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# Annual Report 2020

- Annual Meeting 2019
- Audited Financial Statements 2020



# Table Of Contents

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**3** A Message From Pastor Matt

**5** A Message From The Elders

**7** 2020 Historical Record

**8** Fellowship Ministry

**9** Human Resources

**12** Outreach Ministry

**13** Worship Ministry

**16** Property Projects

**17** Global Missions Ministry

**19** Trinity Kids

**20** Trinity Youth

**21** Discipleship Ministry

**22** Finance

**Attached** Audited Financial Statements

**Attached** 2019 Annual Meeting Minutes



Table of Contents

A Message From Pastor Matt

A Message From The Elders

# A Message From Pastor Matt

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When we look back on 2020 years from now, what will we see? This past year has brought about change that most of us have not experienced in our lifetime. In a short period of time, the “normal” way of life has changed. Businesses and schools shut down, hospitals overcrowded, fear and panic spreading.

And yet, when I look back on 2020, I am also struck by the presence and faithfulness of God. Many times over this past year, I have been comforted by the truth that He knows what is going on, even when we don’t! It can be easy to be discouraged by what we’ve missed out on, or what we currently lack, but the Lord has still faithfully led us as a church family.

Despite the lockdowns and restrictions, I’m thankful that we have still made the effort to stay connected. So many within our Trinity family, whether elders, or staff, or others, have been very intentional to reach out and make sure everyone is managing in their health, their home, and their work. I’m thankful that we’ve been able to learn and utilize technology to facilitate ministry- Sunday worship services provided in an online format, as well as small groups and prayer groups and youth and children meeting online.

I’m thankful that we’ve been able to utilize the property we have been blessed with here at Trinity! It has been wonderful to see a revitalization of our trail system through the hard work of so many people, blessing not only our own church family, but many others in our communities who are looking for a place of quietness and solitude. In the months of September and October, we gathered in the parking lot for worship services, as the Lord blessed us with ideal weather each Sunday. We have put our space to good use, and we will continue to creatively think about how to further bless others with the land we have.

(continued)

## Table of Contents

### A Message From Pastor Matt

### A Message From The Elders

(continued)

I'm thankful that we were still able to hold our two biggest outreach events of the year, albeit in an amended format, whether it was our summer VBS outreach, or our annual Christmas outreach, Bethlehem Live.

I'm thankful that we have been blessed in terms of our financial position to follow through with the plan of bringing on an associate pastor. Pastor Caleb began in October as our new Pastor of Family Ministries. In a year where many churches had to let go of some staff, Trinity was able to add to our staff team here. We do not take that for granted!

In all these things, we are thankful- not patting ourselves on the back for managing our way during a pandemic, but recognizing that the Lord is graciously sustaining us. It has been a comfort to know that we are in this together as a church family, and Jesus, our Good Shepherd, is caring for His flock. I have the pleasure of serving alongside such wonderful, faith-filled staff and elders and deacons.

There is so much more to say, but as we continue on into 2021, we take heart, knowing that whatever comes our way, the Lord is in control and our hope is anchored in the sure and steady truth that we are loved.

I consider myself so blessed to be called your pastor. I miss being able to see so many of you in person, and long for the day when we can be reunited! Thank you for your encouragement and prayers over this past year. I haven't always known what exactly to do, but not once have I doubted who I am in Christ. My prayer is that as Trinity Bible church we would persevere, and continue to run this race together with endurance, keeping our eyes fixed on Jesus at all times (Hebrews 12:1-2). Know that I am here for you!

Praying the peace of Jesus over each one of you,  
Pastor Matt

# A Message From The Elders

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A Message From Pastor Matt  
A Message From The Elders  
2020 Historical Record

In our 2020 January and February Trinity elder meetings, the following was noted:

Sunday church attendance was averaging 180-200 per week

Projects for a welcome center and children's classroom space was being considered.

Pastor Matt was preparing to fly to Kelowna BC for the AGC National Conference

A group from Trinity sent masks to missionaries in China for the "coronavirus crisis".

Looking back, these all seem like the distant past. Who could foresee what God had in store for us in 2020 starting in March!

We learned how to do church differently... COVID made Zoom small group meetings, online church services, and following health protocols in person become a new normal.

I am so thankful that in 2020 God enabled us to:

Hire a new associate pastor of family ministries - Caleb Bonney

Meet our financial goals for the year

Have weekly online services for the whole family from JK to adults

Help others during COVID with monthly charitable partnerships

Increase our small group numbers and connections via staff/elder contacts

Have virtual outreaches like VBS and drive-in outreaches like Bethlehem Live

Make our property a benefit to many by revitalizing our trail system

We trust God to work through difficult times and this year has proven His faithfulness.

(continued)

A Message From Pastor Matt  
A Message From The Elders  
2020 Historical Record

(continued)

The elder's board saw Dan Vandermolen and Paul Justice step down at the end of their three year term and welcomed Dale Kuran, Ryan Gideon, and Warren Fishwick as new elders.

We look to the future with hope and confidence in Christ! "And we know that all things work together for good to those who love God, to those who are called according to His purpose." - Romans 8:28

John Corrente  
Elder  
Board Chairman



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CHURCH OF  
OTTAWA



# 2020 Historical Record

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A Message From The Elders  
2020 Historical Record  
Fellowship Ministry

## **Baptisms:**

Natalka Jurczik- September 6, 2020

## **Memberships:**

Gwynneth Spence- February 9, 2020

Mark Perry- April 1, 2020

Heather Perry- April 1, 2020

Ryan Gideon- September 1, 2020

Alexis Gideon- September 1, 2020

Caleb Bonney- November 8, 2020

Cass Bonney- November 8, 2020

Elva-Jean Brown- November 8, 2020

Leon Brown- November 8, 2020

## **Funerals:**

Martin Sheldrick- May 30, 2020

Bruce Milmine- September 2, 2020

Grace Linton- August 26, 2020



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CHURCH OF  
OTTAWA

# Fellowship Ministry

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For a few months at the beginning of 2020, the Fellowship Ministry had a dynamic team of diverse, energetic, and multi-generational participants. While we were not providing refreshments for most of 2020, the Fellowship Team was active in baking 1200 cookies for the "Christmas in a Bag" outreach initiative, completing an inventory of kitchenware (we are missing the "Trash" bin), disinfecting the kitchen, and descaling coffee pots, kettles, and urns. We unplugged non-essential electrical items to contain costs.

The Fellowship Ministry has a solid plan to safely serve you once we are permitted to do so. If you are looking forward to participating in a new ministry post-COVID, please consider the Fellowship Ministry.

Yours in Christ,

Marta Burnette  
Deacon of Fellowship





# Human Resources

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2020 was a year of new beginnings and change for TBCO and its staff. God continues to bless TBCO with a small team of outstanding employees who serve Him faithfully every week, supported by a large contingent of dedicated volunteers.

## Staffing Updates:

Elizabeth Rylaarsdam and Miriam Bickmore were hired as paid summer students for 8 weeks via the Canada Summer Jobs Program to plan and deliver an Online VBS. They worked throughout the months of July and August with diligence and excellence. In addition to the VBS, which culminated with a distanced in-person drive-through parade and treats, they also completed many other small projects to assist Pastor Matt and the staff.

In October we hired Caleb Bonney as our Associate Pastor of Family Ministries. Caleb and his wife Cass joined the church as members and Caleb's focus has been to oversee the programming for both children and youth.

Margo Dewar exited the position of Office Administrator at the end of December 2020. Margo served as the Administrator for several years and provided expert guidance and stability during the transition between Pastor Shawn and Pastor Matt in 2019. We thank her for her service and wish her well in her new position as Managing Director with Ottawa Inncity Ministries.

Elizabeth Rylaarsdam was hired as our new part-time Office Administrator in January of 2021. Elizabeth supports the church and staff at TBCO while balancing her studies as a first-year (remote) student at McMaster University.

Josiah Milnes was officially hired as the Director of Worship in December of 2020. We are blessed to have had Josiah as one of our regular worship leaders over the past few years and now we look forward to his oversight and leadership of the entire worship and music ministry.

(continued)

Other HR highlights include organizing Pastor Appreciation Month in October and recognizing staff and contractors with gifts and words of appreciation in December 2020.

The following verse describes my prayer for our congregation and staff:

*“Have confidence in your leaders and submit to their authority, because they keep watch over you as those who must give an account. Do this so that their work will be a joy, not a burden, for that would be of no benefit to you.” – Hebrews 13:17*

It is with much warmth and appreciation we extend to the following TBCO staff our heartfelt thanks for a great year. Well done team!

- Pastoral Team Lead – Matt Rice
- Associate Pastor of Family Ministries – Caleb Bonney (joined October 2020)
- Office Administrator – Margo Dewar (exited December 2020), Elizabeth Rylaarsdam (joined January 2021)
- Director of Adult Discipleship – Keith Brown
- Director of Worship – Josiah Milnes (joined December 2020)
- Bookkeeper – Stephanie Barrett
- Chair Custodian – James Wainwright
- Cleaning Custodian – Shirley Deschamps

(continued)

We also thank the following Elders, Deacons and other ministry leaders who continue to serve faithfully in their areas of specialty and giftedness:

Elders:

- John Corrente (Chair)
- Rob Downs (Vice Chair)
- Warren Fishwick (Secretary)
- Ryan Gideon
- Fred Harden
- Paul Justice\*
- Dale Kuran
- Bob Trerice
- Dan VanderMolen\* (Secretary)

\*Stepped down in 2020

Deacons:

- Keith Brown – Adult Discipleship
- Marta Burnette – Fellowship
- Melanie Collins – Youth
- Karen Fishwick – Human Resources
- Karen Fishwick – Information Technology (Acting)
- Karen Fishwick – Worship (Acting)
- Carrie Sheldrick - Global Missions
- Greg Thurlow – Local Outreach

Other Ministry Leaders:

- Sacha St. Louis – Chair, Property Committee
- Margo Dewar – Chair, Finance Committee

Human Resources

Outreach Ministry

Worship Ministry

# Outreach Ministry

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One thing that remains constant when we walk with the Lord is he wants us to make us reach out to the Lost. So you would think most of our energy would go there. In this year of Covid-19, we have seen the church carry on in different areas of outreach. Meal trains, helping build homeless shelter for vets. Helping the homeless in Ottawa through 'In His Care' ministry. So many different things that God leads us into. Bethlehem live was very successful. My understanding is that 3 people came to the Lord. To me that is worth the pain and suffering and cold nights. The blessings of the Lord fell down that night. The cast and crew were used in mighty way to declare Jesus' birth.

We are in plans now to present a drive through Easter production, Bethlehem live, and to continue our ministry to the community.

Here is a secret you can tell any body: we have a great walking path at the church where you can tell a friend about Jesus or Jesus can walk with you.

Keep the Lords work everybody.

Greg Thurlow

# Worship Ministry

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## 2020 Ministry Year Synopsis

Upon Frank Hallam stepping down from his long-term role as Deacon of Worship at Trinity Bible Church of Ottawa (“TBCO”) on December 15, 2019, he pre-scheduled 3-4 months worth of Sunday services (including their volunteers). After which, the responsibility of scheduling worship leaders and organizing worship services fell to Pastor Matt Rice and Margo Dewar - who was our beloved Administrator at the time.

After springtime, local and guest musical worship leaders were responsible for inviting their teams and, of course, planning their music sets on a week-by-week basis. TBCO-specific music video sessions and YouTube musical playlists were provided during the first and second lockdown. From summer into early fall, outdoor services in the parking lot were scheduled in compliance with government health restrictions. The service was broadcast to car radios on site through a FM transmitter the Tserices provided weekly. The congregants sitting outside could also take in the service through an outdoor PA system the Knights provided. Thank you to both families for sharing their resources with TBCO!

When indoor services were permitted, we resumed with 30% capacity while still providing the FM broadcast to the parking lot. All platform and tech volunteers/staff wore masks unless they were singing or speaking. While roughly half of our regular volunteers were understandably sidelined due to health concerns/COVID-19 disruptions, God has graciously maintained a consistent volunteer base and inspired new hearts to join our Sunday teams! Rehearsals were limited to Sundays at 8:30 A.M., and corporate singing was paused indoors - encouraging people to focus on worshipping through lyrical reflection, clapping, raising of hands and heartfelt prayers (and honks if they were in a car). Of note, Christmas Eve featured unique times of teachings from Pastors Matt and Pastor Caleb, and Christmas-themed, live-looping music videos that Josiah Milnes led for the congregation.



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### Worship Director Position Update

Starting January 1, 2021, after a lengthy journey of four years without a worship director, TBCO signed Josiah Milnes to this part-time staff position (following many formal and informal requests throughout the years).

His responsibilities include (but are not limited to):

- Leading musical worship onsite twice a month (including the recording and editing of music videos to supply during lockdowns/emergency situations).
- Welcoming guest worship leaders and prayerfully overseeing their planning and inviting/training local volunteers in various creative roles.
- Attending weekly staff meetings.
- Administering Planning Centre Online (“PCO”) tasks such as:
- Planning Sunday morning services (including the musical portions when he is worship leading);
- Scheduling volunteers and, or their weekly leaders for services;
- Reporting song usage on PCO Services to CCLI Song Select.
- Assisting in the research and implementation of infrastructure updates (such as the livestream).

### Ministry Infrastructure Updates

In line with COVID restrictions, plexiglass and plastic shields were implemented to surround singers on the stage.

With the Board of Elders’ approval, Ken Dekker researched and purchased a 4K mirrorless camera, tripod, studio lighting and a signal splitter in fall 2020 - the final item we are still awaiting. The rest of the gear, including supplemental software and temporary equipment in place of the splitter, was set-up by Pastor Caleb and Josiah in March 2021. This investment has provided a sense of virtual fellowship (and volunteer/staff interaction for those serving in the building) in these uncertain times for our church community.

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Josiah's Personal Remarks

It was an early Christmas gift when I prayerfully sensed the Lord leading me to review then accept TBCO's part-time Worship Director position in late November 2020. For years, I have considered TBCO a second family of sorts, but as I continue to heal from personal injuries, serve as a retreat host full-time at Bethesda Renewal Centre, and - more recently - have needed to dedicate almost full-time care for my 94 year old Nan, I was not expecting God's timing to materialize now.

This said, as I have been able to develop deeper friendships and working relationships with you all, I realized one of the greatest blessings God gave me in accepting this job: fellowship and family in Christ. Through TBCO, the truth of Hebrews 10:25 - even in COVID-19 restrictions - has been truly beneficial to me. So thank you for your encouraging words, honest feedback and prayerful kindness you've shown my Mom and I as we have joined forces with TBCO in this season. I am forever grateful and thankful.

Christ's peace be yours,

Josiah Milnes, Worship Director - Trinity Bible Church of Ottawa



# Property Projects

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Worship Ministry

Property Projects

Global Missions Ministry

## Restoring the Historic Stone Wall and the Trails at Trinity in 2020

In the years before the Ice Storm of 1998, we had developed a system of walking trails on the TBC property, but during the storm many cedar trees were damaged and fell into the trails and onto the beautiful old stone walls.

In the fall of 2020 an enthusiastic group of TBC families cleared and restored the largest of the old stone walls and the trail that runs beside it. This project was the first phase of restoring all of the trails on our land. The three main trails now give the people of TBC, and the local community, a safe place to walk, snowshoe and ski, and enjoy the natural world in all seasons.

The Old Farm Lane and the walking trails are now all cleared and marked, including the Beaver Trail that leads all the way to the back of the TBC property. A trail guide, which is nearing completion, will provide information on the history and natural history of the property.

David Gray, member TBC property committee

# Global Missions Ministry

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Property Projects

Global Missions Ministry

Trinity Kids Ministry

Just like everyone and everywhere else, global missions and our partners had to alter our plans for this past year. What we had hoped for did not happen but God didn't stop working just because the world had to. This is a glimpse into a small part of what happened this year in our partners' parts of the world.

Our B family was in the heart of the beginning of this whole pandemic. It was a scary and difficult time for them and those in their community. Thanks to so many in our Trinity family for the masks and supplies we were able to send over. These were an answer to the prayers of the people they went out to. Although traditional means of ministry work were not possible it was these moments of sharing and caring that spread the love of God to the people in this community.

In Cambodia, our partners had to alter their plans for proceeding with their plans for opening a hotel. Tourism has ceased and the people in their communities have been suffering as a result. As they began to help with meeting the growing need for food the idea of opening the Bonfire Grill developed. This new venture employs locals, delivers BBQ (mostly to ex-pats), and helps fund initiatives that bring food to those in need. Although this isn't the path they had planned God has taken this trying time and turned it into something good. Discipleship and evangelism are at the heart of each of these ventures.

During a sabbatical, Diana has had the opportunity to discern a ministry path forward that uses her skills and heart for holistic health. She is now beginning this pilot project to see where God takes it.



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CHURCH OF  
OTTAWA

(continued)

Titus and Partners in Hope Tanzania have been working hard to meet the growing needs of the community during this time. It hasn't been easy but God has continued to provide even when there seems to be nothing coming.

In Ethiopia the launch of a program to help farmers grow macadamia nut crops to offset the loss of their coffee crops due to climate change. Even during the pandemic, this was able to go forward. The Bussards continue to advocate for these programs and farmers with the government.

Manuel Böhm and the Peace and Reconciliation Network have had to alter their ministry as well. They have been focusing on helping churches to promote reconciliation in their communities during these trying times.

We have again this year sponsored church planting in Thailand through the Bible League. This has enabled the training of a church planter who will go forth into Thailand to plant churches.

We continue to look for more people to join our committee. We look forward with the expectation that God will continue to move and work throughout the world and for ways in which we can partner with those who are a part of this movement of the Gospel.

Carrie Sheldrick  
Deacon of Global Missions

# Trinity Kids Ministry

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Global Missions Ministry

Trinity Kids Ministry

Junior Youth Ministry

The 2020 year was a time of transition and ingenuity for our Kids Ministry. With Covid-19, the year was catapulted into a time of uncertainty and fear, but by God's grace we were given the grace and confidence to serve in faith. The 2020 Virtual VBS was a huge success after our intern's, Elizabeth and Miriam, did an excellent job in leading the charge for our Superhero themed camp! As the Fall of 2020 progressed, I began serving as our Family Pastor in October. Since then, we have had a weekly program for our kids on Wednesday nights. Our desire from the end of 2020 and on has been to continue to spiritually develop our children and our families as we progress through 2021. With creativity and teamwork we are planning for exciting events and camps in order to pour into our children and the children within our communities. We hope to have your continued prayers as we step ahead with dependent faith upon God's provision.

Blessings,

Caleb Bonney

Associate Pastor of Family Ministries



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OTTAWA

# Junior Youth Ministry

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Trinity Kids Ministry  
Junior Youth Ministry  
Senior Youth Ministry

What a year! Thank you to our Youth Ministry for all of the adaptations and pivoting throughout this special year. Leaders included Ryan Gideon, Jordan Downs, Heather Perry and Melanie Collins. We created an option to stay connected online weekly and some participated in the Spring Challenge we offered. We then alternated in person whenever allowed. In July some of our Jr & Sr families attended the full day event at Christie Lake where we had devotional time, archery, swimming, water sports, tubing and ice cream! In August we had our summer students, Elizabeth Rylaarsdam & Miriam Bickmore create and plan our Summer End Event (Campfire Night) & our Fall Kick Off (The Amazing Race) as well as plan our remaining season! THANK YOU both for the effort put in! Elizabeth felt called to stay on as a Jr Youth Leader and has been a welcomed addition.

For in-person we had up to 21 students join us, whereas online averaged 10 youth per night. Some activities this past year included trail walks, scavenger hunts, trivia, bubblegum blowing contest, Kahoot!, obstacle courses, paint night, sports, drive-in movie, competitions, skating, and more campfires! Devotion times were online or in-person and led by Ryan or Melanie. We also got to welcome our new Family Pastor, Caleb Bonney to our Jr's in November, who has been partnering with Ryan as they alternate their teachings and devotions weekly. It has definitely been a smooth transition and an excellent fit. I am truly grateful for the team we have and the ongoing support from our Senior leaders, as well as our church as a whole. THANK YOU ALL!

Melanie



TRINITY BIBLE  
CHURCH OF  
OTTAWA

# Senior Youth Ministry

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Junior Youth Ministry

Senior Youth Ministry

Adult Discipleship Ministry

2020 was an interesting year for the senior high youth group. Covid-19 restrictions forced us to put our creative hats on in order to stay connected. Hosting weekly zoom meetings with a lesson and virtual group games became the norm. On birthdays, we collected messages from the group and delivered cards and gifts - a nice surprise during a socially isolating time. When restrictions eased up, we made every effort to host youth group outside to help safely return to in-person interaction. In the summer, we were thrilled to be able to organize a day trip to Silver Lake Camp. Overall, we were impressed by the level of engagement from the youth despite a very difficult year.

Rob Downs

# Adult Discipleship Ministry

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Senior Youth Ministry

Adult Discipleship Ministry

Finance Committee

The Greeting Team and the Welcome Center teams only functioned during January and February but were unable to function during Covid-19. The Ushering team under Jeremy Fraleigh did a great job throughout the whole year especially registering and overseeing safety during in-person meetings during Covid-19.

Eight small groups met throughout the year and during Covid-19 via Zoom. Five groups used the pastor's questions on the sermon scriptures for live application and three groups used other resources. After Covid-19 started, five new groups were started. Also, two 4-week small groups were made available publicly via Zoom to help people to deal with anxiety. The prayer group continued via Zoom. A fellowship group met after the service via Zoom.

Thursday Fun Nights adult groups and children's programs took place during January and February but were no longer able to take place during Covid-19.

When Covid-19 started, people were encouraged to get the Our Daily Bread devotional online.

The library was sorted and moved to the old Board room but was closed during Covid-19.

The Tract Rack Ministry was closed during Covid-19.

Keith Brown promotes our services, small groups, and outreach ministries on about 10 community Facebook groups in addition to our church Facebook.

The "Call to Prayer" list was emailed to 38 individuals every day of the year.

Keith Brown



TRINITY BIBLE  
CHURCH OF  
OTTAWA



# Finance Committee

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Adult Discipleship Ministry

Finance Committee

Approved Financial Statements

In an unprecedented year of shutdowns, capacity limitations and other disruptions as the world struggled to bring the COVID pandemic under control, our church family remained faithful. Income in 2020 came in within \$3,000 of budget. Instead of a planned loss of \$42,000, the year ended with a surplus of \$53,800.. The \$95,000 variance is explained by a delay in hiring our Associate Pastor until October, deferral of some building improvements and savings from reductions in ministry activities from March onward. The audited statements provide greater detail and a comparison of 2020 outcomes compared to the prior year. We expect, and have budgeted for, further COVID-related challenges in 2021.

Church finances are managed by a committee of talented and dedicated volunteers. In addition to the Chair, Finance Committee members are:

Stephanie Barrett, Bookkeeper

Skylar Stolk

Elizabeth McNee

Bruce Burnette

Ken Dekker

It is an honor and privilege to serve on this Committee and work alongside a team that continuously demonstrates great wisdom and commitment.

Margo Dewar

Chair, Finance Committee

## Trinity Bible Church of Ottawa

### 2019 Annual General Meeting

Held via online Zoom due to COVID-19 Restrictions

Delayed with Corporations Canada approval

Held on Sept.27, 2020 @ 2:00pm

38 of 82 members present, 20 votes by proxy

- |   |                             |
|---|-----------------------------|
| 1. Welcome and procedural introduction  | John Corrente, Elders Chair |
| 2. Opening Prayer   | John Corrente, Elders Chair |
| 3. <b>Motion to approve the 2019 Agenda</b><br>First: Karen Fishwick<br>Second: David Gueretzky<br>Results: PASSED (Unanimous)  | John Corrente, Elders Chair |
| 4. <b>Motion to approve the 2018 AGM minutes</b><br>First: Bob Trerice<br>Second: Dale Kuran<br>Results: PASSED (Unanimous)   | John Corrente, Elders Chair |
| 5. <b>Motion to approve the 2019 Annual Report</b><br>First: Warren Fishwick<br>Second: Lianne Trerice<br>Results: PASSED (Unanimous)   | John Corrente, Elders Chair |
| 6. <b>Motion to approve the 2019 Audited Financial Statements</b><br>First: Rob Downs<br>Second: Margo Dewar<br>Results: PASSED (Unanimous)<br>John Corrente shared an update from the Finance Committee on current finances. | John Corrente, Elders Chair |
| 7. Recognition of departing elders<br>(Paul Justice and Dan Vandermolen)  | John Corrente, Elders Chair |
| 8. <b>Motion to approve the election of new and returning elders (Rob Downs - 2nd term, Warren Fishwick, Ryan Gideon, Dale Kuran)</b>   | John Corrente, Elders Chair |

Rob Downs: PASSED (Unanimous)

Warren Fishwick: PASSED (Against: 1)

Ryan Gideon: PASSED (Against: 1)

Dale Kuran: PASSED (Unanimous)

9. Voting and Congregational Prayer Time

Pastor Matt Rice and Keith Brown

10. Motion to Adjourn (Bob Trerice)

John Corrente, Elders Chair

11. Closing Prayer

Pastor Matt Rice

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**TRINITY BIBLE CHURCH OF OTTAWA**  
**FINANCIAL STATEMENTS**  
**DECEMBER 31, 2020**

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**INDEX**

- Page 2. Independent Auditor's Report
- 4. Statement of Financial Position
- 5. Statement of Operations and Changes in Net Assets
- 6. Statement of Cash Flows
- 7-11. Notes to Financial Statements

**INDEPENDENT AUDITOR'S REPORT**

To the Members of  
Trinity Bible Church of Ottawa  
OSGOODE, Ontario

*Qualified Opinion*

I have audited the financial statements of Trinity Bible Church of Ottawa (the "Church") which comprise the statement of financial position as at December 31, 2020, the statement of operations and changes in net assets and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, except for the possible effects of the matters described in the Basis for Qualified Opinion paragraph, these financial statements present fairly, in all material respects, the financial position of the Church as at December 31, 2020 and its financial performance and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

*Basis for Qualified Opinion*

As is common with many charitable organizations, Trinity Bible Church of Ottawa derives revenue from cash donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, my verification of this revenue was limited to the amounts recorded in the records of Trinity Bible Church of Ottawa and I was not able to determine whether, as at or for the years ended December 31, 2020 and 2019, any adjustments might be necessary to contribution revenues, excess of revenues over expenses, assets, and net assets.

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am independent of the Church in accordance with the ethical requirements that are relevant to my audit of the financial statements in Canada, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

*Responsibilities of Management and Those Charged with Governance for the Financial Statements*

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

In preparing the financial statements, management is responsible for assessing the Church's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Church or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Church's financial reporting process.

*Auditor's Responsibilities for the Audit of the Financial Statements*

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

**INDEPENDENT AUDITOR'S REPORT, CONTINUED**

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Church's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Church's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Church's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Church's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Church to cease to continue as a going concern.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



James Herzog, Chartered Professional Accountant, Licensed Public Accountant  
QUEENSVILLE, Ontario  
April 23, 2021

**TRINITY BIBLE CHURCH OF OTTAWA**  
**STATEMENT OF FINANCIAL POSITION**

As at December 31, 2020

2020

2019

**ASSETS**

**Current**

Cash and cash equivalents (Note 2)	\$ 235,776	\$ 151,243
Temporary investments (Note 3)	3,781	-
Accounts receivable	5,418	10,759
Prepaid expenses	1,224	2,379
	<u>\$ 246,199</u>	<u>\$ 164,381</u>

**Capital Assets (Note 4)**

<u>570,331</u>	<u>602,080</u>
<u><u>\$ 816,530</u></u>	<u><u>\$ 766,461</u></u>

**LIABILITIES**

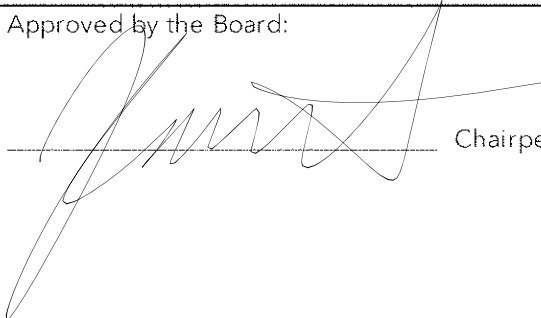
**Current**


Accounts payable and accrued liabilities	\$ 5,613	\$ 8,601
Government remittances payable	261	157
Deferred contributions (Note 5)	10,000	10,877
	<u>\$ 15,874</u>	<u>\$ 19,635</u>

**NET ASSETS (Note 8)**

<u>\$ 800,656</u>	<u>\$ 746,826</u>
<u><u>\$ 816,530</u></u>	<u><u>\$ 766,461</u></u>

Approved by the Board:

  
Chairperson

  
Vice-Chair



# TRINITY BIBLE CHURCH OF OTTAWA

## STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS

For the year ended December 31, 2020

2020

2019

### REVENUE

Donations	\$ 366,507	\$ 368,222
Program recoveries (Note 6)	9,650	15,750
Donations - In His Care	5,292	12,915
Interest and other	43	147
	<u>\$ 381,492</u>	<u>\$ 397,034</u>

### EXPENSES

Human resources	\$ 141,447	\$ 197,821
Ministry	80,717	98,208
Amortization	35,995	36,544
Property	29,965	54,784
Finance	22,119	23,484
Office and administration	11,655	8,947
Bank charges	5,763	5,965
	<u>\$ 327,661</u>	<u>\$ 425,753</u>

### RESULTS OF OPERATIONS

\$ 53,831 \$ (28,719)

### NET ASSETS - BEGINNING

746,825 775,545

### NET ASSETS - ENDING (Note 7)

\$ 800,656 \$ 746,826

# TRINITY BIBLE CHURCH OF OTTAWA

## STATEMENT OF CASH FLOWS

For the year ended December 31, 2020

2020

2019

### OPERATING ACTIVITIES

#### Cash Received From:

Donations	\$ 376,157	\$ 383,973
Donations - In His Care	4,415	6,809
Interest and other	43	147
	<u>\$ 380,615</u>	<u>\$ 390,929</u>

#### Cash Paid For:

Human resources	\$ 143,916	\$ 203,816
Ministry	80,717	98,208
Property	23,816	59,680
Administration	39,606	39,126
	<u>\$ 288,055</u>	<u>\$ 400,830</u>
	<u>\$ 92,560</u>	<u>\$ (9,901)</u>

### INVESTING ACTIVITIES

Purchase of capital assets	\$ (4,246)	\$ (9,797)
Purchase of temporary investments	-	-
	<u>\$ (4,246)</u>	<u>\$ (9,797)</u>

### NET CHANGE IN CASH AND CASH EQUIVALENTS

\$ 88,314	\$ (19,698)
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### CASH AND CASH EQUIVALENTS: BEGINNING

<u>151,243</u>	<u>170,941</u>
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### CASH AND CASH EQUIVALENTS: ENDING

<u>\$ 239,557</u>	<u>\$ 151,243</u>
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# TRINITY BIBLE CHURCH OF OTTAWA

## NOTES TO FINANCIAL STATEMENTS

December 31, 2020

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### NATURE OF OPERATIONS

Trinity Bible Church of Ottawa (the 'Church') exists to introduce people to Jesus Christ, develop them to mature in Him and equip them to serve Him, in order that they will enhance God's reputation in the world. Trinity Bible Church of Ottawa aims to love the people of Osgoode, the surrounding communities and the rest of the world just like Jesus does. The Church is a member congregation of the Associated Gospel Churches.

The Church is a registered charity under the Income Tax Act and is exempt from income taxes.

The Church, whose facility is located at 4101 Stagecoach Rd, Osgoode, Ontario, is incorporated under the Canada Not-for-Profit Corporations Act.

### 1. SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

#### (a) Cash and Cash Equivalents

Cash and cash equivalents include cash and term deposits that are cashable within three months.

#### (b) Capital Assets

Capital assets are recorded at cost. Amortization is provided over the estimated useful life of the assets using the following annual rates and methods:

Building	40 years	straight-line
Building improvements	10 years	straight-line
Furniture and Equipment	5 years	straight-line

#### (c) Impairment of Long-Lived Assets

A long-lived asset is tested for impairment whenever events or changes in circumstances indicate that its carrying amount may not be recoverable. An impairment loss is recognized when the carrying amount of the asset exceeds the sum of the undiscounted cash flows resulting from its use and eventual disposition. The impairment loss is measured as the amount by which the carrying amount of the long-lived asset exceeds its fair value. There are no indications of impairment in the current year.

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**TRINITY BIBLE CHURCH OF OTTAWA**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2020**

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(d) **Financial Instruments**

Except where noted, all financial assets and liabilities are initially measured at fair value. All financial assets and liabilities are subsequently measured at amortized cost, which approximates fair value unless otherwise indicated.

Financial assets measured at amortized cost are tested for impairment when events or circumstances indicate possible impairment. Write-downs, if any, are recognized in net income and may be subsequently reversed to the extent that the net effect after the reversal is the same as if there had been no write-down. There are no indications of impairment in the current year.

(e) **Revenue Recognition**

*Revenue from donations* is recognized in accordance with the deferral method of accounting for contributions. Unrestricted contributions are recognized as revenue when they are received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Revenue restricted for capital purposes is recognized as the related capital assets are amortized. Endowment contributions, if any, are recognized as direct increases in net assets in the year. Cash donations received in 2020 were insignificant.

*Revenue from program recoveries*, which includes government grants and subsidies for programs, is recognized as programs are run. Funds received in advance of meeting this revenue recognition criteria are recorded as unearned revenue.

(f) **Contributed Services**

Trinity Bible Church of Ottawa is able to operate thanks to the contribution of a significant number of hours by volunteers in the community. Because of the difficulty in compiling these hours and in determining their fair market value, contributed services are not recognized in the financial statements.

(g) **Use of Estimates**

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions based on currently available information. Such estimates and assumptions affect the reported amounts of assets and liabilities as at the date of the financial statements and the reported amounts of revenue and expenses during the year. Actual results could differ from the estimates used.

Significant estimates include the useful life of long-lived assets.

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**TRINITY BIBLE CHURCH OF OTTAWA**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2020**

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**2. CASH AND CASH EQUIVALENTS**

Cash and cash equivalents consist of the following:

	<b>2020</b>	2019
Unrestricted cash	<b>\$ 225,776</b>	\$ 137,498
0.8% nonredeemable GIC maturing May 23, 2021	<b>3,781</b>	3,745
Restricted Cash	<b>10,000</b>	10,000
	<b><u>\$ 239,557</u></b>	<b><u>\$ 151,243</u></b>

**3. CAPITAL ASSETS**

Capital assets consist of the following:

	<b>2020</b>		
	<b>Cost</b>	<b>Accumulated Amortization</b>	<b>Net Book Value</b>
Land	<b>\$ 98,265</b>	<b>\$ -</b>	<b>\$ 98,265</b>
Building	<b>969,973</b>	<b>578,217</b>	<b>391,756</b>
Building improvements	<b>76,489</b>	<b>-</b>	<b>76,489</b>
Furniture and equipment	<b>29,926</b>	<b>26,105</b>	<b>3,821</b>
	<b><u>\$ 1,174,653</u></b>	<b><u>\$ 604,322</u></b>	<b><u>\$ 570,331</u></b>
	<b>2019</b>		
	<b>Cost</b>	<b>Accumulated Amortization</b>	<b>Net Book Value</b>
Land	\$ 98,265	\$ -	\$ 98,265
Building	969,973	547,783	422,190
Building improvements	76,489	-	76,489
Furniture and equipment	25,680	20,544	5,136
	<b><u>\$ 1,170,407</u></b>	<b><u>\$ 568,327</u></b>	<b><u>\$ 602,080</u></b>

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**TRINITY BIBLE CHURCH OF OTTAWA**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2020**

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**4. DEFERRED CONTRIBUTIONS**

Deferred contributions consists of amounts received from donors that are designated to fund certain projects in the future. The activity in deferred contributions is as follows:

	Opening	Contributions Received	Amounts Recognized	Closing
In His Care	\$ 877	\$ 4,415	\$ (5,292)	\$ -
Missions	5,000	-	-	5,000
Soccer Field	5,000	-	-	5,000
Total	<u>\$ 10,877</u>	<u>\$ 4,415</u>	<u>\$ (5,292)</u>	<u>\$ 10,000</u>
Prior Year	<u>\$ 16,983</u>	<u>\$ 6,809</u>	<u>\$ (12,915)</u>	<u>\$ 10,877</u>

**5. FINANCIAL INSTRUMENTS**

**Risks and Concentrations**

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

**(a) Credit Risk**

Credit risk is the risk that one party to a financial instrument will cause financial loss for the other party by failing to discharge an obligation. The Church's main credit risks relate to its accounts receivable, which is comprised entirely of HST rebates receivable. There were no concentrations of credit risk as at December 31, 2020 and the allowance for doubtful accounts is \$nil as at December 31, 2020. Management is of the opinion that the Church's exposure to credit risk is insignificant. There has been no change to the assessment of credit risk since the prior year.

**(b) Liquidity Risk**

Liquidity risk is the risk that the Church will encounter difficulty in meeting obligations associated with financial liabilities. The Church is exposed to this risk mainly with respect to its accounts payable and accrued liabilities and government remittances payable. The Church manages this risk by managing its working capital and ensuring that sufficient credit is available. Management is of the opinion that the Church's exposure to liquidity risk is insignificant. There has been no change to the assessment of liquidity risk since the prior year.

**6. PROGRAM RECOVERIES**

Included in program recoveries in 2020 is Canada Summer Jobs Grant funding in the amount of \$8,565.

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**TRINITY BIBLE CHURCH OF OTTAWA**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2020**

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7. **NET ASSETS**

Net assets consists of the following:

	<b>2020</b>	2019
Unrestricted net assets	<b>\$ 230,325</b>	\$ 144,746
Net assets invested in capital assets	<b>570,331</b>	602,080
	<b><u>\$ 800,656</u></b>	<u>\$ 746,826</u>

8. **COMPARATIVE FIGURES**

Certain comparative figures have been reclassified in order to conform with the presentation adopted in the current year.

9. **IMPACT OF COVID-19 PANDEMIC**

On March 11, 2020, the World Health Organization declared the COVID-19 outbreak a pandemic. Measures taken to contain the spread of this virus include travel bans, quarantines, and restrictions on non-essential services and group gatherings. These measures change frequently in response to the severity of local outbreaks and have resulted in significant economic disruptions across Canada and around the world. While these disruptions are expected to impact the Church's operations for the foreseeable future, it is not possible to reliably estimate their duration, severity, or their potential financial impact on the Church for future periods. The Church is committed to adjusting operations and expenditures as necessary to ensure continued financial viability.