

East Central Ontario Regional Council
Meeting of the Council of Elders
Tuesday, September 3, 2024 – 1PM

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
Rev. Kevin Fitzpatrick	Member
Brian James	Member, Financial Administration
Rev. David King	Member
Patricia Long	Member
Rev. Kaitlyn Ostrander	Member
Joyce Payne	Member
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. Debbie Roi	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

Margaret Curtis	Member
Patricia Long	Member
Rev. Lynn Watson	Member
Rev. Eric Hebert-Daly	Member, Executive Minister (on sabbatical)
Rev. Darren Liepold	Corresponding Member, Congregational Support Minister
Rev. Brian Nicholson	Member

This meeting of the Council of Elders of the East Central Ontario Regional Council (ECORC) received and approved the minutes from its previous meeting, as well as email polls conducted throughout June, July and August; considered business arising from its previous meeting, in particular, the ECORC representative to the Toronto United Church Corporation annual meeting, the term of the regional Council treasurer on the Council of Elders, a strategy for increasing participation at general meetings, the ECORC representative to Bath Morven 175th anniversary, and naming evaluators to St. John's Campbellford Pastora Charge; received incoming and outgoing correspondence; received dates for future general meetings, as well as dates for future information sessions; received strategic plan updates for months of June, July and August, as well as The United Church of Canada 2023 strategic plan report; received minutes of meeting held on June 18th as well as, recommendation from the Covenant Support Leadership Team, regarding appointments, retirement and pastoral charge supervision; received the minutes of August 21st as well as, recommendations from the Ministry through Finance and Property Leadership Team, regarding disbanding of Little Britain United Church (Little Britain), and the Crossroads United Church, Kingston Housing Project; recognized the continuation of Indigenous Justice months; considered a request from

youth leadership animators; acknowledged Voluntary Associate Ministers (VAM) for July 1, 2024- June 30, 2025; and considered; considered and invitation received by the Council of Elder's Speaker regarding General Council 45, and received recommendations from the governance task group

Land Acknowledgement & Opening Devotions – Stephen Coles, Speaker acknowledged the territory, and gave thanks to First Peoples for their stewardship of the land, land which falls under the Williams Treaty. Stephen then opened the meeting with prayer, petitioning for God's wisdom in the work that will come before the Council of Elders.

Pastoral Relations Minister: Rev. Debbie Roi was introduced; it was shared that Debbie works half time.

Circle Time of Sharing – All were invited to share.

Appointment of an Equity Monitor for this Meeting

2024-09-03-001 MOTION (B. James/J. Payne) That the East Central Ontario Regional Council of Elders appoint Rev. David King 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 June 4, 2024

2024-09-03-002 MOTION (B. James/K. Fitzpatrick) That the East Central Ontario Regional Council of Elders approves the Minutes of June 4, 2024, as circulated. **CARRIED**

Email Polls of June 29, 2024 (Separate requests re Sydenham Street United Church, Kingston, Wesley United Church, Lakefield, and Simcoe Street United Church, Oshawa)

2024-09-03-003 MOTION (B. James/N. Wells) That the East Central Ontario Regional Council of Elders receive into its minutes the results of email polls of June 29, 2024:

1. *2024-06-29-001 MOTION (D. King/S-M Young) 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 Sydenham Street United Church, Kingston for approval of their capital project to upgrade the Performance Hall/Sanctuary Lighting System (\$129,844). CARRIED*
2. *2024-06-29-001 MOTION (D King/S-M Young) 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 Wesley United Church, Lakefield for approval of their capital projects totalling \$64,000 being for new furnaces, kitchen stove, refrigerator, freezer and electrical appliances / other upgrades. CARRIED*
3. *2024-06-29-003 MOTION (D. King/N. Wells) That the East Central Ontario Regional Council of Elders recognize that Simcoe Street Pastoral Charge (Oshawa) has amalgamated with Kingsview Pastoral Charge effective April 21, 2024. CARRIED CARRIED*

Email Poll of July 4, 2024

2024-09-03-004 MOTION (S-M. Young/K. Ostrander) That the East Central Ontario Regional Council of Elders receive into its minutes the result of email poll of July 4, 2024:

1. *2024-07-04-001 MOTION (B. James/S. M. Young) That the East Central Ontario Regional Council of Elders concur with the recommendation of the Ministry Through Property and Finance Leadership Team that the regional council pay the outstanding (remaining three-quarters of year) Congregational United Church of Canada Assessment Fees (2024) of \$9,987.75 for Simcoe St United Church, Oshawa, and that this expense be recovered by the regional council from the ongoing operational income from the Kindred Works Housing Development project yearly cash flow. CARRIED CARRIED*

Email Poll of July 31, 2024

2024-09-03-005 MOTION (S-M. Young/K. Ostrander) That the East Central Ontario Regional Council of Elders receive into its minutes the result of email poll of July 31, 2024:

1. *2024-07-31-001 MOTION (K Fitzpatrick/L. Watson) 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 Crossroads United Church, Kingston to allow the Crossroads United Church to sign the Agent Authorization form that will allow OLS (Our Livechange Solutions) to initiate the necessary approval and permit conversations with the City. The authorization is required because OLS does not own the property;*
2. *and that Crossroads United Church take the necessary actions to have the name on title changed to Crossroads United Church to reflect the amalgamation in 2010 of St. Margaret's UC and Queen St UC. CARRIED CARRIED*

Email Poll of August 9, 2024

2024-09-03-006 MOTION (S-M. Young/K. Ostrander) That the East Central Ontario Regional Council of Elders receive into its minutes the result of email poll of August 9, 2024:

3. *2024-08-09-001 MOTION (L Watson/D. King) that the East Central Ontario Regional Council has concerns about the state of St. John's Campbellford Pastoral Charge and will conduct an evaluation of the pastoral relationship. CARRIED CARRIED*

Business Arising

- a) **ECORC reps to the TUCC Annual Meeting might in 2024**
Rev. Elizabeth Cunningham represented ECORC at the TUCC Annual Meeting.
- b) **Treasurer's Term on Council of Elders**
It was decided at the last Council of Elders meeting clarification would be sought from the Nominations Leadership Team as to Brian James's term on the Council of Elders.
- c) **Ministry Personnel and Lay Representatives Who Do Not Attend Regional Council Meetings (Strategy for Increasing Participation)** – Forwarded to Facilitation Forum for recommendations. Other recommendations were welcomed from members on the Council of Elders.
- d) **Representation from the Council of Elders to Bath Morven 175th Anniversary - Sept 15th** – The service is at 10:30 AM; this makes acting ministry personnel are not available. It was suggested to ask Rev. Elaine Kellogg, retired, to represent the regional council at this service. It was also suggested to prepare a personal greeting from the regional council. It was suggested to ask the Moderator to provide greetings as well. Debbie has offered to write a personal greeting from the regional council. Rev. Dan Hayward also agreed

to prepare a letter as interim Executive Minister. It was suggested to also see if the Moderator can provide a letter.

e) **Naming Evaluators to St. John's Campbellford Pastoral Charge**

2024-09-03-007 MOTION (N. Wells/S-M Young) That the East Central Ontario Regional Council of Elders name Rev. David King, Rev. David King and Brian James as evaluators to St. John's Campbellford Pastoral Charge. **CARRIED (D. King, B. James and K. Ostrander abstain).**

Agenda

2024-09-03-008 MOTION (D. King/J. Paynce) That the East Central Ontario Regional Council of Elders accept the agenda as amended:

1. Addition of section *la* re recommendations from Facilitation Forum;
2. Addition of section *d* under *New Business* re Governance and terms of reference for: Council of Elders; Covenant Support Leadership Team; Formation Nurture and Justice Leadership Team; Ministry Through Property & Finance Leadership Team; Nominations Leadership Team; Equity Forum; and Facilitation Forum.
3. Addition of Correspondence n re closure of safe consumption sites in Ontario – see letter written by Rev. Maggie Helwig
4. Addition of Rev. Paul Currie 2024-25 VAM status. **CARRIED**

Corresponding Member

2024-09-03-009 MOTION (S-M. Young/B. James) 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) June 4, 2024, Sarah Charters, President, The United Church of Canada Foundation, re thank you for funds received from disbanding congregation St. Andrew's United Church (Beaverton) (*for information*);
- b) June 5, 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*);
- c) June 6, 2024, copied on a letter from Cathy Hamilton and Gary Tompkins, Co-Chairs, Quebec and East Ontario Candidacy Board, to Matthew Coulthard, re recognition of continued faithful response to God's call (*for information*);
- d) June 10, 2024, Susan Jackson, Information and Statistics Coordinator, The United Church of Canada, to East Central Ontario Regional Council, re Forms 1 - 7 -- For 2024 Yearbook and Directory Updating (*for information*);
- e) June 14, 2024, Rev. Cathy Russell Duggan, Bloomfield United Church, re request for a change in pastoral relations (*for information*);
- f) June 17, 2024, Gardiner Roberts LLP, re Newburgh United Church Manse (*referred to ECORC Treasurer*);
- g) June 27, 2024, Susan Jackson, Information and Statistics Coordinator, The United Church of Canada, to East Central Ontario Regional Council, re New Pastoral Charge in East Central Ontario RC - Phoenix Rising Pastoral Charge (*for information*);
- h) June 30, 2024, Anne Griff, re concerns regarding the Green Village Cabin Project at Crossroads United (*for information*); - see *Green Village Cabin Project Petition*
- i) July 2, 2024, Robin Brunelle Community of Faith Archivist, Ontario Regional Councils Archives, re records from Seabright Pastoral Charge (*for information*);

- j) July 9, 2024, Joanne Michaels, response to Rev. Darren Liepold, re concerns regarding the Green Village Cabin Project at Crossroads United (*for information*);
- k) July 11, 2024, Stefannie Large, re property development at Mark Street United Church (Peterborough) (*refer to Ministry Through Property and Finance*);
- l) August 2, 2024, Raven Anderson and Thea Sheridan-Jonah on behalf of the Youth Leadership Animators, re Youth Leadership Animators - Benchmarks and Youth Forum Planning (*refer to Nominations*);
- m) August 20, 2024, Janice Meighan, Director, Fundraising & Donor Care, Toronto United Church Council – TUCC, re Trinity United Church (Peterborough) Outreach Fund (*for information*) – see *Trinity United Church (Peterborough) Outreach Fund Report as of Dec 2023*;
- n) August 29, 2024, Susan Whitehead, Executive Assistant, Shining Waters and Canadian Shield Regional Councils, re letter regarding the closure of safe consumption sites in Ontario written by Rev. Maggie Helwig of St. Stephen's in the Field United Church (*for information*) – see *letter written by Rev. Maggie Helwig*

Outgoing Correspondence

- o) June 6, 2024, Ted Meyer, Chair of Ministry Through Property and Finance Leadership Team, to Linda Marshman, re Council of Elders decision approving the use of funds from the Castleton United Church manse fund (*for information*);
- p) June 6, 2024, Ted Meyer, Chair of Ministry Through Property and Finance Leadership Team, to Walter Taylor, re Council of Elders decision approving request from Goodwood United Church re Capital Accessible Project (*for information*);
- q) July 3, 2024, Rev. Darren Liepold, Interim Executive Minister, Congregational Support Minister, to Anne Griff, responding to letter, re Green Village Cabin Project at Crossroads United Church (*for information*);
- r) July 5, 2024, Rev. Darren Liepold, Interim Executive Minister, Congregational Support Minister, to Joanne Michaels, re Green Village Cabin Project at Crossroads United Church (*for information*);
- s) July 11, 2024, Rev. Darren Liepold, Interim Executive Minister, Congregational Support Minister, to Stefannie Large, re property development at Mark Street United Church (Peterborough) (*for information*) – it was noted that the response from Darren referred to “St.” Marks Street which is incorrect;
- t) July 18, 2024, Rev. Darren Liepold, Interim Executive Minister, Congregational Support Minister to Ashley West, Legal Assistant, Henderson William LLP, re Orser Hall and Cemetery (*for information*).

Business arising grouped according to confirmed Guiding Principles

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

a) **Facilitation Forum**

- See *Facilitation Forum Report to the Council of Elders* as **Appendix A**
2024-09-03-010 MOTION (K. Fitzpatrick/B. James) That the East Central Ontario Regional Council of Elders receive and approve the recommendations from the Facilitation Forum regarding:
 1. Bio Breaks and Meal Plans: Whereas bio breaks, and onsite meals encourages fellowship and connections and improves the efficiency of the meeting; therefore:
 - i. The Regional Council continue to provide and pay for bio breaks serving coffee, tea, water and assortment of snacks (with dairy free and gluten free options).
 - ii. That the Regional Council provide an onsite co-pay meal option. Meals to be requested and paid for in advance to reduce waste and to share cost. That the meal cost for one-day

meetings be \$15 (normally one lunch) and for the 2-day meeting \$50 (normally two lunches and one dinner).

- iii. That communities of faith be reminded that representative costs, clergy and lay is the responsibility of the Community of Faith and may include, meal, travel and accommodation as required.
 - iv. That comparable with the travel policy, the Regional Council provide meals to retired or retained on the role ordered ministry, who do not have an employing body.
2. **Compensation and Volunteer Leadership:** Whereas the Regional Council has continued a Bay of Quite Conference practice of compensation for members in leadership roles that significantly impacts freedom at Regional Meetings; and whereas volunteers in leadership roles are both required and essential; and whereas in many circumstances the leadership role prevents full participation in the life of the Regional Council; therefore, when an individual's ability to represent a community of faith or prevents active engagement in debate the Regional Council will provide compensation:
- 3.
- i. For those whose leadership responsibilities require attendance before and throughout the meeting and also require the maintenance of neutrality that the Regional Council provide meals, travel and accommodation. Those who would qualify for this support would include Speaker, and those providing technical and business coordination.
 - ii. For those who have been asked to serve in a volunteer leadership role that requires attentiveness to a task that restricts freedom of participation in excess of three hours during the business day that meals be provided. This might include a musician, and worship leader.
 - iii. Those in shared roles, including equity support, stewards, parliamentarians, discernmentarians, Friends of Council and Chaplains would not normally be eligible for compensation. If circumstance arose that significantly impacted the ability to participate as a delegate compensation may be offered. **CARRIED**

b) **Dates of future meetings and information sessions (for information):**

- **Tuesday, September 3rd** from 7-9pm: "What is a GC45 Commissioner?" where there will also be a time to ask questions about proposals.
- **Wednesday, September 25th** from 7-9pm: "GC45 Commissioners Meet and Greet" Come out and meet those who have let their name stand for Commissioners
- **Tuesday, October 15th** from 7-9pm: Join us as the Ministry through Property Team presents the "Budget Proposal".

*Brian reminded folks to provide budget input as soon as possible.

- **Tuesday, November 5th** from 7-9pm: "Proposal Review" – a discussion about proposals received to be presented at the Fall General Meeting for approval
- **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 has been suggested (Rev. David King suggestion). A formal request should come from the Regional Council.

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. Dan Hayward

- See *Goalpost Report for Months of June-August 2024* as **Appendix B¹**

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.

b) **UCC 2023 Strategic Plan Report**

- See *UCC 2023 Strategic Plan Accountability Report* as **Appendix B²**

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)** – Next meeting is on Tuesday, September 17, 2024 at 2:30pm.

- see *CST minutes of June 18, 2024* as **Appendix C**

a) **Recommendations**

1. **Appointments/Calls**

i. **2024-09-03-011 MOTION** (S-M Young/N. Wells) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team, that after having confirmed eligibility on Church Hub, to re-appointment of the Rev. Allan Smith-Reeve, United Supply, to the Greenwood (Peterborough County) Community of Faith from July 1, 2024-February 28th, 2025 with the following terms: Sal Category F COL 4 50% time, phone 685 for the 8 months (must be raised to 800), Con Ed 820. All other terms as per the United Church Manual. **CARRIED**

ii. **2024-09-03-012 MOTION** (S-M Young/N. Wells) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team, that after having confirmed eligibility on Church Hub, to re-appointment of the Rev. Lynda Hodgins, retired supply to the Harmony (Peterborough County) Community of Faith with the following terms: Effective October 1, 2024-January 31, 2025, Sal category F COL 4 50% with the other 50% picked up by the Presbyterians, Phone 1 (must be raised to 400 for four months), Con Ed 820. In the four months Lynda gets two weeks vacation and one week of study leave. All other terms as per the United Church Manual. **CARRIED**

iii. **2024-09-03-013 MOTION** (S-M Young/N. Wells) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team, that after having confirmed eligibility on Church Hub, to appoint Rev. Li Armstrong, retired supply to the Sandford Zephyr (near Uxbridge) community of Faith with the following terms: Effective July 1, 2024-December 31, 2024, Salary Category F COL 5, Full time, Phone (400 must be raised to 600). Con ed \$1640. All other items according to the United Church Manual. **CARRIED**

iv. **2024-09-03-014 MOTION** (S-M Young/N. Wells) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support

Leadership Team, that after having confirmed eligibility on Church Hub, to appoint Rev. Bob Root to the Bobcaygeon Providence (Kawarthas) Community of Faith with the following terms: Salary Category F COL 4, Effective July 1, 2024-June 30th, 2025, 50% time, Communications 678 (needs to be raise to 1200), Con Ed \$820. All other terms as per the United Church Manual. **CARRIED**

- v. **2024-09-03-015 MOTION** (K. Fitzpatrick/B. James) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team, that after having confirmed eligibility on Church Hub, to appoint Rev. G. David King to Alderville Pastoral Charge from July 1, 2024-June 30, 2025 with the following terms: Salary Cat. F, COL 2, 35 hours, communications \$1200, Con. Ed \$1640. All other terms as per the United Church Manual. **CARRIED (D. King abstains)**
- vi. **2024-09-03-016 MOTION** (S-M Young/N. Wells) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team, that after having confirmed eligibility on Church Hub, to appoint Rev. Thomas Holmes to the Smithfield-Carman Pastoral Charge from July 31, 2024- June 30, 2025, with the following terms: Cat F, COL 3, 20 hours a week, communications \$100, (must be raised to \$1100) Con Ed \$820. All other terms as per the United Church Manual. **CARRIED**
- vii. **2024-09-03-017 MOTION** (S-M Young/N. Wells) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team, that after having confirmed eligibility on Church Hub, to appoint Rev. Mary Elizabeth Macdonald to Princess Street Pastoral Charge from September 15, 2024 – June 30, 2025, with the following terms: Salary, Category F, 20 hours a week, communications \$1200 annual, Con. Ed. \$820. All other terms as per the United Church Manual. **CARRIED**
- viii. **2024-09-03-018 MOTION** (J. Payne/S-M Young) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team, that after having confirmed eligibility on Church Hub, to call Rev. Kaitlyn Ostrander to Pickering Village-Audley Pastoral Charge as of October 28, 2024, with the following terms: Sal Category A, COL 5, Full Time, communications, \$1200, Con Ed. \$1640. All other terms as per the United Church Manual. **CARRIED (K. Ostrander abstains)**
- ix. **2024-09-03-019 MOTION** (S-M Young/N. Wells) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team, that after having confirmed eligibility on Church Hub, to appoint Diaconal Minister Michelle Hofman, to the Orono Kirby Pastoral Charge from October 1, 2024-September 30, 2025 with the following terms: Sal Category F, COL 4, 20 hours a week, phone 900 (*must be raised to 1200*) Con Ed 820. All other terms as per the United Church Manual **CARRIED**

2. Retirement

- i. **2024-09-03-020 MOTION** (J. Payne/D. King) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership

Team to accept the retirement of the Rev. Susan McAllister, minister of Princess Street United Church, Kingston, effective August 31, 2024. **CARRIED**

3. Pastoral Charge Supervisors

- i. **2024-09-03-021 MOTION** (K. Ostrander/N. Wells) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team to appoint Patti James as Pastoral Charge Supervisor at Buckhorn United Church during the minister's sabbatical. **CARRIED (B. James Abstains)**
- ii. **2024-09-03-022 MOTION** (S-M Young/B. James) That the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team appoint Rev. Phil Hobbs as Pastoral Charge Supervisor at Grace United Church in Napanee effective July 1st 2024. **CARRIED**

* It was requested that effective dates be included with motions regarding pastoral charge supervision.

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 (MTP&F)

a) Disbanding of Little Britain United Church (Little Britain)

2024-09-03-023 MOTION (S-M. Young/B. James) that The East Central Ontario Regional Council of Elders concur with the recommendation of the Ministry Through Property and Finance Leadership Team to accept and approve the request by Little Britain United Church, Little Britain to disband October 31st 2024 and that the Minister Denise Boyd, DLM be given notice of this pastoral change effective July 31st 2024. **CARRIED (K. Fitzpatrick Abstains)**

b) Crossroads United Church, Kingston Housing Project

2024-09-03-024 MOTION (S-M. Young/B. James) that The East Central Ontario Regional Council of Elders concur with the recommendation of the Ministry Through Property and Finance Leadership Team to accept and approve the motions from Crossroads United Church, Kingston as follows:

1. that the lease agreement between Crossroads United Church and Our Livable Solutions for the Crossroads Village project be approved.
2. that Agora Developments Co. Ltd. be approved as an Agent of Record for Crossroads United Church for the purpose of construction and acquiring permits for the Crossroads Village project.
3. that the site plan for Crossroads Village (as represented in Crossroads/Our Livable Solutions lease) be approved. – see *Crossroads/Our Livable Solutions lease* as **Appendix D**

CARRIED

c) MTP&F Team Meeting on August 21st 2024 for Information Only

- See *MTP&F minutes of August 21st 2024* as **Appendix E**

Moved by Paul Binkley seconded by Arthur Smith that we provide a letter of intent to the Helping Hands Daycare Organization for their consideration and have TUCC continue

with further negotiations with them. Note that this not a binding agreement and a future approval will be required for the approval of a Lease. 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. Gratitude was extended to Ted Meyers for minute-taking at the last 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*
- 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**
- 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*
- 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) **Nominations – General Council 45 Youth Animators** – Sharon Hull provided context surround correspondence 1). This regional council had three youth climate motivators (two in Lindsay and one in Bowmanville). Check the newsletter for more details.
- b) **Voluntary Associate Ministers (VAM)** – Rev. Dan Hayward
2024-09-03-025 MOTION (K. Ostrander/K. Fitzpatrick) That the East Central Ontario Regional Council of Elders acknowledges the Voluntary Associate Ministers (retired ministry personnel not appointed, or engaged in ministry not recognized as ‘community of faith’) for July 1, 2024- June 30, 2025:

First Name	Last Name	Community of Faith
Rev. Dr. Aruna	Alexander	Picton United Church
Rev. Ann	Austin-Cardwell	Greenwood United Church
Rev. Mary-Margaret	Boone	Bethany Pontypool United Church

Rev. E. Jean	Brown	Selby United Church
Rev. Paul	Currie	Edith Rankin Memorial United Church (Kingston)
Rev. Terrence R.	Deline	Westbrook United Church (Kingston)
Rev. Larry	Doyle	Brooklin United Church
Rev. Susan	Genge	Westminister United Church (Whitby)
Rev. Caroline	Giesbrecht	St. Mark's United Church (Cannifton)
Rev. Katy	Gregory	Trenton United Church
Rev. Anja	Guignon	Trinity United Church (Cobourg)
Rev. Patsy	Henry	Selby United Church
Rev. Anne	Hepburn	Dunsford United Church
Rev. David O.	Jones	Pickering Village United Church
Rev. Kimberley	Lawrance	St. Paul's United Church (Ajax)
Rev. Darren	Liepold	Picton United Church
Rev. Ed	McCaig	Selby United Church
Rev. Jeannette	Millar	Trinity United Church (Carrington)
Rev. Bain	Milroy	Keene United Church
Rev. David	Mundy	Trenton United Church
Rev. Lynda M.	Price	Zion United Church (Kingston)\
Rev. Lynn	Smith-Reeve	Bethel, Emily Pastoral Charge
Rev. Ruth	Sword	St. Andrew's By-The-Lake
Rev. Dan	Yourkevich	Westminister United Church (Whitby)

CARRIED

* Follow up with Rev. Elaine, Kellogg, Grace United Church (Napanee) – concern over VAM status with congregation she is retiring from. The Pastoral Relations Minister will follow up.

- c) **Invitation received by Speaker regarding General Council 45** – suggested to reach out to Equity to see if they have input (highlight their work, i.e., score card, book study), look at strategic plan, contributions to United Community Ministry Network.
- d) **Governance**
- i. **Council of Elders**
 - See *Draft Terms of Reference East Central Ontario Regional Council: Council Elders as Appendix F¹*
 - 2024-09-03-026 MOTION** (K. Fitzpatrick/N. Wells) That the East Central Ontario Regional Council of Elders receive and approve the Council of Elders terms of reference as distributed and recommend to the general meeting in the fall (2024). **CARRIED**
 - ii. **Facilitation Forum**
 - See *Draft Terms of Reference East Central Ontario Regional Council: Facilitation Forum as Appendix F²*
 - 2024-09-03-027 MOTION** (B. James/K. Fitzpatrick) That the East Central Ontario Regional Council of Elders receive and approve the Facilitation Forum terms of reference as distributed and recommend to the general meeting in the fall (2024). **CARRIED**

iii. **Covenant Support, Formation Nurture and Justice Leadership Team, Ministry Through Property and Finance, Nominations and Equity Forum**

2024-09-03-028 MOTION (K. Ostrander/B. James) That the East Central Ontario Regional Council of Elders ask its representatives as well as regional council staff members, who are on Leadership Teams and Forums, to ensure terms of references are being reviewed by the Leadership Teams and Forums and refer to Speaker (Stephen Coles) with comments by September 24. **CARRIED**

- See *Draft Terms of Reference East Central Ontario Regional Council: Covenant Support* as **Appendix F³**
- See *Draft Terms of Reference East Central Ontario Regional Council: Formation Nurture and Justice* as **Appendix F⁴**
- *Council: Ministry Through Property & Finance* as **Appendix F⁴**
- See *Draft Terms of Reference East Central Ontario Regional Council: Nominations* as **Appendix F⁵**
- See *Draft Terms of Reference East Central Ontario Regional Council: Equity Forum* as **Appendix F⁶**

Equity Monitor Report – Rev. David King, using the equity score card, and highlighted that meeting proceeding well.

The Speaker declared that all the business having come before this meeting of the Council of Elders was duly concluded at 3:33 PM.

Closing Prayer – Steve Coles, Speaker.

Next Meeting Dates

- Tuesday, October 1, 2024 (1 PM) Zoom
- Tuesday, November 5, 2024 (1 PM) Zoom
- Tuesday, December 3, 2024 (1PM) Zoom

Steve Coles
Speaker

Rev. Dan Hayward
Interim-Executive Minister

ECORC Assembly of Elders - Participation Roster

	Opening worship/Land prayer	ack/closing	Equity Roles	Monitor
<i>Summer months - urgent decisions will usually be made via email</i>				
<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

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Appendix A

Facilitation Forum Recommendations to the Council of Elders

The Facilitation Forum offers two recommendations for consideration by the Council of Elders.

1. Recommendation regarding Bio Breaks and Meal Plans

The current practice of providing meals for all registrants is deemed to not be financially viable with the current budget restraints. It is also noted that there has been a great deal of waste of both food and financial resources. It is recommended that the Regional Council adopt a co-pay meal structure.

1. Bio breaks and onsite meals encourages fellowship and connections and improves the efficiency of the meeting it is therefore recommended that:
 - i. The Regional Council continue to provide and pay for bio breaks serving coffee, tea, water and assortment of snacks (with dairy free and gluten free options).
 - ii. That the Regional Council provide an onsite co-pay meal option. Meals to be requested and paid for in advance to reduce waste and to share cost. That the meal cost for one-day meetings be \$15 (normally one lunch) and for the 2-day meeting \$50 (normally two lunches and one dinner).
 - iii. That communities of faith be reminded that representative costs, clergy and lay is the responsibility of the Community of Faith and may include, meal, travel and accommodation as required.
 - iv. That comparable with the travel policy, the Regional Council provide meals to retired or retained on the role ordered ministry, who do not have an employing body.

2. Recommendation regarding compensation for volunteer leadership

The Regional Council has continued a Bay of Quite Conference practice of compensation for members in leadership roles that significantly impacts freedom at Regional Meetings. The Facilitation Forum recommends the continuation of this practice and seeks the Council of Elders to acknowledge and affirm this practice.

1. Volunteers in leadership roles are both required and essential. In many circumstances the leadership role prevents full participation in the life of the Regional Council. When an individual's ability to represent a community of faith or prevents active engagement in debate it is recommended that the Regional Council provide compensation.
 - i. For those whose leadership responsibilities require attendance before and throughout the meeting and also require the maintenance of neutrality that the Regional Council provide meals, travel and accommodation. Those who would qualify for this support would include Speaker, and those providing technical and business coordination.
 - ii. For those who have been asked to serve in a volunteer leadership role that requires attentiveness to a task that restricts freedom of participation in excess of three hours during the business day that meals be provided. This might include a musician, and worship leader.
 - iii. Those in shared roles, including equity support, stewards, parliamentarians, discernmentarians, Friends of Council and Chaplains would not normally be eligible for compensation. If circumstance arose that significantly impacted the ability to participate as a delegate compensation may be offered.

Appendix B¹**Report on Strategic Plan Monthly Goals:****June 2024**

Stream 5 – Justice feature materials (Q3) planned (Sharon) - *June to September is Indigenous Justice and Respectful Relationship Forum. Special newsletters for National Indigenous People's Day- June 21 and more learning will be shared for Sept 30 National Day for Truth and Reconciliation.*

Stream 6 – Media Training offered to spokespersons and to other interested people (Karen/Éric) - *Nancy Payne will be doing our Media Training on Friday, November 15th in the late afternoon or early evening, prior to our Fall Meeting. We are still working out the particulars and will have a follow up once Eric returns from Sabbatical in September. Nancy has sent Karen a proposal*

Stream 9 – Climate Forum first meeting (Sharon) - *A doodle poll and follow up emails were sent to those who had expressed interest and a time for a meeting in June could not be found. The first meeting will happen in September.*

Stream 10 – Assessment of interest in Lay Leadership Network and identification of the shape it will take (PR Minister) – *Darren is talking with congregations in his work with Collaborative Ministries this fall about the need, want for lay leadership networks. Darren wants to see what they need and wish in such meetings.*

Stream 11 – Association of Ministers formal gathering meeting (PR Minister) - *Debbie and Darren will be discussing having a retreat in the spring of 2025. The original team that was leading this discussion has stepped down.*

July 2024

Stream 5 – Justice feature materials (Q3) assembled for posting in August (Sharon) – *see June 2024*

Stream 3 – Uploading alternative worship resources on the web page, new tab (Karen) - *Karen has created a new page and it is currently sitting in draft mode with*

Stream 12 – M&P Workshop materials and planning (PR Minister) - *Materials for PowerPoint presentations on M&P workshops, Liaison training workshops, Pastoral Charge Supervisor workshops, and an introductory session on church hub have all been presented to the region (in some cases several times) and have been continually honed and developed. These will be shared with Debbie. I can continue to help resource these items if needed.*

August 2024

Stream 5 – Justice feature (Q3) materials posted (Karen) – *see June 2024*

Stream 6 – Media strategy implementation (Karen) – *Ongoing*

Appendix B²



2023 Strategic Plan Report

Deep Spirituality | Bold Discipleship | Daring Justice





Message from the General Secretary


Our ancestors in faith sought to understand who Jesus was and to live faithfully as his disciples. We too seek to enter the story of Jesus in spirit and truth in our own time.

As we stand on the cusp of our church's Centennial, we hear the call to be deep, bold, and daring in renewing our church for the next 100 years.

The General Council Office's Strategic Plan is intended to help the church realize our Vision, working closely with regional councils across the country. As the plan unfolds, we are sharing stories in the hope that they will engage, inspire, and compel. These stories provide a glimpse into how we are advancing our strategic objectives in the areas of Growth, Justice, Leadership, Common Good, Climate Integrity, and Indigenous Pathways. I invite you to learn more about the plan by going to [Our Call and Vision](https://united-church.ca/our-call-and-vision) on united-church.ca.

To renew our church towards this Vision requires faith and belief, hard work, determination, and dedication. Overall, this year the General Council engaged in over 80 activities in the six strategic areas. We strengthened transparency and accountability, introducing quarterly public reporting. I am grateful that we were able to achieve close to 72% of our planned key results in our very ambitious first year. We continue to learn from the planning process, improving our focus and strengthening our orientation towards results and impact.

Overall, our goal is to collaborate with regions to support communities of faith to thrive through strategies of renewal, creation, and invitation. Our story is of a church formed by the fidelity of its members: imperfect, challenged by aspects of our legacy, but still called to a ministry of transformation and hope. May this plan invigorate that hope as we respond in faith to God's call in our time.


Rev. Michael Blair
General Secretary

Who do you
say I am?

Et vous... qui
dites-vous
que je suis ?

Mâduwech
echâmâgî

(Matthew 16:15)

Land Acknowledgement

We acknowledge that we live, worship, and work on Indigenous lands.

We are committed to reconciliation with Indigenous Peoples, and recognize that this includes aligning ourselves with the values of living with respect in creation.

We continue living and praying together on this great land, and together we support each other's journey.

Call and Vision

Our Call strives to reflect the core of what The United Church of Canada seeks to be in this time. Deep and grounded faith compels a life of bold discipleship lived in worship, service, and community, and expressed in the church and world in daring acts of justice.

The Vision aims to reflect what the church aspires to be within a 5- to 10-year span.

Call

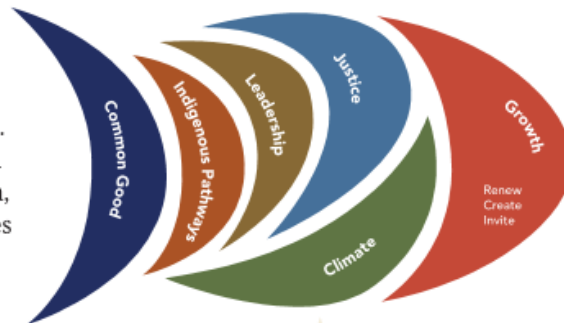
Deep Spirituality
Bold Discipleship
Daring Justice

Vision

Called by God, as disciples of Jesus, The United Church of Canada seeks to be a bold, connected, evolving church of diverse, courageous, hope-filled communities united in deep spirituality, inspiring worship, and daring justice.

Strategic Objectives

Strategic objectives to guide progress towards the Vision were approved by the General Council Executive. They are focused on the ministry of the General Council Office. Each objective forms part of the operational plan, and is broken down further into initiatives and activities that are accountably tracked and evaluated.



Embolden Justice

Collaborating to Mend
Church and World

Invigorate Leadership

Adapting and Innovating for
Bold Discipleship

Nurture the Common Good

Equity and Sustainability
in Resources

Deepen Climate Integrity

Living Climate Commitments

Growth – Strengthen Invitation

Humility and Confidence
in Sharing Faith

Journeying Indigenous Pathways

Forging Right Relations

You can find the full text of the objectives by going to [Our Call and Vision](#) on [united-church.ca](#) and selecting the link for each strategic objective.



Embolden Justice

Informed by those with lived experience, we join with others in the hard work of bringing about racial and Indigenous justice, and 2SLGBTQIA+ rights, including by supporting racialized and Indigenous youth.

Indigenous and racialized young people from the United Church demonstrate solidarity, friendship, and care for one another and their communities.

The Indigenous and Racialized Youth Gathering, held at the Sandy-Saulteaux Spiritual Centre near Winnipeg, Manitoba, was an intentional space where young people gathered with others who look like them to shed the pressures of expectations and stereotypes.

The participants visited [Camp Morgan](#) to learn from the friends, families, and supporters there who tirelessly advocated for searching the landfills; their presence was appreciated. Since it is difficult to translate “Search the Landfill” into Indigenous languages, together the young people came up with “the search for the hidden truth.”

Nathaniel, a participant from Oxford House, Manitoba, helped the youth build a fire, cook pickerel, and make bannock. They taught each

other their traditional songs. Inzwi, a participant from the previous year who was offering her leadership skills, learned to build a fire as part of her rite of passage.

“As an adult, it was a beautiful thing to witness,” says Springwater Hester-Meawassige, who with Emo Yango guides the program year-round from the General Council Office. “I heard the young people say they had no idea this was missing from their lives.”

Rey Anderson and Joni Shawana supported the young people at the gathering, while Kayleigh, Inzwi, and Sarah, all of whom participated in 2022, helped develop the 2023 program. The 2024 plans are already underway.

“Create and sustain a racialized and Indigenous youth program” was one of twenty 2023 activity streams within Justice.



Credit: Joni Shawana/The United Church of Canada



Invigorate Leadership

As we strive to better reflect the diversity and needs of the country—current and future—we are developing key resources, experimenting with pilot programs, and reimagining training for leaders to enable them to meet new challenges and possibilities.

When I served on the committee that prepared the *Voices United* worship resource in the 1990s, I was one of the youngest members. As I currently serve on the *Then Let Us Sing!* development committee, it appears I am now one of the most senior!

A long time between the two projects.

Most striking is the technology used to prepare the two collections. With *Voices United*, I recall hauling around cardboard boxes full of photocopied music and hymnals. No one had laptop computers, email was in its infancy, and minutes and notes were taken by hand. Sometimes we used faxes, with their smudgy images on greasy paper! To meet, members flew, rode, or drove in from across the country.

In contrast, while preparing for *Then Let Us Sing!*, most of our meetings were held online.

Data files of all resources, including “sheet” music, hymnals, sound files, and videos, have all been easily shared and accessed. Of course, *Then Let Us Sing!* is very much an online resource, although a print version is in the works.

The 2025 launch will make almost all of our current music resources accessible online, and also nearly 200 new songs and hymns—with current interpretation of inclusion, theology, and intercultural sharing. *Then Let Us Sing!* will be a source of many new favourite hymns and songs in the years to come!

“Focus worship resources to meeting emerging needs” was one of eighteen 2023 activity streams within Leadership.

David Kai grew up attending the Toronto Japanese United Church. He was commissioned as a diaconal minister in 1987.



Credit: Will Kulnarsky/The United Church of Canada



Nurture the Common Good

Being a national organization can help benefit communities of faith across the country. Administrative efficiencies, effectiveness, and accountability, including by sharing services, frees up time and resources for ministry.

The UCC Protect United initiative is by far the largest financial commitment of the strategic plan. A \$3 million loan funds an insurance program to help participating United Church ministries reduce, then contain, insurance costs. The church provides the startup capital, but also needs to provide more capital for particularly adverse claims results—especially in the early years.

The program was rushed into place for December 2022 to provide immediate premium relief. We saw premiums reduced by 11–27% during a year when insurance premiums went up by 15–30%.

So far, the program has been a success financially. Annualized premiums for 2021–2022 paid \$10.1 million versus \$8.1 million for the first year of the program, saving almost \$2 million when adjusted for new business and closures/amalgamations. The interest on the startup loan is paid annually.

However, customer service and administration have been very poor and caused a lot of frustration, in part because of rushing the program's launch; our partner's existing systems and staff proved inadequate for the volume of queries that arose. Church decisions to deliver more savings also proved challenging administratively. We've been working on achieving proper service capacity by the second quarter of 2024. This will also be when we launch greater coverage flexibility and improved communications.

This initiative will run just like a traditional insurance company, with claims administered accordingly. The difference? Together, we all try to reduce risk and claims—and therefore premiums. This arrangement exists solely to benefit participants, our communities of faith across the country.

"Implement a self-insurance plan" was one of eighteen 2023 activity streams within Common Good.



Canadian Memorial United Church. Credit: Maxine Bullock Photography.



Deepen Climate Integrity

We offer tools and resources for immediate climate action to help communities and individuals live with respect in creation. Building by building, and coast to coast to coast, we are taking responsibility to reduce our emissions.

An affirming church with a progressive congregation, Old Barns United in Lower Truro, Nova Scotia, is more than 100 years old. It is a strong, active, and engaged community where worship and deep conversation are informed by events in the local community and by the news.

“There were a lot of stories on the environment,” says Bob Francis, a member of the Board of Stewards and Trustees who led a recent initiative to green the old church building. “The stories were about the climate crisis, with an occasional good news story of people doing something about it.”

One good-news story came through a new minister, the Rev. Phillip Kennedy, whose previous charge installed solar panels. Motivated, a working group at Old Barns United created a wish list: solar panels, heat pumps, switching to LED lighting, and updating electric baseboard heaters.

“It ended up being a major project,” Francis says. An application to the Faithful Footprints program

received approval within two days; funds were matched, and rebates added.

“We’ve produced 1,100kWh since October 20,” Francis says. “That’s pretty darn good, considering the weather we’ve had. Today, we produced 1.4 kWh of power, and we haven’t even seen the sun yet.”

By summer, Old Barns United won’t have any power bills at all.

It’s an impressive conversion, significantly reducing the church’s greenhouse gas emissions, saving money, and creating a more comfortable space for the community. And the church is animating the message in our Creed: “Living with respect in Creation.”

“Improve energy efficiency of faith buildings” was one of eight 2023 activity streams within Climate.

This story was adapted and edited from the longer version on the [Faithful Footprints website](#).



Credit: Bob Francis/Old Barns United Church



Growth – Strengthen Invitation

We are renewing existing communities of faith, creating new churches, and supporting bolder invitation. The United Church of Canada is not wrapping up; we are ramping up as we turn towards our next 100 years.

Gallery of Faith is not a traditional church, nor is it an art exhibition. It's one of The United Church of Canada's new and emerging communities of faith. Gathered online or in person in a rich spiritual community, the group is diverse and includes church leaders, ministers, theologians, artists, designers, and musicians.

They have one thing in common: they share origins in Hong Kong.

At Gallery of Faith, LGBTQIA+ members are warmly welcomed, with queer theologians and scholars contributing insights and perspectives. Online gatherings for worship are inclusive and creative, incorporating elements such as videos, music, and online exhibitions. Meet-ups happen in homes and restaurants for spiritual conversation, or in special events like a Full Moon Ceremony in a local park.

A recent gathering focused on the topic of death, acknowledging its profound significance within the human experience and including a reflection by William Chan, a Christian who has skin cancer.

This dynamic new community is one of 40 possible new communities of faith among migrant, diasporic, and francophone communities being explored through the Growth initiative. Other aspects of the church's leading priority on growth include renewing existing congregations and strengthening enthusiastic invitation to United Church communities, new and old.

A team of Growth Animators are now deployed across the country to support regions to renew, create, and invite—strengthening and transforming the church for the next 100 years.

"Create new migrant communities" was one of thirteen 2023 activity streams within Growth.



Credit: Michael Lee



Journeying Indigenous Pathways

We recognize and celebrate diverse Indigenous ways of being, knowing, and engaging with theologies and spiritual practices. We are committed to decolonizing church structures, and to partnering with a self-determining Indigenous Church.

The National Indigenous Spiritual Gathering was held July 28–30, 2023, with the theme “Our Strong Voices.” Moderator Carmen Lansdowne offered a keynote address, asking, “What does a flourishing Indigenous Church look like?”

The answer will unfold as the Indigenous Church articulates its vision of self-determination.

Perhaps the strongest voices came from the youth gathering panel. Three young people shared experiences of growing up in the North and in urban centres, speaking of challenges, their relationship with the land, their years with the Indigenous Ministries and Justice youth program, and plans for the future. These strong young people will lead in their communities.

Delegates took part in the National Indigenous Council’s vote on the remit on creating an autonomous Indigenous organization, which passed to sounds of great joy. Youth voices

powerfully influenced the discussion before the vote, identifying the pivot point where the Indigenous Church—and the United Church as a whole—must choose to move forward.

In ceremony, the sacred bundle was opened again after four years. Now passed to Executive Minister Murray Pruden from the late Grafton Antone, it remained central to the business and worship at the gathering. We also celebrated stories, teachings, and songs at the sacred fire. There was also drumming and dancing, and time for the conversations that can only happen when people gather in person.

The gathering recognized a large group of candidates for ministry and celebrated the ordination of Carol Many Chief.

“Create and develop a self-governing Indigenous Church” was one of six 2023 activity streams within Indigenous Pathways.

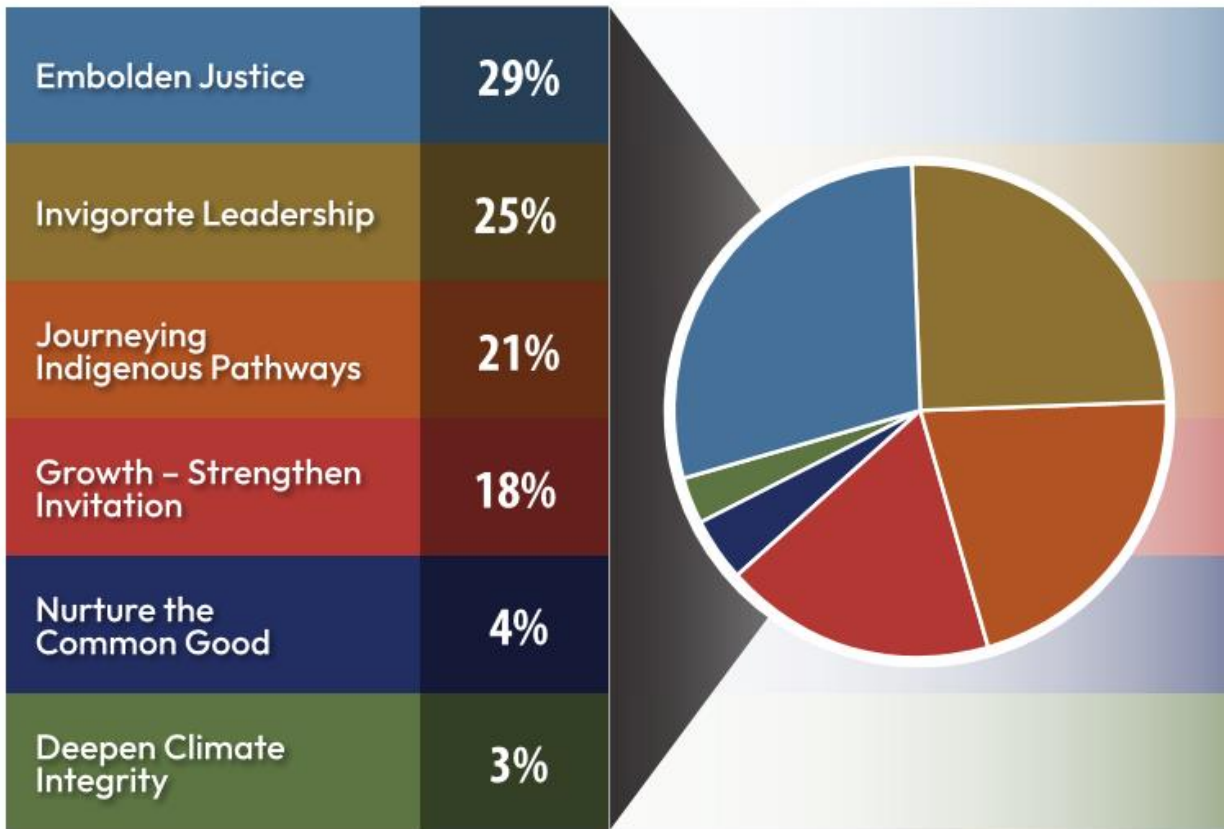


Credit: The United Church of Canada

Financials

Operating Budget ONLY

In 2023, the General Council of the United Church dedicated resources (salaries, grants, program, etc.) from the operating budget to the six areas of the Strategic Plan.



By the Numbers in 2023

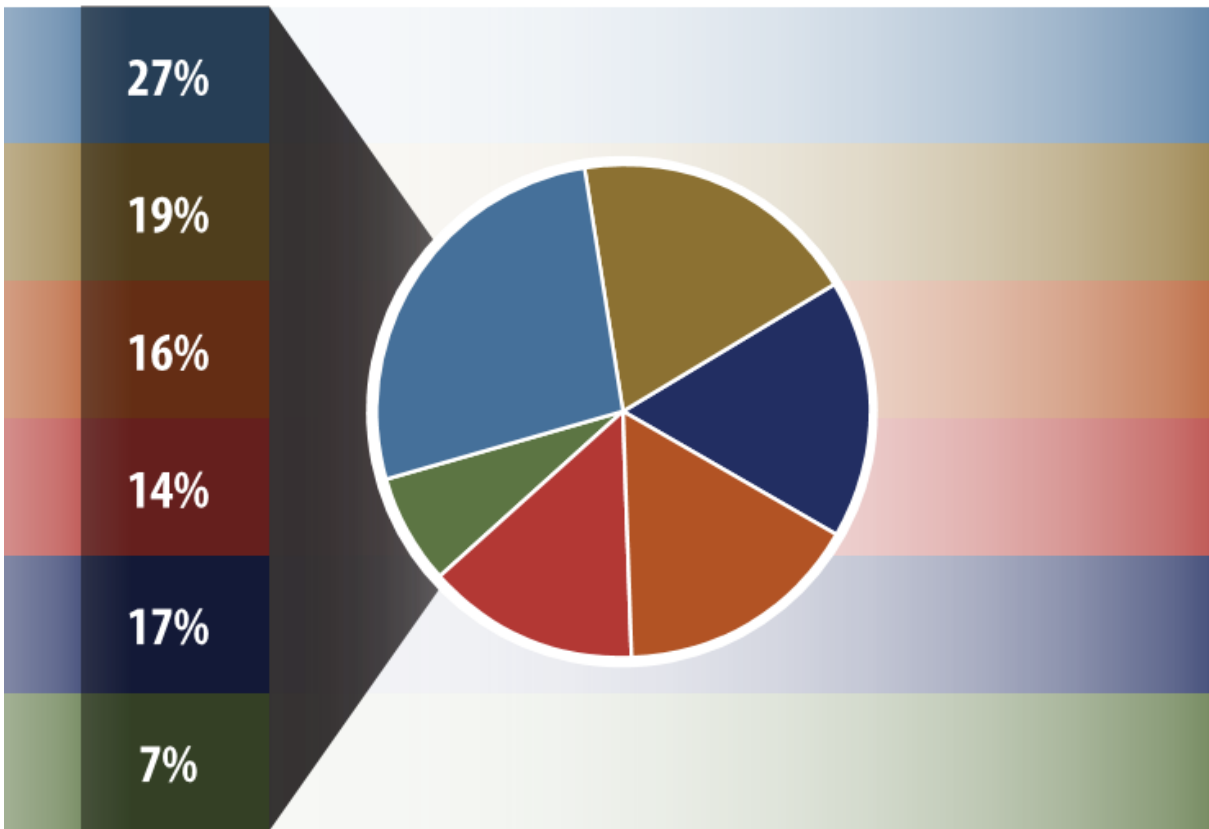
- 6** Strategic Objectives 🐟
- 83** Activity Streams ➡️
- 40** Priority Areas (of the 83 Activity Streams) 🎯
- 72%** progress on planned Key Results overall* 🔑

Climate objective highest at **84.5%** progress on Key Results ⚙️
Growth objective lowest at **58%** progress on Key Results 🌱

*Excluding Indigenous Pathways, which reported in a narrative manner.

Operating Budget PLUS Fund Centre Activities

In addition, particular areas were supplemented by specialized reserve funds, or fund centres.



For more detail, refer to the audited financial statements that will be available later on united-church.ca (search "financial statements").

We are deeply grateful to be able to advance the Strategic Plan, drawing from Mission and Service contributions, assessment, reserve funds, and other revenues.



This report is available on the [Our Call and Vision webpage](https://united-church.ca/call-vision) (united-church.ca/call-vision).

La version française de ce rapport sera disponible en ligne sur la page [L'appel et la vision de l'Église Unie](https://united-church.ca/call-vision) (recherchez «appel et vision» sur egliseunie.ca).

For the latest updates visit the [Our Call and Vision webpage](https://united-church.ca/call-vision).

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Cover photo: After the Moderator's installation service at Canadian Memorial United Church, Vancouver, August 2022
Credit: Maxine Bulloch Photography

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Charitable Registration Number 10810-2435-RR0003

Appendix C

East Central Ontario Regional Council Covenant Support Meeting Minutes – June 2024

A meeting of the Covenant Support Team was held by Zoom on Tuesday July 18, 2024 at 2:30pm.

Present: Donna Bignell, Steve Coles, Caroline Giesbrect, Phil Hobbs, Darren Liepold, Cheryl McMurray, Anne Meredith (scribe), Ted Myers, Randy Scott, Bill Sheaves(Chair), Lynn Watson

Regrets: Freda Burns, Sue Hobbs, David King, Stephanie Richmond

Bill Sheaves began the meeting with a welcome and by noting that this would be the last meeting for Darren Liepold in his current position for our Region. The new staff person who will deal with personnel will be Debbie Roi who begins her new ministry in the staff position in mid-July.

Cheryl McMurray led in an opening prayer.

The agenda and minutes of the previous meeting were agreed upon by consensus.

Forum/Team Reports

Steve Coles reported for the Liaison Forum with news that Northminster United Church in Oshawa will continue to have Jean Wilson and Sharon Goulding walk with them. Ted Meyers will work with them for Ministry Through Property. The Covenant Support team agreed to this unique way of operating as the tentative plan is for Northminster to close in June 2025 with April 27, 2025 being their last service.

The Cold Springs and Rural Faith Pastoral Charges (north of Cobourg) are moving towards sharing personnel but their governance needs an overhaul that includes a shared treasurer, worship team, and Ministry and Personnel committee.

Columbus Pastoral Charge (north of Oshawa) has requested a liaison. No ministry personnel have been reappointed or appointed.

Claremont and Goodwood Pastoral Charges will continue to share personnel. They are in process of moving from an appointment to making a call.

Faith United Church in Courtice has its profile on the hub for part time supply. Once that hire has taken place, they will post their profile for the full-time position.

Liaisons are needed in the Kingston area.

Harmony Pastoral Charge (Millbrook/Cavaan area) is working with the local Presbyterian church towards shared ministry. Work hours for personnel are being clarified.

LLWL

Paul Kneebone reported that Licensed Lay Worship Leaders renewal is now every three years. Ten interviews regarding renewal take place each year.

Locations of work are being logged so there is monitoring of the policy of five weeks in a row and twelve weeks in total at a specific community of faith.

A letter will be sent from Covenant Support to a congregation asking for an exception reaffirming the policy of only five weeks in a row.

Exceptions need to be passed through the proper chain of LLWL forum, Covenant Support team and then the Region Assembly of Elders.

Retirees

Caroline Giesbrect reported that a letter was sent to retirees asking for voluntary help at the request of the chaplain at the Belleville hospital.

Mission Through Property

Ted Meyers reported that Orser's Cemetery (near Picton) was sold privately with a clause of first refusal to the church if there was to be resale. Some problems with title during the original sale are being investigated.

Regarding St. Paul's Cemetery near Hastings a lawyer's letter is being sent to the present congregation to arrange for occupancy as long as the congregation is viable. After that the municipality will take over.

Little Britain United Church – The Region has added the Miller Memorial House to its landbank and will do ongoing repair before the municipality takes over.

There are some manse maintenance financial problems. Details are being clarified regarding renovations, shared space, and legalities. The church is indicating that they are without ongoing finances.

Motions

Moved by Cheryl McMurray and seconded by Donna Bignell that upon confirmation of eligibility on Church Hub, we recommend to the Council of Elders the re-appointment of the Rev. Allan Smith-Reeve, United Supply, to the Greenwood (Peterborough County) Community of Faith from July 1, 2024-February 28th, 2025 with the following terms: Sal Category F COL 4 50% time, phone 685 for the 8 months (must be raised to 800), Con Ed 820. All other terms as per the United Church Manual. Carried.

Moved by Phil Hobbs and seconded by Paul Kneebone that upon confirmation of eligibility on Church Hub, we recommend to the Council of Elders the re-appointment of the Rev. Lynda Hodgins, retired supply to the Harmony (Peterborough County) Community of Faith with the following terms: Effective October 1, 2024-January 31, 2025, Sal category F COL 4 50% with the other 50% picked up by the Presbyterians, Phone 1 (must be raised to 400 for four months), Con Ed 820. In the four months Lynda gets two weeks vacation and one week of study leave. All other terms as per the United Church Manual. Carried.

Moved by Randy Scoot and seconded by Steve Coles that upon confirmation of eligibility on Church Hub, we recommend to the Council of Elders the appointment of the Rev. Li Armstrong, retired supply to the Sandford Zephyr (near Uxbridge) community of Faith with the following terms: Effective July 1, 2024-December 31, 2024,

Salary Category F COL 5, Full time, Phone (400 must be raised to 600). Con ed \$1640 All other items according to the United Church Manual. Carried.

Moved by Phil Hobbs and seconded by Patti James that upon confirmation of eligibility on Church Hub, we recommend to the Council of Elders the Rev. Bob Root to the Bobcaygeon Providence (Kawarthas) Community of Faith with the following terms: Salary Category F COL 4, Effective July 1, 2024-June 30th, 2025, 50% time, Communications 678 (needs to be raise to 1200), Con Ed \$820. All other terms as per the United Church Manual. Carried.

Moved by Patti James and seconded by Cheryl McMurray that we accept the retirement of the Rev. Susan McAllister, minister of Princess United Church Kingston, effective August 31, 2024. Carried.

Pastoral Charge Supervisors

Paul Reed is supervisor for Fenlon Falls United Church

Moved by Steve Coles and seconded by Cheryl McMurray that Patti James be appointed pastoral charge supervisor at Buckhorn United Church during the minister's sabbatical. Carried.
Patti James abstained from voting.

Scugog Island United Church needs a supervisor as Elaine Hall ends her pastoral relationship with Port Perry United this fall.

Princess Street United in Kingston will need a supervisor after the September 1, 2024 retirement of Rev. Susan McAllister.

Moved by Patti James and seconded by Steve Coles that Phil Hobbs be appointed pastoral charge supervisor at Grace united Church in Napanee. Phil Hobbs abstained from voting.

Discussion

At Grace United Peterborough an investigation is moving forward.

Campbellford is now writing their profile with a liaison to determine needs.

Crossroads will be working with Creedence (conflict management service) to help the community of faith to determine ministry needs and work together for a common purpose.

Moved by Steve Coles and seconded by Randy Scott that the Covenant Support team confirm that United Community Ministries be a Supervised Ministry Education site. They have been working with the Office of Vocation regarding grant funding possibilities for an eventual student placement.

Greenbank-Seagrave Pastoral Charge is ready to fill their Supervised Ministry Education placement but have to get their terms on the hub.

Moved by Phil Hobbs and seconded by Paul Kneebone that a Commission be established to review job descriptions for ministers in order to create a template for part-time and full-time positions. Carried.

Randy Scott will work with Jean Wilson from the Liaison Forum. Clarity is being sought regarding communication costs, continuing education, and percentages of types of work.

There was no New Business.

Bill Sheaves will represent Covenant Support at the Covenanting Service of Mark Sturman as a SME placement at Centennial-Albert United Church, Oshawa to be held September 15, 2024 at 3 pm.

The next meeting of the Covenant Support team will be Tuesday September 17, 2024 at 2:30pm.

Appendix D

[APPROVED – Aug. 21, 2024]**GROUND LEASE**

This ground lease (this “Lease”), is made as of _____, 2024 (“Effective Date”), between **[The Trustee of Crossroads United Church, a congregation of the United Church of Canada]** (the “Landlord”) and Our Livable Solutions, a not-for-profit corporation incorporated pursuant to the laws of the Province of Ontario (the “Tenant”).

[VK Note: Full legal name of Crossroads to be confirmed. Title to the property is currently in the name of “The Trustees of St. Margaret’s United Church” and is to be updated by filing an Application to Change Name in the land registry office.]

BACKGROUND:

- A. The Landlord is the legal and beneficial owner of the land known municipally as 690 Sir John A. Macdonald Boulevard, Kingston, Ontario which is legally described as: PT LT 19 CON 2 KINGSTON AS IN FR94630; KINGSTON; THE COUNTY OF FRONTENAC, being all of PIN 36075-0179 (LT) (the “Property”).
- B. The Landlord has agreed to lease to the Tenant, and the Tenant has agreed to lease from the Landlord, part of the Property for the purpose of the Tenant constructing, operating and maintaining, at its sole cost and expense, a not-for-profit sleeping cabin facility and program.

FOR VALUE RECEIVED, the Landlord and the Tenant covenant and agree as follows:

**ARTICLE 1
BASIC TERMS, DEFINITIONS**

1.1 Basic terms

- (a) Landlord: **[The Trustee of Crossroads United Church, a congregation of the United Church of Canada]**
Address: 690 Sir John A. Macdonald Blvd., Kingston, ON K7M 1A2
- (b) Tenant: **Our Livable Solutions**
Address: 06-82 Sydenham Street, Kingston, ON K7L 3H4
info@ourlivable.solutions
[Insert Representative Name]
- (c) Premises: that part of the Property marked with cross-hatching on the plan attached to this Lease as Schedule A
- (d) Term: Ten (10) years
- (i) *Commencement Date:* September 1, 2024
(ii) *Expiration Date:* August 31, 2034

(e) Rent:

Period	Per Year
Years 1-10	\$1.00

(f) Permitted Use:

A not-for-profit residential sleeping cabin facility, with not more than 18 Sleeping Cabins (as defined below) and with not more than one individual resident or occupant per Sleeping Cabin and an associated Common Services Module (as defined below), subject to the terms, conditions and restrictions in this Lease

(g) Schedules:

Schedule A – Plan of Premises

1.2 Definitions

In this Lease, unless there is something in the subject matter or context inconsistent therewith, the following terms have the following respective meanings:

- (a) **“Applicable Laws”** means all federal, provincial, municipal and local laws, statutes, ordinances, by-laws and regulations and all orders, directives and decisions rendered by, and rules, policies, guidelines and similar guidance of, any ministry, department or administrative or regulatory agency having jurisdiction over any matter from time to time.
- (b) **“Commencement Date”** means the date set out in Section 1.1(d)(i);
- (c) **“Contaminants”** has the meaning given to that term in the *Environmental Protection Act* (Ontario);
- (d) **“Event of Default”** has the meaning given to that term in Section 9.1;
- (e) **“Lease Year”**, in the case of the first Lease Year, means the period beginning on the Commencement Date and terminating on the first anniversary of the last day of the month in which the Commencement Date occurs, unless the Commencement Date is the first day of a month, in which case the first Lease Year will terminate upon the expiry of the period of twelve (12) months thereafter. Each subsequent Lease Year shall commence on the first day following the expiry of the preceding Lease Year and terminate upon the earlier to occur of: (i) the expiry of the period of twelve (12) months thereafter; or (ii) the termination of this Lease;
- (f) **“Mortgage”** means any mortgage or other security against the Property and/or the Landlord’s interest in this Lease, from time to time;
- (g) **“Mortgagee”** means the holder of any Mortgage from time to time;
- (h) **“Premises”** means that part of the Property described in Section 1.1(c);
- (i) **“Property”** has the meaning ascribed to that term in paragraph A of the background section of this Lease;

- (j) **"Realty Taxes"** means all real property taxes, rates, duties and assessments (including local improvement rates), impost charges or levies, whether general or special, that are levied, charged or assessed from time to time by any lawful authority, whether federal, provincial, municipal, school or otherwise, and any taxes payable by the Landlord which are imposed in lieu of, or in addition to, any such real property taxes, whether of the foregoing character or not, and whether or not in existence at the commencement of the Term, and any such real property taxes levied or assessed against the Landlord on account of its ownership of the Property or its interest therein, but specifically excluding any taxes assessed on the income of the Landlord;
- (k) **"Rent"** means the rent payable by the Tenant pursuant to Section 3.2 of this Lease as may be;
- (l) **"Sales Tax"** means any and all taxes or duties imposed on the Landlord or the Tenant measured by or based in whole or in part on the Rent payable under the Lease, whether existing at the date of this Lease or hereinafter imposed by any governmental authority, including, without limitation, Harmonized Sales Tax, value added tax, business transfer tax, retail sales tax, federal sales tax, excise taxes or duties, or any tax similar to any of the foregoing;
- (m) **"Sleeping Cabin"** means a relocatable hard-sided structure, that has an area of approximately 9' x 12', and is designed and used for temporary accommodation by one occupant and that is maintained in good condition and in compliance with all Applicable Laws;
- (n) **"Term"** means the period specified in Section 1.1(d) and, where the context requires, any renewal, extension or overholding period;
- (o) **"Tenant's Conditions"** has the meaning ascribed to that term in Section 4.1 of this Lease;
- (p) **"Tenant Improvements"** means all buildings, fixtures, improvements, installations, alterations and additions from time to time made, erected or installed by or on behalf of the Tenant, including doors, hardware, partitions (including moveable partitions) and wall-to-wall flooring, but excluding the Tenant's trade fixtures and furniture and equipment not in the nature of fixtures;
- (q) **"Transfer"** means an assignment of this Lease in whole or in part, a sublease of all or any part of the Premises, any transaction whereby the rights of the Tenant under this Lease or to the Premises are transferred to another person, any transaction by which any right of use or occupancy of all or any part of the Premises is shared with or conferred on any person, any mortgage, charge or encumbrance of this Lease or the Premises or any part thereof, or any transaction or occurrence whatsoever which has changed or will change the identity of the person having lawful use or occupancy of any part of the Premises, and includes, without limitation, any amalgamation of the original Tenant with any other corporation or entity; and any amendment to the constating documents of the Tenant that amends the not-for-profit purpose of the Tenant
- (r) **"Transferee"** means any person or entity to whom a Transfer is or is to be made.
- (s) **"Common Services Module"** means a relocatable hard-sided structure, that has an area of approximately 26' x 60', and is designed and used to house washrooms, showers, laundry,

kitchen and meeting areas but not for accommodation purposes and that is maintained in good condition and in compliance with all Applicable Laws;

1.3 Schedules

The schedules to this Lease, as set out in Section 1.1(g) are incorporated by reference and deemed to be part of this Lease.

ARTICLE 2 GRANT AND TERM

2.1 Grant of Lease

(a) In consideration of the rents, covenants and agreements hereinafter reserved and contained on the part of the Tenant to be paid, observed and performed, the Landlord leases to the Tenant, and the Tenant rents from the Landlord, the Premises.

(b) By waiving the Tenant's Conditions, the Tenant acknowledges that: (i) it has inspected the Premises and accepts it in an "as is" condition; (ii) the Premises are suitable for the purpose for which the Premises are leased; and (iii) except as expressly out in this Lease, no representations or warranties have been made by Landlord with respect to the Premises or the Property.

(c) In addition to the rights granted to the Tenant in respect of the Premises, the Tenant and its invitees shall have the non-exclusive use of:

- (i) that part of the Property marked with diagonal lines on the plan attached to this Lease as Schedule A, for the purpose of ingress and egress to and from the Premises; and
- (ii) those parts of the Property designated by the Landlord from time to time for parking at the Property, to the extent reasonable required by the Tenant for parking purposes (and no other use) in connection with the Tenant's use of the Premises, and subject at all times to the Landlord's exclusive rights of management and control of such areas (including the right to impose rules and regulations, restrict access to certain parts of the Property, reduce the number of parking spaces, and designate which areas and the number of spaces that can be used by the Tenant and during which hours and days). The Landlord shall have no liability to the Tenant with respect to the availability of parking or any changes to the parking arrangements at the Property.

2.2 Term

The Term shall commence on the Commencement Date, run for the period set out in Section 1.1(d), and end on the date set out in Section 1.1(d), unless terminated earlier pursuant to the provisions of this Lease.

2.3 Overholding

If, at the expiration of the initial Term or any subsequent renewal or extension thereof, the Tenant shall continue to occupy the Premises without further written agreement and without objection by the Landlord, there shall be no tacit renewal of this Lease, and the tenancy of the Tenant thereafter shall be from month to month only, and may be terminated by either party on one (1) month's written notice; provided that the Landlord shall not terminate the Lease in any calendar month other than: April, May, June, July, August, September or October. For certainty, this Section 2.3 does not provide the Tenant with a right to continue

occupying the Premises after the expiration of the Term and does not limit any of the Landlord's rights or remedies in the event the Tenant fails to surrender the Premises as required by this Lease.

2.4 Quiet Enjoyment

The Tenant, on paying the Rent hereby reserved, and performing and observing the covenants and provisions herein required to be performed and observed on its part, shall peaceably enjoy the Premises for the Term. The exercise of any of the Landlord's rights under this Lease shall not be deemed to be an interference with the Tenant's rights of quiet enjoyment to the Premises.

2.5 Landlord's Early Termination Right

Notwithstanding anything to the contrary in this Lease, and without limiting any of the Landlord's other rights under this Lease, the Landlord shall have the right to terminate this Lease at any time during the Term by providing the Tenant with not less than three hundred and sixty-five (365) days prior written notice and provided that the termination date must fall in one of the following months in any calendar year: April, May, June, July, August, September or October.

ARTICLE 3 RENT, REALTY TAXES AND OPERATING COSTS

3.1 Net Lease

It is the intention of the parties that this Lease shall be a completely carefree net lease to the Landlord and that the Tenant shall pay all such charges, impositions and expenses of every nature and kind relating to the Premises in the manner provided in this Lease, and the Tenant covenants with the Landlord accordingly. For further certainty, and without limiting the foregoing or any other express terms in this Lease, the Tenant acknowledges and agrees that the rate of Rent as set out in this Lease has been established on the understanding and assumption that the Tenant will be responsible for and will pay all costs and expenses relating to the construction of the Tenant Improvements and the ongoing maintenance, repair, replacement, operation and management of the Premises and all improvements on the Premises (including but not limited to the Tenant Improvements) during the Term, and the Tenant covenants and agrees to be responsible for and pay all such amounts.

3.2 Acknowledgement of Payment of Rent in Full

The Landlord acknowledges that the Tenant has paid Rent in full for the Term, being Ten Dollars (\$10.00) in the aggregate.

3.3 Realty Taxes

During the Term, the Tenant shall pay and shall be solely responsible for all increases in Realty Taxes (if any) imposed on the Landlord (directly or indirectly, including by the loss of any Realty Tax rebates) that arise specifically from the leasing of the Premises by the Tenant. In the event that Realty Taxes are not

separately assessed or apportioned to the Premises at any time during the Term, the Landlord shall determine, acting reasonably, the portion of Realty Taxes that are payable by the Tenant.

3.4 Tenant's Responsibility for its Operating Costs

During the Term, the Tenant shall be solely responsible for all costs and expenses attributable to the maintenance, repair, replacement, administration, management and operation of the Premises including, without limiting the generality of the foregoing:

- (a) all charges, costs, accounts and any other sums payable by reason of the supply of utilities and services to the Premises;
- (b) the cost of insuring the Premises in accordance with the terms of this Lease, including the cost of any insurance maintained by the Landlord;
- (c) Realty Taxes in accordance with Section 3.3;
- (d) all costs and expenses in connection with the approval, construction, maintenance, repair and replacement of the Tenant Improvements;
- (e) every tax, licence fee, rate, duty and assessment of every kind with respect to any activities carried on by the Tenant at the Premises or in respect of the use or occupancy of the Premises by the Tenant or any other person; and
- (f) all other costs and expenses that are described to be the Tenant's responsibility under this Lease.

In the event the Tenant fails to pay any such amount when due or any other payment to be made to a third party in connection with this Lease or the Premises or fails to complete any work required to be completed by the Tenant under this Lease, the Landlord shall have the right to make such payment or complete such work on the Tenant's behalf and to charge all amounts or costs incurred by the Landlord to the Tenant as additional rent, plus an amount equal to fifteen percent (15%) of the amount paid as an administrative fee to the Landlord.

3.5 Sales Tax

The Rent and all other payments to be made by the Tenant to the Landlord (or to a third party on the Landlord's behalf) under this Lease are exclusive of Sales Tax and the Tenant will be responsible for and shall pay to the Landlord on demand all Sales Tax that is exigible on Rent or any other payments to be made by the Tenant to the Landlord (or to a third party on the Landlord's behalf) under or in connection with this Lease.

3.6 All Payments Deemed to be Rent

All of the payments set out in this Lease (other than Sales Tax) shall constitute rent, and shall be deemed to be and shall be paid as rent, whether or not any payment is payable to the Landlord or otherwise, and whether or not paid as compensation to the Landlord for expenses to which the Landlord has incurred and the Landlord has all the rights against the Tenant for default in any such payments that is has against the Tenant for default in payment of Rent.

ARTICLE 4
TENANT'S CONDITION AND DEVELOPMENT APPROVALS

4.1 Tenant's Condition

(a) This Lease shall be conditional upon the fulfilment or waiver of the following condition (the "**Tenant's Condition**") on or before the date that is sixty (60) days after the execution of this Lease by both parties:

the Tenant conducting a search of the title to the Property and reviewing all agreements, covenants and instruments registered thereon and being satisfied therewith, completing a pre-consultation meeting with planning and development staff at the City of Kingston, and obtaining site plan approval and all other applicable approvals, consents and permits as are required for the Tenant Improvements and intended use of the Premises.

(b) The Tenant's Condition is inserted for the sole benefit of the Tenant and must be waived or fulfilled by the Tenant providing written notice to the Landlord within the time periods set out in Section 4.1(a), failing which this Lease shall become null and void.

4.2 Review and Approval of Plans

(a) Delivery of Information. The Tenant shall promptly provide the Landlord with copies of all applications, plans, studies, reports and other material documents with respect to the Tenant's Improvements (including as built drawings once available) as they become available (collectively, the "**Development Plans**"), and, in the event that this Lease is terminated due to the Tenant's Condition not being waived or satisfied, or for any other reason, the Tenant shall cooperate with the Landlord and provide the Landlord with such authorizations as the Landlord may require in order for the Landlord to be able to rely upon and use all such Development Plans.

(b) Approval of Plans by Landlord. Prior to submitting an application for any municipal approvals (including but not limited to zoning amendments, minor variances, site plan approvals, building permits, or other approvals under the *Planning Act (Ontario)*), the Tenant shall submit the Development Plans and all of its other relevant plans, drawings and applications to the Landlord for review and approval, such approval not to be unreasonably withheld or delayed. The Landlord shall review the Development Plans and other plans, drawings and draft application and provide a response to the Tenant within fourteen (14) days of each request. The Landlord shall have the right at its sole and absolute discretion to withhold its consent to any plans or development that that could reasonably be expected to: (i) have a material adverse effect on the Landlord (and, in particular, without limiting the generality of the foregoing, the Landlord's use of the Property for its church-related activities); (ii) have a material adverse effect on the value of the Property; (iii) that provide for the installation of an underground tank or tanks on the Property, and the Tenant shall not install any underground tanks; or (iv) that provide for the installation of any building or improvement with a concrete pad or other type of fixed foundation or subsurface installation or infrastructure. In the event the Landlord denies any request made by the Tenant as contemplated in this Section 4.2(b), the Tenant shall have the right to terminate this Lease by providing written notice to the Landlord at any time within the thirty (30) day period following the date that the Landlord refuses the Tenant's request.

(c) Acknowledgement Regarding Certain Aspects of Tenant's Plans and Fencing Requirement. The Landlord acknowledges that the Development Plans will include landscaping, fencing, raised bed common

gardens and vertical gardens. If required by the Landlord, at any time during the Term, the Tenant shall install fencing at the Premises to separate the Premises from all neighbouring properties.

ARTICLE 5 CONSTRUCTION, MAINTAINANCE AND REPAIRS

5.1 Construction of Tenant's Development

(a) The Tenant shall have the right to complete the construction of the Tenant Improvements at the Premises provided it is completed in accordance with the Developments Plans, all Applicable Laws, the terms of this Lease (including Article 4) and at the Tenant's sole cost and expense.

(b) Upon commencing construction of the Tenant Improvements, the Tenant shall proceed diligently to complete the construction as soon as reasonably practicable.

5.2 Compliance with Title

The Tenant acknowledges and agrees that it shall comply with all agreements, covenants and instruments registered on title to the Property, including but not limited to any site plan control agreement registered in connection with the Tenant Improvements, and shall not cause the Landlord to be in breach of any such agreements, covenants and instruments.

5.3 Tenant's Obligations of Maintenance and Repair

The Tenant shall, at its sole cost and expense, operate, maintain, repair, replace and keep in good and substantial order and condition, to the standard of a prudent owner, the Premises and all buildings, building systems, improvements, equipment, utility infrastructure (including lines, wires and pipes), walkways, driveways, paving, landscaping, chattels and fixtures and all other real property and personal property on, under or appurtenant to the Premises; and the Landlord shall have no financial or other obligations to the Tenant with respect to any such matters or the Premises. For further clarity, and without limiting the generality of the foregoing, the Tenant shall be solely responsible at its sole cost for all snow and ice removal (and related sanding and salting), waste and garbage removal and all other landscaping and outdoor maintenance at the Premises.

5.4 Additional Development and Improvements

(a) In the event the Tenant wishes to make any material changes to the Development Plans or to develop, improve or alter the Premises beyond the development provided for in the Development Plans (including but not limited to constructing any additional structures, foundations, concrete pads or blocks, or underground installations), the Tenant shall first submit drawings and plans to the Landlord as in accordance with the same procedure set out in Section 4.2 for the Tenant Improvements.

(b) All work performed by the Tenant on the Property, whether or not under this Section 5.4, shall be: (i) performed by competent workers; (ii) performed in a good and workmanlike manner in accordance with the drawings and specifications approved by the Landlord and all Applicable Laws; and (iii) completed as expeditiously as possible and with as minimal impact as possible to the Landlord and the church activities on the Property.

5.5 Signs

- (a) The Tenant shall not paint, affix, display, place or permit or cause to be painted, affixed, displayed, placed or permitted any picture, advertisement, direction, notice, lettering or other signage on: (i) any part of the Premises which is visible from the outside of the Premises without the prior written consent of the Landlord, which consent shall not be unreasonably withheld; or (ii) any part of the Property outside of the Premises.
- (b) Any costs associated with the Tenant's signage and graphics for the Tenant's signage shall be at the Tenant's own expense. All signage must comply with all municipal by-laws.
- (c) At the expiration or earlier termination of this Lease, the Tenant will remove all signs, pictures, advertisements, notices, letterings or decorations from the Premises and the Property at the Tenant's expense and will promptly repair all damage caused by its installation and removal.
- (d) If requested by the Landlord, the Tenant shall install signage at the Property, at the Tenant's cost, identifying the location and access route to the Premises, notifying the public of any rules or regulations that the Tenant is required to comply with under this Lease or advising of any other matter that the Landlord may reasonably require in connection with this Lease.

5.6 Construction Liens

If any construction or other lien or order for the payment of money shall be filed against the Property or against the Landlord by reason of or arising out of any labour or material furnished to the Tenant or to anyone claiming through the Tenant, the Tenant, within ten (10) days after receipt of notice of the filing thereof, shall cause the same to be discharged by bonding, deposit, payment, court order or otherwise. The Tenant shall defend all suits to enforce such lien, or orders, against the Tenant, at the Tenant's sole expense. The Tenant hereby indemnifies the Landlord, the East Central Ontario Regional Council of The United Church of Canada, The United Church of Canada and each of their respective representatives, employees, officers, directors and trustees (collectively, the "**Landlord Group**") against any expense or damage incurred as a result of such liens or orders. If the Tenant shall fail to discharge any lien, then in addition to any other right or remedy of the Landlord, the Landlord may, but it shall not be so obligated, discharge the lien by paying the amount claimed to be due into Court and the amount paid by the Landlord together with all costs and expenses including lawyer's fees incurred for the discharge of the lien shall be due and payable by the Tenant to the Landlord as additional rent on demand.

5.7 Inspection and Repair on Notice

The Landlord, its servants, agents and contractors shall be entitled to enter upon the Premises (excluding Sleeping Cabins and the Common Services Module) at any time, upon reasonable notice to the Tenant, for the purpose of exercising any of its rights or complying with any of its obligations under this Lease, complying with any obligation of the Landlord under Applicable Law or by contract, or for confirming that the Tenant is in compliance with its obligation under this Lease.

5.8 Surrender of Premises

At the expiration or earlier termination of this Lease, the following terms shall apply:

- (a) The Tenant shall peaceably surrender and give up to the Landlord vacant possession of the Premises in the same condition and state of repair as the Tenant is required to maintain the Premises throughout the Term, with all debris, waste, trade fixtures and chattels removed, and otherwise in

accordance with the Tenant's obligations under this Lease. The Tenant will promptly repair any damage to the Premises caused by the removal of its trade fixtures (which for clarity include the Sleeping Cabins and the associated Common Services Module, but do not include any electrical, plumbing, lighting, heating or air conditioning systems servicing any part of the Property);

- (b) With the exception of the Tenant's trade fixtures, and any Tenant Improvements that the Landlord requests that the Tenant remove from the Premises, all Tenant Improvements shall become the Landlord's property without compensation to the Tenant and shall not be removed, damaged or destroyed by the Tenant.
- (c) If requested by the Landlord, the Tenant shall remove at the Tenant's expense any or all of:
 - (a) the Tenant's signs, pictures, advertisements, notices, letterings or decorations from the Property at the Tenant's expense;
 - (b) any concrete barriers or pads and all underground tanks installed during the Term (provided that, for certainty, the Tenant shall not be permitted to install any such items without the Landlord written consent, which may be withheld at the Landlord's discretion); and
 - (c) other Tenant Improvements;

and the Tenant will promptly repair any damage to the Premises and Property caused by the removal of such items.

- (d) The Tenant shall remove all Contaminants from the Property and otherwise comply with its obligations under Section 6.8 of this Lease.
- (e) If the Tenant fails to remove any of its property at the termination or expiration of this Lease, the Landlord may at its sole discretion, without limiting any of its other rights under this Lease or obligations of the Tenant, dispose of such items or retain them, in which case they shall become the Landlord's property.
- (f) If any Sleeping Cabins or occupants of the Sleeping Cabins or other persons remain on the Premises or the Property following the expiration or termination of this Lease, the Tenant shall continue to be bound by all of its obligations and covenants under this Lease (as if the Lease remained in effect), including but not limited to its insurance and indemnity obligations, until all such Sleeping Cabins, occupants and persons have vacated the Premises and the Property, but, for certainty, the Tenant shall have no continuing rights of occupation or use of the Premises or the Property (or any other rights under this Lease), and the Landlord's rights and remedies shall not be affected or prejudiced in any way.

ARTICLE 6 USE OF PREMISES AND TENANT OPERATIONS

6.1 Use of Property

The Tenant acknowledges that the Premises will be used solely for the purpose set out in Section 1.1(f), and for no other purpose and subject to and in accordance with all of the terms and conditions of this Article 6 and this Lease.

6.2 Specific Restrictions on Use

The Tenant covenants and agrees that, notwithstanding anything to the contrary in this Lease:

- (a) other than the Sleeping Cabins and canopies or tents that are brought onto the Premises on a temporary basis for a special event (and not for sleeping purposes), no tents or other shelters shall be installed at the Premises;
- (b) no concrete pads, foundation or subsurface installation or infrastructure shall be installed at the Premises, without the express written consent of the Landlord, which consent may be withheld by the Landlord at its sole discretion;
- (c) there shall be no smoking or open flames in any of the Sleeping Cabins; and
- (d) at all times during the term of this Lease, the Landlord retains the right to regulate and coordinate the use of and activities in or on the Landlord's grounds and facilities and among all rental clients, visitors, agents, adherents and members. The Landlord shall maintain a schedule of events that is available to the Tenant upon request. The Tenant shall give reasonable notice to the Landlord of any activity that could conflict with other uses of the Landlord's grounds or facilities and shall adhere to the plan of activity formulated by the Landlord following consultation with the Tenant.

6.3 Tenant's Covenant to Operate Within Exemption to *Residential Tenancies Act*

The Tenant covenants and agrees, and it shall be a continuing condition of this Lease, that:

- (a) all residential occupation and use of the Premises shall be exempt from the *Residential Tenancies Act* (Ontario) in accordance with Section 5(k) or Section 5.1 of the *Residential Tenancies Act* (Ontario);
- (b) the Tenant shall comply, at all times, with the conditions specified in Section 5(k) or Section 5.1, as the case may be, of the *Residential Tenancies Act* (Ontario), including, without limitation, the requirements specified in Section 5.1(3) of the *Residential Tenancies Act* (Ontario) with respect to agreements between the Tenant and occupants of the Premises;
- (c) the Tenant shall not enter into or become subject to any arrangement or agreement in respect of the Premises that is governed by the *Residential Tenancies Act* (Ontario);
- (d) the Tenant shall require all occupants of the Premises, prior to them residing in the Premises, to sign an occupancy and behaviour agreement with the Tenant that is compliant with the conditions and requirements of Section 5(k) or Section 5.1, as the case may be, of the *Residential Tenancies Act* (Ontario), and the Tenant shall be responsible for and shall enforce all of the terms of the occupancy and behaviour agreements; and
- (e) upon request by the Landlord, the Tenant shall provide the Landlord with such evidence as the Landlord may require to confirm that the Tenant is in compliance with this Section 6.3.

6.4 Conduct of Activities, Safety and Security

The Tenant shall operate its activities at the Premises continuously, actively and diligently at the Premises during the Term in a reputable manner, without profit and without endangering the safety or security of any

other person or their property or interfering in any material adverse respect with the operations of the church at the Property. Without limiting the foregoing, the Tenant covenants and agrees to maintain, at its sole cost, reasonable security arrangements at the Premises throughout the Term, including a minimum of one Tenant staff member or security personnel present at the Premises at all times during the Term (on a 24 hour per day, 7 days per week basis).

6.5 Observance of Law and Rules and Regulations

The Tenant (and all occupants of the Premises and visitors to the Premises) shall, at its own expense, comply with:

- (a) all Applicable Laws affecting the Premises or the use or occupation thereof including, without limitation, police, fire and health regulations and requirements of the fire insurance underwriters; and
- (b) all reasonable rules and regulations made hereafter by the Landlord of which notice in writing shall be given to the Tenant (which rules and regulations may, without limitation, relate to fire safety and insurance considerations). All such rules and regulations shall be deemed to be incorporated into and form part of this Lease.

6.6 Waste, Nuisance, Overloading

The Tenant shall not use, permit or suffer the use of, any part of the Premises for any illegal or unlawful purpose and shall not cause, permit or suffer any nuisance in, at or on or about the Premises.

6.7 Responsibility for Occupants and Invitees

The Tenant shall be responsible for all persons residing at the Premises and any breach by any such person of any of the terms of this Lease shall be deemed to be a breach by the Tenant.

6.8 Environmental Matters

(a) The Tenant shall not engage or permit any activity at the Premises which involves the generation, manufacture, transportation, treatment, storage, handling, or disposal of Contaminants (other than fuel in the tanks of licensed vehicles and household cleaning supplies that are stored and used in accordance with all applicable laws and manufacturers recommendations), without the prior written consent of Landlord, which consent may be withheld at Landlord's sole discretion. If a clean-up or remediation of the Premises or the Property is required as a result of the release or existence of Contaminants by the Tenant or by anyone acting on behalf of the Tenant or which arises, directly or indirectly from the Tenant's use or occupancy of the Premises, the Tenant shall immediately clean-up such Contamination and remediate the Premises or the Property, as applicable, and shall be solely responsible for all costs of any kind associated therewith.

(b) The Tenant agrees to defend, protect, indemnify, and hold the Landlord Group harmless from and against any and all claims, causes of action, regulatory orders, fines, liabilities, damages, costs and expenses, including, without limitation, legal and professional fees (on a full indemnity basis), arising out of or in any way connected with the release or existence of Contaminants in, on or under the Premises or the Property by the Tenant (or any person for whom the Tenant is at law responsible) and arising from or in connection with the Tenant's use or occupancy of the Premises.

(c) The Tenant's obligations under this Section 6.8 shall survive the expiration of this Lease without limitation of time.

ARTICLE 7 INSURANCE AND INDEMNITY

7.1 Tenant's Insurance

(a) The Tenant shall, at its sole cost and expense, take out and maintain in full force and effect, at all times throughout the Term, the following insurance:

- (i) general liability and property damage insurance, including personal liability, contractual liability, tenants' legal liability, and owners' and contractors' protective insurance coverage with respect to the Premises, which coverage shall include the business operations conducted by the Tenant and any other person at the Premises. Such policies shall be written on a comprehensive basis with coverage for any one occurrence or claim of not less than **Five million dollars (\$5,000,000)** or such higher limits as the Landlord may reasonably require from time to time;
- (ii) at all times prior to the completion of the Tenant's Improvements, builder's risk insurance to provide coverage for any improvements under construction, renovation or alteration including, without limitation, demolition and increased cost of construction. Such insurance shall include coverage against collapse, written on a completed value basis in an amount not less than the total value of the property under construction (less the value of (A) such portions of the property as are uninsurable under the policy, i.e., site preparation, grading, paving, parking lots, etc., excepting, however, foundations and other underground installations subject to collapse or damage by other insured perils, and (B) any finish work not performed during the period when builders risk coverage is in effect). This coverage may also be provided by Tenant's general contractor; and
- (iii) such other forms of insurance or such other limits as may be reasonably required by the Landlord or any Mortgagee from time to time.

(b) All such insurance shall be with insurers and shall be on such terms and conditions as the Landlord reasonably approves. The insurance described in Sections 7.1(a)(ii) and (iii) shall name as an additional insured the Landlord and anyone else with an interest in the Property from time to time designated in writing by the Landlord. All public liability insurance shall contain a provision for cross-liability or severability of interest as between the Landlord and the Tenant.

(c) All of the foregoing property policies shall contain a waiver of any right of subrogation or recourse by the Tenant's insurers against the Landlord Group or the Landlord's Mortgagees, their contractors, agents and employees, whether or not any loss is caused by the act, omission or negligence of the Landlord, its Mortgagees, their contractors, agents or employees. The Tenant shall obtain from the insurers under such policies undertakings to notify the Landlord in writing at least thirty (30) days prior to any cancellation thereof. The Tenant shall furnish to the Landlord, on written request, certificates of all such policies. The Tenant agrees that if it fails to take out or to keep in force such insurance or if it fails to provide a certificate of every policy and evidence of continuation of coverage as herein provided, the Landlord shall have the right to take out such insurance and pay the premium therefor and, in such event, the Tenant shall pay to the Landlord the amount paid as premium plus fifteen percent (15%), which

payment shall be deemed to be additional rent payable on the first day of the next month following payment by the Landlord.

7.2 Use of Insurance Proceeds

If there is damage or destruction to the Tenant Improvements, the Tenant will use its insurance proceeds for the sole purpose of repairing or restoring the Tenant Improvements.

7.3 Landlord's Insurance

The Landlord may maintain such insurance in respect of the Property as the Landlord determines at its sole discretion. The Tenant shall not be an insured under the policies with respect to the Landlord's insurance, nor shall it be deemed to have any insurable interest in the property covered by such policies, or any other right or interest in such policies or their proceeds.

7.4 Tenant Indemnity

Notwithstanding anything to the contrary contained in this Lease, the Tenant will indemnify and save harmless the Landlord Group and all Mortgagees of the Property, from time to time, from and against all claims, actions, proceedings, fines, penalties, assessments, costs and expenses (including professional fees and legal fees and disbursements on a substantial indemnity basis), losses (including loss of Rent) and all other liabilities and damages of any kind or nature that the Landlord Group, or any one or more of them, may suffer, incur or be subject to, arising from or in connection with: (i) any loss of life, personal injury and/or damage to or loss of property occurring at or on the Premises or in any way relating to the Tenant, the Tenant's use of the Premises, the occupants or invitees of the Sleeping Cabins at the Premises or the Tenant's activities at the Premises; or (ii) any breach by the Tenant, or anyone for whom the Tenant is at law responsible (including the occupants of the Sleeping Cabins from time to time), of any provision of this Lease or any Applicable Law.

7.5 Release

Notwithstanding anything else contained in this Lease, in no event other than a result of the gross negligence or wilful misconduct of the Landlord Group, shall any of the Landlord Group or others for whom the Landlord is legally responsible, and irrespective of any insurance that may or may not be carried or required to be carried, shall the Landlord be liable for: (a) any loss of life, personal injury and/or damage to or loss of property occurring at or on the Premise or the Property or in any way relating to the Premises or the Property during the Term; (b) any interruption or failure with respect to the supply of any utilities or services to the Premises; or (c) any indirect or consequential damages suffered by the Tenant.

ARTICLE 8 ASSIGNMENT AND SUBLETTING

8.1 Assignment, Subletting

(a) The Tenant shall be permitted to allow individuals to reside at the Premises, subject to the Tenant's compliance with all of the other terms and conditions of this Agreement, including without limitation Article 6 (Use of Premises and Tenant Operations).

(b) Except as provided in Section 8.1(a), the Tenant shall not effect any Transfer without the prior written consent of the Landlord, which consent may be withheld at the Landlord's sole and absolute discretion.

8.2 Assignment by Landlord

In the event of the sale or lease by the Landlord of its interest in the Property or any part or parts thereof, and in conjunction therewith the assignment by the Landlord of this Lease or any interest of the Landlord herein, the Landlord shall be relieved of any liability under this Lease in respect of matters arising from and after such assignment.

8.3 Status Certificate

The Tenant shall from time to time, on ten (10) days' written notice from the Landlord, execute and deliver to the Landlord and/or as the Landlord may direct a statement as prepared by the Landlord in writing certifying the following:

- (a) that this Lease is unmodified and in full force and effect, or, if modified, stating the modifications and that the same is in full force and effect as modified;
- (b) whether or not there is any existing default on the part of the Landlord of which the Tenant has written notice; and
- (c) any other information or particulars as the Landlord may reasonably request.

8.4 Subordination and Non-Disturbance

This Lease and all of the rights of the Tenant hereunder are, and shall at all times, be subject and subordinate to any and all Mortgages and any renewals or extensions thereof now or hereinafter in force against the Property. Upon the request of the Landlord, the Tenant shall promptly postpone and subordinate this Lease and all its rights hereunder in such form or forms as the Landlord may require to any such Mortgage or Mortgages, and to all advances made or hereinafter to be made on the security thereof and will, if required, attorn to the holder thereof; subject only to each such Mortgagee entering into a non-disturbance agreement with the Tenant on the Mortgagee's standard form, which non-disturbance agreement shall provide that no subordination by the Tenant shall have the effect of permitting the holder of any mortgage or charge or other security to disturb the occupation and possession by the Tenant of the Premises, so long as the Tenant shall perform all of the terms, covenants, conditions, agreements and provisos contained in this Lease.

ARTICLE 9 DEFAULT

9.1 Default and Right to Re-enter

Any of the following constitutes an "Event of Default" under this Lease:

- (a) the Tenant fails to pay any amount that is due to the Landlord or any other third party under this Lease within fourteen (14) days of written demand by the Landlord;
- (b) the Tenant has breached any of its obligations in this Lease a manner that is serious, ongoing, and long-standing and, if such breach is capable of being remedied and is not otherwise listed in this Section 9.1, after notice in writing from the Landlord to the Tenant:
 - (i) the Tenant fails to remedy such breach within ten (10) days (or such shorter period as may be provided in this Lease); or

- (ii) if such breach cannot reasonably be remedied within ten (10) days (or such shorter period), the Tenant fails to commence to remedy such breach within ten (10) days of such breach, or thereafter fails to proceed diligently to remedy such breach;
- (c) the Tenant becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors or makes any proposal, an assignment or arrangement with its creditors, or any steps are taken or proceedings commenced by any person for the dissolution, winding-up or other termination of the Tenant's existence or the liquidation of its assets;
- (d) a trustee, receiver, receiver/manager or a person acting in a similar capacity is appointed with respect to the business or assets of the Tenant;
- (e) this Lease or any of the Tenant's assets are taken under a writ of execution and such writ is not stayed or vacated within fifteen (15) days after the date of such taking;
- (f) the Tenant effects a Transfer, other than in compliance with the provisions of this Lease; or
- (g) the Tenant breaches any of its covenants in Section 6.3 (Tenant's Covenant to Operate Within Exemption to *Residential Tenancies Act*) or Section 6.4 (Conduct of Activities, Safety and Security) of this Lease.

9.2 Default and Remedies

If and whenever an Event of Default occurs, then, without prejudice to any other rights which it has pursuant to this Lease or at law, the Landlord shall have the following rights and remedies, which are cumulative and not alternative:

- (a) to terminate this Lease by notice in writing to the Tenant or to re-enter the Premises and repossess them and, in either case, enjoy them as of its former estate, and to remove all persons and property from the Premises and store such property at the expense and risk of the Tenant or sell or dispose of such property in such manner as the Landlord sees fit without notice in writing to the Tenant;
- (b) to remedy or attempt to remedy any default of the Tenant under this Lease for the account of the Tenant and to enter on the Premises for such purposes. No notice of the Landlord's intention to remedy or attempt to remedy such default need be given to the Tenant unless expressly required by this Lease, and the Landlord shall not be liable to the Tenant for any loss, injury or damages caused by acts of the Landlord in remedying or attempting to remedy such default. The Tenant shall pay to the Landlord all expenses incurred by the Landlord in connection therewith; and
- (c) to recover from the Tenant all damages, costs and expenses incurred by the Landlord as a result of any default by the Tenant.

9.3 Costs

The Tenant shall indemnify the Landlord Group from any and all damages, costs, fines, liabilities and expenses (including, without limitation, all legal fees on a solicitor and client basis) incurred by the Landlord Group in enforcing the terms of this Lease, or with respect to any matter or thing which is the

obligation of the Tenant under this Lease, or in respect of which the Tenant has agreed to insure or to indemnify the Landlord Group, or any one of them.

9.4 Remedies Cumulative

Notwithstanding any other provision of this Lease, the Landlord may from time to time resort to any or all of the rights and remedies available to it in the event of any default hereunder by the Tenant, either by any provision of this Lease, by statute, or common law, all of which rights and remedies are intended to be cumulative and not alternative. The express provisions contained in this Lease as to certain rights and remedies are not to be interpreted as excluding any other or additional rights and remedies available to the Landlord by statute or common law.

ARTICLE 10 GENERAL

10.1 Expropriation

If during the Term all or any part of the Premises are taken or expropriated by any lawful expropriating authority, or purchased under threat of such taking, or if part of the Property is taken so that substantial alteration or reconstruction of the Property, whether or not the Premises are or may be affected, is necessary or desirable as a result thereof, the Landlord shall have the right, by providing written notice to the Tenant, to terminate this Lease on or after the date on which the expropriating authority takes possession of the Premises or Property, as applicable. Upon any such taking or purchase, the Landlord shall be entitled to receive and retain the entire award or consideration for the affected lands and improvements, and the Tenant shall not have nor advance any claim against the Landlord for the value of its property or its leasehold estate or the unexpired Term of the Lease, or for costs of removal or relocation, or business interruption expense or any other damages arising out of such taking or purchase.

10.2 Entry

The Landlord may enter the Premises (excluding Sleeping Cabins and the Common Service Module) at any time during the Term, upon a minimum 24-hours prior notice in writing to the Tenant, for the purpose of exhibiting the Premises to prospective Mortgagees and/or purchasers, or for the purpose of inspecting the Premises.

10.3 Force Majeure

Notwithstanding any other provision contained herein, in the event that either the Landlord or the Tenant should be delayed, hindered or prevented from the performance of any act required hereunder by reason of any unavoidable delay, including strikes, lockouts, unavailability of materials, inclement weather, acts of God or any other cause beyond its reasonable care and control, but not including insolvency or lack of funds, then performance of such act shall be postponed for a period of time equivalent to the time lost by reason of such delay.

10.4 Effect of Waiver or Forbearance

No waiver by any party of any breach by any other party of any of its covenants, agreements or obligations contained in this Lease shall be or be deemed to be a waiver of any subsequent breach thereof or the breach of any other covenants, agreements or obligations, nor shall any forbearance by any party to seek a remedy for any breach by any other party be a waiver by the party so forbearing of its rights and remedies with respect to such breach or any subsequent breach. The subsequent acceptance of Rent by the Landlord shall

not be deemed a waiver of any preceding breach by the Tenant of any term, covenant or condition regardless of the Landlord's knowledge of such preceding breach at the time of the acceptance of such Rent.

10.5 Notices

Any notice, delivery, payment or tender of money or document(s) to the parties under this Lease may be delivered (a) personally; (b) by prepaid registered or certified mail; (c) by prepaid courier; or (d) by email to the address for such party as set out in Section 1.1(a) or (b), as applicable, or to such other address as may be designated by notice given by a party to the other in the same manner. Any notice, delivery, payment or tender of money or document given by personal delivery, registered or certified mail or prepaid courier will be conclusively deemed to have been given on the day of actual delivery thereof or, if given by email transmission, on the day of transmittal thereof if given during the normal business hours of the recipient and on the business day during which such normal business hours next occurs if not given during such hours on any day. Each party may, by notice in writing to the other party or parties from time to time, designate an alternative address in Canada to which notices given more than ten (10) days thereafter shall be addressed.

10.6 Registration

The Tenant may register a notice or caveat of this Lease on title to the Property provided that: (a) a copy of the Lease is not attached; (b) no financial terms are disclosed; (c) the Landlord gives its prior written approval to the notice or caveat, not to be unreasonably withheld; and (d) the Tenant pays the Landlord's reasonable costs on account of the matter. Upon the expiration or earlier termination of the Term, the Tenant shall immediately discharge or otherwise vacate any such notice or caveat.

10.7 Number, Gender, Effect of Headings

Words importing the singular number only shall include the plural and *vice versa*, words importing the masculine gender shall include the feminine and neuter genders, and words importing persons shall include firms and corporations and *vice versa*. The division of this Lease into Articles and Sections and the insertion of headings are for convenience of reference only, and shall not affect the construction or interpretation of this Lease.

10.8 Severability, Subdivision Control

If any Article or Section or part or parts of an Article or Section in this Lease is or is held to be illegal or unenforceable, it or they shall be considered separate and severable from the Lease and the remaining provisions of this Lease shall remain in full force and effect and shall be binding on the Landlord and the Tenant as though such Article or Section or part or parts thereof had never been included in this Lease. It is an express condition of this Lease that the subdivision control provisions of the *Planning Act* (Ontario) or other applicable provincial legislation be complied with, if necessary. If such compliance is necessary, the Tenant covenants and agrees to diligently proceed, at its own expense, to obtain the required consent, and the Landlord agrees to cooperate with the Tenant in bringing such application.

10.9 Entire Agreement

There are no covenants, representations, warranties, agreements or other conditions expressed or implied, collateral or otherwise, forming part of or in any way affecting or relating to this Lease, save as expressly set out or incorporated by reference herein, and this Lease constitutes the entire agreement duly executed by the parties, and no amendment, variation or change to this Lease shall be binding unless the same shall be in writing and signed by the parties.

10.10 Successors and Assigns

The rights and liabilities of the parties shall enure to the benefit of their respective heirs, executors, administrators, successors and assigns, subject to any requirement for consent by the Landlord hereunder.

10.11 Resolution of Disputes

In advance of any mediation or arbitration, the Landlord or Tenant shall first take up any concerns with the relevant contact person as designated by each party, and failing resolution, with the Chair of the Board of the Tenant and the Chair of the Trustees or Chair of the Council (or other designated individual) of the Landlord.

IN WITNESS WHEREOF the parties have duly executed this Lease as of the Effective Date.

[The Trustee of Crossroads United Church, a congregation of the United Church of Canada]

Per: _____

Name:

Per: _____

Name:

Per: _____

Name:

I/we have authority to bind the Landlord.

OUR LIVABLE SOLUTIONS

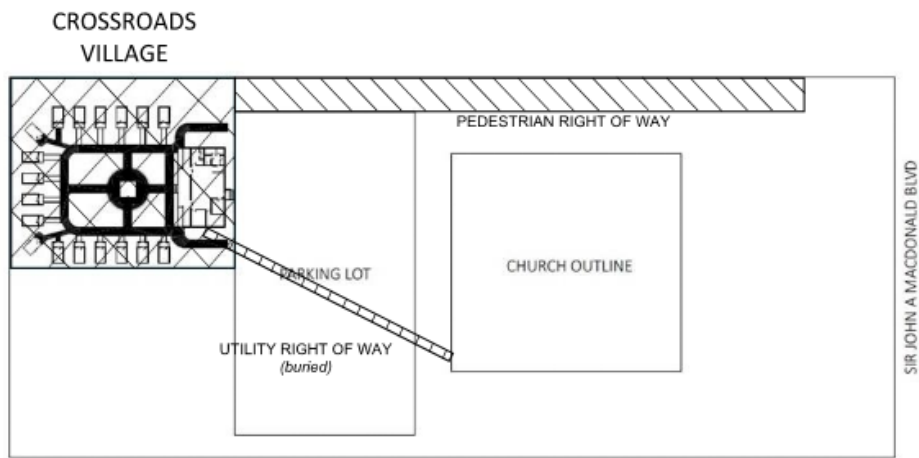
Per: _____

Name:

Title:

I have authority to bind the Corporation.

Schedule A
Plan of Premises and Rights-of-Way



Appendix E

Meeting Notes for MTP&F Team meeting on Aug 21st at 2:30 PM

By Ted Meyers

Attendees: Ted, Darren, Ken, Paul, Brian, Arthur, Jeff

Call to Order at 2:30,

Summer Update by members

Land Acknowledgement,

Opening Prayer

Approval of Agenda Moved by Brian and seconded by Jeff to approve agenda Carried

Order of Day Re St Andrews, Beaverton options to consider for next steps re Church property rentals or sale presented by David Lewis, Property Manger from TUCC. Four options were reviewed resulting in plan to move forward with further discussions with the Helping Hands Daycare organization which appears to be best financial option for us to consider. To proceed we need a letter of intent for the Helping Hands folks to sign off on so we can proceed with the further negotiations. The following motion was approved by the MTP&F Team acting as a commission for the ongoing property disbursement (sale, lease) and is forwarded to ECORC for information only.

Moved by Paul Binkley seconded by Arthur Smith that we provide a letter of intent to the Helping Hands Daycare Organization for their consideration and have TUCC continue with further negotiations with them. Note that this not a binding agreement and a future approval will be required for the approval of a Lease. Carried.

Little Britain UC disbanding Lengthy discussion was held covering three components. These disbanding arrangements are to be discussed with The Covenant Support Team of ECOR with a motion forwarded to ECORC for their approval.

Motion That the ECORC accept and approve the request by Little Britain United Church, Little Britain to disband October 31st 2024 and that the Minister Denise Boyd be given notice of this pastoral change effective July 31st 2024.

- Little Britain UC has voted at congregational meeting held July 28th 2024 to disband October 31st 2024 and that the Minister Denise Boyd be given notice of this pastoral change effective July 31st 2024. Minutes of this meeting are attached for your reference. This motion will be forwarded to Covenant Support for there review and approval. After a review with Our Lawyers a settlement package based on 24 months (90days or 3 months as per standard change of pastoral relationship guidelines as per current compensation package) and (21 months based on advice from lawyers due to 24 years of service by Denise with compensation based on salary base nor including housing component, of \$31,500). The 21 month portion would be provided as a credit against the rental rate for continuing use of the manse.

- Little Britain UC will be declared surplus to need and turn over to the ECOR Ministries Through Property and Finance Team for future disbursement. Options being considered are:
 - Review with Kindred Works for development opportunities. This has been completed and Kindred Works does not want the property for Development.
 - ECOR Ministries Through Property and Finance Team will review further options with the objective being to retain the property in the Regional Trust and provide for Property Maintenance through TUCC and with the objective of renting out the property on a profit basis. (Income exceeds operating expenses)
 - If “c” above does not work out then the property would be considered for sale by the region.
- Little Britain Manse. As of the Disbandment Date of Oct 31st 2024 the manse would be turned over to the ECOR land Trust with property management carried out by TUCC. The manse with an appraised value of \$650,000 will be put on the rental market at a fair market rental rate of \$1800. Capital improvements will be considered to assure the property retains its market value or increases its value.
 - The manse will continue to be rented to Denise Boyd at this fair market value minus an amount for property maintenance and minor up keep carried out by the tenant. This amount is still under consideration but could be in the range of \$500 to \$1000 per month.
 - Rental credits as part of the severance package for the 21 months period would be applied bring the rental rate for the 21month period to zero. At the end of the 21 month period the rent would be at the fair market rate of \$1,800 minus the portion related to property maintenance and minor up keep.
 - At the end of this special rental arrangement with Denise Boyd, to be determined by Denise and the ECOR Ministries Through Property and Finance Team, ECOR may consider selling the property or continue renting the property.

Motion to ECORC for their approval.

- ***Motion That the ECORC approve the recommendation from the Ministries Through Property and Finance Team to accept and approve the motions from Crossroads United Church, Kingston as follows:***
 - ***that the lease agreement between Crossroads United Church and Our Livable Solutions for the Crossroads Village project be approved.***
 - ***that Agora Developments Co. Ltd. be approved as an Agent of Record for Crossroads United Church for the purpose of construction and acquiring permits for the Crossroads Village project.***
- ***that the site plan for Crossroads Village (as represented in Appendix A of the Crossroads/Our Livable Solutions lease) be approved.***

Other activities under review but have no motions to come forward at this time.

- Emanuel United Church, Peterborough re Daycare proposal
- Northminister UC disbanding – team to work with them and question about using capital funds for operations.

- Prince Albert UC Sale and possible Heritage designation by municipality. Heather Keichie our lawyer looking into this.
- Dunbarton Fairport UC, Pickering - possible pay off of outstanding loans with extension council.
- Friends of Wesleyville Lease. Our lawyer working on lease with the.

Next meetings

Sept 18th at 2:30

Oct 23rd at 2:30

Nov 20th at 2:30

Regional Meeting Nov 16th

Darren away Starting Sept 1st

Ted Away Sep 1st to 14th

Closing prayer by Darren

Appendix F¹**East Central Ontario Regional Council: Council Elders**

POLICY NAME: East Central Ontario Regional Council Executive	Date Approved: November 9, 2019
	Review date:
Purpose: This policy provides direction to the Council Elders that continues the work of the East Central Ontario Regional Council when the full council is not meeting.	

Purpose

The executive of the East Central Ontario Region shall be known as the Council Elders and shall provide the spiritual and governance leadership of the Region meeting the function and purpose as defined by the 2019 Manual C.3.1

Membership

The Council Elders shall be 12 elected members consisting of Speaker, Past Speaker, Designated Speaker, Lead Commissioner and 8 representative members of the Regional Council:

- A designated Speaker shall be elected by the Regional Council each year to serve one year as Designated Speaker and the following one year as Speaker and one year as Past Speaker.
- The Lead Commissioner shall be elected each Triennium by the Regional Council from among the named General Council Commissioners to serve as Elder during the term of Commissioner.
- 8 Elders selected through the Regional Council Nominations process.

The Nominations Team shall select elders to serve three (3) year term endeavoring to ensure a one third (1/3) elder rotation each year.

The Executive Minister of the East Central Ontario Regional Council is an Ex officio member of the Council Elders.

East Central Ontario Regional Council Staff and East Central Ontario Regional Council Treasurer shall be corresponding members of the Council Elders.

Role of Elders

Elders shall serve as equals sharing in all responsibilities of governance and spiritual leadership. The Speaker shall be first among equals and serve as the spokesperson and may assign representative duties.

Each elder may serve as a corresponding member to one East Central Ontario Regional Council Team as assigned and agreed to by the Council Elders.

As a Council Elder Member, the Elder shall:

- Share the responsibility of holding before the Regional Leadership Teams the overall vision and mandate as given by the East Central Ontario Regional Council and Council Elders.
- Provide a conduit of information to and from the Regional Team.
- Represent the Regional Team, its needs and recommendations, to the Council Elders.

Elders, when presenting work or representing a Leadership Team or Forum should voluntarily limit participation to the nature of a corresponding member to avoid the perception of bias.

Role of Corresponding Members

Corresponding members do not vote and do not participate in discussion unrelated to the area of representation. Corresponding members provide a specific and contextual knowledge and level of awareness that is important to the deliberations of the Team. Corresponding members share make sure the elected members have the information they need to discern a course of action. Corresponding members also have the responsibility to ensure that the body they represent is informed of the work and decisions of the Leadership Team.

Meetings

The Council Elders shall meet at least six times annually and typically monthly. The Council Elders may meet either 'in person' or 'electronically'.

Quorum

The Quorum shall be 7 elected members.

Speaker

The Regional Council shall elect each year a member to serve a three-year term comprising one year as Designated Speaker, one year as Speaker, and one year as Past Speaker.

The Speaker shall preside at all meetings of the Regional Council and meetings of the Council Elders and preserve order and decorum. The Speaker may participate in all discussion and debate but must avoid any bias or perception of bias.

The Speaker shall communicate to the Regional Council on behalf of the Council Elder.

The Past Speaker shall preside and serve in the absence of the Speaker.

Lead Commissioner

Each Triennium, and for the purpose of fulfilling the requirements of the 2019 Manual D.1.1.d (and the parallel in following editions) the Regional Council shall elect a Lead Commissioner. The Lead Commissioner will be a member of the Council Elders.

The Lead Commissioner is elected as part of the triennial election of Commissioners to the General Council from the East Central Ontario Regional Council, at the meeting of the Regional Council held in the year before the year of the meeting of the General Council. The Lead Commissioner will serve during the term of General Council Commissioner

Vacancies

Members of the Council Elders unable to fulfill their term may resign. A Council Elder failing to fulfill the responsibilities of Elder may be removed from office by a 2/3 majority decision of the remaining Elders of the Council Elders.

The remaining members of the Council Elders may elect a member of the East Central Ontario Regional Council to serve as an Elder until the next meeting of the East Central Ontario Regional Council at which time the East Central Ontario Regional Council will elect an Elder to complete the vacant term. When filling a vacancy, the Council Elders will consult with the Nominations Leadership Team.

Forums

The Council Elders may be assisted in the work by creating Forums of knowledge and expertise to support and undertake directed work. Forums may consist of one or more individuals and be short term or permanent. It is the

responsibility of the Council Elders to determine the Terms of Reference of Forums, to recruit and appoint Forums. Forums may be authorised to undertake necessary steps to complete the assigned activities but may not make decisions on behalf of the Council Elders. Forums shall report regularly to the Council Elders.

Duties

The Council Elders serve as the executive of the Regional Council and has all of the responsibilities of the regional council, unless the regional council has decided otherwise. The Duties of the Regional Council and the Regional Council executive body are identified in the current Manual.

Mandate

In addition to the Manual direction, the Council Elders

1. Provide oversight of the work of all Teams and Forums receiving recommendation from the Teams and making decisions.
2. Provide coordination among the Teams and Forums.
3. Coordinate and provide leadership of Regional Council meetings.
4. Arrange Celebration of Ministry Services when required.
5. Provide a safe and inclusive Regional Council environment.

Appendix F²**Facilitation Forum**

FORUM: Facilitation Forum	Date Approved:
	Review date:
Purpose: To provide terms of reference for the Facilitation Forum	

Purpose

The Facilitation Forum supports the Council Elders, East Central Ontario Regional Council scheduling and preparing for gatherings of the Regional Council Spring and Fall meetings, Celebration of Ministry Services and may include educational and special presentations.

Membership

The Facilitation Forum is made up of individuals appointed by the Council Elders with consideration of their experience, knowledge and interest in the governing procedures and needs of the Regional Council for the purpose of preparing gatherings of the Regional Council. It is recommended that the Facilitation Forum include Elders, individuals familiar with the work of the Leadership Teams, and those who have agenda and planning experience. It would be recommended that the Speaker of the Assembly of Elders serve on the Facilitation Forum.

The Facilitation Forum may include and shall work closely with representatives of host communities responsible for local arrangements.

Meetings

Members of the Team may be assigned specific responsibilities such as AV/IT, worship, agenda planning, local arrangements. The Facilitation Forum shall typically meet monthly but more frequently in the lead up to in person meetings of the Regional Council for the purpose of coordination and integration of planning.

Duties

The Council Elders shall set and approve the Budget, specific purpose and objectives of the Regional council meetings and the Facilitation Forum shall report plans and developments to the Council Elders. The Facilitation Forum shall not introduce new business without the specific direction of the Assembly of Elders.

The Facilitation Forum shall:

- i. Propose dates for Spring and Fall meetings of the Regional Council including any pre or post meeting events, to schedule dates for Celebration of Ministry services as required.
- ii. Seek and recommend host sites for meetings, provide required instruction and direction to local arrangement teams.
- iii. To plan and support the meetings of the Regional Council balancing discernment, business, worship, fellowship, and education.
- iv. To secure appropriate leadership and resources for all meetings of the Regional Council

Staff Support

The Facilitation Forum is supported by the Executive Minister and, as required may utilize all staff for the design and leadership of meeting components. Additional staff may be assigned to support ongoing work.

Appendix F²**Covenant Support Team**

LEADERSHIP TEAM: Covenant Support Team	Date Approved:
	Review date: November 2024
Purpose: To provide terms of reference for the Covenant Support Team.	

Purpose

The Covenant Support Team is a Leadership Team that supports and nurtures the relationships between the East Central Ontario Regional Council and Communities of Faith, Ministry Personnel (Active, Retained, and Retired), and Licensed Lay Worship Leaders. The Covenant Support Team supports and nurtures the covenant relationships within the Regional Council.

Membership

The Covenant Support Leadership Team shall consist of 12 elected voting members as recommended by the Nominations Team following recruitment and discernment practices. The members serve a three-year term with an annual rotation of 1/3 of the members.

The Regional Council Pastoral Relations Minister and the Regional Council Congregational Support Minister are Ex officio members of the Leadership Team.

The Office of Vocation Minister, The Regional Council Executive Minister, Council Elder appointments, and Chairs of the Forums may serve as corresponding members.

Role of Members

Members of the Team make decisions and recommendations upholding the overall vision and mandate as given by the East Central Ontario Regional Council and reflected in polity and policy. Team Members are expected to prepare for meetings of the Team and participate fully in the deliberations of the Team. Members may expect to be given specific assignments for completion such as assignment to work with a Forum.

When representing a Forum or presenting a report the Team member should voluntarily limit participation to the nature of a corresponding member to avoid the perception of bias

Role of Corresponding Members

Corresponding members do not vote and do not participate in discussion unrelated to the area of representation. Corresponding members provide a specific and contextual knowledge and level of awareness that is important to the deliberations of the Team. Corresponding members share make sure the elected members have the information they need to discern a course of action.

Corresponding members also have the responsibility to ensure that the body they represent is informed of the work and decisions of the Leadership Team.

Meetings

The Covenant Support Team shall convene every other month and/or as required. The meetings may be in person, telephone conference call or web based. At least three meetings a year will be in-person meetings held at a mutually convenient location.

Quorum

Quorum shall be 7 elected members.

Chairperson

The Leadership Team shall select from among the elected membership the Team Chairperson and a Chairperson Designate, and a Secretary. The names of the individuals to be reported annually to the Council Elders and the Nomination Team. The Chairperson shall not serve more than two consecutive years. The three-year term of an elected member may be extended by one year if serving as the Chairperson.

The Chairperson and the Secretary shall be responsible for reporting Team activities and actions to the Council Elders monthly as required. They shall attend Council Elder meetings upon request of the Council Elders.

Vacancies

A member of the Team unable to fulfill their term may resign. A member failing to fulfill the responsibilities may be removed from the position by a 2/3 majority decision of the remaining members.

Vacancies are filled by the Nominations Team during an annual election cycle.

To provide continuity of task, or for the purpose of securing a chairperson, the Team may request of the Nominations Team to extend the membership of a member by one year.

Forums

The Covenant Support Team may be assisted in the work by creating Forums of knowledge and expertise to support and undertake directed work. Forums may consist of one or more individuals and be short term or permanent. It is the responsibility of the Leadership Team to determine the Terms of Reference of the Forums, to recruit and appoint Forums. Forums may be authorised to undertake necessary steps to complete the assigned activities but may not make decisions on behalf of the Leadership Team. Forums shall report to the Leadership Team regularly.

Authority as a Commission

The Leadership Team may be appointed by the Regional Council as a Commission for designated matters of a routine nature that are supported by policy and precedence. Commission powers shall be noted in the Mandate printed in italics with the date granted.

Duties

The Covenant Support Team shall have responsibility for the completion of the mandated duties, making *decisions as authorized*¹ and recommendations to the Council Elders as required. The responsibilities shall include:

1. Oversight of Communities of Faith and Pastoral Charges.
2. Ministry Personnel, active, retained, and retired.
3. Pastoral Relationships
4. License lay Worship Leaders

The Team shall have responsibility for the establishment of Forums and the oversight of same. The Team shall appoint Chairpersons of the Forums. The Covenant Support Team shall have a Liaison Forum and is encouraged at minimum a Retirees Forum and an LLWL Forum.

The Covenant Support Team is accountable to the Council Elders for all activities and decisions (with exception of those for which it is empowered to operate as a commission); and shall report annually to the East Central Ontario Regional Council.

Mandate

The mandated duties of the Covenant Support Team include:

1. Communities of Faith and Pastoral Charges**a. Supporting and encouraging healthy communities of faith.**

- i) Encouraging congregation in the exercise of Stewardship and Visioning.
- ii) Ensuring Community of Faith compliance with the policies and polity of the United Church and reviewing any relevant records.

b. Exercise oversight of communities of faith.

- i) ensuring that Communities of Faith have a current and accurate Community of Faith Profile
- ii) providing support to emerging new ministries.
- iii) providing support, advice, and services to communities of faith in human resource matters.
- iv) providing ongoing leadership training for ministry personnel and lay people [*The Manual C.2.2*].
- v) provide Pastoral Charge Supervision as required by:
 - 1. recruit and train Pastoral Charge Supervisors.
 - 2. *assign a Pastoral Charge Supervisors to Pastoral Charges without a minister or during sabbaticals.*¹

c. Propose recommended actions to the Council Elders

- i) Of Communities of Faith in extraordinary circumstances where the Community of Faith is unable to or refuses to meet its responsibilities or acts outside of denominational policies.
- ii) the appointment of Interim Ministers.
- iii) the creation of a “congregational designated minister” position.
- iv) regarding amalgamations, realignments, and disbanding of communities of faith [*The Manual C.2.1*]
- v) when requests are made for the acquisition of property, major renovations, or the sale of properties deemed as surplus.
- vi) Whenever there is concern regarding the wellbeing of a community of faith, pastoral charge, or pastoral relationship.

2. Ministry Personnel.**b. Encouraging and supporting ministry personnel**

- i) Providing measures to sustain health, joy, and excellence in ministry practice;
- ii) assist with informal conflict resolution processes as required.
- iii) celebrating the life occasions and accomplishments of ministry personnel.
- iv) Providing directly or with a **Retirees Forum** the support of ministry personnel approaching retirement and maintaining a relationship with pensioners

c. Propose recommended action to the Council Elders

- i) for the granting of a license to administer the sacraments to diaconal ministers, designated lay ministers, people who retired while serving as designated lay ministers, and sacrament elders.
- ii) Requests to be retained on the role.
- iii) Requests to serve as a Voluntary Associate Minister
- iv) Whenever there is concern for the well being of the pastoral relationship or ministry personnel.

3. Pastoral Relations:**a. Oversee changes in Pastoral Relationship**

- i) Refer requests for change to the **Liaison Forum** to appoint Liaison Officers to work with Communities of Faith in transition.
- ii) notify the Council Elders of requests for changes in pastoral relationship.

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- iii) receive recommendations from the Liaisons Forum regarding the self-assessments of Communities of Faith and Community of Faith Profiles
 - iv) make recommendation to the Council Elders for the approval of vacancies and the initializing of a search.
 - v) when a vacancy is declared, direct the Liaison Forum to guide the community of faith in the process of search.
 - vi) Receive recommendation upon completion of search.
 - 1. *Make decisions and reporting to the Council Elders when the call or appointment is consistent with the declared vacancy.*¹
 - 2. recommend action to the Council Elders when the result of the Search differs from the intended vacancy.

b. Propose recommended action to the Council Elders

- i) For the approval of vacancies and the initializing of a search
- ii) when the result of the Search differs from the intended vacancy.
- iii) Of the ending or continuing of appointments.

4. Licensed lay Worship Leaders

- a. Exercise oversight of LLWLs
 - i) Providing directly, or with a **LLWL Forum**, to
 - 1. Ensure training for LLWLs,
 - 2. conduct annual evaluations,
 - 3. *approve annually the licensing and relicensing of LLWLs (Manual I.1.11.5)*¹

¹*Items printed in italics are decisions the Covenant Support Team may take on behalf of the Council elders and Regional Council*

Appendix F³**Formation, Nurture and Justice Team**

LEADERSHIP TEAM: Formation, Nurture and Justice Team	Date Approved:
	Review date:
Purpose: To provide the terms of reference for the Formation, Nurture and Justice Team.	

Purpose

The Formation, Nurture and Justice Team of the East Central Ontario Regional Council shall, with other Teams, help the East Central Ontario Regional Council meet its responsibilities as outlined in The Manual C.2.

The Formation, Nurture and Justice Team shall operate under the guiding principle that all work will be informed and aligned with the East Central Ontario Regional Council priorities, as well the ongoing priorities for youth ministry, intercultural and affirming ministries.

Membership

The Formation, Nurture and Justice Team shall consist-of 12 elected voting members as recommended by the Nominations Team from expressions of interest and following discernment practices. The members serve a three-year term with an annual rotation of 1/3 of the members.

The ECORC Minister for Spiritual Nurture, Respectful Relationships and Justice with All Ages, as well as the ECORC Minister for Respectful Relationship and Indigenous Justice are Corresponding Members and Staff Resource to the Team.

Additional Corresponding Members shall include:

1. an Elder appointed by the Council Elders,
2. the Executive Minister,
3. representatives of Team Forums

and may include, if not otherwise represented among the elected members, corresponding members,

1. at least one youth representative, preferably named by the Regional Council Youth Executive; and
2. one United Church Women (UCW) representative, preferably named by the UCW.

Role of Members

Members of the Team make decisions and recommendations upholding the overall vision and mandate as given by the East Central Ontario Regional Council and reflected in polity and policy. Team members are expected to prepare for meetings of the Team and participate fully in the deliberations of the Team. Members may expect to be given specific assignments for completion such as assignment to work with a Forum.

When representing a Forum or presenting a report the Team member should voluntarily limit participation to the nature of a corresponding member to avoid the perception of bias

Role of Corresponding Members

Corresponding members do not vote and do not participate in discussion unrelated to the area of representation. Corresponding members provide a specific and contextual knowledge and level of awareness that is important to the deliberations of the Team. Corresponding members share make sure the elected members have the information they need to discern a course of action.

Corresponding members also have the responsibility to ensure that the body they represent is informed of the work and decisions of the Leadership Team.

Meetings

The Formation, Nurture and Justice Team shall convene every regularly and/or as required. The meetings may be in person, telephone conference call or web-based, or a combination thereof, recognizing the value of in-person meetings from time to time.

Quorum

The Quorum shall be 7 elected members.

Chairperson

The Leadership Team shall select from among the elected membership the Team Chairperson and a Chairperson Designate, and a Secretary. The names of the individuals to be reported annually to the Council Elders and the Nomination Team. The Chairperson shall not serve more than two consecutive years. The three-year term of an elected member may be extended by one year if serving as the Chairperson.

The Chairperson and the Secretary shall be responsible for reporting Team activities and actions to the Council Elders monthly as required. They shall attend Council Elder meetings upon request of the Council Elders.

Vacancies

A member of the Team unable to fulfill their term may resign. A member failing to fulfill the responsibilities may be removed from the position by a 2/3 majority decision of the remaining members.

Vacancies are filled by the Nominations Team during an annual election cycle.

To provide continuity of task, or for the purpose of securing a chairperson, the Team may request of the Nominations Team to extend the membership of a member by one year.

Forums

The Covenant Support Team may and shall recruit and appoint Forums, composing of knowledge and expertise to support and undertake directed work on behalf of the Covenant Support Team. Forums may be authorised to undertake necessary steps to complete the assigned activities but may not make decisions on behalf of the Team. Forums shall report regularly to the Team.

Authority as a Commission

The Leadership Team may be appointed by the Regional Council as a Commission for designated matters of a routine nature that are supported by policy and precedence. Commission powers shall be noted in the Mandate printed in italics with the date granted

Responsibilities

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

- i) promoting joining our collective hearts, voices and resources to witness to the gospel and vision of Jesus for a compassionate and just society, both in Canada and around the world.
- ii) promoting local, regional, national and global initiatives and partnerships (community, ecumenical, and interfaith) for ministry and justice work.
- iii) ministry with people of all ages.
- iv) honouring and living into intercultural mission and ministry; and
- v) living in covenant with Mother Earth and All My Relations in the Earth community.

Mandate

1. Compassionate and Just Society

- a. Provide guidance to the Regional Council and Communities of Faith of opportunity and means to witness to the gospel and vision of Jesus for a compassionate and just society.
- b. To provide opportunity and encouragement of education to community of faith and regional council leadership to intercultural, equitable and affirming.

2. Ministry with Youth

- a. To assist communities of faith seeking to be inclusive and supportive of youth
- b. To establish and support youth leadership within the Regional Council
 - i) organizing leadership, with and including youth leadership, to create an agenda for youth presence at annual meetings of the East Central Ontario Regional Council.
 - ii) organizing leadership, with and including youth leadership, of any other youth gatherings deemed necessary by the Youth Executive of East Central Ontario Regional Council; and
 - iii) supporting the work of the Youth Executive as needed.

3. Pursuing Right Relations

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

4. Clusters and Networks

- a. promoting events and opportunities on the East Central Ontario Regional Council website.
- b. maintaining lists and contact information for clusters and networks within the ECORC's bounds; and
- c. providing communications support for meetings in special circumstances.

5. Denominational Life

- a. promoting and fostering direct dialogue between Communities of Faith and the General Council.
- b. providing ongoing leadership training for ministry personnel and lay people; and
- c. encouraging life-long learning.

Glossary of Terms

1. Intercultural

- a. Within the United Church, a variety of cultural expressions of faith are affirmed and welcomed. Part of the vision of the intercultural church is to create a space where we can sustain our own cultural identities while also affirming those of one another.

2. Affirming

- a. Affirm United/S'affirmer Ensemble works for the full inclusion of people of all sexual orientations and gender identities in the United Church of Canada and in society. The Affirming Ministries Program is a network of United Church of Canada congregations and ministries that declare themselves to be fully inclusive of people of all sexual orientations and gender identities. And it asks each Ministry to take action.

3. Equity

- a. Giving fair treatment to all people based on their individual or group needs, even when that treatment is not the same as what others receive. Equity seeks to consider a person's or group's specific circumstances, past and present, and act accordingly to ensure success. Equity takes into account the needs of individuals and groups that have experienced and continue to experience systemic obstacles or challenges, in order to ensure the achievement of equal status in society for all.

Appendix F⁴**Ministry Through Property & Finance Team**

Leadership Team: Ministry Through Property & Finance Team	Date Approved:
	Review date:
Purpose: To assist the East Central Ontario Regional Council meet its responsibilities as outlined in the 2019 Manual C.2.	

Purpose

The Ministry through Property & Finance Team of the East Central Ontario Regional Council shall assist the East Central Ontario Regional Council meet its responsibilities as outlined in The Manual C.2.

The Ministry through Property & Finance Team shall exercise specific responsibilities to serve, support and provide oversight of the financial responsibilities of the East Central Ontario Regional Council and of the financial viability and property matters of the Communities of Faith.

Membership

The Ministry through Property and Finance Leadership Team shall consist of 11 elected voting members as recommended by the Nominations Team following recruitment and discernment practices. The members serve a three-year term with an annual rotation of 1/3 of the members. The East Central Ontario Regional Council Executive Minister; and the East Central Ontario Regional Council Treasurer shall be Ex officio members of the Leadership Team.

An Elder appointed by the Council Elders and Chairs of Team Forums may serve as corresponding members.

Role of Members

Members of the Team make decisions and recommendations upholding the overall vision and mandate as given by the East Central Ontario Regional Council and reflected in polity and policy. Team Members are expected to prepare for meetings of the Team and participate fully in the deliberations of the Team. Members may expect to be given specific assignments for completion such as assignment to work with a Forum.

When representing a Forum or presenting a report the Team member should voluntarily limit participation to the nature of a corresponding member to avoid the perception of bias

Role of Corresponding Members

Corresponding members do not vote and do not participate in discussion unrelated to the area of representation. Corresponding members provide a specific and contextual knowledge and level of awareness that is important to the deliberations of the Team. Corresponding members share make sure the elected members have the information they need to discern a course of action.

Corresponding members also have the responsibility to ensure that the body they represent is informed of the work and decisions of the Leadership Team.

Meetings

The Ministry through Property & Finance Team will meet as needed, primarily by videoconference call. As needed, and possible, the committee may meet in person.

Quorum

Quorum shall be 7 elected members.

Chairperson

The Leadership Team shall select from among the elected membership the Team Chairperson and a Chairperson Designate, and a Secretary. The names of the individuals to be reported annually to the Council Elders and the Nomination Team. The Chairperson shall not serve more than two consecutive years. The three-year term of an elected member may be extended by one year if serving as the Chairperson.

The Chairperson and the Secretary shall be responsible for reporting Team activities and actions to the Council Elders monthly as required. They shall attend Council Elder meetings upon request of the Council Elders.

Vacancies

A member of the Team unable to fulfill their term may resign. A member failing to fulfill the responsibilities may be removed from the position by a 2/3 majority decision of the remaining members.

Vacancies are filled by the Nominations Team during an annual election cycle.

To provide continuity of task, or for the purpose of securing a chairperson, the Team may request of the Nominations Team to extend the membership of a member by one year.

Forums

The Covenant Support Team may be assisted in the work by creating Forums of knowledge and expertise to support and undertake directed work. Forums may consist of one or more individuals and be short term or permanent. It is the responsibility of the Leadership Team to determine the Terms of Reference of the Forums, to recruit and appoint Forums. Forums may be authorised to undertake necessary steps to complete the assigned activities but may not make decisions on behalf of the Leadership Team. Forums shall report to the Leadership Team regularly.

Authority as a Commission

The Leadership Team is appointed by the Regional Council as a Commission for designated matters of a routine nature that are supported by policy and precedence. Commission powers shall be noted in the Mandate printed in italics with the date granted.

Duties

The Ministry through Property and Finance Team shall have responsibility for the completion of the mandated duties, making *decisions as authorized*¹ and making recommendations to the Council Elders as required. The responsibilities shall include:

1. The promotion of stewardship to communities of faith and the Regional Council
2. The oversight of finance including annual budget and investments
3. Supporting community of faith with property maintenance and usage and maintaining properties assumed by the Regional Council

The Team shall have responsibility for the establishment of Forums and the oversight of same. The Team shall appoint Chairpersons of the Forums.

The Team is accountable to the Council Elders for all activities and decisions (with exception of those for which it is empowered to operate as a commission); and shall report annually to the East Central Ontario Regional Council.

Mandate**1. Stewardship**

-
- i) to encourage promote and support individual generosity and discipleship of resources.
 - ii) to encourage, promote and support Communities of Faith engagement in Stewardship Campaigns.
 - iii) to consult and work with the East Central Ontario Regional Council Stewardship & Gifts Officer.
 - iv) to encourage, promote and support Communities of Faith engagement with the Mission and Service; and
 - v) to participate as requested in determining priorities for mission and ministry work through the Mission & Service.

2. **Finance**

- i) provide oversight of all revenues and funds of the East Central Ontario Regional Council including revenue from denominational assessments.
- ii) prepare and manage the core operating budget of the East Central Ontario Regional Council.
- iii) propose and manage an annual budget supporting the mission objectives and strategies as determined by the East Central Ontario Regional Council and Council Elders.
- iv) set any additional regional assessment for any additional services the East Central Ontario Regional Council wishes to undertake; and
- v) receive, review and make recommendations to the Council Elders on requests from Communities of Faith for financial assistance and grants.

3. **Property**

- a. provide support and guidance to Communities of Faith on all matters pertaining to property.
- b. make recommendations to the East Central Ontario Regional Council on the meaning of the terms “other major assets” and “major renovations” and communicate the meanings of those terms to each community of faith within the bounds served by the East Central Ontario Regional Council.
- c. receive and provide guidance to Communities of Faith requesting to buy, sell, mortgage, exchange, renovate, lease, or otherwise deal with community of faith property.
- d. review and make recommendations to the Council Elders regarding the buying, leasing or major renovations of community of faith property or other major assets including the proposal of financing the transactions.
- e. review and make recommendations to the Council Elders the disposition of surplus property resulting from closure, disbanding or amalgamations, including the distribution of proceeds within denominational policies and guidelines and in accordance with East Central Ontario Regional Council established policies.
- f. make recommendations on the property of Communities of Faith remaining after the Communities of Faith cease to exist.
- g. review and, in consultation with the Covenant Support Team, make recommendation to the Council Elders on the plans of Community of Faith property transactions and the utilization of the proceeds of such transactions due to altering or changing ministry focus; and
- h. upon direction of East Central Ontario Regional Council, oversee the buying, selling, leasing, and renovating regional property, and distributing any proceeds within denominational guidelines.
 - i. *The Ministry through Property and Finance is authorized to operate as a Commission to complete a transaction in keeping with the direction and terms set by the Council Elders*¹

¹*Items printed in italics are decisions the Ministry through Property and Finance Team may take on behalf of the Council Elders and Regional Council*

Appendix F⁵**Nominations Team**

LEADERSHIP TEAM: Nominations Team	Date Approved:
	Review date:
Purpose: To provide terms of reference for the Nominations Team.	

Purpose

The Nominations Team is a leadership team of the East Central Ontario Regional Council that recruits and recommends individuals for leadership roles within the Regional Council. It does so through intentional discernment practices with a mind to equity and diversity.

Membership

The Nominations Team will consist of six members appointed by the Council Elders from the Regional Council membership and reflecting the intercultural church. Nomination members serve a three-year term with an annual rotation of one third.

Corresponding members of the Team shall include the Executive Minister and a member of the Council Elders.

Role of Members

Members of the Team shall participate openly in discernment without prejudice or discrimination. Members shall maintain confidentiality as required.

Meetings

The Nominations Team will meet as needed in person or virtually. The Nomination Team will meet more frequently during an annual appointment/election cycle.

Quorum

The Quorum shall be four members.

Chairperson

The Nomination Team shall select from among the elected membership the Team Chairperson and a Secretary. The names of the individuals to be reported annually to the Council Elders. The Chairperson shall not serve more than two consecutive years. The three-year term of an elected member may be extended by one year if serving as the Chairperson.

The Chairperson and the Secretary shall be responsible for reporting Team activities and actions to the Council Elders and to the Regional Council as required. They shall attend Council Elder meetings upon request of the Council Elders.

Vacancies

A member of the Team unable to fulfill their term may resign. A member failing to fulfill the responsibilities may be removed from the position by a 2/3 majority decision of the Council Elders.

Vacancies may be filled by the Council Elders during an annual election cycle.

To provide continuity of task, or for the purpose of securing a chairperson, the Team may request of the Council Elders to extend the membership of a member by one year.

Duties**1. Recruitment:**

Members of the Nominations Team will actively seek out and encourage nominations from across the diversity of the church and its geographic regions.

The Nominations Team is responsible,

- a. for recruiting nominations to the Leadership Teams of the Regional Council.
- b. for recruiting nominees for Regional Council Speaker.
- c. for recruiting nominees to serve as General Council Commissioners.

2. Discernment:

In carrying out this responsibility, the Nominations Team will:

- a. reflect theologically on the basis for appointed and/or elected member participation in the church.
- b. consult with the Teams to review the existing composition of the Team, stated specific needs, and specific requests.
- c. Discern who is equipped to serve, ensuring the Regional Council and the Teams have capable and effective leadership. (The Nominations Team is not responsible for naming Team Chairpersons but shall endeavour that the membership includes individuals willing and capable of that role).
- d. Ensure eligibility of membership. Eligibility requirements may include current police record checks, racial justice and diversity training, or other as determined by need.
- e. seek to maintain diversity with respect to gender, race, ethnicity, age, geography, and vocations, placing special emphasis on those who have been historically excluded from positions of influence and authority; and
- f. strive to meet the church's commitments to becoming an intercultural church, the full inclusion of people with disabilities, developing new and young leadership, the *United Nations Declaration on the Rights of Indigenous Peoples*, any future commitments regarding the appointed leadership of the United Church.

3. Recommendations:

The Nomination Team shall:

- a. Annually present a slate of individuals to fill the vacancies on the Leadership Teams, including the Council Elders, to the Regional Council for approval.
- b. Annually to present to the Regional Council nominees for the position of Speaker Designate.
- c. In the year prior to the triennial General Council to present a slate of Commissioners to the Regional Council for approval.
- d. In the year prior to the triennial General Council to present for election the nominees for Lead Commissioner.

4. Providing Assistance:

The Nomination Team when requested may assist Teams, Council Elders and Regional Council to obtain expressions of interest for additional positions such as Forums and Task Groups. The Nominations Team will forward eligible expressions of interest with pertinent comments for decision by the requesting body.

Appendix F⁶**Equity Forum**

Forum: Equity Team	Date Approved:
	Review date:
Purpose: To provide the terms of reference for the Equity Forum	

Purpose

We are called to prayerfully discern and respect the wide range of diversities within our Region including, but not limited to, sexual orientation, gender identity, life experience, differing abilities, ethnicity, race, generational differences, age, geographic location and economic circumstances.

The Equity Forum exists to guide and support the Council Elders to

- provide an accessible, equitable environment at all East Central Ontario Regional Council events and meetings.
- Assist Communities of Faith, Clusters and Networks to grow in awareness and exercise of best practices to provide an accessible and equitable environment.

Accountability

The Equity Forum is a Forum of the Council Elders, taking direction from and reporting to the Council Elders as requested.

Membership

The Equity Forum will consist of up to eight (8) members who have demonstrated passion for and/or knowledge in matters of accessibility and inclusivity. Members of the Forum are appointed by the Council Elders for a three-year term with the possibility of consecutive terms.

Meetings

The Equity Forum will meet at least three to four times a year, but more frequently as required. Meetings will primarily be by videoconference call. As needed, and possible, the Equity Forum may meet in person. Internally the forum may determine its own practices including chair, agenda, quorum.

Role of members

The Forum is not a decision-making body. The Members receive guidance and direction from the Council Elders and shall undertake assigned tasks. The Members shall also bring awareness to and make recommendations to the Council Elders of items relating to accessibility and equitable practices.

Responsibilities**1) Leadership**

- a) Advise the Council Elders and the Executive Minister on all matters concerning equity, privilege, and accessibility.
- b) Identify and adapt resources to facilitate equitable and accessible awareness and support

2) Equity Monitoring and Support

- a) Provide equity support to meetings of the Regional Council.
- b) Guide the Teams and Forums of the Regional Council to follow Equity guidelines and practices.

- c) be a resource to the East Central Ontario Regional Council to follow our commitment to equity and accessibility and call the East Central Ontario Regional Council into account if we fail to live up to our commitment;
- d) name and address ableist, heterosexist and white supremacist comments, attitudes and actions, recognizing how these undergird and perpetuate ableism, racism, homophobia and transphobia.

3) Education

- a) Introduce and provide resources of best practices for accessibility and inclusion,
- b) Assist Communities of Faith, Clusters and Networks to grow in awareness and exercise of best practices to provide an accessible and equitable environment.