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**East Central Ontario Regional Council****Meeting of the Assembly of Elders****Friday, October 4<sup>th</sup> 2019 – 9:30 a.m.****Vision of the Assembly of Elders by which we evaluate progress based on:**

- Supporting and enhancing the life of Communities of Faith where ministry takes place
- Nurturing Social Justice and Outreach programs
- Building Communications

**IN ATTENDANCE**

Rev. Paul Reed	Chair
Rev. Jean Wilson	Past-Chair
Rev. Marilyn Fortin	Member
Nancy Sutherland	Member
Rev. Phil Wilson	Member
Brian James	Corresponding Member - Financial Administration
Steve Coles	Member
Ted Meyers	Member
Rev. Ryan McNally	Member
Louise Slobodian	Corresponding Member - Communications and Administration Assistant
Sharon Hull	Corresponding Member - Minister for Spiritual Nurture, Respectful Relationship and Justice for all Ages
Rev. David Timpson	Corresponding Member, Pastoral Relations Minister
Rev. Rosemary Lambie	Corresponding Member, Executive Minister
Joel Miller	Corresponding Member, Program Assistant to Executive Minister, Recording Secretary

**REGRETS/ABSENT**

Rev. D'thea Webster	Member
Rev. Steve Spicer	Member
Rev. Rodney Smith-Merkley	Corresponding Member - Minister for Respectful Relationship and Indigenous Justice
Shannon Marsellus	Member

**Meeting called to Order at 9:31 a.m.****Opening Devotions, Welcoming to the Land – Sharon Hull****Circle Time of Sharing – all were invited to share****Appointment of Equity Monitor for this Meeting – Phil Wilson****Agenda:****2019-10-04-191 MOTION** (M. Fortin/S. Coles) That the East Central Ontario Regional Council Assembly of Elders accept the agenda as circulated. **Carried****2019-10-04-192 MOTION** (T. Meyers/J. Wilson) That the East Central Ontario Regional Council Assembly of Elders recognize Louise Slobodian as a corresponding member. **Carried**

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**Minutes of August 28, 2019:**

**2019-10-04-193 MOTION** (J. Wilson/T. Meyers) That the East Central Ontario Regional Council Assembly of Elders accept the Minutes of August 28<sup>th</sup> 2019 as circulated. **Carried**

**Minutes of September 9, 2019:**

**2019-10-04-194 MOTION** (T. Meyers/P. Wilson) That the East Central Ontario Regional Council Assembly of Elders accept the Minutes of September 9<sup>th</sup> 2019 as circulated. **Carried**

**Minutes of September 13, 2019 email vote**

**2019-10-04-195 MOTION** (T. Meyers/S. Coles) That the East Central Ontario Regional Council Assembly of Elders accept the Minutes of September 13, 2019

AMENDED MOTION from August 28, 2019:

(T. Meyers/ S. Coles) that the East Central Ontario Regional Council Assembly of Elders approves the sale of the Fairview United Church, Fairview, Ontario, being part Lot18 Concession 4, part 1 RP 45R1469 Geographic Township of Smith now in the Township of Selwyn, ON municipally known as 724 Centre Line, Selwyn, ON K9J 6X5. Property Identifier Number 15-16-020-003-39400 for \$395,000 to John Curtis.

The East Central Ontario Regional Council Assembly of Elders grants approval that the Trustees invest the proceeds, net of the selling costs, in secure investments. The income generated by Investments to be used for operations of the community of faith. The principal may be used only on the approval of the Assembly of Elders of the East Central Ontario Regional Council of The United Church of Canada". **Carried**

**Correspondence:**

- a) September 7, 2019 Fairlie E. Poole, Secretary, FFUC Board re on-going work (*referred to Covenant Support team*)
- b) September 11, 2019 Rev. Wanda Stride re nomination of Marion Blackburn for the Covenant Support Team, filling the space left vacant by of Rev. Tim Milley (*for action -6*)
- c) September 17, 2019 Stephen Young, Representative for the Board of Trustees, Trinity United Church, Cannington re request to sever manse from church property for sale of manse (*referred to the Mission Through Property and Finance Team*)
- d) September 24, 2019 Little Britain United Church re support for an application for a Church Modernization grant (*for action - 2*)
- e) September 26, 2019 Rev. David Moore, Simcoe Street United Church, Oshawa re permission for restauration to a structural crack in the upper part of the bell tower (*for action - 2*)
- f) September 26, 2019 Toronto United Church Council re Innovative Missional Ministry Training Centre on October 26th at Emmanuel College (*for information*)
- g) September 27, 2019 Bruce Hutchison, re reconciliation project under development by Faith United Church with the indigenous community in Kingston (*for action -2*)
- h) September 30, 2019 Rev. Christopher White, Kedron United Church, Oshawa re ecumenical church development beginning with Anglicans (*referred to the Mission Through Property and Finance Team*)
- i) October 2, 2019 Bruce McClennan, Chair, Trustees, Highland Hills United Church re request of approval to spend up to \$10,000 on insulation of the back wall of our sanctuary (*for action - 2*)
- j) September 20, 2019 re Forums and who populates Tasks groups and forums (*for information*)

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**Business arising:**

Supporting and enhancing the life of Communities of Faith where ministry takes place

**I. Covenanting Support Team**

- a) Team progress report – Assembly of Elder representatives (Jean and Steve) – Meeting took place, David King chaired, discussion re oversight, eligibility of Ministers for appointment, approaching General Secretary re Church Hub's lag re good standing notifications (lag is affecting calls and appointments).

Discussion: The General Secretary is aware of lag; at the Executive Minister's meeting this past week in Toronto, this was discussed and a solution is being sought.

- b) Report from Supporting Staff member (David Timpson) see appendix I
- c) Items from Communities of Faith
- d) Items from Liaison Forum (Pastoral Relations) -

A proposal from the Liaison Forum:

2019-10-04-XXX MOTION (/) In order to clarify the issue of who pays travel expense to Pastoral Charge Supervisors and Pastoral Liaison Officers serving communities of faith, the Liaison Forum recommends to the Assembly of Elders that any Community of Faith being served by a Liaison Officer or Pastoral Charge Supervisor will pay the travel expenses of said officers.

No decision was taken on proposal herein-above.

**2019-10-04-196 MOTION** (J. Wilson/R. McNally) that the East Central Ontario Regional Council pay the travel expenses of any members being appointed by the Regional Council (Pastoral Charge Supervisor, Pastoral Charge Liaisons, etc.) to do work in a Community of Faith until a policy is in place. **Carried**

Scugog Island is in Scugog Township, the northern border of the Durham region,

**2019-10-04-197 MOTION** (P. Wilson/J. Wilson) That having received the properly completed form and confirmation from the Office of Vocations of the ministers good standing, the East Central Ontario Regional Council Assembly of Elders approves the Appointment of Rev. Ned Wells to Scugog Island Pastoral charge, Ontario for part time (10 hours/week) ministry from November 1, 2019 to June 30, 2020. **Carried**

Claremont Brougham is in the Oshawa area,

**2019-10-04-198 MOTION** (S. Coles/T. Meyers) That having received the properly completed form and confirmation from the Office of Vocations of the ministers good standing, the East Central Ontario Regional Council Assembly of Elders approves the Call of Rev. Lionel Ketola to Clairemont Brougham Pastoral charge, Ontario for part time (20 hours/week) ministry from Oct 1, 2019. With the following condition:

The Claremont Brougham Pastoral charge is required to form a Joint Ministry and Personnel Committee with the Goodwood Pastoral Charge. **Carried**

**2019-10-04-199 MOTION** (J. Wilson/ S. Coles) That the East Central Ontario Regional Council Assembly of Elders request a Policy regarding 'Joint Ministry and Personnel Committee when sharing ministry personnel' be from the Covenant Support Leadership Team. **Carried**

Bath Morvin Pastoral Charge is to the west of Kingston along the shore of Lake Ontario

**2019-10-04-200 MOTION** (P. Wilson/S. Coles) That having received the properly completed form and confirmation from the Office of Vocations of the ministers good standing, the East Central Ontario Regional Council Assembly of Elders approves the appointment of retired Supply minister Rev. Brad Ford to Bath Morven Pastoral charge, Ontario for part time (20 hours/week) ministry from Oct 1, 2019 to June 30<sup>th</sup> 2020. **Carried**

St Stephen's Pastoral Charge is in Oshawa, they are currently under appointment due to a LTD

**2019-10-04-201 MOTION** (S. Coles/J. Wilson) That having received the properly completed form and confirmation from the Office of Vocations of the ministers good standing, the East Central Ontario Regional Council Assembly of Elders approves the Appointment of Diaconal Minister Michele Hofman to St. Stephen's Pastoral charge, Oshawa Ontario for part time (30 hours/week) ministry from September 1, 2019 to June 30<sup>th</sup> 2020. **Carried**

Trinity Providence Pastoral Charge, Bobcaygeon Ontario to the North West of Lindsay

**2019-10-04-202 MOTION** (M. Fortin/P. Wilson) That having received the properly completed form and confirmation from the Office of Vocations of the ministers good standing with the exception of a racial Justice course, the East Central Ontario Regional Council Assembly of Elders approves the Appointment of Retired Supply Rev. Bob Root to Trinity Providence Pastoral charge, Bobcaygeon Ontario for part time (20 hours/week) ministry from April 1, 2019 to Dec 31<sup>st</sup> 2019. With the following condition;

- A) That the appointee complete the Racial Justice course.
- B) That the appointment be Eligible to be renewed to June 30th, 2020, only if the Racial Justice Course is completed by Dec. 31, 2019. **Carried**

**2019-10-04-203 MOTION** (P. Wilson/M. Fortin) Having received the assurance of the training from Pastoral Relations Minister, the East Central Ontario Regional Council Assembly of Elders appoints Rev. Bruce Fraser of Stirling as a Pastoral Relations Liaison and adds him to the Liaison Forum. **Carried**

**2019-10-04-204 MOTION** (T. Meyers/J. Wilson) That the East Central Ontario Regional Council Assembly of Elders extend the appointment of Rev. Nancy Lester to Rural Faith United Church in Northumberland County until eligibility regarding registration on Church Hub is resolved or December 31<sup>st</sup> 2019. **Carried**

## II. Mission through Property and Finance:

- a) Team Progress report – Assembly of Elder representatives (Ted Meyers, Brian James) –is looking at El Salvador Fund; learning about existing funds and about the terms (or restrictions on using funds);
- b) Report from Supporting Staff Members (Rosemary Lambie) –

*Provide access to SharePoint to Brian so that he can see past-minutes of Presbyteries and Conference, and look at financial statements, audit packages, etc.). November 29<sup>th</sup> Executive Minutes of Bay of Quinte Conference should have all of this information. Follow up with Welsh & Co. (auditors)*

- c) Revised Policy Regarding Proceeds from Sales of Property (see appendix A)

Discussion: There was the suggestion to create a flowsheet.

It was highlighted to share news of Federal funding for lighting in churches on website.

**2019-10-04-205 MOTION** (T. Meyers/J. Wilson) that the East Central Ontario Regional Council Assembly of Elders approves the revised "Policy Regarding Proceeds from the Sale of Property". **Carried**

d) Items from Communities of Faith

i) Four Winds Presbytery Development Corporation; Faith United Church (see appendix C)

**2019-10-04-206 MOTION** (T. Meyers/P Wilson) that the East Central Ontario Regional Council Assembly of Elders gives "approval in principle" to proceeding with the development of a Memorandum Of Understanding with Faith United Church and refers to the Mission through Property and Finance Team for assessment and further recommendation. **Carried**

ii. Little Britain United Church

**2019-10-04-207 MOTION** (T. Meyers/S. Coles) that the East Central Ontario Regional Council Assembly of Elders approves the Church Modernization Support Grant request from Little Britain United Church, Little Britain, Ontario for \$4893.00 and will forward this request to the national office. **Carried**

iii. Simcoe Street United Church, Oshawa (see appendix B)

**2019-10-04-208 MOTION** (T. Meyers/S. Coles) that the East Central Ontario Regional Council Assembly of Elders acknowledges receipt of the structural report indicating the need for immediate restoration to a structural crack in the upper part of the bell tower of Simcoe Street United Church, Oshawa at a cost to not exceed \$220,000 +HST. **Carried**

iv) Faith United Church, Kingston (see appendix C)

**2019-10-04-209 MOTION** (J. Wilson/T. Meyers) that the East Central Ontario Regional Council Assembly of Elders gives "approval in principle" to proceeding with the development of a "Walking the Path of Peace together" initiative. **Carried**

v) Highland Hills United Church (see appendix D)

**2019-10-04-210 MOTION** (T. Meyers/M. Fortin) that the East Central Ontario Regional Council Assembly of Elders approves the request of Highland Hills United Church to spend up to \$10,000 on insulation of the back wall of the sanctuary, paid from investments made from the sale of Twelve Mile Lake Church. **Carried**

Mission Support Grants for 2020 grants

**2019-10-04-211 MOTION:** (T. Meyers/J. Wilson) that the East Central Ontario Regional Council Assembly of Elders approves the 2020 Mission Support grant recommendations of the Mission through Property and Finance Leadership Team from September 23, 2019. **Carried**

	Mission Support Request	\$\$ Requested	\$\$ Recommend
1	<b>Abbey Retreat Centre - Haliburton</b> Moved by Bruce Hutchinson, Seconded by David Mantle, that the Mission Support request from Abbey Retreat Centre, be recommended for approval by the Regional Council. <b>Carried</b>	\$2,000	\$2,000
2	<b>Bedford House M&amp;S - Peterborough</b> Moved by Bruce Hutchinson, Seconded by Brian James, that the Mission Support request from Bedford House M&S, be	\$30,000	\$20,000

	recommended for approval by the Regional Council. Carried Note: they should be recommended to approach EDGE for their continuing support for the remaining \$10,000.		
3	<b>Westminster United Church - Whitby</b> <b>St Vincent's Pallotti's Kitchen</b> Moved by Brian James, Seconded by Bruce Hutchinson, that the Mission Support request from Westminster United Church - Whitby, St Vincent's Pallotti's Kitchen, be recommended for approval by the Regional Council. Carried  <b>\$5,000 to be granted from 2019 Funds.</b>	\$5,000	\$0 To be granted from 2019 funds
4	<b>Grand River Spiritual and Educational Resources - Paris - Five Oaks</b>	\$11,000	\$10,000
5	<b>Faith United Church - Kingston</b> Moved by Bruce Hutchinson, Seconded by Rev. Mary-Margaret Boone, that the Mission Support request from <b>Faith United Church - Kingston</b> , be recommended for approval by the Regional Council. Carried	\$17,500	\$17,500
6	<b>Haliburton County Non-Profit Places for People Corporation - Minden</b> Moved by Bruce Hutchinson, Seconded by Rev. Mary-Margaret Boone, that the Mission Support request from <b>Haliburton County Non-Profit Places for People Corporation -Minden</b> , be recommended for approval by the Regional Council. Carried	\$1,000	\$1,000
7	<b>Minden Food Bank - Minden</b> Moved by Bruce Hutchinson, Seconded by Rev. Mary-Margaret Boone, that the Mission Support request from <b>Minden Food Bank - Minden</b> , be recommended for approval by the Regional Council. Carried	\$1,500	\$1,500
	<b>Total</b>	<b>\$68,000</b>	<b>\$52,000</b>

## Discussion:

- Note - Abbey Retreat Centre application in the future.
- What is the formal relationship with Grand River Spiritual and Educational Resources?
- Reminder that Financial Reports must be submitted when money from Mission Support is fully received (usually annually).

## e) Additional pending work of the team:

- Criteria for Student Bursary (to do as per **2019-06-26-167 MOTION**)

2019-06-26-167 MOTION (J. Wilson/P. Wilson) that the East Central Ontario Regional Council Assembly of Elders recommend to the Mission through Property Leadership Team to develop and propose a criteria for student bursaries and present to the Assembly of Elders. Carried

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- f) Treasurer Report and draft 2020 budget (see appendix E)

**2019-10-04-212 MOTION:** (T. Meyers/J. Wilson) that the East Central Ontario Regional Council Assembly of Elders recommend the amended 2020 budget to the General Meeting on November 9<sup>th</sup> 2019. **Carried**

### III. Governance:

- a) Revised Governance Document

**2019-10-04-213 MOTION:** (S. Coles/P. Wilson) that the East Central Ontario Regional Council Assembly of Elders name Jean Wilson, Ryan McNally, Paul Reed and Joel Miller to form a writing-team to revise the Governance Handbook, incorporating the comments received during the Inaugural Meeting. **Carried**

Nurturing Social Justice and Outreach programs
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### IV. Formation Nurture and Justice

- a) Team Progress report – (Marilyn Fortin) Assembly of Elder representatives (see appendix J)  
 b) Report from Supporting Staff Members (Sharon Hull) – (see appendix K)  
 c) Truth and Reconciliation Report - Rev. Rodney Smith-Merkley (see appendix F)

Building Communications
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**V. Communications:** Newsletter, Website, Broadview, registration for Nov 9<sup>th</sup> - Louise

### VI. Additional Reports

- a. Nominations: nomination of Marion Blackburn for the Covenant Support Team, filling the vacancy left by Rev. Tim Milley, and of Patricia Teskey to the Affirming Forum.

**2019-10-04-214 MOTION** (J. Wilson/M. Fortin) that the East Central Ontario Regional Council Assembly of Elders receive the recommendation from the Nominations Leadership Team of Marion Blackburn appointment to the Covenant Support Team. **Carried**

- b. Equity Report (Phil Wilson) – see appendix L

**2019-10-04-215 MOTION** (S. Coles/P. Wilson) that the East Central Ontario Regional Council Assembly of Elders direct to the Equity Leadership Team to create and populate an Affirming Forum who can create an Affirming Forum's term of reference. **Carried**

- c. Forums (re Wanda Stride's comments coming from Nomination's Leadership Team) who populates Tasks groups and forums)? - Discussion: Who populates is to be determined by the Teams.

### VII. Fall Meeting Planning

- (1) East Central Ontario Regional Council Fall General Meeting Draft Agenda (see appendix G)
- (2) Local Arrangements: hosted at Eastminster United Church, Belleville
- (3) Lunch: provided by St. Matt's Food Ministry, suggested Refreshment fee of \$20
- (4) Facilitation Team (Jean Wilson, Phil Wilson, Steve Coles, Marilyn Fortin, David Timpson)

**2019-10-04-216 MOTION** (P. Wilson/J. Wilson) that the East Central Ontario Regional Council Assembly of Elders creates a permanent planning team of Regional Council General Meetings.

**Carried**

(5) Preparations

- a mission strategy in response to the directions of the Regional Council (see appendix **H**)
- revised practice and policy Governance Handbook,
- Clarify or create Regional Team mandates,
- Parliamentarians for meeting
- Stewards for meeting
- An operational budget and forecast.

(6) Registration closes on 26<sup>th</sup> of October

(7) Registration will be organized by staff with local arrangement assistance

**New Business: Spring Meeting**

Invitation from Pickering Village United Church (300 Church Street, Ajax). They are available to hold the meeting on the 3 weekends:

Friday May 22 to Sunday May 24

**2019-10-04-217 MOTION** (N. Sutherland/J. Wilson) that the East Central Ontario Regional Council Assembly of Elders accept the date of May 22 to May 24 as dates of Annual General Meeting. **Carried**

This includes setup on the Thursday and having a team to provide lunch and snacks. They are holding these 3 weekends for the Regional Council and would appreciate hearing back as soon as possible (after the October 4<sup>th</sup> meeting).

**Opening worship for next meeting** - David Timpson

**Closing Prayer** – Sharon Hull, closing benediction

**Equity Monitor Report** Phil Wilson

**Next Meeting Dates:** Friday, November 1 9:00 – 12 ZOOM

Saturday, November 9 RC gathering, Eastminster UC, Belleville

The Chair declared the meeting adjourned at 4:05 p.m.

Paul Reed  
Chair

Rev. Rosemary Lambie,  
Executive Minister



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**Appendices**

Appendix A	Revised Policy Regarding Proceeds from Sales of Property	Pages 183-184
Appendix B	Simcoe St Brick Restoration Contract	Pages 185-192
Appendix C	“Walking the Path of Peace together” initiative	Pages 193-194
Appendix D	Highland Hills United re insulation of the back wall of the sanctuary	Pages 195-198
Appendix E	Draft 2020 budget, East Central Ontario Regional Council Mission Support	Pages 199-201
Appendix F	Report from the Minister for Respectful Relationship and Indigenous Justice	Page 202
Appendix G	East Central Ontario Regional Council Fall Draft Agenda of General Meeting	Pages 203-205
Appendix H	Mission Strategy directions of the Regional Council	Pages 206-207
Appendix I	Report of the Pastoral Relations Minister	Page 208
Appendix J	Report from Formation Nurture and Justice	Page 209
Appendix K	Report from Minister for Spiritual Nurture, Respectful Relationship and Justice for all Ages	Pages 210
Appendix L	Report from Equity Leadership Team <ul style="list-style-type: none"> <li>• Equity ECORC 2019 inaugural meeting feedback</li> <li>• Equity team 2019 letter to nominations team affirm and equity members sept 24 2019-3</li> <li>• Equity Team Meeting Sept 24 2019</li> </ul>	Pages 211-219

## Appendix A

**Policy Regarding Proceeds from the Sale of Property**

POLICY NAME: Policy regarding Proceeds from the Sale of Property	Date Approved:
	Review date:
Purpose: The purpose of this policy is to clarify expectations of Communities of Faith regarding the sale of Church Property. <b>The Manual C.2.6.</b>	

**Preamble**

This document outlines the **Eastern Central Ontario Regional Council's** policy and best practices regarding the disposition of proceeds from the sale of congregational property.

**Policy**

When Congregational property is being sold by a Community of Faith that is **not disbanding**, the following guidelines for the use of net proceeds from the sale:

- a) 10% be remitted to the United Church of Canada for the on-going support of Indigenous Ministry.
- b) 90% be retained by the Community of Faith with an approved ministry plan for the use of the proceeds by the Regional Council that is financially sustainable. The Regional Council will normally require that the remaining capital from the sale be protected and invested and that the Community of Faith be limited to drawing up to 5% of the value of the invested capital in any given year to support its operating budget. If the Community of Faith puts before the Regional Council a ministry plan, the Regional Council may allow the Community of Faith to use some or all of the remaining capital from the sale to implement the ministry plan. This may include capital expenses.

When Congregational property is being sold by a Community of Faith that **is disbanding**, the following guidelines apply for the disposition of net proceeds from the sale:

- a) 10% be remitted to the United Church of Canada for the on-going support of Indigenous Ministry.
- b) 10% to the Toronto United Church Council's Sustainable Energy Loan Fund.
- c) 20% be remitted to the Eastern Central Ontario Regional Council to support the Mission Strategy of the Regional Council.
- d) 20% be remitted to the United Church of Canada Mission and Ministry for on-going support of the ministry of the wider church.
- e) 40% be directed for purposes within The United Church of Canada and which is approved by the Regional Council before the disbanding of the Community of Faith. If a Community of Faith disbands without such a plan, it becomes the responsibility of the Regional Council to determine the disposition of the remaining funds.

Note: Net proceeds means the amount left over after all expenses directly related to the sale of the property have been paid, e.g.: real estate fees, legal fees, cost of surveys and so on.

**The Manual 2019 section re:**

**C.2.6 Property**

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The regional council is responsible for:

- a) co-operating with the community of faith in buying, selling, leasing, and renovating community of faith property, and distributing any proceeds within denominational policies and guidelines, including
  - i) making decisions on requests from communities of faith to buy, sell, mortgage, exchange, renovate, lease, or otherwise deal with community of faith property;  
The regional council makes decisions relating to the property of amalgamating congregations. See Congregational Life G.1.4.5.
  - ii) making decisions on the meaning of the terms “other major assets” and “major renovations” for that regional council;  
The terms “other major assets” and “major renovations” are explained in Congregational Life G.2.1.2 and G.2.1.3.
  - iii) communicating the meanings of those terms to each community of faith within the bounds served by the regional council; and  
There are three exceptions to the regional council’s responsibility for making decisions about the property of communities of faith that are congregations. They are set out in Congregational Life G.2.2.2, G.2.2.3, and G.2.2.4.
- b) making decisions on the property of communities of faith remaining after the communities of faith cease to exist; and
- c) buying, selling, leasing, and renovating regional property, and distributing any proceeds within denominational guidelines.

The United Church of Canada  
L'Église Unie du Canada

East Central Ontario Regional Council  
Meeting of the Assembly of Elders

October 4, 2019  
Eastminster United Church  
Belleville, Ontario

## Appendix B

### INDEPENDENT CONTRACTOR AGREEMENT

THIS INDEPENDENT CONTRACTOR AGREEMENT (the "Agreement") dated this 13<sup>th</sup> day of September, 2019

BETWEEN:

#### CLIENT

Simcoe Street United Church  
66 Simcoe St S Oshawa, On L1H 4G3  
(the "Client")

#### CONTRACTOR

1518088 Ontario Inc  
12802 County road 24, Roseneath, On K0k 2X0  
(the "Contractor")

#### BACKGROUND

- A. The Client is of the opinion that the Contractor has the necessary qualifications, experience and abilities to provide services to the Client.
- B. The Contractor is agreeable to providing such services to the Client on the terms and conditions set out in this Agreement.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Client and the Contractor (individually the "Party" and collectively the "Parties" to this Agreement) agree as follows:

#### SERVICES PROVIDED

1. The Client hereby agrees to engage the Contractor to provide the Client with the following services (the "Services"):
  - Restore the necessary brick work within the red lines seen in attached photo on the tower area of the church located at 66 Simcoe Street South Oshawa.
2. The Services will also include any other tasks which the Parties may agree on. The Contractor hereby agrees to provide such Services to the Client.

#### TERM OF AGREEMENT

3. The term of this Agreement (the "Term") will begin on the date of this Agreement and will remain in full force and effect until the completion of the Services, subject to earlier termination as provided in this Agreement. The Term may be extended with the written consent of the Parties.

ISP  
ZCN

**PERFORMANCE**

4. The Parties agree to do everything necessary to ensure that the terms of this Agreement take effect.

**CURRENCY**

5. Except as otherwise provided in this Agreement, all monetary amounts referred to in this Agreement are in CAD (Canadian Dollars).

**COMPENSATION**

6. The Contractor will charge the Client a fee not to exceed \$220,000.00HST for the Services (the "Compensation").
7. The Client will be invoiced as follows:
- The total invoice for the erection of the scaffold will be paid upon receipt and a weekly amount will be invoiced there after until completion of project.
8. Invoices submitted by the Contractor to the Client are due upon receipt.
9. The Compensation as stated in this Agreement does not include sales tax, or other applicable duties as may be required by law. Any sales tax and duties required by law will be charged to the Client in addition to the Compensation.

**REIMBURSEMENT OF EXPENSES**

10. The Contractor will be reimbursed from time to time for reasonable and necessary expenses incurred by the Contractor in connection with providing the Services.
11. All expenses must be pre-approved by the Client.

**PENALTIES FOR LATE PAYMENT**

12. Any late payments will trigger a fee of 2.00% per month on the amount still owing.

**CONFIDENTIALITY**

13. Confidential information (the "Confidential Information") refers to any data or information relating to the business of the Client which would reasonably be considered to be proprietary to the Client including, but not limited to, accounting records, business processes, and client records and that is not generally known in the industry of the Client and where the release of that Confidential Information could reasonably be expected to cause harm to the Client.
14. The Contractor agrees that they will not disclose, divulge, reveal, report or use, for any purpose, any Confidential Information which the Contractor has obtained, except as authorized by the Client or as required by law. The obligations of confidentiality will apply during the Term and will survive indefinitely upon termination of this Agreement.

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ECN

#### **OWNERSHIP OF INTELLECTUAL PROPERTY**

15. All intellectual property and related material, including any trade secrets, moral rights, goodwill, relevant registrations or applications for registration, and rights in any patent, copyright, trademark, trade dress, industrial design and trade name (the "Intellectual Property") that is developed or produced under this Agreement, will be the sole property of the Client. The use of the Intellectual Property by the Client will not be restricted in any manner.
16. The Contractor may not use the Intellectual Property for any purpose other than that contracted for in this Agreement except with the written consent of the Client. The Contractor will be responsible for any and all damages resulting from the unauthorized use of the Intellectual Property.

#### **RETURN OF PROPERTY**

17. Upon the expiry or termination of this Agreement, the Contractor will return to the Client any property, documentation, records, or Confidential Information which is the property of the Client.

#### **CAPACITY/INDEPENDENT CONTRACTOR**

18. In providing the Services under this Agreement it is expressly agreed that the Contractor is acting as an independent contractor and not as an employee. The Contractor and the Client acknowledge that this Agreement does not create a partnership or joint venture between them, and is exclusively a contract for service.

#### **NOTICE**

19. All notices, requests, demands or other communications required or permitted by the terms of this Agreement will be given in writing and delivered to the Parties at the following addresses:
  - a. Simcoe Street United Church  
66 Simcoe St S Oshawa, On L1H 4G3
  - b. 1518088 Ontario Inc  
12802 County road 24, Roseneath, On K0k 2X0

or to such other address as either Party may from time to time notify the other.

#### **INDEMNIFICATION**

20. Except to the extent paid in settlement from any applicable insurance policies, and to the extent permitted by applicable law, each Party agrees to indemnify and hold harmless the other Party, and its respective directors, shareholders, affiliates, officers, agents, employees, and permitted successors and assigns against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever, which result from or arise out of any act or omission of the indemnifying party, its respective directors, shareholders, affiliates, officers, agents, employees, and permitted successors and assigns that occurs in connection with this Agreement. This indemnification will

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survive the termination of this Agreement.

#### **ADDITIONAL CLAUSE**

21. 1) Note\* that 1518088 Ontario Inc. has provided commercial insurance coverage and takes full responsibility for the compliance of health and safety regulations on the job site.  
2) The contractor is responsible to verify the requirement and the acquisition of any permits required.  
3) Site visit's will be by-weekly an agreed upon by EriK Naczynski and Tom Plue they will be to observe progress, address any concerns and to discuss any necessary changes in the scope of work and incurred extra charges that the changes would require. These would be initialed cash allowance expenditure requests.

#### **MODIFICATION OF AGREEMENT**

22. Any amendment or modification of this Agreement or additional obligation assumed by either Party in connection with this Agreement will only be binding if evidenced in writing signed by each Party or an authorized representative of each Party.

#### **TIME OF THE ESSENCE**

23. Time is of the essence in this Agreement. No extension or variation of this Agreement will operate as a waiver of this provision.

#### **ASSIGNMENT**

24. The Contractor will not voluntarily, or by operation of law, assign or otherwise transfer its obligations under this Agreement without the prior written consent of the Client.

#### **ENTIRE AGREEMENT**

25. It is agreed that there is no representation, warranty, collateral agreement or condition affecting this Agreement except as expressly provided in this Agreement.

#### **ENUREMENT**

26. This Agreement will enure to the benefit of and be binding on the Parties and their respective heirs, executors, administrators and permitted successors and assigns.

#### **TITLES/HEADINGS**

27. Headings are inserted for the convenience of the Parties only and are not to be considered when interpreting this Agreement.

#### **GENDER**

28. Words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa.

*ETP  
ECN*



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October 4, 2019  
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---

**GOVERNING LAW**

29. This Agreement will be governed by and construed in accordance with the laws of the Province of Ontario.

**SEVERABILITY**

30. In the event that any of the provisions of this Agreement are held to be invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of this Agreement.

**WAIVER**

31. The waiver by either Party of a breach, default, delay or omission of any of the provisions of this Agreement by the other Party will not be construed as a waiver of any subsequent breach of the same or other provisions.

TJP  
ECN



IN WITNESS WHEREOF the Parties have duly affixed their signatures under hand and seal on this 13<sup>th</sup>  
day of September, 2019.

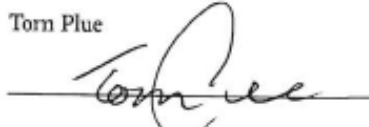


Erik Maczynski Representative of  
Simcoe Street United Church

\_\_\_\_\_  
Witness

1518088 Ontario Inc

Tom Plue

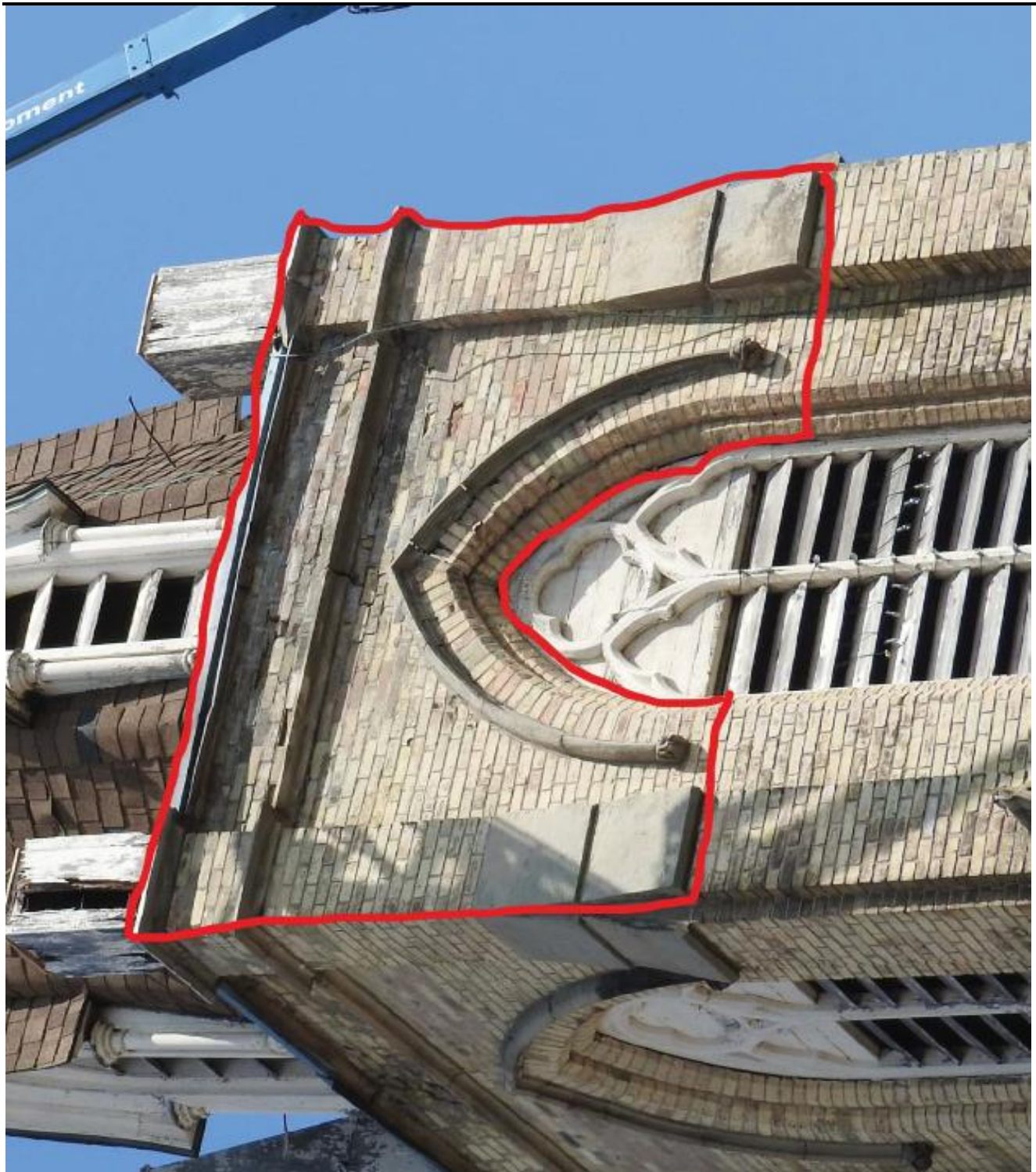


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Witness

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Belleville, Ontario



**eclearance****Clearance Certificate**

Search results

Contractor Legal / Trade Name	Contractor Address	Contractor Classification Unit and Description	Clearance certificate number	Validity period (dd- mmm- yyyy)	Principal Legal / Trade Name	Principal Address
<u>1518088 ONTARIO INC. / SKY-HIGH PAINTING, RESTORATION &amp; REPAIR</u>	12802 COUNTY ROAD 24, ROSENEATH, ON, K0K2X0, CA	4021-099: Industrial, Commercial, and Institutional Construction	E200000FK9M1	20-May- 2019 to 19-Nov- 2019	<u>Thomas Plue / sky- high painting restoration and repair</u>	12802 Cty Rd 24 RR2, Roseneath, ON, K0K 2X0, CAN

[Back](#)

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## Appendix C

To: East Central Ontario Regional Assembly of Elders, The United Church of Canada  
From: Bruce Hutchinson, Acting Chair, Four Winds Presbytery Development Corporation.  
Date: Approval in Principle of use of land for Reconciliation

The purpose of this proposal is to gain “approval in principle” for the use, of property held by Four Winds Presbytery Development Corporation, (The Corporation), for a reconciliation initiative involving indigenous peoples in the Kingston area.

The property was purchased by the predecessor of The Corporation, with the objective of providing a building site for a newly established congregation, Faith United Church, in the eastern district of Kingston. The attached timeline summary provides the background information on this site. The congregation decided in 2015 that they were definitely not interested in proposing a building for the site but prayerfully considered some kind of community service for the land. The congregation decided to explore using the land for a reconciliation initiative, while educating themselves. The results of many meetings and much discernment is outlined in the attached document, the most significant of which is the creation of a joint local Land Circle/Council.

The Corporation, which owns the property, has been kept informed of developments and for three years has signed a lease agreement with Faith United Church for \$1.00 per year, which has allowed the land to be used for the purposes indicated in the attached summary.

At a recent meeting of members of the Land Council and Faith United Church with The Corporation, it was noted that a lot of time, relationship work and personal resources have already been expended in developing the concept of a Land Circle/Council. This contribution to reconciliation between settlers and indigenous people has and is occurring with no guarantee that the land could eventually be available for a reconciliation initiative. While members of Faith United Church have developed a good degree of trust, we know that “trust” is a real concern for indigenous peoples. At the recent meeting, it was proposed that a “memorandum of understanding” (MOU) be created to confirm that this property could be used as a reconciliation initiative provided that mutually agreed criteria for development of the Land Circle/Council were met.

We have brought this concept to the Council of Elders for the following reasons:

1. To make you aware of this grass-roots initiative of reconciliation
2. To seek your “approval in principle” to proceeding with the development of a MOU for presentation to the Property and Finance Committee for assessment and recommendation
3. To inform the Regional Council that if the development of an MOU proceeds that Faith United, The Land Circle/Council will probably seek ECORC assistance in cost sharing for this work.

Thank you for your consideration.

Bruce Hutchinson, Four Winds Presbytery Development Council; Carol Rogers Faith United

## **"WALKING THE PATH OF PEACE TOGETHER" LAND INITIATIVE**

*FAITH UNITED CHURCH – SEPTEMBER 2019*



wa'tkwanonhwerá:ton' tewataté:ken  
Boozhoo nindinawemaaganidog

### **WALKING THE PATH OF PEACE TOGETHER**

MEMBERS OF THE  
INDIGENOUS COMMUNITY &  
FAITH UNITED CHURCH

 @walkingthepathofpeacetogogether

### **STEPS ON OUR JOURNEY:**

#### **1989**

- Kingston Presbytery purchased 2.8 acres of land on Hwy 15 for a church to be built in Kingston East.
- Faith United Church was established. The congregation worshipped in rented space and continues to the present.
- During the subsequent years the congregation decided not to build a church structure on the site, but rather build a community and focus on outreach.

#### **2015**

- Congregation prayerfully considered community purpose for the land on HWY 15
- TRC Report and CALLS to ACTION released
- Congregation decided to explore using the land for reconciliation Initiative, while educating ourselves.

#### **2016**

- Developing and deepening of relationships with members of Kingston's Indigenous Community
- Participation in Engaging for Change Circle and many other events

#### **2017**

- 1st gathering on the land for Joint Ceremony on Canada's 150th on July 1st
- Pledge to continue walking together into a better future
- UCC Grant allowed Faith to engage Three Things Consulting to survey Indigenous people re: going forward together
- Meetings with City Planners and local Councillor

#### **2018**

- 38 page report released; survey confirms shared goals and hope of going forward together with four key actions
  1. Creation of a joint local Land Circle/Council
  2. Creation of Shared Values and Vision for Land Council
  3. Care for the land together
  4. Creation of a new Indigenous led Community Organization in an on-going relationship with Faith United
- 2nd Annual July 1st Celebration on the Land
- Susan Aglukark Fund Raising Workshop and Concert (proceeds for Walking the Path of Peace Together and the Arctic Rose Foundation)

#### **2019**

- Land Council continues to meet monthly
- 3rd Annual July 1st Gathering on the Land
- Sign with our new logo (designed by a local Indigenous Artist) erected on the Land
- 100 Eastern Cedar Seedlings were planted in the Spring to demarcate the property
- Article published in Kingston East magazine and in the United Church publication - Mandate
- Contract signed for a well and pump to be installed
- Strategic Planning day long Workshop for Land Council with facilitator Shannon Monk scheduled for September 21st, 2019

For more information see [www.faithunitedchurch.ca/about-us/initiative](http://www.faithunitedchurch.ca/about-us/initiative)  
or contact Carol Rogers or Nan Hudson at 613-549-4320



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30004 Hwy 48, Pefferlaw, ON L0E 1N0  
Tel:(705) 437-1734 - Fax:(705) 437-4476  
Tel:(613) 548-1222 Kingston  
Tel:(905) 836-1033 Newmarket  
Tel:(705) 476-0211 North Bay  
Toll Free: 1-800-461-6455  
email: info@buchnermfg.com  
G.S.T. #R100682244

ORDER	005910
DATE	09/23/19
CUSTOMER	0003670

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PEFFERLAW CONTRACTORS

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TERRY ST PETER

Page: 1 of 1

Customer Purchase Order Haliburton HHUC	Order 005910	Sales Person 2	Invoice Terms Cash *** \$ 1760.19 ***
Ship Via	F O B.		Tax Exempt

QUANTITY ON ORDER		ITEM NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
6	CTN	MVVS3070152	PRIDE D4.5 DUTCHLAP/Frost	157.550	945.30
1	CTN	MVVS3110152	5/8" J/Frost	174.830	174.83
2	RL	BMFS1430400	24"BMI HVY T-COIL/Chestnut	218.780	437.56
			09/23/19 mreech		
***** THIS IS AN ORDER CONFIRMATION *****					
SUBTOTAL		FREIGHT	MISC	GST/HST	PST
1557.69		0.00	0.00	202.50	0.00
					ORDER TOTAL
					1760.19

NO RETURNS WITHOUT  
PRIOR AUTHORIZATION

2% PER MONTH ON OVERDUE ACCOUNTS  
GOODS RETURNED SUBJECT TO 20% RESTOCKING CHARGE

ITEMS ORDERED OUTSIDE OF  
NORMAL STOCK ARE NOT RETURNABLE

lease review this Order Acknowledgement and advise your Customer Service Representative ASAP of any discrepancies or changes to the order

2019-196

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**HALIBURTON TIM-BR MART**

5148 COUNTY ROAD 21  
HALIBURTON, ON K0M 1S0  
P: (705) 457-2510 F: (705) 457-1591

**NO. 3003082 CASH QUOTE**

09/23/19 10:59 001  
HST# 10224 9026 RT00

CASH CUSTOMER #1

09/23/19

S- 1  
P- 34  
C- 9 RANDY O'NEIL  
A- 1  
W- 9 RANDY O'NEIL  
C- 1 P- 2

CUST #: 1.000C DEL DATE: 09/23/19 TERMS: NET

L#	QTY	DESCRIPTION	CATALOG	UNITS	PRICE	AMOUNT
1	40.00	2X4X8 ENERGY SHIELD R13.1	INSES248	A	40.00 44.09 EA	1763.60
2	3.00	TAPE TUCK POLYP 60MMX66M	RED TAPE	A	3.00 11.69 EA	35.07
3	5.00	NAIL PLASTIC TOP 3 1/2 PER LB	:NAILPLASTTOP31	A	5.00 4.49 LB	22.45

SERVING YOU SINCE 1968

SUBTOTAL 1821.12  
H.S.T 236.75  
TOTAL 2057.87

## 09/24/19



Insulation of Back Wall  
of Sanctuary

LABOUR FOR  
INSTALLATION  
OF ATTACHED  
MATERIAL  
\$4000.00

Appendix E

C:\Users\johndoe\Documents\Regional Council 2020 Budget with 2019 Actuals to Sept 28

East Central Ontario Regional Council 2020 Budget with 2019 Actuals to Sept 28									
Account	2019 Budget	2019 Actual	Actual to Date		2019 Budget	2019 Actual	Actual to Date		2019 Budget
			2019 Budget	2019 Actual			2019 Budget	2019 Actual	
Revenue									
Donations	\$ 225,000	\$ 224,718	\$ 224,718	\$ 224,718	\$ 225,000	\$ 224,718	\$ 224,718	\$ 224,718	\$ 225,000
Grants	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000
Interest	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000
Other Income	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000
Expenses									
Salaries	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000
Benefits	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000
Travel	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000
Other	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000
Total	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000
Revenue									
Donations	\$ 225,000	\$ 224,718	\$ 224,718	\$ 224,718	\$ 225,000	\$ 224,718	\$ 224,718	\$ 224,718	\$ 225,000
Grants	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000
Interest	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000
Other Income	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000
Expenses									
Salaries	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000
Benefits	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000
Travel	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000
Other	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000
Total	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000	\$ 202,000

100-205 128PM

events.

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4) I have been in conversation with Bruce Hutchinson and others around the walking the path to peace together land initiative.

5) I have been in conversation with Nancy Wilson and Dorinda Volmer and will be hosting them and their communities, and other indigenous congregations for a fellowship meeting at the Curve Lake church on October 28. Some indigenous communities in Ontario and Quebec met this week to discuss concerns with events at the indigenous spiritual gathering in August and how to be the church together in a good way.

6) I am excited to be travelling to Bella Bella on October 12 to witness the opening of a big house, the House of the Heiltsuk. I hope to be present for for five days of potlatching! This is a historic event as the community has been fundraising for over 50 years for this initiative. Governments have supported this project as part of reconciliation efforts. I would be pleased to share some stories and some photos as part of the November 9 meeting, and could likely offer a written summary to go out in a regional newsletter late October or early November.

Respectfully,  
Rev. Rodney Smith-Merkley

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	TIME	ACTIVITY	LOCATION	DESCRIPTION	NOTES
	9:00	Registration			
	9:15				
	9:30	Registration	Entry Foyer	Each delegate to receive name tag, meal confirmation, voting card table group assignment	
	9:45	welcome		request to meet, welcome outside the doors, acknowledgement of territory,	Only necessary if smudging - do we need that?
	10:00	worship	Plenary (Sanctuary)	45 minute worship service	Leadership and Music by whom? Would Eastminster be able or willing to do this?
	10:15				
	10:30				
	10:45	Gathering and opening Motions	Plenary		Motion to accept the Minutes of the Inaugural Meeting
	11:00	Presentations	Plenary (Sanctuary)	Goverance Structure	Explanation of relationships of Elders, Teams and Forums and highlight responses to Spring Feedback
	11:15			Report and presentation from Covenanting Support Team	Highlight responses to Spring Feedback, role and Mandate
	11:30			Report and presentation from Mission through Property and Finance Team	Highlight responses to Spring Feedback, role and Mandate
	11:45			Report and presentation from Justice Nurture and Formation Team	Highlight responses to Spring Feedback, role and Mandate
	12:00	Lunch	Lower Hall (Table Groups)		
	12:15				
	12:30				
	12:45				

	1:00	1st Budget presentation	Plenary (Sanctuary)	2019 Budget and Actual to date 2020 Budget presentation	Brian James Ted as Brian won't be available
	1:15	Mission Statement	Plenary (Sanctuary)	Draft Mission Statement presented inclusive of Affirm requirements	Motion: to accept as draft for confirmation in Spring Receive suggestions for revision
	1:30	Confirm 2020 Priorities	Plenary (Sanctuary)	Identify priorities as set by Spring Meeting	Motion to confirm the Priorities. Receive responses form Newtorks and Clusters
	1:45	Direct to Table Groups for Policy Discussion	Lower Hall (Table Groups)	Allow for discussion on decisions to be made pertaining to Policies and others	Assign to Tables Policies that have generated a lot of debate such as the Pastoral Charge remuneration
	2:00				
	2:15				Each table group send one member to represent table with written notes
	2:30			Table groups relect on additional items	consider SJNOR
	2:45				consider budget
	3:00	Refreshment Break			
	2:30	Reflection group		Review and preparations of Policy Proposals with Table Group comments	Reflection Groups formed from Table groups; size determined by the number of Policies being reviewed; would include some table group representation and notes from others.
	2:45				

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	3:00	<i>Refreshment Break</i>			
	3:15	Reflection Group presentation and decision making	Plenary (Sanctuary)	Motions on Policy	Reflection Group present recommendation on Policy
	3:30				
	3:45	Decision Making		Motions re: SJNOR and other actions	
	4:00	youth reflection			
	4:15				
	4:30	Budget presentation		Budget presentation and motion reflecting any changes resulting from actions taken	
	4:45				
	5:00	other business			
	5:15	closing motions			
	5:30	adjournment			



---

Mission Priorities 2020 (2019 in bold)

<b>Truth and Reconciliation - Calls to Action</b>	63
Missing & Murdered Indigenous Women	3
<b>A place at the table - affirming, racial justice</b>	63
esp mental health issues	4
<b>Rural Ministry</b>	57
<b>Children and Youth</b>	66
<b>Care of Creation</b>	58
esp climate change	6
water	3
cluster and network promotion	11
clergy support/renewal/retreats	11
emergency financial support for clergy	4
retirees	3
Women in Ministry	2
Faith formation	10
healthy community of faith development	9
innovative ministries/alternate worship/arts	8
UCW	7
community outreach/ engaging events	6
healthy care/ ministry for elderly/seniors	6
homelessness/ shelter/hospice/affordability	6
basic income/economic justice	5
evangelism/spiritual growth	5
intercultural actions with other faiths	5
poverty reduction (in rural areas)	4
bridges out of poverty/Bedford House	4
refugee /immigrant support & advocacy	4
food banks/community gardens	4
mission awareness/trips/global ministries	4
small church communities (not rural)	3
making churches accessible	3
church closures	3
sex trade/human trafficking	3
creative and joyful worship / local love	2
revitalization	2
life long learning funds	2
Christian camps	2
Mission and Service	2
financial support for small cof from amalgamations, sales of property	1
policies about use of Funds for ALL communities of faith	1
social justice	1
inner city	1
affordable housing	1
urban ministry esp St Vincent Kitchen, Osh	1
drug-safe injection sight/rehabilitation	1

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proclaiming JC, prayer, grounding in scripture	1
building partnerships	1
new ministries	1
youth employment in church	1
VIBE	1
Thursdays in Black	1
Nursing homes/home bound	1
Fresh Expressions	1
support for emerging technologies	1
our theology	1

---

Appendix I

**Report of the Pastoral Relations Minister**  
**October 2019**

The last month has again been very busy. I have been focused on the beginning work of the covenant support Team, the Retiree's Forum, the LLWL Forum and the continued work of the liaison Forum.

We are working towards a solid committee structure and this brings many conversations around the boundaries of the committee work. I am impressed with the make up of the Covenant Support Team. The Covenant support is looking for clear direction around the process of calls and appointments. Can they approve them or will they be still coming to the assembly? Is there a difference between the regular appointments and reappointments and new pastoral relations relationships?

I am working on the process questions generated by the LLWL policy and the new structure. We have new LLWL applicants from last year's course and need to sort out licensing and the annual renewal process and how it rests in our structure. I am meeting with the forum on Oct 23<sup>rd</sup>. I hope to have some clarity by then.

I have spent a fair amount of time working with the Office of Vocations and the national church on a couple of issues that are happening in churches of this region. Karen and I continue to have a weekly conversation usually on Tuesday mornings. I expect to process the end of the pastoral relationship between Tim Milley and Cataraqui United Church Sunday Oct 6<sup>th</sup>. This may or may not require action of the assembly in the following days.

The final week of October I will be at a national gathering of Pastoral Relations Ministers. I expect in the coming weeks to see the beginning of on line documents. This will mean pastoral charges will and ministers will only be able to access calls and appointments on the hub. We will all have to adjust to the end of paper documents.

The final piece of my work just now is learning the new software necessary for this change. I have a new dashboard that should give me more access to the databases of the national church.

My most regular question this month has been from ministers who can now see on the hub information on their mandatory courses that does not reflect face to face training.

And the Question appearing in my meditation just now is

How do we live the radical exuberant abundance of Jesus, in the midst of a church so deeply operating from a place of scarcity?

---

Appendix J

**Formation, Faith, and Justice Team**  
**Trinity-St. Andrew's Church, Brighton, ON**  
**October 2, 2019**

Our team met for the first time on Wednesday, October 2, in Brighton, Ontario. We had good representation from the team. It was a really enjoyable meeting. David Moore volunteered to be a Chairperson and Meggin King volunteered to be a Secretary.

As we gathered, we offered thanks to God for the work before us, and spent a few minutes getting to know one another, offering insights on who we are, and how we got to this place in our lives.

1. A review of the terms of reference for our group brought an action plan to explore a little further the background and current work on the Mission Priorities named from our Inaugural Regional Meeting. Different committee members will take on different 'research' tasks. These include:  
Truth and Reconciliation Calls to Action- Rodney  
Place at the Table- Meggin  
Rural Ministry- not named, although there were names of a number of people in the wider community who might help.  
Children and Youth- Sharon.  
Care of Creation- A number of people were named who may have some input for this item.

We talked about our commitment to support an ECORC Youth Executive, Sharon expressed that the Executive was formed by the youth with most of those youth now away at school. This will be a topic discussed at the November 9th meeting and brought back to the team.

We talked about how we can support the work for Right Relations, and the sense that for Indigenous communities of faith within our Regional Council there is an uncertainty as to how they will relate to the wider church. Conversations continue following the Indigenous Spiritual gathering in August.

We spoke of our participation in denominational life, acting as a conduit between communities of faith and General Council, and expressed concern for clarification of the sorts of clergy training we are called to do.

2. We also agreed that we may need a couple more people on the committee- we will discern that as our work goes on. We would like to be able to increase our diversity and perspective by including a person from a racialized background, if at all possible, to our group.

We are excited about the work we are called to undertake, and look forward to putting our creative energies to work, to build our relationships with God, each other, and our communities.

---

Appendix K

**October, 2019 Report for Assembly of Elders By Sharon Hull**  
**Spiritual Nurture, Respectful Relationships and Justice with All Ages**

- Meeting with Marilyn about the Formation, Nurture and Justice Team
- Went to the Curve Lake Pow Wow with some young adults
- 1st Equity meeting on Zoom
- Attended the Climate Strike in Port Perry with some Young Adults, this strike was organized by a youth from Port Perry
- Connecting with and mentoring youth, young adults and youth leaders
- Registration is open for the bus to Niagara Youth Festival, poster to advertise, added to newsletter and events page on website, permission forms completed
- Many Zoom connections with other YAYA staff
- Event in Uxbridge- September 29- Ecumenical Communion Service, walk through Uxbridge- made contacts - Rev. Leigh Kern- Anglican Diocese of Toronto-Coordinator of Indigenous Ministries and reconciliation Animator
- 1st meeting in person of Formation Nurture and Justice team
- Final forms completed and submitted, now waiting for Government grant money for the VIBE program
- I have called down to IT to get my computer to work
- I have registered for my boundaries course online on October 24
- Youth reps will be invited to the fall meeting to participate in the meeting, we will spend some time together at lunch to discuss the youth executive

---

Appendix L

Equity Feedback ECO RC 2019 Inaugural meeting

Cambridge Street United Church Lindsay ON May 31-June 2, 2019- very hospitable and welcoming

Placing report book and governance documents in electronic format worked very well

Clarity for parking was shared in advance and helpful

Making the church lot the accessible lot for those who requested reserve was helpful

Those handling food did an awesome job and worked to accommodate many requests (perhaps too many requests)

Good that a phone number was provided for those who needed it

- New screens worked well

Photo of where to enter and what it would look like was helpful

Fantastic that the worship service was livestreamed (following our worship service in our congregation, our media booth technicians had been asked to be ready to switch over to the Cambridge Street United service and we were able to watch the entire ordination and remainder of service (live stream tune in might have been promoted as an alternative to service preparations with clergy away if their communities of faith had internet, as was done in GC 43too)

Great to have indigenous presentations and the video on USB was much appreciated

---

Great to have youth making presentations during ordination and readmittance

Only caught the last hour or so of worship service livestream, was Pride day as first national PRIDE of UCCAN included at the beginning or some time early in the service?

Nice that part of Communion was in French  
Variety of music and special choir inviting all who wanted to take part was great and nice to have youth Voices of Victory participating

People did a great job of trying to troubleshoot as things came up

Is this on agenda of the next meeting to get feedback of any strengths, concerns and information of value for the next time?  
Great job by sign language interpreters (they were sure busy!)

#### **Learnings/Suggestions/Concerns:**

**A map of where things were within the building would have been helpful to have as electronic accessible or even lists of where to find people**

**Creating identifiers for local people in special roles, local supports would have been useful**

Needed

someone to be on planning committee who is intentionally focusing on the priority of equity (whether for that sole purpose or as an additional

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responsibility); there was an equity representative the last few years of conference but none for ECORC 2019!

Did not appear that the equity resource that was in the reports were actually reviewed in the planning of ECORC 2019

Needed to know where WIFI did not work in the building, as could have affected locations of table

Equity monitor Phil Wilson was not notified he was to be in the role all weekend and it would have been a good opportunity during the duty of care announcement for clear message to be delivered to full court for education and support

Concerns raised for reviewing of all worship content for inclusive language

Equity was honoured to get worship service details out in advance of services to the people responsible for sign language but not for those who have vision concerns or other concerns that would have benefited from having advance access (for future, could all worship services be posted electronically on the website for ECORC so all who want can access?)

Ideal if everyone can access the internet during events (if Wi-Fi can handle it) and if information is distributed prior to the event

There was explicit scent sensitivity reinforced but smudging was reactive for some people with scent sensitivities

Still some inconsistency with microphone use though generally better



Speakers did not identify themselves

more housekeeping clarity and announcements needed and strategic of who people were to speak to with questions and clear placement and direction of where to find people (chaplains/perhaps a chaplains table, friends/ welcome)

would have been important

the cluster/networks fair was very unclear

multiple people, a team, perhaps two tables with three people at each with registrations divided alphabetically by surname (for example: ABCD, EFGH,IJKL, MNOP, QRST, UVWXYZ) to manage registration for time efficiency (though it was fun that people were lined up outside the door for church)

was there a gender-neutral washroom designated?

Did presenters get the information that PowerPoints should have been available according to equity standards set by Bay of Quinte standards

Were large print bulletins available for Sunday worship?

Was the order of service for Sunday available on-line for those wanting electronic access?

Was entry way clear for those with mobility needs coming into the facility?  
(signage/a greeter or guide for the conference or for the worship service?)

Was a microphone runner or runners planned for during the sessions of ECORC?  
(sometimes it seemed to happen and sometime not so much)

with the number of reported dietary considerations of 38 different specifications, perhaps clarity for future such as We will do our best to provide food to meet as many needs as possible. We will do our best to accommodate nut free, gluten free options and diabetic concerns. If you have additional needs beyond this please bring your own food sources and help yourself to whatever may be appropriate for you from the food sources available.

To help with our planning please check any special diet requests that apply

:

\_\_\_ nut free

\_\_\_ gluten free

\_\_\_ diabetic

(or whatever the top three needs assessed were).

Concerns were that it became too much of a focus and perhaps expectation that all dietary needs could be provided.

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September 24, 2019

To: Members of the ECORC Nominating Team

Dear Members of the Nominations Team:

. My name is Sharon Ballantyne and I am the new chair for the equity team.

In follow-up to our meeting today, I am writing on behalf of the equity team of ECORC to request:

1. the nominations team help us with the process of creating the affirm forum requirement. At present, we are unclear if this affirm group might be best identified as a task group. We are unclear of the group's expected longevity.
2. With no precedent, we are suggesting, nominations team might be able to help with clarifying most suitable naming of this group based on the terms of reference in context of other groups emerging in ECORC
3. To meet the requirements of being a regional council that is affirming, we ask that the members be willing to make a two to three year commitment with initial primary focus being the first year commitment to the affirm work to be an affirming regional council, as it is worked out with Affirm United and supported by the Equity Team. Potentially, the group's purpose in years two and three will evolve and be determined by the group during that first year as the group develops and roles emerge.
4. We would like at least one representative from that affirm group to serve as an active member on our ECORC equity team for information sharing, collaboration and effective communication. Sharon Ballantyne, chair, can be the contact for the Affirm group: [sharon.ballantyne@gmail.com](mailto:sharon.ballantyne@gmail.com) 705 875-8837.
5. We would greatly appreciate additional members for our equity team and welcome anyone from within our ECORC to reach out to persons they feel may be interested. We welcome all recommendations of the nominations team.

Respectfully yours

Sharon Ballantyne, chair 2019-2020, Equity Team ECORC

## Equity Team Meeting

Sept 24, 2019

Zoom @ 4:30

Present: Sharon Ballantyne, Sharon Hull (Regional Council Staff), Wanda Stride, Rachel Vollmer, Penny Culverson and Phil Wilson

Sharon Hull opened with prayer and a small reflection reading at 4:35 PM

Penny Equity Monitor- reminder to identify who is speaking

Phil as acting secretary

Introductions of Team members

Discussion of selection of Chair:

Sharon B: What is the responsibility of the Chair.

Wanda wanted to review the purpose of the Equity Team...Sharon H sent the document and offered the Purpose from the Terms of Reference as developed by the Regional Assembly of Elders.

Affirming Forum representation is important on our Team and our Team may seek to develop the Affirming Forum.

Question: is the role of Chair to facilitate a connection with other 'task groups' such as the Affirming Forum? No, the concept is to have representation on the Equity Team as a link to the forums not Equity Team members the link to the forums. The only exception is Phil has been selected by the Assembly of Elders to be the link with the Equity Team.

Perhaps the Equity Team can formally request the Nominations Team to populate the Affirming Team. Sharon H noted at the last Assembly of Elders meeting, the populating would be the responsibility of the Equity Team. General agreement that the request be made formally of the Nominations Team.

Discussion: on the term of the Affirming group/forum/task group – feeling was this was a "task group".

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Discussion: of representation on the Equity Team – will we need to have multiple task groups, as an example: ageism, Indigenous, Affirm and youth...etc.

Sharon B agreed to act as Equity Team Chair by **CONCENSUS**

Accessibility Survey update: 81 responses so far gathered of 154 Community of Faith in our Region.

Sharon H: confirmed that Louise has kept the survey open still on the Regional Council website.

Question: What is the purpose of the information gathered from the survey?

Sharon B: to have the results posted on our website to allow others to find resources or ideas for their individual Community of Faith. Also, an application for the National Church as a model.

Reminder to include the survey in our Newsletter and a reminder to be shared at the Regional meeting in November and to the Assembly of Elders.

Use of Expression of Interest form? Process? The form ought to be on the Regional website. If the Equity Team identifies someone for membership, have the person complete the Expression of Interest form and that will be automatically forwarded to the Nominations Team.

Feedback from the past Regional gathering. Phil and Sharon B provided an update and Sharon B has made notes to be shared again with the Equity Team.

- Interpreters were not given lyrics to hymns
- Use of inclusive language if we have a national policy on inclusive language (Christ as son of God VS Christ child of God)
- Be aware of the sensitivity to symbolism and current events. The use of language of “water” and “fire” considering the fires in Alberta and flooding in other parts of Canada
- PowerPoint slides and font size guidelines
- Smudging and scent allergies
- Moderator’s video message was not open captioned
- Equitable geographic representation on the Assembly of Elders



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- The court needs to be reminded of the Equity Monitor regularly during the meeting and their location. This did not happen.

Sharon H: Phil was named to be on the Regional meeting planning to consult with Equity concerns.

Question: Who was named as Equity Monitor at the last meeting of the Regional Assembly of Elders? Sharon H said that D'Thea Webster acted as the monitor for the Assembly of Elders meeting in August.

Question: the place of UCW on the Assembly of Elders? More follow-up required to include the UCW and to invite the UCW to future meetings of the Spirituality and Nurture Team.

Actions or follow-up:

Sharon B to send out her feedback notes from the Regional gathering to the Equity Team.

Phil to update the Team on the planning of the November 9 Regional meeting.

Wanda or Sharon H to share responsibility of the Equity Monitor.

Phil to inform the Assembly of Elders the Chair of the Team is Sharon B.

Wanda to ask the Nominating Team to begin to 'populate' the Affirming Task Group.

All members begin to think of who might serve on the Equity Team; we have room for several more.

Phil to share Equity observation's and feedback with the Assembly of Elders from the previous Regional gathering.