

**East Central Ontario Regional Council**  
**Meeting of the Council of Elders**  
**Tuesday, October 1, 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. Eric Hebert-Daly	Member, Executive Minister
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
Rev. Darren Liepold	Corresponding Member, Congregational Support Minister
Joel Miller	Corresponding Member, Program Assistant to Executive Minister, Recording Secretary

**REGRETS/ABSENT**

Rev. Lynn Watson	Member
Rev. Brian Nicholson	Member

This meeting of the Council of Elders of the East Central Ontario Regional Council (ECORC) considered business arising from the previous meeting, in particular, the Treasures term on the Regional Council, encouragement for more participation at general meetings, the terms of reference from Leadership Teams, and the VAM status of a minister; received the minutes of the September 3, 2024; received for information incoming and outgoing correspondence; received updates from the Facilitation Forum about the upcoming fall general meeting; received updates regarding the Strategic Plan and the benchmarks for the month of September; received the minutes of the Covenant Support Leadership Team (Commission) meeting held on September 17, 2024, as well as recommendations regarding a Governance Handbook for Congregations, and the granting of Sacramental Privileges; received the minutes of the Ministry Through Finance & Property Leadership Team meeting held on September 18, as well as recommendations regarding the audited 2023 Financial Statements, and the draft 2025 budget, Mission Support grants, the sale of the Manse belonging to Trinity United Church (Odessa), a capital project at Westminster United Church, and the sale of the Manse belonging to Bridgenorth United Church ; under new business, received a staff update in regards to the Pastoral Relations minister; received reporting from the Nominations Leadership Team in regards to General Council 45 Commissioner nominees, received updates regarding General Council 45 Proposals, and received updates regarding Voluntary Associate Ministers 2024-25.

**Land Acknowledgement & Opening Devotions** – Rev. David King invited all to recognize the land they were joining the meeting from. David also shared that he had the opportunity to join with First Peoples on the reserve of Alderville First Nation to share in the recognition of the Truth and Reconciliation Day of Prayer. It truly was filled with the Spirit and Hope for the future. David reflected on how his recent call to Alderville United Church had been an opportunity for learning and growing in ministry. David emphasized that God's Spirit works in truly mysterious ways. David invited all to join him in reciting The Lord's Prayer.

**Circle Time of Sharing** – All were invited to share.

**Appointment of an Equity Monitor for this Meeting**

**2024-10-01-001 MOTION** (J. Payne/S-M Young) That the East Central Ontario Regional Council of Elders appoint Rev. Ned Wells 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 September 3, 2024**

**2024-10-01-002 MOTION** (D. King/B. James) That the East Central Ontario Regional Council of Elders approves the Minutes of September 3, 2024, as circulated. **CARRIED**

**Business Arising**

a) **Treasurer's Term on Council of Elders**

Clarification/ update from the Nominations Leadership Team as to Treasurer's term on the Council of Elders? Brian (Current treasurer) was asked to provide an accurate job description.

b) **Ministry Personnel and Lay Representatives Who Do Not Attend Regional Council Meetings (Strategy for Increasing Participation)** –It was suggested to find out why (through calling) ministry personnel and community of faith representatives are not attending general meeting. Get attendance lists from Facilitation Forum

c) **Revised Leadership Terms of Reference**

i) **Ministry Through Property & Finance Leadership Team**

- See *Ministry Through Property & Finance Leadership Team Terms of Reference* as **Appendix A<sup>1</sup>**

**2024-10-01-003 MOTION** (S-M. Young/B. James) That the East Central Ontario Regional Council of Elders receive and approve the terms of reference of the Ministry Through Property & Finance Leadership Team and recommend at the fall general meeting of the Regional Council. **CARRIED**

ii) **Formation Nurture & Justice Leadership Team**

- See *Formation Nurture & Justice Leadership Team Terms of Reference* as **Appendix A<sup>2</sup>**

**2024-10-01-004 MOTION** (K. Ostrander/J. Payne) That the East Central Ontario Regional Council of Elders receive and approve the terms of reference of the Formation Nurture & Justice Leadership Team and recommend at the fall general meeting of the Regional Council. **CARRIED**

d) **VAM Status of Rev. Elaine Kellogg** - Follow up with Rev. Elaine, Kellogg, Grace United Church (Napanee) – concern over VAM status with congregation she is retiring from. Deferred to next meeting.

**Agenda**

**2024-10-01-005 MOTION** (N. Wells/S-M. Young) That the East Central Ontario Regional Council of Elders accept the agenda as amended:

- Addition under correspondence, *d*; revisions made to correspondence *d*
- Addition under section IV4, *Review of Grace United Church (Peterborough)*

- Addition under section VII, *minutes of Formation, Nurture and Justice meeting held on September 12, 2024 (section VII)*
- Addition under section IVi3, *motion concerning sacramental privilege*
- Addition under section VIi, ii, *motion concerning Capital Project at Westminster United Church and motion concerning sale of the manse at Bridgenorth United Church*

## CARRIED

### Incoming Correspondence

- a) September 24, 2024, Rev. Marilyn Zehr, Maynooth Madawaska Pastoral Charge, re amalgamation of the Maynooth Madawaska Pastoral Charge Communities of Faith (*for information*);

### Outgoing Correspondence

- b) September 6, 2024, Rev. Dan Hayward, Interim Executive Minister, to Bath Morven Pastoral Charge, re occasion of the 175<sup>th</sup> anniversary of the Bath community of faith (*for information*);
- c) September 7, 2024, Ted Meyers, Chair of Ministry Through Property and Finance Leadership Team, to Carol Swain and Allan Baer, re Council of Elders approval of motions concerning Crossroad UC project (*for information*);
- d) September 24, 2024, Steve Coles, Speaker, to Rev. Mark Fernall, St. John's United Church (Campbellford), re appointment of evaluators (*for information*); - *also see prepared announcement for distribution in church bulletin as well as email distribution to member of St. John's United Church (Campbellford) on September 29, 2024.*

### Business arising grouped according to confirmed Guiding Principles

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

- a) **Facilitation Forum** – Karen Wilson provided an update prior to the meeting:
  - Paul Reed has resigned from the Forum
  - A site visit is booked for Wednesday, October 2nd at Trinity-St. Andrew's United Church, Brighton
  - Facilitation Forum will meet on Wednesday, October 16<sup>th</sup> and an update will be given at our November Council of Elders meeting
- b) **Dates of future meetings and information sessions (for information):**
  - **Tuesday, October 15<sup>th</sup>** from 7-9pm: Join us as the Ministry through Property Team presents the “Budget Proposal”.
  - **Tuesday, November 5<sup>th</sup>** from 7-9pm: “Proposal Review” – a discussion about proposals received to be presented at the Fall General Meeting for approval
  - **November 16<sup>th</sup>, 2024** Fall Meeting, Brighton, ON
  - **May 23<sup>rd</sup> - 24<sup>th</sup>, 2025** Annual Meeting, Spring, St. Paul's United Church, Bowmanville, ON
  - **October 25<sup>th</sup>, 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. Eric Hebert-Daly shared that a full report for the year will be provided at a future meeting.

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

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

**i) Covenant Support Leadership Team (CST) –**

- see *CST minutes of September 17, 2024* as **Appendix B**  
**2024-10-01-006 MOTION** (B. James//J. Payne) That the East Central Ontario Regional Council of Elders receive for information the CST minutes of September 17, 2024. **CARRIED**

The Chair reminded that the Covenant Support Leadership Team has Commissioning powers:

*Granting Commission Powers*

*2024-04-19-20-006\_MOTION (P. Reed/K Ostrander) that the East Central Ontario Regional Council approve that:*

1. *the Covenant Support Team is granted Commission powers for specific matters, namely,*
  - a. *The appointment of Liaison Officers*
  - b. *The appointment of Pastoral Charge Supervisor*
  - c. *The approval of a vacancy and the initializing of a search when the needs of the Community of Faith/Pastoral Charge have not changed.*
  - d. *Approval of a Call when it matches the terms set out by the approved Search. These powers do not extend to any circumstance that emerges from conflict, uncertainty or deviates from precedent. CARRIED*

**1. Governance Handbook for Congregations**

- See *Governance Handbook for Congregations* as **Appendix C**  
**2024-10-01-007 MOTION** (N. Wells/K. Fitzpatrick) That the East Central Ontario Regional Council of Elders receive for information the *Governance Handbook for Congregations*, provide feedback to the Covenant Support Team, and defer a decision on its acceptance at the next Council of Elders Meeting in November. **CARRIED**

**2. Review of Grace United Church (Peterborough)**

**2024-10-01-008 MOTION** (P. Long/J. Payne) That the East Central Ontario Regional Council of Elders has concerns about the state Grace United Church (Peterborough) and appoints Linda Foy to conduct a review under section J.4 of the *Manual*; conducting interviews in the way that suits the progress of the investigation, to address specific complaints received, and, due to their fiscal situation, at the cost of the Regional Council. **CARRIED**

The Treasurer reminded the Council of Elders that in regards to reviews and cost sharing, the regional council operates under the *Property & Finance Community of Faith Conflict Review Funding Policy* which establishes that: “...

“...Formal reviews called for by the Covenant Support Team requiring the hiring of professionals are funded by equally splitting the costs between the Regional Council and the Community of Faith.”

3. **Sacramental Privilege**

**2024-10-01-009 MOTION** (K. Fitzpatric/S-M Young) That the East Central Ontario Regional Council of Elders grant sacramental privileges to Kathy Toivanen, Diaconal Minister, to administer the sacraments at St. Paul's United Church (Rural Faith Pastoral Charge) on world Communion Sunday. **CARRIED**

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)**

(Received the MTP&F Team (Commission) Meeting Minutes of September 2024 for Information Only)

- See *MTP&F minutes of September 18, 2024* as **Appendix D**

i) **Westminster United Church - Capital Project**

**2024-10-01-010 MOTION** (S-M. Young/B. James) that The East Central Ontario Regional Council of Elders concur with the recommendation of the Ministries Through Property and Finance Leadership Team to approve the capital renovation project (replacement of H-VAC) at Westminster United Church (Whitby). **CARRIED**

ii) **Bridgenorth United Church – Sale of Manse**

**2024-10-01-011 MOTION** (S-M. Young/B. James) that The East Central Ontario Regional Council of Elders concur with the recommendation of the Ministries Through Property and Finance Leadership Team to approve the request from Bridgenorth United Church to list the manse located at PT LT 80 PL 4 Smith; PT LT 81 PL 81 PL4 Smith as in T17003 and the municipal address of which is 825 Charles Street Bridgenorth, at a listing price of three hundred and fifty thousand (\$350,000) with disbursement of net funds from sale as per the Manse Fund policy. **CARRIED**

i) **Draft 2025 Regional Council Budget**

- See *Draft 2025 Regional Council Budget* as **Appendix E**

**2024-10-01-012 MOTION** (B. James/S-M Young) That the East Central Ontario Regional Council of Elders receive and approve the draft 2025 budget and recommend to the Fall General Meeting of the Regional Council. **CARRIED**

ii) **Mission Support Grants**

**2024-10-01-013 MOTION** (B. James/S-M Young) That the East Central Ontario Regional Council of Elders approve the Mission Support Grants as recommended by the Ministry Through Property & Finance Leadership Team:

- Places for People; \$2000
- Quinty Health Care Corp-Spiritual Health Services; \$5000
- Greenwood Bedford House; \$20000
- Camp Qui-Mo-Lac; \$50000
- Old Hay Bay Church; \$6000
- Brooksong Retreat (formerly Abbey Retreat Centre); \$5000
- Grand River Bookstore; \$2000

**CARRIED**

- iii) **Trinity United Church (Odessa), Sale of Manse**  
**2024-10-01-014 MOTION** (S-M Young/B. James) That the East Central Ontario Regional Council of Elders approve the recommendation of the Ministry Through Property Finance Leadership Team to authorize the Trustees of Trinity United Church (Odessa):

(1) to list certain real property, the legal description of which is pt lot 17 con 5 Kingston as in tkd253, and the municipal address of which is 2173 unity road Elginburg, Ontario, at a listing price of three hundred and eighty-nine thousand (\$389,000).

(2) that the following disposition of the proceeds arising from the transaction conforms with Regional Council policy.

**CARRIED**

*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*

**Formation, Nurture and Justice Leadership Team**

- See *Minutes of Formation, Nurture and Justice meeting held on September 12, 2024* as **Appendix F**

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

*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) **Staff Update (Pastoral Relations Minister)** – Rev. Eric Hebert-Daly informed on the Status of Rev. Debbie Roi. An immediate plan is underway to share the workload between the Pastoral Relations Ministers in Eastern Ontario Outaouais and Nakonha:ka Regional Councils.
- b) **Nominations – General Council 45 Commissioners** – Stephen Coles shared that the RC is currently short 4 nominees. All were encouraged to consider possible candidates. It was suggested that an ‘open’ call is made through communications.

- c) **General Council 45 Proposals** – None received at this time. At the budget 2025 information session, the topic of proposals will also be discussed.
- d) **Voluntary Associate Ministers (VAM)** – Rev. Eric Hebert-Daly  
**2024-10-01-015 MOTION** (J. Payne/K. Fitzpatrick) That the East Central Ontario Regional Council of Elders acknowledge the Voluntary Associate Minister (retired ministry personnel not appointed, or engaged in ministry not recognized as ‘community of faith’) for July 1, 2024- June 30, 2025:

<b>First Name</b>	<b>Last Name</b>	<b>Community of Faith</b>
Rev. William K.	Peacock	Greenwood United Church, Peterborough
Rev. Brenda	Timpson	Emmanuel United Church, Foxboro

**CARRIED**

**Equity Monitor Report** – Rev. Ned Wells, using the equity score card, and highlighted that meeting proceeding well. A good grade for all items on the score call: Materials were available on time, respect for pronouns, use of inclusive language, identifying to speak during the meeting (was average), other observation: that raising physical hand is used more often than raising the digital hand (perhaps digital hand should be used more often).

The Speaker declared that all the business having come before this meeting of the Council of Elders was duly concluded at 3:17 PM.

**Closing Prayer** – Rev. David King closed the meeting in prayer.

**Next Meeting Dates**

- Tuesday, November 5, 2024 (1 PM) Zoom
- Tuesday, December 3, 2024 (1PM) Zoom
- Tuesday, January 7, 2025 (1PM) Zoom (if necessary)

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Steve Coles  
Speaker

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Rev. Eric Hebert-Daly  
Executive Minister

**ECORC Assembly of Elders - Participation Roster**

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

**Appendices**

Appendix A <sup>1</sup>	Ministry Through Property & Finance Leadership Team Terms of Reference	Pages 9-11
Appendix A <sup>2</sup>	Formation Nurture & Justice Leadership Team Terms of Reference	Pages 12-15
Appendix B	Covenant Support Leadership Team (CST) minutes of September 17, 2024	Pages 16-19
Appendix C	Governance Handbook for Congregations	Pages 20-50
Appendix D	Ministry Trough Property & Finance Leadership Team (MTP&F) minutes of September 18, 2024	Pages 51-55
Appendix E	Draft 2025 Regional Council Budget	Pages 56-71
Appendix F	Minutes of Formation, Nurture and Justice meeting held on September 12, 2024	Pages 72-78



Appendix A<sup>1</sup>**Ministry Through Property & Finance Team**

Leadership Team: Ministry Through Property & Finance Team	Date Approved:
	Review date: Sept 2024
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 for **approved by the ECORC** 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. **The Treasurer shall also be a voting member of the 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 50% plus one of the eligible 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 of 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 of Elders monthly as required. They shall attend Council of Elder meetings upon request of the Council of 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 Council of Elders or 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*<sup>1</sup> and making recommendations to the Council Elders as required. The responsibilities shall include:

5. The promotion of stewardship to communities of faith and the Regional Council
6. The oversight of finance including annual budget and investments
7. 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.

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- 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, **expenses** 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, **develop** 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, **mergers**, 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, **development** and renovating of 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 of Elders as it relates to all activities resulting from the approved, by ECORC, sale of property, renewal of Community of Faith leasing arrangements and property management of properties held by the region in the regional land Trust.*<sup>1</sup>

<sup>1</sup>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 A<sup>2</sup>**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 as the ongoing priorities for youth ministry, **anti-racism, Interfaith**, 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 shall~~ 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 **at least four times a year. 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 bringing reporting Team activities and team actions items to the Council Elders for approval monthly as required.** They shall attend Council Elder meetings upon request of the Council Elders.

### **Secretary**

**A Secretary shall be named by the Team to take minutes at each meeting and distribute them to all members.**

### **Council of Elder Rep**

**Appointed to the team by the Council of Elders. After receiving draft minutes from the secretary, will provide the minutes of the team meeting to the council. Will report back to the team with any discussions and relevant information.**

### **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 Formation, Nurture and Justice 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 Formation, Nurture and Justice 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 **anti-racism, interfaith**, 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. Share youth opportunities offered at the national level
  - iv. Offering training and support to first third ministry leaders
  - ~~v. 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.
- c. Share events and opportunities offered at the National level

**4. Clusters and Networks**

**Clusters and networks are independent and self-sustaining. This team will encourage participation and welcome updates.**

- ~~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~~
- ~~e. 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.

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## 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 B

**East Central Ontario Regional Council Covenant Support Meeting Minutes – September 2024**

A meeting of the Covenant Support Team was held by Zoom on Tuesday September 17, 2024 at 2:30pm.

Present: Donna Bignell, Freda Burns, Caroline Giesbrecht, Philip Hobbs, Patti James, David King, Cheryl McMurray, Anne Meredith (scribe), Ted Myers, Stephanie Richmond, Debbie Roi, Randy Scott, Bill Sheaves(Chair), Lynn Watson  
Regrets: Steve Coles, Paul Kneebone

Bill Sheaves began the meeting with a welcome to Debbie Roi as new pastoral relations minister for the Region. She opened with meeting with prayer.

Additions to the agenda, approval of the agenda, and minutes from the June meeting were approved by consensus.

\*\*\*\*\*

#### Liaisons Forum

Debbie Roi raised concerns about appointments being made before profiles were completed. Liaisons must be in place for a call or appointment to proceed.

\*\*\*\*\*

#### Licensed Lay Worship Leaders Forum.

It was moved by Cheryl McMurray and seconded by Lynn Watson that Licensed Lay Worship Leaders be encouraged to develop a strong relationship with the minister of their home community of faith for mutual support, theological and professional discussions, and more. In churches where there is no minister, or where an LLWL might be in a position that makes such a relationship difficult (as a member of the Ministry and Personnel committee, a search committee, etc.), or if the minister is otherwise not available for this relationship, the LLWL should contact the Chair of LLWL Forum. Carried.

\*\*\*\*\*

#### Ministry Through Property

Ted Myers is now the Liaison for Little Britain United Church and the Sandford-Zephyr Pastoral Charge.

It was moved by Philip Hobbs and seconded by Cheryl McMurray that the Covenant Support Team ask the East Central Ontario Council of Elders to accept and approve the request of Little Britain United Church to disband on October 31, 2024 with notice of a change of pastoral relations being given to Rev. Denise Boyd July 31, 2024. Carried. A settlement with the minister is to be discussed at the Ministry Through Property meeting on September 18, 2024.

Ted reported that Heritage designations are causing complications with sales and developments.



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### Pastoral Relations

It was moved by Cheryl McMurray and seconded by Patti 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 call Rev. John Niles to Fenelon Falls Pastoral Charge, starting Nov. 15, 2024, with the following terms: Salary Category F, COL 3, 20 hours a week, Communications \$1200. Con Ed \$820. All other terms as per the United Church Manual. Carried.

It was moved by Randy Scott and seconded by Donna Bignell 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. Sandra Farrow to Claremont-Brougham Pastoral Charge, starting Nov. 1, 2024, with the following terms: Salary Category F, COL 5, 20 hours a week. Con Ed \$820. All other terms as per the United Church Manual. Carried.

The Communication Allowance is to be clarified regarding if it is to be 50% as Sandra is 50% at Claremont United Church and 50% at Goodwood United. Carried.

It was moved by Stephanie Richmond and seconded by Donna Bignell 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. Caroline Giesbrecht to Tweed Pastoral Charge from Oct 1, 2024 to June 30, 2025, with the following terms: Salary Category F COL 2, 20 hours a week, Communications \$1200. Con Ed \$820. All other terms as per the United Church Manual. Carried. Caroline Giesbrecht abstained.

It was moved by Cheryl McMurray and seconded by Caroline Giesbrecht 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. Norm Long to Eastminster Pastoral Charge, from Sept. 1, 2024 to Dec 1, 2025, with the following terms: Salary Category F, COL 3, 20 hours a week, Communications \$100 (needs to be raised to \$1200). Con Ed \$820. All other terms as per the United Church Manual. Carried.

The motion for Rev. Carol Gillard reappointment at Maple Grove Pastoral Charge may be addressed at next month's meeting if there is clarification regarding the Boundaries training and a police check enabling eligibility.

It was moved by Patti James and seconded by Freda Burns 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. Svinda Heinrichs to Bancroft Pastoral Charge, from July 1 2024 to Dec 31, 2024 with the following terms: Salary Category E COL 3, 16 hours a week, Communications \$1200, Con Ed \$656. All other terms as per the United Church Manual. Carried.

It was moved by Philip Hobbs and seconded by Donna Bignell 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. Denise Boyd to Little Britain Pastoral Charge, from July 1, 2024 to October 31, 2024 with the following terms: Salary Category F COL 4, 24 hours a week, Communications \$600 (needs to be raised to \$1200), Con Ed \$984. All other terms as per the United Church Manual. Carried.

It was moved by Lynn Watson and seconded by Patti 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. Bradley Ford to Rednersville-Albury Pastoral Charge from July 1 2024 to June 30, 2025, with the following terms: Salary Category F COL 3, 24 hours a week, Communications \$1200, ConEd \$ 984., All other terms as per the United Church Manual. Carried.

It was moved by Randy Scott and seconded by Cheryl McMurray 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. Philip Hobbs to Bloomfield United Church from Sept 15, 2024 to June 30, 2025, with the following terms: Salary Category F COL 3, 20 hours a week, Communications \$1200. Con Ed \$820. All other terms as per the United Church Manual. Carried. Philip Hobbs abstained.

\*\*\*\*\*

#### Pastoral Charge Supervisors

It was moved by Philip Hobbs and seconded by Cheryl McMurray that the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team to appoint Rev. Janet Stobie as Pastoral Charge Supervisor at Lakefield United Church during minister's restorative care leave. Carried.

It was moved by Patti James and seconded by Cheryl McMurray that the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team to appoint Rev. Norm Long as Pastoral Charge Supervisor at College Hill United Church. Carried.

It was moved by Randy Scott and seconded by Donna Bignell that the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team to appoint Rev. Leslie Hills as Pastoral Charge Supervisor at Port Perry United Church. Carried.

It was moved by Donna Bignell and seconded by Cheryl McMurray that the East Central Ontario Regional Council of Elders concur with the recommendation of Covenant Support Leadership Team to appoint that Rev. Nancy Lester as Pastoral Charge Supervisor at Cold Springs Pastoral Charge. Carried.

#### Community of Faith without Pastoral Charge Supervisors:

Scugog Island

Sunderland

Coe Hill/St.Ola/Zion the Ridge

\*\*\*\*\*

It was moved by Patti James and seconded by Cheryl McMurray that the Covenant Support Team send the Governance Handbook for Congregations to the East Central Ontario Regional Council of Elders with recommendation of acceptance. Carried. The intention is that this is for those looking for a governance change. A request for feedback will be made to some communities of faith using the material.

Grace United Church in Peterborough is to get on with their search process with its Commission's blessing. South Bay and Cressy United Churches are exploring shared ministry. A Liaison is required for paperwork to be completed. Debbie Roi will check with Philip Hobbs who may have more information regarding where these churches are in this process of sharing a minister.

The Covenant Support portion of the Governance Document of ECORC was reviewed. Concerns were raised about the requirement for three in-person meetings per year. This would require much travel and time and be less efficient. Debbie Roi will convey this concern to the Elders.

David King, Kaitlyn Ostrander, and Brian James have been named as evaluators for St. John's United Church, Campbellford.

Brian James is the Liaison working with Trenton United Church, as Rev. Isaac Mundy has requested a change in pastoral relations to working 4 days a week.

St. Paul's United Church in Ajax, has extended the contract for Rev. Duncan Jeffery until the end of October.

Rev. Cordelia Karpenko will return from leave in November.

Rev. Cathy Gradante needs a minister to be added to the LLWL Forum.

Hampton Pastoral Charge Commission has sent a deadline of October 15, 2024 for the completion of their governance review.

New Business

Communities of Faith are to be notified of the appointment of a Pastoral Charge Supervisor by Debbie Roi for ECORCouncil.

The next Zoom meeting of the Covenant Support Team is Tuesday October 15, 2024 at 2:30pm.

The meeting adjourned at 4:40pm.

Appendix C



# EAST CENTRAL ONTARIO REGION GOVERNANCE

A Handbook for Congregations

2024-21

The United Church of Canada  
L'Église Unie du Canada

East Central Ontario Regional Council  
Meeting of the Council of Elders

October 1, 2024  
Zoom Teleconferencing

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2024-23

The United Church of Canada  
L'Église Unie du Canada

East Central Ontario Regional Council  
Meeting of the Council of Elders

October 1, 2024  
Zoom Teleconferencing

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## East Central Ontario Region (ECOR) Governance Handbook for Congregations and Pastoral Charges

### Introduction

Welcome to your East Central Ontario Region's (ECOR) Handbook for governance of communities of faith that are Congregations or Pastoral Charges. This handbook is meant to assist you in designing a model for governance for your congregation and/or pastoral charge that fits your evolving realities, your slate of volunteers and your ministry goals. All references to **The Manual** are to **The Manual 2024**.

***The Manual** requires a congregation or pastoral charge to have a governing body. It must decide on a governance model for the congregation charge, elect members of the governing body, and seek regional council approval. (**The Manual** B.7.1)*

### Governance and Governance Structures

**It is important to understand how governance helps organizations move toward living out their ministry goals.** **The Manual**, Section B.2.3.7 states simply and clearly, "The governance structure must free people to live out their commitment to God and to each other." Research has shown that organizations with a weakly or poorly defined and poorly communicated and/or understood governance structure suffer from distrust, anxiety, and lack of vision. Any decision made is challenged, motives are questioned, distrust runs rampant (often underground), people feel their voices aren't heard, anxiety rules. Organizations that have a clearly defined and understood structure easily make decisions that support their defining vision. Having a well-defined structure does not eliminate all the issues arising in human interactions but does provides a framework in which to work through them.



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Some of the primary challenges for governing bodies of congregations are the following:

1. lack of clarity of Purpose/Aim and vision;
2. inherited structure that no longer works, burning out volunteers;
3. lack of clarity of the structure;
4. lack of clarity of roles;
5. poor communication;
6. self-interest or interest in a represented group;
7. Personal agendas (this can be purely personal or also is seen when people on the "Board" represent a certain ministry group and therefore push the agenda for recognition or funds.)
8. lack of effectively integrating governing body members and chairs of committees; and
9. Lack of understanding of the community context, which includes the history of the congregation, its present makeup, but most importantly the neighbourhood in which the church finds itself witnessing.

Healthy governance can exist only when there are both healthy leaders and a willingness to be governed.

**Two critical areas of governance are strategic and operational.**

**Strategic** is reflecting upon the purpose, vision, and goals for the Community of Faith (CoF)/Pastoral Charge along with creating the mandates for all the committees, including the governing body itself, and assigning a budget to the mandated work. It is about direction setting and goal setting and looking at the interests of the whole, not representing individual needs or desires of a single committee.

**Operational** is the realm of ensuring the work gets completed and ensuring the mandates are being followed and budgets are respected.

Whatever governance structure is in place should ensure both strategic and operational functions are in place and work together. The governing body does not need to approve the work or new endeavours of the committee/team. Rather, the governing body would regularly monitor the work to make sure the committees/teams are within the mandate and budget approved for them. This governing body helps to determine the "how" and is guided by the question of "how will we achieve our purpose within the limits of the resources at our disposal".

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## Requirements

### Structural Requirements

CoF's may find that in designing its structure, it is helpful to look at the minimum requirements.

**The Manual** Section B.7.2.1 requires the governing body structure to:

- a. fulfill all the responsibilities of a governing body defined in the by-laws of **The Manual** (See Appendix A.);
- b. fulfill the membership and other requirements for a governing body in the by-laws of The Manual;
- c. be approved by the congregation or pastoral charge; and
- d. be approved by the regional council.

### Governing Body Membership

- a. Ministry Personnel (OM, DM, DLM) or PCS: has all the rights and privileges as any member of the governing body. They can Chair, make motions, and vote. **It is the policy of ECOR that Ministry Personnel serve as the Chair of the governing body only in the event that the position becomes vacant unexpectedly. In that case, the Ministry Personnel, if willing, should chair the governing body for only a short period of time (approximately three months) to allow time for the congregation to elect a new chair of its governing body. If the Ministry Personnel is unable or unwilling for whatever reason to serve in that capacity, then ECORC should be contacted.**
- b. Chair – Elected by the congregation (B.7.6.1): has all the rights and privileges as any member of the governing body. They can make motions, and vote (usually to break a tie).
- c. Secretary – (B.7.6.2.a) The governing body is responsible for electing a secretary. This person must be a member of the governing body
- d. Treasurer – (B.7.6.3.a) The governing body is responsible for electing
  - i. a treasurer for the pastoral charge. This person must be a member of the governing body; and

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- ii. a treasurer for the Mission & Service fund and other funds for the mission of the wider church.

The same person may serve as treasurer of both.

- e. Members of the Governing Body (B.7.1.b)

### Annual Meeting Requirements

Let's begin by clarifying the needs of the Annual Meetings since the roles are often confused with the governing body. Required at annual meetings are:

- a. Chair – elected by congregation
- b. Secretary - elected by the congregation
- c. Ministry Personnel or a representative from the Regional Council (new as of GC 44)

The Chair of the Annual Meeting (sometimes referred to as the Chair of the Congregation) and the Secretary are elected by congregation and serve the full year. The same person may be elected as the chair of the governing body, but there is no requirement that that the same person fill the two positions

### Governing Body Requirements

A practice of some CoF's is for the congregation to elect the Secretary and Treasurer of the Governing Body; however, The Manual requirement is that the Governing Body elect its Secretary and Treasurer.

### Responsibilities of the Governing Body

Appendix A identifies the responsibilities of the governing body as listed in [The Manual 2024](#). This listing is provided in a checklist form to aid in ensuring the governance structure meets all requirements of The Manual.

### Organization of the Governing Body and Its Executive

A congregation or pastoral charge may establish an **executive** of the governing body. The executive must fulfill the responsibilities that the governing body assigns to it. (B.7.5.1) **East Central Ontario Regional Council (ECORC) policy is that decisions made by the governing body or its executive may not be overturned by the Congregation. The governing body may not overturn decisions made by its executive.**

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### Required Committees of the Governing Body

The CoF and its governing body may fulfill their responsibilities with the help of committees, task groups, steering, groups, teams, commissions, and other bodies. **The Manual** Section B.7.8 uses the term “committees” to include all of these bodies. This handbook follows that practice.

The CoF is responsible for deciding

- a. the number and size of committees;
- b. qualifications for election to each committee; and
- c. the responsibilities assigned to each committee other than the Ministry and Personnel Committee.

The only mandatory committee is a Ministry and Personnel Committee; however, the CoF must assign the following areas of work to committees or do the work in another way. **B.7.8.6**

- a. **Christian education:** Meeting the faith formation and Christian education needs of the congregation or pastoral charge.
- b. **Manse:**
  - i) Maintaining the manse and equipment; and
  - ii) ensuring the manse is suitable accommodation for the ministry personnel.
- c. **Stewardship:**
  - i) Educating the congregation or pastoral charge on the mission of the United Church, both locally and in the wider church; educating the congregation or pastoral charge on the funds needed for this mission and how they will be used;
    - ii) encouraging commitment and participation from the congregation or pastoral charge in this mission; and
    - iii) reviewing regularly the balance of funds given for local purposes and funds given for the Mission & Service fund.
- d. **Nominations:** Recommending people who are eligible, suitable, and willing to serve in positions in the congregation or pastoral charge.

*(Please note that a Board of Trustees is also required and is addressed later in this document.)*

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The CoF is responsible for electing the members of the committees. It may also choose the members in any other way that it decides. (**The Manual Section B.7.8.3**).

All **ministry personnel** called or appointed to a pastoral charge are automatically members of all committees of the congregation or pastoral charge, with three exceptions. They may not be members of a Search Committee; the Ministry and Personnel Committee; and a Nominations Committee. **The Manual Section B.7.8.4**)

### **Accountability**

All organizations and groups in the congregation or pastoral charge are accountable to the governing body. (**The Manual, Section B.7.9.1**) The governing body is responsible for approving new organizations and groups in the congregation or pastoral charge. (**The Manual, Section B.7.9.2**)

### **Ministry and Personnel Committee**

All CoF's must have a committee or other body that fulfills the responsibilities of **The Manual 2024, Section B.7.8.5 a-h**. For ease of reference, this section of **The Manual** is reprinted at Appendix B. Two handbooks available on The UCC website are available to M&P committees: [Ministry and Personnel Committees: Policy, Procedures, Practices](#), and its companion document, [Resources for Ministry and Personnel Committees](#). A companion to with further detail and guidance for M&P Committees.

Ideally, the M&P committee membership is made up of between 3-7 people.

### **Election of Regional Council Representatives**

The community of faith is responsible for electing representatives of the community of faith to the regional council. Representatives must be members of the community of faith. The number of representatives depends on the size of the community of faith: **The Manual Section B.2.1.6**



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## Trustees

**The Manual G.3.1** requires every congregation to have a board of Trustees. The Trustees must be appointed at a congregational meeting. (**The Manual** Section 3.3.1)

*There are specific notice requirements for a congregational meeting to appoint trustees. See Community of Faith B.5.4.2 b.*

The CoF is responsible for setting the term of office for trustees. (The Manual Section 3.3.5). ECORC recommends all terms of office for trustees be for one year.

**Though many CoF's require a Trustee be on its governing body, there is no Manual requirement for such representation.** The Trustee Handbook states:

*"It is up to the congregation to decide how the board of trustees relates to the congregation's governing body and committees as part of its governance structure."* The Trustee Handbook identifies two possible relationships of trustees to the governing body:

- a. Option 1 Have trustee representative on the congregation's governing body as a member with voting rights or a corresponding member.
- b. Option 2 Have a trustee representative on committees, such as the stewards, finance, property, or manse committee "

A third option is to have trustee representation in a combination of Options 1 and 2.

ECORC recommends the third option.

## Property Matters

The governing body gives orders and directions to the trustees on property matters. (The Manual Section B.7.4.6)

Trustees must comply with all lawful decisions about congregational property made by the governing body of their congregation and the regional council (G.3.4.2)

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### Multi-point Pastoral Charges

The responsibilities are the same for multi-point pastoral charges as for a single congregation. If a pastoral charge has more than one congregation, the congregations and the regional council decide how the responsibilities and governance requirements for the community of faith are divided among the congregations and the pastoral charge as a whole. **The Manual 2024** Section B.4.2.

Some multi-point pastoral charges choose to have separate governing bodies with an additional Pastoral Charge Board assigned responsibility for areas such as worship planning, M&P, and pastoral charge personnel costs.

A pastoral charge with two or more congregations may, in addition to the board of trustees for each congregation, have a board of trustees for the pastoral charge.

The same requirements apply to both types of boards of trustees, with one change. For a pastoral charge board of trustees, the pastoral charge fulfills the responsibilities given to the congregation.

## Steps in the Process

### Designing and Documenting the Structure

All models of how congregations make decisions together seek to bring order out of the sometimes chaos that is living in a faith community. What model of congregational governance is appropriate for a congregation at a particular time is determined by the congregation's goals, history, culture, and community. Congregational size also plays an important role, in that the larger a congregation grows, the more pressing its need to have a body focusing on discerning the congregation's identity, culture, vision, and purpose.

A Community of Faith's ministry goals are shaped by its mission statement. Do you know what your mission statement says? If not, do you know where to find it, and when was it adopted?

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Once each member of your governance team has a working copy of your mission statement, ask another question: Is the mission statement still relevant and actionable? *You may find that it needs some tweaking. Remember that your statement of ministry goals is a living document and should be reviewed and adjusted regularly. This is one of the stewardship best practices.*

Work with what you have and put the task of an amended mission statement on a “to-do” list and do it after the governance has been crafted.

Your purpose becomes the standard by which you determine how to govern yourselves and evaluate your ministry.

Appendix C provides several models for CoF's to consider. They are intended to provide CoF's a starting point to design a structure that meets their needs and the requirements of **The Manual**.

A critical consideration in each of the Governance Models is that the purpose, vision, and goals for the congregation are clearly defined and are the basis on which decisions about spending and programs are based.

A secondary, but also very important consideration, is that the mandates of committees or teams and the functions of each position (paid or lay) are clearly defined. This can be as extensive as Policy Governance or incorporated into a Constitution that clarifies the mandates of committees/teams or people's position in a less formal way.

### **Approving the Governance Structure**

Two levels of approval are required: One by the congregation and one by ECORC. You've decided on a governance model and the Regional Council has approved it. What do you do next?

### **Choosing Your Leadership**

Choosing your leadership is not so much a matter of “two feet and a heartbeat,” but a seeking of individuals who are passionate about the work and have the gifts, skills and call to participate in a particular facet of congregational life. Be creative in finding ways to appropriately encourage



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those who have or who are willing to obtain needed knowledge and/or skills to contribute to your congregational life. A typical “nominating committee” might be formed. A “jobs fair” might alert people to the need and entice them to offer their skills. A small congregation might have a gathering of its members to have a “heart-to-heart” discussion of how they each can participate in leadership roles. An original play or skit might appeal to some.

### **Covenanting With the Leadership and One Another**

It is important to covenant with those who serve as leaders. This should be done in a worship setting. Part of the covenant with leaders should include an agreement as to how they will handle moments of stress. “Holy Manners” is a document prepared by The United Church of Canada and is included as Appendix D to this document. All communities of faith experience anxiety that show up in several ways: conflict, fear, and bullying to name a few.

## **Conclusion**

The year 2024 marks the last year of the United Church of Canada’s first century. One thing that can be said about this church of ours is that it thrives and changes. If evolution and adaptation is a guarantee of a species chance of survival, then we can look forward to another 100 years of sharing the good news of Jesus Christ with each other, with our neighbours and friends, and our nation.

For many, designing and adopting a new governance feels like we are rearranging the deck chairs on the Titanic, but we often neglect to include that threefold variable into the equation of whether our church will survive into the coming decades. That variable is God – Creator, Redeemer and Giver of life.

In Isaiah 43:18, 19, we are reminded:

“Do not remember the former things or consider the things of old. I’m about to do a new thing; now it springs forth. Do you not perceive it? I will make a way in the wilderness and rivers in the desert”

Thanks be to God

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## Appendix A

### Responsibilities of the Governing Body

The governing body follows the policies set by the pastoral charge or congregation in fulfilling these responsibilities.

Area of Responsibility	Assigned to	Reports to
<b>Spiritual Matters</b> The community of faith is responsible for setting policies for membership, within denominational guidelines, and receiving and celebrating new members in the community of faith; helping members on their journey as they explore and deepen their faith; and ensuring the proper administration of the sacraments.		
a) admitting people as full members;		
b) removing people as full members;		
c) granting certificates of transfer of membership;		
d) the discipline of members;		
e) the administration of the sacraments;		
f) Christian education;		
g) public worship;		
h) the use of the church building;		
i) pastoral care and visiting; and		
j) outreach in evangelism and social action.		
<b>Financial Matters</b> The governing body has general oversight of the finances of the congregation or pastoral charge, including		
a) fundraising;		
b) disbursement of funds; and		
c) the budget approved by the congregation or pastoral charge.		
It may also authorize borrowing funds for the pastoral charge.		
<i>The governing body's responsibilities and other requirements for finances are set out in Congregational Life G.4.</i>		
<b>Records</b> The governing body keeps the following records:		
a) the membership roll of the congregation;		
b) the historic membership roll of the congregation		
c) the record of children and adherents; and		
d) the register of baptisms, marriages, and burials		

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<b>Pastoral Relations Matters</b>	
The governing body deals with pastoral relations matters as directed by the pastoral charge.	<i>"Pastoral relations" matters involve the ministry personnel, and the terms and conditions on which they serve the pastoral charge. These terms are set through a call or appointment</i>
<b>Proposals</b>	The governing body receives, makes decisions on, and transmits proposals to the regional council.
<b>Recommending Members for Ministry Leadership</b>	The governing body recommends suitable members for consideration by the appropriate body as a) licensed lay worship leaders; b) sacraments elders; and c) candidates.
<b>Property Matters</b>	The governing body gives orders and directions to the trustees on property matters.
<b>Representing the Pastoral Charge to Regional Council</b>	The governing body represents the pastoral charge when the pastoral charge has authorized it to communicate with the regional council about a) the pastoral relationship; or b) the amalgamation, realignment, re-forming, or disbanding of the congregation or pastoral charge.
<b>Reporting</b>	The governing body reports to the pastoral charge at least annually on a) the life and work of the pastoral charge; and b) the pastoral charge's financial situation, with details of all income, expenses, assets, and liabilities.
<b>Sharing Reports from the Wider Church</b>	The governing body shares reports it receives on action by the regional council and General Council with the pastoral charge
<b>Completing Statistical Forms</b>	The governing body completes the annual pastoral charge statistical and information forms, and returns them to the General Council Office by the required date.
<b>General</b>	The governing body has general responsibility for leadership in the care and oversight of the spiritual life and the interests of the congregation or pastoral charge.

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## Appendix B

### Responsibilities of the Ministry & Personnel Committee The Manual B.7.8.5

All congregations or pastoral charges must have a committee or other body, which may be called the Ministry and Personnel Committee or a different name, with the following responsibilities:

- a) being available for consultation and support for matters involving the pastoral charge staff;
- b) overseeing the relationship of the pastoral charge staff to each other and to people in the congregation;
- c) regularly reviewing the working conditions, responsibilities, and compensation of all pastoral charge staff;
- d) making any recommendations needed as a result of these reviews to the governing body;
- e) revising position descriptions of pastoral charge staff as needed;
- f) conducting annual performance reviews of the pastoral charge staff;
- g) ensuring pastoral charge staff make use of opportunities for continuing education that they have been given; and
- h) maintaining close contact with the regional council Pastoral Relations Committee or equivalent.

*There are resources to assist Ministry and Personnel Committees with their responsibilities. See the Ministry and Personnel Committees resources available from the [General Council Office](#).*

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## Appendix C Governance Models

### Models of Congregational Governance

#### **Introduction:**

The models of governance discussed below are applicable to Communities of Faith that are congregations or pastoral charges. The models are not meant to be prescriptive; many features of these models can be adjusted or modified to fit the distinct character of a local CoF. Communities of Faith may also decide to create a new governance structure different from any of those discussed in this document. However, whether modifying an existing model, or creating an entirely new structure, there are some mandatory elements that must be present. Key mandatory elements include:

- Specifying a governing body for the CoF (the group that has the ultimate authority\* for faithful operation of the CoF)
- A Board of Trustees (there is very little scope for modifying the governance for Trustees as specified in *The Manual*, since the role of Trustees is largely defined in *The United Church of Canada Act – 1925*, as passed by Parliament)
- A Ministry and Personnel Committee
- Any other requirements specified in *The Manual*, section B.7

Regardless of what model is adopted, it requires the formal approval of the Regional Council before being implemented.

#### Recommended Models:

The following four models are 'recommended' in the sense they have been successfully used by various Communities of Faith, and they therefore have a track record of providing a solid basis for organizing the work of a CoF. Of course, each of these models have also been used unsuccessfully, since no model of governance will work well for a CoF without goodwill, a common prayerful purpose, and a firm belief in the mission of the local CoF as part of the United Church of Canada.

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### **Model 1: Session/Stewards/Official Board**

**Background:** this model may have the longest history in the United Church Canada, with roots going back to the denominations that united to form our church. Despite this long history, many CoF's still find it an effective model.

**Applicability:** While almost any size of CoF could use this model, it can require more volunteers to staff the groups/committees that make it up than some other models. Also, because of its hierarchical structure, more hours of meetings may be needed. Finally, some of the nomenclature it traditionally uses (eg "Elders", "Stewards") may seem a bit archaic to those who don't appreciate the historic roots of these labels. On the positive side, its structure encourages a focus on spiritual health, pastoral care and worship (that is sometimes lacking in other models). Also, the structure can provide more opportunities for introducing newcomers to the CoF structure, a non-threatening way, by providing more positions with lesser responsibilities (as compared to some other models that have fewer positions, but with each position therefore having more responsibility).

**Detailed description:** The two primary decision-making groups in this model are:

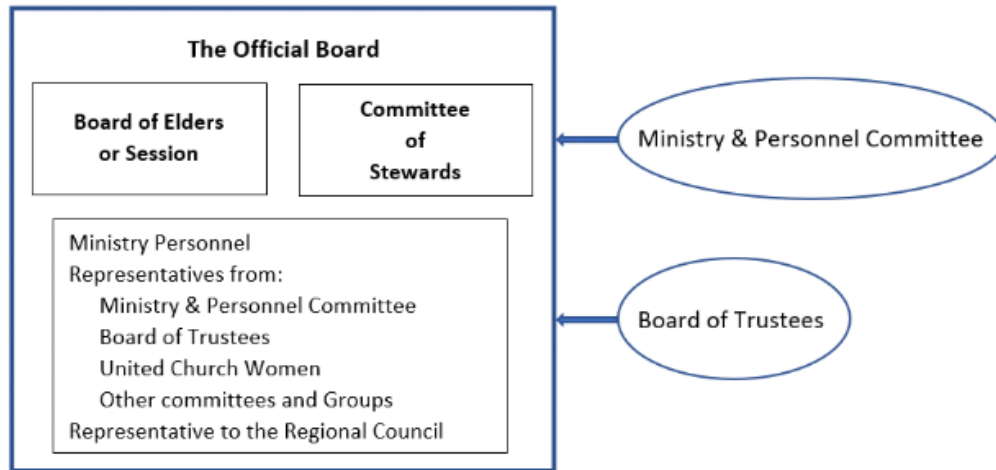
The Session (also called the Board of Elders)  
The Committee of Stewards

Each of these groups meet separately and each has distinct areas of responsibility. In this model, the Session and the Stewards are mandated to meet together on at least a quarterly basis. When they meet jointly (along with other office holders), they are called the Official Board. Every member of the Session and every member of the Committee of Stewards is a member of the Official Board.



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Session/Stewards/Official Board Model



**Board of Elders or Session**

- i) Elected full members of the congregation.
- ii) Number to be determined by constitution approved by congregation.
- iii) Responsible for the “spiritual matters” of the congregation
- iv) Ministry Personnel (OM, DM, DLM) or PCS is part of this group and attendance at meetings is required.

**Committee of Stewards**

- i) Elected full members of the congregation.
- ii) Number to be determined by constitution approved by congregation.
- iii) Responsible for the “financial matters” of the congregation.
- iv) Ministry Personnel (OM, DM, DLM) or PCS may decide to be part of this group

**Official Board**

- i) Considered the governing body of the congregation.
- ii) Ministry Personnel (OM, DM, DLM) or PCS is part of this group and attendance at meetings is required.

**The Session, or Board of Elders**

The Session is responsible for the spiritual leadership of the congregation, including worship, education, pastoral care and outreach. The ministry personnel settled in, or appointed to, a pastoral charge or congregation are members of the Session. A quorum for Session requires attendance of the ministry personnel or, where no minister is settled or appointed, the Pastoral Charge Supervisor or other Regional Representative.

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The members of the Session are known as Elders, regardless of the members' actual ages. They are elected at a Congregational Meeting for their wisdom, caring, spiritual discernment, and other gifts of the Spirit. They are entrusted with leadership among the whole congregation. They must be full members of the United Church of Canada [confirm if still a requirement in current Manual].

### **The Committee of Stewards**

The Committee of Stewards is responsible for the “temporal matters” of the congregation or pastoral charge, in the language of *The Manual*. This includes stewardship development, remuneration of paid church personnel, capital expenditures, property maintenance, and day-to-day administration of finances. The Committee of Stewards elect from among its members a Treasurer. Members of this group are known simply as Stewards.

### **Board of Trustees**

The Board of Trustees have defined responsibilities as found in The Manual, and The Trustees Handbook. They take direction from the Official Board and the Congregational Meeting. One or more representatives from the Trustees are members of the Official Board, in order to ensure good communications and coordination. **(Not a Manual Requirement)**

### **Ministry and Personnel Committee**

This Committee has responsibilities as defined in The Manual. One or more representatives from this Committee are members of the Official Board.

### **Other Official Board Members**

Other members include all called (settled) or appointed ministry staff, elected representatives from the congregation/pastoral charge to the Regional Council, **(not a requirement)** and representatives from other groups/committees as decided by the congregation (e.g. historically UCW or other women's groups, AOTS or other men's groups).

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## **Model 2: Unified Board (or Church Board) Model**

*Background:* The Unified Board model, as its name implies, brings many of the functions of separate committees or boards (as seen in other models) into a single body.

*Applicability:* This model has the advantage of consolidating most decision making into a single body; there is minimal potential confusion on “who does what” since there is only one primary body (other than the mandatory Board of Trustees and Ministry and Personnel Committee). However, this also means meetings of the Board may be longer than some other models since the scope of responsibility of the Board is wider. This model allows for input on all issues from a wide cross-section of church members, but some Board members may feel they are not making best use of their spiritual gifts since the Board may often be dealing with issues of little interest to those members.

A congregation/pastoral charge can decide to establish additional committees to take on specific roles, but that is not required. This model needs a large enough membership to be able to take on all the roles that would have been done by the Stewards and Session in that model, and also to provide a representative cross section of views among the church members.

*Detailed description:* The Unified Board model unifies the traditional functions of spiritual leadership and financial management into one Board that also coordinates the work of various task groups or committees. All the members of the Board are known as Elders, and may be assigned a number of families to visit regularly. A treasurer is elected from among the Board members. A quorum for Session requires attendance of the ministry personnel or, where no minister is settled or appointed, the Pastoral Charge Supervisor or other designated Regional Representative.

### **Board of Trustees**

The Board of Trustees have defined responsibilities as found in The Manual, and The Trustees Handbook. They take direction from the Unified Board and the Congregational Meeting. One or more representatives from the Trustees are **corresponding (?)** members of the Unified Board, **(not a requirement)** in order to ensure good communications and coordination.

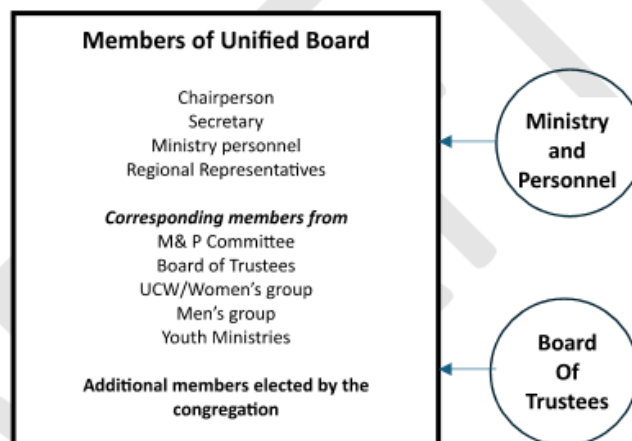
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### Ministry and Personnel Committee

This Committee has responsibilities as defined in The Manual. One representative from this Committee are full members of the Unified Board.

### Other Unified Board Members

Other members include all called (settled) or appointed ministry staff, elected representatives from the congregation/pastoral charge to the Regional Council and representatives from other groups/committees as decided by the congregation (e.g. *historically* UCW or other women's groups, AOTS or other men's groups).



### Unified Board Model, called the Church Board

- One Board with several committees. Every committee member is a member of the Board.
  - Required committees are Ministry & Personnel and Board of Trustees,
- Optional and common committees are Christian Education, Property, Stewardship, Outreach, Pastoral Care, etc.
  - Ministry personnel are available as resources but not as principal facilitators.
- Board meetings involve all committee participants plus representatives from various groups. Each member of a committee also is a board member, and the size of the board increases quickly.

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### **Model 3. Council structure, called the Church Council**

*Background:* The Church Council model offers a leaner system than the traditional Session/Stewards/Official Board Model (since each Council subcommittee or Board elects just one representative to sit on the Council. It is often used successfully in congregations/pastoral charges with a healthy number of members, and with a degree of comfort dealing with formal processes and procedures.

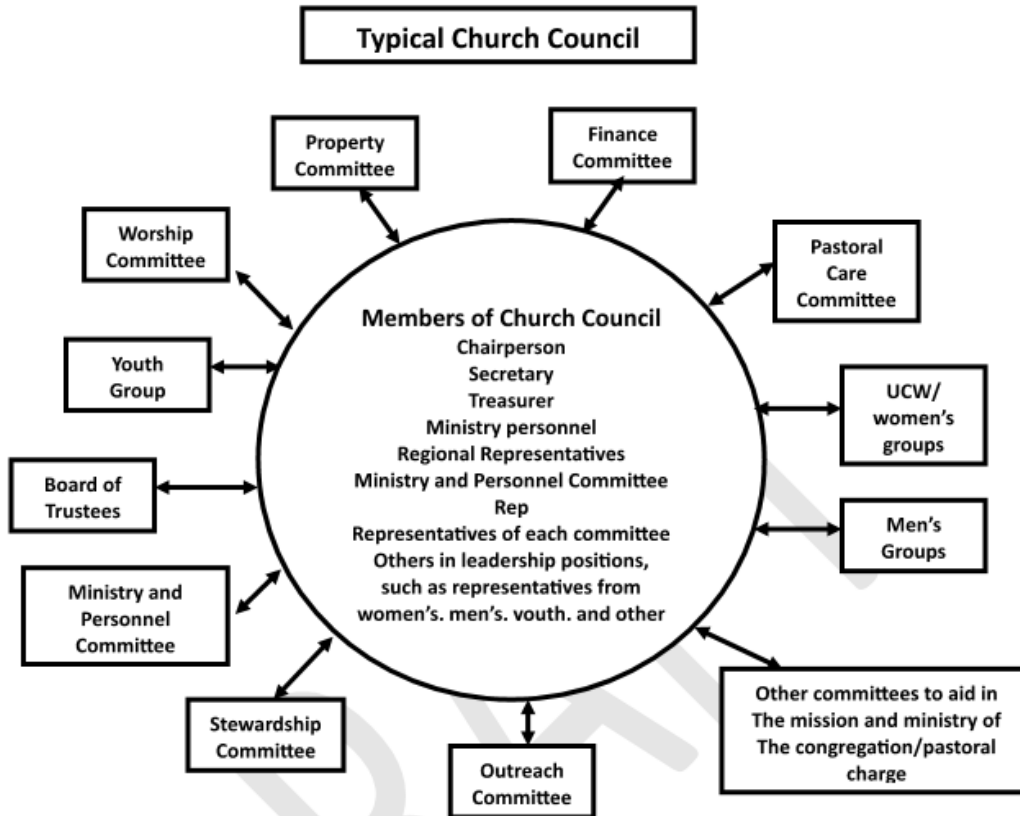
*Applicability:* It is seen by some as offering a more modern or business-like approach, since typically there can be less time spent in discussion and decision making, given the smaller number of members. While possibly more efficient, there is the risk that not all voices may be heard when decisions are made, if care isn't taken to solicit input when needed. Also, in some congregations, the absence of a body specifically devoted to spiritual health and care (ie The Session) has created to a perception that such spiritual matters are no longer a primary focus of the governing body.

*Detailed Description:*

- Committees with members elected by the congregation. Each committee chooses a member to represent their committee on the Church Council or Board;
- The Board acts as a co-ordinating body, as a forum for some decisions, and a place for sharing committee plans and actions;
- The Ministry and Personnel Committee, Regional Representative and Trustees are required.
- All others are optional and typically oriented around specific categories of tasks; and
- Committees are responsible for planning and executing tasks within their mandate under the governance of the Board.



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**Model 4: Streamlined Board**

*Background:* This model is usually much smaller than the Unified Board or Church Council. Those who serve on the Board do not have to serve in any particular group, and those who serve with a group or team do not have to attend Board meetings.

*Applicability:* This model reduces the size of governing body to a very small number of members. In a congregation/pastoral charge with small numbers of members, this may be a desirable and efficient use of members' time and talents. However, it requires a high degree of trust and accountability to work successfully, since considerable power is placed in just a few hands. As a result, there is a need for very clear policy and operational standards for this model to function correctly.

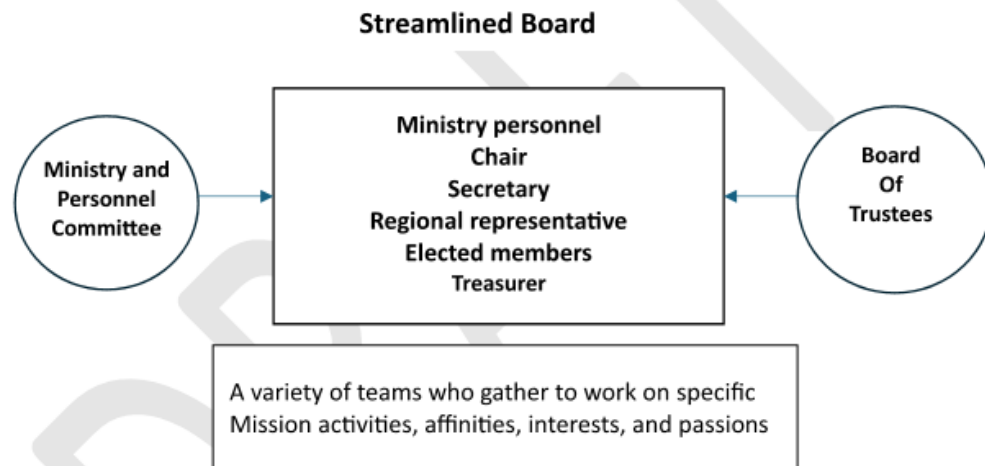
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*Detailed Description:*

The streamlined Board empowers teams by providing overall directions and boundaries for action while freeing teams to manage their purpose as they see fit. The Streamlined Board discerns purpose, forms policy, develops strategies, deploys leaders, and monitors progress. Staff and participants have freedom, and authority to act guided by the community of faith's purpose and core values and the parameters of each leader's role.

There is a need for very clear policy and operational standards for this model to function correctly.

The Board consists of a chairperson, secretary, treasurer and Regional



**Model 5: Connecting Board for Shared Ministry and/or Two-or-More-Point Charges**

This coordinating organization is responsible for ministry personnel and other personnel who are responsible for activities for all the communities of faith part of the shared ministry or the charge and the shared finances and appropriate insurance. Therefore, a Ministry and Personnel Committee and Treasuerr (s) are required. There should be a minimum of two members from each community of faith participating in the shared ministry or charge. ECORC recommends that Trustees, (either joint or from each entity) also be part of the Connecting Board. Called or appointed Ministry Personnel are

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required to be part of the Coordinating Board. **Note: How are the Chair and Secretary chosen?**

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## Appendix D

### Holy Manners



*The Very Reverend Marion Pardy introduced Holy Manners as a resource for the 38th General Council 2003. Holy Manners has been used as a resource for the conduct of meetings by subsequent General Councils and their executives. It has been adapted here for use as a resource by all councils and church bodies.*

We will

- ( keep God at the centre of everything we do;
- ( each speak for ourselves;
- ( speak for a purpose;
- ( separate people from problems;
- ( allow for full and equitable participation;
- ( attend to others carefully without interruption;
- ( welcome the conflict of ideas;
- ( take a future orientation;
- ( demonstrate appreciation;
- ( honour the decisions of the body;
- ( commit to holding one another to account when we do
- not keep our holy manners;
- ( keep the discussion at the table;
- ( be mindful of our body language;
- ( check in about good use of time;
- ( allow the quiet people to speak, with an invitation to speak; and
- ( sincerely say what we really feel.

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## Appendix E

### Acronyms

<b>AOTS</b>		<b>As One That Serves</b>
<b>CoF</b>		<b>Community of Faith</b>
<b>DLM</b>		<b>Designated Lay Minister</b>
<b>DM</b>		<b>Diaconal Minister</b>
<b>ECOR</b>		<b>East Central Ontario Region</b>
<b>ECORC</b>		<b>East Central Ontario Regional Council</b>
<b>M&amp;P</b>		<b>Ministry and Personnel</b>
<b>OM</b>		<b>Ordained Minister</b>
<b>PCS</b>		<b>Pastoral Charge Supervisor</b>
<b>UCW</b>		<b>United Church Women</b>

## Appendix D

**Ministry Through Property & Finance Leadership Team Minutes for meeting of September 18, 2024****PRESENT:** Ted Meyers, Chair; Brian James, Treasurer; Paul Binkley; Isaac Mundy; Jeff Julian;

Regrets: Arthur Smith; Ken Bigbe

Support Staff: Eric Hebert-Daly; Darren Liepold, regrets (holiday)

Cof E rep: Sheila-Mae Young, recording secretary

**QUORUM CONFIRMED**

<b>ITEM NO.</b>	<b>DESCRIPTION</b>	<b>NOTES</b>	<b>ACTION/MEMBER ACCOUNTABLE</b>
1	Opening prayer, Land Acknowledgement, Sharing, Agenda	Opening prayer "God's Tapestry"; land acknowledgement by Chair. agenda as printed. Quorum declared by Chair	Consensus: approve agenda as printed.
2	Review of previous minutes	Aug 21 minutes revised to include Isaac Mundy as attendee. Request to have draft minutes sent to Team as soon as available. Draft minutes of 240928 digital, 240515 regular, 240529 special, and 240521 Digital will be forwarded to Team for approval.	MOTION: approve the Aug 21, 2024 minutes of ECOR-MTPF as revised (I Mundy/B.James) <i>CARRIED</i>
3	Conflict of Interest	None noted	Chair ongoing item
<b>REPORTS/ACTION ITEMS</b>			
4	Treasurer' Report -2023 Annual Audit KPMG LLP -Mission Support Grants -2025 Budget Review	Documents pre-circulated: -KPMG LLP final 2023 Audit report -Summaries of Mission Support Grants requests and actual request documents -proposed 2025 Budget Audit no material difficulties. Team supportive. Each Mission Support Grant request was reviewed line by line with previous amount granted and the Team's suggested 2024 amount to be received. Team was confident that all materials supported the decisions. Requested totalled \$97000, 2023 actual totalled \$82000. Proposed grants total \$90000 from 7 requests. Reserves are available as needed. The proposed 2025 Budget was reviewed. In our MTPF work it is	MOTION: approve the 2023 Annual Audit Report from KPMG LLP with our recommendation for approval to ECOR Council of Elders. (B.James/I.Mundy) <i>CARRIED</i> MOTION: approve the Mission Support Grants totally \$90000 from the following organizations in the amounts listed: -Places for People:\$2000 -Quinty Health Care Corp-Spiritual Health Services; \$5000 -Greenwood Beford House; \$20000 Camp Qui-Mo-Lac; \$50000

		<p>anticipated that many communities of faith will be faced with substantive legal fees to secure Title to Church properties that are surplus and need correct Title for any deposition. MTPF have found that to secure that proper Title has been complex in many cases requiring the Cof F to need legal help. Thus; the Team revised the budget to reflect in the Professional Service line an increase to \$50,000 to reflect a possible contingency need. To date already spend \$11,000 in this line item this year.</p>	<p>-Old Hay Bay Church; \$6000 -Brooksong Retreat (formerly Abbey Retreat Centre); \$5000 -Grand River Bookstore; \$2000 With our recommendations for approval to ECOR Council of Elders (B.James/J.Julian) <b>CARRIED</b> <b>Spreadsheet attached</b> MOTION: approve the 2025 proposed budget with our recommendations for approval to ECOR Council of Elders (B.James/J.Julian) <b>CARRIED</b> <b>Revised spreadsheet attached</b></p>
5	<p>Congregational Activities Updates -Little Britain UC -Sandford/Zephyr Amalgamation -Prince Edward N manse -Blackstock/Nestelton PC -Odessa PC -Cross Roads-Kingston -Peniel UC</p>	<p>Updates provided by Chair -Little Britain UC most issues of disbanding, change of Pastoral relations and leasing of Manse settled, the Miller Memorial Property with cemetery needs resolution with possible expenditure to remove section of the building in order for the CKL to assume for the cemetery preservation. -Sandford/Zephyr-the Zephyr property with ECOR development needs to look at lease by the community -Prince Edward N-very complex title issues for the Manse in Bridgeport with costs for legal fees of \$11000. Requests expected for some support. -Blackstock Nestelton PC believe that their future is not viable-meetings -Odessa PC sale of Manse. The document required (formerly Cert A) has been completed. When sold, the distribution of funds has not been decided as MTPF has some guidelines but each sale is considered separately. The Team does not want to hold up the real estate listing of the property but will make its decision re: distribution of funds at a later date.</p>	<p>MOTION: approve the sale of Odessa PC, Trinity UC Manse, 2173 Unity Rd, Elginburg, Ontario as outlined in the Certification Document with distribution of funds to follow and with our recommendation for approval of ECOR C of Elders (P.Binkley/B.James) <b>CARRIED</b> <b>Certification attached</b></p>

		<p>-Cross Roads-very favourable report in the "Broadview". Still working with the city of Kingston.</p> <p>-Peniel UC-formerly Cert B would have been completed with the completion of the sale. Regional Executive Secretary explained that an internal document complete upon sale is not automatically completed but only if requested. GC Admin Susan Jackson would be advised of sale completion through ECOR minutes by Joel Miller. The Treasurer needs details of the completed sale to that he can complete the distribution of funds.</p>	Chair to review details and report to the Treasurer directly
<b>OTHER BUSINESS</b>			
1	MTPF Terms of Reference	<p>At the last Council of Elders meeting, each Team was directed to reviews its Terms of Reference, make any track changes necessary and send the revised Terms of Reference to the Chair of C of E, Steve Coles by Sept 24.</p> <p>Suggested changes were made and supported by the Team</p>	The Chair, Ted Meyers will send the suggested revisions to the Secretary for submission to the Chair of Council of Elders prior to Sept 24.
2.	Heritage Designations update	<p>Lawyer, Heather is diligently working on removing all UCC Churches that are on the heritage designation list for the CKL.</p> <p>As an example the Prince Albert UC , Port Perry, sale that was to proceed will be assessed \$100,000 less then presently if the Heritage Designation continues. Both the seller and the buyer have agreed to share the discount.</p>	
3.	Upcoming meetings	<p>ECOR Fall Meeting Nov 16 via Zoom &amp; in person at Brighton UC</p> <p>MTPF Fall Information Session Oct 15 via Zoom 7pm</p> <p>Registrations open now</p>	
5	Adjournment		MOTION: to adjourn at 4:30 pm consensus

**SIGNATURES:**

Chair: Ted Meyers

Recording Sec: S-M. Young

**NEXT MEETING**

<b>Date</b>	<b>Oct 16</b>	<b>Time</b>	<b>2:30pm</b>	<b>Location</b>	<b>Zoom invites to be sent</b>
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**All spreadsheet attachments noted will be added at a later date**

Certificate of Trustees Asking Consent of a Regional Council

*[By following this format, Trustees will meet the requirements of section G.2.3 of The Manual, The United Church of Canada (2019 edition). This format may be adapted to suit the local circumstances and, where the document is to be registered at a Land Registry Office, to satisfy the requirements of the Land Registrar.]*

IN THE MATTER OF PT LT 17 CON 5 KINGSTON AS IN TKD253; AND THE MUNICIPAL ADDRESS OF WHICH IS 2173 UNITY ROAD ELGINBURG, ONTARIO.

AND IN THE MATTER OF TO LIST SAID ABOVE PROPERTY FOR SALE,  
BETWEEN THE TRUSTEES OF TRINITY UNITED CHURCH (ELGINBURG) AND  
RE/MAX RISE – MAT CLANCY (OWNER AND BROKER)

**CERTIFICATE OF TRUSTEES ASKING CONSENT OF THE REGIONAL COUNCIL**

*The United Church of Canada Act, Schedule B, Trust of Model Deed Part 6  
The Manual (2019 edition), section G.2.3*

We, the undersigned, do hereby certify that the following is a just and true copy of a resolution duly passed by the Trustees of TRINITY UNITED CHURCH - ELGINBURG, a congregation of The United Church of Canada and part of the ODESSA PASTORAL CHARGE Pastoral Charge, at a meeting of the Board of Trustees duly held for that purpose at VIA EMAIL, on the 10 day of SEPTEMBER, 2024.

"Moved by ED BENNETT seconded by WALTER OBSBORNE, that the Trustees of TRINITY UNITED CHURCH, a congregation of The United Church of Canada and part of the ODESSA Pastoral Charge, having received the direction of the Official Board of the said Community of Faith to do so, request the consent of East Central Ontario Regional Council:

- (1) to the listing of certain Real Property, the legal description of which is PT LT 17 CON 5 KINGSTON AS IN TKD253, and the municipal address of which is 2173 UNITY ROAD ELGINBURG, ONTARIO, pursuant to an agreement between the Board of Trustees of TRINITY UNITED CHURCH, a congregation of The

United Church of Canada, as holders, and RE/MAX RISE – MAT CLANCY (OWNER AND BROKER) as REALATOR, to be dated the 15 day of OCTOBER, 2024, and subject to Regional Council approval, the terms of which are as follows:

LISTING AGENT, MAT CLANCY, OF RE/MAX RISE REALATOR.

LISTING PRICE OF THREE HUNDRES AND EIGHTY-NINE THOUSAND (\$389,000).

COMMISSION OF 4 %.

(2) [in the case of transactions generating proceeds] to the following disposition of the proceeds arising from the transaction: [disposition of proceeds]"

and in pursuance of the said resolution, we hereby apply to [name of Region] Regional Council for its consent to the LISTING FOR SALE SAID PROPERTY.

Dated this 11 day of September 2024.



---

Rev. Phil Wilson, Presiding Trustee

---

Brian Tolls, Secretary

Appendix E

	D	E	F	O	P	Q	R	S	T
<b>2</b>	<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at Au</b>								
5				Annual Administrative	YTD Administrative	YTD Administrative		Annual Administrative	
6				2024 Budget	2024 YTD Budget	2024 YTD Actual	2024 Difference Over (Under) Budget	2025 Proposed Budget	
7	<b>Revenue</b>								
8		Discretionary Assessment Revenue		\$ 325,000	\$ 216,667	\$ 216,667	(0)	\$ 325,000	
9		Salary Support Grant		\$ 33,500	\$ 22,333	\$ 22,333	0	\$ 33,500	
10		Cross Region Support		\$ 33,500	\$ 22,333	\$ 22,333	0	\$ 33,500	
11		Other Regional Revenue		\$ -	\$ -	\$ -	-	\$ -	
12		Other Regional Revenue		\$ -	\$ -	\$ -	-	\$ -	
13		Mission Support Allocation		\$ -	\$ -	\$ -	-	\$ -	
14		Other Grants		\$ 19,639	\$ 13,093	\$ 13,093	-	\$ 19,639	
15		Other Designated Gifts		\$ -	\$ -	\$ 306	306	\$ -	
16		Theological College		\$ -	\$ -	\$ -	-	\$ -	
17		Community of Faith Donations		\$ -	\$ -	\$ -	-	\$ -	
18		Investment Returns		\$ -	\$ -	\$ 37,745	37,745	\$ -	
19		Property Income Fund		\$ -	\$ -	\$ -	-	\$ -	
20		<b>Total Revenue</b>		<b>\$ 411,639</b>	<b>\$ 274,426</b>	<b>\$ 312,477</b>	<b>38,051</b>	<b>\$ 411,639</b>	
23									
24	<b>Expenses</b>								
25									
26		<b>Exec Minister Shared Expenses</b>		Total Exp.					
27		Executive Minister		\$ 55,431	\$ 36,954	\$ 38,374	1,420	\$ 58,303	
28		EM Assistant		\$ 27,683	\$ 18,455	\$ 19,503	1,048	\$ 28,388	
29		Travel (EM,EA)		\$ 2,000	\$ 1,333	\$ -	(1,333)	\$ 2,000	
30		Phone cell phone (EM,EA)		\$ 2,400	\$ -	\$ -	-	\$ -	
31		Hospitality		\$ 1,500	\$ 627	\$ 418	(418)	\$ 646	

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	D	E	F	O	P	Q	R	S	T
<b>2</b>	<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at Au</b>								
5				Annual Administrative	YTD Administrative	YTD Administrative	2024	Annual Administrative	
6				<b>2024 Budget</b>	<b>2024 YTD Budget</b>	<b>2024 YTD Actual</b>	<b>Difference Over (Under) Budget</b>	<b>2025 Proposed Budget</b>	
32	ConEd		\$ 1,500	\$ 1,093	\$ 729	\$ -	<b>(729)</b>	\$ 1,121	
33	Miscellaneous		\$ 3,600	\$ 523	\$ 348	\$ -	<b>(348)</b>	\$ 539	
34	Office		\$ 18,000	\$ 5,225	\$ 3,483	\$ 2,902	<b>(582)</b>	\$ 5,387	
35	<b>Total EM Shared expenses</b>		<b>\$ 92,582</b>	<b>\$ 61,721</b>	<b>\$ 60,778</b>	<b>(943)</b>	<b>\$ 96,384</b>		
36									
37	<b>Staff</b>								
38	Regional Personnel Minister		\$ 98,284	\$ 65,523	\$ 66,340	\$ 817		\$ -	
39	Pastoral Relations Minister		\$ -	\$ -	\$ -	\$ -		\$ 51,663	
40	Finance honorarium		\$ 5,000	\$ 3,333	\$ -	<b>(3,333)</b>		\$ 5,000	
41	Communications/Administrative 50%		\$ 41,719	\$ 27,813	\$ 27,998	186		\$ 44,025	
42	Youth Minister/ Program Support		\$ -	\$ -	\$ -	\$ -		\$ -	
43	Spiritual Nurture Minister		\$ -	\$ -	\$ -	\$ -		\$ -	
44	Respectful Relationships Minister		\$ -	\$ -	\$ -	\$ -		\$ -	
45	Special Care Minister		\$ 56,100	\$ 37,400	\$ -	<b>(37,400)</b>		\$ -	
46	Congregational Support Minister		\$ -	\$ -	\$ -	\$ -		\$ 103,326	
47	Travel		\$ 6,500	\$ 4,333	\$ 4,597	263		\$ 9,840	
48	Cell Phones		\$ 1,777	\$ 1,184	\$ -	<b>(1,184)</b>		\$ 1,777	
49	ConEd		\$ 1,568	\$ 1,045	\$ -	<b>(1,045)</b>		\$ 3,833	
50	Other		\$ 5,000	\$ 3,333	\$ 1,861	<b>(1,473)</b>		\$ 5,000	
51	<b>Total Staff Expenses</b>		<b>\$ 215,947</b>	<b>\$ 143,965</b>	<b>\$ 100,795</b>	<b>(43,170)</b>		<b>\$ 224,463</b>	
52									
53	<b>Regional Council Executive</b>								
54	Regional Chair		\$ 523	\$ 348	\$ 1,303	954		\$ 539	
55	Travel		\$ 1,568	\$ 1,045	\$ 1,527	482		\$ 1,616	

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	D	E	F	O	P	Q	R	S	T
<b>2</b>	<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at Au</b>								
5				Annual Administrative	YTD Administrative	YTD Administrative	2024 Difference Over (Under) Budget	Annual Administrative	
6				2024 Budget	2024 YTD Budget	2024 YTD Actual		2025 Proposed Budget	
56				\$ 209	\$ 139	\$ -	(139)	\$ 215	
57				\$ 209	\$ 139	\$ 22	(118)	\$ 215	
58				\$ -	\$ -	\$ 2,573	2,573	\$ -	
59				<b>\$ 2,508</b>	<b>\$ 1,672</b>	<b>\$ 5,425</b>	<b>3,753</b>	<b>\$ 2,586</b>	
60									
61				\$ 52,250	\$ 34,833	\$ 1,796	(33,037)	\$ 53,870	
62						\$ 5,128	5,128		
63						\$ 11,525	11,525		
64						\$ 6,734	6,734		
65						\$ 257	257		
66						\$ 313	313		
67						\$ -	-		
68						\$ -	-		
69				<b>\$ 52,250</b>	<b>\$ 34,833</b>	<b>\$ 25,753</b>	<b>(9,081)</b>	<b>\$ 53,870</b>	
70									
71									
72									
73					\$ -	\$ -	-	\$ 2,578	
74				\$ 1,045	\$ 697	\$ 873	176	\$ 1,077	
75				\$ 1,500	\$ 1,000	\$ -	(1,000)	\$ 1,500	
76				\$ -	\$ -	\$ -	-	\$ -	
77				\$ 1,045	\$ 697	\$ 100	(597)	\$ 1,077	
78				\$ 20,900	\$ 13,933	\$ 273	(13,661)	\$ 21,548	

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	D	E	F	O	P	Q	R	S	T
<b>2</b>	<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at Au</b>								
5				Annual Administrative	YTD Administrative	YTD Administrative		Annual Administrative	
6				2024 Budget	2024 YTD Budget	2024 YTD Actual	2024 Difference Over (Under) Budget	2025 Proposed Budget	
79		Review of Community of Faith		\$ 7,000	\$ 4,667	\$ -	(\$ 4,667)	\$ 7,217	
80		Retirees Forum		\$ 1,045	\$ 697	\$ -	(\$ 697)	\$ 1,077	
81		Licensed Lay Worship Leaders		\$ 1,045	\$ 697	\$ 225	(\$ 472)	\$ 1,077	
82		Observer Inset		\$ -	\$ -	\$ -	\$ -	\$ -	
83		Pastoral Relations - Affirming Forum		\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	
84		<b>Total Covenant Support</b>		<b>\$ 33,580</b>	<b>\$ 22,387</b>	<b>\$ 2,471</b>	<b>(\$ 19,916)</b>	<b>\$ 35,574</b>	
85									
86									
87		<b>Mission Through Property &amp; Finance</b>							
88		Travel		\$ 1,045	\$ 697	\$ -	(\$ 697)		
89									
90		<b>Total Mission Through Property &amp; Finance</b>		<b>\$ 1,045</b>	<b>\$ 697</b>	<b>\$ -</b>	<b>(\$ 697)</b>	<b>\$ -</b>	
91									
92		<b>Mission Support Grants</b>							
93		Minden Food Bank							
94		Faith United							
95		Chalmers UC							
96		Greenwood - Bedford House							
97		Places for People (Haliburton Conly Non-profit)							
98		Quinte Healthcare Corp - Chaplancy							
99		Abbey Retreat Centre (Booksong Retreat)							
100		Grand River Spiritual							
101		Five Oaks Christian Workerd Centre							

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	D	E	F	O	P	Q	R	S	T
2	<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at Au</b>								
5				Annual Administrative	YTD Administrative	YTD Administrative	2024 Difference Over (Under) Budget		Annual Administrative
				2024 Budget	2024 YTD Budget	2024 YTD Actual			2025 Proposed Budget
6									
126									
127									
128									
130									
131									
132									
133									
134				\$ -	\$ -	\$ -			\$ -
135									
138									
139				\$ -	\$ -	\$ -			\$ -
140									
141									
142									
143									
144									
145									
146									
147									
148									
149									
150									
151									

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	D	E	F	O	P	Q	R	S	T
<b>2</b>	<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at Au</b>								
5				Annual Administrative	YTD Administrative	YTD Administrative			Annual Administrative
6				2024 Budget	2024 YTD Budget	2024 YTD Actual	2024 Difference Over (Under) Budget		2025 Proposed Budget
152		Crossroads United Church							
153		St Andrews By-The-Lake United Church							
154		United Community Ministry							
155		St. Matthews Table & Food Pantry							
156									
157		<b>Total Doing Mission Together</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
158									
159		<b>Other Mission Related</b>							
164		Community of Faith Assistance Fund		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
165									
166		<b>Total Other Mission Support</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
167									
168		<b>Formation, Nurture and Justice</b>							
169		Affirm Ministries		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
170		Anti-Racism Interfaith Intercultural Forum		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
171		Respectful Relations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
172		First Third Ministry Forum		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
173		Networks - GII		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
174		Networks - Palestine		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
175		Networks - Regional		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
176		Combined Networks		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
177		Clusters FNU		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
178		SINOC Yearly Fee		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

D	E	F	O	P	Q	R	S	T
<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at Au</b>								
5			Annual Administrative	YTD Administrative	YTD Administrative			Annual Administrative
6			2024 Budget	2024 YTD Budget	2024 YTD Actual	2024 Difference Over (Under) Budget		2025 Proposed Budget
179								
184								
185								
186								
187								
188								
189								
190								
191								
192								
193								
194								
195								
196								
197								
198								
199								
200								
201								
202								
203								
204								
205								
212								
<b>Total Other Restricted Funds</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Other Restricted Fund Expenses</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Other Restricted Fund Expenses</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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	D	E	F	O	P	Q	R	S	T
2	<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at Au</b>								
5				Annual Administrative	YTD Administrative	YTD Administrative		Annual Administrative	
				2024 Budget	2024 YTD Budget	2024 YTD Actual	2024 Difference Over (Under) Budget	2025 Proposed Budget	
213							(91,390)		
214				\$ 490,212	\$ 326,808	\$ 235,418		\$ 532,263	
217									
218				(78,572)	(52,382)	77,060	129,441	(120,624)	

D	E	F	AD	AE	AF	AG	AH
<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at</b>							
5			Annual Mission	YTD Mission	YTD Mission	2024 Difference Over (Under) Budget	Annual Mission
6			2024 Budget	2024 YTD Budget	2024 YTD Actual		2025 Proposed Budget
7	<b>Revenue</b>						
8	Discretionary Assessment Revenue				\$ -		
9	Salary Support Grant				\$ -		
10	Cross Region Support						
11	Other Regional Revenue						
12	Other Regional Revenue						
13	Mission Support Allocation		\$ 180,000	120,000	\$ 146,515	26,515	\$ 180,000
14	Other Grants				\$ -		
15	Other Designated Gifts				\$ 45,317	45,317	
16	Theological College				\$ -		
17	Community of Faith Donations				\$ 50,928	50,928	
18	Investment Returns						
19	Property Income Fund				\$ 69,768	69,768	
20	<b>Total Revenue</b>		<b>\$ 180,000</b>	<b>120,000</b>	<b>\$ 312,528</b>	<b>192,528</b>	<b>\$ 180,000</b>
21							
22							
23							
24	<b>Expenses</b>						
25							
26	<b>Exec Minister Shared Expenses</b>		Total Exp.				
27	Executive Minister						
28	EM Assistant						
29	Travel (EM/EA)		\$ 12,000				
30	Phone cell phone (EM/EA)		\$ 2,400				
31	Hospitality		\$ 1,500				

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	D	E	F	AD	AE	AF	AG	AH
<b>2</b>	<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at</b>							
5				Annual Mission	YTD Mission	YTD Mission	2024 YTD Actual	Annual Mission
6				2024 Budget	2024 YTD Budget		2024 Difference Over (Under) Budget	2025 Proposed Budget
32	ConEd		\$ 1,500	-	-			
33	Miscellaneous		\$ 3,600	-	-			
34	Office		\$ 18,000	-	-			
35	<b>Total EM Shared expenses</b>							
36								
37	<b>Staff</b>							
38	Regional Personnel Minister			-	-			
39	Pastoral Relations Minister			-	-			
40	Finance honorarium			-	-			
41	Communications/Administrative 50%			-	-			
42	Youth Minister/ Program Support			10,430	6,953	6,999	46	11,006
43	Spiritual Nurture Minister			81,011	54,007	55,094	1,087	85,169
44	Respectful Relationships Minister			20,253	13,502	13,671	169	21,292
45	Special Care Minister			-	-	-	-	-
46	Congregational Support Minister			-	-	-	-	-
47	Travel			530	353	149	(205)	6,960
48	Cell Phones			1,272	848	46	(802)	1,304
49	ConEd			1,590	1,060	987	(73)	1,630
50	Other			212	141	-	(141)	217
51	<b>Total Staff Expenses</b>			<b>115,298</b>	<b>76,865</b>	<b>76,947</b>	<b>81</b>	<b>127,578</b>
52								
53	<b>Regional Council Executive</b>							
54	Regional Chair							
55	Travel							

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	D	E	F	AD	AE	AF	AG	AH
2	<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at</b>							
5				Annual Mission	YTD Mission	YTD Mission		Annual Mission
6				2024 Budget	2024 YTD Budget	2024 YTD Actual	2024 Difference Over (Under) Budget	2025 Proposed Budget
56		Administrative			-			
57		Communication			-			
58		Shared expenses			-			
59		<b>Total Region Executive</b>		\$ -	-	\$ -	-	\$ -
60								
61		<b>Regional Council AGM</b>						
62		Local Arrangements				\$ -	-	
63		Facility						
64		Food						
65		Programming						
66		Service of Celebration						
67		Hospitality						
68		Youth						
69		<b>Total Regional Council AGM</b>		\$ -	-	\$ -	-	\$ -
70								
71								
72		<b>Convenant Support</b>						
73		Pastoral Charge supervisors						
74		Govenant Support Travel				\$ -	-	
75		Liasion Travel				\$ -	-	
76		Youth Minister/Program support				\$ -	-	
77		Emergency Pastoral Care				\$ -	-	46
78		Conflict Resolution Professional				\$ -	-	

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	D	E	F	AD	AE	AF	AG	AH
<b>2</b>	<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at</b>							
5				Annual Mission	YTD Mission	YTD Mission		Annual Mission
6				2024 Budget	2024 YTD Budget	2024 YTD Actual	2024 Difference Over (Under) Budget	2025 Proposed Budget
79		Review of Community of Faith			-	\$ -	-	
80		Retirees Forum				\$ -	-	
81		Licensed Lay Worship Leaders			-			
82		Observer Insert			-			
83		Pastoral Relations - Affirming Forum			-			
84		<b>Total Covenant Support</b>			-	\$ -	46	\$ -
85								
86								
87		<b>Mission Through Property &amp; Finance</b>						
88		Travel		\$ -	-	\$ -	-	
89								
90		<b>Total Mission Through Property &amp; Finance</b>		\$ -	-	\$ -	-	\$ -
91								
92		<b>Mission Support Grants</b>						
93		Minden Food Bank		\$ -	-	\$ -	-	\$ -
94		Faith United		\$ -	-	\$ -	-	\$ -
95		Chalmers UC		\$ -	-	\$ -	-	\$ -
96		Greenwood - Bedford House		\$ 20,000	13,333	\$ 15,000	1,667	\$ 20,000
97		Places for People (Hailburton Conty Non-profit)		\$ 1,000	667	\$ 1,125	458	\$ 2,000
98		Quinte Healthcare Corp - Chaplancy		\$ 5,000	3,333	\$ 3,750	417	\$ 5,000
99		Abbey Retreat Centre (booksong Retreat)		\$ 7,000	4,667	\$ -	(4,667)	\$ 5,000
100		Grand River Spiritual		\$ 8,000	5,333	\$ -	(5,333)	\$ -
101		Five Oaks Christian Workerd Centre		\$ 8,000	5,333	\$ 3,750	(1,583)	\$ -

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	D	E	F	AD	AE	AF	AG	AH
2	<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at</b>							
5				Annual Mission	YTD Mission	YTD Mission		Annual Mission
6				2024 Budget	2024 YTD Budget	2024 YTD Actual	2024 Difference Over (Under) Budget	2025 Proposed Budget
126		Grand River Bookstore		\$ -	\$ -	\$ -	\$ -	\$ 2,000
127		Camp Qui-Mo-Lac		\$ 37,000	\$ 24,667	\$ 37,000	\$ 12,333	\$ 50,000
128		Quinte Deaf		\$ 10,000	\$ 6,667	\$ -	\$ (6,667)	\$ -
130		Old Hay Bay church		\$ 6,000	\$ 4,000	\$ 4,500	\$ 500	\$ 6,000
131		St. Paul's UC - Stirling		\$ 3,000	\$ 2,000	\$ -	\$ (2,000)	\$ -
132		Lakelfield UC Outreach		\$ -	\$ -	\$ 5,625	\$ 5,625	\$ -
133				\$ -	\$ -	\$ -	\$ -	\$ -
134		<b>Total Mission Support Grants</b>		<b>\$ 105,000</b>	<b>\$ 70,000</b>	<b>\$ 70,750</b>	<b>\$ 750</b>	<b>\$ 90,000</b>
135								
138								
139		<b>Total Three Year Commitment</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
140								
141		<b>Doing Mission Together Grants</b>						
142		United Network for Justice & Peace		\$ 20,000	\$ 13,333	\$ -	\$ (13,333)	\$ 20,000
143		Buckhorn NM Pastoral Charge Being Good		\$ -	\$ -	\$ -	\$ -	\$ -
144		Kingston Community Chaplaincy		\$ -	\$ -	\$ -	\$ -	\$ -
145		St. Paul's Ajax - Open Cupboard		\$ -	\$ -	\$ -	\$ -	\$ -
146		Cathedral in the Trees		\$ -	\$ -	\$ -	\$ -	\$ -
147		Intercultural Church and Comm.		\$ -	\$ -	\$ -	\$ -	\$ -
148		Bedford House Community Ministry/Greenwood		\$ -	\$ -	\$ -	\$ -	\$ -
149		Restoration of Identity		\$ -	\$ -	\$ -	\$ -	\$ -
150		Bedford House Community Ministry/Greenwood		\$ -	\$ -	\$ -	\$ -	\$ -
151		Trinity St. Andrews United Church		\$ -	\$ -	\$ -	\$ -	\$ -

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	D	E	F	AD	AE	AF	AG	AH
2	<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at</b>							
5				Annual Mission	YTD Mission	YTD Mission		Annual Mission
6				2024 Budget	2024 YTD Budget	2024 YTD Actual	2024 Difference Over (Under) Budget	2025 Proposed Budget
152		Crossroads United Church						
153		St Andrews By-The-Lake United Church						
154		United Community Ministry						
155		St. Matthews Table & Food Pantry						
156								
157		<b>Total Doing Mission Together</b>		<b>\$ 20,000</b>	<b>13,333</b>	<b>\$ -</b>	<b>(13,333)</b>	<b>\$ 20,000</b>
158		<b>Other Mission Related</b>						
159		Community of Faith Assistance Fund						
164								
165								
166		<b>Total Other Mission Support</b>		<b>\$ -</b>	<b>-</b>	<b>\$ 10,422</b>	<b>10,422</b>	<b>\$ -</b>
167								
168		<b>Formation, Nurture and Justice</b>						
169		Affirm Ministries		7,500	5,000	1,000	(4,000)	5,000
170		Anti-Racism Interafaith Intercultural Forum		6,000	4,000	150	(3,850)	5,000
171		Respectful Relations		5,000	3,333	13,671	10,338	5,000
172		First Third Ministry Forum		10,000	6,667	-	(6,667)	10,000
173		Networks - GLI		200	133	-	(133)	-
174		Networks - Palestine		600	400	-	(400)	-
175		Networks - Regional		700	467	-	(467)	-
176		Combined Networks		-	-	-	-	1,500
177		Clusters FNI		500	333	-	(333)	500
178		SINOC Yearly Fee		1,000	667	1,000	333	1,000

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	D	E	F	AD	AE	AF	AG	AH
<b>2</b>	<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at</b>							
5				Annual Mission	YTD Mission	YTD Mission		Annual Mission
6				2024 Budget	2024 YTD Budget	2024 YTD Actual	2024 Difference Over (Under) Budget	2025 Proposed Budget
179				\$ 5,000	3,333	\$ 145	(3,188)	\$ 4,500
184								
185				<b>\$ 36,500</b>	<b>24,333</b>	<b>\$ 15,966</b>	<b>(8,367)</b>	<b>\$ 32,500</b>
186								
187								
188								
189								
190								
191				<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>	<b>\$ 350</b>
192								
193								
194								
195								
196								
197								
198								
199								
200								
202								
203				<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
204								
205								
212				<b>\$ -</b>	<b>-</b>	<b>\$ 52,987</b>	<b>52,987</b>	<b>\$ -</b>

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	D	E	F	AD	AE	AF	AG	AH
2	<b>East Central Ontario Regional Council DRAFT 4 2025 Budget &amp; 2024 Actual vs Budget as at</b>							
5				Annual Mission	YTD Mission	YTD Mission		Annual Mission
6				2024 Budget	2024 YTD Budget	2024 YTD Actual	2024 Difference Over (Under) Budget	2025 Proposed Budget
213					\$ 276,798	184,532	\$ 42,540	\$ 270,428
214				Total Expenses		\$ 227,118		
217							85,410	
218				Net Income			149,988	(90,428)

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## Appendix G

**Minutes of Formation, Nurture and Justice meeting held on September 12, 2024**

Welcome- Sharon

Attendance:

**Voting members:** Adele Boy, Peggy Fillier, Rev. Dr. Aruna Alexander, Rev. Kaitlyn Ostrander, Rev. Wanda Stride, Marilyn Rodger **Corresponding members:** Rev. Wendy Bulloch, Rev. Rodney Smith-Merkley, Sharon Hull, Rev Kevin Fitzpatrick, Joyce Payne.

Opening Reflection and Land Acknowledgement- Sharon used part of an opening worship from Kathleen Whyte

Check in- quick introductions when everyone has arrived

Volunteer to take notes - Peggy Fillier

Appointment of Equity Support person- Rev. Kevin Fitzpatrick

Minutes of last meeting (Circulated by Carol Petersen)- no corrections

Report from the Council of Elders - Kevin

Kevin reported that Crossroads United Church is leasing land to the Kingston Centre to operate Sleeping Cabins and establish a Crossroads village. **REMINDER:** The Equity Forum of ECORC is hosting an online book study of Dr. Amy Kenny's book "My Body is not a Prayer Request: Disability Justice in the Church." This will be a 5 week Wednesday evening series, starting at 7pm EST on the following dates: October 23, 30, November 6, 13 and 20.

**Forums** (submit report in email- ask for questions)

First Third's Ministry Forum (Children, Youth, Young adults- and their leaders) Sharon

- see report(attached below)

Affirming Forum- Joyce

- no report as they didn't meet in the summer. They are aware of an ultra right wing group. There may be protests planned for September 20<sup>th</sup> again this year. There is a rise in anti 2SIGBTQ1A+ hate. We need to show up to counter protest. Lot of worry about the affirming churches. Let the affirming Forum know if there is anything of concern happening in your community.

Anti-Racism Interfaith Intercultural Forum- Aruna

- See brief report- reminder of the Sept 28<sup>th</sup> event

<https://ecorcuccan.ca/the-golden-rule-event-hosted-by-ecorcs-interfaith-intercultural-anti-racism-forum/>

Indigenous Justice and Respectful Relationship Forum- Rodney/ Kaitlyn

- In person meeting on Sept 20<sup>th</sup> at Curve Lake for yearly planning
- Curve Lake pow wow Saturday Sept 21

New Business:



- Budget request for 2025- Sharon
  - Task from the council of elders meeting on Sept 3- team to submit budget request for 2025
  - What is needed for the team as a whole- can share between forums. Need a motion- all money items to be in FNJ team minutes. Full members vote.
  - Wendy suggested that information on what was spent last year be sent to the leader with more time to consider the upcoming budget

Total Formation, Nurture and Justice Team Budget 2025 request \$27,000

- First Third's Ministry Forum—\$10,000.00
- Affirming Forum -\$5,000.00
- Anti-Racism Interfaith Intercultural Forum-\$ 5,000.00
- Indigenous Justice and Respectful Relationship Forum- \$5,000.00
- Networks (under FNJ Team) \$1,500
- Clusters (under FNJ Team) \$500

**Motion:** Wendy moved, seconded by Marilyn that we request \$27,000.00 for the Formation, Nurture and Justice Team in the 2025 Budget. *Carried.*

**Action:** *Kevin to send request by email to Brian James*

(Doing Mission together grants- moved to Ministry through Property Team)  
Move to terms of reference while we look up amount of fund

Feedback on terms of reference for Formation, Nurture and Justice Team

- Discussion on removing the reference to the youth executive- since it doesn't exist at the moment- leaving space for the youth/ young adults to decide what they want
- Discussion on limiting corresponding members from discussion
- Full members vote and the forums bring everything to the FNJ team.

**Action:** *Sharon and Wendy to make changes and send to the team to review by email*

(Budget Continued)

Investment in Leadership Fund

- Came out of the Doing Mission together grants
- Currently joint between Brian James and Sharon-
  - applications submitted on form on the ECO RC website,
  - reviewed by Sharon- 1/3 calculated-
  - Sharon emails confirmation with amount to applicant and c/c Brian- with instructions to email receipt to Brian
  - Brian receives receipt- double checks amounts and arranges for funding

**Motion:** Wanda moved, seconded by Aruna that we request \$4,500.00 for the Investment in Leadership fund for 2025. *Carried*

**Action:** *Kevin to send request by email to Brian James*

GC45- Sharon

- The nominations team- open for General Council 45 Commissioners (in person- Calgary- August 2025)
- Please encourage people to apply- particularly looking for diversity (See information in the newsletter and the website- deadline is Sept 20)
- Also looking for proposals- great way to influence what happens at the national level. If you have an idea- there are people who could help write the proposal- need to find the deadline but it is before Nov 5
- Additional updates – Adele
  - Prayers and advocacy needed for Palestine. She has done several church services. She is looking for people to make up a team of three for training- (like the blanket exercise). They will be doing the training at the airport. September 22, 2024 is the international day of prayer.  
[www.oikoumene.org/recources](http://www.oikoumene.org/recources).
- Any additional new business- Marilyn to send a report- re UCW and Fair Trade

**ACTION:** *Sharon to add dates of upcoming ECO RC meetings to the notes*

Report from Equity Support Person - Kevin

Most people included their pronouns. We need to work on self identifying. There was room for improvement. Equity scorecard will be submitted.

Set date of next meeting- Sharon will send out an email to find a date/time that works

Closing prayer- Rodney

**Upcoming ECO RC Meeting dates:**

**Zoom sessions:**

- **Wednesday, September 25th from 7-9pm EST:** “GC45 Commissioners Meet and Greet” Come out and meet those who have let their name stand for Commissioners
- **Tuesday, October 15th from 7-9pm EST:** Join us as the Ministry through Property Team presents the “Budget Proposal”.
- **Tuesday, November 5th from 7-9pm EST:** “Proposal Review” – a discussion about proposals received to be presented at the Fall General Meeting for approval.

**Meetings:**

- **Saturday November 16<sup>th</sup> ECO RC Fall meeting in Brighton**

**Reports:**

**First Third Ministry Update:**

Gibimishkaadimin 2024- Canoe trip for Indigenous and non-indigenous youth between the ages of 14 to 18 years old with Indigenous Leadership. This had been a five year commitment of 3 churches in Toronto. It has now been moved to the National Indigenous Council and open to non- indigenous youth in Southern and Eastern Ontario and Indigenous youth across Canada. One youth from East Central Ontario participated in the canoe trip this year. <https://gibimishkaadimin.wixsite.com/home/about>

General Council Youth Leadership Animator program interns: 8 youth/young adults hired with 2 young adults to guide them. See link for more information. [Youth leadership animators pursue bold ideas for leadership in the United Church | The United Church of Canada \(united-church.ca\)](#)



Rendezvous- Audacious Hope- joint this time with the Presbyterian and United Churches. Gathered at Brock University together with around 450 youth, young adults and leaders from across the county.

First Third Ministry Leadership Zoom gatherings: 2 zoom gatherings were well attended. The topic of discussion was curriculum, but the intention is to build a support community, share resources and have a brief time of worship. There is an interest in more going forward. Offered to leaders across Ontario.

General Council Climate Motivator Interns: 3 interns from our regional council (RC). See link for more information. (Will put information into an ECO RC newsletter). [Climate Motivators Help Communities of Faith Take Action against Climate Crisis | The United Church of Canada \(united-church.ca\)](#)



Whitby online cluster: this has concluded- I will connect to discuss

Intergenerational events: Curve Lake pow wow on Saturday Sept 21, 2024- see info in newsletter.

Camp Quin Mo Lac – See information in newsletter- looking for a director.

#### **The Antiracism, Interfaith and Intercultural Forum:**

We are focusing on The Golden Rule Interfaith event being held on September 28th, at St. Matthews United Church, Belleville, Ontario.

Blessings,

Aruna Alexander

#### **East Central Ontario Region UCW Report**

The National UCW have selected another 5 year Project that will end in 2027. It was decided to support the Outreach Native Ministry which is part of the Indigenous Healing Fund. Funds received from the local UCWs are being distributed yearly this time instead of at the completion of 2027 as has been done in the past. Programs are submitted for consideration to receive up to a maximum of \$15,000.

#### **March to Fall of 2023:**

Regional Native Ministry where Mother and Baby Welcome bags were assembled and distributed each contained: Reusable Bag, \$150.00 supplies for both Mom and Baby, Handmade Baby Blanket, Traditional Medicine Pouch (sage, wheatgrass, tobacco and cedar) which was blessed by a United Church Minister with a smudge and prayer, Message of love, respect and caring, Contacts for spiritual support and access to elders.

#### **June to December 2024:**

Healing in the Kitchen, Fort McKay Metis Nation. The program goals are - Increase Access to Traditional Healing Practices, Empower Community Members to reclaim Media Cultural Identity, Promote Holistic Well Being and to Facilitate Healing from Intergenerational Trauma.

The Annual Leadership Workshop will again we held in Frankford United Church October 9th the topic will be 100th Anniversary ideas.

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Mid Week will be held November 20th at St Mark's United in Cannington, Ontario the Theme is El Salvador with Lyn Miller our rep to El Salvador and Wanda Stride giving us their story of the Journey they participated in this past March.

I am happy to report that the ECOR UCW Website is finally up. Thanks to Karen Wilson and Helen Cox.

### **UCW Quin Mo Lac September 6<sup>th</sup> to 8<sup>th</sup>, 2024**

The Annual UCW Women's Weekend at Camp Quin Mo Lac attracted 91 fun loving women of all ages. This cold and wet weekend did not dampen the spirit as we enjoyed a newly formed Ladies Celtic Group which had several dancing in the aisles while Vespers by Shining Waters and snacks concluding Friday evening.

The Theme chosen for this year's camp being "UNITED & STRENGTHENED" with Jennifer May-Anderson as our Saturday speaker. She encouraged us to fill in a wheel graph which she distributed to everyone and asked us to show how we rated our present lives. Some wheels became very bumpy while others remained very smooth. It certainly reflected how each person related to where improvements could be made while several felt they were just where they wanted to be.

Various skits by Kawartha Highlands, Shining Waters, Kente and Lakeridge were enjoyed while Workshops and the popular Prayer Circle with Darlene Nicol being a highlight of Saturday. Bev Gough one of the Camp board members updated us on the summer events. 1123 children had attended over this 2024 season. They are still in search for a permanent Camp Director, several improvements had been completed especially in the lower level of the Dining Hall. Vespers was lead as is the tradition by some of the Camp Councillors and this completed our Saturday. Sunday we gathered for Devotions and a agape meal followed by breakfast. A Naloxone workshop was presented by a nurse from the Hastings Public Health which was very eye opening.

The following reports for the weekend were given.

Offering which always goes to Quin Mo Lac Camp \$2,834.25.

First time Campers 22,

First time Polar Dippers 3,

Total Polar Dippers 26.

Daytimers Saturday Only 17,

Fair Trade Sales \$1695.00 (\$492 from Choc bars).

Book Sales \$ plus Betty Turcott introduced her latest book "Home to Cannan" the third in her series. This is the story of Leah and Rachel which is a dance of Women's power in a world where men held all the power. While Leah and Rachel use their gifts for the good of the women in the community was inspiring. Betty has not disappointed with this her third novel.

Many hugs and some tears were mixed with lunch on Sunday as we said good by til we meet in 2025 when Kawartha Highlands and Kente will host us.

Respectfully submitted: Marilyn Rodger UCW Exec Representative.

### **Mission and Service Report.**

I wish to report that from time to time as your regional M&S Advocate/Volunteer I will be reminding you of what is going on that you should be aware of.

How Good Is Your Memory? Well we are looking for all stories long or short that you would like to send into Mission & Service of how your life has evolved in our United Church from as far back as you can remember. These will be made into a book to commemorate the 100th Anniversary. So get your thinking caps on and submit.

Please note that the 2023 "Gift with Vision" catalogues will continue until December 2024. There will be a new format coming in 2025.

I am interested to know for those of you that subscribe to the Broadview Magazine. What do you do with it after you have read it? Perhaps you could recycle it by passing it to a friend or take to a Nursing Home, Seniors Residence, place in your church. I am sure this kind gesture would be most appreciated.

I also have a supply of all Mission And Service Envelopes, Bulletin Covers, Book Marks, Pens etc. If you are attending an event were I am present with Fair Trade drop by and pick up what you need.

Blessings - Marilyn Rodger.