



Archdiocese
of Vancouver

Blessed Sacrament Parish

December 1-3, 2023

**Most Reverend J. Michael Miller, CSB
Archbishop of Vancouver**

**Notary for the Parish Visit:
Mr. Roland Carelse-Borzel**

Contents

I. Background

Parish History

List of Pastors

Mass Times

II. Parish Visit

School Mass

École Saint-Sacrement

Priests

Parish Office and Key Volunteers

Ministry of the Liturgy

Safe Environment

Extraordinary Ministers of Holy Communion

Parish Education Committee

Lectors

Music Ministry

Ushers

Liturgy of the World for Children

Charismatic Renewal

Altar Servers

Hospitality

Legion of Mary

Neocatechumenal Way

PREP

Pastoral Council

Fundraising Committee

Finance Committee

Building Committee

Knights of Columbus

Youth Group
Holy Communion PREP with Children and Parents
Confirmation Youth and Parents

III. Summary

IV. Recommendations

Appendix 1: Archdiocesan Reports

School Report
Project Advance
Sacramental Trends
Mass Attendance
Sacramental Records Inspection
Safe Environment Report
2022 Financial Report
2023 Parish Financial Services Report
2012 Seismic Assessment
Parish Boundaries

Appendix 2: Schedule of Archbishop's Visit

Appendix 3: Photos from Archbishop's Visit

Appendix 4: Parish Forms

I. Background

Parish History

On May 6, 1944, Archbishop William Duke wrote to the Congregation of the Blessed Sacrament in Montreal to request their service to the French community in Vancouver and care for a new parish which property would belong to the Archdiocese of Vancouver. On April 8, 1946, the parish was canonically erected and entrusted to the Fathers. The Servants of the Immaculate Heart of Mary, known as the Sisters of the Good Shepherd of Quebec, gifted the lots on the corner of Heather Street and 15th Avenue for the new church.

The first Mass was held on July 14, 1946, in the convent of the Good Shepherd Sisters. Construction was started on the church and hall in September 1947 and completed in 1950. The school opened in September 1954. In January 1958 property on 14th Avenue across from the school was purchased as a convent for the Good Shepherd Sisters. A new section of the school was completed in August 1959.

The Silver Jubilee of the parish was celebrated on Sunday, May 16, 1971, by Archbishop Carney, followed by a family supper. The Archbishop was also present for the official opening of the “Cooperative d’Habitation Demers” on Sunday, March 14, 1976 and for the 25th anniversary of the parish school on Sunday, March 2, 1980.

On October 24, 1983, Archbishop Carney designated Blessed Sacrament Church as a Holy Year Pilgrimage church for the French-speaking faithful of the Archdiocese.

The Sisters of Good Shepherd left the school in 1986 and the parish in 1989.

For more than two decades now, Blessed Sacrament Parish has had a particular relationship with the Neocatechumenal Way. The national catechists first visited in 1993, but the initial community did not thrive. In 2000, after the departure of Fr. Lalonde, a member of that initial community spoke to Archbishop Adam Exner, OMI, about the possibility of a French-speaking priest from The Way coming to the parish. The Archbishop encouraged this, and it led to Fr. Scomparin’s appointment as pastor. In 2001, the national catechists visited again, and the present first community was established. Today there are five active communities in the Archdiocese, with Blessed Sacrament Parish serving as a kind of “home base” for the movement in this region.

On February 20, 2014, Archbishop J. Michael Miller, CSB signed a Decree for the Amendment of the Parish Boundaries of Blessed Sacrament Parish.

A number of renovations have taken place throughout the years, including improvements to the windows, doors, ramps, and vestibule; the church sanctuary in 1975; a new rectory in 1996; replacement of the church roof in 2007; and seismic upgrading and a sprinkler system installation in 2010. In 2011 a feasibility study was conducted regarding a school addition and church renovation. On May 16, 2014, Archbishop J. Michael Miller, CSB, signed an Approval in Principal for a full renovation of the parish church. Both the church and its basement were “stripped down to the studs” and completely rebuilt. Stained glass windows and a visually striking reredos/iconostasis [?] were installed in the church, while the basement got new washrooms, meeting rooms and kitchen. On Sunday, October 25, 2015, Archbishop Miller celebrated Mass with the dedication of the Altar.

List of Pastors:

1946-1951	Fr. Henri Meek, SSS	1998-1999	Fr. Craig Scott
1951-1963	Fr. Zephirin Belanger, SSS	1999-2000	Fr. Mark Lalonde
1963-1975	Fr. Henri Meek, SSS	2000-2016	Fr. Vittorio Scomparin
1975-1989	Fr. Robert Godard, SSS	2016-2022	Fr. Miguel Segura Blay
1989-1992	Fr. Nestor Therrien	2022-	Fr. Gilbert Nunez
1992-1998	Fr. Benoit Laplante		

Mass Times

Sunday Mass

Saturday:	5:00 pm	
Sunday:	9:30 am	
	11:00 am	(French)

Daily Mass

Monday:	8:00 am	
Tuesday:	8:00 am	
Wednesday:	8:00 am	
Thursday:	8:00 am	
Friday:	9:00 am	(French)
	7:30 pm	(Neocatechumenal Way)

II. Parish Visit

Archbishop Miller arrived at Blessed Sacrament Parish at about 10:30 a.m. on a rainy Friday, December 1, 2023. Father Gilbert Nunez, the pastor, met him and Roland Carelse-Borzel in the parking lot, and helped to bring the Archbishop's liturgical items to the church sacristy for the upcoming Mass.

School Mass

Beginning at 10:45 a.m., students from École Saint-Sacrement began arriving in their class groups and settling in the church for Mass. Seated by grades, with their teachers and educational assistants, the students were orderly, respectful, and actively engaged in the liturgy throughout. The procession began at about 11:00 a.m. The Archbishop, Father Nunez and Father Edmond Gendron were assisted by two Grade 7 altar servers. Music was provided by a school choir led by Mrs. Ramona Belanger. The Mass was celebrated entirely in French, except for Archbishop Miller's homily. Students from various grades proclaimed the readings and led the Prayers of the Faithful, and the Archbishop noted that they were all very well prepared and easy to understand.

In his homily, the Archbishop reminded the students of the great blessing of attending a superb Catholic school, where they are being formed as future Christian leaders and, above all, learning to love Jesus. Drawing from the Gospel of the day, he encouraged the children to rely on the Holy Spirit to understand the meaning of what is going on in the world around us. Referencing the end of the Gospel passage, in which Jesus promises that his words would not pass away, Archbishop Miller made a connection to the church's beautiful stained-glass windows on which are inscribed "Word" in various languages.

Before the closing prayer and dismissal, Mrs. Reine Mykyte, the principal, and a group of students thanked Archbishop Miller for being with them and presented him with a unique, handmade spiritual bouquet, along with a baseball cap bearing the school's "ESS" logo.

After Mass, the Archbishop greeted the students in the foyer as they filed out of the church.

École Saint-Sacrement

On the way across the parking lot to the school after Mass, Mrs. Mykyte pointed out elements of the "face lift" work completed during the Covid-19 pandemic, including the installation of synthetic turf in the outside playground area. Arriving in the staff room wearing his ESS baseball cap, the Archbishop was introduced to the first group of teachers gathered for lunch; about 15 minutes later these returned to their duties as the second group came in to eat. Several of the staff are ESS alumnae.

Throughout the lunch hour, Archbishop Miller engaged the staff in a wide-ranging conversation. Asked about the biggest challenges they face, they identified a decreased sense of support from parents, the changes to children’s brains due to their ever-increasing use of devices, the need to provide more emotional support to students, and the disappearance of the skills for research because of the ready availability of information on the Internet. As for gender issues, the teachers overhear their students using terms such as “gay” and “bi” in conversations about each other, though the issue of pronouns is muted because of the structure of the French language.



Archbishop Miller and Fr. Nunez have lunch with ESS educators in their staff room

Most of École Saint-Sacrement’s students arrive speaking no French, but they learn it quickly and their proficiency grows exponentially as they proceed through the grades. The staff noted, though, that the children mostly use English amongst themselves, despite frequent encouragement to use French. Each teacher prepares a weekly newsletter for the parents, sharing what’s happening in the classroom. A music teacher comes in three days a week to provide music classes in the church basement. When they reach Grade 4, students are given their own Chromebook laptop for use at school, and this device stays with them until they leave ESS.

Enrollment is slowly returning to pre-pandemic levels, and this year’s Kindergarten class was full. Unlike other schools that can replace classroom vacancies when students withdraw, ESS usually cannot do this because of its French-language instruction; places vacated usually remain empty for the remaining years of the affected class. Staffing levels increased this year due to a rise in the number of special needs students.

For ongoing formation, the staff engage in a book study once a month during their staff meeting, held at the church. They have done Alpha, CCO Discovery courses and the Truth

& Reconciliation workbook together. Religion is taught by each classroom teacher, who sometimes has to translate resources from English since good resources in French are not readily available. Faith is also incorporated into other subjects in a variety of ways. For schoolwide formation, each month this year has been dedicated to a particular Saint in a program led by the Learning Support teachers. The children learn about the Saint's life, attributes and charism over the course of the month, and various prizes are awarded for participation. Teachers occasionally receive pushback on religious teaching from parents who have sent their children to ESS primarily for French immersion rather than for a Catholic education. However, about 50% of the student body come from Blessed Sacrament Parish, and about 12 parishes are represented overall.



Archbishop Miller blesses the school Advent wreath, with assistance from Fr. Nunez, along with Mrs. Mykyte

After lunch, Archbishop Miller was given a tour of all the classrooms by Mrs. Mykyte, accompanied by Fr. Nunez. At each stop, he engaged in conversation with the students, in French, before blessing the Advent candles and wreaths that each grade had prepared. The Archbishop paused in the hallways to admire the many displays of student art and school projects, including one marking the Saint of the month. He noted, as well, that every nook and cranny of the school (including the principal's office) was being used for storage, a challenge which, Mrs. Mykyte was happy to tell him, would be rectified during the upcoming seismic remediation project that will also create much-needed space for storage.

Priests

Following the visit to École Saint-Sacrement, Archbishop Miller returned to the church where one of the downstairs rooms had been laid out for the parish visit with rows of chairs facing a table at which the Archbishop would sit. To one side was a refreshment table kept well-supplied throughout the numerous meetings on the schedule. Behind the Archbishop's table was a large-format image of the Angel encountering the women at the empty tomb of Jesus after his Resurrection.

The first meeting at the parish was with Fr. Nunez and Fr. Gendron, and dealt mostly with school matters. The Archbishop reminded the priests of the particular importance of maintaining high standards of Catholicity among the staff. When asked if the teachers are well-formed and capable of effectively transmitting the faith, Fr. Nunez noted that he is still getting to know the staff but is confident the Grade 2 students preparing for First Holy Communion, and the Grade 7s preparing for Confirmation, are in good hands. Once a month Fr. Nunez meets with the parents of these two classes, together with those whose children are in PREP, at their weekly Saturday gatherings.

Parish Office Staff & Key Volunteers

Eight people attended this meeting. Marta Porras is the parish secretary, working four days a week. She maintains the sacramental records, prepares the bulletin, tracks Mass intentions, and is the “face” of the parish to those who come to the church for meetings, to complete paperwork, to ask for food, and so on.

Shelley Adderley previously served as parish secretary, having started in that role in 2003. She eventually trained a replacement and pulled back from her involvement, but then came back to help with the church rebuilding project under Fr. Segura. She comes in four days a week as the volunteer “office manager,” including Fridays when Marta is off. The Archbishop thanked Shelley for taking the lead in preparing for the Parish Visit, and for her volunteer service in so many aspects of the parish's community life.

Milton Davis works 30 hours a week taking care of church maintenance and groundskeeping. He noted that repair and maintenance work has been considerably easier since the rebuilding of the church. The parish owns its own snow removal equipment that Milton uses when needed.

Steve Henry is a CPA who have been keeping the parish books as a volunteer since March 2023. This task takes him between 15 and 20 hours each month. The parish uses QuickBooks to track its finances. Maribel Hubines, Barbara Clark and Maria Johnson serve with the counting ministry. There are two regular counters who count every week, plus one backup volunteer. None of the counters are related to one another. The Archbishop

commended the desire to identify more people to serve as counters. Barbara and Maria also help out in the office as needed.

Archbishop Miller noted that he checked the parish website a day or two earlier, and that the two previous weeks' bulletins were not yet available online. He also asked about general security; there are cameras and a buzzer for office access. Blessed Sacrament is very close to Vancouver General Hospital and the BC Cancer Agency, and the church was frequented by people seeking a quiet place to pray and mourn. Due to an increase in thefts, however, the church was locked several years ago. Archbishop Miller encouraged them to find ways to lock up valuables so as to reopen the church for public prayer. In response to his question about the average number of people who register at the parish each month, he was informed that five had registered in November. Since there seems to be quite a bit of "walk up" traffic at Blessed Sacrament, the Archbishop suggested they consider a ministry where volunteer parishioners are assigned to help new people integrate into the parish; if it were possible to implement such a "buddy system" it could prove to be an excellent way of engaging newcomers in the life of the parish.

In closing, the Archbishop remarked that Blessed Sacrament Parish is blessed to have so many volunteers in such a wide range of ministries and service. The parish has been growing noticeably in the last several years, and the day may come when it is no longer possible for volunteers to manage everything that is happening in the community. It may be time to begin discerning about hiring additional formal staff.



**Archbishop Miller and Fr. Nunez with parish staff and key volunteers.
(Marta Porrás, Parish Secretary, is on the left; Shelley Adderley is fourth from left)**

Ministry of the Liturgy

One of the many ministries at Blessed Sacrament that enjoys a strong team of volunteers is the group that takes care of the sacristy, cleans the linens, polishes the sacred vessels, and prepares the church for Mass. Many of them have multiple roles in this ministry, with no fewer than five having a part in preparing the flowers! As would turn out to be the case with many of the ministries the Archbishop met with during the parish visit, their service experience ranged from 30-plus years to having very recently joined. Each of these dedicated women was clearly enthusiastic about their ministry, which, though often carried out behind the scenes and without much public recognition, is a vital part of the community's worship.



Archbishop Miller and the Ministry of the Liturgy Volunteers.

Safe Environment

As noted in Deacon Bruce Fraser's report on p. 39, Shelley Adderley has been the parish screening coordinator at Blessed Sacrament since 2010, when the Protecting God's Children program was introduced. Archbishop Miller encouraged Shelley and Fr. Nunez to impress upon the leadership of the Neocatechumenal Way the need for compliance with the Archdiocese's Safe Environment policies. Since the Way has many meetings where minors are present, including some overnight activities, it is very important that leaders take the online training. This would require a considerable amount of paperwork, but the idea was broached of having an ESS school parent help out as part of their mandatory volunteer hours.

Extraordinary Ministers of Holy Communion

The five EMHCs who met with the Archbishop have served in this ministry for periods ranging from one year to over 25 years. Archbishop Miller commended them for having newer members, and also noted that more people could be brought on as EMHCs if they are

willing to serve. Referring to the Archdiocesan guidelines, Archbishop Miller noted that EMHCs should have a mandate from the pastor, with up to three-year, renewable terms, with records kept in the parish office. The traditional time for commissioning new and returning EMHCs is Christ the King Sunday.

At the Archbishop's prompting, there was discussion about some of the unusual situations that arise in the course of distributing Holy Communion. He noted that EMHCs do not have to make judgement calls about an individual's moral standing in the moment; if someone approaches devoutly to receive, he or she should be given the Host. Particular cases can be discussed with the pastor afterward, if needed. Communion patens should be used whenever there are altar servers available to hold them. Since a number of the EMHCs are also involved in other ministries, the Archbishop reminded them not to serve in more than once capacity at any given Mass.

It is a wonderful privilege to have such intimate contact with the Body of Christ and to help facilitate Communion for the faithful. The Archbishop noted that this ministry in particular calls for a strong devotional life and the pursuit of spiritual growth, with primacy given to weekly Eucharistic Adoration.



The Archbishop with the EMHCs.

Parish Education Committee

The final meeting on Friday afternoon began at 4:30 p.m., as the Archbishop welcomed seven of the nine members of the Parish Education Committee, along with Mrs. Mykyte, Fr. Nunez, and *ex officio* member Deacon Carlos. The PEC meets on Tuesdays at 5:00 p.m., and they are usually joined by the school's bookkeeper. The Archbishop suggested that recurring

reports be written and distributed for reading in advance, so that meetings can focus on discussion. Archbishop Miller recommended that they incorporate a formation component at the opening of each meeting, and referred them to the materials and study questions prepared by the CISVA.

École Saint-Sacrement's enrollment, at below 200 for the past three years, was a point of concern for the Archbishop. In part this is due to the difficulty of replacing students who withdraw, since the pool of French immersion students is much smaller. The school's finances, however, are relatively healthy, with a \$70,000 surplus from the previous year. The accumulated surplus of \$800,000, along with a little over \$400,000 in the restricted account, will need to be deployed in the upcoming seismic remediation project. Invasive building envelope studies for this will begin after Christmas 2023, and it is anticipated that the whole project will cost about \$3,000,000. The parish's fundraising committee is researching grants, and the parish plans to direct some of its future Project Advance rebates to the project. ESS currently has an \$800 non-mandatory capital assessment in place, though an annual assessment will become necessary once the project is completed and loan repayment begins. The possibility of raising Category 2 and 3 tuition was discussed; the spread between categories is currently quite narrow and, as the Archbishop remarked, the parish is under no obligation to subsidize the education of non-parish students.

Parents of ESS students are actively involved in the volunteer hours program, and there is little uptake of the buyout option. There are lots of opportunities available for both regular and occasional activities, and these are regularly posted on the signup portal the school uses. Opportunities exist as well for parents to fulfill their 40-hour obligation through service to the parish.

The school and parish are currently involved in a somewhat contentious negotiation process with their adjacent neighbours on the south side of the church. When the Sisters sold this property, on which a housing co-op now sits, they made an agreement that the school and parish could access the green space during daytime hours. During a recent construction project at the co-op, the green space was used by the builders as a staging site. When the project ended, the co-op residents began using the green space and effectively barred the school's access. Just very recently, the school located a copy of the original agreement, and has determined that there is a formal access easement on file for the parish and school's access. The PEC is now working with legal counsel to determine how best to approach regaining use of the green space.

Archbishop Miller asked the Parish Education Committee if they face any hiring challenges, but there has not been much turnover at ESS. The 12 Education Assistants make up eight FTE out of a total staff of 35. On matters of the staff's Catholicity, Mrs. Mykyte will occasionally bring individual situations to the PEC for discussion and guidance.

One PEC member asked Archbishop Miller whether the CISVA had ever considered a centralized purchasing program for school supplies, software, and so on. This has been looked at, he replied, but most schools have long-standing arrangements with particular vendors from their communities, and there has not been sufficient interest from parishes to make this kind of program feasible.

As the meeting drew to a close, the Archbishop expressed his admiration for the PEC members' obvious love for École Saint-Sacrement and their dedication in serving the school community in this important leadership capacity.



Archbishop Miller with the Parish Education Committee.

Saturday

On Saturday, December 2, 2023, meetings resumed at 10:00 a.m. in the same basement room of the church. Fr. Nunez was present for each meeting, and contributed as needed to the responses to the questions or topics introduced by the Archbishop. While this report does not include detailed attendance for each meeting, several key volunteers attended multiple meetings.

Lectors

Sixteen lectors gathered to meet with Archbishop Miller, in a testament to the vitality of this ministry at Blessed Sacrament. They included several ESS alumni and teachers. Some had served for just a few months, while at least one began serving in the 1970s – a mix which the Archbishop noted was quite wonderful. Most of the lectors are scheduled for particular Mass times, though scheduling for the French Mass can be problematic.

The Archbishop reviewed highlights of the Guidelines for Lectors: they must have received all of the Sacraments of Initiation; they should serve in only one role at any individual Mass;

the lectionary is not raised if carried in procession (which, they said, is not done at Blessed Sacrament). There should be a Commissioning Service for new lectors, ideally on Word of God Sunday. Modesty of dress is required so as not to be distracting, and it may be necessary to clearly explain to younger lectors what “modest” means in the context of Mass.

Lectors should cultivate a love for the Scriptures and incorporate Bible reading into their daily prayer routine, said Archbishop Miller. He also encouraged them always to practice their readings in advance so as to be well prepared. The Archbishop also remarked that this is one ministry where volunteers can only be accepted if they have a genuine aptitude for the task of public reading. The people assembled for Mass must be able to understand the Word proclaimed. Though this skill can be cultivated and constantly improved, the ability to read in this way is a gift. Therefore, it is appropriate that there be try-outs (auditions) for being a lector.

Music Ministry

Music ministry at the various Masses at Blessed Sacrament ranges from individual acapella cantors to choirs with instrumental accompaniment. 13 singers and musicians from a range of Mass times were represented at the meeting with the Archbishop. As was the case in a number of other ministries, there were long-serving volunteers alongside people who had just joined the music ministry.

The parish uses the third edition of *Glory & Praise*, and they know the ICEL Mass setting used at Archdiocesan events. Fr. Segura, the previous pastor, encouraged the singing of the Mass parts, and this is now the normal practice. The school choir sings monthly at the French Sunday Mass. Asked by the Archbishop about how music is done for major feasts, they responded that there is an *ad hoc* coordination where different choirs take on different parts of the Mass. Archbishop Miller recommended that specific coordinators be designated for each Mass, with someone responsible for organizing the major feasts. Thoughtfully selecting music that corresponds to the readings, the feast and/or the liturgical season is an important and necessary task that requires leadership.

The Archbishop asked if the people at Blessed Sacrament participate in the singing. The French Mass is a smaller group, which tends to discourage people from singing out. In the Masses with higher attendance, the installation of a projector in 2021 has resulted in more participation. Archbishop Miller commented that they should keep an eye open for those who sing along and approach these parishioners for recruitment to the music ministry in order to bolster the size of their choirs.

Ushers

The ushers were represented by seven of their members, from a range of Mass times. Typically, the ushers welcome people as they arrive at Mass, help them find seats as needed, point newcomers to parish forms if appropriate, and find people to serve as gift bearers. Ushers put the collection into a bag and then seal it after Mass. They usually distribute the bulletin when people are leaving after Mass. The Archbishop emphasized the importance of creating a welcoming, personable atmosphere, and suggested that the ushers get large-print name badges, so they are easy to identify. He reminded them that ushers have primary responsibility for responding to emergencies, for calling 9-1-1 if necessary, and for deploying the defibrillator if called for. In closing, Archbishop Miller recommended that a head usher should be designated in advance for each Sunday Mass.



Archbishop Miller and the Ushers

Liturgy of the Word for Children

The Archbishop met briefly with three of the LWC teachers. They currently do not have enough volunteers to provide this ministry at the 5 p.m. anticipated Sunday Mass. At the Sunday morning Masses, they usually get seven or eight children, though it ranges from three to fifteen. Some are as young as two, while some children aged 10 or 11 continue to attend because they enjoy it. Children who attend École Saint-Sacrement are helpful with answering questions during the lessons. The teachers stopped doing arts & crafts a while ago and now follow the template provided by the Ministries & Outreach Office. LWC lasts for about 20 minutes, with the children returning to the church after the homily.



The Archbishop with Liturgy of the Word for Children Teachers



Archbishop Miller and the Altar Servers

Altar Servers

Ten boys and one girl joined Archbishop Miller for his meeting with the parish's altar servers. The rest of the girls could not attend because they were sitting the LFA entrance exam. About half of those in attendance started serving this year, at the 5 p.m. anticipated Mass following their weekly Confirmation class on Saturday afternoons; the others who serve at the Sunday morning Masses had generally be serving for several years. Regular training restarted after the Covid-19 pandemic, and Father provided a training session in October. The servers said they also learned from their siblings and friends, and from observing others at Mass. This group of servers had not yet had opportunities to work with incense.

The Archbishop asked them what they liked most about altar serving. For some, it was following the example of an older sibling, for others, helping the Church or making the priest's work easier were cited, and at least one server said it brought him closer to God. Archbishop Miller encouraged them to keep on altar serving once they moved on to high school. He also suggested that the parish should have a person designated to ensure that there was at least one server available to help at each Sunday Mass.

Hospitality

Blessed Sacrament has a significant hospitality ministry team whose strength is catering parish events and fellowship opportunities. 13 members of the team were present for the meeting with the Archbishop, including Carolyn Vacheresse, the coordinator. The hospitality ministry's skills were on full display at the extraordinarily delicious buffet meals prepared for Archbishop Miller and parishioners during his pastoral visit.

In addition to providing the food for major events such as Saint-Jean-Baptiste Day, Simbang Gabi, and the Seniors Christmas Lunch, the team hosts a coffee fellowship after each of the weekend Masses. This usually draws between 25 and 30 people. When they put on a community-building brunch, 50 or more people usually attend.



The Archbishop with the Hospitality Team

Legion of Mary

The Mary, Hope of the World Praesidium of the Legion of Mary celebrated 40 years at Blessed Sacrament Parish in 2023. Nine members were present to meet with the Archbishop. The Legion meets on Sundays at 4 p.m., with five to nine members usually in attendance. They then support the 5 p.m. anticipated Mass, helping to coordinate the lectors

and music, donating and arranging flowers, and ushering. They also clean the kitchen after the Sunday coffee time.

Since 2017, their meetings have included a Rosary for vocations. Their apostolic works include visiting Windermere Care Centre with Fr. Nunez each Friday for Mass, which draws 35 to 40 people, including some staff and even several non-Catholic Christians. They lead a Children's Rosary in the church at 4:30 p.m. on Saturdays, though attendance has not been strong since the pandemic. When Fr. Nunez became pastor, he initiated home visitations conducted by the Legion in which a statue of Mother Mary is brought to a parishioner's home for a time of songs, Rosary and prayers. Legionaries also visit the sick in hospital and hospice. The Archbishop noted that visits to vulnerable individuals should always be conducted in pairs, and everyone involved should have Safe Environment training. The Legion provides music, lectors and ushers for funerals as needed.

Before the pandemic, the Praesidium ran a Rosary Club at Blessed Sacrament School, begun at the request of Fr. Segura, the previous pastor. The children were taught not only how to pray the Rosary (in English) but also how to make rosaries. It was well received, with parent volunteers getting involved. However, it stopped during Covid-19. The Archbishop encouraged the group to consider restarting this outreach, as well as the Junior Legion they had launched just before the pandemic.

At the close of the meeting, Archbishop Miller praised them for maintaining such a strong, active Praesidium for a parish of this size.



Archbishop Miller with the Legion of Mary

Neocatechumenal Way

The Archbishop's meeting with members of the Neocatechumenal Way was held in the church because there were so many in attendance. Archbishop Miller arrived to the singing of a song to Mary, and then made a few remarks. He noted that Mass attendance at Blessed Sacrament Parish has grown by 64% over the last ten years, in no small part due to the growth of The Way. He also reminded those gathered that the Neocatechumenal Way is not

meant to function as a separate entity, but is fully integrated into the life of the parish in unity with all who make it their spiritual home. The Archbishop also remarked that it was a great blessing to see so very many children present!

Vincent Tourvielle, responsible for the local first community of The Way for the past 15 years, introduced the national catechists who were present for this meeting: Donatella Viozzi, Fr. Vittorio Scomparin, and Raffaele Giurleo. Vincent then provided a brief history of the Neocatechumenal Way at Blessed Sacrament. The national catechists first visited in 1993, but the initial community did not thrive. In 2000, after the departure of Fr. Lalonde, a member of that initial community spoke to Archbishop Adam Exner, OMI, about the possibility of a French-speaking priest from The Way coming to the parish. The Archbishop encouraged this, and it led to Fr. Scomparin appointment as pastor. In 2001, the national catechists visited again, and the present first community was established. Today there are five active communities in the Archdiocese. The Archdiocesan Missionary Seminary *Redemptoris Mater* was established in 2015, and now has two priests overseeing the formation of seminarians from The Way who have come to Vancouver from around the world.

Following a personal testimony from William Burgess, who is a member of the Cree Nation, the Archbishop expressed his thanks to the members of the Neocatechumenal Way for sharing their gifts and being a vibrant part of Blessed Sacrament Parish. After Archbishop Miller imparted his blessing upon those gathered, the meeting closed with another song.



Archbishop Miller meets with the communities of the Neo-Catechumenal Way

Lunch

About 50 parish leaders and key volunteers were treated to a Mediterranean-themed lunch downstairs, prepared by the Hospitality team led by Carolyn Vacheresse. The sheer number of dishes on offer was very impressive, and the food was delicious. The volume of conversation in the room gave testament to how much everyone present enjoyed the meal.

PREP Catechists for Confirmation and First Holy Communion

Shelley Adderley, the PREP Coordinator, and all ten of the PREP teachers met with Archbishop Miller after lunch. There are two classes, one for Grade 2s preparing for First Holy Communion, and the other for Grade 7s preparing for Confirmation. They meet on Saturday afternoons, and then join their families in attending the 5 p.m. anticipated Mass. Various resources are used, including the Signs of Grace videos available on the FORMED platform. There is also a workbook the children complete at home with their parents. The parish recently began offering a once-a-month class for the parents of both groups, which Fr. Nunez leads. The response to this has been positive, with the parents expressing gratitude for the help they are receiving for the formation of their children.

One of the teachers noted that their task is difficult, particularly with the Grade 7s, because by the time the children come to prepare for Confirmation, they have already been extensively formed by the world and often hold beliefs that are contrary to Church teaching.

Archbishop Miller responded that it is very unusual not to offer classes for Grades 3 to 6, which means that for five years these children are effectively abandoned to what they learn in their public schools, which are actively instructing them *against* the Catholic Church. He strongly recommended they work to expand their PREP to include these missing grades.

Charismatic Renewal

Three members of the Prayer Group were present; the coordinator was away and could not attend. The parish held a Life in the Spirit Seminar in 2017, but the work died out and has only recently been restarted. They meet on the first Monday of each month, and Fr. Nunez comes when he can. Perhaps seven people attend, representing several parishes. There was some discussion of the current format of the meetings, which differs from the typical Prayer Group. The Archbishop suggested that they talk to Fr. Mark Schwab, Spiritual Director to the Vancouver Charismatic Renewal Committee, who might be able to help them develop an appealing format that is also organic to the people who are attending at Blessed Sacrament.

Parish Pastoral Council

The Parish Pastoral Council at Blessed Sacraments currently has nine members assisting Fr. Nunez, plus Deacon Carlos as an *ex officio* member. Only two of them were unable to attend

the meeting with the Archbishop. The Council meets every other month. Carolyn Vacheresse serves as chair.

Archbishop Miller spoke of their unique responsibility for the life of the parish, and the serious obligations they have as Pastoral Council members. He reviewed aspects of the *Guidelines for Parish Pastoral Councils*, and noted that having specified terms of service, communicated in written appointment letters from the pastor, is very helpful for maintaining a healthy Council over the long term.

Their primary task, the Archbishop said, was to discuss the “big questions” that influence the community, and he gave several examples: How can we best lead people to Jesus Christ? Should we offer PREP for Grades 3 to 6? How do we promote the Synod on Synodality? Do we have enough paid employees? How can we better integrate newcomers? Remarking on this Parish Council’s significant involvement in putting on the parish’s major events, he asked whether they take time afterward to evaluate these: Did new people get involved? Was the outcome worth the time and effort? Did this fulfill its goal? Does this event advance the parish’s mission?

The last part of the meeting was a brief discussion about the historic identity of Blessed Sacrament as a French parish, which, the Archbishop noted, was a good topic for the Parish Pastoral Council to work through. Do the French parishioners feel neglected? Is there still sufficient demand for a “French parish?” He also gave examples of other national parishes in the Archdiocese that have either stayed strong, or where the original cultural identity has faded away over time.



Archbishop Miller with the Parish Pastoral Council

Fundraising Committee

This committee was formed in April 2023, particularly to coordinate fundraising for the school seismic upgrade project. It reports to the Parish Finance Council. Deborah Holowka serves as chair, and there are five members, chosen through an interview process. They work to stagger the various parish and school fundraising efforts so as to avoid donor fatigue. After arranging for École Saint-Sacrement to rejoin La Fédération des francophones de la Colombie-Britannique, Deborah spearheaded a grant application to Canadian Heritage for 40% of the school project cost. The other members present indicated that much of the Fundraising Committee's success so far was due to Deborah's tireless initiatives. Fr. Nunez also remarked that this committee has helped to engage the parish in the conversation about the school's plans for the seismic upgrade. Archbishop Miller reminded the members that the annual Project Advance campaign was an effective, focused vehicle for raising funds for specific parish projects.

Parish Finance Council

Archbishop Miller began the meeting with the five Finance Council members by distributing and commenting on the *Guidelines for Parish Finance Councils*. The Church's Code of Canon Law requires that every parish have a Parish Finance Council, whose members cannot simply be dismissed at a pastor's whim. The Finance Council members have a real responsibility for the financial situation of their parish.

Next, the Archbishop made some remarks on the Parish Review Report recently completed by Sr. Maria Serra Garcia, FSE. He expressed his expectation that the Finance Council will implement the recommendations made in the report, especially those addressing internal controls. Between 2014 and 2022, Blessed Sacrament has seen a significant increase in its revenues. What worked sufficiently when the parish was small is no longer sufficient; for the protection of all those involved, proper procedures are necessary now that the more substantial amounts are involved.

Another consequence of the parish's growth in recent years is that it is becoming increasingly untenable to rely so heavily on a few key volunteers for so much of the parish's basic functions. The Parish Finance Council will need to seriously consider increasing the size of the paid support staff.

One of the Council members asked Archbishop Miller whether it would be possible to consider replacing the "Profit/Loss" language used on the reports the Archdiocesan Finance Office requires from parishes with terms that are more reflective of the non-profit status of the Catholic Church.

In closing, the Archbishop suggested that the Finance Council consider inviting the Archdiocesan Development Office's Georgia Gamboa to come to the parish and give her presentation on legacy giving, since it can be a significant source of blessing when parishioners make a bequest through their wills.



The Archbishop with the Parish Finance Council

Building Committee

This committee has been given responsibility for the parish campus, and for developing a five-year capital plan. Each of the four members who met with the Archbishop has experience working with, vetting and negotiating pricing with vendors. One of their immediate tasks, slated for January 2024, is to bring the empty house on the northeast corner of the parish property into compliance with City codes, and consider how best to proceed with regard to this unused structure.

Knights of Columbus

Grand Knight Nelson Balitaan came from St. Francis de Sales Parish for the purpose of organizing the recently established Blessed Sacrament Council 18018. In fact, almost all of the seven men attending this meeting with Archbishop Miller were sent from other local councils to seed this new council. They meet monthly, drawing six to eight attendees, and Fr. Nunez joins them. They are pleased with the new process whereby non-paying members can be designated as “affiliates” so that the local council does not have to pay their fees, and responsibility for contacting these affiliates shifts to the State Council or Supreme Council. The Archbishop encouraged them to provide opportunities for men to grow together spiritually by regularly running *Cor*. He also recommended that they get involved with service

at Masses as ushers or greeters, which will, in turn, provide occasions for the recruitment of new members.



Archbishop Miller with the Knights of Columbus

Filipino Ministry

In response to the call of Deacon Greg Barcelon for each parish to have a point person to represent Filipino Ministry, Maribel Hubines took on this role. The current focus is on the preparations for the Simbang Gabi Novena. The Filipino members of the parish also support a range of community events such as the Saint-Jean-Baptiste Day celebration, which has an international flavour at Blessed Sacrament.



The Archbishop with Members of the Filipino Ministry

First Holy Communion – Children and Parents

A large group of Grade 2 children and parents crowded into the meeting room for a brief chat with Archbishop Miller a little before the Saturday evening Mass. These children gather every Saturday for a class to prepare them for the reception of their First Holy Communion which, this year, is expected to occur in May or June 2024. Following their class, the children attend the Saturday anticipated Mass with their families. They will receive the Sacrament of Reconciliation twice and attend a mini-retreat before they make their First Communion. Fr. Nunez meets with the parents once a month, to guide them as they learn about their role of passing the faith on to their children. The Archbishop took this opportunity to remind the parents that they are their children’s first and primary catechists, responsible for their formation and for ensuring that they properly understand their Catholic faith.

Confirmation – Youth and Parents

Like the children preparing for First Communion, the students who will be confirmed in the following spring gather on Saturday afternoons before Mass for a class on the receiving the last of the three Sacraments of Initiation. As they met with Archbishop Miller, he asked them their chosen Saint names and spoke to them on the connection between Pentecost and the coming of the Holy Spirit upon each of them at Confirmation. The Archbishop called upon the parents to take very seriously the wonderful privilege of being their children’s “spiritual directors,” which the Lord views as the most ultimate responsibility he has given them.



Archbishop Miller with the Confirmation Class and Their Parents

Sunday – Conclusion

To conclude the visit, Archbishop Miller celebrated the 5:00 p.m. anticipated Mass and the Sunday 11:30 a.m. Mass, with Fr. Nunez concelebrating. Following the Saturday evening Mass, the Archbishop was fêted at a “meet and greet” dinner held in the downstairs

hospitality room. The Sunday Mass incorporated the Rite of Installation for Fr. Nunez, which was somewhat overdue since he had been appointed as pastor in the summer of 2022! A reception with buffet lunch was held in the gym after the Sunday Mass, and was packed out with parishioners enjoying the warm and inviting fellowship which marks the thriving community at Blessed Sacrament Parish.

III. Summary

From the homily of Archbishop J. Michael Miller, CSB, on Sunday, December 3.

As many of you know, with the celebration of Holy Mass with the children of your wonderful school on Friday morning, I began a pastoral visit of your parish family. This is the 30th such visit in an initiative which began six years ago, but was interrupted by the coronavirus pandemic for the past three years. Each of these weekend encounters is unique and each one is a blessing for me – as I hope this one has also been for you who were able to participate.

Let me begin by thanking Father Gilbert, your pastor. His gentle and effective shepherding of your parish family is, as so many of you acknowledged, a great gift to the community. It has been a pleasure for me to spend time with him and to witness firsthand the vitality, enthusiasm and many gifts of the parishioners here at Blessed Sacrament. For me, these days have been both inspiring and encouraging.

Since Friday, I have been able to meet and talk with most of the volunteers engaged in the great number of parish ministries, committees, and groups. It was so good to hear you explain your distinct contributions to building up this parish family and, from time to time, together we noted some challenges you are facing and the opportunities that lie before you. Besides the hardworking and dedicated staff, among the groups and parishioners that I met with were the Pastoral Council and Finance Council – two bodies, the Knights of Columbus, the lectors and extraordinary ministers of Holy Communion, Hospitality ministry, music ministry coordinators, Legion of Mary, ushers, counting team, Development and Peace coordinator, RCIA and children's liturgy coordinators, altar servers, PREP teachers, Filipino ministry, charismatic renewal, fundraising committee and building committee. Did you know that you have such an enormous number of opportunities for living one's faith and engagement here at Blessed Sacrament? It almost takes your breath away!

To all those who organized these days, I wish to extend my profound gratitude. It is a demanding task to set a schedule, provide the preliminary information and get people together at a fixed time and place. And so, to Shelley, and to all those who worked with her and those who took time from their busy schedules so that we could meet together, I thank you most sincerely. Everything was so carefully well planned and arranged in an inviting environment.

Such an array of ministries tells me that this is a community engaged in living the Gospel. As in every parish today, it is necessary to become even more mission-minded. The Lord is

calling every parishioner – without exception – to be both a disciple and a missionary. To be a disciple is to be someone who cultivates an intimate and personal friendship with Jesus Christ. Without this, all else fails. And to be a missionary is to be someone who goes no farther away than one's own family in sharing your personal experience of the Lord with others.

Dear brothers and sisters. I encourage everyone in the church today who has made this parish their place of worship to offer your gifts to build up the community, if you are not yet involved. Everyone has something to offer in the many ministries, activities, associations, and organizations available at Blessed Sacrament. If you have remained a little on the sidelines, give serious thought to finding at least one ministry where the Lord can use your gifts and talents for his service and the service of your brothers and sisters.

VI. Recommendations

The following recommendations are offered for the parish's consideration as it strives, with God's grace, to become ever more intentionally a community that loves the good Lord and whose parishioners serve the Church as missionary disciples.

1. **RECOMMENDATIONS: Parish Pastoral Council and Parish Finance Council**

1. The parish should seriously consider the hiring of another staff person for the Parish Office. While it is admirable that there are so many volunteers – particularly Shelley Adderly, who is nearly full-time assisting with numerous ministries – helping with the administration of the parish, this is not sustainable given the parish's growth in recent years.
2. The Parish Pastoral Council should consider adding the school Principal, the PEC Chair, or a senior ESS teacher to its membership, to represent this vital part of the parish's ministry and mission.
3. The Parish Finance Council and Fr. Nunez should work together to implement the recommendations of the Parish Review Report prepared by Sister Maria Serra Garcia, FSE, the Archdiocese's Parish Financial Services Director.

2. **RECOMMENDATIONS: Sacraments and Liturgical Ministries**

1. The Music Ministry needs designated leaders. At minimum, a point person should be identified to coordinate the music for each particular Sunday Mass. Ideally, there should be one person with responsibility for coordinating the music when the various groups/choirs combine for major events.
2. A head usher should be designated for each Sunday Mass.

3. **RECOMMENDATIONS: Faith Formation Ministries**

1. PREP must be expanded to include classes for Grades 3 through 6. Otherwise, between the Grade 2 class for First Communion and the Grade 7 class for Confirmation, for five formative years these children are not receiving catechesis on their Catholic faith, while at the same time secular society is actively working to turn them against the Church.
2. The Catechesis of the Good Shepherd should be investigated for possible implementation in the parish.

4. RECOMMENDATIONS: All Ministries

1. Every ministry should have in place a plan for succession in leadership.
2. Every ministry should assess how it is contributing to the Church's mission of evangelization.
3. All Neocatechumenal Way volunteers who work with minors or vulnerable adults must be vetted by the Safe Environment Coordinator in accordance with Archdiocese of Vancouver policy. With support from the pastor, the Safe Environment Ministry should work to implement CMG Connect for training and tracking all volunteers in the Neocatechumenal Way communities.
4. Ensure that all those (e.g., Legion of Mary members) who make home visits to elderly, sick or homebound individuals had Safe Environment training and always conduct these visits in pairs.

5. RECOMMENDATIONS: School

1. The Parish Education Committee should incorporate a formation component into its meetings. The CISVA prepares study materials and discussion questions that would be a good starting point.
2. Consider contacting Immaculate Conception School in Dunbar for ideas and lessons learned from their similarly-sized seismic remediation project completed about six years ago.
3. Consider raising tuition for Category 2 and Category 3 students.

6. RECOMMENDATIONS: General

1. Given the parish's proximity to Vancouver General Hospital and the BC Cancer Agency, consider finding a way to reopen the church for public prayer during the day. This may mean locking up valuables regularly, but would provide an invaluable service to the community and an opportunity for evangelization.

Appendix 1: Archdiocesan Reports

École Saint-Sacrement (Blessed Sacrament School)

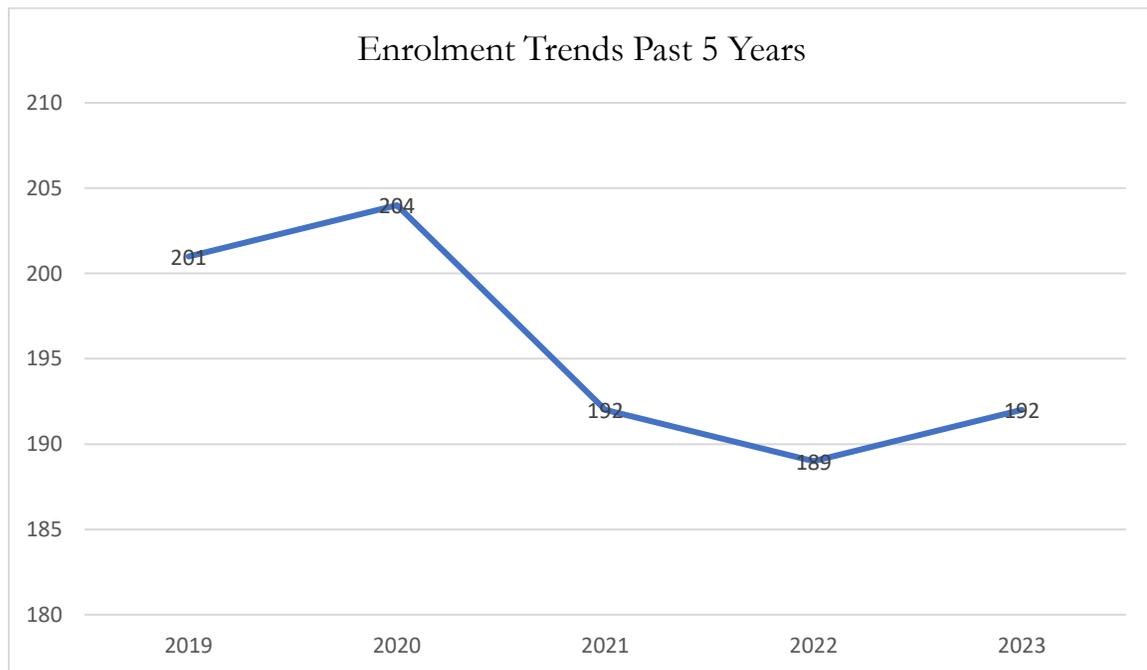
3020 Heather Street

Vancouver, BC V5Z 3K3

1. Current Enrolment

September 2023	Capacity
192	240

2. Enrolment Trends (5 years)



3. Enrolment Statistics

Category 1: 122

Category 2: 35

Category 3: 35

International Students: 0

First Nations Students: 2

Students Receiving Government Funding: 7

Students Receiving Non-Funded Assistance: 10

4. Special Projects

Spiritual: Preparation for Sacraments; School Choir Sunday Masses; Mass every Friday; Monthly Confessions; Altar Serving training; Epiphany play; Staff book study; Positive behaviours support system based on the lives of the Saints; All Saints Day presentations and Saints Museum.

Community: School seismic upgrade fundraising; Walkathon; Silent auction; Family dance; Festival of the Stars: Advent Market; Christmas grandparents tea; Coffee and pancake breakfast.

Operations: School seismic upgrade; Share gym usage; Music classes take place in Church basement as well as PEC and sometimes staff meetings; Shared courtyard and green space behind church; shared parking lots.

5. Number of Staff: 28

Principal: Mme. Reine Mykyte

Teachers: Stephanie Pimentel, Takla Hoyek, Micheline El-Khourie, Ramona Belanger, Marta Almeida, Lukas Fitz, Marc-Andre Tremblay, Marion Buan, Kathy Mills, Elia Domingos, Eunice Rodrigues, Anica Desnica, Gaspal Douo, Alexander Kanabe

Educational Assistants: Bushra Elias, Caroline Kamdem, Doreen Estphan, Francisco Tamaki, Gabriela Estrella (Lau), Herve Pelage, Marie Belanger, Silvia Ortiz, Takla Hoyek, Teresa de La Boursediere, Tamara Szymanska

Office Staff: Kamily Arroyo, Manuel Diaz

Project Advance

Year	Goal	Amount Received	% of Participation	Rebate
2018	\$7,500	\$39,600.00	44.72%	\$31,111.25
2019	\$8,500	\$36,058.36	43.14%	\$26,689.23
2020	\$5,000	\$36,309.67	43.92%	\$30,395.34
2021	\$9,500	\$38,558.31	42.86%	\$27,772.00
2022	\$11,400	\$39,472.00	38.00%	\$26,428.99
Total	\$41,900	\$189,998.34	42.53%	\$142,396.81

Sacramental Trends

	2018	2019	2020	2021	2022
Baptisms	22	17	22	26	25
First Communions	22	23	27	28	26
Confirmations	40	0	25	21	20
Marriages	3	3	1	7	5
Funerals	11	9	5	8	5

Mass Attendance

	2019	2020	2021	2022	2023
Registered Households	234	245	245	275	275
Average Weekend Attendance	422	209	378	373	382

Blessed Sacrament Parish Sacramental Records Inspection

Fr. Mark Gazin, CSB, JCL, carried out the inspection on November 7, 2023.

1. General

- All registers are kept in a fire-proof safe next to the parish office.
- All registers are well kept and in good order.
- Fr. Gilbert Nuñez, the pastor for one year; indicated that the previous pastor, Fr. Vittorio Scomparin, told him that there had been no sacramental record inspection during his lengthy pastorship.

2. There are 16 (sixteen) registers:

- Two parish baptismal registers with confirmation and marriage notations.
- Two baptismal and confirmation registers for the Vancouver General Hospital.
- One confirmation register.
- Two ecclesiastical marriage registers.
- Seven civil Province of British Columbia marriage registers.
- Two death registers.

3. Parish baptismal register with confirmation and marriage notations in French: (August 1946 to December 1957).

- The register is well kept, most entries are printed; some entries are in cursive, however the writing is legible and well notated.
- The index is clear and easy to read and follow.
- There is an envelope at the back of the Register for additional documents.
- This complete baptismal register was microfilmed in March 1986.
- Page 3, no. 28: appears that partial entry is in pencil instead of ink.
- Page 8, no. 74: “White-out” used in notation column. Errant entries should only be crossed out. Never use “white-out” – these are legal documents.
- Page 11, no. 109: notation column entry is in pencil and fading. Use ink.
- Page 16, no. 159: Parental names column entry is in pencil, instead of ink.
- Page 25, no. 247: marriage notation entered in pencil, instead of ink.
- Pages 27-51: most entries in cursive, some entries are difficult to decipher.

4. Parish baptismal register with confirmation and marriage notations in French: (December 1957 to present date).

- The register is well kept, most entries are in cursive, the writing is mostly legible and well notated. Most errors or corrections are lined out, with corrections printed above. A page for the “AB” section has been attached in the index. The numerical order of

the entries has been adjusted. “Entries 511 to 981 have been renumbered entries 1 to 470.” From 981(470) the entries return to the stamped numerical order.

- The records were regularly examined and notated by Fr. J. Teague, Vicar Forane, and J. Stewart, Vicar General.
- Page 83, no.1340; page 98, no. 1485: “White-out” used for corrections. Never use “white-out.” This is a legal document.
- Page 86, no. 1364-1365, 1388, 1586, 1601, 1757, 1825, 1840, 1846: good examples of correction, but notations ought to indicate “why” the entry was “annulé.”
- Page 111, no. 1614, 1618, 1620, 1622, 1627, 1685, 1795, 1847, 1900, 1950, 1992, 1998, 2053, 2102, 2128, 2132, 2251, 2255, 2286, 2289, 2327, 2328, 2336, 2338: “White-out used. Never use “white-out.”
- Page 127: register was microfilmed to March 1986.
- Page 144, no. 1945: pencil used in notations, instead of ink.
- Page 153, nos. 2032, 2034: entries use a white stick-on paper to cover what is beneath. Only cross out the information and print above. This is a legal document.
- Register was microfilmed to page 157, July 21, 2003.
- Page 181 and 182: whole entries are “whited-out.” This should NEVER happen. Cross out the entry and re-enter on the next line if correction required.
- Addendum note: when there are RCIA candidates: information related to them should be entered into the Register in a normal fashion and in the appropriate columns, notating that they were received into Full Communion at Easter Vigil in the notation column.

5. Baptism and confirmation register for the Vancouver General Hospital (April 1944 to 30 July 1967)

- The register begins in a well-kept manner but is missing much information such as parents’ names and whether the baptismal ceremony was supplied.
- Page 136: two entries are crossed out; no reasons given.
- Page 136 to 152: records of emergency administration of the Sacrament of Confirmation.
- There is an envelope at the back of the register for documents.

6. Baptism and confirmation register for the Vancouver General Hospital (1967 to 1988)

- This register is well kept and easily read.
- The numerical order (in red ink) of the entries is confusing.
- Page 20: entries in pencil, instead of ink.
- A notice of confirmation at the back of the register does not appear to have been entered.

7. Confirmation register (22 May 1955 to present):

- The register entries are clear and easily read.
- The register was microfilmed to March 1986.
- Do not use “white-out” for corrections (08 April 2012, 08 June 2014, 15 May 2016, 17- 31 July 2020, 05 June 2022, 28 May 2023).
- Once entries have been made, it is not necessary to retain the notice of Confirmation, or it may be retained in an envelope at the back of the Registry.
- Some notices in the front of the register do not appear to have been entered.
- There is an envelope for stored documents in the back of the register.

8. Marriage register (10 August 1946 to 23 July 1977):

- This register was microfilmed in March 1986.
- The alphabetical index is well organized and includes an additional typewritten insert at the beginning of the register.
- Notations of marriage should be entered; any documents should be stored in an envelope at the back of the register.
- Page 9, no. 79: pencil used instead of ink.
- Page 45, no. 440: “white-out” used for correction.
- Page 48, no. 473: no witnesses recorded. Despite the dispensations in the notation column, the marriage may be invalid. Witnesses are required for validity.
- Once a nullity notation is received from the Tribunal, the nullity and the protocol number are recorded in the notation column, the documentation may be destroyed or saved in a document envelope at the back of the register.

9. Marriage register (July 1977 to present)

- The index to this register is clear and well organized.
- Page 1, no. 515: entry corrected with “white-out.”
- Page 3, no. 536: although dispensation from canonical form is noted, the names of witnesses are missing. This may be an invalid marriage.
- Important additional documents should be stored in an envelope at the back of the register, not between the notational pages.
- Page 10, no. 603: “white-out” used. This is a legal document and “white out” may pose the question of “what is being hidden” instead of correcting an error.
- Page 23, no. 736: “white-out” used.
- When one of the parties to the marriage is not baptised, the notation should only indicate: “not baptised.” Do not indicate with “a line,” or “N/A” or “none.”
- Page 28, no. 782: the column for the groom regarding baptism is left blank. The notation should say: “not baptised.”

- This register was regularly checked by Fr. J. Stewart, Vicar General and Fr. Pat Tepoorten, Vice-Chancellor,
- This register was microfilmed up to 21 July 2003.
- Convalidation of a civil marriage should always note the names of the two witnesses. Otherwise, it may be an invalid marriage.
- The marriage nullity protocol number from the Tribunal should be recorded in the notation column.
- It should be noted that Convalidation is marriage in the Church. When a Catholic marries outside the Church, it is considered invalid. When they finally get married in the Church, it is their true marriage. All marriages must have at least two witnesses. Marriages without witnesses are considered invalid.

10. Death Register (February 1947 to 01 June 1972):

- The index of this register is not complete.
- Numerous early entries are missing the next of kin, place of burial, attending priest, final sacraments, funeral and burial dates, cemetery locations, etc. Later entries complete these columns.
- This register was microfilmed in March 1986.

11. Death Register (02 June 1972 to present):

- There are missing notations regarding reception of final sacraments and cemetery location.
- Several entries note “cremation” in the cemetery column, but not the name of the cemetery.
- Page 29 (Laurette Pujó-Moore): this entry has been “whited-out” – why?
- Page 30 (Marcus Shiao Ling): the next of kin informant’s name has been “whited-out” – why?
- This register was microfilmed in March 1986.
- The column for “Sacraments” is to indicate whether the deceased person received any sacraments prior to their death. For example: baptism, confirmation, marriage, and anointing of the sick. “Last Rites” means the anointing of the sick and/or viaticum. Viaticum means: “food for the journey” and refers to the final reception of Holy Communion, which includes an Apostolic Pardon and a profession of faith. Entries should never be “whited out” only crossed-out if there was an error.

Safe Environment Report

November 30, 2023

Shelley Adderley has been the parish screening coordinator at Blessed Sacrament since the inception of the Protecting God's Children program in 2010.

Shelley Adderley has police information checks, Code of Conduct signings, and reference checks well in hand.

The parish is using the online CMG Connect training tool, but it looks like not all volunteers have taken the training. Deacon Bruce Fraser will talk to Shelley Adderley about the possibility of a training evening in 2024.

Overall, Safe Environment at Blessed Sacrament is in very good shape.

Deacon Bruce Fraser
Safe Environment Coordinator
bfraser@rcav.org
604-683-0281 ext 469

2022 Financial Report

Revenue		Expenses	
BC Catholic - Receiptable	\$535.00	Advertising & Promotion	\$-
BC Catholic - Not Receiptable	\$-	Altar & Sanctuary Supplies	\$13,506.18
Bequests - Receiptable	\$-	BC Catholic Subscription	\$1,858.21
Bequests - Not Receiptable	\$-	Bank, Interest & Credit Card Charges	\$500.66
Building Fund - Receiptable	\$-	Capital Assets Acquired	\$9,826.56
Building Fund - Not Receiptable	\$-	Charitable Works Contributions - RCAV	\$-
Bulletin Advertising	\$-	Charitable Works Contributions - General	\$690.00
Charitable Works - Receiptable	\$-	Charitable Works Contributions - Other Orgs	\$-
Charitable Works - Not Receiptable	\$-	Convent Expenses	\$-
COVID-19 Federal Funding	\$-	Debt - Interest Payment	\$-
Ordinary Collections - Receiptable	\$90,547.00	Diocesan Assessment	\$22,768.00
Ordinary Collections - Not Receiptable	\$11,650.35	Diocesan & National Collections Remittance	\$6,754.25
Diocesan & National Collections - Receiptable	\$6,754.25	Food & Household Supplies	\$6,840.72
Diocesan & National Collections - Not Receiptable	\$-	Fundraising Expenses - Bazaar	\$-
Diocesan Grant	\$-	Fundraising Expenses - Bingo	\$-
Event Income	\$-	Fundraising Expenses - Others	\$-
Fundraising Income - Bazaar - Receiptable	\$-	Fundraising Expenses - Parish Organizations	\$-
Fundraising Income - Bazaar - Not Receiptable	\$-	Fundraising Expenses - School	\$-
Fundraising Income - Bingo	\$-	GST/HST Expense	\$-
Fundraising Income - Others - Receiptable	\$-	Honoraria & Stipends - T4A Issued	\$-
Fundraising Income - Others - Not Receiptable	\$-	Honoraria & Stipends - no T4A	\$-
Fundraising Income - Parish Organizations - Receiptable	\$23,606.14	Insurance Expense	\$15,088.00
Fundraising Income - Parish Organizations - Not Receiptable	\$-	Janitorial Expense	\$1,693.53
Fundraising Income - School - Receiptable	\$53,619.46	Office Supplies & Expenses	\$8,212.81
Fundraising Income - School - Not Receiptable	\$-	Parish Organizations Activities Expense	\$6,881.05
GST Rebate	\$-	Preschools & Daycare Expenses	\$-
Insurance Claim Recoveries	\$-	Professional & Consulting Fees	\$8,000.00
Interest Income - Chancery	\$3,807.69	Professional Development	\$4,694.80
Interest Income - Other	\$-	Project Advance Expense	\$-
Interest Rebate - Low Interest Revolving Fund	\$-	Property Taxes	\$5,584.35
Preschools & Daycare Income (See Form A1 to enter details)	\$-	Publications (not BC Catholic)	\$2,535.99
Project Advance Rebate	\$28,036.37	Religious Ed Expenses: Adult	\$-
Programs	\$-	Religious Ed Expenses: PREP/CCD	\$3,981.73
Rel Education Income - Adult	\$-	Religious Ed Expenses: RCIA	\$-
Rel Education Income - PREP/CCD - Receiptable	\$-	Religious Ed Expenses: Youth	\$2,563.33

Rel Education Income - PREP/CCD - Not Receiptable	\$3,740.00	Rental Expense - Equipment	\$-
Rel Education Income - RCIA	\$-	Rental Expense - Facilities	\$-
Rel Education Income - Youth	\$-	Repairs, Mtnce, Equip: Ordinary	\$18,807.11
Rental Income	\$42,322.00	Repairs, Mtnce, Equip: Extraordinary (from FORM A3)	\$46,822.00
Sale of Goods	\$-	Salary - Pastor	\$38,513.76
Sale of Property	\$-	Salary - Assistant Pastor	\$-
Shrines / Candles / Vigil Lights	\$-	Salary - Clergy extra help	\$1,600.00
Special Collections/Donations - Receiptable	\$150,268.74	Salary - Lay Staff	\$73,345.37
Special Collections/Donations - Not Receiptable	\$-	Salary - Benefits	\$17,972.27
Stole Fees (Papal Blessing, Marriage, Funeral, etc) - Receiptable	\$-	Special Collections/Donations Expense - Domestic	\$-
Stole Fees - Not Receiptable	\$4,125.00	Special Collections/Donations Expense - Foreign	\$-
Youth Ministry Rebate	\$-	Subsidies - Funds Raised by Parents	\$53,619.46
Miscellaneous Income	\$19,302.35	Subsidies - Elementary	\$4,177.51
		Subsidies - Secondary	\$-
		Subsidies - Tuition Support - Elementary	\$-
		Subsidies - Tuition Support - Secondary	\$2,620.00
		Utilities	\$18,802.20
		Miscellaneous Expense	\$9,545.97
TOTAL REVENUES	\$ 438,314.35	TOTAL EXPENSES	\$407,805.82
Excess of Revenues/Expenses to Form I – General Reserve			\$ \$30,508.53

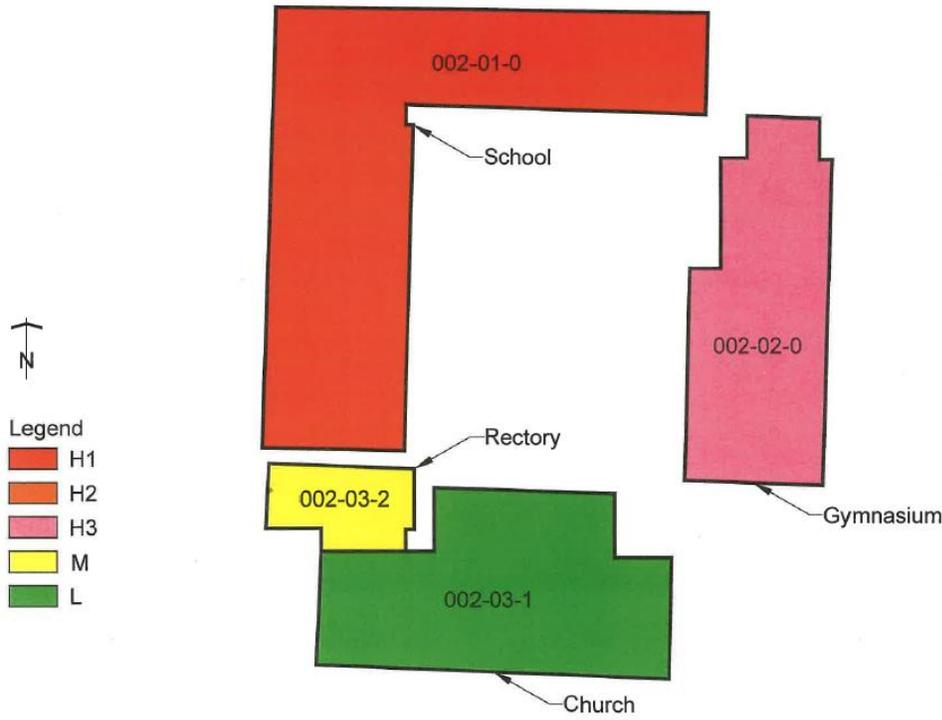
2023 Parish Financial Services Report

Click the image below to view the Parish Financial Services Report in PDF format.

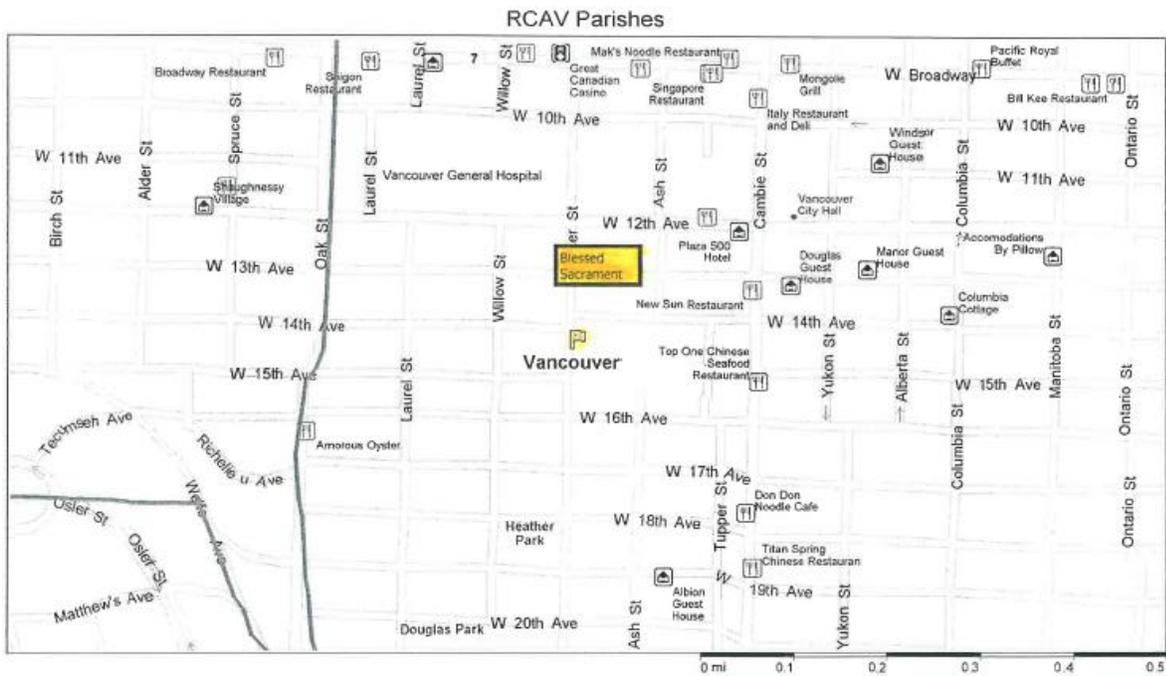


2022 Blessed
Sacrament Vancouver

2012 Seismic Assessment



Parish Boundaries



Appendix 2: Schedule of the Archbishop's Parish Visit

Friday, December 1, 2023

TIME	EVENTS/MINISTRIES	# of ppl.
10:45 am – 11:45 am	Mass with Ecole Saint Sacrement	200
11:45 am – 12:00 pm	Break	
12:00 pm – 1:00 pm	LUNCH teachers and principal	
1:00 pm – 2:30 pm	Visit the students with Mme. Mykyte	
2:30 pm – 3:00 pm	Break – Coffee with Father Gilbert and Father Edmond in room 3 of church basement	3
3:00 pm – 3:30 pm	Office Staff and volunteers: Each shares quick ministry history/responsibilities/vision/summary	8
3:30 pm – 3:45 pm	Ministry of the Liturgy: Each shares quick ministry history/responsibilities/vision/summary	10
3:45 pm – 3:55 pm	Safe Environment	11
3:55 pm – 4:15 pm	Extraordinary Ministers of the Holy Communion: Each shares quick ministry history/responsibilities/vision/summary (has a policy)	5
4:15 pm – 4:45 pm	PEC: shares personal conversions, ministry involvement; current growth and vision for school.	8

Saturday, December 2, 2023

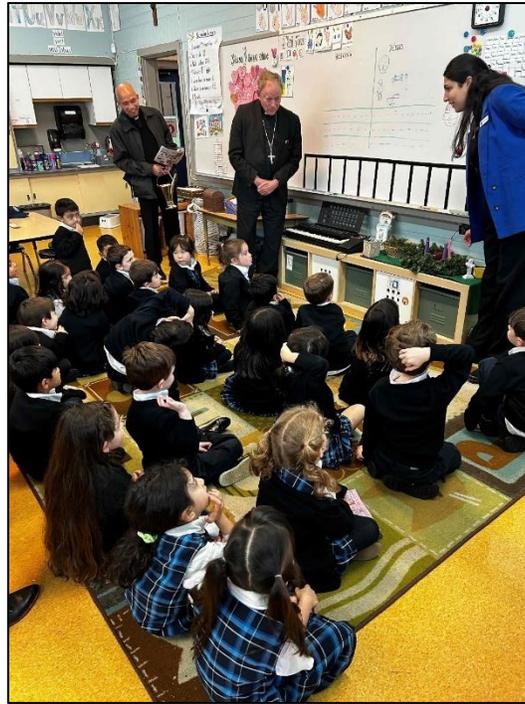
TIME	EVENT/MINISTRIES	# of ppl.
10:00 am – 10:25 am	Lectors	3
10:25 am - 10:55 am	Music Ministry	9
10:55 am – 11:05 am	Ushers	6
11:05 am – 11:15 am	Liturgy with the Children	32
11:15am – 11:30am	Altar Servers	10+
11:30am - 11:45 am	Hospitality	2
11:45am - 12:00 pm	Legion of Mary	3
12:00 pm - 12:30 pm	Neocatechumenal Way in Church	5
12:30 pm – 1:45 pm	LUNCH with key volunteers and parish leaders	5
1:45 pm – 2:00pm	PREP Catechists for Confirmation and Holy Communion	6
2:00 pm – 2:15 pm	Charismatic Renewal	6

2:15 pm – 2:45 pm	Pastoral Council	7
2:45 pm – 3:00 pm	Fundraising Committee	10+
3:00 pm – 3:30 pm	Finance Council	4
3:30 pm – 3:45 pm	Building Committee	7
3:45 pm – 4:00 pm	Knights of Columbus	20+
4:00 pm – 4:15 pm	Filipino Ministry and Development and Peace	20+
4:15 pm – 4:30 pm	Holy Communion children - and parents	3
4:30 pm – 4:45 pm	Confirmation youth and parents	7
4:45 pm – 5:00 pm	Prep for Mass	6
5:00 pm – 6:00 pm	5pm Mass at Parish – Archbishop to Preside	6
6:00 pm – 7:00 pm	Meet and Greet after Mass/Dinner in hospitality room	15

Sunday, December 3, 2023

TIME	EVENT/MINISTRIES
10:30 am -11:30 am	Mass – Father Gilbert Nunez Installation (In French and English with transmission to basement)
11:45 am – 1:00 pm	Meet & Greet or Reception in the gym including buffet Lunch
1:00 pm – 1:30 pm	Meet with Fr Gilbert in Rectory

Appendix 3: Photos from the Archbishop's Parish Visit



**Archbishop Miller visits with the Kindergarten children at ESS,
accompanied by Fr. Nunez and Mrs. Mykyte**



With the Grade 1s



Visiting with the Grade 2s



Archbishop Miller quizzing the Grade 3 class



Discussing schoolwork with the Grade 4 children



Archbishop Miller and Mrs. Mykyte examining student projects



Mrs. Mykyte talks to the Grade 6s as Archbishop Miller and Fr. Nunez listen



Archbishop Miller enjoyed a long conversation (in French) with the Grade 7 class



Entrance procession at Mass on Sunday



Deacon Carlos Leon proclaims the Gospel



Archbishop Miller preaching the homily



Archbishop Miller installs Fr. Nunez as Pastor of Blessed Sacrament Parish



Archbishop Miller, Fr. Nunez, Fr. Gendron, and Dcn. Leon during the Eucharistic Prayer



Parishioners praying during Mass



Parishioners receiving Holy Communion



Parishioners at the Sunday Reception

Appendix 4: Parish Forms

Administration

Pastor: Reverend Gilbert Nunez July 31, 2022

Parish Staff:

Secretary (or other title)	Marta Porras
Start Date	October 2020
Full-time/Part-time	Full time (4 days a week from 9am to 4pm)
Hours per week	26
Skills/Experience	Secretary/languages spoken – French/English/Spanish
Job Summary	Mass intentions, sacrament recording, receptionist, bulletin preparation, emails, assist Pastor as needed

Housekeeper	Luz Mery Santana
Start Date	January 2018
Full-time/Part-time	Part time
Hours per week	6 to 12 hours (6 hr one week and 12 hrs the next week)
Skills/Experience	Msgr. Smith – worked as housekeeper and cook many years
Job Summary	Housecleaning, laundry, ironing, cooking

Maintenance	Milton Davis
Start Date	2006
Full-time/Part-time	Full time
Hours per week	30 hours per week
Job Summary	Custodian, janitor, repair and maintenance in church and rectory, odd jobs

Grounds & Gardens	Milton Davis
Start Date	2006
Full-time/Part-time	Included in his regular 30 hours
Job Summary	Mow lawn, clear leaves, some snow removal

Key Volunteers:

Name	Shelley Adderley
Role in Parish	Office Manager
Years in Role	7
Remarks	Assists in Finance/Communication/Coordination and day to day needs

Name	Jeannine Paquette Lau
Role in Parish	Gardening
Years in Role	6 years
Remarks	She does regular pruning and maintains the flowers/bushes

Name	Carolyn Vacheresse
Role in Parish	Coordinate volunteers in various roles with our school parents, major role in organizing fundraising activities
Years in Role	6
Remarks	Also helps in office when needed and cooks for Priests

Name	Vincent Tourvieille
Role in Parish	Responsible catechist for post confirmation and adults (3rd-4th communities)
Years in Role	15
Remarks	Also do some liaison with school for Epiphany play organisation.

Name	Jorge Arroyo
Role in Parish	Responsible catechist for post confirmation and adults (5th community)
Years in Role	5

Name	Lucia Mitjavila
Role in Parish	Help with special events like the St Jean-Baptiste festival and the Epiphany play.
Years in Role	7

Security for Church

locked office door buzzer cameras alarm system visitors checked
Company(s) Used: Arpel Security (Telus)

Security for School

locked office door buzzer cameras alarm system visitors checked
Company(s) Used: [Click here to enter text.](#)

Technology and Telecommunications (TV, Internet, Telephone)

Company(s) Used: Telus

Website maintained by: Volunteer

Contact (email and phone): Kamila Arroyo ; arroyo.kamila@gmail.com ; 604-700-9085

Social media accounts maintained by: Select one.

Contact (email and phone): [Click here to enter text.](#)

Accounting software for parish data maintained by: Volunteer

Contact (email and phone): Steve Henry; stevenjameshenry@gmail.com ; 778-709-0925

Church and Sacristy

Is the church in good structural state? Yes

Notes: Seismically upgraded in 2015

Are there major repairs needed? Yes

Notes: Will need a new boiler for heating the church in 2024

Is the sanctuary tidy? Yes

Notes: [Click here to enter text.](#)

Is the Tabernacle in a central place of reverence? Yes

Notes: It has just been refurbished this month

Are the linens in the sacristy appropriately cared for? Yes

Notes: [Click here to enter text.](#)

Is there a suitable number of vestments? Yes

Notes: [Click here to enter text.](#)

Are the vestments clean? Yes

Notes: [Click here to enter text.](#)

Are the sacred vessels appropriate? Yes

Notes: They have just been refurbished this November

Are the liturgical books in good shape? Yes

Notes: [Click here to enter text.](#)

Are all the current liturgical books on hand? Yes

Notes: [Click here to enter text.](#)

Is the church regularly cleaned? Yes

Notes: We have a janitor full time

Are the notices and announcements in vestibule up to date? Yes

Notes: [Click here to enter text.](#)

Is the confessional in conformity with canonical norms and the need to assure the safety and security of the priest and penitent? Yes

Notes: They were renovated and updated in 2017

Priorities & Goals

How are you working towards the Archdiocesan Priorities & Goals?

Make Every Sunday Matter

PREMISE

Blessed Sacrament Parish (BSP) had been a Francophone Parish since it was established. It grew together with the presence of the Ecole Saint-Sacrement. In the passing of years though, just like many linguistic based parishes, BSP also faced the reality of dwindling numbers of parishioners, for varied reasons. An important moment that would mark the characteristic of BSP is when the late Archbishop Adam Exner entrusted the Parish to priests of the Neocatechumenal Way (NCW). Carrying with them the experiences of this reality recognized by the Church as a valid means of evangelization, Fr. Vittorio Scomparin had opted to adapt this pastoral work of evangelization while providing the usual activities of a normal parish that he inherited from previous pastors, he eventually introduced English Masses in the parish instrumental for the growth of members of the parish. After many years of evangelization, 5 communities of the Neocatechumenal Way were formed at BSP that in some way will define the fabric of the parish life. At present, we have to recognize that this reality became a foundation of the parochial life where we build other facets of the mission of the Church. From this, we will now present how we realize the priorities and goals of the parish in consonance to the ones of the Archdiocese of Vancouver.

I. Make every Sunday Matter

The following are the actions we are doing to make Sunday matter to our parish community:

A. In the Neocatechumenal Way

1. Weekly Masses or Eucharist is one of the pillars of the “Tripod” (Word-Liturgy-Community), the faith-journey of the members of NCW. Eucharist done on the vespers of Saturday have helped young adults away from worldly allurements on Saturday evenings. Youth and newly converted are provided close support from the senior leadership team.

2. Provide catechesis on the Eucharist and help everyone to live it fully by explaining how the Paschal mystery of Jesus-Christ is present in all its dimension.

3. Make the Paschal Vigil the center of the liturgical year so that its richness allows to make every Sunday matter.

B. In the wider Parish community, of which numbers of parishioners have grown significantly in the last ten years:

1. We do our best to have a meaningful, beautiful, and a celebrative Sunday Masses.

2. Breaking of the Word through homilies and preaching so people can grasp the scriptural message of that Sunday, thereby people can understand and be enlightened to the realities of their daily lives.

3. Celebrating a lively liturgy that reflects the mystery of the Mass as a joyful event of the Paschal Mystery (passion, death, and resurrection) of Jesus Christ, that people

burdened with difficulties in life can receive hope and consolation in their lives after the Mass.

4. Giving more attention and preparing beautiful and meaningful Liturgical songs to give a lively spirit during the Mass.

5. We provide the reflections of the Sunday Word in the weekly parish Bulletin so people can bring it home and can continue to reflect on it within their family circle.

C. We create an ambience of COMMUNION among the parishioners – members of the Mystical Body of Christ. Giving opportunities to parishioners to feel part of this Body, the Church, through sharing of their time and talents:

1. Our general goal is to help people value their coming on Sunday Mass, and this will only happen once they experience it as active members of the parochial community, thus, we established different service opportunities for people to volunteer, like Welcoming Committee, Hospitality, being part of the choir, etc. In collaboration with the school, we opened opportunities for parents earn their services hours by volunteering in these parish services.

2. We encouraged those doing the communion and confirmation classes to participate in Sunday Masses, hoping that they foster a habit to make Sunday Masses part of their regular weekly activities.

3. Coffee and Tea fellowship after Masses, helps parishioners to become acquainted to each other. Familiarity among parishioners cater to establishing communion among them, thus creating the Church as communion. It also gives opportunity to people to actively participate in volunteering to this weekly event.

4. Organizing events like Senior's Christmas Luncheon and Epiphany play where all the realities and groups of the parish collaborate to make the event happen.

Get Closer to Jesus

Neocatechumenal Way

1. Weekly liturgy of the Word of God to slowly allow greater intimacy with Jesus through proximity with his Word and its relevance to one's life.

2. Foster openness and freedom to brotherly relationships identifying the other as Christ (because Christ identified himself to the other especially the poor).

3. Going house to house to bring Christ to the faraway.

4. During lent and advent, provide community prayer time in the church in the morning before going to work.

B. Wider Parish Community

1. The Eucharistic adoration on Wednesdays and Sundays (also on first Fridays) keep our parish open for people who wish to have more private devotions to the Eucharist. With the parish's proximity to VGH and BCCH, the adoration hours are moments that allows medical workers to stop and stay for some precious moments of personal prayers.

2. The Legion of Mary have been doing the Block Rosary, visiting the elderly, and those living alone, praying with them the Rosary. They initiated the "Rosary Club" for the children of the school in their After-Class time.

3. We established a Charismatic Renewal Ministry who offers Praise and Worship of the Lord as inspired by the gift of the Holy Spirit. The group has to be reinforced by a

follow-up seminar to add new members hopefully from our parishioners.

4. Established the Knights of Columbus who through their generous services, give witness to the presence of Christ.
5. Each Sunday during the Blessed Sacrament Adoration we have a group praying the Rosary intently for the vocation. This could be expanded to weekend Masses.
6. The parish is a subscriber of the “Formed” – access to our subscription continue to be distributed to all parishioners.

Strengthen Marriages and Families

A. Neocatechumenal Way

1. Support families with a monthly retreat where families can receive support from each other as well as other Christians.
2. Teach family to have weekly celebration of the Lauds in their homes enabling them to transmit faith to their children.
3. Teach couples to pray daily together using the psalter.
4. Teach couples to pray the rosary together.

B. Wider Parochial Community

1. We offer Marriage preparation course for couples preparing for marriage, structured in 10 meetings plus a retreat. The ones offered at the Chancery office is definitely an option for couples (which many choose for convenience of online meetings).
2. We proposed 3 couples of our Parish to be trained for Couple Mentorship program sponsored by the Marriage Office at the Chancery.
3. The after-Mass fellowship coffee allows families to connect with each other. Need to encourage constant connection between them to create bonds where they can mutually provide support and help. This is something we still need to explore in order to provide more tangible marriage help to our families.
4. To try to offer retreats for couples specifically to talk about Marriage and Families.
5. Pastor can accompany the Legion of Mary or other groups in their visit of families.
6. We offer monthly Sunday Brunch which brings families together to strengthen our commitment to our community and parish. Sharing a meal in communion builds relationships. We engage ESS parents and parishioners in this activity.
7. Improving the Youth Group gatherings and accompaniment can include in the long run benefits to the families of these Youth.

Develop Parish Leadership and Support

A. In the Neocatechumenal Way

1. The end purpose of the itinerary of Christian initiation offered through the NWC is to create matured/adult Christians ready to serve fully the Mother Church fulfill its mission to be the LIGHT of the world and SALT of the earth. This is done by living the particular charism entrusted by the Lord to each one through the rediscovery of the gift of baptism. Along the way, some already discover their charisms and vocations, some to priesthood, some to the consecrated life, to some the charism of single blessedness, some as families in Mission sent to give witness of a matured Christian faith to secularized places. Opportunities are given to some to be catechists, as youth leaders, or “ostiaries”

who serve for the practical needs of the community; some are called to be cantors who animates the liturgies, some “didascalies” of the children in the community. Each discovers his/her own call or charism while doing the journey of deepening ones understanding of baptism, putting first the basic foundation that is, a deep and concrete experience of faith in God. Leadership flows naturally from these, as Saint Paul said, “every charism comes through baptism.”

2. In the meantime, the senior leadership team make regular visits to parish groups following a Christian initiation path to accompany and support them.

3. Provide yearly retreat fostering all vocations by specifically emphasis the richness and the charism of each vocation.

4. Provide yearly “Initial” catechesis for those who wish to start the Christian initiation offered by the NCW. Catechesis is always open for everyone, both parishioner or those far away from the Church. Out of this catechesis is formed a community of 20 to 40 persons that journey together to “get closer to Jesus”. The strength of being in a community, is that, no one journeys alone, rather, God draws us to himself, taking into account the complex fabric of interpersonal relationships that are present in a human community. God wanted to enter into the life and history of a people” (Pope Francis, *Gaudete et Exsultate*, par. 6)

5. Provide yearly retreat focusing every year on a special aspect of the magisterium of the Church so that members are updated of current events, necessary for growth as leader-witness.

B. Wider Parish Community

1. We encourage above all participation in the parochial community, to make them feel part of the community/the body of Christ.

2. We open opportunities for people to volunteer and share their talents. We collaborated with the school to open the portal for parents to volunteer to church services. This opens the door for school parents to connect more with the parish.

3. We send our leaders and volunteers to attend some conferences offered by the archdiocese so they can learn and grow.

4. We established a Fundraising Committee to organize all fundraising events in the parish and help find funding for certain projects, like the seismic upgrade of the school inclusive of the needs of the church.

5. We established a Building Committee to oversee the parish infrastructure and maintenance needs.

6. The brothers of the Knights of Columbus have been very active in our parish events and activities.

7. Fr. Gilbert provides monthly spiritual guidance for parents of 1st Communion and Confirmation.

8. We need to develop an action plan to continually engage and expand our historic French community.

9. Volunteers are an integral part of our church; we need to develop a plan to engage volunteers in Christian fellowship and appreciation for the work they do at our parish.

Committees and Ministries

Safe Environment Coordinator

Name	Start Date	Status	Hours/week
Shelley Adderley	2016	Unpaid	1/week
Issues, Concerns and Recommendations			
Click here to enter text.			

Parish Education Committee (PEC)

Meeting frequency: Click or tap here to enter text.

Name	Position	Start Date	Term Expiry
Reine Mykyte	Ex-Officio	Click to enter.	Click to enter.
Sean Greenhalgh	Chair	2018	2024
Carla Matias	Vice-Chair	2023	2027
Ami Sanyal	Tech/Communications	2020	2024
Gabriela Orteiza	Treasurer	2020	2024
Hollis Bromley	Secretary/Governance	2023	2026
Daniel Murphy	Facilities and Maintenance	2022	2026
Ana Tran	Spiritual Leader	2022	2026
Major Projects/Events			
Seismic Upgrade Fundraising Walkathon Silent Auction Christmas Market Family Dance			
Issues/Concerns			
Click here to enter text.			

Parish Pastoral Council (PPC)

Meeting frequency: Click here to enter text.

Name	Start Date	Term Expiry
Carolyn Vacheresse	September 2018	ongoing

Blessilda Cawley	February 2016	ongoing
Alona Dingle	June 2019	ongoing
Fancy Ortizo	February 2019	ongoing
Vincent Tourvieille	January 2010	ongoing
Marta Porras	September 2018	ongoing
Pierre Belanger	January 2010	ongoing
Jenny Boivin	February 2019	ongoing
Andrew Costales	October 2022	ongoing
Major Projects/Events		
Synod (April 2022) Pancake Breakfasts Seniors Christmas Brunch Saint Jean Baptiste Festival 75th Anniversary Celebrations School-Parish liaison with activities Epiphany play		
Issues/Concerns		
Rejuvenation of the Catholic Charismatic Renewal is just restarting (paused during the pandemic)		

Fundraising Committee

Meeting frequency: As needed

Name	Start Date	Term Expiry
Deborah Holowka	May 2023	Ongoing
Barbara Mackenzie	May 2023	Ongoing
Ana Tran	May 2023	Ongoing
Joe Deasy	May 2023	Ongoing
Connie Shepherd	May 2023	Ongoing
Major Projects/Events		
Fundraising for Seismic Upgrade Coordinating Fundraising events for Parish and School		
Issues/Concerns		
Upcoming 1.4 million loan from the Archdiocese for the School Seismic Upgrade		

Parish Finance Council (PFC)

Meeting frequency: [Click here to enter text.](#)

Name	Start Date	Term Expiry
Carlo Paqueo	February 2017	June 2026
Marc Parent	September 2018	June 2025
Jeanine Paquette-Lau	September 2001	June 2026
Elizabeth Tello	September 2017	June 2026
Pauline Teglassi	September 2008	June 2024
John Shepherd	September 2013	June 2026
Major Projects/Events		
Seismic Upgrade School Saint Jean Baptiste Festival Project Advance Fundraising for specific needs		
Issues/Concerns		
Upcoming 1.4 million loan from the Archdiocese for the School Seismic Upgrade. Faced with finding ways to finance the payments for the Loan, if our alternative fund sourcing through grants does not provide the needed funds. Financing a new Boiler for 2024		

Building/Infrastructure Committee

Meeting frequency: [Click or tap here to enter text.](#)

Name	Start Date	Term Expiry
Deborah Holowka	April 2022	Ongoing
Raphael Belanger	April 2022	Ongoing
Abraham Gallo	April 2022	Ongoing
Jose Torres	April 2022	Ongoing
Major Projects/Events		
Rectory Restoration Building Maintenance Seismic Upgrade Boiler Replacement/cleaning?		
Issues/Concerns		
Click here to enter text.		

Senior Leadership Team (SLT)

Meeting frequency: [Click here to enter text.](#)

Name	Start Date	Term Expiry
Fr Gilbert Nunez	Pastor	Upon bishop decision
Deacon Carlos Leon	2020	Upon bishop decision
Vincent Tourvieille	2008	Upon Pastor decision
Jessica Tourvieille	2008	Upon pastor decision
Milton Davis	2010	Upon pastor decision
Grethel Davis	2010	Upon pastor decision
Rosamaria Pietramala	2012	Upon pastor decision
Jorge Arroyo	2021	Upon pastor decision
Kamila Arroyo	2021	Upon pastor decision
Major Projects/Events		
Yearly post confirmation and adult catechesis. Regular follow-up with Christian initiation communities		
Issues/Concerns		
None		

Ministry of Liturgy

Meeting frequency: [Click here to enter text.](#)

Total members: [Click here to enter text.](#)

Member Name	Years in Role
Anita De Jesus	Click here to enter text.
Eli De Jesus	Click here to enter text.
Annie Phinn	Click here to enter text.
Carla Vargas	Click here to enter text.
Silvia Ortiz	
Fancy Ortizo	
Jane Greiff	
Maria Buan	
Maribel Hubines	Click here to enter text.

Maria Vivas	Click here to enter text.
Grethel Flores	
Challenges/Additional Notes	
They help with the Sacristy, setting up, clean up, and the flowers.	

Extraordinary Ministers of Holy Communion (Coordinators only)

Meeting frequency: Click here to enter text.

Total EMHCs: Click here to enter text.

Coordinator's Name	Start Date	Term Expiry
Annie Phinn	Click to enter.	Click to enter.
Deborah Holowka	Click to enter.	Click to enter.
Kathy Mills (ne Johnson)	Click to enter.	Click to enter.
Reine Mykyte	Click to enter.	Click to enter.
Maria Vivas	Click to enter.	Click to enter.
Challenges/Additional Notes		
We will be setting up a schedule. Note: When Deacon Carlos is here, the EM are not needed in the Mass		

Lectors (Coordinators only)

Meeting frequency: None at this time

Total lectors: 19

Coordinator's Name	Years in Role	Mass Time	# of Lectors
Maria Vivas	7	9:30am Sunday	9
Blessie Cawley	7	5:00pm Saturday	5
Marion Buan	7	11am Sunday	5
Maria Vivas	7	8am weekly masses	4
Challenges/Additional Notes			
Click here to enter text.			

Music Ministry (Directors only)

Meeting frequency: [Click here to enter text.](#)

Total choir members: [Click here to enter text.](#)

Director's Name	Years in Role	Mass Time	# of Members
Angelica Estella	8	9:30am	8
Fancy Oritz	8	5pm	7
Pauline Teglas	8	11am	7
Milton Davis	20	7:30pm	6
Joe Deasy	10	7:30pm	5
Challenges/Additional Notes			
Difficulty to find Musicians to play piano and organ. We do not have Choir Directors.			

Ushers (Coordinators only)

Meeting frequency: [Click here to enter text.](#)

Total ushers: [Click here to enter text.](#)

Coordinator's Name	Years in Role	Mass Time	# of Ushers
Veronica Katigbak	1	5pm	Click to enter.
Selim Gress	starting	11am	Click to enter.
Azuchena Voorslys	2	9:30am	Click to enter.
Challenges/Additional Notes			
We are just beginning to have ushers as a recognized group. Previously people would do the service upon arrival. We plan to make a schedule going forward and fulfilling the guidelines of the Archdiocese.			

Legion of Mary (Executive only)

Meeting frequency: [Click here to enter text.](#)

Total members: [Click here to enter text.](#)

Member Name	Years in Role
Anita Suico	5
Challenges/Additional Notes	
Click here to enter text.	

Liturgy of the Word for Children's Liturgy (Coordinators and Teachers)

Meeting frequency: one a year

Total members: 5

Coordinator's Name	Years in Role	Mass Time	# of Teachers
Irene Davis	2	9:30am	5 teachers
See the senior Leadership team	Click to enter.	Click to enter.	Click to enter.
Challenges/Additional Notes			
<p>We only have enough teachers to have the program for the 9:30am Mass. This also seems to be when we have the most children attending.</p> <p>We also are starting a yearly retreat for children, the first one happened the weekend of 18th and 19th of November 2023. During this retreat, we have taught children about two significant figures in the bibles (David and Esther) and taught them to pray the Lauds.</p>			

Altar Servers (Coordinators only)

Meeting frequency: Training sessions this year and no meeting set up at this point

Total altar servers: 10

Coordinator's Name	Years in Role	Mass Time	# of Servers
Marion Buan	1	11am	1 to 2
Nelson Baiteen	1	9:30am	Click to enter.
Marion Buan	1	5pm	7
Challenges/Additional Notes			
<p>We are in the process of training the Confirmation youth to be Altar Servers. The Knights of Columbus have helped with some training and Father Gilbert has down training as well. At this point we have many servers for the 5pm mass, but not for the 9:30 am Mass. Sometimes during the week students from the school will be Altar Servers</p> <p>We are working on coordinating a broader schedule with the Confirmation Class including any other youth from Grade 6 and 5 that are interested.</p>			

Filipino Ministry: [Click here to enter text.](#)

Meeting frequency: As needed

Total members: 15

Member Name	Years in Role
Maribel Hubines	7
Challenges/Additional Notes	
<p>This ministry is active in the Simbang Gabi Novena that we have every year before Christmas. They help out in all our community activities</p>	

Hospitality Ministry (Coordinators only)

Meeting frequency: As needed

Total members: 20 volunteers

Coordinator's Name	Years in Role	Mass Time	# of Greeters
Carolyn Vacheresse	6	5:00pm	4
Click here to enter text.	Click to enter.	9:30pm	3
Click here to enter text.	Click to enter.	11am	1
Challenges/Additional Notes			
We have started inviting the school parents to help in this ministry in both greeting and helping with fellowship in the basement after all the masses.			

Neocatechumenal Way

Meeting frequency: [Click here to enter text.](#)

Total members: [Click here to enter text.](#)

Member Name	Years in Role
Vincent and Jessica Tourvieille	Responsible of the first community for 15 years
Jorge and Kamila Arroyo	Responsible of the second community for 10 years
Dennis Reinoso and Norma Nunez	Responsible of the third community for 10 years
Bill and Yadira Burgess	Responsible of the fourth community for 5 years
Joseph and Maria Theresa Sotello	Responsible of the fifth community for 3 years
Challenges/Additional Notes	
The "member names" above is the name of a couple who serve as responsible of the community. Another couple also serves as co-responsible. Each community is between 20 and 40 members	

PREP (Coordinator and Teachers)

Meeting frequency: Weekly

Total members: 11

Coordinator/Teacher's Name	Years in Role	Grade	Status
Shelley Adderley	7	7	Unpaid
Nicolaas Ruprechtt	7	7	Unpaid
Ly-Shu Ramos	5	7	Unpaid
Silvia Oritz	3	2	Unpaid
Deacon Carlos Leon	6	2	Unpaid
Challenges/Additional Notes			
Click here to enter text.			

Charismatic Ministry: Click here to enter text.

Meeting frequency: Weekly

Total members: 2

Member Name	Years in Role
Bernadette McGrath	Click here to enter text.
Blessie Cawly	Click here to enter text.
Challenges/Additional Notes	
We are just restarting the Charismatic Ministry again.	

Knights of Columbus (Executive members)

Meeting frequency: Monthly

Total members: Click here to enter text.

Member's Name	Position	Years in Role	Years Member
Nelson Balitaan	Grand Knight	2022	20
Ben Wong	Council Community Director	2022	11
Challenges/Additional Notes			
Click here to enter text.			

Development and Peace (Coordinators only)

Meeting frequency: Attend the conferences, but due to medical issues they have not been active for the past 6 months

Total members: 2

Member Name	Years in Role
Tess Rubello	1
Augustine Rubello	1
Challenges/Additional Notes	
Sadly, our representatives are having health issues. There is a need to recruit more members – we just joined Development and Peace last year	

Project Advance Team (Coordinators only)

Meeting frequency: 2 times a year

Total members: 6

Member Name	Years in Role
Veroncia Katigbak	5
Shelley Adderley	7
Challenges/Additional Notes	
Click here to enter text.	

Seniors Ministry (Coordinators only)

Meeting frequency: Two evening a weeks and one Sunday a month

Total members: [Click here to enter text.](#)

Member Name	Years in Role
There are 5 coordinators which are the same as the responsible of the neo catechumenal communities. See below	Click here to enter text.
Challenges/Additional Notes	
Seniors' ministry is mostly embedded in the Neo-Catechumenal Way dynamic. Every senior of the parish is invited to join a community formed of couples and youth and therefore be surrounded with the joy and diversity of the other ages and in return provides the wisdom and tenderness of the senior age. Naturally, the first community (see neo-catechumenal way ministry below) is the one with the most seniors in it, the two oldest being 89 and 85 and having about 15 members who are above 70 years old.	

Youth Ministry (Coordinators only)

Meeting frequency: Every Week

Total members: Same as senior leadership team

Coordinator’s Name	Years in Role	Status
See the senior leadership team	Click to enter.	Select one.
Marie Bélanger	Click to enter.	Select one.
Challenges/Additional Notes		
<p>Youth ministry is mostly embedded in the Christian initiation ministry through the Neo-Catechumenal Way dynamic. The year after confirmation, every youth is invited to enter a neo-catechumenal community which is a key element to keep the youth coming to church as well as growing in their faith and keep the sense that they belong to a people as “we are never completely ourselves unless we belong to a people. That is why no one is saved alone, as an isolated individual. Rather, God draws us to himself, taking into account the complex fabric of interpersonal relationships present in a human community. God wanted to enter into the life and history of a people” (Pope Francis, Gaudete et Exsultate, par. 6). This sense of belonging to a Christian “people” of diverse ages and ways of life is one of the key elements that keep our youth in the Church. This is our most important youth ministry and the one that the senior leadership team cares for the most.</p> <p>In addition, a specific youth meeting every Friday evening is currently underway.</p>		

Children preparation for Epiphany and for Easter Ministry:

Meeting frequency: Several times during the Christmas vacations, 3 to 4 times during Lent

Total members: [Click here to enter text.](#)

Member Name	Years in Role
Various depending on the year.	Click here to enter text.
(drawing from neo-catechumenal community brothers and sisters)	Click here to enter text.
Challenges/Additional Notes	
<p>The epiphany play dynamic is trying to build a special relationship with the school by inviting both school children and parish children to participate together.</p>	

Campus Master Plan/Capital Plans Summary



2023 - 5 year
projected budget N



BSP 5 YR Capital
Plan.pdf

(Please click on the icons above to access the five-year budget and capital plan.)

Please note the following regarding the five-year projected budget:

This is a conservative budget (no large one off donations etc.)

We have budgeted for the worst case scenario. (i.e. no grants)

Cash flow will be the big challenge. \$1.5M loan, \$1M fundraising.

This can only be dealt with is by receiving some significant donations, outside of the loan from RCAV.

The interest amount is shown, but the other cash component not shown on this is principal loan repayment. \$1.5M over 14 years = \$107k/year.

The following assumptions were made to create this budget:

Cash Inflow - staying consistent or increasing 2.5% year on year. Rental income had a drop in 2024 with the gym being closed to rentals during the seismic upgrade work for 4 months.

Cash outflow - staying steady with small increases where it seems appropriate e.g. salaries will have an annual increase to stay in line with cost of living. Total expenses are staying steady.

Surplus - forecasting a slight surplus each year over the next 5 years.

Capital Master Plan Expenditure- We have included the major project expenditures by adding them in a few lines and averaging them out.

Maintenance & Replacement is the major one. Some of this might be offset based on where we end the balance sheet, but good to have that contingency worked in there.

Loan interest is the other big expense. Two months for the year 2024 with loan % dropping 0.5% per year over the next 5 years.