

East Central Ontario Regional Council
Meeting of the Council of Elders
Tuesday, June 4, 2024 – 9 am

Vision of the Council 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

Stephen Coles	Member
Margaret Curtis	Member
Rev. Kevin Fitzpatrick	Member
Brian James	Member, Financial Administration
Rev. David King	Member
Rev. Brian Nicholson	Member
Rev. Kaitlyn Ostrander	Member (Youth)
Joyce Payne	Member
Rev. Lynn Watson	Member (departed at 2:40 PM)
Rev. Edward (Ned) Wells	Member
Sheila-Mae Young	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
Rev. Daniel Hayward	Corresponding Member, Interim Executive Minister as of August 1 st

REGRETS/ABSENT

Patricia Long	Member
Rev. Eric Hebert-Daly	Member, Executive Minister (on sabbatical)

This meeting of the Council of Elders of the East Central Ontario Regional Council (ECORC) receives for information the Strategic Plan's goalposts report for the month of May 2024; receives the minutes of May 21st and recommendations from the Covenant Support Leadership Team, in particular, recommendations regarding appointments and pastoral charge supervision, considers what an incumbent Minister's involvement should be during a process of transition, considers whether trustees should be members of a governing body, and considers whether trustees should be appointed for more than one year; receives a commission decision and other recommendations from the Ministry Through Property & Finance Leadership Team, receives updates from the Minister for Spiritual Nurture, Respectful Relationship and Justice for all Ages; receives for information updates regarding First Peoples' social justice months as focused on by the Strategic Plan; appoints a representative of the regional council to the Toronto United Church Council TUCC annual meeting; considers the regional council's treasurer's role as a member of the Council of Elders; considers setting a deadline to receive General Council 45 proposals from members of the regional council; considers whether a candidate in student ministry education should be able to apply for a marriage license through the regional council; considers strategies for increasing attendance of Ministry Personnel and Lay Representatives to general meetings, and considers appointing a representative to Bath Morven 175th anniversary in September.

Land Acknowledgement & Opening Devotions – Rev. Lynn Watson acknowledged the land and shared some lyrics from a Chippawa song “Ole Buffalo” by Bill Bourne. Following this Lynn referenced Scripture 2 Corinthians 4 and 7, and Matthew 13: 44-46, and then invited all to contemplate their own treasures, personal and those found within The United Church of Canada. Lynn emphasized that what she heard most in all of the sharing was ‘richness’. Lynn closed this time by sharing John O'Donohue's To Bless the Space Between Us: A Book of Blessings, A Blessing for Leaders. Closed the time of devotion with a blessing.

Circle Time of Sharing – Members were invited by Rev. Lynn Watson to consider: 1. What do you treasure about yourself and 2. What do you treasure about The United Church of Canada.

Appointment of an Equity Monitor for this Meeting

2024-06-04-001 MOTION (N. Wells/J. Payne) That the East Central Ontario Regional Council of Elders appoint Rev. Kaitlyn Ostrander as Equity Monitor for this meeting. **CARRIED**

* The equity score card can be used following this meeting and submitted to the Equity Leadership Team: <https://ecorcuccan.ca/resources/accessibility/>

Minutes of May 7, 2024

2024-06-04-002 MOTION (K. Fitzpatrick/N. Wells) That the East Central Ontario Regional Council of Elders approves the Minutes of May 7, 2024, as circulated. **CARRIED**

Business Arising

a) **Simcoe Street United Church**

- See *Letter Agreement between Kindred Works Inc, the Trustees of Simcoe Street and the East Central Ontario Regional Council*, see as **Appendix A**

Agenda

2024-06-04-003 MOTION (S-M. Young/D. King) That the East Central Ontario Regional Council of Elders accept the agenda as amended: Additional motion under section Vh. **CARRIED**

Corresponding Member

2024-06-04-004 MOTION (J. Payne/S-M. Young) That the East Central Ontario Regional Council of Elders make Rev. Dan Hayward (interim Executive Minister as of August 1st) a corresponding member for the purposes of this meeting. **CARRIED**

Incoming Correspondence

- a) May 10, 2024, copied on a letter from Susan Jackson, Information and Statistics Coordinator, The United Church of Canada, to Pastoral Charges in East Central Ontario Regional Council, re having not yet submitted 2023 statistical forms (*for information*);
- b) May 13, 2024, copied on a letter from Cheryl-Ann Stadelbauer-Sampa, Senior Governance Support Lead, to George Bozanich, re obtaining signatures from General Secretary and Moderator for supporting Supervised Consumption Site (*for information*);
- c) May 13, 2024, copied on a letter from Susan Jackson, Information and Statistics Coordinator, The United Church of Canada, re Disbanding of Apsley Pastoral Charge and Trinity United Church (*for information*);
- d) May 14, 2024, Sarah Charters, President, The United Church of Canada Foundation, re thanks for funds received from the disbanded Ingoldsby United Church (*for information*).

- e) May 15, 2024, Beverlea Oag, Program Coordinator, Duty of Care and Incorporated Ministries, re Administrative Approval Letter - Camp Quin-Mo-Lac (*for information*);
- f) May 15, 2024, Rev. Michael Blair, General Secretary General Council, re Administrative Approval Letter - Camp Quin-Mo-Lac (*for information*);
- g) May 27, 2024, Karen Wilson, Communication and Administrative Assistant, re invitation to Bath Morven 175th Anniversary - Sept 15 (*for action under new business f*);

Outgoing Correspondence

- h) May 6, 2024, Rev. Eric Hebert-Daly, Executive Minister, to Canada Revenue Agency, re Confirmation of the amalgamation of Queen Street and Cambridge Street United Churches amalgamating (*for information*);
- i) May 10, 2024, Ted Meyer, Chair of Ministry Through Property and Finance Leadership Team, to Sue Millotte, re Council of Elders decision approving request from St. Mathews United Church (Kingston) (*for information*);
- j) May 15, 2025, Steve Coles, Speaker, Council of Elders, to Susan Ferguson et al., re response to request for regular council responses to Palestine/Israel (*for information*).

The question was raised about Church Hub and anyone still having troubles (since its revamp) can contact Karen Wilson.

Business arising grouped according to confirmed Guiding Principles

I. All Communities of Faith participate in ECORC meetings and initiatives

a) Dates of future meetings (for information):

- November 16th, 2024 Fall Meeting, Brighton, ON
- May 23rd - 24th, 2025 Annual Meeting, Spring, St. Paul's United Church, Bowmanville, ON
- October 25th, 2025 Fall Meeting, Location TBD – Alderville was suggested

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

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

- a) **Strategic Plan Updates** – Rev. Darren Liepold highlighted updates as it related to each of the activity streams for the month of May 2024.
- See *Goalpost Report for Month of May 2024*, see as **Appendix B**

It was noted that current updates re the Strategic Plan can be viewed at <https://ecorcuccan.ca/>, then across the top, under Resources, see 2024-2025 Strategic Plan and then the drop down menu.

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) **Covenant Support Leadership Team (CST)** –
 - see *CST minutes of May 21, 2024*, see as **Appendix C**
 - a) **Recommendations**
 1. **Appointments**

i. **2024-06-04-005 MOTION** (L. Watson/K. Fitzpatrick) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team, that having confirmed eligibility on ChurchHub, to approve the appointment of the Kathleen Whyte, student supply to the Sunderland Community of Faith 30 hours a week from September 1, 2024 – August 31, 2025, with the following terms: Student Step1 Col 4. All other terms according to the United Church Manual. **CARRIED**

ii. **2024-06-04-006 MOTION** (N. Wells/K. Ostrander) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team, that having confirmed eligibility on ChurchHub, to approve the re-appointment of Rev. Phil Hobbs to the Prince Edward South Community of Faith effective July 1, 2024 – June 30, 2025 with the following terms: retired supply 20 hours a week and all other terms according to the United Church Manual. **CARRIED**

2. **Pastoral Charge Supervisor**

2024-06-04-007 MOTION (L. Waston/J. Payne) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team to appoint Rev. Christine Sloan as Pastoral Charge Supervisor to Crossroads United Church (Kingston). **CARRIED**

Creedance to look at health of congregation in near future.

2024-06-04-008 MOTION (L. Watson/N. Wells) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team to appoint Rev. Paul Reed as Pastoral Charge Supervisor to Fenelon Falls United Church.

It was expressed that as of July 1st, Fenelon Falls needs to provide a monthly report as to who is doing pulpit supply each Sunday.

b) **Incumbent Minister Involvement During Processes of Transition:**

Question: Formalization of who contact person is at regional council level? Recommendation: Congregations entering a collaborative ministries discussion should contact the Rev. Darren Liepold, Congregational Support Minister. He will ensure that all parties will be invited to the discussion, ministry personnel, governing body members, and other interested parties are invited to the discussion.

c) **For Discussion: Regional Representatives, Trustees, as Members of Governing Body?**

Recommendation from the Governance Handbook working group: Trustees of Communities of Faith and Representatives to the Regional Council to be part of the governing body of the community of faith.

Discussion: Although The Manual has its own interpretation, it was the recommendation that Trustees of Communities of Faith and Representatives to the Regional Council be part of the governing body of the community of faith. As it relates to multipoint pastoral charges, a trustee from each point will be a member on the governing body with voting rights. Trustees must be members of The United Church of Canada.

It was suggested that this recommendation could become a proposal to General Council 45.

d) **For Discussion: Trustees appointed for 1 year or beyond?**

Recommendation from the Governance Handbook working group: 1 year.

Discussion: *The Manual* states that appointment of Trustees is for life or renewed annually. It was highlighted that Trustees are confirmed at trustees' annual meetings, and minutes could be forwarded to the governing body of the Community of Faith. It was explained that trustees do not have to be present at meeting but could inform by way of letter of willingness to let name stand.

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

1. **Ministry Through Property and Finance Leadership Team** – Sheila-Mae Young highlighted that succession planning is a topic at the forefront for this Leadership Team at this time. Sheila has agreed to be the recording secretary for this leadership team. The leadership team is dividing itself into areas of expertise to better collaborate/coordinate tasks within.

- a) **2024-06-04-009 MOTION** (S-M. Young/N. Wells) that The East Central Ontario Regional Council of Elders concur with the recommendation of the Ministry Through Property and Finance Leadership Team to approve the transfer of \$1 million from the ECORC general fund to the United Church Foundation investment fund. **CARRIED**

Too much money in the operating bank account. It was established that now is the time to allocate funds out of the operating bank account to this investment fund. \$700,000 (allocated to Community of Faith assistance fund) is also being moved to the United Church Foundation.

- b) **2024-06-04-010 MOTION** (S-M. Young/N. Wells) that The East Central Ontario Regional Council of Elders concur with the recommendation of the Ministry Through Property and Finance Leadership Team to approve the payment of Legal expenses of \$344.65 for Grace United Church (Peterborough) re the labour lawyer fees for services for an employee dismissal. **CARRIED**
- c) **2024-06-04-011 MOTION** (S-M. Young/N. Wells) that The East Central Ontario Regional Council of Elders concur with the recommendation of the Ministry Through Property and Finance Leadership Team to approve funds to pay for a balance owing of \$473.31 to the firm of Grant Thornton LLP for services for the preparation of Registered Charity Information Return T3010 with accompanying T1235 and T1236 worksheets for 2023 re the closing of the Trinity United Church (Bowmanville). **CARRIED**
- d) **2024-06-04-012 MOTION** (S-M. Young/N. Wells) that The East Central Ontario Regional Council of Elders concur with the recommendation of the Ministries Through Property and Finance Leadership Team to approve funds to pay for the Outstanding 2023 assessment balance of \$226 owing to the United Church of Canada for the Apsley United Church (Apsley) who have disbanded in 2022. **CARRIED**
- e) **2024-06-04-013 MOTION** (S-M. Young/K. Fitzpatrick) that The East Central Ontario Regional Council of Elders concur with the recommendation of the Ministry Through Property and Finance Leadership Team to approve the request of the Maynooth Madawaska Pastoral Charge to

apply to Fund for Visiting Ministry Personnel during Sabbatical for pulpit supply during the time of Rev. Marilyn Zehr's sabbatical. **CARRIED**

- f) **2024-06-04-014 MOTION** (S-M. Young/J. Payne) that The East Central Ontario Regional Council of Elders concur with the recommendation of the Ministry Through Property and Finance Leadership Team to approve the use of funds from the Castleton United Church manse fund to cover a 4% draw of funds for 2024 of \$836.83. This amount also approves the use of \$2300 from the same manse fund for two Stairlifts to improve the accessibility of the Castleton United Church. **CARRIED**
- g) **2024-06-04-015 MOTION** (S-M. Young/N. Wells) that The East Central Ontario Regional Council of Elders concur with the recommendation of the Ministry Through Property and Finance Leadership Team to approve paying the legal costs (\$1,388. 32) related to renting the Newburgh United Church (Newburgh) manse. **CARRIED**
- h) **2024-06-04-016 MOTION** (S-M. Young/N. Wells) that The East Central Ontario Regional Council of Elders concur with the recommendation of the Ministry Through Property and Finance Leadership Team to approve the request from Goodwood United Church for a capital project at a cost of \$65,000 plus tax to make the church more accessible. **CARRIED**
- i) **MTP&F Team Meeting on May 15th for Information Only**

MTP&F Motion 05/15/24 - Moved by Paul Binkley, seconded by Jeff Julian that the Ministries Through Property and Finance approve the Highland Hills UC investment plan for the proceeds from the sale of the manse of \$360,000 with TUCC. Carried.

*MTP&F is acting as a Commission in this regard as per update to governance as established during the regional council annual general meeting.

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*

- a) **Pride Dates**
- See regional council newsletter

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

- a) **June 1st – September 30th Indigenous Justice months (Social Justice focus as per the Strategic Plan)**
- See regional council newsletter

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*

- 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 Forum update** – Rev. Kevin Fitzpatrick shared that equity support will continue for future meetings and that the forum will continue to encourage all to use the equity score card. The Forum is strategizing on expanding educational awareness. The forward is recommending that the following members join the Facilitation Forum: Rev. Nancy Clark (Deb Fortin Brown as alternate). There will be an Equity Blurb in newsletters. Concerns and question going to the equity email is being managed by Rev. Kevin Fitzpatrick. *My Body Is Not a Prayer Request* is going to be a five-week book study in the fall. The Forum is currently promoting the book study.
- 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 Council of Elders, are developing plans to increase their environmental stewardship*
- XV.** *We can document specific actions we have taken to become intercultural*

New Business –

a) **the ECORC reps to the TUCC Annual Meeting might in 2024?**

2024-06-04-000 MOTION (/) that The East Central Ontario Regional Council of Elders appoint _____ to represent the regional council at the Toronto United Church Council (TUCC) annual meeting on June 13th 2024.

Anyone interested in being appointed was invited to speak to Steve Coles.

b) **Treasurer's Role on the Council of Elders (Corresponding or Voting Member) – Steve Coles.**

2024-06-04-017 MOTION (S-M. Young/K. Ostrander) that The East Central Ontario Regional Council of Elders maintain that Brian James, Regional Council Treasure be a voting member on the Council of Elders and seek a clarification from Nomination Leadership Team as to Brian James's term on the council. **CARRIED**

c) **GC 45 Proposals - deadline October 27, 2024**

2024-06-04-018 MOTION (K. Ostrander/B. James) that The East Central Ontario Regional Council of Elders set the deadline to receive GC 45 proposals by October 27, 2024. **CARRIED**

It was suggested to have two information sessions regarding proposals, one to provide guidance on creating proposals, and the other to go through proposals received. It was recommended that the Facilitation Forum lead information sessions on proposals.

*General Council 45 Nominations deadline is September 20th (info session with candidate on Wednesday, September 25th) - Could be arranged by lead Commissioners.

It was suggested that an additional information session could happen in early September, to inform any persons interested in becoming a general council commissioner and have questions.

- d) **Marriage Licenses for Candidates in Student Ministry Education** – Rev. Darren Liepold
(*The Manual C.1*)

Recommendation: Have the candidate concelebrate with a Minister of the Regional Council and not apply through the regional council for a marriage office. It was suggested to ask which community of faith will the marriage be registered? Darren will follow up with candidate to relay the information.

- e) **Ministry Personnel and Lay Representatives Who Do Not Attend Regional Council Meetings (Strategy for Increasing Participation?)** – Steve Coles

Recommendation: It was suggested to focus on the content of the agenda (make it more interesting) to increase participation at meetings. Suggested to learn more from those who are not attending as to why they are not attending (create a survey to learn more why laity are not participating).

The Ethical Standards and Standards of Practice for ministry personnel state that they will "participate in the councils of the church as set out in The Manual of The United Church of Canada."

Inform M&P committees that ministry personnel are expected to attend general meetings and, therefore, should plan accordingly for their absence on the Sunday morning of that week. A prepared worship service should be made available (perhaps supplied by the regional council).

It was suggested that the Handbook Review Working Group consider policy that can encourage more participation by ministry personnel (it is part of the vocation).

Suggested not to hold the meeting on Pentecost weekend.

It was recommended to forward comments to the Facilitation Forum for further consideration.

- f) **Representation from the Council of Elders to Bath Morven 175th Anniversary - Sept 15th**
Bath Morven is south of Napanee. Karen will contact Bath Morven for more detail. The assumption is that it would occur on a Sunday morning during service. Sheila-Mae Young volunteered to be present.

- g) **Rendezvous 2025 (July 3-6)**

At Brock University in St. Catherines, ON. Registration has been extended to June 15th. https://united-church.ca/sites/default/files/2024-02/audacious-hope-brochure_0.pdf

Equity Monitor Report – Rev. Kaitlyn Ostrander shared equity scorecard and provided grades. It was highlighted that ChurchHub is still a hinderance for some of the members.

The Speaker declared that all the business having come before this meeting of the Council of Elders was duly concluded at 4:15 PM.

Closing Prayer – Rev. Darren Liepold closed the meeting in prayer.

Next Meeting Dates

- Tuesday, September 3, 2024 (1 PM) Zoom
- Tuesday, October 1, 2024 (1 PM) Zoom

- Tuesday, November 5, 2024 (1 PM) Zoom

Steve Coles
Speaker

Rev. Darren Liepold
Interim-Executive Minister

ECORC Assembly of Elders - Participation Roster

	Opening worship/Land ack/closing prayer	Equity Monitor Roles
<i>Summer months - urgent decisions will usually be made via email</i>		
<i>September 3, 2024</i>	Steve Coles	David King
<i>October 1, 2024</i>	David King	Ned Wells
<i>November 5 2024</i>	Pat Long	Sheila-May Young
<i>December 3, 2024</i>	Brian Nicholson	Steve Coles
<i>January 7, 2025(if needed)</i>	Staff	Staff
<i>February 4 2025</i>	Ned Wells	Joyce Payne
<i>March 5, 2025</i>	Sheila-May Young	Lynn Watson
<i>April 1 2025</i>	Joyce Payne	Brian Nicholson
<i>May 6 2025</i>	Kaitlyn Ostrander	Kevin Fitzpatrick
<i>June 3 2025</i>	Kevin Fitzpatrick	Pat Long

Appendices

Appendix A	Letter Agreement between Kindred Works, Trustees of Simcoe Street and East Central Ontario Regional Council	Pages 10-18
Appendix B	Goalpost Report for Month of May 2024	Page 19
Appendix C	Covenant Support Leadership Team (CST) minutes of May 21, 2024	Pages 20-21

Appendix A

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LETTER AGREEMENT

This **LETTER AGREEMENT** dated this 23 day of August, 2023.

BETWEEN:

KINDRED WORKS INC. ("Kindred Works")

- and -

**THE TRUSTEES OF SIMCOE STREET CONGREGATION OF
THE UNITED CHURCH OF CANADA**

(the "**Trustees**")

-and-

**EAST CENTRAL ONTARIO REGIONAL COUNCIL OF THE
UNITED CHURCH OF CANADA (the "Regional Council")**

This Letter Agreement ("**Agreement**") sets out the terms of transfer by the Trustees of the registered interest in the lands and premises known municipally as 66 Simcoe Street South, Oshawa, Ontario and described in Schedule "A" attached hereto (the "**Property**") to a trust to be formed by the Regional Council.

Objectives

- a. Supporting the wider ministry and mission of the United Church of Canada and/or
- b. Provide attainable rental housing; and gathering places to meet community needs, especially the needs of community members who face structural barriers to full inclusion.

Ownership

The Trustees are the currently the registered owners of Property on behalf of The Trustees of Simcoe Street Congregation of the United Church of Canada (the "**Congregation**").

For the purposes hereof, references to the Congregation will be deemed to include the Trustees and the governing body of the Congregation, collectively.

**Description of
Structure of
Transaction**

On Closing (as hereinafter defined), the registered title to the Property will be transferred to a nominee title holder to hold the Property on behalf of a trust to be formed pursuant to which the Regional Council will be the sole beneficiary and an affiliate of UPRC will be the sole trustee ("**Regional Council Trust**") and the Trustees will transfer the beneficial interest in the Property to the Regional Council Trust.

After Closing, Kindred Works shall be responsible for management

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(either directly or through a sub-contract with a third-party property manager) and will recover all costs from the Property.

**The Congregation's
Cooperation**

Congregation shall:

1. within 15 Business Days after the date hereof, provide full disclosure and delivery of all material affecting the Property, including all leases, right, contracts, title matters, etc. including those listed on Schedule "B" to Kindred Works; and
2. within 20 Business Days after the date hereof, provide evidence to Kindred Works that the Trustees are properly appointed and that the business affairs of the Congregation are in order, including all minutes documenting the appointment of trustees and members of the governing body.
- 3.

**Representations
and Warranties of
Congregation**

The Congregation hereby makes the following representations and warranties to the Kindred Works, and the Regional Council (and which will be made to the Regional Council Trust on Closing:

- (a) The execution and delivery by the Congregation of this Agreement and the performance of their obligations hereunder will not violate, conflict with or result in a breach of any agreement, contract, indenture, deed of trust, mortgage, bond, instrument, authorization, license or permit to which the Trustees or the Congregation is a party or by which it is bound.
- (b) There are no options to purchase or rights of first offer or first refusal to purchase or other purchase rights with respect to all or any part of the Property or any interest therein in favour of anyone.
- (c) Other than as disclosed to Kindred Works, there are no contracts or leases with respect to the Property or any part thereof.
- (d) The Congregation has not received written notice from any governmental authority of any expropriation or condemnation proceedings, or to their knowledge, there are no such proceeding contemplated, threatened or pending, relating to the Property (or any portion

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thereof).

- (e) The Congregation has not received written notice of any environmental claim alleging any breach of any environmental laws by the Property.
- (f) There are no employees employed by the Congregation in connection with the ownership, use, operation, or maintenance of the Property that will be assumed on the Closing of this Agreement.
- (g) All accounts for work, labour, materials, services and equipment performed for or on behalf of the Congregation in respect of or relating to the Property have been fully paid for, and the Trustees have received no notice of any claim of any Person in respect of any lien or other claim with respect to such work under any applicable construction lien legislation.
- (h) There are no actions or claims pending, nor, to the knowledge of the Congregation, threatened against the Property or the Trustees or the Congregation and there is no outstanding writ, judgment, decree, injunction, rule or order of any governmental authority or arbitrator against the Trustees or the Congregation.

Payments to the congregation

After Closing, the Regional Council will provide to the Congregation (or its successor) an amount equal to the net income earned at the Property after expenses from time to time. This arrangement will be reviewed annually by the Regional Council to ensure the viability of the Congregation in accordance with the Regional Policy and may be continued, terminated or revised at the Regional Council's discretion.

Closing

Closing shall occur after the Regional Trust has been formed and upon at least 10 Business Days prior notice to the Trustees, not later than December 31, 2023

Further Assurances

Each party will execute, deliver and take, such other transfers, agreements, instructions and actions as may be reasonably requested by any other party from time to time in order to complete the transaction contemplated herein.

Confidentiality

Except as may be required by law, the parties agree that neither the Trustees, the Congregation (and its governing body) nor the Regional Council shall divulge the existence of this Agreement or the terms contained herein to the public (whether by way of press release or

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otherwise, or to any arm's length third party (including any governmental authority), without the written consent of Kindred Works. It is acknowledged that the fact of this Agreement and its basic terms may be communicated by the Trustees to the Congregation in accordance with a joint communication plan to the Congregation to be developed by Kindred Works and Trustees. These covenants and agreements are legally binding covenants and agreements, notwithstanding anything else herein contained in this Agreement and shall survive the termination of this Agreement.

Counterparts This Agreement may be executed in any number of counterparts, each of which shall be enforceable against the parties executing such counterparts, and all of which together shall constitute one instrument. The signature of any of the parties hereto may be evidenced by a facsimile, scanned email or internet transmission copy of this Agreement bearing such signature.

Electronic Signatures and Electronic Delivery Each party agrees that the electronic signatures of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or email electronic signatures. Delivery of an executed copy of this Agreement by facsimile or electronic transmission constitutes valid and effective delivery.

Subdivision This Agreement is subject to compliance with all applicable legislation relating to the subdivision of land.

Governing Law This Agreement shall be governed by the laws of the Province of Ontario.

SIGNATURE PAGES FOLLOW

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IN WITNESS WHEREOF, the undersigned have duly executed this Letter Agreement on the date first above written.

, KINDRED WORKS INC.

Per: _____
Name: Tim Blair
Title: Authorized Signatory

Per: _____
Name: David Constable
Title: Authorized Signatory

I/We have the authority to bind the Corporation

**EAST CENTRAL ONTARIO REGIONAL
COUNCIL OF THE UNITED CHURCH OF
CANADA**

Per: DocuSigned by: _____
Name: Ted Meyers
Title: Chair Ministry, Property and Finance

Per: DocuSigned by: _____
Name: Eric Hebert-Daly
Title: Regional Executive Minister

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**THE TRUSTEES OF THE SIMCOE STREET
CONGREGATION OF THE UNITED
CHURCH OF CANADA**

Per: _____

Name: PETER HAMLEY
Title: BOARD OF TRUSTEES CHAIRPERSON

Per: _____

Name: Gerald M. Doush
Title: Board of Trustees - Secretary

I/We have the authority to bind the Congregation

**GOVERNING BODY OF THE SIMCOE
STREET CONGREGATION OF THE
UNITED CHURCH OF CANADA**

Per: _____

Name: LOUISE LIBBY
Title: Chair

Per: _____

Name: Deborah Pogue
Title: Secretary

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SCHEDULE A

LEGAL DESCRIPTION

LT 5 BLK D PL H50004 OSHAWA; LT 6 BLK D PL H50004 OSHAWA; LT 7 BLK D PL
H50004 OSHAWA; LT 8 BLK D PL H50004 OSHAWA; PT LT 3 BLK D PL H50004
OSHAWA AS IN OS10859; OSHAWA

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**SCHEDULE B
DELIVERY MATERIALS**

- (a) the Environmental Reports together with reliance letters addressed to Kindred Works;
- (b) all notices, of any work order, deficiency, non-compliance or requirement of any relevant Governmental Authority with respect to the Property;
- (c) copies of all encumbrances (if any) that are not registered on title to the Property;
- (d) any survey of the Property;
- (e) copies of all insurance certificates in respect of the existing insurance on or related to the property;
- (f) all current tax assessments and tax bills relating to the Property and for the last three years, together with copies and details of any realty tax assessment appeals, if any;
- (g) details of any litigation or other claims of any nature outstanding or threatened in connection with the Property;
- (h) all contracts and leases and all files related thereto;
- (i) all agreements with the Town of Oshawa, or any predecessor thereof in respect of the Property;
- (j) all development plans and zoning materials related to the Property or any part thereof;
- (k) all copies of keys for interior and exterior doors;
- (l) copies of all warranties related to the Property and improvements thereon; and
- (l) evidence that the Trustees and governing body of the Congregation are properly appointed, and that the business affairs of the Trustees and the Congregation are in order, including all minutes documenting the appointment of Trustees and governing body and Regional Council approval needed to enter into this Agreement.

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SCHEDULE C**PRINCIPAL TERMS OF LICENSE**

Licensee	The Trustees
Licensor	Regional Council Trust
Premises	The Property
Permitted Use of Premises	Religious purposes and uses ancillary thereto during the below times: <ul style="list-style-type: none"> • Full-time use of the Minister's Office • Full-time use of the Church Administrator Office • Nursery room, as required • Sundays from 9am to 1pm • Storage access, as required • Worship for occasional special events, as mutually agreed • Otherwise as mutually agreed • Parking on Sunday's and as required
Initial Term	6 months, provided that the Premises are being used by the Congregation
Extension Terms	4 options to extend for a period of 6 months each, provided that the Premises are being used by the Congregation as described above. The options can be exercised at the discretion of the Licensee by providing approval from the Regional Council to the Licensor with written notice at least 30 days prior to the end of the Initial Term or any Extension Term, as the case may be.
Commencement Date	Date of Transfer of the Property to the Regional Council Trust
Basic Rent	During the Term the license fee shall be \$1.00, paid on an annual basis.
Additional Rent	None

Appendix B

Report on Monthly Goalposts for Strategic Plan (May 2024)

May 2024

Stream 1 – Self-Assessment Tool posted on website (Karen)

Completed.

Stream 1 – Self-Assessment Workshop offered through Ministry in Changing Times Event (Darren)

This is taking place. The next workshop is tentatively scheduled for the end of June in the Coburg area.

Stream 2 – Governance Models document posted on website and provided as part of Ministry in Changing Times Event (Karen and Darren)

Document in progress, team has asked for a little more time.

Stream 3 – Updated Governance Documents posted on the website (Karen)

Document in progress, team has asked for a little more time.

Stream 5 – Justice feature materials loaded to website and included in newsletter (Karen)

First feature starts in June and newsletter is prepared for this. Topic for June-September is Indigenous Justice.

Stream 6 – Media strategy adopted for implementation in September (Karen)

Nancy Payne has provided a plan for the media training and has offered to provide it in the fall and the plan will be activated in the fall.

Stream 7 – Strategy developed for increasing participation in Greening Sacred Spaces and Faithful Footprints (Karen/Sharon)

This is underway, but not yet complete.

Stream 9 – Doodle interested folks to find a time for a first meeting of the Climate Forum (Sharon)

Doodle and plan for first meeting has been sent out.

Stream 10 – Survey of RC to identify those who would like to participate in a Lay Leadership Network (PR Minister/Karen)

Completed.

Stream 12 – Healthy Connections Forum holds first meeting/training and connections begin (Darren)

Still only have about half of the connectors needed for this task. We continue to push to have a full team in place.

Stream 13 – Preliminary information about survey shared with Healthy Connections Forum (Darren)

Need the team to share survey results.

Appendix C

Covenant Support Team Minutes
Tuesday May 21, 2024

Present: Bill Sheaves (Chair), Darren Liepold (Staff support), Ted Meyers, Caroline Giesbrect, Sue Hogan, David King, Donna Bignell, Ane Meredith, Randy Scott, Steve Coles

Regrets: Freda Burns, Lynn Watson, Stephanie Richmond, Phil Hobbs, Cheryl McMurray.

1. Welcome by the Chair
2. Opening Prayer
3. Additions to the Agenda by consensus
4. Approval of the Agenda by consensus
5. Approval of the Minutes from Mar 19th, 2024 by consensus
6. Business arising from the minutes
7. **Appointment of Recorder** – Bill made a request to the Team for a volunteer recorder. There were no takers. The meeting is to be recorded by ZOOM.
8. Forum/team reports:
 - a) Liaison – Steve:
Faith United has completed the Living Faith profile and now can now begin the search process. There was a discussion about ministers doing how much work in different proportions. We have to decide how and where a community of faith goes to first when there are problems. Steve suggests the COF go to CST first.
Liaisons are working hard and seeing positive work.
 - b) LLWL - Paul's report – no report
 - c) Retirees- Caroline – no report
 - d) Mission through Property – Ted Meyers

ECORC information (Darren): motions of appointments

Moved by: Susan Seconded by: Steve. It is moved and seconded that upon confirming eligibility on church hub, the Covenant Support Team recommend to the Council of Elders, that it approve the appointment of the Kathleen Whyte, student supply to the Sunderland Community of Faith 30 hours a week from September 1st 2024 – August 31st, 2025 with the following terms: Student Step1 Col 4. All other terms according to the United Church Manual.

Carried

Moved by: Donna Seconded by: Susan. It is moved and seconded that upon confirming eligibility on church hub, the Covenant Support Team recommend to the Council of Elders, that

(2)

Rev. Phil Hobbs, retired supply be re-appointed to the Prince Edward South Community of Faith effective July 1st 2024 – June 30, 2025 with the following terms: retired supply 20 hours a week and all other terms according to the United Church Manual.

Carried -

Pastoral Charge Supervisors

Fenelon Falls. – Darren has asked a person but has not received a reply

Crossroads United – Moved by David King and Seconded by Caroline that Rev. Christine Sloan be appointed to be Pastoral Charge Supervisor. Carried

Discussion

Grace United – Peterborough – Three people have been appointed to facilitate the conflict ongoing there.

Campbellford – Want to have a change in pastoral relations. Campbellford does not have the COF profile. Darren to advise them to do so.

Crossroads – Ongoing internal conflict between Minister and Music director. Darren is going to have facilitators to go in.

Fenelon Falls – Person who has been preaching there is not recognized by the United Church of Canada. The COF is to report to Darren who is preaching from now on. A letter will be sent to them informing them of the Team's decision.

Little Britain – (Ted has arrived) Ted to advise. The building is in bad shape. Region to kick in funds to keep the building up to par. There is a cemetery that cannot be severed. Their manse is also in bad shape and there are no funds to keep it up. They may be able to keep open until the end of 2024. Amalgamation is a possibility. Darren to have discernment with the minister Denise Boyd.

Edith Renkin – Had a vote to affirm. Met the minimum threshold of 75% but one of the voters is 8 yrs old and there is a question as to the legality of that.

Frankford – There is an issue of a person that wants to convert the congregation. Warren and Darren to write a letter to the person to cease and desist.

Ted advised the team that ECORC will be re-investing their investment funds to gain more interest. Trinity United in Bowmanville to have the financials closed out. We will be covering financial for Appesley.

Susan brought up a possible shared ministry between Grace – Napanee and Bath Morvan. We need to have a PCS there. Freda Burns may be a future possibility.

Patti James brought up the progress of a governance handbook for ECORC using the Hampton Commission as a guide. There was discussion regarding Trustees and Regional reps on Councils. The Manual is silent on the issue. We need Regional guidance on this. CST will recommend to Region that Trustees be on the governing body of the CoF.

(3)

Hampton United is working on conflict management. The key positions should be filled on Council before it goes to the congregation.

New Business

Succession planning – to be put over to June.

Next Meeting

June 18th, 2024