
East Central Ontario Regional Council
Meeting of the Assembly of Elders
Tuesday, January 31, 2019 – 1 p.m.

IN ATTENDANCE

Rev. Jean Wilson	Chair
Ted Meyers	Member
Rev. Steve Spicer	Member
Carol Johnson	Member
Steve Coles	Member
Shirley Baster	Member
Rev. Paul Read	Member
Rev. Ryan McNally	Member
Rev. Elizabeth Macdonald	Member
Rev. Wanda Stride	Member
Brian James	Member - Financial Administration
Sharon Hull	Corresponding Member - Minister Supporting Justice and Mission, Minister Supporting Faith Formation & Spiritual Nurture for all ages
Rev. Rodney Smith-Merkley	Corresponding Member - Minister Supporting Justice and Mission with Indigenous Focus
Gordon Wood	Corresponding Member - Communications and Administration Assistant
Rev. David Timpson	Corresponding Member, Pastoral Minister
Rev. Rosemary Lambie	Executive Minister
Joel Miller	Program Assistant to Executive Minister, Recording Secretary

REGRETS/ABSENT

(none)

1. *Opening and Devotions* – Jean led the Assembly of Elders in prayer.
2. *Circle time of sharing* – Jeannie Oulton passed away on this day.
3. *Corresponding Members*

2019-01-31-1 MOTION (B. James/S. Baster) That staff Sharon Hull, Rev. Rodney Smith-Merkley and Gordon Woods be corresponding members of the Executive. **Carried**

4. *Approval of the Minutes - Meeting December 12, 2018*

2019-01-31-2 MOTION (T. Meyers/B. James) that the minutes of December 12th 2018 be accepted as received. **Carried**

5. *Approval of the Agenda*

2019-01-31-3 MOTION (C. Johnston/S. Baster) that the agenda be accepted as amended. **Carried**

To add under *New Business*

1. Staff contact information
2. Nominations of new member

6. Nomination of a New Member

2019-01-31-4 MOTION (P. Read/B. James) That Steve Spicer become a full member of the Assembly of Elders until a new Assembly of Elders is nominated at the Inaugural Meeting being held May 31 – June 2 (2019). **Carried**

7. Correspondence

- a) December 3, 2018 Rev. Bill Smith re Rawdon-Springbrook (*for action*)

Rawdon

Four Trustees of Mount Pleasant United Church property (Jean Wilson, Janet Enns, Norman Long and Lloyd Williams) have been appointed to work with the Rawdon congregation (Larry Jeffs, Don Thoughts and Jack Oliver), who is leasing the property for ten years. Jean will forward a copy of the lease to David and Rosemary. It was noted that Mount Pleasant ceased to be a United Church congregation on December 31, 2018.

2019-01-31-5 MOTION (S. Cole/T. Meyers) That Jean Wilson, Janet Enns, Norman Long and Lloyd Williams be appointed as trustees for Mount Pleasant United Church (Municipality of Sterling-Rawdon Ontario) on behalf of East Central Ontario Regional Council. **Carried**

Springbrook

Congregation has not yet signed a lease, and is split on whether they want to continue as a United Church congregation. There had been a vote this past September, but the way it was carried out was not in conformity with United Church polity. David has agreed to follow-up with Bill Smith and the Springbrook congregation to recommend a new process to arrive at a decision.

- b) December 13, 2018 Norma Cronkwright re Mission Support request for Grand River Spiritual & Educational Resources Board (*for information? action?*)

Jean has been in contact with Pat Gilmour on the 29th of November 2018 conveying that the request has been denied because the Regional Council commission had not received the request in time for the 2019 budget. Jean conveyed that it was the wish to continue in the longstanding relationship that Bay of Quinte Conference has had with Grand River Spiritual & Educational Resources Bookstore, but are seeking access for more web-based resources that will benefit the larger area. There is a willingness to have conversations to see how this relationship might continue going forward.

- c) December 19, 2018 Cecil Noseworthy, Dalrymple United Church re sale of church (*for action*)

Dalrymple United Church had made a request to Presbytery to pursue the sale of their building, and said permission was given in principle. However, before approving any sale of a building Presbytery requested a detailed plan outlining how the proceeds from the sale of the church would be used. This has never been provided. Since then, the church has put a 'for sale' sign up which they do not have permission to do. There is a paper trail of written correspondence between Paul Read, Allan Boyd and Bonny Kelly who is serving at Dalrymple United Church as retired supply.

- d) January 1, 2019 Lloyd Williams, Hills and Shores Presbytery re an abundance of documents on property sales, amalgamation processes etc. (*for information*)
 e) January 7, 2019 Bev Oag, General Council Office re changes to the Extension Council of Peterborough Presbytery (*for action*)
 f) January 14, 2019 Bev Oag, General Council Office re changes to the Lakeridge Presbytery Church Extension Council of The United Church of Canada (*for information*)

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- g) January 15, 2019 Cynthia Gunn, Legal Counsel, United Church of Canada re copy of letter to Ms. Carol Leslie, Bridge Street United Church Foundation re the appointment of David King as Director *(for information)*
 - h) January 21, 2019 Rev. Sharon Ballantyne re not losing the Equity Policy, and the work on inclusive ministries *(for referral to Sharon Hull)*
 - i) January 21, 2019 Bruce Hutchinson re \$500 funding for “Re-Imagining Faith Communities Workshop” on June 1st. *(for action – refer to Mission Priorities Grants)*
 - j) January 28, 2019 Bishop Michael Oulton of the Anglican Diocese of Ontario in Kingston requesting prayers for his wife Jeannie *(for circulation)*
 - k) January 30, 2019 Arthur J. Smith copied on response to Bev Oag re Lakeridge Presbytery Church Extension Council of The United Church of Canada *(for information)*
 - l) January 30, 2019 Bruce McClennan, Chair of Trustees, Highland Hills United Church, re severing the property of Zion United Church from the cemetery *(for action)*

2019-01-31-6 MOTION (T. Meyers/S. Coles) that the East Central Ontario Regional Council Assembly of Elders establishes a “Mission through Property Team” and refers correspondence items c, d, e, f, k, and l for further information and recommended responses where appropriate. **Carried**

- m) January 29, 2019 Bruce Fraser, Secretary of Hills and Shores Presbytery re PR 450 *(for action)*

2019-01-31-7 MOTION (P. Read/S. Spicer) that having received the properly completed PR450 form, and confirmation from the Office of Vocation that the named ministry personnel has met all of the requirements and is in good standing, the East Central Ontario Regional Council Assembly of Elders approves the Call of Reverend Wanda Stride to Trinity-St. Andrew’s United Church, Brighton, Ontario for full-time ministry effective February 1, 2019. (Abstention, W. Stride) **Carried**

The Executive Minister will sign completed PR 450 form and forward to Angie Musonza at the United Church National office.

(Presbytery Minutes – Living Waters, Hills and Shores, Shinning Waters still needed)

It was explained that final Presbytery minutes need to come to this body for ratification:

XX) December 29, 2018 , Final Minutes for XXX Presbytery *(for action)*

MOTION (/) “that the East Central Ontario Regional Council Executive receives the Minutes of the XXX Presbytery at its final meeting on XXX 2018 for information.

MOTION (/) “that the East Central Ontario Regional Council Executive ratifies the following decision(s) made by the XXX Presbytery at its final meeting on XXXX 2018:

8. *Business Arising from the Regular Meeting*

a) **Governance**

- i) Assembly of Elders – Presbyterian roots

2019-01-31-8 MOTION (P. Read/T. Meyers) that the East Central Ontario Regional Council use the term “Assembly of Elders” instead of “Executive”, and that the Assembly of Elders meets all of the requirements of the Executive as outlined in the Manual 2019, section C.3.1. **Carried**

2019-01-31-9 MOTION (P. Read/S. Baster) that the presiding officer of the Assembly of Elders and East Central Ontario Regional Council shall be known as the “Speaker”, which replaces the term of “Chair”. **Carried**

Definition of Speaker: The Speaker presides at all meetings of the Assembly of Elders, participates in discussion and debates, and has no vote unless there has been a tie vote. It is the Speaker's duty to preserve order and decorum and to decide all questions of order, citing the applicable standing order or other authority. The Speaker's decision is not subject to appeal. Any question of privilege raised by a member is taken into consideration by the Speaker immediately or at a time he or she determines.

For a future meeting: Deciding whether the Speaker will be elected by the Regional Council during its General Meeting, or chosen by the elected members themselves.

- ii) **Property and Finance Policy** for the East Central Ontario Regional Council – Draft 1.0 (see Appendix A) – Ted Meyers

The first sections of the draft document were agreed to in principle. Changes brought about through the discussion of this document are noted in the Appendix A. Ted will provide a revised version of the Property and Finance Policy for the East Central Ontario Regional Council.

It was highlighted that sections “Community of Faith Records” and following would be discussed at our next meeting, and that it would not follow under the umbrella of the “Mission through Property Team”: instead perhaps under Pastoral Oversight committee during their triannual visits.

- iii) **Covenant Support** (see Appendix B) the draft document was agreed to in principle with additional suggested edits to outline when the support team is “free to do things” and when to “recommend to the Assembly of Elders”.

2019-01-31-10 MOTION (P. Read/S. Coles) that the Assembly of Elders approves in principle the document entitled Covenant Support, and additional edits are to be referred back to the East Central Ontario Regional Council Assembly of Elders for final approval. **Carried**

- iv) **Formation Nurture Justice** (see Appendix C) To be referred to next meeting.

Discussion: There needs to be a method for members of the Assembly of Elders to remain in contact and

- b) **Criteria for Mission Priority Grants** (see appendix D)

2019-01-31-11 MOTION (S. Coles/E. Macdonald) that the East Central Ontario Regional Council Assembly of Elders approves the form “East Central Ontario Regional Council, Doing Mission Together Funding Application” for the granting period of 2019. **Carried**

This application form is to be distributed throughout the Regional Council, after slight modification on form for requesting name and contact information for who and where cheque is to be sent.

- c) **Pastoral Relations**

2019-01-31-12 MOTION (T. Meyers /P. Read) That discussions regarding this issue be done in camera. **Carried**

2019-01-31-13 MOTION (B. James/T. Meyers) that the East Central Ontario Regional Council Assembly of Elders proceeds with a Congregation Review (The Manual J.4) of Fenelon Falls United Church. (Abstention, B. Read). **Carried**

2019-01-31-14 MOTION (B. James/S. Coles) That Rev. Pegi Ridout be engaged to perform the congregational review, as soon as possible, of Fenelon Falls United Church in accordance with section J.4, *The Manual*. **Carried**

- d) **Inaugural Meeting-** updates on planning (see appendix **E** for discussion notes and proposed Inaugural Meeting agenda)

Questions:

1. Should the Regional Council pay travel for those not associated with Communities of Faith (i.e., retired ministers, candidates, students, people providing leadership)?
2. Should we pay for all snacks and lunches?

A detailed budget will come to the next meeting outlining the implications for each of the scenarios listed above. It was suggested to consult past financial records of Bay of Quinte Conference. Funding for youth (in budget, thought grants?).

3. Should we have a policy that provides accommodation for those who are in leadership roles (Bay of Quinte did have a policy in place)?

It was suggested that a theme speaker would not be needed. Wanda Stride will lead worship and music. Welcoming to the land: Suggestion to contact an indigenous elder to lead this time of gathering. A communication will be going out immediately as an insert in the Observer Magazine.

2019-01-31-15 MOTION (P. Read/S. Coles) That those who are giving leadership roles that take them out of full and free participation be compensated with accommodation. **Carried**

- e) **Open House** It was decided to forgo an Open House because of time constraints. Three of the six former Presbyteries have initiated meetings as clusters, and it is recommended that the other three Presbyteries be encouraged to meet as well. Sharon can address this.

9. *New Business*

a) **Sub-Executive**

2019-01-31-16 MOTION (S. Coles/B. James) that should the need arise for an urgent decision between meetings, and up until the new Assembly of Elders is elected at the Inaugural Meeting in June 2019, the Speaker, the Treasurer and Paul Read be empowered to act as a sub-Executive along with the Executive Minister to address the situation. **Carried**

b) **Review policies**

- i) **Authorization to Perform Marriages and Volunteer Associate Minister Policy** (see Appendix **F**)

2019-01-31-17 MOTION (W. Stride/S. Baster) that the East Central Ontario Regional Council Assembly of Elders approves and accepts the adoption of the Authorization to Perform Marriages Policy and the Voluntary Associate **Minister** Policy. **Carried**

Opening worship for next meeting: Wanda Stride

Closing Prayer: David Timpson

Next meeting dates:

- Feb 25th 10 - 3:00 In person St Mark's, Belleville
- Mar 27th 10 - 12:30 Zoom
- Apr 24th 10 - 3:00 In person TBD
- May 22nd 10 - 12:30 Zoom
- June 24th 10 - 3:00 In person TBD
- Aug 28th 10 - 12:30 Zoom
- Sept 25th 10-3:00 In person TBD

10. Adjournment

2019-01-31-18 MOTION: (P. Read) that the meeting be adjourned at 4:45 p.m.

Jean Wilson
Chair

Rev. Rosemary Lambie,
Executive Minister

Appendices

Appendix A	Property and Finance Policy for the East Central Ontario Regional Council – Draft 1.0	Page 7-9
Appendix B	Covenant Support	Pages 10-11
Appendix C	Formation Nurture Justice	Pages 12-13
Appendix D	Criteria for Mission Priority Grants	Pages 14-15
Appendix E	Discussion notes and proposed Inaugural Meeting agenda	Pages 16-20
Appendix F	Authorization to Perform Marriages and Volunteer Associate Minister Policy	Pages 21-22

Appendix A

Property and Finance Policy for the East Central Ontario Regional Council – Draft 1.0**Original Author - Ted Meyers - 2019-01-21**

The Property and Finance Committee, accountable to the East Central Ontario Regional Council Executive, would consist of a one or more member(s) of the Executive and volunteers from the Communities of Faith (4) who would receive and conduct the business tasks related to the terms of the policy and report to the Executive for approval of required actions.

The East Central Ontario Regional Council is empowered to oversee the real estate properties within Regional Council. It is a resource to Communities of Faith in these matters including the items listed below.

1. Receive and **approve** (recommend to the Assembly of Elders) applications to acquire, sell, mortgage, exchange, lease or otherwise deal with the trust property of Communities of Faith.
2. **Approve** (Recommend to the Assembly of Elders) the disposition of property both real and personal when a Community of Faith decides to disband. Guidelines for this disposition are:
 - a. Repayment of any expenses related to the holding of disposition of the property
 - b. After holding and disposition expenses have been deducted, ~~a tithe~~ 15% (be allocated) to the Mission and Ministries fund of the ~~Regional Council~~ (United Church of Canada).
 - c. (After holding and disposition expenses have been deducted, a tithe of 10% to the United Church Indigenous Fund).
 - d. After holding and disposition expenses have been deducted, a tithe of 10% to the Toronto United Church Council's Sustainable Energy Loan Fund. terms of reference will be made available for Region Council.
 - e. After holding and disposition expenses have been deducted, the Community of Faith may designate 25% of funds to be distributed to work (of United Church Ministries). –otherwise risk of losing CRA status; exception would be proof of longstanding history of giving to another charitable organization that has been significant in the mission of the Community of Faith.
 - f. All remaining funds (40%) will be retained by the East Central Ontario Regional Council for the ministry missions of the Regional Council.
3. Addition section similar to section 2 above directed towards amalgamation and or sale surplus property.
4. Receive applications from Communities of Faith for all building projects or renovations that require building permits or loans and grant permission for such projects. (If action is needed to protect a building, i.e. heating system must be replaced, roof must be replaced, permission is granted without being subject to immediate approval).
5. Review financial plans for all buildings projects and make **decisions** (recommendations to Assembly of Elders). Projects estimated to be **less** (more) than \$50,000 (– or 50% of the annual budget, whichever is the less –) and ~~not~~ requiring a loan and/or building permit ~~do not~~ need the East Central Ontario Regional Council's approval. (Projects estimated to be less than \$50,000 – or 50% of the annual budget, whichever is the less – and not requiring a loan and/or building permit must be forwarded to the East Central Regional Council for information only).
6. Support the East Central Ontario Regional Council in dealing with property matters for Communities of Faith involved in amalgamating, realigning, reconstituting, relocating, redeveloping or disbanding.

7. Communicate to Communities of Faith concerns about insurance of properties including liability issues and Directors and Officers insurance. **it needs to be communicated that Communities of Faith can download a certificate of insurance form the National Church website that certifies the directors and officers insurance.**

8. Review (on a rotating basis) the use of all church properties including (all new) rental agreements for manses. **consider rental agreements Communities of Faith are entering into as they rent additional space.**

9. Maintain records on all manses and their furnishings according to The Manual, review and report manse conditions annually on a rotating basis and insure that each Community of Faith has a manse or its equivalent.

10. Inspect church manses when a change in occupancy of the manse occurs and advise the Community of Faith of renovations or repairs that are needed.

11. Have a list of available sources of funding to support the goals of congregations in their quest for new initiatives.

Who will be responsible for these next sections (other than the Property and Finance)?

Community of Faith Records

~~Churches are a repository of important information including marriage, death and baptism registers. They are also required to keep track of their activities so that they may be accountable to the Regional Council. The committee is responsible for inspecting and certifying all records of Communities of Faith, including registers and meeting minutes, on a regular rotating basis.~~

Archives & History

~~The Property and Finance Committee is tasked with overseeing the disposition of archives and records of presbytery and Communities of Faith. They do this by:~~

- ~~1. Identifying and recommending buildings that should be historic sites of The United Church of Canada to the appropriate body within The United Church of Canada.~~
- ~~2. Encouraging interest, and sharing expertise, in preparing and maintaining accurate histories and records of congregations.~~
- ~~3. Promoting celebrations of significant historical events in the church's history including events at Communities of Faith, Regional Council, and United Church of Canada celebrations.~~

Plans of Organization

~~Plans of organization are critical to the good order of Communities of Faith. This committee is tasked with ensuring that Communities of Faith have taken the appropriate action. The committee should:~~

- ~~1. Review the plans of organization of congregations and/or Communities of Faith within its jurisdiction to ensure that they are in essential agreement with The Manual.~~
- ~~2. Examine and review new and revised constitutions received from Communities of Faith and report to the East Central Ontario Regional Council Executive.~~

Pastoral Oversight/Nurturing Healthy Pastoral Relationships

~~Pastoral oversight means to maintain oversight of Communities of Faith within the jurisdiction of the Regional Council including reviewing their records and ensuring that Communities of Faith comply with the policies and polity of The United Church of Canada. Because the East Central Ontario Regional Council is very large, the~~

~~reporting and communication work of the Property and Finance Committee is critical. Every effort should be made to complete all of the important tasks below. The Property and Finance Committee should:~~

- ~~1. Offer support, encouragement, and counsel to Communities of Faith and ministers.~~
- ~~2. Receive a copy of the Annual Report from each Community of Faith each year.~~
- ~~3. Review the information received in the Annual Reports and prepare a report to the Regional Council celebrating significant events and progress, reviewing key issues, and recommending action where this is deemed appropriate and necessary. The Regional Council, in turn, will convey its findings to the Executive Minister of Regional Council by May of each year before the East Central Ontario Regional Council Annual Meeting.~~
- ~~4. Forward to the Regional Council Personnel Minister any concerns about pastoral relationships between Communities of Faith and Accountable Ministry Personnel.~~

Appendix B

East Central Ontario Regional Council
Covenant Support Team – Draft Document

A. Membership

1. chairperson and secretary as elected by East Central Ontario Regional Council
2. (Regional Council Liaison Officers) that have been appointed and trained by essential Ontario regional council
3. Staff Resource – Regional Minister for Pastoral relations
4. other?

B. Role

from C.2.1 The Manual

1. approving changes to the covenantal relationship with the community of faith from time to time and structural changes
2. Recommending to ECO RC (Assembly of Elders) amalgamations, realignments, and disbanding of communities of faith

from C.2.2 The Manual

1. The regional council is responsible for
2. providing support, advice, and services to communities of faith in human resource matters;
3. providing ongoing leadership training for ministry personnel and lay people; and

from C.2.3 The Manual

1. reviewing the self-assessments (annually) of communities of faith in light of the covenant between the community of faith and the regional council;
2. supporting emerging new ministries;
3. ensuring compliance with the policies and polity of the United Church and reviewing any relevant records;
4. recommending to ECO RC (Assembly of Elders), the assuming control of a community of faith in extraordinary circumstances where the community of faith is unable to or refuses to meet its responsibilities or acts outside of denominational policies.

from C.2.8 The Manual

1. (Recommending to ECO RC Assembly of Elders) recruiting, choosing, calling, appointing, and covenanting with ministry personnel and communities of faith;
2. (Recommending to ECO RC Assembly of Elders) ending calls, appointments, and covenants with ministry personnel and other staff; and
3. Support the Regional Minister for Pastoral relations in appointing a regional council liaison officer to assist a community of faith in pastoral relations matters at designated times

from C.2.9 The Manual

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1. (Recommending to ECO RC Assembly of Elders) granting a licence to administer the sacraments to diaconal ministers, designated lay ministers, people who retired while serving as designated lay ministers, and sacrament elders, *as set out in Pastoral Relations I.2.4.*

from C.2.10 The Manual

1. The regional council is responsible for celebrating the retirements of ministry personnel.

from C.2.11 The Manual

1. encouraging and supporting ministry personnel toward health, joy, and excellence in ministry practice; and
2. assisting with informal conflict resolution processes.

From C.4 The Manual

1. Report to the ECO RC on an annual basis

From I.3.1.6 The Manual

1. To refer to ECO RC any request for the ending of a Pastoral Relationship initiated by Community of Faith

From I.3.2 The Manual

1. ensuring the community of faith has filed an updated community of faith profile with it;
2. ensuring the position description is adequate, and meets the United Church's standards for a minimum number of hours, salary, allowances, and benefits; and

From I.1.6 The Manual

1. Support the search process when a community of faith seeks to call a member of the order of ministry or appoint a designated lay minister to fill a position that has been approved by the regional council
2. Recommend to the ECO RC all calls and first-time appointments
3. Recommend to Eco RC the appointment of Interim Ministers
4. To approve all continuing appointments

Form I.1.11

1. Recommend to ECO RC the appointment of a "congregational designated minister".
2. Recommend the licensing of LLWL

Appendix C

Formation, nurture and justice team

NOTE: This document is a basis for discussion only. The work and composition of the committee outlined below are suggestions. since nothing has been outlined officially yet. This will have to be edited and formatted to be consistent with other format and function documents.

Members: At least one person from executive (assembly of elders), appropriate staff, five members from communities of faith and or local relevant networks, and at least one youth representative, preferably from the regional youth executive

Guiding principle: consider all their work to informed by the mission priorities established annually, as well as the ongoing priority for youth ministry and affirming ministries (including equity).

This committee will work with and support the appropriate staff to carry out the objectives

This committee will oversee the work outlined below, either as a committee, or by establishing sub-committees as needed.

1 General work shall include:

- a) promoting joining our collective hearts, voices and resources to witness to the gospel and vision of Jesus for a compassionate and just society, both in Canada and around the world;
- b) promoting local, regional, national and global initiatives and partnerships (community, ecumenical, and interfaith) for ministry, mission and justice work;
- c) ministry with children, youth and young adults;
- d) honouring and living into intercultural mission and ministry;
- e) living in covenant with Mother Earth and All My Relations in the Earth community;
- f) liaising with relevant networks within the bunds of ECO Region.

2. Preparation for Ministry

- a) celebrating the approval of candidates for candidacy
- b) ordaining and commissioning members of the order of ministry;
- c) recognizing designated lay ministers;
- d) determining a process for, and
- b) licensing licensed lay worship leaders;
- e) celebrating admissions and readmissions

3. Supporting ECO Regional Council Youth Executive

- a) organize leadership, with and including youth leadership, and agenda for youth presence at annual meeting of ECO Regional Council.
- b) organize leadership, with and including youth leadership, of any other youth gatherings deemed necessary by the Youth Executive of ECO Regional Council
- c) support the work of the Youth Executive as needed

4. Supporting Work for right relations

- a) committing to on-going conversation and action toward living into right relations as treaty people;
- b) committing to explore new and on-going ways to be in relationship with local First Nations communities

5. Participation in Denominational Life

- a) promoting and fostering direct dialogue between communities of faith and the General Council
- b) providing ongoing leadership training for ministry personnel and lay people

Appendix D

East Central Ontario Regional Council
Doing Mission Together
Funding Application

Funding Projects and Activities furthering the Mission objectives of the East Central Ontario Regional Council.

Title: _____

Summary: _____

Applicant: _____

Network Cluster Congregation Other

Contact : _____

Date _____ Amount Requested _____

Provide with this request Supporting Documentation.
Please be guided by the following to ensure full consideration:

- Description of the program / activity / event
 - What is happening?
 - Who is involved; who is invited?
 - When is it occurring?
 - How will it be done?
- What will be the outcome?
 - Who will benefit?
 - What is the measurable change?
- What is the Total Budget and how will it be funded?
 - Provide an Income Expense Statement
 - What commitment is being made by participants?
 - How much is being requested?
- Any additional supporting material to be reviewed.

The Regional Council will award “Doing Mission Together Grants” totaling \$50,000 to support Networks, Clusters and Communities of Faith further the mission objectives of the East Central Ontario Regional Council. In 2019 Grant Applications will be reviewed and grants awarded throughout January – February. Up to \$25,000 will be available and awarded during this period of time. An additional \$25,000 will be made available to support fall programming, the deadline for consideration of fall Funding is June 21, 2019.

“Doing Mission Together Grant applications to be received and awarded twice a year. \$25,000 to be awarded each go around.

Application Deadlines

- Nov 15, 2019 for January to June 2020
- April 15, 2020 for July to December 2020
- In subsequent years the application will be April for fall programming and November for winter and summer programming.
- Grant applications may be submitted earlier
- Grants are awarded for projects being initiated in the six month time frame – funding may be distributed over a 12 month period.

Criteria for selection will include

- Designated priority of the Region
 - Priorities to be reaffirmed by Annual Meeting each year
- Quantitative and qualitative valuation
 - number reached or helped
 - vulnerable sectors
 - number of participating Communities of Faith
- Other Funding sources
 - Positive consideration for partnerships and or participant commitments
- Maximum Grant request not to exceed \$5000
- Granting Body may consider less than full amount of request
 - Application to indicate whether partial funding to be considered
 - If requests exceed \$25000 granting body might consider applications for less than full funding. This might apply particularly to applications that less fully match above criteria. ie: is it all or nothing? If full funding is not available would partial funding be acceptable?
- Granting Body may consider granting in excess of \$5000
 - In consultation with an applicant additional funds may be awarded for a particularly critical or worthy project.
 - If total requests are less than \$25000 the balance may be distributed among approved applications

Appendix E

2019 Notes for East Central Ontario Regional Council

For discussion:

Should the Regional Council pay travel for those not associated with Communities of Faith?

Should we pay for all snacks and lunches?

Should we have a policy that provides accommodation for those who are in leadership roles?

The 1st Annual Meeting of the East Central Ontario (ECO) Region will be held May 31- June 2, 2019 at Cambridge Street United Church, Lindsay Ontario.

The primary objectives of this meeting will be

- forming and highlighting Networks and Clusters
- reviewing the work of the Region 11 Commission and the ECO Assembly of Elders
- Setting priorities for 2020
- Electing Elders
- Worship services will include Memorials, Covenants and the Celebration of Ministry

The Town of Lindsay have a number of motels but preferred arrangements have been made with the Days Inn (the newest in town). Reservations may be made by calling the front desk 705-328-0100 and identify yourself as United Church. The Days Inn provides a breakfast. If numbers warrant the town will provide a free bus shuttle to and from hotel and church at the beginning and ending of each day.

Delegates will be responsible for their own evening meal and entertainment. Arrangements have been made with the Pie Eyed Monk Restaurant and Pub (Yes, they craft their own beer) for the use of their Upper Room. There is opportunity to entertain so bring instruments and form a band.

Snacks and lunches are provided.

Reminder that Communities of Faith are responsible for assisting the costs of their members of the Order of Ministry and Lay Representatives.

**Proposed Agenda for
The First Annual Meeting of the
East Central Ontario Regional Council**

May 31-June 2, 2019

Cambridge Street United Church, Lindsay Ontario

Friday Morning May 31

During which we gather together and recall from where we have come

9:30 – 10:30	Registration	Local hosts
10:30-10:40	Welcome From 1st Nations	Rodney Merkley Smith to arrange
10:40-11:00	Welcoming Announcements <ul style="list-style-type: none"> to facilitate our journey Words of Constitution	Declaration Elder Host
11:00-12:00	Opening Worship <ul style="list-style-type: none"> with Memorials 	Worship Team
12:00 -12:15	Announcements <ul style="list-style-type: none"> Networks Clusters Grace	Elder Host
12:15	Lunch <ul style="list-style-type: none"> Served at church 	Local Hosts

Friday Afternoon

During which we get to know who we are

13:30-15:30	Network and Cluster Fair <i>This is the opportunity for networks to educate, promote and recruit – this is the informal accountability time of the Networks</i> <ul style="list-style-type: none"> Tables located throughout facility Printed Directory Accountability possibilities and activities invitation and recruitment 	Cluster and Network Facilitators
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15:30-15:45	Opening Requirements <ul style="list-style-type: none"> • Approval of Agenda • Covenant agreement of how we will function together 	Dean of the Assembly
15:45-16:00	Introductions <ul style="list-style-type: none"> • Introduce key people who will assist with gathering 	Dean of the Assembly
16:00 -1730	Report of the Commission / Assembly <ul style="list-style-type: none"> • Introduction of participants • Introduction to structure • Working principles <ul style="list-style-type: none"> ○ Merging presbytery policies ○ All can be new ○ Introduction of staff <ul style="list-style-type: none"> • Outline assigned roles 	Member of the Assembly of Elders

Friday Evening

Dinner on own

- *Provide locations of area restaurants*

18:00- 20:00	Retirees' Banquet <ul style="list-style-type: none"> • Hosted at church 	Manual C.2.10 Minster of Pastoral Relation & Office of Vocation
20:00 -	Social Gathering <ul style="list-style-type: none"> • Arrangements to be made at the Pie Eyed Monk 	

Saturday Morning June 1

During which we catch up and get on board

9:00-10:00	Opening Worship (Covenanting)	Manual C.2.1 Worship Team
10:00 - 10:30	Nutrition Break	
10:00 – 11:30	Assembly of Elders <ul style="list-style-type: none"> • Accountability • Policy Review 	Members of the Assembly of Elders and Staff Manual c.2.8 Manual C.2.6 Manual C.2.7

	<ul style="list-style-type: none"> ○ Pastoral Relations ○ Property Matters ○ LLWL ● Affirmation of Governing Policies ● Celebrating Candidates and LLWLs 	
11:30 – 12:00	Introduction <ul style="list-style-type: none"> ● those to be ordained, commissioned and admitted 	Office of Vocation
12:00	Lunch <ul style="list-style-type: none"> ● Served at Church 	Local Hosts

Saturday Afternoon

During which we chart our forward course

13:30 - 14:30	Proposals: <ul style="list-style-type: none"> ● Meetings of Regional Council ● Re: elections of Elders 	Manual C.4.2
14:30 - 15:00	Bursar Presentation Mission and Service	Bursar
15:00-15:30	Nutrition Break	Local Arrangements
15:30-16:30	Visioning <ul style="list-style-type: none"> ● Mission and Priority Setting 	
16:30-17:00	Youth Presentation <ul style="list-style-type: none"> ● at the discretion of the youth ● a chance for youth voice to be heard 	Youth Forum
17:00-17:30	Nominations Presentation	

Saturday Evening

Dinner on own

- *Provide locations of area restaurants*

17:30 – 19:00 Set up and Rehearsal of celebration service

2019-20

The United Church of Canada
L'Église Unie du Canada

East Central Ontario Regional Council
Meeting of the Assembly of Elders

January 31, 2019
Conference Call (Zoom)

Sunday Morning June 2

During which we celebrate and commit

9:00-10:00	Unfinished Work Election of Elders	Nominations Team
10:00-10:15	Concluding Actions	Dean of Elders
10:15-10:30	Nutrition Break	
10:30-12:00	Service of Celebration of Ministry followed by Refreshments	
12:00	Reception	

Appendix F

AUTHORIZATION TO PERFORM MARRIAGES POLICY
East Central Ontario Regional Council

PRACTICE NAME: Marriage Practice and Policy	<i>Date Approved: January 31, 2019</i>
	<i>Review date:</i>
Purpose: The purpose of this practice outlines the relationship and responsibilities of a ministry personnel and the Community of Faith. The Manual I.2.5.3	

1. As Christian marriage is a pastoral function, Christian marriages, performed by United Church Ministers, should be related to a Christian community of faith.
2. This pastoral function comes under the oversight and discipline of a Regional Council. In terms of marriage itself, it would come under the oversight of a Session or its equivalent and members of the Order of Ministry would work through and with a Session or its equivalent as outlined in United Church Polity. Marriages shall be recorded in the records of a Community of Faith.

Ministers who are retired or not in a covenant relationship must be formally aligned with a Community of Faith if they are to be licensed to perform marriages. (see below re: Voluntary Associate Ministers*).

3. Each year the Regional Council will prepare a list of those eligible to perform marriages. The Executive Minister of the Regional Council will inform the Provincial Authorities of additions and removals.
4. These principles will also be followed in the case of Ministers requesting a temporary license to perform marriages within the bounds of the Conseil Régional Nakonha:ka Regional Council.

Policy for Voluntary Associate Ministers

- A. Communities of Faith acting through the Session, Official Board or Unified Board could approve an application for Voluntary Associate status for a retired or other minister not in a covenanted relationship and would apply to the Regional Council to have this person appointed to this office.
- B. A retired minister or a minister not in a covenanted relationship could present a request for Voluntary Associate status to a Session, Official Board or Unified Board. There is a requirement of the ministry personnel to have a current Police Records Check and all United Church of Canada mandatory trainings completed. The Office of Vocation can confirm such information and provide a letter of Good Standing.
- C. The Regional Council will receive each completed application if satisfied that the following conditions were being fulfilled, namely:
 - 1) That all Christian marriages performed by United Church Minister be related to a Community of Faith;
 - 2) That this pastoral function come under the oversight and discipline of the Regional Council;
 - 3) That all marriages be registered in record books that remain the property of an ongoing Community of Faith.
- D. Having met the requirements in C above, the Executive will instruct the Executive Minister of the Regional Council to include this person so appointed on the list of those eligible for certification to perform marriages.
- E. The Regional Council will review these appointments annually. This is done to ensure that those who have moved from the Community of Faith or who have ceased to be willing or able to fulfill the pastoral responsibility be removed from the list. The VAM forms will normally be processed in the spring and voted upon at the same meeting as the Roll of the Regional Council.