11 Property Committee**

2020 Members:    John Foote (Chair)  
                          Pat Foote (Secretary)  
                          Richard Clattenburg  
                          Norma Mailman

Doug MacKinnon  
Bruce Tymchuk

Ex-officio: Rev Don Sellsted

Because of COVID 19, the Property Committee only met three times in person and once by Zoom. As the church was completely shut down for most of the year, there was no call for a lot of the ongoing responsibilities of this Committee. We want to thank our custodian, Doug MacKinnon, for keeping things clean and sanitized during this time. Now that a weekly in-person service is being held, Doug looks after setting up the sanctuary in an appropriate seating arrangement and cleaning up afterward.

Some things completed during 2020 include:

- Fire and building inspection resulted in clearing items out of the electrical room. Custodial space was moved to the spare office at the front of the building; some items were stored upstairs, in the storage shed or thrown out;
- Doug is maintaining the fire extinguishers monthly;
- The church sign on Commercial Street was repaired and Doug fixed the parking lot sign;
- Some surplus office equipment was disposed of by various means;
- Mike MacDonald (J.M. MacDonald Construction) was awarded the snow removal contract for 2021; and

- A request for sound proofing between Rev Don's and Theresa's office space was investigated.

Respectfully submitted,

John Foote, Chair  
Property Committee

## **5.12 Stewardship Committee**

The Stewardship Committee voted at the end of 2019 to disband. However, some of the events formerly held under the Stewardship Committee continued.

### ***Soup and Dessert Luncheons***

Soup and dessert lunches were held during the first few months of 2020. Each was well attended. However, the lunches have been suspended indefinitely due to COVID-19.

### ***Christmas Giving Tree***

The Christmas Giving Tree campaign was held during Advent (Nov/Dec) of 2020. It was felt that it was important for people to be able to “remember” and celebrate their friends and loved ones at Christmas time. More than 34 sponsorships were made toward the Giving Tree, and more than \$1200 was raised for OVUC's use.

## 5.13 Worship Committee

2020 Members: Cynthia Bruce (Chair)  
Jennie Bustin (Secretary) (Mar–Sep)  
Marion Buchan  
Pat Godfrey  
Betty Rockwell  
Kathy Schofield  
Mildred Watts (to Sep 2020)

Ex-officio: Rev Don Sellsted  
Ken Hassell

To say this was a year unlike any other would be an understatement! Yet, we have come to value our church family in ways we may never have imagined before. As a Committee, we certainly came up against significant challenges as we considered how to offer meaningful worship experiences in new contexts during the pandemic. So, I am ever grateful for Rev Don and Ken for their commitment, flexibility, and creativity; and to Gary Dunfield, Sylvia Jacquard, and Andy Pitter for their dedication in bringing our desire to livestream to fruition.

The Worship Committee continued to meet monthly using Zoom to consider and respond to the various issues that our mandate requires us to resolve in a timely and dedicated manner. As always, we attended to arranging worship schedules with a specific focus on what was possible given the variable restrictions implemented by the Department of Health and Wellness. We were pleased to be able to consider and approve requests for baptism, marriage, and

confirmation and to be able to welcome new members during livestream services. Before the pandemic restrictions were implemented, we hosted our Shrove Tuesday pancake supper, and Rev Don offered a brief Ash Wednesday service afterward. Importantly, we participated in the planning for limited reopening in September, and we continue to support considerations of how worship can evolve during these challenging times.

On behalf of the Worship Committee, I extend thanks and appreciation to the following:

- To Rev Don Sellsted for providing dedicated spiritual leadership. It has been our pleasure to continue our work with him to support the worship life of Orchard Valley Pastoral Charge.
- To the choir for providing inspirational anthems, and to those who have offered special music throughout the year. Our musicians have given of their talents in new ways this year through recordings of small ensembles, solos, and through providing weekly hymn support in very small numbers. We know this is challenging, and your efforts are greatly appreciated.
- To Ken Hassell, for providing exceptional musical direction and to his dedication to offering outstanding music via livestreamed and recorded services. We also extend our thanks to Dale Griffiths for her music leadership at 9:00 am services while they were able to be held.

- Many thanks go to Theresa Perrin for her leadership of the Reopening Committee and for her significant support of all the new protocols with respect to registration for in-person attendance at services.
- Our thanks also go to Doug MacKinnon for his tireless and meticulous attention to safety of our church facility during what I know is a challenging time to be ensuring everyone is well-protected from virus transmission.
- Finally, we are appreciative to all who have contributed to making recorded and livestreamed services both possible and successful. Cheryl Sellsted provided significant support in video editing; and Gary Dunfield, Sylvia Jacquard, Peter Oleskevich, Carol Dewar, and Andy Pitter provided leadership that has been vital to our capacity to make services available through livestreaming.

Respectfully submitted,

Cynthia Bruce, Chair  
Worship Committee

## **6. OTHER GROUPS**

### **6.1 Orchard Valley Men's Group**

The Men's Group were asked to assist the Property Committee with projects at the church throughout the year.

We assisted with the monthly Soup Lunches held at the church on Tuesdays during the first few months of 2020.

We helped distribute cookies to elderly members in their homes at Christmas on behalf of the Congregational Life Committee.

We also administer the Fundscrip and Guys' Cans projects to provide funds for various outreach programs at the church.

We currently have about 10 men actively involved in the Men's Group. We meet the first Sunday each month for breakfast at The Irving Big Stop in New Minas.

Respectfully submitted,

Chris Seymour, Chair  
OVUC Men's Group

### **6.2 Orchard Valley UCW (OV-UCW)**

The Orchard Valley United Church Women (OV-UCW) follow their purpose, to unite women of the congregation for the mission of the church and to provide a medium through which they express their loyalty and devotion to Jesus Christ in Christian witness, study, fellowship and service.

Members normally meet the third Monday of the month, at 2:00 pm at Orchard Valley United Church. This has been a much different year with the COVID-19 virus. This year we were only able to hold meetings in January and February. The meetings were opened with devotions with topics appropriate for the season. Even without meetings, members are aware of how they are able to follow their purpose in the life of the church and their community. All women of the church are “United Church Women”. When meetings open up again, we hope you are able to join us, even if you have been away from UCW for a while.

### ***2021 United Church Calendars***

Most of the 30 calendars ordered have been sold.

### ***Chrysalis House***

Chrysalis House is an ongoing project for the OV-UCW, through donations for the women and children who are staying at the home. Members of the congregation had been encouraged to leave donations throughout the year in the marked basket. Since the middle of March, the house has been unable to accept personal donations into the House. We have had donations of bedding and clothing, which we have been asked to put on hold until Chrysalis House moves into its new building. This is so there won't be as much to move. Items from the White Gift Sunday were delivered to the home. The recipients were very grateful for your gifts. A list of items needed is posted on the bulletin board at the back of

the sanctuary. You will be advised when they are able to accept items again. Thank you for your donations.

### ***Events***

**World Day of Prayer** – The service was held at St. James Anglican Church, Kentville, on Friday, March 6, 2020 at 2:00 pm. One member took part in the Service. The Service was written by women of Zimbabwe. Theme: “Rise! Take Up Your Mat and Walk”. It was quite well attended.

**Luncheons** – Due to COVID-19, we were unable to gather for our Christmas and June luncheons, the Spring Rally or our afternoon at Berwick Camp. We pray for the time when we are COVID-free and are able to gather again in fellowship. In the meantime, follow your purpose, stay well and stay safe in God’s care.

### ***Financial***

Membership fees of \$24 were paid to the Maritime and National Conferences for six members. A donation was made to Chrysalis House in December of \$100. Our balance as of December 31 was \$377.58.

Respectfully submitted,

Jean Millett, President  
OV-UCW

### 6.3 Wolfville UCW Unit (UCW-W)

Executive: Jane Hynes, President  
Jan Porter, Treasurer  
Evangeline (Vangé) Leslie, Secretary

**Mission:** *To unite all women of the congregation for the total mission of the Church and provide a medium through which they may express their loyalty and devotion to Jesus Christ in Christian witness, study, fellowship and service.*

There were three in-person meetings held in 2020 and one held via phone.

In January, the group made a donation to the Wolfville Area Inter-Church Council (WAICC) on behalf of Chrysalis House. A payment to Conference was also made.

In February, a birthday card was sent to Jean Carey (February 14th).

The World Day of Prayer was discussed and it was determined volunteers were needed from the United Church women. Jane Hynes and Jan Porter planned to take part.

In March, we remembered Jean Carey, who passed away in February shortly after her 104<sup>th</sup> birthday. It was noted that there would be a celebration of her life on April 18<sup>th</sup>. To honour her life, a donation was made to the Stephen Lewis Foundation. It was noted that there were not enough UCW for the World Day of Prayer service so we were unable to participate.

March was the last meeting at Wickwire Place due to COVID-19 restrictions.

In July, a card was sent Evangeline Leslie, who was recovering after an operation.

In December, the UCW Wolfville Unit made a donation to WAICC and The Valley Regional Hospital Festival of Lights.

Devotions and programs were led by Jane Hynes and Ann Booth. Refreshments were provided by Helen Jordan and Hughanne Hennigar.

Respectfully submitted,

Jane A. Hynes, President  
Wolfville Unit of UCW

### **Financial Information**

The following is the 2020 Financial Report for the UCW-Wolfville Unit:

**Opening balance\$80.31**

Intake           \$165.00

Output           \$236.00

**Closing balance\$9.31**

Respectfully submitted,

Jan Porter  
UCW-Wolfville Unit

## **6.4 Friday Women's Breakfast Group**

This year was a short one for the ladies who had met regularly each week to share a morning meal together. Due to COVID 19 restrictions, we were only at the church for nine mornings in January, February, and early March 2020. Two additional breakfasts were attempted at Bryanna's Café later in the summer.

The worry of perhaps spreading the virus to each other, a group of mostly senior ladies, brought a halt to any hope of meeting in person since.

All the ladies, especially those who live alone, have really missed the fellowship of the Friday Breakfasts and it is hoped that in the not too distant future we will be back!!!

Respectfully submitted,

Heather Hennigar

# OVUC Womens Breakfast Group

## Financial Statements for

### year ending December 31, 2020

#### Income Statement Jan 1, 2020 to Dec 31, 2020

##### Revenue

Breakfast Donations	440.60
Catering and Fundraising	50.00
Programming	-
<b>TOTAL Revenue</b>	<u>490.60</u>

##### Expenses

Bank Fees	36.80
Benevolent Fund	-
Gifts	500.00
Maritime Conference	-
Progamming and retreat Expense	-
Supplies-Food and other	625.81
<b>TOTAL Expenses</b>	<u>1,161.81</u>

<b>Net Income</b>	<u>- 671.21</u>
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## **Net Worth as at Dec 31, 2020**

Balance forward -Dec 31,2019	2,577.31
Income 2020	490.60
Expenses 2020	- 1,161.81
Closing Balance -Dec 31,2020	<u>1,906.10</u>

Submitted By

Jennie Bustin

Heather Hennigar

## **6.5     Wolfville and Area Inter-Church Council (WAICC)**

In 2020, the Wolfville Area Food Bank helped just over 100 families each month (250+ people); these numbers were like 2019's but included new people. Due to COVID-19, volunteers delivered most of the food rather than clients picking it up. Because school closures stopped school food programs in the spring, families with school-aged children received a few more food items. With less face-to-face contact, requests for special needs were down. School supplies and fees were still needed in September. 124 families received Christmas hampers.

Mid-week worship services at the Wolfville Elms and Wolfville Nursing Home were suspended once lockdown started. Eventually, at the Nursing Home's suggestion, WAICC approached Eastlink TV for a timeslot on their community channel and had videos broadcasted from late May to mid-October that featured almost all the WAICC churches plus several community musicians. After that, WAICC churches started using Zoom to provide worship to the two seniors' residences.

For the Week of Prayer for Christian Unity pre-lockdown, WAICC had a worship at Manning Memorial Chapel and another at St John's Anglican (with a potluck supper after the latter), a sock drive, a vigil for the Flight 752 victims, and a sock hop at L'Arche. The Good Friday Walk-with-the-Cross was a prayer guide for individuals to do on their own. Chapel Organist John Scott made a worship candle-lighting video with the WAICC ministerial in response to the mass killings in April. The AGM was postponed until the fall and then held

via Zoom with no special speaker. Fiftieth anniversary plans continue to be on hold.

Many thanks to everyone who supported WAICC's activities this past year, especially Rev Don Sellsted who provided worship videos for the Eastlink broadcast and Sylvia Jacquard who edited videos for it!

Respectfully submitted,

Andy Pitter,  
OVUC Lay Representative

## **6.6 Kentville, New Minas and Area Council of Churches (KNMACC)**

Due to the COVID-19 pandemic in 2020, there were only two regular meetings; one item involving the Blessing of the Grads was passed by consensus through emails.

### ***Ecumenical Worship***

- **Christian Unity Service** – No service was held in January 2020.
- **Blessing of the Grads/ Family Picnic** – Due to COVID-19, Northeast Kings Education Centre requested a monetary donation from our Council in June to support the grads. Five hundred dollars was agreed by the Council to support their request.
- **Advent Service** – No service was held this year due to COVID-19.

### ***Valley Foodgrains Bank***

Valley Foodgrains Bank continues to be active with various projects being held throughout the year. All money raised for the Foodgrains Bank is matched by the government 4:1.

### ***Fundy Food Bank***

Fundy Food Bank was a different year with the Food Bank being closed to the public from March through August. Instead, food boxes were prepared and were delivered by volunteers from Open Arms. Also, food donations from the churches were down during this period while they were closed to the public. We served 5,429 clients (3,724 adults / 1,705 children) this past year.

### ***Good Neighbour Energy Home Heating***

The Good Neighbour Energy Home Heating Program is administrated by the local Salvation Army. The program is for clients who need financial assistance with their heat and funds are provided by NS Power.

### ***Christmas Hamper Program***

Christmas Hamper Program is also administrated by the local Salvation Army. In December 2020, 442 food hampers were distributed and 466 bags of children's toys were given out by various churches for the Christmas Hamper Program.

Respectfully submitted,

Sue Smith,  
OVUC KNMACC Representative

## **6.7 Valley Foodgrains Bank Project**

The Valley Foodgrains Bank Project (VFGBP) has been a multifaith and community project since its inception. Churches in the area taking part in the project are Orchard Valley United, Berwick United, Woodville United, Kentville Baptist, Bethany Baptist, St James Anglican and Kings Presbyterian. The VFGBP works under the direction of the Canadian Foodgrains Bank (CFGB). The CFGB is a partnership of 15 churches and church-based agencies working to end global hunger by:

- Supporting international programs to meet immediate food needs, reduce malnutrition, and achieve sustainable food security;
- Influencing improvements in national and international policies that contribute to ending global hunger; and
- Increasing and deepening the engagement of Canadians to end global hunger.

### ***Fall Frozen Blueberry Sale***

Ninety, five-pound boxes of frozen blueberries from Blueberry Acres were sold. Churches taking part were Orchard Valley United, Berwick United, Kentville Baptist, Bethany Baptist, St James Anglican, and Kings Presbyterian. Five-pound boxes of frozen blueberries were sold for \$15, with \$10 going to the Canadian Foodgrains Bank. This year, we were sold 30-pound boxes, which we then re-packed into

five-pound boxes. This made it possible to sell for a lower price and pass on more to CFGB.

In 2020, we were able to give a donation of \$1,000 to the Canadian Foodgrains Bank to help end global hunger. Thank you for your donations towards making this possible.

Respectfully submitted,

Jean Millett, Secretary–Treasurer  
Valley Foodgrains Bank Project

## **7. BOARD OF TRUSTEES**

2020 Members: Harvey Gilmour (Chair)  
Nancy Handrigan (Secretary)  
Gary Dunfield (Treasurer)  
Carolyn Cameron  
Ned Chase  
Jim Dewar  
Bryan Draper  
Ian Godfrey  
Debbie Selig

Ex-officio: Rev Don Sellsted  
Jane McDonald (OVUC Council Chair)

The Board of Trustees is mandated to oversee the real assets of Orchard Valley United Church under the umbrella of the OVUC Church Council. It meets on the call of the Chair and works through its own meetings as well as a standing Investment Committee. The Trustees are linked to the oversight of Covenanter Church through the appointment of a member to the Covenanter Committee. The Board of Trustees is also represented on the Facilities Planning Group.

The Trustees thanked the retiring member John Cochrane (a member since the formation of the Trustees) and welcomed new members Jim Dewar and Carolyn Cameron.

There were two meetings of the Board of Trustees held in the 2020 calendar year, the first one being a joint meeting with the Ad Hoc Facilities Committee members and three representatives of Council to discuss the costs of, and

financial plan for, the new building/expansion project. The second meeting was held to approve the Steeple and Roofing Project of the Covenanter Church for which the OVUC Trustees are responsible. Investment Committee reports were circulated with an exchange of emails endorsing the work of Scotiabank Investments with OVUC Trust accounts.

The composition of the Investment Committee at the beginning of 2021 is Gary Dunfield, Ned Chase, Ian Godfrey, and Harvey Gilmour, with Peter Miller as ex-officio Investment Counsel. Harvey Gilmour represents Trustees on the Covenanter Church Committee and has also served as Trustee representative on the Facilities Planning Group.

Thanks are due to Gary Dunfield for his extensive work with financial oversight as Treasurer and to Nancy Handrigan for being the constant efficient Secretary to the Trustees.

Respectfully submitted,

Harvey Gilmour, Chair  
OVPC Board of Trustees

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## **ANNUAL CONGREGATIONAL MEETING – 2020**

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Due to the COVID-19 pandemic, our March 2020 meeting to discuss the 2019 Annual Report had to be cancelled.

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## **FINANCIAL STATEMENTS – OVPC OPERATING FUND**

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Orchard Valley Pastoral Charge

Financial Statements

December 31, 2020

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# Kelly Coombs CPA Inc.

## Independent Practitioner’s Review Engagement Report

To the Officers and Members of Orchard Valley Pastoral Charge

I have reviewed the accompanying financial statements of Orchard Valley Pastoral Charge that comprise the statement of financial position as at December 31, 2020 and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### *Management’s Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines in necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Practitioner’s Responsibility*

My responsibility is to express a conclusion on the accompanying financial statements based on my review. I conducted my review in accordance with Canadian generally accepted standards for review engagements, which require me to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, I do not express an audit opinion on these financial statements.

### *Conclusion*

Based on my review, nothing has come to my attention that causes me to believe that these financial statements do not present fairly, in all material respects, the financial position of Orchard Valley Pastoral Charge as at December 31, 2020, and the result of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.



New Minas, Nova Scotia  
March 15, 2021

**Kelly Coombs CPA Inc.**  
Chartered Professional Accountant  
Licensed Public Accountant

# Orchard Valley Pastoral Charge

## Statements of Operations and Changes in Net Assets

Year Ended December 31

	2020 Budget	2020 Actual	2019 Actual
Revenue			
Offerings	\$ 159,114	\$ 153,518	\$ 157,234
Mission and service – Congregation	30,000	30,660	31,387
Fundraising	7,700	2,514	6,826
Rental			400
United Church Men	4,000	4,000	3,000
Miscellaneous		59	
COVID-19 government assistance		3,086	
	<u>200,814</u>	<u>193,837</u>	<u>198,847</u>
Expenditures			
Administrative (Page 9)	31,983	30,553	30,217
Committees (Page 9)	55,050	50,328	57,730
Ministry and personnel (Page 10)	173,356	171,305	161,864
Property (Page 10)	<u>40,425</u>	<u>32,428</u>	<u>37,990</u>
	<u>300,814</u>	<u>284,614</u>	<u>287,801</u>
Deficiency of revenue over expenses	<u>(100,000)</u>	<u>(90,777)</u>	<u>(88,954)</u>
Transfers from Orchard Valley Pastoral Charge Trust Funds:			
Designated for operations	100,000	122,776	116,706
Mission and service		5,278	5,395
	<u>100,000</u>	<u>128,054</u>	<u>122,101</u>
Change in Net Assets	\$ <u>Nil</u>	37,277	33,147
Net assets, beginning of year		<u>123,806</u>	<u>90,659</u>
Net assets, end of year		\$ <u>161,083</u>	\$ <u>123,806</u>

See accompanying notes to the financial statements.

# Orchard Valley Pastoral Charge

## Statement of Financial Position

December 31

	2020	2019
<b>Assets</b>		
Current		
Cash	\$ 47,333	\$ 38,184
Receivables	540	440
Harmonized sales tax receivable	2,620	3,177
Prepays	3,169	2,078
Due from Orchard Valley Pastoral Charge Trust Funds (Note 3)	103,379	79,476
	157,041	123,355
Equipment (Note 4)	10,580	8,060
Funds held in trust (Note 5)	29,512	21,871
	\$ 197,133	\$ 153,286
<b>Liabilities</b>		
Current		
Payables and accruals (Note 6)	\$ 6,538	\$ 7,609
Funds held in trust (Note 5)	29,512	21,871
	36,050	29,480
<b>Net assets</b>	161,083	123,806
	\$ 197,133	\$ 153,286

On behalf of the Board

Director

Director

See accompanying notes to the financial statements.

# Orchard Valley Pastoral Charge

## Statement of Cash Flows

Year Ended December 31	2020	2019
Increase (decrease) in cash and cash equivalents		
<b>Operating</b>		
Deficiency of revenue over expenses	\$ (90,777)	\$ (88,954)
Loss on disposal of assets	567	
Amortization	<u>2,257</u>	<u>1,966</u>
	(87,953)	(86,988)
Change in non-cash working capital:		
Receivable	(100)	(440)
Harmonized sales tax receivable	557	577
Prepays	(1,091)	1,220
Payables and accruals	<u>(1,071)</u>	<u>(1,806)</u>
	<u>(89,658)</u>	<u>(87,437)</u>
<b>Financing</b>		
Transfers from Orchard Valley Pastoral Charge Trust Funds	<u>128,054</u>	<u>122,101</u>
<b>Investing</b>		
Advances to Orchard Valley Pastoral Charge Trust Funds	(23,903)	(21,291)
Purchase of equipment	<u>(5,344)</u>	<u>(1,579)</u>
	<u>(29,247)</u>	<u>(22,870)</u>
Net increase in cash and cash equivalents	9,149	11,794
Cash and cash equivalents,		
Beginning of year	<u>38,184</u>	<u>26,390</u>
End of year	\$ <u>47,333</u>	\$ <u>38,184</u>

See accompanying notes to the financial statements.

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# Orchard Valley Pastoral Charge

## Notes to the Financial Statements

December 31, 2020

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1. Nature of operations

Effective July 1, 2012, the Orchard Valley Pastoral Charge was formed to effect the amalgamation of four United Church of Canada Pastoral Charges located in Eastern Kings County Nova Scotia.

These financial statements reflect the activities related to the operations of Orchard Valley Pastoral Charge. The activities of the Trustees Fund managed by the Orchard Valley Pastoral Charge are not included in these financial statements and are reported in separate financial statements.

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2. Summary of significant accounting policies

These financial statements were prepared in accordance with the Canadian accounting standards for not-for-profit organizations in Part III of the *CPA Canada Handbook* and include the following significant accounting policies:

**Cash and cash equivalents**

Cash and cash equivalents include cash on hand and balances with banks, bank overdrafts, and highly liquid temporary money market instruments with original maturities of three months or less. Bank borrowings are considered to be financing activities.

**Equipment**

Equipment is accounted for at cost and amortized on the basis of their useful life using the following methods and rates:

Fixtures and equipment	20% Declining balance
Computer equipment	30% Declining balance

**Financial instruments**

The organization initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument.

The organization subsequently measures all of its financial assets and financial liabilities at amortized cost.

Amortized cost is the amount at which a financial asset or financial liability is measured at initial recognition minus principal repayments, plus or minus the cumulative amortization of any difference between that initial amount and the maturity amount, and minus any reduction for impairment.

Financial assets measured at amortized cost include cash and cash equivalents, and receivables.

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# Orchard Valley Pastoral Charge

## Notes to the Financial Statements

December 31, 2020

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2. Summary of significant accounting policies (continued)

Financial instruments (continued)

Financial liabilities measured at amortized cost include accounts payable and accruals.

Financial assets measured at cost are tested for impairment when there are indicators of impairment. Previously recognized impairment losses are reversed to the extent of the impairment provided the asset is not carried at an amount, at the date of the reversal, greater than the amount that would have been the carrying amount had no impairment loss been recognized previously. The amounts of any write-downs or reversals are recognized in net income.

Revenue recognition

Orchard Valley Pastoral Charge follows the deferral method of accounting for contributions. Contributions are recognized as revenue when they are received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Rental revenue is recognized when the services have been provided.

Volunteers contribute significant hours to assist Orchard Valley Pastoral Charge in carrying out its activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in net revenues and expenditures in the period in which they become known. Actual results could differ from these estimates.

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3. Due from/to Orchard Valley Pastoral Charge – Trust Funds

	<u>2020</u>	<u>2019</u>
Due from Trust Funds	\$ <u>103,379</u>	\$ <u>79,476</u>

The balance represents the portion of income earned on investments held in Trust Funds which is designated for allocation to operating and to mission and services, and the refundable portion of Harmonized Sales Tax on the Trust Funds expenses.

# Orchard Valley Pastoral Charge

## Notes to the Financial Statements

December 31, 2020

4. Fixtures and Equipment	<u>2020</u>		<u>2019</u>	
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Fixtures and equipment	\$ 16,540	\$ 9,130	\$ 7,410	\$ 6,853
Computer equipment	<u>3,958</u>	<u>788</u>	<u>3,170</u>	<u>1,207</u>
	<u>\$ 20,498</u>	<u>\$ 9,918</u>	<u>\$ 10,580</u>	<u>\$ 8,060</u>

5. Funds held in trust	<u>2020</u>		<u>2019</u>	
Benevolent fund	\$ 10,273	\$ 9,936		
Camp Sponsorship Fund		1,602		
Christmas Hamper Fund	33	74		
Funds designated for audio/visual		727		
Meet Your Feet Program	13,184	2,504		
Heritage Fund (Page 11)	5,359	6,396		
Seekers Youth Group	<u>663</u>	<u>632</u>		
	<u>\$ 29,512</u>	<u>\$ 21,871</u>		

6. Payables and accruals	<u>2020</u>		<u>2019</u>	
Payables	\$ 1,260	\$ 2,214		
Mission and Service – United Church of Canada	<u>5,278</u>	<u>5,395</u>		
	<u>\$ 6,538</u>	<u>\$ 7,609</u>		

### 7. Budget Amounts

The 2020 budget amounts on the Statement of Revenues and Expenditures and the Schedules to the Financial Statements are presented for information purposes only, are unaudited and not covered by the review report of Kelly Coombs CPA Inc.

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# Orchard Valley Pastoral Charge

## Notes to the Financial Statements

December 31, 2020

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8. Financial instruments

The Organization is exposed to various risks through its financial instruments. The following analysis presents the Organization’s exposure to significant risk at the reporting date, December 31, 2020.

Credit risk

The Organization is exposed to credit risk with respect to its receivables.

Liquidity risk

The Organization is exposed to liquidity risk with respect to its payables.

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# Orchard Valley Pastoral Charge

## Schedule of Expenses

Year Ended December 31

### Administrative

	2020 Budget	2020 Actual	2019 Actual
Interest and bank charges	\$ 1,800	\$ 1,732	\$ 1,626
Miscellaneous	2,000	1,999	1,872
Office	5,000	5,912	4,557
Presbytery and conference fees	16,383	16,384	16,382
Professional fees	4,300	4,031	4,031
Travel	<u>2,500</u>	<u>495</u>	<u>1,749</u>
	<u>\$ 31,983</u>	<u>\$ 30,553</u>	<u>\$ 30,217</u>

### Committees

	2020 Budget	2020 Actual	2019 Actual
Affirming committee	\$ 800	\$ 270	250
Communication	200	157	306
Congregational life	1,300	79	606
Christian development	2,200	716	1,100
Facilities Committee		1,038	
Ministry and personnel	300	350	452
Mission and Service	30,000	35,939	36,782
Music and worship	6,550	4,206	7,273
Outreach	6,000	3,682	3,811
Outreach – S.L.C. renovation	3,000	3,000	3,000
Outreach – Refugee assistance			2,500
Pastoral Care, net of income allocation of \$780 (2019 \$1818)	1,500	355	(783)
Search Committee	1,000		305
Stewardship	<u>2,200</u>	<u>536</u>	<u>2,128</u>
	<u>\$ 55,050</u>	<u>\$ 50,328</u>	<u>\$ 57,730</u>

# Orchard Valley Pastoral Charge

## Schedule of Expenses

Year Ended December 31

### Ministry and personnel

	2020 Budget	2020 Actual	2019 Actual
CPP and EI expense	\$ 9,252	\$ 9,161	\$ 8,278
Church pension and group insurance	17,490	17,492	16,487
Continuing education and book allowance	3,500	2,036	2,872
Honorariums	6,000	6,000	6,000
Contract Musician	3,630	2,132	3,435
Lay salaries	75,764	76,764	68,788
Minister's salary and housing	57,720	57,720	56,004
	<u>\$ 173,356</u>	<u>\$ 171,305</u>	<u>\$ 161,864</u>

### Property

	2020 Budget	2020 Actual	2019 Actual
Amortization	\$ 1,800	\$ 2,257	\$ 1,966
Insurance	3,400	3,476	3,035
Loss on disposal of assets		567	
Maintenance and repairs	3,500	887	2,843
Miscellaneous and emergency funds	1,000	457	752
Photocopier leases and fees	3,500	3,193	3,489
Security systems	800	744	772
Snow removal and lawn care	8,000	3,569	7,005
Storage	650	645	645
Telephone	7,800	7,730	7,665
Utilities	9,975	8,903	9,818
	<u>\$ 40,425</u>	<u>\$ 32,428</u>	<u>\$ 37,990</u>

Orchard Valley Pastoral Charge  
Schedule of Receipts and Disbursements – Heritage Fund  
Year Ended December 31

Heritage Fund	2020	2019
Balance, beginning of year	\$ 6,396	\$ 8,009
Receipts		
Sales	225	3,584
Donations	2,130	12,882
	2,355	16,466
Disbursements		
Honorariums		200
Insurance	1,103	857
Maintenance	530	2,686
Ministers		1,240
Miscellaneous	1,019	140
Music	125	850
Office		57
Printing		1,489
Property tax	152	152
Service charges	63	36
Utilities	400	372
	3,392	8,079
	5,359	16,396
Transfer to Orchard Valley Pastoral Charge Trust Funds Heritage Reserve Fund		(10,000)
Transfer from Orchard Valley Pastoral Charge Trust Funds Enid Kelly Fund		2,075
Transfer to Orchard Valley Pastoral Charge Trust Funds Heritage Reserve Fund		(2,075)
Balance, end of year	\$ 5,359	\$ 6,396

This schedule does not include Heritage Trust Funds held by the Orchard Valley Pastoral Charge – Trust Funds that are reported on in those financial statements.

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## **FINANCIAL STATEMENTS – OVPC TRUST FUNDS**

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Kelly Coombs CPA Inc.

Orchard Valley Pastoral Charge –Trust Funds

Financial Statements

December 31, 2020

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# Kelly Coombs CPA Inc.

## Independent Practitioner’s Review Engagement Report

To the Trustees of  
Orchard Valley Pastoral Charge – Trust Funds

I have reviewed the accompanying financial statements of Orchard Valley Pastoral Charge – Trust Funds that comprise the statement of financial position as at December 31, 2020 and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### *Management’s Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines in necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Practitioner’s Responsibility*

My responsibility is to express a conclusion on the accompanying financial statements based on my review. I conducted my review in accordance with Canadian generally accepted standards for review engagements, which require me to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, I do not express an audit opinion on these financial statements.

### *Conclusion*

Based on my review, nothing has come to my attention that causes me to believe that these financial statements do not present fairly, in all material respects, the financial position of Orchard Valley Pastoral Charge – Trust Funds as at December 31, 2020, and the result of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.



New Minas, Nova Scotia  
March 16, 2021

**Kelly Coombs CPA Inc.**  
Chartered Professional Accountant  
Licensed Public Accountant

# Orchard Valley Pastoral Charge – Trust Funds

## Statement of Operations

Year Ended December 31

	Unrestricted Funds	Restricted Fund	Total 2020	Total 2019
Revenue				
Chipman Estate	\$ 98,117		\$ 98,117	\$ 90,530
Donations	6,826	\$ 10,070	16,896	7,607
Investment income	8,655	63,771	72,426	75,879
Capital gains distributions	134	3,870	4,004	3,390
Gain (loss) on disposal of investments		237	237	(77)
Change in unrealized gains on investments	<u>7,727</u>	<u>6,892</u>	<u>14,619</u>	<u>101,358</u>
	<u>121,459</u>	<u>84,840</u>	<u>206,299</u>	<u>278,687</u>
Expenses				
Bursary	10,500		10,500	1,500
Investment fees	1,835	17,213	19,048	20,065
Office and miscellaneous	154		154	154
Professional fees	<u>4,031</u>		<u>4,031</u>	<u>4,240</u>
	<u>16,520</u>	<u>17,213</u>	<u>33,733</u>	<u>25,959</u>
Excess of revenue over expenses	\$ <u>104,939</u>	\$ <u>67,627</u>	\$ <u>172,566</u>	\$ <u>252,728</u>

See accompanying notes to the financial statements.

# Orchard Valley Pastoral Charge – Trust Funds

## Statement of Changes in Net Assets

Year Ended December 31

	Unrestricted Funds	Externally Restricted Funds	Internally Restricted Funds	Total 2020	Total 2019
Net assets, beginning of year	\$ 892,768	\$1,610,281	\$1,091,787	\$ 3,594,836	\$ 3,454,209
Excess of revenues over expenses	104,939	35,768	31,859	172,566	252,728
Interfund transfers (Note 7)	500	(500)			
Income distribution to operating:					
General	(98,117)	(20,952)	(3,706)	(122,775)	(116,706)
Mission & Service		(3,045)	(2,233)	(5,278)	(5,395)
Transfers from Enid Kelly Fund to operating					(2,075)
Transfer to Covenanter Heritage Fund from operating					12,075
Net assets, end of year	\$ 900,090	\$1,621,552	\$1,117,707	\$3,639,349	\$3,594,836

See accompanying notes to the financial statements.

# Orchard Valley Pastoral Charge – Trust Funds

## Statement of Financial Position

December 31

	Unrestricted Fund	Restricted Fund	Total 2020	Total 2019
<b>Assets</b>				
<b>Current</b>				
Cash	\$ 55,448		\$ 55,448	\$ 63,980
Inter-fund receivable		\$ 4,560	4,560	13,486
	55,448	4,560	60,008	77,466
Long-term investments (Note 3)	298,302	2,734,699	3,033,001	2,972,331
Property (Note 4)	654,279		654,279	638,001
	\$ 1,008,029	\$ 2,739,259	\$ 3,747,288	\$ 3,687,798
<b>Liabilities</b>				
<b>Current</b>				
Inter-fund payable	\$ 4,560		\$ 4,560	\$ 13,486
Due to Orchard Valley Pastoral Charge	103,379		103,379	79,476
	107,939		107,939	92,962
<b>Fund Balances</b>				
Unrestricted	900,090		900,090	892,768
Externally restricted funds (Note 5)		\$ 1,621,552	1,621,552	1,610,281
Internally restricted funds (Note 6)		1,117,707	1,117,707	1,091,787
	900,090	2,739,259	3,639,349	3,594,836
	\$ 1,008,029	\$ 2,739,259	\$ 3,747,288	\$ 3,687,798

On behalf of the Board

Director

Director

See accompanying notes to the financial statements.

# Orchard Valley Pastoral Charge – Trust Funds

## Statement of Cash Flows

Year Ended December 31	2020	2019
Increase (decrease) in cash and cash equivalents		
Operating		
Excess (deficiency) of revenue over expenditures		
Unrestricted	\$ 104,939	\$ 98,040
Restricted	67,627	154,688
Change in unrealized loss (gains) on investments		
Unrestricted	(7,727)	(5,472)
Restricted	(6,892)	(95,886)
Loss (gain) on disposal of investments		
Unrestricted		77
Restricted	(237)	
Change in non-cash operating working capital:		
Increase in amounts due to Orchard Valley Pastoral Charge	<u>23,903</u>	<u>21,291</u>
	<u>181,613</u>	<u>172,738</u>
Financing		
Transfer to operating	(128,053)	(122,101)
Transfer from Enid Kelly Trust to operating		(2,075)
Transfer to Covenanter Heritage Trust from operating	<u></u>	<u>12,075</u>
	<u>(128,053)</u>	<u>(112,101)</u>
Investing		
Proceeds from sale of investments	1,349,285	1,268,670
Purchase of investments	(1,395,099)	(1,301,137)
Property additions	<u>(16,278)</u>	<u></u>
	<u>(62,092)</u>	<u>(32,467)</u>
Net increase (decrease) in cash and cash equivalents	(8,532)	28,170
Cash and cash equivalents,		
Beginning of year	<u>63,980</u>	<u>35,810</u>
End of year	\$ <u>55,448</u>	\$ <u>63,980</u>

See accompanying notes to the financial statements.

---

# Orchard Valley Pastoral Charge – Trust Funds

## Notes to the Financial Statements

December 31, 2020

---

### 1. Purpose of the Organization

Effective July 1, 2012, the Orchard Valley Pastoral Charge was formed to affect the amalgamation of four United Church of Canada Pastoral charges Located in Eastern Kings County Nova Scotia.

These financial statements reflect the activities related to the Trust Funds held by the Orchard Valley Pastoral Charge. The other operating activities of the Orchard Valley Pastoral Charge are not included in these financial statements and are reported in separate financial statements.

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### 2. Summary of significant accounting policies

The organization's financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations.

#### Fund accounting

The Unrestricted Fund accounts are for the organization's program delivery and administrative activities. This fund reports unrestricted resources.

Restricted contributions and resources and internally restricted resources are reported in the Restricted Funds.

#### Revenue recognition

Orchard Valley Pastoral Charge-Trust Funds follows the restricted fund method of accounting for contributions.

Restricted contributions are recognized in the fund corresponding to the purpose for which they were contributed. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Investment income is recognized as revenue of the appropriate fund when received or receivable if the amount to be received can reasonably be estimated and collection is reasonably assured.

#### Cash and cash equivalents

Cash and cash equivalents include cash on hand and balances with banks, bank overdrafts, and highly liquid temporary money market instruments with original maturities of three months or less. Bank borrowings are considered to be financing activities. Cash and cash equivalents held with an investment broker are considered investments.

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# Orchard Valley Pastoral Charge – Trust Funds

## Notes to the Financial Statements

December 31, 2020

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### 2. Summary of significant accounting policies (continued)

#### Financial instruments

The organization initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument.

The organization subsequently measures all of its financial assets and financial liabilities at amortized cost, except for investments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in net revenues and expenditures in the period the changes occur.

Amortized cost is the amount at which a financial asset or financial liability is measured at initial recognition minus principal repayments, plus or minus the cumulative amortization of any difference between that initial amount and the maturity amount, and minus any reduction for impairment.

Financial assets measured at amortized cost include cash and cash equivalents and receivables.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and long-term debt.

Financial assets measured at fair value include investments. The fair values of investments are determined by reference to the latest closing transactional net asset value of each investment.

Financial assets measured at cost are tested for impairment when there are indicators of impairment. Previously recognized impairment losses are reversed to the extent of the impairment provided the asset is not carried at an amount, at the date of the reversal, greater than the amount that would have been the carrying amount had no impairment loss been recognized previously. The amounts of any write-downs or reversals are recognized in net revenues and expenditures.

#### Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and adjustments necessary are reported in net revenues and expenditures in the period in which they become known. Actual results could differ from these estimates.

Orchard Valley Pastoral Charge – Trust Funds
Notes to the Financial Statements

December 31, 2020

3.

Investments measured at fair value

	2020	2019
<b>Unrestricted</b>		
Cash equivalents	\$ 33,803	\$ 26,702
Guaranteed investment certificate	21,931	21,225
Mutual funds:		
Fixed income	115,116	111,034
Equities	119,332	116,141
Common shares	8,120	8,647
	<u>298,302</u>	<u>283,749</u>
<b>Restricted</b>		
Cash equivalents	307,795	637,689
Guaranteed investment certificate	218,291	293,342
Bonds	7,900	7,900
Mutual funds:		
Fixed income	939,528	934,249
Equities	474,386	478,218
Preferred shares	519,021	265,861
Common shares	267,778	70,323
	<u>2,734,699</u>	<u>2,688,582</u>
Balance, end of year	<u>\$ 3,033,001</u>	<u>\$ 2,972,331</u>

4.

Property at cost

	2020	2019
Grand Pre Covenanter property	\$ 214,000	\$ 214,000
New Minas property	440,278	424,000
Lower Horton Cemetery	1	1
	<u>\$ 654,279</u>	<u>\$ 638,001</u>

Properties were transferred at their carrying values from the accounts of Orchard Valley Pastoral Charge in 2013. These assets are not being amortized.

Orchard Valley Pastoral Charge – Trust Funds
Notes to the Financial Statements

December 31, 2020

5. Externally restricted funds

	2020	2019
Allan	\$ 3,810	\$ 3,828
Bayne	1,460	1,432
Covenanter:		
Heritage Fund Reserve	65,176	63,681
Enid Kelly Memorial Fund	23,165	22,717
Maritime Conference Financial Services Bond A	4,400	4,400
Maritime Conference Financial Services Bond B	3,500	3,500
AK Forsythe	254,359	255,615
E Forsythe	541,456	544,129
Leslie:		
Principal	49,163	49,406
Income	76,862	74,181
MackKay:		
Mission and service	104,590	102,750
Operating	104,590	102,750
Sullivan	41,173	40,774
Manse	347,848	341,118
	<u>\$ 1,621,552</u>	<u>\$ 1,610,281</u>

6. Internally restricted funds

	2020	2019
Building	\$ 856,424	\$ 830,261
Dewis	180,385	181,276
Duncan	25,840	25,967
Harris	33,626	33,792
Memorial	21,432	20,491
	<u>\$ 1,117,707</u>	<u>\$ 1,091,787</u>

7. Internally restricted net assets

During the year \$500 (2019 - \$1,179) was transferred from net assets restricted to unrestricted net assets, for payment of bursaries.

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# Orchard Valley Pastoral Charge – Trust Funds

## Notes to the Financial Statements

December 31, 2020

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### 8. Financial instruments

The organization is exposed to various risks through its financial instruments. The following analysis provides a measure of the organization's risk exposures and concentrations at December 31, 2020.

#### Market risk

Market risk is the risk that fair value or expected future cash flows of a financial instrument will fluctuate because of changes in the market prices. Market risk comprise three types of risk: currency risk, interest rate risk, and other price risk. The organization is mainly exposed to interest rate risk and other price risk.

##### i) Interest rate risk

Exposure to interest rate risk arises on financial assets and financial liabilities recognized at the reporting date, whereby a future change in interest rates will affect future cash flows or the fair value of fixed rate financial instruments. The organization is also exposed to earnings volatility on floating rate instruments. There was no significant change in exposure from the year prior.

##### ii) Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The organization is exposed to other price risk through its investments quoted in an active market.

## **OPERATING BUDGETS**

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**ORCHARD VALLEY PASTORAL CHARGE**  
**2021 Proposed Budget**

**REVENUE**

Envelopes - General	\$ 149,000
Loose Offering	500
Anniversary	100
Easter	700
Thanksgiving	300
Christmas	700
M&S - Congregation	30,000
<b>Total Offering</b>	<b>181,300</b>
Fundraising - Mens Group	3,000
Fundraising - Memorial Tree	1,200
Fundraising - Stewardship	-
Canada Wage Subsidy	-
Other Revenue	-
<b>Total Revenue</b>	<b>185,500</b>

**EXPENSES**

**Administrative**

Office	6,000
Miscellaneous	2,500
Review Engagement Report	4,300
United Church Assessment	16,384
Service Charges	1,800
Travel	2,000
<b>Total Administrative</b>	<b>32,984</b>

**Committees**

Ad Hoc Implementation Committee	1,000
Affirming Committee	800
Communication	300
Congregational Life	1,000
Christian Development	2,000
Ministry & Personnel	500
Music & Worship	
Music Supplies	1,044
Music Honorariums	1,675
Pulpit Supply	1,254
Worship Supplies	1,800
M&S - Congregation	30,000
Outreach - General	5,000
Outreach - SLC Renovations	3,000
Pastoral Care	1,000
Search Committee	2,000
Stewardship	200
<b>Total Committees</b>	<b>52,573</b>

	Proposed Budget 2021
<b>Property</b>	
Amortization	2,410
Electricity	9,200
Insurance	4,200
Maintenance	2,000
Miscellaneous & Emergency Funds	500
Photocopier Leases & Expenses	3,500
Security Systems	800
Snow Removal / Lawn Care	6,500
Storage	645
Telephone & Internet	7,800
Water & Sewer	180
<b>Total Property</b>	<b>37,735</b>

**Salary & Salary Related**

Ministers' Salaries	59,450
Salaries - Other	78,030
Contract Labour - Miscellaneous	-
Contract Musician	-
Canada Pension	6,732
Church Pension	10,367
Employment Insurance	2,971
Group Benefits	9,136
Continuing Education & Professional Development	3,500
Honorariums	8,400

<b>Total Salary Related</b>	<b>178,586</b>
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<b>Total Expenses</b>	<b>301,878</b>
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Deficiency of Operating Revenue Over Expenses	(116,378)
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Transfer of Trust Revenue for Operations	116,378
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<b>INCREASE IN NET ASSETS</b>	<b>-</b>
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## Covenanter Heritage Fund

### 2021 Budget

#### Sales

Books, CD's & Note Cards .....	100
Cookbooks .....	800

#### Offerings and Donations

Church Offerings .....	3000
Kirkin o' The Tartan.....	Cancelled for 2021
Old Box Donations.....	200
Other Donations .....	500
Weddings .....	300
Memorials .....	
Christmas Eve.....	1000

HST

**Total Revenue..... 5900**

#### Expenditures

Christmas Honoraria.....	400
Lawn Care .....	530
Graveyard Maintenance.....	200
Heat and Electric.....	400
Repair and Maintenance.....	200
Portable Toilet Rent.....	280
Bank Charges.....	40
Sewer Frontage Tax.....	150
Miscellaneous.....	100
Ministry Personnel.....	1450

Summer Organist.....	675
Bookkeeping Supplies.....	50
Petty Cash .....	50
Outreach .....	150
OVUC Insurance.....	1100
Christmas Eve.....	125
<b>Total Expenses .....</b>	<b>5900</b>

## **NOMINATING REPORT**

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## COMMITTEE MEMBERS FOR 2021/22

<p><b>Board of Trustees</b></p> <p>Harvey Gilmour (C)  Nancy Handrigan (S)  Gary Dunfield (T)  Carolyn Cameron  Ned Chase  Jim Dewar  Bryan Draper  Ian Godfrey  Debbie Selig</p> <p>Ex-officio – Rev Don Sellsted</p>	<p><b>Council Executive</b></p> <p>Susan Cater (Chair)  Thea Burton (Secretary)  Gary Dunfield (Finance  Chair)  Bill Simpson (Treasurer)</p>
<p><b>Congregational Leaders</b></p> <p>Jane McDonald  (Congregational Chair)  Nancy Handrigan  (Congregational Secretary)</p>	<p><b>Affirming Committee</b></p> <p>Vicky Austin (Co-C)  Dale MacArthur (Co-C)  Julien Davis  Cheryl MacDonald  Cheryl Sellsted  Chris Seymour  Carol Wooster</p> <p>Ex-officio – Rev Don Sellsted</p>

## COMMITTEE MEMBERS FOR 2021/22

<p><b>Christian Development</b></p> <p>Andy Pitter (C)  Kathy Schofield (S)  Amanda Dominey  Heather Hennigar  Cheryl Hill</p>	<p><b>Communications Committee</b></p> <p>Sylvia Jacquard (C)  Carol Dewar (S)  Jane McDonald  Donna Murphy</p>
<p><b>Congregational Life Committee</b></p> <p>Gail Gordon (Co-C)  Rebecca Godfrey (Co-C)  Frank Hartman  Sarah Hartman  Evangeline (Vangé) Leslie  Cheryl Manzer  Cheryl Sellsted</p>	<p><b>Covenanter Church Committee</b></p> <p>Betty Curry  Dr Anthony Harding  Jim Keech (Building Coor.)  Ramona Jennex  Dorothy Robbins  Krystal Tanner  Harvey Gilmour (OVPC Rep)</p>

## COMMITTEE MEMBERS FOR 2021/22

<p style="text-align: center;"><b>Facilities Next Steps Committee</b></p> <p style="text-align: center;">Gary Dunfield (C) Jane McDonald (S) Tommy Duggan Brooke Anderson Dave Murphy Harvey Gilmour (as needed)</p> <p style="text-align: center;">Ex-officio – Susan Cater, Rev Don Sellsted</p>	<p style="text-align: center;"><b>Finance Committee</b></p> <p style="text-align: center;">Gary Dunfield (C) Bill Simpson (T) Andrea Purvis Jennie Bustin Betty Curry Helen Gill</p>
<p style="text-align: center;"><b>Ministry &amp; Personnel Committee</b></p> <p style="text-align: center;">Mindy Vinqvist-Tymchuk (C) Sheila Francis Nancy Handrigan Sarah Hartman</p>	<p style="text-align: center;"><b>Outreach Committee</b></p> <p style="text-align: center;">Sylvia Jacquard (S) Gary Dunfield Sheila Fisher Cheryl Manzer Kelly Messom Andy Pitter Helen Seymour Susanne Sweatman</p>

## COMMITTEE MEMBERS FOR 2021/22

<p><b>Pastoral Care Committee</b></p> <p>Joy Waterbury (C)  Noreen MacGregor (S)  Vera Burke  Linda Draper  Allyson Dunfee  George Dunfee  Evangeline (Vangé) Leslie  Edie Lloyd  Jean Millett  Jan Porter</p>	<p><b>Property Committee</b></p> <p>Bill Woodman (C)  Pat Foote (S)  Doug MacKinnon  Norma Mailman</p>
<p><b>Worship Committee</b></p> <p>Cynthia Bruce (C)  Marion Buchan  Pat Godfrey  Betty Rockwell  Kathy Schofield  Fran Turner</p>	<p><b>Region 15 Representatives</b></p> <p>Valerie Mosher  Nancy Handrigan  Jane McDonald  Mindy Vinqvist-Tymchuk</p>