

East Central Ontario Regional Council
Meeting of the Assembly of Elders
Friday, April 28, 2023 – 9:00 a.m.

Vision of the Assembly of Elders by which we evaluate progress based on:

Strengthened by God's grace and refreshed by the Spirit,
We follow the way of Jesus in healing our world.

IN ATTENDANCE

Margaret Curtis	Member
Rev. Eric Hebert-Daly	Member, Executive Minister
Brian James	Member - Financial Administration
Patricia Long	Member
Ted Meyers	Member
Kaitlyn Ostrander	Member (Youth)
Rev. Paul Reed	Speaker, Member
William (Bill) Sheaves	Member
Rev. Edward (Ned) Wells	Member
Kathleen Whyte	Member
Sharon Hull	Corresponding Member - Minister for Spiritual Nurture, Respectful Relationship and Justice for all Ages
Rev. Darren Liepold	Corresponding Member, Pastoral Relations Minister
Joel Miller	Corresponding Member, Program Assistant to Executive Minister, Recording Secretary
Karen Wilson	Corresponding Member - Communications and Administration Assistant

REGRETS/ABSENT

Rev. Lesley Hamilton	Member
Rev. Wanda Stride	Member, Leading Commissioner, 44 th General Council Commissioner
Rev. Lynn Watson	Member
Rev. Rodney Smith-Merkley	Corresponding Member - Minister for Respectful Relationship and Indigenous Justice

Land Acknowledgement & Opening Devotions– Kathleen Whyte shared a PowerPoint and acknowledged that the lands that we gather on are the traditional lands of First Nations Peoples, which were taken away from them when settlers arrived, and called for right relations work and reconciliation to repair the injustices of the past and present. Kathleen opened the time of devotions with prayer, and reflected on the many ways God is calling us to be, and reminded us that with God, all things are possible.

Circle Time of Sharing – All were invited to share some of their extracurricular activities during the summer months.

Appointment of an Equity Monitor for this Meeting

2023-04-28-001 CONSENSUS MOTION That the East Central Ontario Regional Council Assembly of Elders appoint Kaitlyn Ostrander as Equity Monitor for this meeting. **CARRIED**

- A roster will be created for the future

Minutes of March 31st 2023

2023-04-28-002 MOTION (T. Meyers/B. James) That the East Central Ontario Regional Council Assembly of Elders approves the Minutes of March 31, 2023 as circulated. **CARRIED**

Agenda

2023-04-28-003 MOTION (K. Ostrander/K. Whyte) That the East Central Ontario Regional Council Assembly of Elders accept the agenda as circulated. **CARRIED**

Incoming Correspondence

- a) March 8, 2023, Eric Hebert-Daly, Executive Minister, copied on a letter from Kathryn McHolm, Chair, The Friends of Wesleyville Village to Ted Meyers, Chair of Mission Through Property Leadership Team re Offer to Purchase Wesleyville United Church (*referred to Mission Through Property Leadership Team*)
- b) March 27, 2023, Ron Ewart, Executive Director, The Toronto United Church Council, re TUCC 130th Annual Meeting (*for action under new business*)
- c) April 12, 2023, copied on a letter from Rev. Caroline Penhale, Vocational Minister for East Ontario and Quebec, to Kathleen Whyte, re affirmation of promise and suitability for ministry in The United Church of Canada (*for information*)
- d) April 26, 2023, Lois McLeod, Secretary, Bay of Quinte Conference Camp Corporation, re Articles of Amendment (*for action under VIIe*)

Highlight: Rev. Paul Reed shared that Rev. Dr. Kerri Perry expressed to him her gratitude to the Assembly of Elders for time on the agenda and welcoming at the previous meeting.

Outgoing Correspondence

- e) April 4, 2023 to David Mantle from Rev. Darren Liepold, Pastoral Relations Minister, re cost of work of Liaisons (*for information*)
- f) April 4, 2023 to Derek Elion from Rev. Darren Liepold, Pastoral Relations Minister, re recovery of expenses for New Hope (*for information*)
- g) April 17, 2023, to Property Development Team, Mark Street United Church, from Paul Reed, Speaker of the Assembly of Elders and Eric Hebert-Daly, Executive Minister, re redevelopment proposals (*for information*)

Business arising grouped according to confirmed Guiding Principles**I. All Communities of Faith participate in ECORC meetings and initiatives**

Facilitation Team report – Karen Wilson provided an updated regarding planning and local arrangements (i.e., parking, catering); Rev. Paul Reed shared some details around the agenda.

The question was asked to passing the peace and it was suggested to have people acknowledge (verbal exchange) but not move around. From an equity standpoint, it was explained that covid precautions were being emphasized in particular to respect those wearing masks and distancing. The local health unit does not have any restrictions, but hosts are expected to ask those with symptoms not to attend the general meeting.

II. Clergy, lay leaders and communities of faith express satisfaction with the support, development opportunities and communication they receive

Communications – Karen Wilson shared that people have expressed appreciation for the new Pastoral Relations newsletter, that most of time has been devoted to preparing for the general meeting; Karen has been updating the website regularly.

III. Those involved in any way with ECORC demonstrate awareness of our Vision and Mission statements, and express a feeling of connection to and commitment to the work of ECORC

IV. People in all roles and capacities within ECORC are aware of Council decisions and policies, and know where to find the information they need

i) Governance – To do:

- a) Policy regarding supply, Update LLWL Handbook – The Governance Handbook needs to be updated and a process (i.e., look at the Governance Handbook as a whole, consult with Teams re terms of reference, etc.). Paul Reed, Lynn Watson, Wanda Stride, Ryan McNally, Kailyn Ostrander and Ted Meyers part of review team. The hope is to have the work completed in time for the May General Meeting.
- b) Policy for when to record during information sessions
- c) Strategic Planning Group Report – Rev. Eric Hebert-Daly

ii) Congregational Designated Ministries (CDM) Pastoral Relations ministers met in April to discuss some uniformity in terms of CDM's and LLWLs – Rev. Darren Liepold shared that there has been a reaffirmation that policies must be enforced, that descriptions for CDM be created. There is a meeting in May which will continue move this work forward.

iii) Covenanting Support Team – William Sheaves

- see *CST minutes of April 25th* as **Appendix B¹**

a. Change in Pastoral Relations

2023-04-28-004 MOTION (W. Sheaves/B. James) That the East Central Ontario Regional Council Assembly of Elders concur with the following recommendations from Covenant Support Team:

1. that Patti James be made the Pastoral Charge Supervisor for Eldad Hampton;
2. concur with the request of Andrew MacPherson for a change in Pastoral Relations effective June 30, 2023 (this will be with 75 days notice);
3. approve the call of Kaitlyn Ostrander to the Arden Community of Faith pending her ordination at the May 6th Regional meeting effective June 1, 2023;
4. that having confirmed eligibility on church hub, approve the 50 % appointment of Mark Sturman as Candidate Supply to the Centennial Albert Community of Faith, effective April 1, 2023;

5. that upon verification of eligibility on church hub and upon her successful ordination in Sherbrooke in June that we approve the call of Aaron Miechkota to the Cressy Glenora Community of Faith, effective July 1, 2023.

CARRIED (K. Ostrander, B. James abstain)

- b. **St-Johns Camelford** – request for support from the Pastoral Relations Minister
- c. **Grace United Church** - Commission has been working well and will be developing next steps. Appreciation was extended on behalf of the Assembly of Elders.

2023-04-28-005 MOTION (W. Sheaves/M. Curtis) That the East Central Ontario Regional Council Assembly of Elders approve that the Regional Council reimburse travel costs at the general council rate to member of commissions mandated by the Regional Council to do work on its behalf, and to pay the hourly rate set for Supervisors, for work carried out by each member. (B. James abstains). **CARRIED**

d. Liaisons

- e. **Licensed Lay Worship Leaders** – Rev. Darren Liepold
- see *LLWL Guide Document* as **Appendix B²**

Suggestions were made regarding possible amendments. Darren will take possible revisions suggested back to the CST and bring back to the Assembly of Elders for approval.

Under section *Payment*, add as first sentence “The recommended rate in 2023 for anyone providing worship leadership is \$232 per Sunday. It is important to note that this rate is per day, not per service, so an LLWL may be asked to lead more than one worship service.”

iv) Additional reports from the Team – Darren Liepold.

Supporting the life of Communities of Faith where ministry takes place

ON-GOING concerns

- a) **Lakefield and Young's Point United Church** –
Reminder re recommendations that were made:

1. to refer to the Mission Through Property Leadership Team (MTPLT)
 - the question regarding funding for additional resources (i.e., does the user pay, can the Regional Council afford to pay) – mediation/conflict resolution
 - the evaluation of what the Regional Council can afford in ongoing support for years to come (hiring additional staff person)
2. in the case of Young's Point
 - refer to MTPLT, Regional Council Staff (Eric and Darren) and the Covenant Support Leadership Team to see if there is wisdom and recommendation to share about committing to do something regarding Young's Point.
 - It was highlighted that The United Church of Canada does not own the land the Church sits on.

Discussion: Work is ongoing, updates to come back to the Assembly of Elders.

V. *The number of church buildings in our Regional Council that are accessible is increasing. There is faithful stewardship of property and finances*

Mission Through Property – Ted Meyers

a) Auditors report for 2021

2023-04-28-006 MOTION (T. Meyers/B. James) That the East Central Ontario Regional Council Assembly of Elders concur with recommendation of the Mission Through Property Leadership Team, to receive the Auditors report for 2021. **CARRIED**

Discussion: It was suggested that the Regional Council revisit its contract with the General Council office regarding accounting services (in view that only now is the 2021 Financial Statements ready for approval.

b) New Hope United Church

2023-04-28-007 MOTION (T. Meyers/B. James) That the East Central Ontario Regional Council Assembly of Elders concur with recommendation of the Mission Through Property Leadership Team, to approve the request from New Hope United Church to use up to \$44,500 of their investment funds for the completed and planned capital improvements to their manse. **CARRIED**

c) Sydenham Street United Church

2023-04-28-008 MOTION (T. Meyers/B. James) That the East Central Ontario Regional Council Assembly of Elders concur with recommendation of the Mission Through Property Leadership Team, to approve and supports the request from Sydenham Street United Church for their project to improve their Audio/Visual Streaming capabilities at a cost of \$79,137. This project is completely funded from their fund-raising efforts. **CARRIED**

d) The Four Winds Presbytery Development Corporation

- see *Gift Agreement* as **Appendix B**

2023-04-28-009 MOTION (T. Meyers/B. James) That the East Central Ontario Regional Council Assembly of Elders concur with recommendation of the Mission Through Property Leadership Team to approve the Gift Agreement between The Four Winds Presbytery Development Corporation and The Toronto United Church Council. This Gift Agreement is attached as an Appendix to this motion. **CARRIED**

e) Friends of Wesleyville offer to purchase. New Hope United Church

This request to sell was not approved at this time. Further conversations will be held with the Trustees of New Hope United Church to discuss other possibilities that do not require the sale of the church.

Discussion: Ted will provide a description of the property to Joel to be shared with all.

f) Liaison Expenses to COF review and Report

2023-04-28-010 MOTION (T. Meyers/B. James) That the East Central Ontario Regional Council Assembly of Elders (ECORC) concur with recommendation of the Mission Through Property Leadership Team (MTP), that no changes be made to the current fee structure being \$75 for each of the 5 touch points with a communities of faith (COF) during their search process and the General Council rate per kilometer for travel. **CARRIED**

It was highlighted that funding is available to help congregations pay.

Discussion: The Mission Trough Property Leadership Team will be looking at this issue below further and return with recommendations:

Furthermore, that the ECORC concur with the recommendation of the MTP Leadership Team that there be a max on the number of Kilometers that a COF be responsible for, which is 100 km per visit (round trip). If the total kilometers are greater than 50k then the balance would be paid for by ECORC. Also, that the Regional Council communicate this expense better to our COFs, and that the policy around the Liaison relationship be updated keeping in mind answering the question "What is the COF paying for, i.e., what service are they getting and what does it cost. What are the touch points with COF and what is expected of the Liaison and the COF at each of them. It appears that more communication is needed with the COF.

VI. ECORC events take place in a variety of geographic locations within our Region throughout the year

VII. We hold events every year related to outreach and social justice within our Regional Council

- i) **Formation, Nurture and Justice** – Patricia Long shared some of the details from the minutes.
 - see *FNJ minutes* (date) as **Appendix C**
 - a) Team Progress report –.
 - b) Report from Supporting Staff Member - Report of the Minister for Spiritual Nurture, Respectful Relationship and Justice for all Ages (Sharon Hull), see **Appendix D**
 - c) Social Justice Network of Ontario Regional Councils
 - d) Affirm Forum
 - e) **Articles of Amendment - Bay of Quinte Conference Camp Corporation (August 30, 1948)**
 - see *Articles of Amendment* and *Certificate of Amendment* as **Appendix E**

2023-04-28-011 MOTION (T. Meyers/P. Long) That the East Central Ontario Regional Council Assembly of Elders receive and approve the articles of amendment for the Bay of Quinte Conference Camp Corporation (August 30, 1948), effective April 19, 2023
CARRIED
- ii) **Clusters and Network News** – Sharon Hull, see **Appendix D**
- iii) **Long Term Care Network** – Sharon Hull, see **Appendix D**
- iv) **Remit 1. – Establishing an Autonomous National Indigenous Organization** Kaitlyn Ostrander shared that the information session held received positive feedback, and a presentation and motion will be coming to the general meeting.
- v) **Policy Regarding Anti-Racism** –RC commitment to provide racial justice training. The hope is to get trainings set up in the spring.

VIII. We observe increasing use of land acknowledgments and more participation in learning opportunities related to Respectful Relations and Indigenous Justice

Report of the Minister for Respectful Relationship and Indigenous Justice – no report this month.**IX.** Children, youth and young adults are represented on all decision-making bodies**X.** There are events planned for and by children, youth and young adults every year. A significant number of these events provide children, youth and young adults with leadership opportunities**First Third Ministry – Sharon Hull, see Appendix D****XI.** There is evidence that inclusive language is becoming the norm in the life and work of our church throughout our Regional Council, especially inclusive language and images of God in worship**XII.** Reports from equity monitors and meeting notes give evidence of a growing awareness of equity standards**Equity Team** – Kaitlyn Ostrander (Ordinand), shared that members from the team were present at each of the information sessions, preparations are underway for the general meeting, reminded members to feel free to consult with**XIII.** The number of Communities of Faith designated as Affirming continues to increase**XIV.** An increasing number of Communities of Faith, along with ECORC and the Assembly of Elders, are developing plans to increase their environmental stewardship**XV.** We can document specific actions we have taken to become intercultural**Nominations –**- see *Nominations Report to the Spring General Meeting* as **Appendix F**

The Assembly of Elders received the recommendations of the Nominations Leadership Team to appoint the following people into leadership positions on ECORC leadership teams for three-year terms, from the rise of the spring 2023 meeting until the rise of the spring 2026 meeting:

Kaitlyn Ostrander	to the Assembly of Elders
Rev. Lynn Watson	to the Assembly of Elders
Stephen Coles	to the Assembly of Elders
Kevin Fitzpatrick	to the Assembly of Elders

Rev. Stephanie Richmond	to the Covenant Support Team
Rev. Phil Hobbs	to the Covenant Support Team
Randall Scott	to the Covenant Support Team
Paul Kneebone	to the Covenant Support Team

Debra Fortin Brown	to the Equity Team
Kevin Fitzpatrick	to the Equity Team

Adele Boy	to the Formation, Nurture and Justice Team
Darlene Hallett	to the Formation, Nurture and Justice Team

Bruce Hutchinson	to the Mission through Property Team
Kendall Begbie	to the Mission through Property Team

Rev. Dr. John Young	to the Nominations Team
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Moreover, that the following Nominations List be received for information:

DISCERNING CURRENTS WORKING GROUP

Patti James
Arthur Smith
Larry Doyle
Elizabeth Cunningham
Ned Wells

ASSEMBLY OF ELDERS

Paul Reed
Ted Meyers
Marg Curtis
William (Bill) Sheaves
Pat Long
Lesley Hamilton
Ned Wells
Wanda Stride – GC liaison
Brian James (Treasurer)
Kaitlyn Ostrander
Lynn Watson
Stephen Coles
Kevin Fitzpatrick

COVENANT SUPPORT

William (Bill) Sheaves
Donna Bignall
Katy Gregory
Anne Meredith
Cheryl McMurray
Freda Burns
Lisa Monsma
Stephanie Richmond
Phil Hobbs
Randall (Randy) Scott
Paul Kneebone

FORMATION, NURTURE & JUSTICE

Wendy Bulloch
Peggy Fillier
Carol Peterson
Aruna Alexander
Adele Boy
Darlene Hallett

MISSION THROUGH PROPERTY

Ted Meyers
Brian James (Treasurer)
Ian Deslauriers
Mary-Margaret Boone
Paul Binkley
Kendall Begbie
Bruce Hutchinson
Arthur Smith (1 more year)

EQUITY

Phil Wilson
Nancy Clarke
Elizabeth Cunningham
Paul Reed
Nancy Wilson
Debra Fortin Brown
Kevin Fitzpatrick

NOMINATIONS

Mary-Jane Hobden
Svinda Heinrichs
Caroline Giesbrecht
Steve Coles
John Young

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- a) **Discerning Currents** (formally Strategic Planning Working Group) – Rev. Eric Hebert-Daly provided background information on how the group chose its name *Discerning Currents*. The group has met frequently and is preparing surveys, consultations throughout the Regional Council to begin gathering information.

New Business –

- e) **Toronto United Church Council (TUCC)**

Discussion: Ted Meyers provided some background information (reading reports, discerning, bringing motions to the annual meeting) and frequency of meetings. It was suggested to make an announcement and a call for expressions of interest at the upcoming general meeting, and create an email poll shortly after to name folks

Opening worship for next meeting –

- A roster will be created for the future once

Announcements

St-Stevens in Oshawa is closing, last service will be on Sunday. Rev. Ned Wells asked that St-Stevens be kept in our prayers.

Equity Monitor Report – Kaitlyn Ostrander reminded folks to mute mics when not speaking, and also to be aware of using acronyms. Gratitude was expressed to those helping to ensure equity concerns throughout the meeting were addressed.

Motion to adjourn

2023-04-28-013 CONSENSUS MOTION That the East Central Ontario Regional Council Assembly of Elders adjourn this meeting at 11:15 AM. **CARRIED**

Closing Prayer – Kathleen Whyte close the meeting with a prayer.

- A roster will be created for the future

Next Meeting Dates

- AGM, May 5-6 (Trinity United Church, Coburg, ON)
- TBD though poll with newly assembled Assembly of Elders.

Rev. Paul Reed
Speaker

Rev. Eric Hebert-Daly
Executive Minister

Appendices

Appendix A ¹	Minutes of Covenant Support (April 25)	Pages 11-13
Appendix A ²	Licensed Lay Worship Leaders	Pages 14-20
Appendix B	A Guide for LLWLs and Communities of Faith Gift Agreement between The Four Winds Presbytery Development Corporation and The Toronto United Church Council Articles of Formation, Nurture and Justice minutes of April 20, 2023	Pages 21-23
Appendix C	Report of the Minister for Spiritual Nurture, Respectful Relationships and Justice with All Ages	Pages 28
Appendix E	Amendment and Certificate of Amendment - Bay of Quinte Conference Camp Corporation (August 30, 1948)	Pages 29-31
Appendix F	Nominations Report to the Spring General Meeting	Pages 32-34

Appendix A¹

East Central Ontario Regional Council
Covenant Support Team, Meeting Minutes
Tuesday April 25, 2023

Present: Bill Sheaves (Chair), Lisa Monsma (recording), Darren Liepold, Cheryl McMurray, Ted Meyers, Darlene Hallett, Steve Coles, Kathleen Whyte, Donna Bignell, Sue Hogan, David King

Regrets: Katy Gregory, Lynn Watson, Anne Meredith, Lesley Hamilton, Caroline Giesbrecht

2. Welcome by the Chair, Bill Sheaves
3. Opening Prayer, by Cheryl McMurray
4. Additions to the Agenda by consensus
5. Approval of the Agenda by consensus
6. Approval of the Minutes from March 21, 2023 by consensus
7. Business arising from the minutes

8. Forum/Team Reports:

a) Liaison: (Steve Coles)

- Kingsview; a call is coming
- Cambridge going to need a PCS at end of June (Craig Donnelly retiring)
- Dunbarton-Fairport: Jean Wilson has agreed to be liaison
- Northminster-need a PCS (minister on restorative care)
- Looking for clarity on the whether the liaison must be present during interviews (seems to have disappeared from governance)
- If there is a candidate, there is a liaison course. (Next course, May 17, 2023). Darren to mention at the Regional meeting.

b) LLWL: (Cheryl McMurray)

- Have had a quiet April.
- Learning event is this Saturday, 20 registered.
- Lots of LLWL enquiries.

c) Retirees: (Caroline Giesbrecht)

- There is a group of half a dozen retirees who meet monthly (led by Wayne Hilliker) for theological reflection.

d) Mission through Property: (Ted Meyers)

- Busy- New Hope United wanted to use investments funds to fix manse and have been authorized to do so.
- There are a list of Lesley Hamilton expenses. Hoping to clean up this loose end by Region splitting the expenses.
- Sydenham Street (Kingston): want permission to spend \$79,000 to improve their AV capabilities. (approved) Did fund raising for this. (including federal grant)
- Four Winds are winding down their corporation. Passing on their assets (land) to another group with permission from the region.
- Liaison fees were discussed. Have been asked by Regional Council if they are appropriate. (One community of faith questioned it, even though they are told about it up front.)
- Recommending no changes in fee structure except the travel portion. Sometimes liaison travel considerable distance (and with mileage 55 cents per km) the cost can be prohibitive for churches. Region will be asked to pick up mileage costs over a certain max number of kms.
- Zephyr & Sandford using a consultant from TUCC to develop an assessment of both properties and make recommendations as to how to proceed with amalgamation.

9. ECOR Information (Darren Liepold): Motions of Appointments and Updates

- Fee for service was discussed at our last meeting. Phil Wilson (minister) and student minister working with four congregations and are working through the steps we outlined last month.
 - LLWL Guidelines were distributed for our review.
1. **Motion:** by Cheryl McMurray, and seconded by Steve Coles “that the Covenant Support Team endorses the LLWL Guide document” Carried ✓
 2. **Motion:** by Cheryl McMurray, seconded by Donna Bignell “That the Covenant Support team recommends to the Assembly of Elders that Patti James be made the Pastoral Charge Supervisor for Eldad Hampton” Carried✓
 3. **Motion:** Kathleen Whyte, seconded by Steve Coles “That the Covenant Support Team recommend to the Assembly of Elders that we concur with the request of Andrew MacPherson for a change in Pastoral Relations effective June 30, 2023 (this will be with 75 days notice)” Carried ✓
 4. **Motion:** by Cheryl McMurray, seconded by Kathleen Whyte “that the Covenant Support Team recommend to the Assembly of Elders that having confirmed eligibility on church hub, approve the call of Kaitlyn Ostrander to the Arden Community of Faith pending her ordination at the May 6th Regional meeting effective June 1, 2023.” Carried ✓
 5. **Motion:** by David King, seconded by Darlene Hallett, “That the Covenant Support Team recommend to the Assembly of Elders that having confirmed eligibility on church hub, approve the 50 % appointment of Mark Sturman as Candidate Supply to the Centennial Albert Community of Faith, effective April 1, 2023.” Carried✓

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6. **Motion:** by Steve Coles, seconded by Sue Hogan “That the Covenant Support Team recommend to the Assembly of Elders that upon verification of eligibility on church hub and upon her successful ordination in Sherbrooke in June that we approve the call of Aaron Miechkota to the Cressy Glenora Community of Faith, effective July 1, 2023.” Carried ✓

- We need a commission for St. John’s Campbellford. (To ask on Friday) Multiple issues at this church.

Pastoral Charge Supervisors Needed

Warkworth UC (Darren to check with Warren Vollmer)

Coe Hill PC (Lynn resigned)

Bath-Morvan PC (Phil Wilson is liaison but they need a PCS)

Sunderland PC (liaison)

St. Mathews UC (No longer will share with Eastminster. Have been in discussion with Norm Long. He needs to refresh training.)

Chalmers UC (David King will be finished with them soon. Need a new person appointed)

New Business

- **Rev. David Watson:** Update on David Watson. He has been following the protocol given to him. He may not be happy but he has been checking in with Darren and this will be checked again at the June meeting.
- **Sue Hogan** has asked for help generating a current list of pulpit supply, etc. Darren to send her a list. Asked for clarification how soon after a minister leaves can they supply. There is a 13 week time.
- **Darlene Hallett and Kathleen Whyte** have completed their time on the CST. Bill Sheaves thanked them for their work.

Next Meeting May 23rd, 2023

Appendix A²

Licensed Lay Worship Leaders
A Guide for LLWLs and Communities of Faith in
East Central Ontario Regional Council

Table of Contents

Overview

This guide is a supplement to the United Church of Canada document [Licensed Lay Worship Leaders](#). It focuses on practices related to LLWLs in the East Central Ontario region, and as such may differ from other regions of the United Church. It will be reviewed every year by the Licensed Lay Worship Leaders Forum and Network and updated as necessary. If you have questions or suggestions, please contact Forum chair Rev. Cathy Gradante revcathygradante@gmail.com. You may also wish to visit LLWL sections of the ECORC website, where you will find information about the [Forum](#) and [Network](#), a list of LLWLs available to lead worship, a list of frequently asked questions and more.

Please note that this guidebook uses “they” and “them” to refer to individuals in order to be respectful of all gender identities and expressions.

Licensed Lay Worship Leaders are members of the United Church of Canada who have felt a call to serve God. They are licensed by the East Central Ontario Regional Council to live out that call by serving communities of faith throughout the region. Often referred to as LLWLs, they bring a wide range of gifts from their careers in the business and non-profit sectors, in education and self-employment, as parents and volunteers, and as dedicated people of faith. They undergo special training to prepare them to create and lead worship services.

LLWLs differ from ordained clergy in that their sole responsibility is providing pulpit supply on a temporary basis. They are limited in the number of services they can lead and may not be employed by a community of faith. They are not permitted to perform the sacrament of baptism, to preside at communion or to officiate at weddings. LLWLs are able to officiate at funerals, as is any lay person. They typically undertake training at their own expense, and receive no pension or other benefits from the United Church of Canada. Each licensed lay worship leader must provide extensive documentation of their work and professional development in order to have their licence renewed by ECORC every two years.

Becoming licensed

Longer-serving LLWLs may have taken their training in a wide range of formats, from intensive study in a small group to multiple weekends over a period of years. New LLWL candidates are trained through United in Learning's online training program, which consists of four modules: Liturgy, Preaching, Prayers and Music, and All Ages and Special Events in Worship. Not all who take the program necessarily feel a call to serve as a Licensed Lay Worship Leader. Those who have successfully completed their training may wish to submit their names to the LLWL Forum for licensing in our region. In order to be licensed, the candidate must provide:

- a current criminal reference check including vulnerable sector.
- confirmation of membership in the United Church in the form of a letter from the chair of their home church's council or board, or the minister of the home church. This letter should state that the individual

is a member in good standing and that their home community of faith supports their work as an LLWL in their own church as well as the wider ECORC.

-proof of completion of two mandatory online courses (Racial Justice and Personal and Professional Boundaries for Church Leaders).

The candidate will be interviewed by a group of three (one ordained clergy person and two LLWLs) members of the Forum to establish their suitability to serve as an LLWL and identify any areas for further reflection or work.

Licence renewal

LLWLs must renew their licence every two years by submitting these documents via email to the LLWL Forum secretary prior to the date the secretary specifies:

- a criminal reference check including vulnerable sector OR Annual Declaration Form, which includes the date of the last vulnerable sector check and asserts that a check less than five years old is still valid. If a check was obtained more than five years ago, a new one must be submitted.
- confirmation of membership in the United Church in the form of a letter from the chair of their home church's council or board, or the minister of the home church
- proof of completion of two mandatory online courses --- Racial Justice (one time) and Personal and Professional Boundaries for Church Leaders (within the past 5 years).
- a log listing where they have led worship since the last renewal process, including dates, the full name of the church and its location
- a sermon they preached on one of those occasions, together with sources used in its writing (e.g., books, websites, commentaries etc.). This can be submitted as written file or video.
- one original prayer of the people/pastoral prayer, and one original opening prayer
- information related to ongoing professional development and personal learning over the last two years, including courses, workshops, books, other training, video or podcast series, etc. that contributed to growth

Annual requirements

In non-renewal years, LLWLs must provide two documents to the LLWL Network secretary by March 31:

- A letter of support from their home community of faith. This letter simply needs to affirm that the LLWL is a member in good standing of the faith community, and that it continues to support the work of the LLWL in their congregation and the wider ECORC. This letter should be voted on by the membership at the annual general meeting, or, should that not be possible, it should be voted on by the community of faith's governing body (Official Board, Church Council, etc.).
- An Annual Declaration form that they have no charges or convictions under the Criminal Code of Canada since their last criminal reference check (which must have been obtained within the past five years) OR a new criminal reference check if the last one was obtained more than five years ago.

Professional development

Each LLWL is expected to participate in at least one of the two workshops to be offered each year by the LLWL Forum. They are also expected to read, and perhaps watch documentaries, listen to podcasts or find other ways to continuously work on improving their knowledge, leadership skills and personal faith. It is also important to take part in other training opportunities, such as webinars offered by the United Church of Canada, individual communities of faith, ECORC, social justice organizations, etc. LLWLs are not typically reimbursed for the cost of books, courses or other expenses incurred as part of their professional development.

Frequency of leadership

ECORC policy is that an individual LLWL should lead worship in a given community of faith for a maximum of five of eight consecutive Sundays, to a maximum of 10 Sundays per year in the same community of faith. If a community of faith wishes to have an LLWL lead worship for more than this number of worship services, it must seek approval from the ECORC Pastoral Relations Minister. These measures are intended to ensure that communities of faith work toward a pastoral relationship with ordained clergy or a Congregational Designated Minister rather than simply relying on LLWLs to provide worship without a consistent source of leadership and pastoral care.

Home Community of Faith

A community of faith that has sponsored an LLWL is expected to invite them to lead worship at least once a year, with payment at the recommended rate, to show support and encouragement. LLWLs are not permitted to serve as their community of faith's regular worship leader. Any who have been doing so must refrain from acting in this role as of June 30, 2023.

Payment

The recommended rate in 2023 for anyone providing worship leadership is \$232 per Sunday. It is important to note that this rate is per day, not per service, so an LLWL may be asked to lead more than one worship service. This rate compensates the LLWL or other person providing pulpit supply for time spent on research, reflection, writing liturgy and the message and communicating with church staff, as well as for the actual leadership of in-person or virtual worship. The community of faith must provide a cheque, including the mileage amount, to the LLWL on the same Sunday they provide leadership. It is not acceptable to ask the LLWL to wait for payment unless they have explicitly agreed to another arrangement e.g. being mailed a cheque.

Mileage

The often-considerable distances worship leaders must drive to one or more communities of faith on a given Sunday is recognized with a payment of 55 cents/km (2023 rate). It is a good idea to review the location of a given LLWL to be aware of the mileage involved in having them lead worship.

Provision of T4A form

A community of faith must issue T4A forms to all LLWLs to whom it paid more than \$500 per year. For instance, if an LLWL drives 30-km round-trip to lead worship twice in a given community of faith, they must receive a T4A from that church. The amount on the T4A should include both a pulpit supply fee and any mileage reimbursement, since LLWLs are categorized as non-employees by the Canada Revenue Agency. More information for church treasurers is available through the ECORC website's [LLWL Forum](#) page.

Respecting local practices and traditions

Each Licensed Lay Worship Leader brings unique gifts to their work. LLWLs are also expected to ask about and take into account the preferences of the community of faith they are serving in areas such as worship format, hymn selection and style of worship leadership.

Respecting commitment to community of faith

On occasion, an LLWL may not be able to lead worship after having promised to do so. It is essential that they communicate as soon as possible with the community of faith in order to allow a replacement to be secured.

Inclusive language

Because God is beyond words, we can only ever attempt to capture part of the nature of God in language. There are many ways to conceive of God, which is why LLWLs are expected to use a variety of ways to refer to the Divine. Limiting the language we use, particularly to traditionally male imagery, also limits our understanding even as it creates hurdles for some in their relationship to God and personal faith development.

Original work

As is the case with clergy, Licensed Lay Worship Leaders may wish to use material in their liturgy from other sources on occasion. If so, the author of the material must be clearly credited in the order of service. Because each worship service is unique, LLWLs are encouraged to write new liturgical material as often as possible. The sermon, message or a reflection should be the LLWL's own work. On rare occasions, it is acceptable to use someone else's sermon provided the worship leader has obtained permission and clearly states the original source of the material. Reading someone else's sermon without attribution is plagiarism and may be grounds for non-renewal of an LLWL's licence.

Personal worship practice

In order to nurture their own spiritual life and faith development, it is important that LLWLs only accept leadership invitations to an extent that they are still able to attend worship themselves. LLWLs are also expected to read works related to spirituality, theology, the Bible, etc., and spend time in prayer and reflection.

Personal conduct

Although Licensed Lay Worship Leaders are not employees of the United Church, ECORC or individual communities of faith, they are representatives of the Christian faith and our denomination. They are expected to act accordingly, with honesty, compassion, fairness, inclusivity, integrity, humility and kindness.

Mandatory workshops

All Licensed Lay Worship Leaders are required to have completed the workshop on United Church Policies on Healthy Boundaries and Sexual Abuse Policy and Racial Justice. Candidates must be current for both these workshops in order to be licensed, whether first-time or renewal

Funerals

Licensed Lay Worship Leaders may preside at a funeral, as indeed anyone can. An LLWL should, however, only preside at a funeral for members or adherents of a community of faith at the invitation of the called or appointed minister, or if there is no appointed or called minister in the community of faith, at the invitation of the pastoral charge supervisor or the Official Board/Church Council of the community of faith. If an individual, the family or a funeral home contacts an LLWL directly about presiding at a funeral service, it is expected the LLWL will not enter into any arrangement before consulting as above. If an LLWL conducts a funeral, they must ensure that the information about the service is properly entered in the burial register of the community of faith.

Non-permitted functions

Being licensed to serve as an LLWL does not qualify a person to:

- serve as a pastoral charge supervisor or representative of the region at Official Board/Church Council meetings.
- apply to or fill pastoral vacancies.
- use the title Reverend. An LLWL does not have the training or experience associated with this title.
- wear a clerical collar, stole or gown. It is important not to confuse people about the role of a Licensed Lay Worship Leader.

- preside at services of communion or baptism, nor does it allow an LLWL to perform marriages. In keeping with the ethos and practice of The United Church of Canada, Licensed Lay Worship Leaders may not seek to be recognized by or affiliated with outside religious organizations in order to perform these functions. Doing so will result in non-renewal of one's licence.
- enter into an ongoing relationship of pastoral care with a community of faith or individual members of a congregation. It is expected that the Licensed Lay Worship Leader will refer any requests or requirements for pastoral care (counselling, home visitation, hospital visitation) to the called or appointed ministry personnel or the pastoral charge supervisor for follow-up.
- advertise their services or solicit invitations to lead worship, through any means, except via appropriate venues designated by ECORC.
- be "on call" with local funeral homes. Funerals require competency in the area of pastoral care for which Licensed Lay Worship Leaders are not normally trained; therefore, conducting funerals as a side business may be grounds for non-renewal of one's licence.

Arranging for an LLWL to lead worship

A list of approved Licensed Lay Worship Leaders is available on the East Central Ontario Regional Council website [*insert direct link*] or by contacting LLWL secretary Paul Kneebone. The representative of the community of faith is encouraged to contact a given LLWL well in advance. At the time the LLWL is booked to lead worship, the representative should provide:

- contact information for the church secretary
- information about when the order of service needs to be provided
- contact information for the music director, as needed
- information about the community of faith's preferences about hymns and other aspects of worship, including whether the order of service is printed or projected
- details about whether there is a PowerPoint or other visual aspect, and if so, who prepares it
- notice as to whether the service is simultaneously available live via Zoom to congregants, and/or recorded for viewing later online.
- information about how to obtain a past order of worship for the LLWL's preparation purposes
- an idea of whether the congregants tend to prefer a more formal or relaxed style

Welcoming an LLWL to your community of faith

The first time a Licensed Lay Worship Leader comes to your community of faith, they will be unfamiliar with everything from the layout of the building to the way people interact before the service to where to park. It's a great idea to designate someone to greet the LLWL and show them around—the location of washrooms is especially helpful! —and explain how the service works. Some things to explain might include:

- if there is a Christ candle, who lights it and when
- where there are special monthly activities e.g. birthday recognitions, special offerings, etc.
- who handles announcements
- whether those in attendance like to name people to be remembered in prayer
- what typically happens after the end of the service

If you have concerns about an LLWL

In rare instances, your community of faith may have a bad experience with a Licensed Lay Worship Leader. If so, you are welcome to contact the current LLWL Forum Chair and/or ECORC Pastoral Relations Minister Rev.

Darren Liepold Dliepold@united-church.ca to express your concern so that it can be taken up with the LLWL. It is important to ensure ECORC is aware of any problems that may arise so that the appropriate action can be taken and the standards of leadership be upheld.

How LLWLs are governed

All Licensed Lay Worship Leaders, as well as students in the LLWL program, in the East Central Ontario Region, are members of the LLWL Network. LLWLs are approved for licensing and renewal by the LLWL Forum, which is responsible to the Covenant Support Team. The Pastoral Relations Minister provides additional support and oversight.

Insurance not provided for LLWLs

The East Central Ontario Region does not cover LLWLs under its insurance policies.

Recognizing new licensees and renewal of licences

LLWL licences are renewed every second year. The next meeting of Regional Council after the renewals are approved will set aside a minimum of 15 minutes for a liturgy that recognizes and celebrates LLWLs whose licences have been renewed. Newly approved LLWLs will be likewise recognized and celebrated at the same meeting. The Pastoral Relations Minister, working with the chair and secretary of the LLWL Forum, is responsible for organizing this service of recognition.

Support for LLWLs

If an individual LLWL has a question or concern, they should take it to the chair of the LLWL Network, or, if the concern is with the chair, to the chair of the LLWL Forum. Members of the Network provides informal community, connection and learning to each other. The Forum organizes two training events for LLWLs each year.

Ending service as an LLWL

When a Licensed Lay Worship Leader opts to retire from service, they will be recognized by the chair of the Forum and the Pastoral Relations Minister with a spoken acknowledgement at the next Regional Council meeting and a card of appreciation.

Becoming an LLWL

Serving as a Licensed Lay Worship Leader is a profoundly meaningful way to offer your gifts to communities of faith, to live out a calling and to deepen your own spiritual life. [United in Learning](#) offers a two-year online training program, in which adult students from all over Canada learn from a facilitator and each other in preparation for lay ministry in many capacities within our church. There are four modules, with two offered each year: Liturgy, Preaching, Prayers and Music, and All Ages and Special Events in Worship. The mentors are knowledgeable, supportive and enrich your learning, as do the others you meet in the Zoom platform courses. If this path into ministry is of interest and you would like to explore it further, you are encouraged to speak with the chair of the LLWL Forum, Rev. Cathy Gradante revcathygradante@gmail.com or ECORC's Pastoral Relations Minister Rev. Darren Liepold Dliepold@united-church.ca and visit the [LLWL Network](#) and [LLWL Forum](#) pages on the ECORC website.

RESOURCES

<https://pacificmountain.ca/support/for-lay-leadership/licensed-lay-worship-leaders-information-and-resources/>

<https://united-church.ca/leadership/entering-ministry/lay-ministry-and-discipleship/licensed-lay-worship-leaders>

Appendix B

Gift Agreement
Between: The Four Winds Presbytery Development Corporation and
The Toronto United Church Council

The Four Winds Presbytery Development Corporation (FWPDC) is seeking an avenue through which the church resources that it has managed for decades can be assigned to a corporate body within the church with similar intents as the Corporation, a skill set that gives the assurance that its funds and property will be stewarded responsibly, and that three ongoing property projects are seen through to their planned completion.

To this end The Four Winds Presbytery Development Corporation (FWPDC) and TUCC (TUCC) agree on the following terms:

FWPDC will gift the balance of its assets as described in Appendix A to the Toronto United Church Council (TUCC), beginning with an initial transfer of \$60,000. Further funds and assignments of interest in loans and mortgages will be added as soon as possible to allow FWPDC to wind down its activities and disband.

TUCC in accepting this gift agrees to make all reasonable efforts to properly administer funds gifted to it, administer the loan under its current terms, and manage the disposition of the property described in Appendix A. In addition, TUCC will monitor the status of the non-performing or 'silent' mortgage named in Appendix A, and take any necessary actions that may be required in the future to protect the wider church's missional purpose and financial interest in that property.

FWPDC and TUCC agree that monies to be transferred (estimated at up to \$ 80,000), and the interest and capital repayments on the loan to Edith Rankin Memorial Church when assigned, will be used in the manner determined to be necessary by TUCC to meet the expenses associated with this administration and disposition of the properties, the mortgage interest named in Appendix A, and that these will represent a "first call" on those funds.

FWPDC and its supervising court, the East Central Ontario Regional Council (ECOR) agree that any funds remaining after the property projects are completed will be incorporated into TUCC funds serving south-central Ontario United Church communities of faith with grants, loans, or other services, and that this allocation will be at the sole discretion of TUCC, in consultation with ECOR.

TUCC will report annually to ECORC or its successor on the status of its administration and disposition of the properties for a period of three years, or until the completion of the disposition of property.

It is recognized by all parties that the funds, land, and interest in loans and mortgages gifted shall be the property of TUCC and held by it in its normal corporate capacity, subject to its governing documents (as may from time to time be amended) and administered by its Board of Directors and staff.

TUCC is authorized to amend this agreement as is required to conform to the provisions of any applicable law or government regulation, or to carry out the foregoing intention.

In acceptance of which the parties indicate agreement on the foregoing terms and conditions, and TUCC indicates its acceptance of the gift. (Signing page follows)

FOR THE FOUR WINDS PRESBYTERY DEVELOPMENT CORPORATION

Per:

Bruce Hutchison, Chair

Per:

Bill Galt, Treasurer

FOR EAST CENTRAL ONTARIO REGIONAL COUNCIL

Per:

Name: Éric Hébert-Daly, Executive Minister

FOR Toronto United Church Council

Per:

Doug Smith, President
I have authority to bind Council

Per:

Ron Ewart, Executive Director
I have authority to bind Council

Appendix A:

The assets referred to in this gift agreement are as follows:

A loan to Edith Rankin Memorial Church - the outstanding balance of which is \$31,886.82 as at November 17, 2022 . The term is to December 2028 and annual payments are made on December 31 each year. Annual payments equal \$5,000 (payment of capital plus interest of 2.7%). The intention of the gift agreement is that the loan will be assigned to TUCC. (Amortization table attached).

Two acres of land on Highway 15 with the Legal description:

PT LT C CON EAST GREAT CATARAQUI RIVER KINGSTON/PITTSBURGH PT 1, 13R8792;
KINGSTON & PIN # 36339-0024 (LT).

This land is currently rented to Faith United Church on a triple net basis with an annual charge of \$1. That community of faith has established a reconciliation project that envisions a community space being provided for First Nations peoples and their guests, and the land being transferred to an appropriate First Nations charitable body at no cost. The Memorandum of Understanding, endorsed by Four Winds Presbytery Development

Corporation and by ECORC is appended herewith. At the time of the signing of the gift agreement the body anticipated to receive the property is seeking charitable status.

With this gift agreement, TUCC undertakes to enact the details of the MOU in its final form, within the bounds of applicable laws. All expenses will be paid from funds provided by the FWPDC.

Assignment of a non-performing or silent mortgage on property adjacent to Westbrook United Church at 3526 Princess Street, Kingston Ontario, purchased in the 1990's in anticipation of an expansion of the church building and now serving as parking space.

An operating fund balance of approximately \$75000.

Appendix C

Minutes FNJ Meeting
April 20, 2023**Attendance:**

Wendy Bulloch (Chair); Isaac Mundy (Recording Secretary); Sharon Hull;
Marilyn Rodger; Patricia Long; Sharon Woodrow; Adele Boy; Joyce Payne; Rodney Smith-Merkley; Carol Peterson; Peggy Fillier

Regrets

Aruna Alexander; Helmut Enns; Ned Wells;

Opening Worship ~ Sharing signs of hope from all our forum members

Land Acknowledgement ~ Wendy Bulloch

Equity Support person ~ Marilyn Rodger

Minutes of February (Circulated by Isaac Mundy)

Motion: To approve the February minutes as circulated (Moved: Isaac; Seconded: Adele) **Carried**

Report from the Assembly of Elders (Pat/Ned)

- See report sent out to committee

Forums

(submit report in email- ask for questions)

- Anti-Racism Interfaith Intercultural Forum
- Indigenous Justice and Respectful Relationship Forum
 - Rodney: Annual report completed; connecting with Tyendinaga seed sanctuary and Rev. Elaine Kellogg; initiatives taking place in congregations around the Region
- First Third's Ministry Forum (Children, Youth, Young adults- and their leaders)
 - Please see report previously circulated
- Affirming Forum
 - See Report
 - Sharon W: Leading worship at Regional Meeting in Cobourg in May including dedication of artwork; searching for new members

Networks

- Guaranteed Livable Income (GLI)
 - United Church of Canada held vigils from March 24th to 26th to encourage leaders and communities to adopt a Guaranteed Livable Income in Canada
- Palestine Justice (Adele)
 - highlighting a video regarding persecution of Christians in Jerusalem
- Long Term Care Crisis (Deb Brown)

- Patricia Long: members visiting long term care centres in the region to connect with pastoral/spiritual care opportunities
- Affirming Ministries
- Creation Care (National)
- Rural Connect (Ryan McNally)
- Music leaders
- Tech support
- Shared Ministries

Clusters

Updates

• Quin Mo Lac

- See Report
- Looking for more staffing for the summer, particularly volunteers who have completed training, and Counsellors in Training, 15 yrs. Old x 2 weeks training sessions. See website for information.

• UCW and Fair Trade- Marilyn

- Bay of Quinte ECOR UCW held AGM on April 19th
- UCW worship service taking place on May 21 at Faith United in Courtice, Betty Turcott speaker, farewell, refreshments after service
- No correspondence
- Annual Meeting Program
 - FNJ will have time to report during the meeting
 - We hope to get more information after the facilitation team meeting on April 21st
 - The regional progressive affirm flags shared with the whole committee
- Picture Project from Anti-racism, Inter-faith, Inter-cultural Forum
 - Input invited from forum members
- Farewell to departing members
- Any additional new business
 - No additional new business

Next Meeting Date: June 8, 2023-1:30 p.m. (to be discussed)

Reports- submitted by email before the meeting

First Third Ministry (children, youth, young adults and their leaders)

- connecting with leaders to form geographic clusters for support- first zoom for the West cluster- working on getting leaders identified for other clusters (working on a strategy to help speed this up at the May meeting)
- first connection event- west cluster- eggs decorating- sharing and size was limited due to items needed for the egg decorating - will book another gathering- perhaps a games night
- looking to invite the youth for the Friday night of the May meeting- waiting to hear back about venues- Intergenerational gathering
- some attended the Big Drum in Oshawa on April 15
- hoping to gather some to help at Quin Mo Lac Spring clean up April 29th (see info below)

- also advertised Cahoots festival and I will attend if others are interested in going- info in newsletter- end of May- Intergenerational camping with learning workshops
- National - 4 zoom listening/sharing sessions for leaders- info in newsletter
- duty of care- zoom information session by another RC- will share info and invite our leaders - once date is confirmed.

Camp Quin Mo Lac

Upcoming Events:

- Our Spring Clean is April 29, 9:00-2:00 We can use help with: raking, washing windows, sweeping cabins, dishwashing, or any other task you'd prefer! We can help sign paperwork for high school volunteer hours. Snack and Lunch are provided, so please let us know in advance if you are able to attend: kids@campqml.org
- C.I.T. Interview Day is Saturday May 27, 9:30 a.m. - 3:30 p.m. Our Leadership programs are for 15-16 year old youth. The Interview Day is a group interview style with each rotation focusing on a different skill. Please email us to learn more: kids@campqml.org We strongly encourage our C.I.T. applicants to inquire about our funding options. www.quin-mo-lac.org/cit-program-2023
- Our OPEN HOUSE is June 10, 11:00-4:00. BBQ food will be available for purchase from the Alumni Committee. Photographer Maggie Knickle (QML alum) will be available during the day for family/friend photos! Please stay tuned for more info on how to sign up for a time-slot and arrange payment.
- There are very few spots left in our Coed 7 camp, then we're completely filled for our 2023 season!

For the Love of Creation:

- connecting to National events- see info in the newsletter

Palestine Network

- There is nothing new to report on initiatives re the Palestine network. I submit this article for the committee's perusal. Thanks ,Adele.

<https://www.aljazeera.com/features/2023/4/9/under-netanyahu-violence-against-christians-is-being-normalised>

Affirming Ministry

ECORC Affirming Forum Report - FNJ Meeting April 20, 2023

- The Forum is honoured to be able to lead the Worship Service for the ECORC Spring Meeting at Trinity UC, Cobourg, on May 5th, 2023.

- At the Spring Meeting we will ask that a Progress Pride flag showing the ECORC and Affirming logos, be dedicated and presented to each of the Affirming Communities of Faith. One will also be presented to each the Regional Council and to the Regional UCW.

-
- A Table Runner will also be dedicated. The Runner is a ceremonial piece of artwork designed by Rev. Jackie Harper. It is designed to contain names of current Affirming places of worship with space to add future names.
 - The Forum continues to accept invitations to meet with congregations as they explore what it means to be a declared Affirming place of worship.
 - The Forum will be hosting a networking workshop on Saturday, April 22 from 10 am – noon. The purpose of the workshop is to connect and share resources with both Affirming and exploring Communities of Faith.
 - The Forum will ask Affirming C of F to begin each worship service with a declaration of their place as an Affirming, Safe place to worship. The intent is to remind the congregation of their vote to be Affirming and to any visitors, an understanding of that commitment.
 - The Forum is actively looking for volunteer members.

Report from ECORC Representatives Ned Wells and Pat Long

For Information/ of Interest to the FNJ Team

- Plans are coming together for the Fall Regional Meeting on May 5th-6th at Trinity United Church in Coburg
 - Please contact Karen Wilson kwilson@united-church.ca if you wish to request a display table
- A committee was put together and has been put together to review and update policy about supply ministry, update the LLWL Handbook, and the Governance Handbook. Part of their work will be to consult with Teams regarding their terms of reference. They hope to have this work completed in time for the May General Meeting.
- The Nominations Team recommended extending the application period until April 15th. They also recommended that in the future the nomination period come before the fall Regional meeting, when people are rested after summer vacation.
- Policy Regarding Anti-Racism- the Regional Council is aware of concerns that congregations are not aware of this policy. The Regional Council hasn't lost sight that it has made a commitment to provide racial justice training
- Plans are being made for Moderator Carman Lansdowne to visit ECORC the week starting November 6th. Events will be happening around Kingston.

For Discernment, Decision, Vote, or Approval

- Remit 1: Establishing an Autonomous National Indigenous Organization
 - ☐
 - Please encourage churches to get the message out that not voting will be considered a no vote. Information session on Monday April 24th from 7-9pm

Appendix D

Report of the Minister for Spiritual Nurture, Respectful Relationships and Justice with All Ages
Spiritual Nurture, Respectful Relationships and Justice with All Ages

Appendix E

NFPCA - Articles of Amendment - BAY OF QUINTE CONFERENCE CAMP CORPORATION - OCN:57592 - April 19, 2023

Ministry of Public and
Business Service Delivery

Articles of Amendment

Not-for-Profit Corporations Act, 2010

Corporation Name (Date of Incorporation/Amalgamation)

BAY OF QUINTE CONFERENCE CAMP CORPORATION (August 30, 1948)

1. The name of the corporation is changed to:

Not amended

2. The number of directors or the minimum/maximum number of directors are amended as follows:

Minimum/Maximum

Min 10 / Max 16

3. The purposes of the corporation are amended as follows:

Not amended

4. The special provisions of the corporation are amended as follows:

The existing special provisions of the Letters Patent of the corporation dated August 28, 1948, including without limitation Sections 1., 2., 3., 4., 5. and 6. of such Letters Patent, are hereby deleted and the following is substituted therefor: (a) Commercial purposes, if any, included in the articles are intended only to advance or support one or more of the non-profit purposes of the corporation. No part of the corporation's profits or of its property or accretions to the value of the property may be distributed, directly or indirectly, to a member, a director or an officer of the corporation except in furtherance of its activities. (b) The corporation shall be subject to the Charities Accounting Act. (c) No director shall receive remuneration for services provided in the capacity as a director, although they may be paid reasonable expenses incurred by them in the performance of their duties. Unless otherwise prohibited by the corporation, a director may be compensated for services other than as a director pursuant to the regulation made under the Charities Accounting Act, or with court approval or an order made under section 13 of the Charities Accounting Act. (d) To invest the funds of the corporation pursuant to the Trustee Act. (e) Upon the dissolution of the corporation and after satisfying the interests of its creditors in all its debts, obligations and liabilities, its remaining property shall be distributed to a Canadian body corporate that is a registered charity under the Income Tax Act (Canada) with similar purposes to its own, the Crown in right of Ontario, the Crown in right of Canada, an agent of either of those Crowns or a municipality in Canada. If The "United Church of Canada" meets any of the above criteria and still exists at the time of dissolution of the corporation, then the members of the corporation must consider, in their sole and absolute discretion, distributing the

The endorsed Articles of Amendment are not complete without the Certificate of Amendment.
Certified a true copy of the record of the Ministry of Public and Business Service Delivery.

Director/Registrar, Ministry of Public and Business Service Delivery

NFPCA - Articles of Amendment - BAY OF QUINTE CONFERENCE CAMP CORPORATION - OCN:57592 - April 19, 2023

remaining property to The United Church of Canada as the first choice. (f) The corporation has three (3) classes of membership: Class A Members (Committee Members) which shall each be entitled to one (1) vote at meetings of members; Class B Members (Board Members) which shall each be entitled to one (1) vote at meetings of members; and Class C Members (Lifetime Members) which shall each be entitled to one (1) vote at meetings of members. (g) The registered head office of the corporation shall be in the Municipality of Centre Hastings, County of Hastings, Ontario in the Province of Ontario, at an address that may be updated in accordance with the Not-for-Profit Corporations Act, 2010, S.O. 2010, c. 15.

5. The amendment has been duly authorized as required by sections 103 of the Not-for-Profit Corporations Act, 2010.

6. The resolution authorizing the amendment was approved by the members of the corporation on:
April 01, 2023

The articles have been properly executed by the required person(s).

2023-31

The United Church of Canada
L'Église Unie du Canada

East Central Ontario Regional Council
Meeting of the Assembly of Elders

April 28, 2023
Zoom Teleconferencing



Ministry of Public and
Business Service Delivery
Ministère des Services au public et
aux entreprises

Certificate of Amendment

Certificat de modification

Not-for-Profit Corporations Act, 2010

Loi de 2010 sur les organisations sans but lucratif

BAY OF QUINTE CONFERENCE CAMP CORPORATION

Corporation Name / Dénomination sociale

57592

Ontario Corporation Number / Numéro de société de l'Ontario

This is to certify that these articles are effective on

La présente vise à attester que ces statuts entreront en
vigueur le

April 19, 2023 / 19 avril 2023

V. Quintanilla W.

Director / Directeur

Not-for-Profit Corporations Act, 2010 / Loi de 2010 sur les organisations sans but lucratif

The Certificate of Amendment is not complete
without the Articles of Amendment

Certified a true copy of the record of the
Ministry of Public and Business Service Delivery.

V. Quintanilla W.

Director/Registrar



Ce certificat de modification n'est pas complet s'il
ne contient pas les statuts de modification

Copie certifiée conforme du dossier du
ministère des Services au public et aux
entreprises.

V. Quintanilla W.

Directeur ou registraire

Appendix F

Nominations Report - Spring 2023

The ECORC Nominations Team is pleased to offer this motion to the Regional Council to consider at the May 5 & 6, 2023 meeting.

Moved by Rev. Mary-Jane Hobden, seconded by Rev. Svinda Heinrichs

“We recommend a) that the East Central Ontario Regional Council appoint the following people into leadership positions on ECORC teams for three year terms, from the rise of the spring 2023 meeting until the rise of the spring 2026 meeting:

Kaitlyn Ostrander	to the Assembly of Elders
Rev. Lynn Watson	to the Assembly of Elders
Stephen Coles	to the Assembly of Elders
Kevin Fitzpatrick	to the Assembly of Elders
Rev. Stephanie Richmond	to the Covenant Support Team
Rev. Phil Hobbs	to the Covenant Support Team
Randall Scott	to the Covenant Support Team
Paul Kneebone	to the Covenant Support Team
Debra Fortin Brown	to the Equity Team
Kevin Fitzpatrick	to the Equity Team
Adele Boy	to the Formation, Nurture and Justice Team
Darlene Hallett	to the Formation, Nurture and Justice Team
Bruce Hutchinson	to the Mission through Property Team
Kendall Begbie	to the Mission through Property Team
Rev. Dr. John Young	to the Nominations Team

Each year the Nominations Team begins discerning the current year's needs by reaching out to team chairs, confirming team membership and who will be concluding their terms, along with what skills or gifts the team might be looking for to assist in its work for the coming years.

We do our best to bring questions of equity to each team by asking: is there a diversity of voices represented, are there people from different geographical regions, different offices within the church (ordered, lay etc), a diversity of backgrounds and gifts? This year the considerations of equity and diversity have been difficult. There were very few people who put their names forward for various teams. And several of the teams are not what one would call diverse. Nominations is one of those teams. We have a team made predominantly of ordained ministers, and most of those are people who identify as female. Other teams have similar situations. Formation, Nurture and Justice is only those who identify as female. No one else expressed an interest. Mission Through Property is predominantly lay people who identify as male. While there is slightly better diversity on other teams, it is difficult to create it when people are not volunteering to take part.

The Nominations Team would like to encourage everyone to consider taking part in the work of the Region. Some teams require more time and commitment than others. Each team has a different focus and offers the opportunity to work on particular projects and interests. This report includes the full list of each team's membership. Speak to anyone you know on a team about the work they are doing. See if there is something you might find energizing and fulfilling.

Our team spends the time to read, pray and consider who, from the expressions of interest forms would best fit within the context of the teams they want to serve. We had two meetings this year to deal with filling positions. The first meeting dealt exclusively with the Strategic Planning Working Group. Using the criteria set out for the Nominations Team we looked at those who expressed interest and recommended as diverse a group of people as possible from those who were interested. As with much of our process, we found that certain voices were missing.

The experience with the Strategic Planning Working Group has led the Nominations Team to believe that a process needs to be put in place to address the needs of developing membership for these ad hoc types of groups. Again, any time we attempt to fill positions on teams and groups, we find some voices are 'not at the table'. We encourage more people from the northern and eastern parts of our Region and from various under represented gender identities and groups to put themselves forward so as to offer more fulsome conversations and considerations for our teams.

Our Region is blessed by those who have offered themselves to the work of the Regional Council. There are a variety of gifts and skills in our midst. Thank you to those who have offered themselves to the work of our teams. The Nominations Team prays each person in the Region will consider how they could serve in the future. The gifts of all are to be celebrated and when shared become a blessing to all.

Thank you to the Nominations Team for all their work this year. I appreciate the dedication and support of each member. A special thank you to Rev. Wanda Stride, who extended her term by a year so we would not be too short-handed. Wanda, you chaired the team from the beginning and your presence was helpful and integral to our work. We will miss you.

Below this report you will find a full listing of all teams and their members. Should any errors be noted please let me know.

Submitted by Rev. Mary-Jane Hobden on behalf of the ECORC Nominations Team

STRATEGIC PLANNING WORKING GROUP

Patti James
Arthur Smith
Larry Doyle
Elizabeth Cunningham
Ned Wells

ASSEMBLY OF ELDERS

Paul Reed
Ted Meyers
Marg Curtis
William (Bill) Sheaves
Pat Long
Lesley Hamilton
Ned Wells
Wanda Stride – GC liaison
Brian James (Treasurer)
Kaitlyn Ostrander
Lynn Watson
Stephen Coles

COVENANT SUPPORT

William (Bill) Sheaves
Donna Bignall
Katy Gregory
Anne Meredith
Cheryl McMurray
Freda Burns
Lisa Monsma
Stephanie Richmond
Phil Hobbs
Randall (Randy) Scott
Paul Kneebone

Kevin Fitzpatrick

FORMATION, NURTURE & JUSTICE

Wendy Bulloch
Peggy Fillier
Carol Peterson
Aruna Alexander
Adele Boy
Darlene Hallett

EQUITY

Phil Wilson
Nancy Clarke
Elizabeth Cunningham
Paul Reed
Nancy Wilson
Debra Fortin Brown
Kevin Fitzpatrick

MISSION THROUGH PROPERTY

Ted Meyers
Brian James (Treasurer)
Ian Deslauriers
Mary-Margaret Boone
Paul Binkley
Kendall Begbie
Bruce Hutchinson
Arthur Smith (one more year)

NOMINATIONS

Mary-Jane Hobden
Svinda Heinrichs
Caroline Giesbrecht
Steve Coles
John Young