

**Executive Summary of  
The ARCHDIOCESE OF CANADA (OCA) Council Meeting  
Held at St. Herman of Alaska Orthodox Sobor, Edmonton, AB, Canada  
On the 8<sup>th</sup> & 9<sup>th</sup> of April, 2011**

**I. Preamble**

The second meeting of the Archdiocesan Council (hereafter “the Council”), elected at the 2010 Archdiocesan Assembly, took place on the 8<sup>th</sup> and 9<sup>th</sup> of April, 2011 at Saint Herman of Alaska Orthodox Sobor in Edmonton, Alberta, Canada. After the Liturgy of Presanctified Gifts and a Moleben, the Council convened to discuss matters related to the administration and the care of the parishioners of the Archdiocese of Canada.

Over the two days, the Council reviewed a number of reports from members of the Executive Council, the Episcopal Treasurer, the Administrative and the Programming / Communications Units, the Theological Education Committee, the Archdiocesan representatives to the Metropolitan Council and the Canadian Council of Churches and the representatives from St. Tikhon’s Archdiocesan Stewards and St. Arseny Theological Institute. The Council deliberated on a number of items related to ongoing and new business. The actions and recommendations resulting from this meeting are summarized below.

**II. Ongoing Action Items**

1. Bishop IRÉNÉE will complete the French revisions to the Moleben service book used at Council meetings.
2. Deacon Peter Choi will continue to work on the creation and testing of a standard Quickbooks template for parish use.
3. Dr. John Hadjinicalaou will provide Father Lawrence Farley with an initial English translation of the Akathist “Bringing Workers to the Vineyard.” Father Lawrence Farley will provide a useable English text upon receiving the translation.
4. Protodeacon Nazari Polataiko will continue to revise the Archdiocesan metrical books of baptisms, marriages, and funerals.
5. Deacon Matthew Francis will continue to work on the historical chronology of the Archdiocese of Canada.
6. Deacon Matthew Francis will contact Father Andrew Piasta and the Archdiocesan Archivist to provide coordination in support of historical research related to the Archdiocese.
7. Father Anatoliy Melnyk will work with each of the Regional Deans to ensure that each Deanery has a “Mission Coordinator” who can assist in facilitating missionary efforts across the Archdiocese.

8. Deacon Peter Choi will consult Father Anatoliy Melnyk and Father Michael Fourik on their parishes' experience in supporting overseas missions and will investigate options, in keeping with the regulations of the *Income Tax Act*, for disbursing funds to overseas missionaries.
9. A Fair Haven Planning Committee consisting of the Chancellor, the Episcopal Secretary, Dr. John Hadjinicolaou, and Ms. Leslie-Anne Judge, will meet to examine options for the development of the Archdiocesan Centre and report back to the Archdiocesan Council.
10. The Executive Council will produce Terms of Reference for Deanery positions in accordance with the *Statute* of The Orthodox Church in America and the *Bylaws* of the Archdiocese.
11. The Treasurer, Mr. Nikita Lopoukhine, and the STAS Western Liaison, Subdeacon Jesse Isaac, will be added as signing authorities to the Archdiocese of Canada's "St. Tikhon Archdiocesan Stewards" account with the Alberta Treasury Board.
12. Igumen ALEXANDER will initiate the process of obtaining appropriate documentation for clergy to conduct marriages in the Yukon Territory.
13. Father John Tkachuk and Mr. David Grier will draft a set of procedures to ensure that all of the required steps in Archdiocesan elections are itemized in the agendas of future Assemblies.
14. The Executive Council will seek legal counsel to create a committee to determine a) the legal considerations of sexual misconduct claims related to church personnel; b) the level of risk at the individual, parish, Deanery, and Archdiocesan level; and c) the proper level of coverage required.
15. All members of the Archdiocesan Council will obtain a Skype account.

### **III. New Action Items**

1. The Archdiocese will seek out a new web server to meet the increasing needs of the Archdiocese. Protodeacon Nazari Polataiko will oversee this search.
2. The Archdiocese will identify persons from across the Archdiocese who have skills and experience working with communications and can offer their expertise, on an as-needed basis, as part of an Archdiocesan Communications team. Deacon Matthew Francis will oversee the development of the Archdiocesan Communications team and report back to the Archdiocesan Council.
3. The Archdiocese will invite Father Geoffrey Korz to offer a presentation on "Clergy Propriety in the Use of Technology" at the next clergy synaxis.

4. The Archdiocese will give Father Larry Reinheimer \$2500 from the Archdiocesan Helps Fund account to assist him with his move from Calgary, Alberta to his future residence.
5. The Archdiocese will increase the monthly salary of Bishop IRÉNÉE by \$1000 (to a total of \$2000 monthly), pay 50 percent of his health care premium, and provide a per-km auto allowance at the reasonable rate currently set by the Ontario provincial government. The increase and benefits would be effective January 1, 2011.
6. The Archdiocese will increase the annual salary of Protodeacon Nazari Polataiko by \$3000 effective May 1, 2011. The St. Tikhon's Archdiocesan Stewards will be able to cover this proposed increase.
7. The Archdiocese will remove Protodeacon Nazari Polataiko's monthly automobile stipend (\$200) effective May 1, 2011. In place of the stipend, the Archdiocese will provide him with a per-km auto allowance at the reasonable rate currently set by the Ontario provincial government.
8. No action will be taken with regards to the request from St. Herman of Alaska Church until Igumen ALEXANDER has sought legal advice from the Archdiocesan Counsel, Mr. Stuart Iverson, regarding the legal status of the monies held in trust and the appropriate handling of the monies.
9. Mr. Stuart Iverson will explain the legal status of the monies held in trust in writing to Igumen ALEXANDER.
10. Deacon Peter Choi will communicate the discussions and decisions of the Archdiocesan Council, regarding the request from St. Herman of Alaska Orthodox Church, Langley, British Columbia, to Father Lawrence Farley and the church's Parish Council.
11. Subdeacon Jeremy Scratch will review the details of the life insurance policy of Mother Sophia (Zion) and report back to the Archdiocesan Council with recommendations for action.
12. Igumen ALEXANDER will ask Mr. Nikita Lopoukhine to continue as the Archdiocesan Treasurer until a suitable replacement can be found and approved at the Archdiocesan Assembly in 2012.
13. Protodeacon Nazari Polataiko and Subdeacon Jeremy Scratch will seek a suitable candidate to be the bookkeeper and assistant to the Archdiocesan Treasurer.
14. The *per annum* amount for an Archdiocesan bookkeeper will be increased to a maximum total of \$4000.

15. The Archdiocese will obtain an accurate and complete financial statement for the 2010 fiscal year as soon as possible from the Archdiocesan Treasurer.
16. The Archdiocese appoints Igumen ALEXANDER, Reader Mark Petasky, Mr. David Grier, and Mr. Rod Tkachuk to be the Bylaw Committee. The Bylaw Committee will physically meet this calendar year 1) to update the *Bylaws* to reflect the amendments made in prior Archdiocesan Assemblies and 2) to review and recommend any further amendments.
17. All members of the Archdiocesan Council will collate a list of individuals, within their Deaneries, who have skills (e.g., financial, administrative, communications, construction, health care) for the furtherance of the ministries of the Archdiocese.
18. All lay members of the Archdiocesan Council will assist their Regional Deans in the collection of reports and parish contributions.
19. The Regional Dean and Lay Member of each Deanery will communicate monthly.
20. Deanery meetings will include broader representation of the laity.

#### **IV. Motions from the Archdiocesan Council**

1. That all full-time clergy under 65 years of age be required to enroll in the Clear Solutions Group Benefits Program. (**MOVED** by Igumen ALEXANDER; **SECONDED** by Father Geoffrey Korz; **CARRIED**)
2. That Bishop IRÉNÉE draft a letter describing the insurance experience of the Archdiocese of Canada, Orthodox Church in America, and proposing to other Canadian Orthodox dioceses to work cooperatively in creating a joint Canadian Orthodox insurance. (**MOVED** by Igumen ALEXANDER; **SECONDED** by Father Geoffrey Korz; **CARRIED**)
3. That the Executive Council of the Archdiocese of Canada, Orthodox Church in America, will handle the administration of the pooled insurance plan. (**MOVED** by Igumen ALEXANDER; **SECONDED** by Father Geoffrey Korz; **CARRIED**)
4. That the Archdiocese provide \$2500 to the building fund of St. Herman of Alaska Orthodox Church, Langley, British Columbia. (**MOVED** Father Geoffrey Korz; **SECONDED** Deacon Matthew Francis. The Council decided that this motion needed to be tabled until the Fall 2011 Archdiocesan Council Meeting when the financial situation of the Archdiocese is clarified. **TABLED**)

**Minutes of  
The ARCHDIOCESE OF CANADA (OCA) Council Meeting  
Held at St. Herman of Alaska Orthodox Sobor, Edmonton, AB, Canada  
On the 8<sup>th</sup> and 9<sup>th</sup> of April, 2011**

**Session I – Friday, April 8, 2011 (Fifth Friday of Great Lent)**

**I. Liturgical Services and Call to Order**

The second meeting of the Archdiocesan Council, elected at the 2010 Archdiocesan Assembly, was preceded by a Liturgy of Presanctified Gifts followed by a Moleben served for the Council by Bishop IRÉNÉE. The services were followed by brunch in the parish hall of Saint Herman of Alaska Sobor. The sessions of the Archdiocesan Council meeting took place in the parish hall of Saint Herman of Alaska Sobor. Session I convened at 10:50 with the singing of “O Heavenly King” and the blessing of His Grace, Bishop IRÉNÉE. Igumen ALEXANDER, acting as Chair, called the meeting to order. The roll was called (see item #2) and the Agenda was adopted as presented. Deacons Matthew Francis and Peter Choi were appointed to take minutes for this council meeting. Mr. Boris Kriger has resigned as the Ontario lay member of the Council and the position is currently unfilled.

**II. Roll Call and Regrets**

*Present:* His Grace, the Right Reverend IRÉNÉE (Rochon), Bishop of Québec City and Administrator of the Archdiocese of Canada  
Igumen ALEXANDER (Pihach), Chancellor of the Archdiocese and Archdiocesan Clergy Representative to the Metropolitan Council  
Protodeacon Nazari Polataiko, Episcopal Secretary  
Reader Mark Petasky, Western Secretary  
Archpriest Anatoliy Melnyk, Dean of Québec and Atlantic Canada  
Priest Geoffrey Korz, Dean of Ontario  
Archpriest Rodian Luciuk, Dean of Saskatchewan and Manitoba  
Archpriest Vasyl Kolega, Dean of Alberta  
Archpriest Michael Fourik, Dean of British Columbia and the Yukon  
Dr. John Hadjinicolaou, Lay Member, Québec and Atlantic Canada  
Mr. David Grier, Lay Member, Saskatchewan and Manitoba and Archdiocesan Lay Representative to the Metropolitan Council  
Deacon Matthew Francis, Lay Member, Alberta  
Deacon Peter Choi, Lay Member, British Columbia and the Yukon and Lay Member-at-Large (Assembly Elected)  
Subdeacon Jeremy Scratch, Eastern Liaison, St. Tikhon's Archdiocesan Stewards  
Subdeacon Jesse Isaac, Western Liaison, St. Tikhon's Archdiocesan Stewards

*Regrets:* Archpriest John Jillions, Ecumenical Advisor  
Archpriest John Tkachuk, Clergy Member-at-Large (Assembly Elected)  
Priest Anthony Estabrooks, St. Arseny Theological Institute  
Mr. Nikita Lopoukhine, Treasurer

*Observers:* Archpriest Nicolai Nicolaev, St. Nickolas Orthodox Church, Wostok-Bukovina, Alberta  
Priest Vincent Lehr, St. Herman of Alaska Orthodox Sobor, Edmonton, Alberta  
Dr. David Goa, St. Herman of Alaska Orthodox Sobor, Edmonton, Alberta  
Subdeacon German Ovodov, Holy Resurrection Russian Orthodox Sobor, Vancouver, British Columbia

**III. Minutes of the Fall 2010 Meeting of the Archdiocesan Council, held at Annunciation Orthodox Cathedral, Ottawa, Ontario, October 1-2, 2010**

The Minutes of the October 1-2, 2010 Council Meeting were **ADOPTED** as presented by the Archdiocesan Council.

**IV. Action Items from the Minutes of the Fall 2010 Meeting of the Archdiocesan Council**

Igumen ALEXANDER reviewed the action items from the Minutes of the Fall 2010 meeting of the Council. (Italicized texts are quotes from the Minutes.)

1. *“Igumen ALEXANDER will organize monthly conference calls with the Regional Deans.”*  
**COMPLETED**
2. *“Bishop IRÉNÉE will complete the French revisions to the Moleben service book used at Council meetings.”* This is in progress and remains an **ACTION** item.
3. *“Deacon Peter Choi will continue to work on the creation and testing of a standard Quickbooks template for parish use.”* No progress has been made since the Fall 2010 meeting. This remains an **ACTION** item.
4. *“Father Lawrence Farley will provide a useable English text for the Akathist ‘Bringing Workers to the Vineyard.’”* Father Lawrence Farley is still awaiting a translation of the Akathist from the Greek before he is able to carry out this task.

**ACTION:** Dr. John Hadjinicalaou will provide Father Lawrence Farley with an initial English translation of the Akathist “Bringing Workers to the Vineyard.” Father Lawrence Farley will provide a useable English text upon receiving the translation.

5. *“Mr. Nikita Lopoukhine will provide the lay representative to the Metropolitan Council an accounting of the spending of monies reserved for the Syosset account for the 2008 and 2009 fiscal years.”* **COMPLETED**
6. *“Protodeacon Nazari Polataiko will continue to revise the Archdiocesan metrical books of baptisms, marriages, and funerals.”* This is in progress and remains an **ACTION** item.
7. *“Igumen ALEXANDER will contact parishes that have not made their contributions to the Archdiocese this year.”* **COMPLETED**
8. *“Deacon Matthew Francis will continue to work on the historical chronology of the Archdiocese of Canada.”* This is in progress and remains as an **ACTION** item.
9. *“Igumen ALEXANDER will write a letter to the 2010 Archdiocesan Assembly Local Planning Committee to request a financial report and repayment of the advance of \$2000.00 provided by the Archdiocese for start-up costs.”* **COMPLETED** The letter has been written. Neither a financial report nor repayment of the advance has been received. The total deficit incurred from the 2010 Archdiocesan Assembly was approximately \$6000.
10. *“Father Rodion Luciuk will confer with the Internal Auditing Committee, including Mr. German Ovodov, to determine the appropriate steps needed to prepare the Archdiocesan books for an external audit before the 2012 Archdiocesan Assembly. He will submit his recommendations to the Executive Committee of the Archdiocese.”* **COMPLETED** Father Rodion Luciuk has conferred with the Internal Auditing Committee. (See XVIII.)
11. *“\$1000.00 USD will be paid to Father Justin Mathews (FOCUS North America) as an honorarium from the “charity” line of the Archdiocesan budget.”* **COMPLETED**
12. *“The difference (\$186.72) between the grant funding received for and the total expenses incurred from the Alberta-Ukraine Genealogy Project will be paid from the “education / seminarians” line of the Archdiocesan budget.”* **COMPLETED**
13. *“Father Anatoliy Melnyk will investigate and determine the appropriate method for directing the received gifts to emergency relief in Yakutia, Russia.”* **COMPLETED**
14. *“The Archdiocese will grant \$2000.00 to St. Aidan of Lindisfarne Orthodox Mission from the ‘mission / evangelism’ line of the Archdiocesan budget to support this mission’s bid for a Church Planting Grant from the OCA Department of Evangelization.”* **COMPLETED**

15. “Deacon Matthew Francis will contact Father Andrew Piasta and the Archdiocesan Archivist to provide coordination in support of historical research related to the Archdiocese.” This is in progress and remains an **ACTION** item.
16. “Father Anatoliy Melnyk will work with each of the Regional Deans to ensure that each Deanery has a ‘Mission Coordinator’ who can assist in facilitating missionary efforts across the Archdiocese.” This is in progress and remains an **ACTION** item.
17. “Deacon Peter Choi will consult Father Anatoliy Melnyk and Father Michael Fourik on their parishes’ experience in supporting overseas missions and will investigate options, in keeping with the regulations of the Income Tax Act, for disbursing funds to overseas missionaries.” There has been no progress made on this item. This remains an **ACTION** item.
18. “Two general fundraising appeals for the various needs (e.g., publication costs of the Canadian Orthodox Messenger) of the Archdiocese will be made by the Executive Council annually via the Canadian Orthodox Messenger at the beginning of Great Lent and at the beginning of the Nativity Fast.” **COMPLETED**
19. “A Fair Haven Planning Committee consisting of the Chancellor, the Episcopal Secretary, Dr. John Hadjinicolaou, and Ms. Leslie-Anne Judge, will meet to examine options for the development of the Archdiocesan Centre and report back to the Archdiocesan Council.” This is in progress and remains an **ACTION** item.
20. “The Executive Council will produce Terms of Reference for Deanery positions in accordance with the Statute of The Orthodox Church in America and the Bylaws of the Archdiocese.” This is in progress and remains an **ACTION** item.
21. “The Council recommends that the Treasurer be authorized to spend up to \$2000.00 per annum, beginning in the 2011 fiscal year, for assistance in bookkeeping.” **COMPLETED** The amount has been authorized but a bookkeeper has not been hired yet. (See XVII item 4.)
22. “Igumen ALEXANDER will draft Terms of Reference for the members of the Archdiocesan Vocations Assessment Committee.” **COMPLETED** (See XXI item 2.)
23. “The Treasurer, Mr. Nikita Lopoukhine, and the STAS Western Liaison, Subdeacon Jesse Isaac, will be added as signing authorities to the Archdiocese of Canada’s ‘St. Tikhon Archdiocesan Stewards’ account with the Alberta Treasury Board.” This has not been completed and remains an **ACTION** item.
24. “The Treasurer will add a budget line for the St. Tikhon’s Archdiocesan Stewards (“STAS”) in the amount of \$1000.00 for promotional activities.” **COMPLETED**
25. “The Executive Council will draft letters to the former Regional Deans and Lay Delegates to request them to forward all prior documentation to their respective replacements.” **COMPLETED**
26. “The Chancellor will forward provincial marriage forms and documentations to the respective Regional Deans as marriage legal documentation is handled most appropriately at the provincial level.” This is in progress. The Archdiocese currently does not have the appropriate documentation to conduct marriages in the Yukon Territory.

**ACTION:** Igumen ALEXANDER will initiate the process of obtaining appropriate documentation for clergy to conduct marriages in the Yukon Territory.

27. “Father John Tkachuk and Mr. David Grier will draft a set of procedures to ensure that all of the required steps in Archdiocesan elections are itemized in the agendas of future Assemblies.” This has not been completed and remains an **ACTION** item.
28. “Mr. Rod Tkachuk will create a committee to determine a) the legal considerations of sexual misconduct claims related to church personnel; b) the level of risk at the individual, parish, Deanery, and Archdiocesan level; and c) the proper level of coverage required. He will report his findings to the Archdiocesan Council at the Spring 2011 Meeting.” There has been no progress made. Mr. Rod Tkachuk did not feel that he was able carry out this task.

**ACTION:** The Executive Council will seek legal counsel to create a committee to determine a) the legal considerations of sexual misconduct claims related to church personnel; b) the level of risk at the individual, parish, Deanery, and Archdiocesan level; and c) the proper level of coverage required.

29. "All members of the Archdiocesan Council will obtain a Skype account in preparation for the telephone conference call in December 2010." Some members have obtained Skype accounts. The conference calls between the Council meetings have used a different system than Skype.

**ACTION:** All members of the Archdiocesan Council will obtain a Skype account.

**V. Additions to and Approval of Agenda**

Father Michael Fourik asked that a letter from Father Lawrence Farley and the Parish Council of St. Herman of Alaska Church (Langley, British Columbia) be added to the agenda. Father Geoffrey Korz asked that issues related to the taxation of churches be added to the agenda. Both items will be addressed during the meeting of the Administration and Finance Unit.

**VI. Report of the Administrator of the Archdiocese of Canada (see Attachment #1)**

His Grace, Bishop IRENÉE reported on his work since his appointment as the Administrator of the Archdiocese of Canada.

**VII. Report of the Chancellor (see Attachment #2)**

1. Igumen ALEXANDER reported on his activities.
2. Igumen ALEXANDER informed the Council that a Diocesan Court has been established for the Archdiocese. The members of the Court are Archpriest Anatoliy Melynk, Archpriest Michael Fourik, Dr. John Hadjinicolaou, and Mr. David Grier.
3. Igumen ALEXANDER announced pastoral changes effective May 1, 2011:
  - a) Bishop IRENÉE is released from duties as Rector of St. Benôit-de-Nursie Church (Montréal, Québec).
  - b) Priest Gregory Nimijean is appointed Rector of St. Benôit-de-Nursie Church (Montéaal, Québec).
  - c) Archpriest Gerasim Powers is released from Holy Martyr Peter the Aleut Church (Calgary, Alberta) and is appointed Rector of the Smoky Lake (Alberta) group of parishes.
  - d) Archpriest Phillip Eriksson is released from the Sobor of St. Herman of Alaska (Edmonton, Alberta) and is appointed Rector of Holy Martyr Peter the Aleut Church (Calgary, Alberta).
  - e) Archpriest Vasyl Kolega is released from the Smoky Lake (Alberta) group of parishes and as Dean of Alberta and is appointed Rector of the Sobor of Christ the Saviour (Toronto, Ontario).
  - f) Archpriest James Grigg is appointed Dean of Annunciation Orthodox Cathedral (Ottawa, Ontario).
  - g) Igumen ALEXANDER (Pihach) is released from duties as the interim Dean of Annunciation Orthodox Cathedral (Ottawa, Ontario) and is given the responsibility of Dean of Alberta.
  - h) Archpriest Larry Reinheimer is released from Holy Martyr Peter the Aleut Church (Calgary, Alberta), is attached to the Sobor of St. Herman of Alaska (Edmonton, Alberta), and is awaiting reassignment.
  - i) Priest John Hainsworth is on three months of leave-of-absence from All Saints of Alaska Church (Victoria, British Columbia) as of May 1, 2011. The church will be served by the Deanery supply.

**VIII. Report of the Episcopal Secretary (see Attachment #3)**

Protodeacon Nazari Polataiko reported on his activities.

**IX. Report of the Western Secretary (see Attachment #4)**

Reader Mark Petasky reported on his activities.

**X. Report of the Treasurer (see Attachment #5)**

Mr. Nikita Lopoukhine, who was absent, had provided a written report. Father Rodion Luciuk, as a member of the Audit Committee, commented on the Archdiocesan finances. A budget for the 2011 fiscal year was presented.

**XI. Insurance (see Attachment #6)**

1. Clergy Group Insurance Plan

The current clergy group insurance plan is better than the insurance plan provided three years ago. Unfortunately, the current plan is not a pooled group plan. Father Phillip Eriksson has found a pooled insurance plan (Clear Solutions Group Benefits Program) through Great-West Life that will accept the clergy of the Archdiocese if there is mandatory enrollment of all full-time clergy (defined as clergy who works 30 hours per week or more) and administration to be handled by the Archdiocese through one location. The cost and benefits of the pooled insurance plan were reviewed. He recommended mandatory enrollment of all full-time clergy in the pooled insurance plan.

**MOTION:** That all full-time clergy under 65 years of age be required to enroll in the Clear Solutions Group Benefits Program. (**MOVED** by Igumen ALEXANDER; **SECONDED** by Father Geoffrey Korz; **CARRIED**)

**MOTION:** That Bishop IRÉNÉE draft a letter describing the insurance experience of the Archdiocese of Canada, Orthodox Church in America, and proposing to other Canadian Orthodox dioceses to work cooperatively in creating a joint Canadian Orthodox insurance. (**MOVED** by Igumen ALEXANDER; **SECONDED** by Father Geoffrey Korz; **CARRIED**)

**MOTION:** That the Executive Council of the Archdiocese of Canada, Orthodox Church in America, will handle the administration of the pooled insurance plan. (**MOVED** by Igumen ALEXANDER; **SECONDED** by Father Geoffrey Korz; **CARRIED**)

2. Property Insurance

Father Phillip Eriksson reported on the Archdiocesan insurance plan issues. He summarized the problems experienced by the Archdiocese with the general insurance program. He commented that the level of knowledge about insurance is low in parishes and indicated that all parishes need to pay attention to the details of their insurance plans (e.g., deductibles, insured amounts) to avoid absence or insufficient property insurance coverage.

**XII. Report from the Archdiocesan Representative to the Canadian Council of Churches**

No report is available at this time. The current representatives from the Archdiocese of Canada, Orthodox Church in America, are Archpriest John Jillions (Vice-President, Executive Committee), Archpriest Cyprian Hutcheon (Member, Governing Board), Archbishop LAZAR (Member, Justice and Peace), Professor Richard Schneider (Member, Faith and Witness), and Mr. Emmanuel Kolyvas (Member, Biotechnology Reference Group).

**XIII. Report of the Metropolitan Council Member**

Mr. David Grier reported that the Metropolitan Council meeting has been postponed until after Holy Pascha; therefore, there was nothing to report at this time. As announced on the OCA website, changes were made to the Holy Synod during a retreat from 22 to 24 February 2011. The Council recommended that Bishop IRÉNÉE ask for prayers from the clergy and people for unction and healing during this time of trial.

**XIV. St. Tikhon's Archdiocesan Stewards (see Attachments #7 and #8)**

1. Subdeacon Jeremy Scratch cautioned that the financial reporting from STAS is more complex than reported by the Treasurer. The statement reported under "Increased liability – item 3" does not reflect the cash flow of STAS. Subdeacon Jeremy Scratch and Deacon Matthew Francis both confirmed that the reported shortfall will be met.
2. On behalf of Deacon Gregory Scratch (STAS Chair), Subdeacon Jeremy Scratch reported on "the good, the bad, and the ugly" that has taken place with respect to STAS since the Fall 2010 Archdiocesan Council Meeting. These challenges are reported in Attachment #7. In particular,

the STAS administration has experienced trouble in obtaining information from the financial institution, the Alberta Treasury Board, regarding the sources of NSF charges. The STAS administration is exploring alternative financial institutions to the Alberta Treasury Board for the STAS account.

3. Deacon Matthew Francis reported that STAS is now registered with the online organization CanadaHelps ([www.canadahelps.com](http://www.canadahelps.com)). This website allows donors to make anonymous donations and still receive a charitable donation receipt.
4. Subdeacon Jeremy Scratch and Deacon Matthew Francis challenged every member of the Archdiocesan Council to become a regular contributor to STAS.

**XV. General Discussion on the Work of the Archdiocesan Council**

Under the facilitation of Dr. David Goa, the Council reflected on the theme “Our Direction, Future, and What Steps Need to Be Taken”. A fruitful discussion ensued. Dr. Goa will provide a summary of the discussion for review by the Archdiocesan Council.

Session I of the Archdiocesan Council meeting adjourned with “It is truly meet” and prayer at 17:00.

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**Session II – Friday, April 8, 2011 (Fifth Friday of Great Lent)**

Session II of the Archdiocesan Council meeting convened at 19:00. Members of the Archdiocesan Council divided into the Administration and Finance Unit and the Programming and Communications Unit to address separate issues related to their respective units. Discussion in the Administration and Finance Unit was led by Reader Mark Petasky with Igumen ALEXANDER, Archpriest Rodion Luciuk, Archpriest Michael Fourik, Dr. John Hadjinicolaou, Mr. David Grier, Deacon Peter Choi, Subdeacon Jeremy Scratch, and Subdeacon Jesse Isaac in attendance. Discussion in the Programming and Communications Unit was led by Protodeacon Nazari Polataiko with Archpriest Anatoliy Melnyk, Priest Geoffrey Korz, Archpriest Vasyl Kolega, and Deacon Matthew Francis in attendance. Both units adjourned at 20:15.

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**Session III – Saturday, April 9, 2010 (Fifth Saturday of Great Lent)**

Session III opened at approximately 09:40 with the singing of “O Heavenly King.”

**XVI. Report of the Programming and Communications Unit**

Deacon Matthew Francis reported on the recommendations of the Programming and Communication Unit.

1. Archdiocesan Website

**ACTION:** The Unit recommends that the Archdiocese seek out a new web server to meet the increasing needs of the Archdiocese. Protodeacon Nazari Polataiko will oversee this search.  
**APPROVED**

2. Archdiocesan Communications

**ACTION:** The Unit recommends that the Archdiocese identify persons from across the Archdiocese who have skills and experience working with communications and can offer their expertise, on an as-needed basis, as part of an Archdiocesan Communications team. Deacon Matthew Francis will oversee the development of the Archdiocesan Communications team and report back to the Archdiocesan Council. **APPROVED**

3. Clergy Propriety in the Use of Technology

**ACTION:** The Unit recommends that the Archdiocese invite Father Geoffrey Korz to offer a presentation on “Clergy Propriety in the Use of Technology” at the next clergy synaxis.  
**APPROVED**

4. Helps Fund

**ACTION:** The Unit recommends that the Archdiocese give Father Larry Reinheimer \$2500 from the Archdiocesan Helps Fund account to assist him with his move from Calgary, Alberta to his future residence. **APPROVED**

**XVII. Report of the Administration and Finance Unit**

Deacon Peter Choi reported on the recommendations of the Administration and Finance Unit.

1. Salary Increases

The Unit reviewed the salaries of Bishop IRÉNÉE and Protodeacon Nazari Polataiko. Bishop IRÉNÉE’s original salary has been insufficient to support him with his increased activity as Administrator of the Archdiocese and his recent health problems. Protodeacon Nazari’s salary has remained unchanged for the past three years without cost-of-living adjustments.

**ACTION:** The Unit recommends that the Archdiocese increase the monthly salary of Bishop IRÉNÉE by \$1000 (to a total of \$2000 monthly), pay 50 percent of his health care premium, and provide a per-km auto allowance at the reasonable rate currently set by the Ontario provincial government. The increase and benefits would be effective January 1, 2011. **APPROVED**

**ACTION:** The Unit recommends that the Archdiocese increase the annual salary of Protodeacon Nazari Polataiko by \$3000 effective May 1, 2011. The St. Tikhon’s Archdiocesan Stewards will be able to cover this proposed increase. **APPROVED**

**ACTION:** The Unit recommends that the Archdiocese remove Protodeacon Nazari Polataiko’s monthly automobile stipend (\$200) effective May 1, 2011. In place of the stipend, the Unit recommends that the Archdiocese provide him with a per-km auto allowance at the reasonable rate currently set by the Ontario provincial government. **APPROVED**

2. Request from St. Herman of Alaska Orthodox Church, Langley, British Columbia

The Unit read a letter written by Father Lawrence Farley and the Parish Council of St. Herman of Alaska Orthodox Church in Langley, British Columbia. The church needs to expand to accommodate her growing number of parishioners. On behalf of the church, the Rector and the Parish Council asked the Archdiocese to assist their church’s fundraising efforts for church expansion using the funds currently received from Holy Nativity Antiochian Orthodox Church for use of the property previously used by St. Nicholas Orthodox Church in Langley, British Columbia.

The Council was sympathetic; however, Igumen ALEXANDER informed the Unit that the monies currently received from Holy Nativity Antiochian Orthodox Church are being held in trust by the Archdiocese as the ownership of the property is in dispute. Thus, the monies held in trust cannot be disbursed at this time. Father Rodion Luciuk also noted that the monies have been incorrectly recorded as part of the income of the Archdiocese. (See XIII item 5.)

**ACTION:** The Unit recommends that no action be taken with regards to the request from St. Herman of Alaska Church until Igumen ALEXANDER has sought legal advice from the Archdiocesan Counsel, Mr. Stuart Iverson, regarding the legal status of the monies held in trust and the appropriate handling of the monies. **APPROVED**

**ACTION:** The Unit recommends that Mr. Stuart Iverson explain the legal status of the monies held in trust in writing to Igumen ALEXANDER. **APPROVED**

**ACTION:** The Unit recommends that Deacon Peter Choi communicate the discussions and decisions of the Archdiocesan Council, regarding the request from St. Herman of Alaska Orthodox Church, Langley, British Columbia, to Father Lawrence Farley and the church’s Parish Council. **APPROVED**

**MOTION:** That the Archdiocese provide \$2500 to the building fund of St. Herman of Alaska Orthodox Church, Langley, British Columbia. (**MOVED** Father Geoffrey Korz; **SECONDED** Deacon Matthew Francis. The Council decided that this motion needed to be tabled until the Fall 2011 Archdiocesan Council Meeting when the financial situation of the Archdiocese is clarified. **TABLED**)

3. Request from Mother Sophia (Zion)  
Mother Sophia has informed the Archdiocesan Council that she is no longer able to pay the premiums on her cash-value life insurance policy. She asked the Council to handle the life insurance policy as the Archdiocese is listed as the beneficiary. Further information is needed before the Unit can recommend cashing out the insurance policy or continuing to pay the premiums.

**ACTION:** The Unit recommends that Subdeacon Jeremy Scratch review the details of the life insurance policy of Mother Sophia (Zion) and report back to the Archdiocesan Council with recommendations for action. **APPROVED**

4. Treasurer and Treasurer's Report  
Mr. Nikita Lopoukhine has requested a release from his responsibilities as the Archdiocesan Treasurer. Currently, there are no candidates for his position. At this time, although \$2000 *per annum* has been authorized for the employment of a bookkeeper, no one has been hired. As the Archdiocese will be handling the pooled insurance plan, the responsibilities of the bookkeeper may include assistance with the administration of the pooled insurance plan. The amount paid to the bookkeeper will need to increase if this occurs.

**ACTION:** The Unit recommends that Igumen ALEXANDER ask Mr. Nikita Lopoukhine to continue as the Archdiocesan Treasurer until a suitable replacement can be found and approved at the Archdiocesan Assembly in 2012. **APPROVED**

**ACTION:** The Unit recommends that Protodeacon Nazari Polataiko and Subdeacon Jeremy Scratch seek a suitable candidate to be the bookkeeper and assistant to the Archdiocesan Treasurer. **APPROVED**

**ACTION:** The Unit recommends that the *per annum* amount for an Archdiocesan bookkeeper be increased to a maximum total of \$4000. **APPROVED**

Father Rodion Luciuk noted that 1) the attached budget requires further details and some corrections and 2) a financial statement for the 2010 fiscal year has not been submitted to the Council yet. The Unit indicated that the financial statement is necessary to facilitate informed discussions on the Archdiocese's financial situation.

**ACTION:** The Unit recommends that the Archdiocese obtain an accurate and complete financial statement for the 2010 fiscal year as soon as possible from the Archdiocesan Treasurer. **APPROVED**

5. Fair Haven  
There was inadequate information to carry out a discussion on Fair Haven. Recommendations regarding Fair Haven will be brought to the Archdiocesan Council at the next meeting.
6. Bylaws  
The current copy of the *Bylaws of the Archdiocese of Canada, Orthodox Church in America*, contains the *Bylaws* adopted on June 29, 1990. Since then, a number of amendments have been made to the *Bylaws* during subsequent Archdiocesan Assemblies. There is no up-to-date copy of the *Bylaws*.

**ACTION:** The Unit recommends that the Archdiocese appoint Igumen ALEXANDER, Reader Mark Petasky, Mr. David Grier, and Mr. Rod Tkachuk to be the Bylaw Committee. The Bylaw Committee will physically meet this calendar year 1) to update the *Bylaws* to reflect the amendments made in prior Archdiocesan Assemblies and 2) to review and recommend any further amendments. **APPROVED**

7. Taxation of Church Properties (**see Attachment #9**)

Father Geoffrey Korz informed the Unit of a recent legal action in which the Supreme Court of Canada ruled in favour of the government regarding taxation of the property of a women's monastery in Ontario. He discussed the potential ramifications of this court decision on property tax exemptions and activities involving church property (e.g., building expansion, rezoning of property).

**XVIII. Report of the Audit Committee (see Attachment #10)**

Subdeacon German Ovodov discussed the goals of the Audit Committee. The Audit Committee is currently auditing the 2009 financial statement. The Audit Committee requested clarifications on the scope of the audit and made recommendations to the Archdiocesan Council. The Audit Committee will contact the Archdiocesan Treasurer for source documents later this year.

**XIX. Breakout Sessions**

The Council divided into two groups to discuss the roles of Regional Deans and Lay Members. The former discussion was led by Igumen ALEXANDER; the latter discussion was led by Protodeacon Nazari Polataiko. The Lay Members proposed the following:

**ACTION:** All members of the Archdiocesan Council will collate a list of individuals, within their Deaneries, who have skills (e.g., financial, administrative, communications, construction, health care) for the furtherance of the ministries of the Archdiocese.

**ACTION:** All lay members of the Archdiocesan Council will assist their Regional Deans in the collection of reports and parish contributions.

**ACTION:** The Regional Dean and Lay Member of each Deanery will communicate monthly.

**ACTION:** Deanery meetings will include broader representation of the laity.

**XX. Report of the Regional Deans and Lay Members**

1. Québec and Atlantic Canada Deanery (**see Attachment #11**)

Father Anatoliy Melnyk reported on the activities of the Quebec and Atlantic Canada Deanery.

2. Ontario Deanery (**see Attachment #12**)

Father Geoffrey Korz reported on the activities of the Ontario Deanery.

3. Saskatchewan and Manitoba Deanery (**see Attachment #13**)

Father Rodion Luciuk reported on the activities of the Saskatchewan and Manitoba Deanery.

4. Alberta Deanery (**see Attachment #14**)

Father Vasyl Kolega and Deacon Matthew Francis reported on the activities of the Alberta Deanery.

5. British Columbia and Yukon Deanery (**see Attachment #15**)

Father Michael Fourik reported on the activities of the British Columbia and Yukon Deanery.

**XXI. Theological Education Committee**

1. St. Arseny Orthodox Theological Institute (**see Attachment #16**)

Father Andrew Estabrooks's report to the Archdiocesan Council was reviewed.

2. Archdiocesan Vocational Assessment Committee (**see Attachments #17 and #18**)

On behalf of the Archdiocesan Vocational Assessment Committee, Deacon Matthew Francis submitted a revised draft of the Terms of Reference for the AVAC (Attachment #17). Dr. John Hadjinicolaou submitted a brief report providing feedback and suggestion for the AVAC (Attachment #18).

**XXII. 2012 Archdiocesan Assembly (see Attachment #19)**

The Archdiocese received a working paper from Mrs. Mary Ann Lopoukhine outlining suggestions for the 2012 Archdiocesan Assembly. Planning is underway.

**XXIII. New Business**

1. Telephone conference calls  
Telephone conference calls will take place on Monday, May 30, 2011 and Monday, June 27, 2011.
2. Youth and Young Adult Ministry Coordinator **(see Attachment #20)**  
Deacon Matthew Francis has resigned as the Youth and Young Adult Ministry Coordinator. The Ministry is moving away from a single coordinator to a team of coordinators. Terms of reference were presented to the Council.

**XXIV. Date and Location of Next Meeting**

The next meeting will be held from Friday, October 14<sup>th</sup> to Saturday, October 15<sup>th</sup>, 2011, inclusive at the Sobor of St. Peter and St. Paul in Montréal, Québec, Canada.

The Meeting adjourned with “It is truly meet” and prayer at 16:15.

\* \* \* \* \*

Respectfully submitted,

Deacon Matthew Francis  
Deacon Peter Choi

\* \* \* \* \*

\_\_\_\_\_  
His Grace, the Rt. Rev. Irénée  
Bishop of Quebec  
Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
The Very. Rev. Archimandrite Alexander  
Chancellor

\_\_\_\_\_  
Date

\_\_\_\_\_  
The Rev. Protodeacon Nazari Polataiko  
Secretary

\_\_\_\_\_  
Date

## **ATTACHMENT #1**

[Insert Administrator of the Archdiocese of Canada Report here.]

## ATTACHMENT #2

# ARCHDIOCESE OF CANADA (OCA) OFFICE OF THE CHANCELLOR IGUMEN ALEXANDER

REPORT TO ARCHDIOCESAN COUNCIL  
Edmonton, April 2011

Bless Master,  
Dear Brothers and Sisters in Christ Jesus.

We have been going through one of the toughest times ever in this Archdiocese. Yet we as council and individuals are called to weather this storm and keep this ship afloat. His Grace, Bishop Irene, is leading us through all these minefields and has to be commended for holding us together. Protodeacon Nazari has continued to tend to daily administration, in sometimes unknown waters.

During the last council meeting and the announcement regarding Archbishop Seraphim many things started occurring very quickly. First of all we went on a learning curve to understand the implications and the role that we as council and church needed to be in the know how to react. We had to deal with web-pages directories, letterheads etc, needing to be changed to reflect our present administration, we as council and needed to have distance from Archbishop's legal defence fund.

Our legal advisor Rod Tkachuk was asked to distance himself from Archdiocesan Council because of his involvement in the Archbishop's defence fund. Letters of support needed to be removed from our website and well as those of our parishes. Council had the opportunity to get legal advice and direction dealing with these and related issues.

At the present time Rod Tkachuk continues to represent us in settling the human rights issue involving a priest, Holy Trinity Sobor in Winnipeg and the Archdiocese. We have asked Stuart Iverson from Montreal to act as legal counsel to the Archdiocese.

The offices of the Archdiocese have moved to the Cathedral in Ottawa , and so the buildings in Fairhaven are only being used for the residence of the Archbishop. We as council need to look at what the future plans are with these facilities. Council already at its last meeting expressed concern and now with more changes direction will be needed. During the winter months the main house was shut down , kept at minimal heat, and all lived in the smaller house.

There have been other major changes in our administration;  
Archpriest. Oleg Kirilov and Boris Kreiger both from Ontario deanery resigned from Council. His Grace Bishop Irene has appointed Priest Geoffrey Korz as Dean of Ontario. A lay rep to council from Ontario will be selected by the deanery for approval by the Bishop at a further date.

Archpriest Vasyl Kolega Dean of Alberta assumes duties at Christ the Saviour in Ottawa leaving the AB Deanery vacant as of May 1.

## ATTACHMENT #2

Since this fall we have managed to have a monthly telephone conference call that I believe has been very successful and informative to the members of council.

At this council meeting we will spend some time defining roles of deans and lay reps and their responsibilities to council, the parishes and faithful of their territory. We will also be looking a direction in the future and what needs to be put in place. What is our vision and what need and can be done now for the future.

Concerns with insurance: Our employee packages are becoming more expensive, and although we have given direction from assemblies that a retirement plan be in place in each parish, I am not sure this is happening everywhere. We may need to look at new plans.

Clergy care, proper preparation for the process of retirement, trained new clergy needs to be our concern.

I have been a member of the Metropolitan Council for 1 meeting which we reported at the last council meeting. Since then as you know are meeting in March has been postponed till May which will meet in Chicago. I serve on the ethics committee of the Metropolitan Council.

During the next while I will be spending most of my time in Alberta, as Vladyka Irene returns to better health will be able to be more in Ottawa and in the Cathedral specifically.

## ATTACHMENT #3

### Informational Report of the Episcopal Secretary to the Archdiocesan Council Archdiocese of Canada, The Orthodox Church in America.

April 2011, Edmonton, AB

St. Herman's Sobor.

Your Grace, Reverend Fathers and respected Members of the Archdiocesan Council.

I have the honour to present to His Grace, Bishop Irénée, our Administrator, with the God-fearing Council, my Report. To begin with, I would like to thank all of you for your help and support especially during these most difficult times.

#### **Office:**

Following our October meeting, I continued on with the Canadian Visit of the Relics of St. Vladimir, and as a result, most of the office work was dealt with by telephone. Only after my return from Ukraine, where I delivered the Holy Relics to the Metropolitan of the Ukrainian Orthodox Church, was I able to start keeping regular office hours again. In December, with the blessing of His Grace, Bishop Irénée, I took two weeks of family holidays, and after my vacation time. I have been coming to the office Monday, Tuesday and Wednesday on a regular basis. From October to the present, I have fulfilled my various obediences and responsibilities in Ottawa and across Canada. Organization in the new Archdiocesan office is slowly progressing. The majority of the working files are moved to the new location and have been organized:

- 1) Clergy files are 100% completed.
- 2) Parish files are in progress.

The general office procedures, with the blessing of Vladyka Irénée are introduced. All clergy and faithful were informed about all the newly introduced procedures.

I can report that the office documentation is filed and organized and up to date, and Vladyka Irénée's correspondence is filed and organized properly, in a timely fashion. As I wrote in one of my previous reports: "*We are planning to move the archival materials out of the general office area, but unfortunately we are really short of appropriate space for this*"... "*This space is now being prepared and will be available in near future.*"

And latter I reported again: "*At the present time we are investigating different possibilities that involve moving the Archdiocesan office from Fair Haven to Ottawa. This requires very serious preparation. We started to reorganize our filing system, and clergy personal files are being reworked and rearranged in a system more convenient for work. As soon and new space is available, we will move all the files to the new location and organize it appropriately.*"

All of you who attended our October meeting in Ottawa were able to see first-hand our new facilities at the Cathedral. At that time the space was empty. We have by now been able to collect almost all the necessary furnishings. Some things were moved from Fair Haven, our sponsors donated some, and some were purchased. We are anticipating acquiring a few items (curtains and blinds, etc.) in order to complete the office furnishing. All equipment was moved and is used in the new office.

### ATTACHMENT #3

Files are stored in secure cabinets under lock and key. The office area is secured and locked after-hours so that no-one but approved personnel has access to personal, sensitive information as was requested by this respected council at the beginning of my service as secretary, and as is likely the law.

The clergy files, and some other very important information that has been missing, are still being worked on, and needed information slowly collected.

We still have to deal with the matter of our Archives - what is best to do with them? Some documents were moved to, and sorted in the new office, boxed and sealed (because the majority of every file would have some sensitive information). Others are still in Fair Haven waiting for the decision - whether to move them to Ottawa or to leave them in Fair Haven. My recommendation is to move them to the Cathedral. But that means that a designated space has to be given to the Archives and that no unauthorized personnel could enter this space without supervision. As I mentioned earlier, each file contain some kind of information that may be considered sensitive (because it is personal and private), and in accordance with best business practice we have to store such documents in a secure area.

The annual report forms to the Ruling Bishop's office were sent out to deans and clergy at the end of January. They are coming in slowly.

On an average I am working five to six days a week for the Archdiocese. When I am not in the office, telephone calls are still redirected to my mobile phone, and I do necessary work from my home or wherever I am at the time. I try to deal with callers in priority sequence, and inform Vladyka Irénée about the messages. Introduction of "SKYPE" as an alternative free method of communication with our clergy and faithful, is working. This is especially so with Vladyka Irénée and Fr. Alexander, we communicate this way almost every day.

Over all, I would like to say that under the present circumstances, my workload has increased significantly. On the average, I come to the office at 10am and almost never leave before 9pm. We are trying to get a Government Grant in order to hire a student to assist with office and archival filing during the summer.

#### **Mail, E-Mail, Phone Calls and Correspondence:**

All e-mail correspondence and "hard copy" correspondence are as usual recorded in the catalogues on a monthly basis. Last year's correspondence is sorted into the Archival and Personal File. With the development of the present circumstances, the Administration has set up for the convenience of clergy and faithful five different e-mail addresses, to enable them to reach the desired office of the administration, and also to secure proper document-keeping and proper order in the correspondence archives.

As for phone calls, starting October 3<sup>rd</sup>, I had days when my phone literally did not stop ringing from 10am to 4pm. By now things have become more normal.

## ATTACHMENT #3

### **Episcopal Vestry:**

The Episcopal vestry is going to be moved to the Cathedral. Space has been designated for this, but some minor renovations have to be done before the move can happen. I hope that with the help of a summer student and with volunteers, I will be able to do this during the summer time.

### **Organizing Traveling Plans, and Traveling with Vladyka Irénée:**

In October, traveling with the bishop as part of my work slowed down. Nevertheless, work-related traveling did not slow down so much. I do book tickets for Vladyka Irénée and organize his itinerary.

From October 2010 to this day following trips took place: 1) Halifax, NS (Oct. 9-10); 2) Montreal, QC (Oct. 22-26); 3) Edmonton, AB (Oct. 27-31); 4) Calgary, AB (Oct 31- Nov.1); 5) Moose Jaw, SK (Nov.2); 6) Yorkton, SK (Nov. 3) 7) Saskatoon, SK (Nov.4-5) 8) Winnipeg, MB (Nov.6-8); 9) New York (Nov.12-14); 10) Toronto, ON (Nov.20-21); 11) Kyiv, Ukraine (Nov.22- Dec.4); 12) Edmonton, AB (Dec.11-17); 13) Montreal, QC (Jan.6-7); 14) Toronto, ON (Jan. 18- 19), 15) Montreal, QC (Jan. 21); 16) Kingston, ON (Feb. 20); 17) Toronto, ON (Feb. 23-24), 18) Quebec City, QC (Mar. 11-12); 19) Toronto, ON (Mar. 16-18); 20) Toronto, ON (Mar. 26-27); 21) Edmonton, AB (Apr.6-11)

The most important event of last year was the Visit of the Holy Relic of St. Vladimir. I was given the blessing to accompany the Relics during the Visit to Canada.

Another important trip was to accompany His Grace, Bishop Benjamin to Ukraine as part of The Orthodox Church in America's delegation for His Beatitudes, Metropolitan Volodymyr's 75<sup>th</sup> Anniversary Celebration.

I would like to bring to your attention that at the present time, since the October of 2010 majority of car traveling were done on my personal automobile.

### **Fair Haven:**

At the last Archdiocesan Council Meeting in Ottawa, we set up a Planning Committee to examine options for the future of the Archdiocesan Center. The Committee had one meeting in Montreal, and taking into consideration the present situation of the Archdiocese, it recommended closing the large building (with minimal heating to prevent mildew), and limiting renovations to necessary repairs. The property will be inspected in the spring, and further recommendations will be made at a later date.

At this time, upon the decision of the Archdiocesan Administration and with the blessing of Vladyka Irénée, the office part of the complex at Fair Haven was shut down. I still stop by at least twice a month to check the property, and to pick up necessary documentation. The majority of the collectable items were moved to Ottawa. Most of them are damaged by humidity and require serious restoration work. The small house continues to be inhabited by two persons besides Archbishop Seraphim. The premises are kept clean.

The dialogue that we started, upon the blessing of Archbishop Seraphim, with the Office of External Church Relations of the Ukrainian Orthodox Church in Kyiv, and with His Eminence,

## **ATTACHMENT #3**

Metropolitan Onufrij, about the possibility of starting a monastic community of monks from Ukraine who would come to stay and develop a monastery and monastic life in Canada nearby or at Fair Haven has, to the present time, given no results. I did all the necessary groundwork. However, the next step has to be taken by the hierarchs.

Bathroom renovations in Vladyka's house were done last year. Also, the roof on the former office part of the building was repaired. Repairs still have to be attended to on the TV room by the kitchen.

The future of this Archdiocesan property should become one of the most serious items discussed during this meeting. We really have to make an intelligent decision about the future of this property soon. We have few possibilities before us that we should discuss.

### **Web-site:**

At the present time, since the beginning of the new year, the web-site has been operated by a volunteer under my guidance. We concentrate on posting more positive news. Recommendations have been made to make major changes to the technical and esthetical aspect of our site. I believe the final details regarding the transfer of the ownership of the site to the Archdiocese have been completed, as I have been told. Unfortunately, I am not technically savvy enough to understand how it was done. Please encourage local parishes to provide information about local news and events.

### **Liturgical Celebrations:**

From October until now, I was blessed to concelebrate in the following services: 35 Divine Liturgies, 20 Vigils, 5 Vespers, and 28 Akathists, Molebens and other Divine Services.

### **Theological Education Committee and Diaconal Training:**

Theological Education Committee did not have a meeting after the Archdiocesan Assembly, however based on previous discussions I had a short conversation with Metropolitan Sotirios and his chancellor Archpriest Panagiotis Avgeropoulos. We spoke about a possibility of developing ways of cooperation, in the area of preparation of candidates for ordination to the ranks of the clergy of the Archdiocese of Canada, in between our Archdiocese and Greek Orthodox Theological Academy in Toronto. They promised to present this idea to their faculty and let us know in the near future.

At this time, as was proposed before, I recommend that we should look into organizing a Summer Diaconal Vocation one-week-long Seminar in Ottawa next summer. At such a Seminar, we can start addressing different aspects of a diaconal service. Each Seminar can be dedicated to a specific aspect (rubrics, singing, pastoral role of the deacon in the parish, liturgical actions, etc.) If this proposition has no objections I would like to ask Vladyka Irénée for his official blessing to form an organizing committee and to plan this Seminar for the Summer 2012, during, before or right after Archdiocesan Assembly.

### **External contacts:**

Upon the recommendation of a discussion group at the last Archdiocesan Council, I started negotiations with the Office of External Church Relations of the Ukrainian Orthodox Church

### **ATTACHMENT #3**

about bringing to Canada the Church Choirs as fundraising events for the Archdiocese. If we are really interested in this project, we should have a lengthy discussion about this, and an organizing committee should be formed.

During my last visit to Ukraine, the Archbishop of Pochaiv, Vladimir, offered the possibility that the Icon of the Theotokos of Pochaiv could come to Canada again in the near future if we would like.

The Visit of the Holy Relics of St. Vladimir to Canada on the one hand had a very positive effect on our external relations with other Orthodox Churches in this country, but it was accompanied by a negative reaction from the Ukrainian Orthodox Church of Canada and some others. Over all, we increased good relations with the Greek Orthodox Metropolis of Toronto, the Russian Orthodox Church Outside of Russia, the Romanian Episcopate parishes and others. Let's hope that in the future we will be able to build upon this foundation.

#### **Lecturing:**

From May 09-14, I will offer a 6-day iconography course at Queens House of Retreat in Saskatoon. After that, May 23-28, the same workshop will be offered at an Orthodox parish in Johnstown, SC. I will also offer a 6-day iconography workshop at St. Vladimir's Seminary in New York, from June 20-25.

I am also doing other things that occupy my working time. There are many other events in which I participate as Episcopal Secretary, or as Secretary of the Archdiocese of Canada that I did not include in this Report. I ask for your prayers for my unworthy self, that our God will guide me in the service of our Orthodox Church in Canada.

May God grant you all many blessed years in the service of His Holy Orthodox Church.

## ATTACHMENT #4

[Insert Western Secretary Report here.]

## ATTACHMENT #5

### Treasurer's Report

Vladyka Bless,

Forgive firstly for my absence from this important meeting and for the incompleteness of my report.

I have been travelling too much at the beginning of 2011 to close the 2010 books and thus give you a report. The travelling comes with requirements of preparing presentations, chairing meetings and writing reports which has left me less time to fulfill my Treasurer responsibilities. I am off to Switzerland on Saturday to Chair a week of meeting of my Steering Committee as well as members of the IUCN Secretariat Staff. Preparing for this meeting has consumed the past two weeks which I had hoped to be able to finish off my report. I find that expenses are much more harder to record than income as it requires keeping track of HST and or GST and in particular reconciling the Master Card statement with receipts before entering these.

I must confess that the Treasurer responsibilities I have been carrying for almost a quarter of a century are beginning to weigh me down so I ask Council to begin the search for my replacement by the time we hold the Ottawa Council at the very latest. The complexity of the Accounts are increasing (e.g. increasing payroll) and it is best to try to secure someone who is versed in bookkeeping and or accounting to take on the responsibility. QuickBooks is still foreign to me despite using it over the past two years

I do have a summary of bank balances and income to provide you as well as an updated (from February) Parish contributions sheet for the year sent separately. As well, a budget is proposed for your adoption.

In Christ,  
Nikita

## ATTACHMENT #5

### **Current balances** - as of March 31st

Scotia Bank Chequing Account - \$30,854.22

Scotia Bank Savings Account - \$84,253.33

ATB STAS Account - \$32,106

Sentinel Financial Management Account - \$39,157.80 (Actual value)

TOTAL Liquid Assets = \$186,371.35

### **Projections for the year**

Last year we had increased donations from some Parishes and much less from others. Money collected associated with the St. Vladimir Relics gave us a boost in income. However you will note from the 2010 Parish sheet for example that we had no contributions from our Ontario Parishes (exception of Ottawa). Question remains whether income will be maintained given issues facing our Archdiocese and the OCA in general.

Meanwhile we have taken on paying out additional costs with some anticipated reduced costs.

***Unless there are as yet unforeseen opportunities we are facing a heavy hit on our reserves.***

### **Increased Liability -**

1. Added salary of Auxiliary (now Administrator) Bishop from \$12,000 honorarium to "retired" (no CPP and EI payments required) employee status of \$28,000 (including benefits) - These funds are being drawn against the funds collected for Auxiliary Bishop. At the current rate they will be exhausted in three years (elimination of the savings account).
2. St Aidan Mission Planting Grant - \$24,000 for the year at \$2,000 per month. These payments are being drawn against OCA collected funds but result in a draw down of our reserves.
3. STAS is not meeting its basic objective of supporting the Executive Episcopal Secretary Position. In the month of March the total collected was only \$3,063.53. We are facing a deficit of over \$10,000 when one considers, salary, benefits and expenses of that position.
4. Archbishop Seraphim dutifully deposited all funds donated to him during his pastoral visits and others contributed directly. In 2010 the treasury received nearly \$20,000. This will not be the case this year.
5. The previous two years we had significant infusion of funds from extraordinary collections (Pochaiev Icon and this year St. Vladimir Relics). We do not anticipate a similar windfall for the year.

### **Decreased Expenses or Other Income -**

1. Archbishop Seraphim is not using his blackberry as much - (March costs down by \$150 from previous year - \$1800 per year)
2. Archbishop Seraphim has been covering gas prices on Diocesan vehicle (\$150/month gain). (Archdiocese continues to cover payments and maintenance -\$1800 per year)
3. Fair Haven costs should be reduced for heat and electricity with fewer people residing there (\$100/month gain \$1200)
4. Fair Haven operating and cleaning costs stopped (\$8000 per month gained)
5. Bishop Iriney has not and likely will not be travelling as much as Archbishop Seraphim (approximate gain of \$500/month - \$6000 less travel for the year)
6. Rent of Langley Church - \$6000/year

**The above are factored in to the budget below submitted for your consideration and approval. Please note the substantive dependence on reserve funds and STAS to meet the projected expenses. To meet the expenses there is an increase of nearly \$20,000 over last year from Parishes. The realization of the latter will depend fully on Deans, Pastors and Lay Council members to work with their Parishes to meet these goals.**

**ATTACHMENT #5**

date printed	2-Apr-11	<b>2011 BUDGET</b>
<b>INCOME TOTAL</b>		<b>\$212,520</b>
<b>CONTRIBUTIONS TO ARCHD</b>		<b>\$120,000</b>
SYOSSET/CAA(Paper)		\$13,000
Bishop Generated Funds (Visits)		\$7,500
GST/HST return		\$2,000
MESSENGER		\$20
STAS		\$40,000
Interest earned		\$3,500
RESERVE FUNDS		\$20,000
MISCELLANEOUS		\$500
Rent of Langley Church		\$6,000
<b>TOTAL EXPENSES</b>		<b>\$212,400</b>
<b>REMUNERATION/HONORARIA</b>		<b>\$111,000</b>
Gross Salary (3 employees)	\$87,000	
Benefits paid by Diocese	\$20,000	
RRSP	\$4,000	
Support of Chancellor		
TRAVEL		\$28,000
STAS		\$1,000
ARCHIVES		\$0
SUPPLIES		\$500
SERVICES (total)		\$3,000
publications	\$2,000	
EQUIPMENT		\$200
OFFICE (tel., pstg., supprt)		\$7,000
BISHOP	\$4,000	
CHANCELLOR		
Episcopal Secretary	\$1,000	
POSTAGE	\$2,000	
OCA FUND(St. Aidan, +)		\$30,000
MESSENGER		\$5,000
REAL ESTATE		\$21,500
INSURANCE	\$6,000	
Electricity	\$6,000	
TAXES	\$3,000	
HEAT	\$6,000	
MAINTENANCE	\$500	
DUES(CCC, other)		\$1,200
Fair Haven Operations		\$0
GST/HST		\$4,000
CAP program		\$0

**ATTACHMENT #6**

[Insert Insurance Update here.]

## ATTACHMENT #7

[Insert STAS Report here.]

“Truly I tell you, this poor widow has put in more than all of them; for they all contributed out of their abundance, but she out of her poverty put in all the living that she had.” Lk. 21:3-4

In many ways, the witness of the Church in Canada, was built upon the example of this widow and her offering to the Lord.

Men and women, bit by bit, contributed time, energy, and money out of their poverty, to establish some of the temple buildings we attend, but also the faith that we now live, and pass along to our children and children’s children.

We have to always remind ourselves of our roots, and the work offered to the Lord generations ago. For it was the contributions of poor farmers, and refugees that built not only our temples in places like Star Alberta, or Montreal Quebec, but also built a foundation that brought forth Orthodoxy to many people regardless of their race, gender, or status.

Whether they be English, French, Ukrainian, Russian, Romanian, Greek, First Nations etc, whether they be rich or poor, whether they live in the city or country, this country has received the abundant riches, from those small offerings, from those mites offered to the Lord.

And as we should always remember our roots, and the contribution of those founders, we also should always remember the widow and her offering, especially in this season of Lent, and that the Lord blesses us in what we give, as he blessed her.

The St. Tikhon Archdiocesan Stewards program was conceived in this way, that the offerings of many, as small as they might be, could be a solution in supporting the work and vision of the Church here in this diocese. We have asked for contributions above and beyond what is offered to the home parish, and that might be a lot, or it might be a little. But it is something.

A something, that has blessed our diocese these last three years, and by the Lord’s mercy will bless us in the coming years with the further support the Episcopal Secretary, and the support for missions, and seminarians.

If you support the work of STAS, I thank God, that through the prayers of His saints, and

## **ATTACHMENT #7**

your contributions, you have done so much in assisting the Archdiocese, through difficult times. And if you are not a member of STAS, I ask that you prayerfully consider supporting this diocese, in its witness of the Lord's healing and saving love, through a contribution.

For even giving, out of our stretched budgets, beyond parish contributions. The little we offer to the Lord, like this widow's offering, it will bear fruit. As blessed by the Lord himself.

Asking that the Lord bless us in our Lenten Journey towards his life saving passion, death and resurrection.

And that by the prayers of the Sts. Tikhon and Arseny, and all the saints, known and unknown who ministered in the diocese, we might bring His saving love to this country.

Dn. Gregory Scratch

St. Tikhon Archdiocesan Stewards, Chair.

ATTACHMENT #8

[Insert STAS Promotion here.]



## **ATTACHMENT #9**

[Insert information on the taxation of church properties here.]

## ATTACHMENT #10

**April 9, 2011 – Subdeacon German (Herman) Ovodov**

### **Auditor's Presentation & Discussion**

- 1) Introduction
  - a) Create visibility
  - b) Present our next steps
  
- 2) Objectives of the audit committee
  - a) Ensure accuracy of reporting
  - b) Ensure compliance with Canadian Generally Accepted Accounting Principles or Canadian Institute of Chartered Accountants (CICA) 4400 series of standards for not-for-profit organizations (NFPOs)
  - c) Build a framework to accommodate independent audit
  - d) Opportunities
  - e) Higher quality decisions made and comparability
  - f) Compliance requirements
  - g) Insurance
  - h) Access to government and charity funding
  - i) Access to credit
  
- 3) Committee members
  - a) Subdeacon German (Herman) Ovodov, CMA – Holy Resurrection Sobor, Vancouver, BC
  - b) Archpriest Rodian Luciuk – St. Mark the Evangelist Church, Yorkton, SK
  - c) Mr. Doug Petasky – St. Herman of Alaska Sobor, Edmonton, AB
  
- 4) Current progress
  - a) Agreed on the plan going forward
  - b) Have reviewed existing financials
  - c) Have reviewed Quickbooks®

### **Plan going forward for 2009 audit**

- 1) Review current reports
- 2) Review current source systems
- 3) Tackle source issues
- 4) Review COA
- 5) Setup and update processes and systems
- 6) Enter transactions
- 7) Review transactions and General Ledger
- 8) Build Financial Statements
- 9) Issue Financial Statements
- 10) Audit Financial Statements
- 11) Prepare basic set of recommendations

## ATTACHMENT #10

### Items for discussion and clarification

- 1) Scope of audit
  - a) Archdiocesan Office – INCLUDE
  - b) Archdiocesan Centre – INCLUDE
  - c) Western Office – part of the Archdiocesan Office / does not have a separate account; INCLUDE
  - d) St. Tikhon's Archdiocesan Stewards – INCLUDE
  - e) Archdiocesan Institutions (diocesan and parochial)
    - i) Alexander-Alexandre Publishers & Distributors, Montréal, QC – private enterprise; EXCLUDE
    - ii) Archbishop Arseny Archives, Johnstown, ON – no account; INCLUDE
    - iii) Charity Fund of St. John of Kronstadt – account held by the Sobor of St. Peter and St. Paul, Montréal, QC; EXCLUDE
    - iv) Communauté monastique de St-Séraphim de Sarov, Rawdon, QC – EXCLUDE
    - v) Father Alexander Schmemmann Memorial Bookstore, Montréal, QC – private enterprise; EXCLUDE
    - vi) Monastic Community of St. Silouan the Athonite, Johnstown, ON – INCLUDE
    - vii) Orthodox Theological Institute, Montréal, QC – defunct; EXCLUDE
    - viii) Saint Arseny Orthodox Christian Theological Institute, Winnipeg, MB – INCLUDE (see Protodeacon Raphael)
    - ix) Synaxis Publishing House, Dewdney, BC – private enterprise; EXCLUDE
  - f) Orthodox Christian Fellowships – EXCLUDE ALL
    - i) Carleton University, Ottawa, ON
    - ii) Orthodox Christian Fellowship of McMaster University, Hamilton, ON
    - iii) University of Saskatchewan, Saskatoon, SK
    - iv) University of Alberta, Edmonton, AB
    - v) Holy Cross Orthodox Chapel, University of British Columbia, Vancouver, BC
    - vi) Simon Fraser University, Burnaby, BC
    - vii) University of Victoria, Victoria, BC
  - g) The Canadian Orthodox Messenger – INCLUDE
  - h) Church Youth Camps – EXCLUDE ALL
  - i) Women's Retreats – EXCLUDE ALL
- 2) Format of financial statements – send to council
  - a) Present proposed look and feel
  - b) Statement of Financial Position (see attached sample)
  - c) Statement of Operations (budget vs. actual) (see attached sample)
  - d) Parish Report (as is)
  - e) Restricted Funds Report (to be clarified)
- 3) Further proposed activities
  - a) Involvement of the committee in selection of new treasurer and assistance treasurer
  - b) Move to online host for Quickbooks® – e.g., <http://myaccountingcloud.traponline.com>, or setup remote access to Quickbooks® at the Archdiocese office

## ATTACHMENT #10

- c) Migration to either International Financial Reporting Standards or new NFPO standards by 2012 is to be considered by the new chairman as soon as possible per CICA requirements

Additionally the following items would be requested from the current Treasurer in order for Audit to be successfully completed, subsequently the committee will meet again in Edmonton to conduct review and audit of 2009 financial statements as soon as source documents are available:

- 1) Enter balance sheet account balances and transactions for 2009 and 2010 in Quickbooks® (journal entries are permissible for now); enter all income statement items to match the financial statements presented
- 2) Lead sheets describing detailed composition of each line item on the financial statements by account number from Quickbooks®
- 3) All ledgers maintained outside of Quickbooks® (e.g., Microsoft Excel, Quicken®)
- 4) Working papers reconciling ledgers (e.g., Quickbooks®, Microsoft Excel, Quicken®, etc) to financial statements to explain the difference in revenue and expense
- 5) Completed financial statements for 2010
- 6) All Source Documents (2009 & 2010) sent to the Sobor of St. Herman of Alaska in Edmonton, AB, by May 15, 2011:
  - a) Bank statements
  - b) Statements of investment accounts
  - c) Deposit books
  - d) Financial instruments
  - e) Tax receipts and assessments (CRA, property tax, CPP, EI, etc)
  - f) Long term contracts (e.g., insurance, etc)
  - g) Receipts for donations
  - h) Invoices for expenses
  - i) Lease documents (e.g., car)

**STATEMENT OF FINANCIAL POSITION as of December 31, 2010**  
**Holy Resurrection Russian Orthodox Church**  
**75 East 43<sup>rd</sup> Ave, Vancouver, BC V5W 1S7**

Cash	XXXXX.XX	
term deposits and bonds	XXXXX.XX	
prepaid expenses	XXXXX.XX	
Receivables	XXXXX.XX	
total current assets		XXXXXX.XX
Land	XXXXXX.XX	
Building	XXXXXX.XX	
less accumulated depreciation	XXXXXX.XX	
liturgical items	XXXXXX.XX	
grand piano	XXXXXX.XX	
		XXXXXX.XX
other fixed assets	XXXXXX.XX	
less accumulated depreciation	XXXXXX.XX	
		XXXXXX.XX
total fixed assets		XXXXXX.XX
<b>TOTAL ASSETS</b>		<b>\$ XXXXXXX.XX</b>
current liabilities		XXXXXX.XX
long-term liabilities		XXXXXX.XX
net assets		XXXXXX.XX
current earnings		XXXX.XX
<b>TOTAL LIABILITIES &amp; NET ASSETS</b>		<b>\$ XXXXXXX.XX</b>

The above Balance Sheet of the Holy Resurrection Russian Orthodox Church for the year 2010, as well as the supporting financial records (receipts, ledgers, invoices, etc.) have been duly examined by the Auditing Committee and found to be explicit and correct.

In the City of Vancouver on the 20<sup>th</sup> day of February, the year 2011.

German Ovodov  
 President, Auditing Committee  
 Holy Resurrection Russian Orthodox Church

George Vishniakoff  
 Member of the Auditing Committee  
 Holy Resurrection Russian Orthodox Church

Dimitri Ouchmarov  
 Member of the Auditing Committee  
 Holy Resurrection Russian Orthodox Church

**STATEMENT OF OPERATIONS for the year 2010**  
**Holy Resurrection Russian Orthodox Church**  
**75 East 43<sup>rd</sup> Ave, Vancouver, BC V5W 1S7**

	<b>year 2010</b>
<b>Revenues</b>	
Total donations received	\$ XXXX.XX
Collections and fundraising	XXX.XX
Membership dues	XXX.XX
Rent from Montessori	XXX.XX
Utilities recovery - Montessori	XXX.XX
Interest revenue	XXX.XX
Sales - candles, prosforas, etc.	XXX.XX
	<b>XXXXX.XX</b>
<b>Total revenue</b>	<b>XXXXX.XX</b>
<b>Expenses</b>	
Purchases of candles, etc.	XXX.XX
Insurance - property and liability	XXX.XX
Clergy group insurance	XXX.XX
Utilities	XXX.XX
Repairs & renovations	XXX.XX
Maintenance	XXX.XX
Property tax	XXX.XX
Amortization	XXX.XX
Office and administrative expenses	XXX.XX
Salaries and benefits	XXX.XX
Travel	XXX.XX
Archdiocese assessment	XXX.XX
Archdiocese Assembly	XXX.XX
Gifts to Bishops	XXX.XX
Charity	XXX.XX
Culture & education	XXX.XX
Other expenses	XXX.XX
	<b>XXXXX.XX</b>
<b>Total expenses</b>	<b>XXXXX.XX</b>
<b>Excess (deficiency) of revenue over expenses</b>	<b>\$ XXXX.XX</b>
<b>Net assets</b>	
opening balance	XXXX.XX
Excess (deficiency) of revenue over expenses	XXXX.XX
adjusting entries	-
	-
ending balance	<b>\$ XXXX.XX</b>

**INCOME STATEMENT for the year 2010**  
**Holy Resurrection Russian Orthodox Church**  
**75 East 43<sup>rd</sup> Ave, Vancouver, BC V5W 1S7**

The above Income Statement of the Holy Resurrection Russian Orthodox Church for the year 2010, as well as the supporting financial records (receipts, ledgers, invoices, etc.) have been duly examined by the Auditing Committee and found to be explicit and correct.

In the City of Vancouver on the 20<sup>th</sup> day of February, the year 2011.

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German Ovodov  
President, Auditing Committee  
Holy Resurrection Russian Orthodox Church

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George Vishniakoff  
Member of the Auditing Committee  
Holy Resurrection Russian Orthodox Church

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Dimitri Ouchmarov  
Member of the Auditing Committee  
Holy Resurrection Russian Orthodox Church

## ATTACHMENT #11

### QUÉBEC AND MARITIMES DEANERY Report 2011, spring, to Archdiocesan Council

Edmonton AB  
APRIL 8-9, 2011

The Deanery spreads out from Saint John's, Newfoundland to the Ontario border.

#### Saint John's

To summarize the events here at the **Holy Lady of Vladimir Mission** of St. John's during the last six months would take us back to October, 2010, when we purchased a Gospel in English for the altar. We did not have any priest visit us in October or November, so we just continued with our regular Sunday reader's service (typika). In December, Fr. Cyprian Hutcheon came to visit us and baptized twins, Nicolas Sebastian Abrard and Benjamin George Abrard, the sons of a member of our Mission, Florentina Stroia, on December 5th. The baptisms were registered by Fr. Cyprian at the Sign of the Theotokos Orthodox Church, Montreal. Fr. Theodore Efthimiadis visited on account of New Style Nativity on December 27.

In January, 2011, we were expecting His Grace, Bishop Ireneë to visit us for Theophany, but that was abruptly cancelled on account of the dreadful event of the Bishop's heart attack. On January 3, our Mission grew with the birth of Vicki (Vasiliki) Piercey to parents Kathryn and David Piercey. (It is likely that the baptism will take place in Calgary, where Kathryn's family lives.)

In February, Fr. David Edwards came to visit us for an extended stay, serving five Sundays from the Sunday of the Publican and the Pharisee (Feb. 13), to the Sunday of Orthodoxy (March 13). Fr. David was kind enough to have purchased a chalice set with our Mission in mind while he was visiting Georgia, and we repurchased it from him.

On February 13, we had our Annual General Meeting. I will send you an electronic version of the minutes early next week. The main point of the meeting was to elect the new council. The council is now

Ivan Saika-Voivod - President  
Theodore Zarras - Vice-President  
David Bell - Secretary  
B. Stephen Wiseman - Treasurer  
Kathryn Piercey - Social Secretary  
Arthur Anastasiadi - Past President

Also at the meeting, we decided to increase our contribution to the Archdiocese from \$150 to \$500. I am attaching here the internally-audited Treasurer's summary report for the fiscal year 2010 (Jan. 1 to Dec. 31), as well as the Mission directory. The people listed are almost all paying members, of which we have 31. Our annual membership dues are \$25.

On February 23, 2011, we had the first meeting of the new council, during which we discussed reviewing the Mission by-laws, the keeping of records, updating our website, the acquisition of

## ATTACHMENT #11

an epitaphion (plashchenitsa) and ways to grow the Mission. The new treasurer reported that between Jan 1 and Feb 23, 2011, total revenues were \$3200.35, expenditures \$144.44 (we had not yet paid any money to Fr. David), net income \$3055.91. I am very pleased to have an expanding group of energetic people willing to help the Mission grow.

We are eagerly anticipating the visit of Fr. Silouane (Michel) Bourjeily for Palm Sunday, Holy Week and Pascha, and are currently working out the schedule of services.

With regard to the future of this Mission, we have a standing humble offer to Fr. David Edwards to stay with us here in St. John's. Presently, we can only confidently offer \$750 per month to supplement his pension, but presumably that would grow as a permanent priestly presence would bring people closer to the Church. Various uncertainties prevent Fr. David from definitively accepting or rejecting our offer.

Recently, Bishop Irene has given us some positive news with regards to the possibility of a priest coming here in the person of Dragos Giulea, an almost assured candidate to the priesthood who would be willing to come here with his wife and two small children. Personally, I think Dragos, who has a PhD in philosophy and a PhD in theology, would need to be a truly remarkable person to come here without securing an academic position at the local university. It would be, again in my opinion, a waste of his scholastic talents. But who knows? Our own David Bell is retiring, leaving a vacancy in the Department of Religious Studies, and so it is a possibility that Dragos applies and wins the competition for that job. As Bishop Irene has said, we must pray.

### Halifax

1. The Parish of **Saint Vladimir** is serviced by Father Vladimir Tobin. They are also on the old calendar.

Our regular weekly schedule of services consists of Saturday Vespers, Sunday morning Hours and Liturgy, and a readers' Vespers on Wednesday evening. Liturgies for the major festivals are arranged as the festivals occur. At present we have one catechumen, but she is progressing quite slowly, as she claims the pressure of her university studies limits the time she can spend on her catechumenate. A few new individuals have been present fairly regularly at Sunday Liturgies. I have noticed that attendance at the Lenten Presanctified Liturgies is not really good.

Our financial situation remains more or less stable, although an increase in the offerings would be desirable.

We are constantly on the look-out for a new home for the parish, but our financial situation makes this very tenuous. At the moment, there is some possibility in the offing, but I cannot be overly optimistic about it.

2. The Monastic **Hermitage of the Annunciation** is an asset to the spiritual life of all Orthodox in the Maritimes, of all Jurisdictions. Hieromonk Roman and Monk Cassian are the permanent residents of the Hermitage. Daily monastic services are served and Liturgy three times weekly.

## ATTACHMENT #11

### Québec City

This parish serves as the Cathedral parish of H.G. Bishop Irénée. The priest in charge is Fr. Nectaire Féménias. The parish serves at the Greek church in Québec, which is rented for the services. One Sunday each month and the remaining Saturdays. The average attendance at each Liturgy is 45 faithful. The choir has 7 singers, all women. The faithful are from various ethnic backgrounds; from Slavic countries such as Ukraine, Russia, Moldavia, Serbia, France, Canada. Services are served in French, Slavonic, Russian.

### Montréal

1. The **Sobor of St. Peter and St. Paul** served by Archpriest Anatoliy Melnyk and Deacon Nicolas Svetlovsky. On regular base we have two retired clergy to be concelebrants: Archpriest Alexander Janovski and Hieromonk Basil (Paradis).

Last October the parish has been blessed with an 85 Anniversary of services in present Temple and Divine services served the Most Blessed Jonah Archbishop of Washington Metropolitan of All America and Canada, The Right Reverend Irénée Bishop of Québec City Administrator of the Archdiocese of Canada and local clergy. For this event Sobor received donation of new Oblation and “bishop’s” Tables from Sofrino church factory, Russia and the moschevik for 40 pieces relics of saint. Those relics came to us from Kievo-Pecherskaia Lavra and from the Greece.

The Sobor has a beautiful choir under the direction Mrs. Elena Ilvakina . Most Blessed Jonah tonsured seminarian Dimitry Belyakov from the Saint Arseny Institute to be a reader for the Sobor. A church school also takes care of the spiritual needs of the younger members of the parish. A summer camp is also held during the summer vacations. The Sobor is on the old calendar.

2. The Parish of the **Sign of the Theotokos**, served by Archpriest John Tkachuk and Deacon Anthony Mansour. The choir is under the direction of Mrs. Lesley Anne Judge. A Sunday school for the young members of the parish a bookstore and library are kept by the parishioners. The Sign is on the new calendar.

Regular and festal liturgical services, Adult Christian Education and Church School sessions, Council and Parish meetings, and social activities were all held as scheduled at The Sign of the Theotokos Church in the past six months.

Vespers served every Saturday year-round (except on the one weekend when Orthodox Christian Women, organized by my wife Masha, hold their annual conference at the start of Great Lent, and the Vespers closing that replaces ours). Divine Liturgy celebrated every Sunday without fail. Attendance at the Vespers is minimal (15-20); most Sundays see more than 75+ persons.

Adult Christian Education (“ACE”) sessions are held on the third Sunday monthly on a common theme September thru May; this past year “Living the Liturgy” was the theme, with volunteers (mainly parishioners) presenting talks on specific topics such as “Introduction to Liturgy”, “*The Eucharist* of Fr. Schmemmann,” “The Liturgy of the Word,” “The Liturgy of the Faithful,” etc.

Church School classes are held second and fourth Sundays monthly (unless “pre-empted” by a post-Liturgy service, e.g. Theophany Water blessing, Forgiveness Vespers, etc. ~ where these take the place of a lesson and are then discussed on subsequent Sundays).

## ATTACHMENT #11

The Parish Council meets usually on the third Monday evening monthly, and we try (usually fairly successfully) to maintain a 7:30-9:00 PM schedule; no meeting is held in December (the Annual Meeting on the second Sunday of that month).

Our “constant, weekly ” social activity are the Coffee Hours every Sunday after Liturgy, prepared by volunteers (either singly, or else in a team with others; organizers are “credited” with a \$65 income-tax receipt without presenting documentation (more if more cash is actually spent, but then purchase-receipts must be presented for the income-tax credit). These weekly events give people opportunity of interacting and getting to know one another, so building one community.

Choir rehearsals are held occasionally, as needed and announced. The parish also maintains a small Bookstore (located at church-level, behind the Candle Desk) and a Library (in the upper-level choir-loft).

Late last year we received the furniture for the Sacristy: a five-drawer cabinet for priests’ vestments, and a stand-alone multi-level cabinet for storing other sacerdotal and liturgical supplies.

### **3. Saint-Benoît-de-Nursie**

The Parish of St-Benoît has until now been under the rectorship of H.G. Bishop Irénée. Also assigned to the Parish are Higuemen Marc Pierre (retired), Priest Gregory Nimijean, and Hieromonk Silouan (Bourjeily). Also serving is Hierodeacon Amvrosi (Mlodzik). The parish also has two sub-deacons.

Services are held each Sunday and Feast day, and they are held in the rented crypt chapel of Saint John the Evangelist in downtown Montreal.

The parish has 75 registered members and attendance on Sunday is average 40 people. The chapel and hall have been repainted and “rejuvenated” during the winter months by volunteer parish members.

The faithful are from various ethnic backgrounds French Canadians, French, English and Americans, Russians, Lebanese , Rumanians etc. The common language is French and all services are served in that language.

The choir is led by Mrs.Francine Bérubé and Mr Philippe Leroux. The Library is taken care of by Mr. Christian Roy. Books are available for research and reading.

### **Rawdon**

The church of **Saint Seraphim of Sarov** and cemetery there are services by Priest Alexander Janovski, who is former retired rector of St. Peter and St. Paul Sobor. Thanks God, His Grace Bishop Irene loves to serve her. The choir is under the direction of Mrs. Maria Levchuk. Saint Seraphim’s is on the old calendar. The cemetery Administrator is Iryna Melnyk.

## ATTACHMENT #11

### The Abitibi region, Amos, north of the Province of Quebec

Igumen Georges Leroy continues his prayerful witness and presence. He serves the church of **Sainte-Marie-Madeleine**. This church is on the new calendar.

### Lac Labelle

Finally Archpriest Alexis Vinogradov continues to serve the chapel of **Saint Sergius** during the summer months. St.Sergius Chapel stands on the private property of the Troubetzkoy family in Lac Labelle. Through their generosity, it is open for Orthodox Services and its altar falls under the omophorion of the Bishop of Ottawa. Father Alexis Vinogradov, a priest of the diocese of New York / New Jersey (under Bishop Michael) is also the appointed Rector of St.Sergius chapel community in the summer season.

From the end of June until the end of August we celebrate all major Feast days with Vigil and Liturgy, and each week the Resurrection cycle of Great Vespers and Liturgy. There are no monetary dues and no stipends or salaries are paid. Voluntary donations collected are used to maintain the chapel repairs and improvements, and gifts are periodically made to charities with left over funds.

In the chapel we accommodate about 30 persons, and often more on the outside deck and lawn. The chapel life is central to our brief time in Labelle, and is the wonderful legacy of Serge, Lyuba and Mary Troubetzkoy of blessed memory, and protopresbyters Alexander Schmemann and John Meyendorff. Under the current auspices of Alexis Troubetzkoy and his sister Lisa Saiko-Voevod, we continue on their foundations. Father Thomas Hopko is our resident theologian and spiritual elder; Father John Tkachuk a featured preacher and celebrant; and matushki Juliana Schmemann, Marie Meyendorff, Anya Hopko, Mary Tkachuk, and Lisa Vinogradov are responsible for the relative sanity of the serving clergy. Sophia Apraxine was elected last summer as the Lay President of the church community.

In addition to those mentioned above, adult members of founding families remain instrumental in all the concerns of the chapel and its needs; among them: Sophia Ozerov (Ossorguine), Helen Apraxine, Lisa Canisius (Hesketh), Alex and Carole Hesketh, Serge and Mania Schmemann, Nikita and Marianne Lopoukhine, Paul and Peggy Meyendorff.

*Kindly yours:*

*Dean of Quebec and Maritimes deanery  
Mitred archpriest Anatoliy Melnyk*

## ATTACHMENT #12

### ONTARIO DEANERY REPORT April 2011

As with most things in Ontario, the hub of activity in the Ontario Deanery is centred on the city of Toronto. The Orthodox faithful of our Archdiocese in the city continue to be largely made up of recent Russian immigrants, divided (and sometimes circulating) between Christ the Saviour Cathedral, St. Seraphim's Church, the parish of St. Tikhon of Moscow (the Moscow Patriarchal representation parish), and the Russian-language ROCOR parish of the Holy Trinity (which has the distinction of being the largest ROCOR parish in the world). OCA English language services in Toronto are found in only one location, the St. Nicholas Mission..

**St. Nicholas English-language mission (Toronto)** continues to meet in the facilities of the Basilian Order near the University of Toronto. Father Nicholas Young has offered motivated leadership to the mission since 2006. As is the case with past and present English-language mission efforts in Toronto, St. Nicholas mission suffers under the realities of Toronto as a city of anonymity, and as such, continues to have very slow growth. Father Nicholas' secular work and the prayerful labours of him and his family continue to provide the central human strength of this mission, and to the Orthodox Christian Fellowship (OCF) at the University of Toronto.

**St. Seraphim of Sarov Church (North Toronto)** has grown significantly under the pastorship of Igumen Nestor (Mikhailechko). While this parish also operates in a rented Anglican facility, its mission to secular Russians, as well as Russian converts from Judaism and Islam, continues to bear much fruit.

**Christ the Saviour Orthodox Cathedral** is in the process of some major changes, for the first time in a decade. The retirement of Archpriest Oleg Kirilov as Rector and Dean has forced the parish to seriously examine its priorities. As a large parish with an older building in need of significant work, the parish today finds itself in the unenviable position of struggling to support a new priest (or priests) while attending to the overwhelming cost of building maintenance.

While the size of the congregation continues to call for the care of at least two priests (Archpriest Vasyl Kolega as rector as of May 1<sup>st</sup>, along with Father Roman Pavlov, the current assistant), the parish budget is so overwhelmed with building repair needs (more than 75% of the budget), the provision of basic pastoral care is undermined considerably.

**In light of the growing possibility of the taxation of churches (which we will address in another report), the financial situation at the Archdiocese's largest and oldest urban parish should place on the agenda of our Archdiocese the question of viable parish and church size, and their sustainable affordability.**

**All Saints of North America Church (Hamilton)** in late 2009 acquired its own temple, a former bank which has now been completely converted to a church and parish hall on the inside, with additional exterior work needed on the exterior over the next two years. As the only established English-language parish in central Ontario, the parish has seen a doubling of its weekly attendance (to 40 souls) over the last year, with a marked increase in weekday services, and a youth group. Pan-Orthodox activities include a summer Vacation Church School, and until recently, an OCF at McMaster University. The parish has been active in annually raising several thousand dollars for Chinese Orthodox translations and seminary support through an annual

## ATTACHMENT #12

**Chinese Missions Dinner** for the Orthodox Fellowship of All Saints of China. The parish looks forward to other parishes and deaneries taking up the challenge to host a similar annual event in their area (and would be happy to provide support on how to go about hosting such an event).

**St Gregory of Nyssa Orthodox Church (Kingston)** continues to be served on weekends by Hieromonk Luke (Majoros), who travels from his monastery in Quebec. While there exists real opportunities for campus ministry at Queen's University (which actually provided the genesis for the parish back in 1981), the parish size, limited finances, and part-time clergy service have not yet made this possible.

**St. John the Divine Orthodox Church (Windsor)** has proven to be a model for the resurrection of a defunct parish. After being served by several different priests on a periodic basis, the assignments of Father Constantine Katsilas in 2007 has allowed the community to form a hub, to rehabilitate an old but beautiful church building, and to build a cross-border Orthodox community (most of the sustaining original members of the parish cross the border from Detroit). The parish has invested energy in charitable works, according to its modest size, and offers a model for successful pastoral care by a **working priest, outreach to a community facing economic hardship**, and the unique possibilities that exist for mission parishes near the **American border**.

**New Mission Needs** – One of the needs identified in the Ontario Deanery is the need for a new mission on the eastern periphery of the city of Toronto. With the explosion of this urban centre, transportation across the city has very much limited travel by non-Russian-speaking faithful (the Russian faithful have several parishes to choose from, widely dispersed across the city, as outlined above). A number of faithful on the far eastern city limits have raised this question over the last five years; with God's help, perhaps the year ahead will see this hope bear fruit.

**Deanery Meetings** – Since the new Dean of Ontario was appointed a number of weeks ago, no deanery meeting has yet taken place. It is hoped that the parishes of the Ontario Deanery will now be able to convene after Pascha, in order to address the deanery-related issues raised at the Archdiocesan Council meeting.

## ATTACHMENT #13

### Saskatchewan, Manitoba and Nunavut Deanery Report

From Father Bob

St. Nicholas Church Sandy Lake is not showing any sign of growth and they are beginning to be concerned as they are starting to show a small deficit in the past few years.

At St. Nicholas Church in Narol, it is always joyful because there is generally the sound of babies "singing", such a great joyful noise to the Lord, and gratifying that there are plenty of children around. Church School is held after holy communion and when I turn around, half the congregation has gone downstairs--teachers and kids. 2011 is the centennial of St. Nicholas Church, Narol. We plan our major event on Sunday, July 17. Vladyka Irene has graciously accepted our invitation that he serve with us. We are having a catered dinner following the hierarchical liturgy in a nearby recreation centre. Entrance for the dinner will be by voluntary donation. Two of our young men belong to a semi-professional Ukrainian dance group and we are fortunate to be able to have the group perform at our dinner. We have been in planning mode for the past year.

St. Andrew the First Called Apostle Parish

No report from Father Andrew. They are busy renovating the little church that they are sharing with the Romanian Archdiocese. They have done quite a bit of renovation, some very beneficial, (less drafts on those cold Saskatchewan days) Father Vladimir Lysak will be doing the icons for the new iconostas

St. Mark the Evangelist – Yorkton

This year (so far) and last, have been an exception, in that we had more weddings and baptisms than funerals. St. Mark is starting to look forward to its 25th anniversary next year. As for the little rural parishes, the old membership is falling asleep in the Lord with no one to replace them. We will be facing concerns over looking after graveyards and decaying buildings and what to do with them. There is concern about how this whole issue is being handled with His Eminence and pray for a speedy conclusion to it.

Theotokos of the Life-Giving Spring Mission - Winnipeg

Just to update you regarding the Theotokos of the Life-Giving Spring Mission for your information and prior to the Council Meetings: We have a very active and well-attended liturgical life, and a very dedicated core of faithful who all devote much time and energy to the mission and work as a kind of extended family and team, taking responsibility for the needs and tasks in the Mission. It is truly a privilege to serve them. Increasingly we are interacting with other Orthodox parishes in Winnipeg in various events (a couple of weeks ago we had some 40-50 present at the Mission for a Winnipeg Orthodox Clergy Association-sponsored Lenten vespers and presentation by two of our members regarding their experience in Africa and Central America with the Orthodox Christian Mission Centre's projects). During this time of year, because we do not have a permanent space, we are welcomed by Fr. Raphael at Holy Resurrection parish, whom we join for special services. We have been invited on April 13th, along with the two

### ATTACHMENT #13

other OCA parishes in the city, to join St. Nicholas parish for pre-sanctified liturgy, and a Lenten meal, and again in June for another event.

People are also being drawn to the Mission though we do no publicity whatsoever at this time. A number of these are needy people (aren't we all!?), and I take heart that they feel welcome and safe and at home with us.

However, as "The Lord gives, and the Lord takes away! Blessed be the name of the Lord!", it seems that He is taking more of those who carry the work of the mission and sending more who are not able to contribute to some of the tasks sustaining the mission, including financial. It is now official that Deacon Petr Boitchuk, who has been serving with me for some time, and has been a great help (we have had a common bond in trying to foster a loving spirit in the parish), is moving with his family by July to Eastern Ontario in relation to his work. Deacon Lasha, attached to St. Nicholas parish, but who has helped the Mission much when it didn't have a priest and even now often comes to serve with us, has finally found a full-time University teaching post in Vermont (pending immigration issues) and expects to be gone, with his family, by July. He will continue to be managing editor of the SAI's on-line Journal, and I hope he will continue to teach distance education courses in Church History for us, but it may be too much for him with new courses and full-time teaching. Kevin Hay, whom the Lord baptized through my ministry last Holy Passover, is to be married through my ministry in Calgary in late May, and will take up residency as a medical doctor in Vancouver in July. Little Anna Jordhal, whom the Lord baptized through my hands last August, with her parents and sister, said farewell to us last fall so that Phil could enter studies at St. Vladimir's Seminary. Our faithful and most helpful sub-deacon, Kevin Wigglesworth, and his wife AmandaEve, one of our choir-directors, are moving to Calgary in May. AmandaEve expects to continue, for the immediate future, in handling the Institute's Reader's Program by distance. I have told people that while these moves are a wrenching and loss for us in terms of personal relationships and interaction and sharing, they are not a diminution of the Church, but simply a re-locating of gifts and ministries which will be a benefit to the Church elsewhere, and that, as we have been in the past, hopefully we will be recipients of these transfers of people and gifts, through the Lord's provision in the future.

However, for a little mission, despite some welcome additions over the year, I and we will feel the loss of a regular deacon, the need to equip a subdeacon (which we are working on), and the need to work on backups (which we have begun as best we can) for choir director, etc., since we have active young families and singles who are travelling a fair amount. Also, when those such as our remaining choir director are away or sick, or tied up with family needs, someone must fill in, or we may be forced to cut back in our services.

Please remember us in your prayers as you can!

### **ATTACHMENT #13**

No reports from Father John at Holy Trinity Moose Jaw, Father Pau at Holy Resurrection – Saskatoon, and Father Peter at Holy Trinity – Winnipeg

Deanery Report - Holy Trinity in Winnipeg is still working through some dissension. Please pray for them. We will be seeing a couple of clergy leaving the Deanery. Deacon Lasha will be moving to Vermont to take up a permanent job there, as will Deacon Petr be moving to Toronto.

## ATTACHMENT #14

### ALBERTA DEANERY REPORT 2011

The deanery of Alberta has of 23 parishes, served by 8 priest and 5 deacons. 17 of the churches are rural near Edmonton; the remainder are in Edmonton and Calgary. Four parishes are being served by Moscow Patriarch with the blessing our Archbishop and one is being served by both administrations.

Mission work continues with the Slavic mission meeting once a month at St. Herman's with Saturday Liturgy. The parish of All Saints in Meadow Lake as well as Ss. Peter and Paul in St. Walburg, SK, are served now by Fr. Vincent Lehr out of Edmonton.

Once a month during the summer a service is held at St. Nicholas at the Ukrainian Cultural Heritage Village east of Edmonton. For Feast of Jordan we blessed water with 500+ in attendance mostly children from Edmonton Schools. Liturgies were celebrated in all three churches in the village (Ukr Orth, Ukr Cath, and us, Russo Orth) At the end of the liturgies a procession from each church walks to a Ice Cross where one of the parishes serves blessing of Water . The Geneological Sociey of Alberta under our direction and agreement is planning to record and photograph all our parishes and graveyards this summer. Deacon Matthew Francis has been active in this project for the Archdiocese.

Summer camp is planned for August, last year we went through some difficulties with camp and one of the parishes which has not been totally resolved.

We have the Western Office of Archdiocese in Edmonton as well as the Treasury of STAS. Our deanery needs to look at new area of mission in large new suburb of both Calgary and Edmonton as well in the industrial centers of the oil patch.

We are blessed to have active parishes and committed faithful that keep the church alive and growing.

Archpriest Vasyl Kolega  
Dean.

## ATTACHMENT #14

### Deanery of Alberta

Report of the Lay Representative

April 6, 2011

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#### ***Glory to Jesus Christ!***

I have little to report since I believe the Dean will be presenting on most of the important items that have taken place in the Alberta Deanery since our October 2010 meeting. Most important are the recent clergy re-assignments which impact a number of our parishes, including St. Herman of Alaska in Edmonton, St. Peter the Aleut in Calgary, as well as the St. Tikhon Family of parishes in East Central Alberta. We are grateful to His Grace, our Bishop, and most of all to God as He mercifully guides us in these days.

It is bittersweet that we bid farewell (for the time being) to our Dean, Archpriest Vasyl Kolega, who will be moving soon to Toronto to begin his new ministry at Christ the Saviour Sobor. Our loss is Toronto's gain, and our prayers go with him and his family – Matushka Oksana and their daughter Daria. Father Vasyl has served the parishes of the Alberta Deanery for twelve years, and we have been greatly blessed by his faithful service to the Lord. Over the years, his parishioners have grown to love Father Vasyl a great deal, and have been spiritually nourished by his prayers and pastoral care. I believe I can speak for all of the faithful of the Deanery by saying, "we love you Father Vasyl. You will be missed!" We pray that the new Rector of the Toronto Sobor will have a blessed and fruitful ministry there, and that he might come "home" to visit as time permits!

Last time I reported on the possible incorporation of the Deanery. This has not yet taken place, and is currently on hold.

I am also hoping to visit some of the parishes this year, with the blessing of the Rectors, to encourage parish giving to the Archdiocese, and also personal giving through the St. Tikhon Archdiocesan Stewards (STAS) program.

All other work of the Deanery will likely be mentioned in the Dean's report.

*Respectfully submitted with love in Christ,*

- Dn. Matthew Francis

## ATTACHMENT #15

### **BC and Yukon Deanery Report to the Council Meeting of the Archdiocese of Canada (OCA)**

Your Grace, dear Vladyka, dear fathers, brothers and sisters – the members of the Council,

At the last Assembly in July in Victoria, I was appointed the Dean of BC and Yukon. From one side it is an hour but on the other side we all know it is a very important duty that comes with great responsibility.

Since this is my first Deanery Report I'd like briefly to remind us with the following: In BC Deanery we have one Sobor, two churches, one monastery, 2 Hermitages, in Gibsons and 5 missions.

In February 2011 I went to Kelowna to bless the House for one Russian family. At the end of my visit we decided to have a Divine Liturgy on Easter Monday for which I received a blessing from His Grace Bishop Irinee. God willing, there we will have a Mission station.

- 1) **Holy Resurrection Sobor** is served by myself, the unworthy Archpriest Michael Fourik.
  - For the last year, 2010, we had 75 Liturgies 25 Vigils, 8 Baptisms, 9 Holy Matrimonies, and 7 Funerals. The average attendance on Sundays is approximately 150 people. On special Holy days, the Church is so full we cannot even fit all the Church people inside, and so the Church Council has asked permission to expand the Church towards the West side of the building.

For more information of the Parish life you can read my Rector's Report that is presented to the Annual Parish Meeting. A lot of information can also be found on our website: [www.holyres.org](http://www.holyres.org).

- 2) **St. Herman of Alaska Church** – served by Archpriest Lawrence Farley, deacons Kurt Jordan and Gregory Wright. There are five sub-deacons and five tonsured readers. There are about one hundred ten people on Sunday. Liturgy is held each Sunday, preceded by a Matins. Vespers is served every Wednesday and Saturday evening. The full information of St. Herman's Church in details is available in Fr. Lawrence's Annual Report for 2010, which is attached to this report.
- 3) **All Saints of Alaska Church in Victoria, BC** is served by it's Rector Fr. John (Kaleeg) Hainsworth, Deacon Kevin Miller, and Deacon Achilleas Kasapi. I'd like to emphasize that Fr. John provided the best semi-annual report to the Dean, also attached to my report. Statistics include:
  - 118 souls are enrolled as members of the Church, 4 catechumens, average attendance at Vespers is 12, the average attendance at Divine Liturgies is 70. There are 6 members on the Parish Council, 3 sub-deacons, 8 readers, 10 choir members, 3 Sunday school teachers, and finally, 22 children.
  - Income for 2010- \$80, 840.00
  - Expenses for 2010- \$73,570.49

## ATTACHMENT #15

- Ministries in the Parish include: St. Luke's School of Liturgical Art, St. Maria of Paris Orthodox Outreach Centre which involves all Orthodox jurisdictions in Victoria, Sunday school, St. Hermione's Care Group – this is a small group of professionals in this Parish. They meet monthly to pray for needs and people in the community. Jesus Prayer Group – this group meets twice a week to pray the Jesus Prayer for 1-2 hours. Catechumen Classes, Bible studies, St. Arseny Press, Food Teams, Parish Website, Parish Bulletin, St. Arseny Church Camp.

I will stop now. But the rest of the information you can read in the Rector's Semi-Annual Report for example: Liturgical life, Pastoral life. The Rector Fr. John also submitted the Financial Report: "Profit and Loss Budget Overview for 2010" as well as "Profit and Loss Budget vs. Actual for 2010". I also received the By-Laws (Constitution) of All Saints of Alaska.

- 4) **St. John of Shanghai and St. Nina of Georgia Orthodox Mission** in Vancouver. Fr. Justin submitted his Annual Rector's Report with the following details:
  - A total of 140 services, including 3 episcopal visits, 55 people in attendance for the Liturgies and 17-20 people for Vespers. Each Wednesday this Parish has Compline services. For 2010 they had 3 baptisms and 1 chrismationAlong with the Rector's Annual Report, I also received the Church Society Act Constitution.
- 5) **St. Barnabas Orthodox Mission in Comox Valley**, BC was established in 1999. Initially, Fr. Lawrence Farley travelled to Comox Valley approximately 3-4 times a year. In February 2003 Fr. Alexis Nikkel was ordained as a priest to this Parish. The Parish first met in the Hospital Chapel. Then in 2006 they built their own chapel. In 2008, due to very unfortunate circumstances, the Parish was forced to tear down their Chapel. Since October 2010 regular services are held in Fr. Alexis' dining room that has been set up as a Chapel.
  - This Parish has between 20-30 people. The Parish conducts Wednesday daily vespers, Saturday Great Vespers and Liturgy on Sunday.

The remaining Parishes, missions and monasteries in my region I was not able to visit this time around but rest assured, I will visit them soon.

Thank you for your attention.

Respectfully submitted by the Dean of British Columbia and Yukon,  
Archpriest Michael Fourik

## ATTACHMENT #16

April 6, 2011 Report on St. Arseny Institute for Bishop and Archdiocesan Council

### 1. Library

Though the Affiliation of the St. Arseny Institute with the University of Winnipeg ended in September, 2010, the library agreement with the University continues – a backlog of donated books and some purchases have now been organized and catalogued free of charge according to our agreement, and are on the shelves, accessible to anyone with a library card – our collection is about 1000 books – some of the money from FOCA still in a special fund has been assigned to cover labour for AmandaEve Wigglesworth to get the remaining donated and purchased books to the library and catalogued, and to work with the library to obtain full information on all of our books and to obtain/provide lists of all of our books according to author, title, subject areas, etc. for much easier and fuller use and for choosing most wisely future acquisitions

We expect to have still a significant amount of funds left after these tasks are done, and propose that we spend it on important books to complement our collection, so that under our current agreement, though there is no hint of anyone ending it, we may take advantage of free cataloguing while we have this privilege, and have our collection available to local people

We feel that the library is an important asset, regardless of what the future holds

### 2. Personnel

AmandaEve Wigglesworth, who has been overseeing the Reader's Program for a number of months now, though moving to Calgary in May, is planning to carry on with this responsibility

Deacon (Dr.) Lasha Tchantouridze, who, pending immigration clearance, has been hired to teach in Vermont, has indicated that he will continue as Managing Editor of the on-line *Canadian Journal of Orthodox Christianity* - it is our hope that he will also continue to teach Church History courses for the St. Arseny Institute

While these moves deprive us of local administration members, they will provide a kind of presence of the Institute in other places – we would like to see this kind of presence for the Institute with active teachers, etc. in other parts of Canada

### 3. Review

We are in the process of an extensive review, not only of the Institute and its courses and its strengths and weakness, but of the theological education needs and resources across the country, and how they have been provided in the recent past and are being provided for in the present, and how they might be provided for in the future – it is our impression that there are many strong views and ideas about this, but that the realities in which we currently operate or what is realistically feasible, or how these needs will be met have not been carefully documented or considered – we shall be enlisting co-operation across the country and ask for your contribution which we would like to provide as partial input to a discussion on this topic within the Archdiocese

## ATTACHMENT #16

### 4. Finances

Financially, we operate in the black, and have relied principally on one donor for four years, in addition to student fees and miscellaneous donations. This requires great sacrifice on the part of all of those people in Winnipeg who have remained committed to this work for the last nearly seven years, in particular -

#### Note: Communication and Archdiocesan Support

Taking into account the current situation of the Archdiocese and the OCA, we would nevertheless like to mention that the Institute has not been informed for some time of any meetings of the Archdiocesan Education Committee, re-formed quite some time ago, which might have taken place, nor informed of any of its work if it has been meeting

Also I was not informed of these current Council meetings, and found out too late to make the trip – the past practice has been for the Director of the Institute to be present at the Council meetings to report in person and to deal with matters of the Institute in formal and informal conversations

I obtained an agenda of this current Council meeting by our Dean very recently, and see that the theological education committee is to report on the Institute, so have jotted down these few notes – a similar situation obtained for the last Council meetings, though, in my consultation with the Chancellor, he indicated that given the nature and focus of the Council meetings there would not be much discussion of the usual agenda items and that given the late notice of the meetings, it was not necessary for me to attend

There continues to be substantial interest in the offerings of the St. Arseny Institute, and, in the absence of a thorough review of the needs and realities and realistic possibilities for provision of theological education to meet the needs of the Archdiocese in this area, we are doing what we can with our very limited resources

Respectfully submitted,

With my prayers for a fruitful Council and the Lord's mercies and direction,

Priest Anthony (Spencer) Estabrooks

Director of St. Arseny Institute

## **ATTACHMENT #18**

### **BRIEF REPORT TO THE ARCHDIOCESAN COUNCIL CONCERNING THE AVAC DRAFT TERMS OF REFERENCE**

We have read carefully the document “draft terms of reference for AVAC” that was sent to us by Deacon Matthew.

Given the involvement of one of us (Dr. John Hadjinicolaou) in the AVAC process from its very beginning, it was felt important to submit to Council the following suggestions and thoughts in the form of a short report. We hope that this report will provide Council with some feedback and serve to stimulate discussion about certain adjustments to the proposed AVAC process, based on the accumulated experience of the Eastern Committee of AVAC.

#### **Introduction**

Everybody agrees, we believe, that as a council we must be extremely careful, objective and transparent in the process of evaluating possible candidates for the priesthood, so that we can provide the best possible advice to the ruling bishop who bears final responsibility for deciding these matters.

Knowing very well that the role of the AVAC committee is and will always remain an advisory one, we nevertheless (for the good of the Archdiocese and the entire Church) have to make every possible effort to create a process that is unbiased and transparent. Simultaneously, we have an obligation to try to prevent, identify and regulate unpleasant events and circumstances for the future life of the Church in Canada.

It is true that this is a unique opportunity (non-existent in many /or most Orthodox dioceses in the world) to create a structure/process which can really function objectively and independently of people or location, and thus provide a service to our bishop and the Church. It will really be a pity if we end up with another dysfunctional bureaucratic or “rubber-stamping” process which will have missed the committee’s principal goal: that of attempting to discern the vocation of those men whom the Good Lord chooses from His body to become its priests.

#### **Accumulated Experience of the Eastern AVAC Committee**

The eastern committee of the AVAC was formed by the decision of Archbishop Seraphim in 2007.

The members of the committee to date are: Dr. Evangelia Amirali (psychiatrist), Dr. Thomas Kolivakis (psychiatrist) and Dr. John Hadjinicolaou (professor).

The mandate of the Committee was to interview and attempt to assess candidates regarding: their sense of vocation; their spiritual integrity and maturity; their level of educational preparation (actual or proposed); and their psychological and/or psychiatric suitability.

## ATTACHMENT #18

The eastern Committee has seen and evaluated nine candidates to date (two of whom were from the west) which has provided them with a very valuable cumulative experience. Interviews have varied in length from 1-2 hours (on average) up to 4-5 hours in some cases.

Our experience to date has convinced us, generally speaking, that it is unwise to place any time constraints on this process or to rush things because of particular circumstances. Rather, our goal has been to devote the time needed in an attempt to be as objective, unbiased and compassionate as possible in every case.

It seems to us that there is a very big difference between a committee that functions as we have done versus an *ad hoc* short-term committee created to assess a single specific candidate. Such an *ad hoc* committee has little or no chance to acquire the ongoing experience from which to compare and assess candidates, and therefore faces the tremendous challenge of having to form an opinion and produce a report on a single candidate.

The eastern Committee has come to realize how important is to not be dependent on personal views and convictions, but rather to try and discern the “true calling” of candidates without being influenced by pre-conceived ideas or even possible personal favouritism.

Over time, it has become obvious to the members of the eastern committee that at least one senior clergyman should be a member of the existing committee without the necessity of creating any separate “clerical” committee or process. For ourselves as the eastern committee, we feel (and suggest below) that the most appropriate person would be Fr. Cyprian Hutcheon as he has now moved to the east and was one of the initiators of the AVAC process.

The report of the committee on each candidate needs to be officially deposited in the Archdiocesan office and given to the Bishop for any further reference.

### SUGGESTIONS

After these initial thoughts and reflections, our concrete suggestions are the following:

1. There should be two “permanent” committees, one in the east and one for the west. For the east the committee would add Fr. Cyprian to its existing three members. For the west an effort needs to be made to establish a permanent committee similar to that in the east. Until such is the case, it may be necessary to continue – temporarily – the present *ad hoc* candidate-specific system OR possibly to make use of the existing eastern committee where feasible.
2. The Chancery /secretariat of the Archdiocese plays an essential role in requesting and compiling all necessary papers and documents (police, taxes, etc), but it should not interfere in the independent functioning of the AVAC committee(s).
3. The reports collated by the chancery /secretariat and those of the AVAC committee(s) are to be filed confidentially in the office as well as being given to the diocesan hierarch.
4. The hierarch, having studied all the information provided and in consultation with whomever he feels the need to consult (chancellor and/or secretary and/or committee members and/or others) then decides what additional evaluative steps might be deemed necessary before rendering a final decision on a candidate’s suitability.

## **ATTACHMENT #18**

5. The process envisaged should normally function expeditiously but without the pressure of “tight” constraints of time. This having been stated, there must also be maintained a certain flexibility in particular cases, acknowledging the occasional practice of *economia* as part of the Church’s tradition.

### **CONCLUSION**

In our understanding, if these points were to be adopted, it would clarify the process so as to make it as transparent, objective, fair and unbiased as possible.

Yours prayerfully:

Dr. Evangelia Amirali, Dr. Thomas Kolivakis, Dr. John Hadjinicolaou  
(Eastern AVAC committee)

April , 2011

**From:** Mary Ann Lopoukhine [<mailto:mlopoukhine@wordclass.com>]

**Sent:** April 2, 2011 3:09 PM

**To:** 'aaicons@rogers.com'; 'IgumenAlexander@gmail.com'

**Cc:** 'Nikita Lopoukhine'

**Subject:** Thoughts - Archdiocesan Assembly 2012

Dear Igumen Alexander and Protodeacon,

As a council meeting is approaching, I am hoping that the plans for the 2012 Assembly to be held in Ottawa will be on the Agenda. To date, there has been no direction from the Council regarding the Assembly and time is tight for planning. Have any dates even been set?

While I don't intend to be the main organizer as I was for the last Assembly in Ottawa, I will be involved with a committee which would be larger and more active than the small group I worked with for the last one. The committee should be composed of at least one Council member and Cathedral parishioners.

I would like to share a few random thoughts with you for the 2012 gathering that may help generate some firm direction from the Council for a planning committee - and keep registration fees low:

#### LOGISTICS

- Hold all services, meals and meetings in Cathedral
- Participants should then book their own hotel rooms at a suggested hotel - (perhaps we can get a conference rate at a nearby one but we would probably need to hold our sessions in the hotel)
- Rent vans to shuttle folks from hotel to Cathedral
- Meals: breakfast run by the Cathedral - lunch catered perhaps by John Scratch or another Orthodox church - then participants would have dinner on their own
- One dinner - or banquet at a nearby Chinese restaurant
- Perhaps an opening BBQ or informal buffet in the Cathedral with our parishioners involved - we could make it fun with music and even dancing

#### MEETINGS

- Keep to 'business' topics only
- No invited 'outside' guest speaker - Ask one of our own priests to give a public talk one evening on an 'inspirational' topic, if the Council wishes
- As always, participants should be parish clergy and parish delegates - observers welcome but no special programs, workshops or youth program - unless volunteers come forward to take this on but Ottawa committee should not plan these extra programs
- Delegates should be seated together - and observers apart (in Victoria it was not clear at all who was a delegate and therefore entitled to vote)
- Someone needs to develop materials announcing the Assembly with registration information, costs, schedule and hotel information
- Website development - but volunteer needed

## VOLUNTEERS

- Get volunteer secretaries to record minutes - from around Archdiocese
- Ask (firmly) that all Cathedral deacons and sub-deacons take at least one day from work to help with driving the vans, meals, clean-up, etc (in other words - offer 'service')
- Ensure multiple volunteers from Cathedral to offer help for meals, etc. - as above
- Develop list of tasks ahead of time and schedule the volunteers
- As noted - website developer needed

## MATERIALS and REPORTS

- No printing - Office to send all reports by email and post on a website (assuming someone can take on a website for Assembly) - ask delegates and observers to print and bring to Assembly
- A Council member should be tasked to ensure all reports are written, sent to Diocesan office which will send to parishes
- Ottawa can make a few copies of reports as back-up (but not one copy in a binder for everyone - too expensive)

That's it for now - I hope this is a help to you.

In Christ,

Mary Ann

Your Grace, Dear Vladyka Irénée,

Rt. Rev. Master Bless!

For some time, we have been looking at ways to give greater attention to the younger generations of faithful within our Archdiocese. I was blessed to take on the role of Coordinator for Youth & Young Adult Ministries in 2005, and then the role of Director in 2009. With God's help, I have done what I could, and will offer my full report at this week's meetings.

After due consideration, and some ongoing conversation with the Chancellor over the past year, I would like to ask Your Grace's blessing to step down from this role. While this is primarily due to my other responsibilities in the Church, I would also like to make room for new people with fresh ideas and energy to serve. I wanted to take the time to communicate this request with Your Grace before the meetings.

Attached is a simple proposal for re-thinking the way we have thought of the "Youth Coordinator" role, working towards creating more of a team approach across our very large Archdiocese. I spoke this week with Fr. Alexander about the possibility of appointing Coordinators both in the East and the West, who then could work together. Our past experience with STAS has shown that this kind of approach can work fairly well.

Though I have not spoken with them yet, I would like to propose the following faithful members of our Archdiocese, who are all involved in Youth and Young Adult Ministries, to serve in this capacity as a "Youth & Young Adult Ministries Coordinator Team." This is something I have been hoping to do for some time, and now seems like a good opportunity to implement.

East

-Mark Josefson, Annunciation Cathedral, Ottawa

-Daria Tilimpea, Sign of the Theotokos, Montreal

West

-Andrew Friesen, St. Herman of Alaska, Langley

-Magdalen Farley, St. Herman of Alaska, Langley

The proposal (in the attached document) is that these Coordinators could work together as a team to accomplish what previously one person attempted to do, but with much better results, since they are already spread out across the country. Working together as a team would kindle some energy and focus. My recommendation is that they would develop a rotation where they would take turns attending the semi-annual Archdiocesan Council meetings to report on their work.

Anyway, I offer this all for Your Grace's consideration. If you feel it is appropriate, I would certainly offer to assist in any way I could to help establish such a "team approach." If it would be appropriate, I would be pleased to contact the proposed Coordinator Team members to informally discuss this.

With love in the Lord, your servant in Christ,

- Dn. Matthew



## **Youth & Young Adult Ministry Coordinator Team**

The Coordinators for Youth & Young Adult Ministry serve the Archdiocese of Canada in a part-time, volunteer capacity. Representing both the Eastern and Western parts of the Archdiocese, the Coordinators work together to compose a team to provide focus, energy, and communication for Youth & Young Adult Ministry efforts. Coordinators are appointed on an "as-needed" basis, by the Ruling Bishop or Administrator of the Archdiocese, normally serving from the time of one Archdiocesan Assembly to the next. They may be re-appointed or released from their duties at the discretion of the Ruling Bishop or Administrator. They report twice per year to the Ruling Bishop and the Archdiocesan Council. The Coordinator's role includes:

- 1) Fostering awareness of Youth & Young Adult Ministry initiatives in the Parishes of the Archdiocese, including a list of current contacts of adult leaders carrying out this kind of work in our Church;
- 2) Maintaining regular (at least monthly) team communication with the other appointed Youth & Young Adult Ministry Coordinators;
- 3) Building positive relationships with younger leaders in our parishes, and, wherever possible, in our sister Orthodox Churches in Canada;
- 4) Developing and assisting local Youth & Young Adult Ministry leaders on a Deanery level;
- 5) Communicating, through appropriate means, regarding events such as retreats, camps, and conferences taking place in the Archdiocese;
- 6) Encouraging the younger generation of members to be actively involved in the life of the Church, and providing resources to the clergy and other Church leaders to help facilitate this process;
- 7) Helping to coordinate meaningful participation in and activities for Youth & Young Adults attending Archdiocesan Assembly;
- 8) Recommending to the Archdiocesan Council appropriate allocations of the "Youth" line within the Archdiocesan budget.
- 9) Reporting to the Ruling Bishop at each of the regular semi-annual meetings of the Archdiocesan Council. The Coordinators each rotate in their attendance, with one attending and reporting on behalf of the team at these semi-annual meetings.