
East Central Ontario Regional Council
Meeting of the Council of Elders
Tuesday, June 3, 2025 – 9:30 AM

Vision of the Council of Elders by which we evaluate progress based on:
Strengthened by God's grace and refreshed by the Spirit,
We follow the way of Jesus in healing our world.

IN ATTENDANCE

Stephen Coles	Member, Speaker
Rev. Michelle Brotherton	Member (incoming)
Rev. Eric Hebert-Daly	Member, Executive Minister
Rev. Kevin Fitzpatrick	Member
Brian James	Member, Financial Administration
Patti James	Member (incoming)
Rev. David King	Member
Patricia Long	Member (outgoing)
Rev. Ryan McNally	Member, General Council 45 Leading Commissioner
Ted Meyers	Member (incoming)
Rev. David Moore	Member, General Council 45 Leading Commissioner
Rev. Brian Nicholson	Member
Rev. Kaitlyn Ostrander	Member
Joyce Payne	Member, Speaker-Elect
Rev. Lynn Watson	Member
Rev. Edward (Ned) Wells	Member (outgoing)
Sheila-Mae Young	Member
Sharon Hull	Corresponding Member, Minister for Spiritual Nurture, Respectful Relationships and Justice with All Ages
Rev. Darren Liepold	Corresponding Member, Congregational Support Minister
Joel Miller	Corresponding Member, Program Assistant to Executive Minister, Recording Secretary
Karen Wilson	Corresponding Member - Communications and Administration Assistant

REGRETS/ABSENT

Rev. Susan Garrod-Schuster	Corresponding Member, Acting Pastoral Relations Minister
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This meeting of the Council of Elders of the East Central Ontario Regional Council (ECORC) will deal with regular business, but will focus on the following key area:

- Decide the format of the agenda of the Council of Elders
- Discern way forwards around planning of June 17th gathering (*Towards 2035* stat projection presentation)
- Discern/decide way forward regarding representation of gender when presenting slates
- Decide on way forward as response to mediation request
- Decide who will represent the Council of Elders on the Leadership Teams

Land Acknowledgement and Opening Devotion – Rev. Kevin Fitzpatrick led the land acknowledgment. As opening devotions, Kevin began by reading Scripture, Matthew 6:25-34. Afterward, the Christ Candle was lit.

Paper and crayons were shared and members were asked to think of things that bring them joy in life and represent them on a piece of paper using a light color crayon. Then, members were asked to think of the things that have challenged them, and to represent them on the piece of paper with a dark color. Lastly, members were asked to see God in these challenges. All were asked to fold and cut the paper in various ways. After unfolding the cut paper, the cross appeared. This exercise was used as a reminder that God is always with us. Kevin closed this time of devotion by praying the Scripture (inspired by Matthew 11:28).

Introductions & Time for sharing – All are invited to introduce themselves and share.

Orientation for Newcomers, Questions – Rev. Eric Hebert-Daly, shared PowerPoint. It was reminded that Council of Elders members may be asked to represent the regional council at Community Faith or other events.

Appointment of an Equity Support Person for this Meeting

2025-06-03-001 MOTION (T. Meyers/K. Fitzpatrick) That the East Central Ontario Regional Council of Elders appoint Patricia Long as Equity Support Person for this meeting. **CARRIED**

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

Minutes of May 6, 2025

2025-06-03-002 MOTION (J. Payne/K. Ostrander) That the East Central Ontario Regional Council of Elders approves the minutes of May 6, 2025, as circulated. **CARRIED**

Business Arising

a) Request from Newcastle United Church for use of additional Manse Funds

2025-06-03-003 MOTION (S-M Young/L. Watson) That the East Central Ontario Regional Council of Elders concur with the recommendation of the Ministry through Property & Finance Leadership Team to approve the request from Newcastle United Church to draw \$40,000 for the 2025-26 year from the Manse Fund (capital investment), to support the hiring of a full-time minister to facilitate their ministry plans. **CARRIED**

*Mention of the *United Fresh Start Program*

Corresponding Members

2025-06-03-004 MOTION (T. Meyer/D. King) That the East Central Ontario Regional Council of Elders make Rev. Ned Wells, Patricia Long and Rev. David Moore corresponding members for the purposes of this meeting. **CARRIED**

b) Way Forward – Vision 2035:

- See *Vision Keepers Concept Paper* as **Appendix A**

- i) June 17th Gathering Planning (*Towards 2035* stat projection presentation to congregational leadership and Ministry Personnel) – shared some of the details about how the agenda for this day will unfold.

* Eric to follow up with Rev. David Moore re proposal for Vision Keepers.

ii) **Vision Keepers**

2025-06-03-005 MOTION (S-M Young/P. James) That the East Central Ontario Regional Council of Elders name the following people to be the regional council Vision Keepers:

1. Larry Doyle
2. Elizabeth Cunningham
3. Wanda Stride
4. Jody Janwin
5. Joyce Payne
6. Steve Coles
7. David King

CARRIED

i) **New Council of Elders Agenda Format**

It was suggested to begin the agenda with using and Omnibus Motion; also potentially transferring more commission powers to Leadership Teams.

2025-06-03-006 MOTION (R. McNally/L. Watson) That the East Central Ontario Regional Council of Elders direct representatives to each of the leadership teams to return to the council of elders in October with recommendations on potential commissioning powers for their Leadership Team. **CARRIED**

2025-06-03-007 MOTION (J. Payne/K. Ostrander) That future meetings of the East Central council of elders adopt a consent docket model for its agenda. **CARRIED**

- c) **Nominations: Representation of Gender when Presenting Slates** – It was discussed and the results will be that gender will not be stated/represented/shared when presenting nomination slates.
- d) **Video Presentation on behalf of Regional Council to Centennial Celebration Service in St. John's, NL** – posted on the Regional Council website

Order of the Day at 12:30 pm - Lunch

Agenda *approved agenda before business arising

2025-06-03-008 MOTION (L. Watson/D. King) That the East Central Ontario Regional Council of Elders accept the agenda as amended:

1. Addition of correspondence j and reference letter: *Ltr finale to MBlair english & french.*
2. Addition of correspondence k
3. Addition of correspondence p

CARRIED

Incoming Correspondence * correspondence to be listed as a single appendix

- a) April 30, 2025, Bob Savaria, Manager Financial Reporting and Budgeting, responding to Brian James, re Bedford House grant application (*for action under section Vd*);
- b) May 1, 2025, Rev. Allan Smith-Reeve, Bedford House, responding to Brian James, Regional Council Treasurer, re Bedford House grant application (*for action under section Vd*);

- c) May 5, 2025, Rev. Allan Smith-Reeve, Bedford House, to Brian James, Regional Council Treasurer and Rev. Eric Hebert-Daly, Executive Minister, re Bedford House grant application (*for action under section Vd*);
- d) May 5, 2025, Peter Davies, Senior Vice President, Sales Representative, re Peterborough Property (*referred to Ministry Through Property & Finance Leadership Team*);
- e) May 12, 2025, Copied on a letter from Rev. Ryan McNally, St. Mark's United Church (Cannifton, ON) to Elaner Pound, Secretary, St. Mark's United Church (Cannifton, ON) re request in change of pastoral relations (*referred to Covenant Support Leadership Team*);
- f) May 20, 2025, Paul McKenna, re Educational Resources (*for information*);
- g) May 23, 2025, Freda Burns, ECORC United Church Women (UCW) Secretary, re Change in ECORC UCW representation to ECORC general meetings (*for information*);
- h) May 25, 2025, Ian Robb, Designated Lay Minister, re Regional Council creating a ministry supporting organ transplant advocacy (*referred to Formation Nurture Justice Leadership Team*);
- i) May 17, 2025, Rev. Lynn Watson, re Patricia Teskey's request for mediation with Cambridge Street United Church (*for action under New Business a*); – **see 1.** letter dated April 20th from Patricia Teskey to Rev. Sharon Campbell-Rayment, Minister, Cambridge Street United Church – **see 2.** letter dated May 15, 2025, from Bruce Glass, Chair of Council, Cambridge Street United Church, to Patricia Teskey;
- j) May 28, 2025, Rev. Dr. A H Harry Oussoren, Justice for Palestine Network, re letter in English & French to M Blair calling the Church to faithful action re Palestine (*for information*) – also see reference letter *Ltr finale to MBlair english & French*;
- k) May 29, 2025, Susan Jackson, Information and Statistics Coordinator, re Pastoral Charges that have not yet submitted their 2024 Statistical Forms-PLS submit your 2024 Forms by June 23, 2025 (*for information*).

Outgoing Correspondence

- l) April 30, 2025, Brian James, Regional Council Treasurer, to Rev. Eric Hebert-Daly, Executive Minister, Bob Savaria, Manager Financial Reporting and Budgeting, and Ted Meyers, Chair, Ministry Through Property & Finance Leadership Team, re Bedford House grant application (*for action under section Vd*);
- m) May 1, 2025, Brian James, Regional Council Treasurer, to Rev. Allan Smith-Reeve, Bedford House, re Bedford House grant application (*for action under section Vd*);
- n) May 5, 2025, Rev. Eric Hebert-Daly, Executive Minister, responding to Rev. Allan Smith-Reeve, Bedford House, re Bedford House grant application (*for action under section Vd*);
- o) May 6, 2025, Rev. Eric Hebert-Daly, Executive Minister, responding to Peter Davies, Senior Vice President, Sales Representative, re Peterborough Property (*forwarded to Ministry Through Property & Finance Leadership Team*);
- p) May 20, 2025, Rev. Eric Hebert-Daly, Executive Minister, to Canada Revenue Agency, re amalgamation of Sandford and Zephyr United Churches, forming Sandford-Zephyr United Church (*for information*).

Business arising grouped according to confirmed Guiding Principles

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

- a) **Facilitation Forum** – Stephen Coles, Speaker, shared why there were sound difficulties during the annual general meeting. Going forward, planning must include technical compatibilities/capabilities of venue when setting up for meetings. Checklist needs to be created. It was also noted that time must be taken to acknowledge those attending on Zoom. Affirm would like for flag to be on display during meetings. It was emphasized that time needs to be loosened on the agenda when First Peoples' welcome delegates to the land and share their teachings. It was also emphasized that it was important

to not label and created expectation of what is expected from our First Nations brothers and sisters (or label them as all of the same). All were reminded to fill in the equity score card for this meeting.

b) Dates of future meetings:

- October 25th, 2025 Fall Meeting – Alderville, ON
- May 1st – 2nd, 2026, Annual General Meeting – Trinity United Church, Cobourg ON

c) Proposed Dates Future General Meetings (to be confirmed):

2026

November 14th (Crossroads United Church, Kingston, ON)

2027

April 30th – May 1st (Cambridge Street United Church, Lindsay, ON).

November 13th (Trinity-St. Andrew's United Church, Brighton, ON)

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

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

a) Covenant Support Leadership Team (CST) – No minutes; not meeting until later in June or September

b) Dunbarton-Fairport United Church Report - Wilson MacLennan, Investigator, joined the meeting at 1:30 PM to answer questions regarding his report.

- See *Dunbarton-Fairport Report*
- See *Johanne S. Blake Complaint*
- See *Carolyn Sellers Complaint*

2025-06-03-009 MOTION (R. McNally/D. King) That the East Central Ontario Regional Council of Elders move *in camera* for the purposes of discussing Dunbarton-Fairport United Church. **CARRIED**

2025-06-03-010 MOTION (T. Meyers/D. King) That the East Central Ontario Regional Council of Elders move *out of camera* for the purposes of discussing Dunbarton-Fairport United Church. **CARRIED**

2025-06-03-011 MOTION (L. Watson/S-M Young) That the East Central Ontario Regional Council of Elders finds that there are no proven facts to substantiate a claim of bullying under the Workplace Discrimination, Harassment and Violence Response Policy in the Dunbarton-Fairport United Church investigation. **CARRIED**

2025-06-03-012 MOTION (J. Payne/K. Ostrander) That the East Central Ontario Regional Council of Elders agree to establish a J.7 review to assess the health of Dunbarton-Fairport United Church. **CARRIED**

c) Dissolution of Hampton United Church Commission

- See *Report of the Hampton United Church Commission* as **Appendix B**

2025-06-03-013 MOTION (J. Payne/B. Nicholson) That the East Central Ontario Regional Council of Elders receive and accept the Report of the Hampton United Church Commission and concur with the recommendation to dissolve the Hampton United Church Commission. The Regional Council gives thanks for the work carried out by the Commission. **CARRIED (P. James abstains)**

It was highlighted that the governance handbook for the Pastoral Charge (and Eldad United Church) need to be updated and that the regional council should follow up with the pastoral charge in six (6) months (referred to Covenant Support Team).

d) Hampton United Church Governance Handbook

- See the *Hampton United Church Governance Handbook* as **Appendix C**

2025-06-03-014 MOTION (P. James/K. Ostrander) That the East Central Ontario Regional Council of Elders receive for information the *Hampton United Church Governance Handbook*. **CARRIED**

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

a) Ministry Through Property and Finance Leadership Team (MTPF) – Sheila-Mae-Young
- See *MTPF minutes of May 21, 2025* as **Appendix D**

2025-06-03-015 MOTION (S-M Young/K. Fitzpatrick) That the East Central Ontario Regional Council of Elders receive for information the minutes of the Ministry Through Property & Finance Leadership Team (MTPF) for meeting held on May 21, 2025. **CARRIED**

b) Student Bursary – Will come to next Executive Meeting in September
- See *ECORC Educational Bursary Fund Application* as **Appendix E**

2025-06-03-000 MOTION (/) That the East Central Ontario Regional Council of Elders receive and approve the recommendation of the Ministry Through Property & Finance Leadership Team to adopt the proposed student bursary application process as outlined in the ECORC Educational Bursary Fund Application.

c) Doing Mission Together Grant

2025-06-03-016 MOTION (S-M Young/K. Ostrander) That the East Central Ontario Regional Council of Elders receive and approve the recommendation of the Ministry Through Property & Finance Leadership Team to distribute the following Doing Mission Together Grants:

1. The Witness Blanket Project for Trinity-St. Andrews in Cannington in the amount of \$1500.
2. The Drawing the Circle Wider project of Bedford House in the amount of \$5000.
3. The Deaf Ministry Interpretation for Emmanuel UC-Odessa in the amount of \$1000

CARRIED

Suggested to include information about how long grant recipients have received continuous contribution.

d) **Bedford House**

2025-06-03-017 MOTION (S-M Young/K. Ostrander) hat the East Central Ontario Regional Council of Elders receive and approve the recommendation of the Ministry Through Property & Finance Leadership Team to accept the incorporated Not for Profit Bedford House as part of the ministry of the East Central Ontario Regional Council until such time as they achieve charitable status, approximately two year. **CARRIED**

2025-06-03-018 MOTION (T. Meyers/L. Watson) That the East Central Ontario Regional Council of Elders name Sheila-Mae Young to sit on the board of Bedford House as representative of East Central Ontario Regional Council. **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*
- 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) **Request for Mediation (Respondent and Cambridge Street United Church)**

- See correspondence i and mentioned additional information

2025-06-03-019 MOTION (R. McNally/P. James) That the East Central Ontario Regional Council of Elders move *in camera* for the purposes of discussing a request for Mediation between respondent and Cambridge Street United Church. **CARRIED**

2025-06-03-020 MOTION (R. McNally/K. Fitzpatrick) That the East Central Ontario Regional Council of Elders move *out of camera* for the purposes of discussing a request for Mediation between respondent and Cambridge Street United Church. **CARRIED**

*Suggested to offer education on neurodivergent to Cambridge Street United

b) Naming Representatives to the Teams

- Covenant Support Leadership Team: * Rev. David King, Patti James
- Mission Through Property Leadership Team: * Sheila-Mae Young, Rev. Michelle Brotherton
- Formation Nurture and Justice Leadership Team: * Rev. Kevin Fitzpatrick,
- Nominations Leadership Team: * Ted Meyers

*at least one person is designated to report back to the Council of Elders

c) Regular Meeting times of the Council of Elders (agreed to continue First Tuesday of the month at 1 pm).

d) Vacancy on the Council of Elders – this is an eventuality

2025-06-03-021 MOTION (J. Payne/D. King) That the East Central Ontario Regional Council of Elders name Ian Wilgus join the Equity Forum. **CARRIED**

e) Covenant Support Team Chair Vacancy

Equity Monitor Report – Patricia Long shared score on the equity score card. Take extra care to declare full name in discussions.

The Speaker declares that all the business having come before this meeting of the Council of Elders was duly concluded at 4:34 pm.

Closing Prayer – Rev. Kevin Fitzpatrick, shared circle of friends, ancient indigenous cultures. Closed the meeting in prayer.

Next Meeting Dates :

- Tuesday, September , 2025 (1pm – 4pm) Zoom
- Tuesday, October , 2025 (1pm – 4pm) Zoom
- Tuesday, November , 2025 (1pm – 4pm) Zoom

Steve Coles
Speaker

Rev. Eric Hebert-Daly
Executive Minister

ECORC Council of Elders - Participation Roster

	Opening worship/Land ack/closing prayer	Equity Monitor Roles
<i>Summer months - urgent decisions will usually be made via email</i>		
<i>September, 2025</i>	Steve Coles	David King
<i>October, 2025</i>	David King	
<i>November, 2025</i>		Sheila-Mae Young
<i>December, 2025</i>	Brian Nicholson	Steve Coles
<i>January, 2026(if needed)</i>	Staff	Staff
<i>February, 2026</i>		Joyce Payne
<i>March, 2026</i>	Sheila-Mae Young	Lynn Watson
<i>April, 2026</i>	Joyce Payne	Brian Nicholson
<i>May, 2026</i>	Kaitlyn Ostrander	Kevin Fitzpatrick
<i>June, 2026</i>	Kevin Fitzpatrick	

Appendices

Appendix A	Vision Keepers Concept Paper	Pages 10-11
Appendix B	Report of the Hampton United Church Commission	Page 12
Appendix C	Hampton United Church Governance Handbook	Pages 13-27
Appendix D	MTPF minutes of May 21, 2025	Pages 28-35
Appendix E	ECORC Educational Bursary Fund Application	Page 36

Appendix A**Vision Keepers**

The Vision Keepers are an informal advisory team that help the regional council to see the wider picture and ensure that we don't lose sight of the future we are working towards. It is a data-informed team that is always seeing the broader picture. It is the change-agent that is working to shift and shape the culture of ministry with an eye to its future.

Mandate:

- Work with the statistical data (congregational statistics, Statistics Canada and Environics psychographic data) provided and mapped by the General Council, analyse it, assess it, contribute to it and understand it deeply.
- Uses the data to identify ministry trends in the region and proposes pathways on how we might best support them.
- Use their knowledge as a filter for decision-making by the Regional Council in an effort to ensure that decisions are not made in isolation of each other nor of the desired future.
- Evaluate and evolve the strategic plan for the region in line with the information at its disposal and with the desired future (to be approved by the end of 2025).
- Recommend agenda items that require deeper discernment by the decision-makers of the regional council.
- Shaping and shifting culture through recommending educational and engagement opportunities for appropriate audiences (congregational lay leaders, ministry personnel, leadership teams).

Timeline: This team will remain in place as the region lives into this new way of functioning. The goal (loosely held and evolutive) is for the governing body of the regional council to increasingly take on this role as it minimizes its focus on 'ordinary' business. It will be evaluated on an annual basis, 60 days prior to each AGM, to assess its continued service.

Orientation and Training: This team will get training and orientation to the task and the tools of this mandate.

A draft "Desired Future": (for initial discussion)

- A church that is geographically within reasonable distance for the population of our region but recognizes that not all ministries will continue (or continue in the form they are currently in)
- A church that is multigenerational and meets the needs of people at all stages of life but does not do that solely through Sunday School programming.
- A church that provides a diversity of ministry offerings throughout the region that extends beyond regular Sunday worship but does not expect all congregations to offer the full range.
- A church that reflects the linguistic and cultural diversity of our population both in culturally-specific communities of faith as well as within dominant-culture communities where the local population would suggest it.
- A regional council that can support and intervene in ways that are appropriate and efficient.

-
- Communities of faith that are connected to one another, collaborative and not isolated from the wider church.
 - Communities of faith that have a minimum number of members and adherents (#), or are changing their model of ministry to suit a smaller community (chaplaincy-style ministry/online or house church)
 - Communities of faith that are resilient and able to sustain themselves beyond a single crisis (financial and volunteer stewardship)

What this could mean:

- Is disbanding or amalgamating a faithful response to the situation for some communities of faith? And if so, what kind of legacy might they want to leave?
- Where there are gaps in certain types of ministries, are there communities of faith that could be interested in support to effectively offer those? (training, seed money, mentorship)
- Properties might be held rather than sold in places where new ministry might be possible or desired.
- Ministry personnel with particular gifts might be encouraged to consider serving in places where those gifts are most needed.
- Continued conversations about collaborative ministry models and possible efficiencies between communities of faith.
- Supporting ministry personnel through small group connection, new skills development (what we didn't teach you in seminary but could be useful to you now), retreats and events.

Appendix B

**Report of the Hampton United Church Commission
To East Central Ontario Regional Council March 14, 2025**

The Commission was appointed by the East Central Ontario Regional Council in December of 2023. The level of conflict within the community of faith had reached a level of disfunction that prevented its members from filling positions in its governing body and from evaluating and re-forming its governance structure even though there seemed to be general agreement that the structure in place did not meet the needs of the body.

While the Commission has served as the governing body and as Trustees, it has done so in partnership with the Elders and Stewards, Secretary, Treasurer and others.

Concurrent with gathering information from surveys and interviews with members, adherents, former members, and former ministry personnel about the conflict and the functionality of the governance structure, the Commission was planning several sessions with those involved to work through the conflict, including the source (s) of it, how each person might be contributing to it, and how persons individually and collectively might deal with the source (s). In May 2024, About 20 people came together in what had been planned to be the first of several sessions. Those in attendance were committed to addressing the issues and moving forward in a healthy relationship system. That group appointed a group of five people to work with the Commission to design a governance structure that would meet the needs of the Community of Faith.

Shortly after that meeting, health issues of one of the members of the congregation who had been a source of much of the conflict took that person out of the mix, and the Commission assessed that further sessions were no longer needed. After the summer 2024 break, work began in earnest on the design of a governance structure and which both the Community of Faith and the Commission (on behalf of the East Central Ontario Regional Council) approved. People have agreed to serve in positions of leadership and the first meeting of the newly formed Council is scheduled for March 25. **The Commission feels its work is finished and asks that ECORC dissolve the Commission and formally notify Hampton United Church of the dissolution.**

We commend the congregation for their willingness to work with the Commission so faithfully and to the commitment they demonstrated to rise above the conflict and work toward resolution of their differences. We also thank the Rev. Darren Liepold for his unfailing support and guidance to the Commission, especially in the very tumultuous first weeks of the Commission's efforts.

Since Hampton United Church is one point of a two-point charge, the changes in their governance structure will require some changes in the governance structure of their Pastoral Charge Board. The Pastoral Charge Supervisor will guide them through that process.

The approved Hampton United Church Governance Handbook accompanies this report.

Respectfully submitted,

Patti James on behalf of
Steve Coles, Patti James, and Tom Smart (Hampton Commission)

cc: Steve Coles
Tom Smart

Appendix C

**Governance Handbook
Hampton United Church
February 2025**



Approved by Hampton United Church Congregation February 23, 2025
Approved by Commission of ECORC to Hampton United Church February 23, 2025

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HAMPTON UNITED CHURCH GOVERNANCE

A.1 INTRODUCTION

Good governance is essential for a congregation in order to conduct its mission effectively and to maintain the peace and stability of its fellowship. The United Church of Canada's (The UCC) governance is organized as a three-council structure, consisting of communities of faith (including congregations), regional councils and the general council. Hampton United Church is a congregation of the United Church of Canada living in relationship with the East Central Ontario Regional Council (ECORC).

Having recognized that none of the traditional forms of church governance might meet the needs of today's congregations/pastoral charges, The UCC in The Manual has authorized congregations/pastoral charges to design governance structures to meet their needs, as long as the structure meets the requirements of The Manual.

The Manual section B.2.1.7 reads: "The community of faith is responsible for having a governance structure as a framework for the life and work of the community of faith. The governance structure must free people to live out their commitment to God and to each other."

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".

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.

This Governance Handbook:

- a. depicts the organizational structure under which the Congregation is governed;
- b. describes the responsibilities of the congregation to its governing body; namely, the Hampton United Church Council;

- c. describes the responsibilities of the Hampton United Church governing body to the congregation; and
- d. describes the working, reporting, and monitoring of the governing body and its components to each other and the congregation.

A.2 MISSION AND GOVERNANCE

The Community of Faith has authority and responsibility for mission as outlined in The Manual. Hampton United Church has defined its governance structure in light of its mission and vision statement.

Mission & Vision Statement

A commitment to Jesus Christ, the head of our Church; to the past – to our forefathers, who, since the mid-1800s, have laid the foundations for our growth, both physically and spiritually; to the present – to reach out to the whole community, with our talents, our gifts and our caring as an example to others by living our learned faith every day; to the future – by growing in the Christian life and knowledge of His Word, we will continue to develop in all aspects of the Church thereby glorifying Him through our effective Christian witness and mission outreach.

A.3 AREAS OF MINISTRY

The congregation, the minister and other staff will work as partners to strengthen the following five areas of ministry:

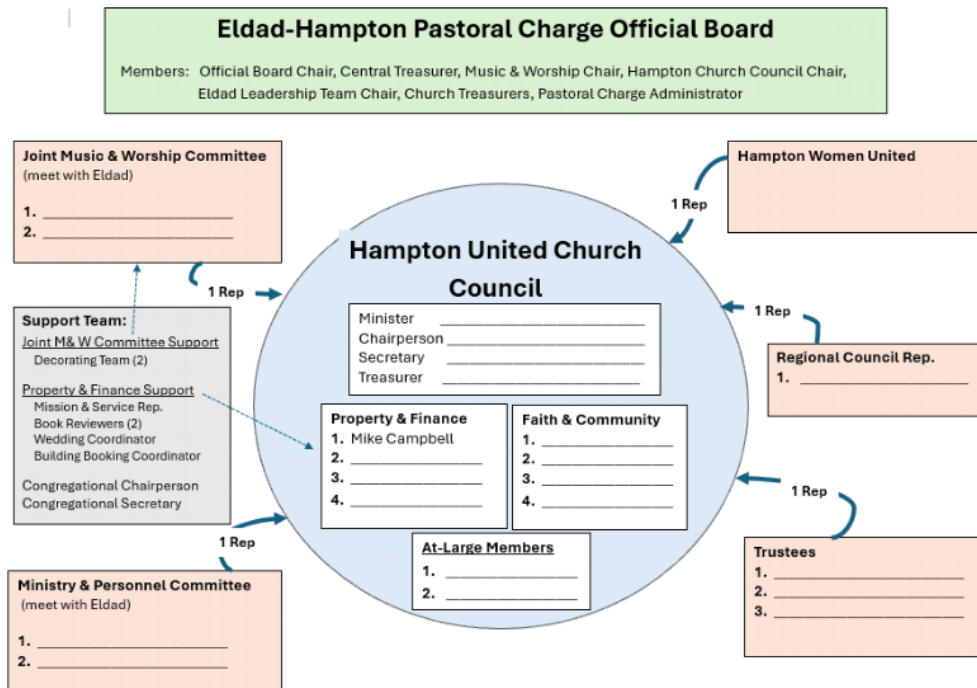
Worship
Christian Education
Pastoral Care
Fellowship
Community Outreach

A.4 ORGANIZATIONAL STRUCTURE AND MEETING REQUIREMENTS

The Organizational Structure depicted on the following page reflects the desire to involve a large number of the membership while reducing the amount of time required to attend meetings and prepare and distribute minutes. It also reflects the reality of being a small congregation where the hands that do the physical work belong to the same bodies that meet and plan and report.

The pages following the visual of the structure describe the responsibilities of the congregation, the Council (governing body) and its teams/ committees, and the Pastoral Charge.

The Congregation is not part of the Governance Structure it elects and has no authority to call a congregational meeting to overturn legitimate decisions of its governing body.



The following section will describe the various groups that are part of the Hampton United Church governance structure comprised of a central Council (governing body) and the Standing Committees that are either joint pastoral charge committees or Hampton United Church teams that meet outside of the central Council but have a representative that reports to Council.

B.1 CHURCH COUNCIL

B.1.1 MEMBERSHIP

Those persons who are elected to be members of Council at the Annual Meeting consist of the Chair of Council; one representative designated by each of the following groups prior to the Annual Meeting so that they may be elected to serve on Council: the Hampton Women United (HWU), the Board of Trustees, the Joint Music & Worship Committee, and the M&P Committee. The four persons representing Property & Finance, the four persons representing Faith & Community and the representative to the Regional Council are also elected at the Annual Meeting.

The Council itself elects the Treasurer and Mission & Service Treasurer (the same person), and the Secretary. The called or appointed Minister or Designated Lay Minister or the Pastoral Charge Supervisor is also a member of the Church Council. In order to be eligible for elections, members of Council shall also be members of Hampton United Church. Others may serve the Council as corresponding members and as committee representatives taking part in Council meetings; however, only Council members are permitted to vote. People who are not full members of the congregation may be elected to Council in special circumstances with the Regional Council's approval.

A meeting of the governing body may take place only if one of the following people is present:

- a) a member of the order of ministry who has been called or appointed to the pastoral charge;
- b) a designated lay minister who has been recognized by the regional council and appointed to the pastoral charge;
- c) the pastoral charge supervisor; or
- d) another person appointed by the Regional Council to attend the meeting.

B.1.1.1 Responsibilities of Council Chairperson

- a) to prepare an agenda;
- b) to preside over all meetings of Council following proper procedure as outlined in this Governance Handbook and in the United Church Manual;
- c) to communicate regularly with all committees and teams in order to understand, support and encourage their work;
- d) to communicate regularly with the congregation so that members and adherents are informed about issues and decisions made by Council;
- e) to maintain regular contact with church staff; and
- f) to provide leadership, assistance and direction so that the mission of the congregation is furthered, and its ministry is strengthened.
- g) to act as a member of the Eldad-Hampton Pastoral Charge Official Board (See Appendix A)

If the chairperson is unable to attend a meeting of Council, Council shall appoint one of its members to preside over the meeting. The Chairperson of Council is an *ex officio* member of all committees.

B.1.1.2 Responsibilities of Council Secretary

- a) to maintain accurate records of minutes of all meetings of Council; to record attendance at meetings and note regrets;
- b) to maintain file copies of agendas, minutes, reports and other relevant documents.
- c) to post the minutes for congregational access

B.1.2 DECISION MAKING

The members of the Council make decisions:

- a) on the basis of an understanding of scripture and of the ethos of the United Church;
- b) in the light of Christian experience; and
- c) under the guidance of the Holy Spirit moving in the discussion during the meeting of such a body.

B.1.3 RESPONSIBILITIES OF COUNCIL

The governing body has general responsibility for leadership in the care and oversight of the spiritual life and the interests of the congregation. The Council shall fulfill the responsibilities outlined in The Manual including spiritual matters, financial matters, pastoral relations matters, proposals, recommending members for ministry leadership, property matters, representing the pastoral charge to Regional Council, reporting annually to the congregation, keeping records, sharing reports, completing statistical forms. The Council will follow the policies set by the congregation in fulfilling its responsibilities.

In addition, when the United Church issues a special appeal to meet an immediate need (famine relief, natural disasters), Council will set up a special fund and invite the congregation to support it.

B.1.3.1 Responsibilities of the Faith & Community Team

Christian Education

The Faith and Community Team will collaborate with the minister to provide Christian Education opportunities for adults and to provide nursery and Sunday School programs for children, when they are needed. They will propose funding levels to the Treasurer to include in the budget to be presented at the Annual meeting.

Stewardship

Council shall be responsible for making an annual appeal(s) to the congregation to support the mission of Hampton United Church. The Faith & Community team will be responsible for creating and distributing the appeal letters at Easter, Thanksgiving and Christmas.

Outreach

Council shall be responsible for allocating money from fund raising activities to support local outreach projects. The Faith & Community team will propose funding requirements to the Treasurer to be included in the budget and presented at the Annual Meeting.

Outreach includes activities such as:

- a) promoting Hampton United Church in the community through advertising; including overseeing the church's website and newsletter;
- b) making contact with visitors at worship and new people in the community to invite their greater involvement;
- c) providing assistance and direction to the church member overseeing website and communications;
- d) encouraging opportunities for fellowship within the community and existing church groups;

Pastoral Care

Council is responsible for working with the Minister and congregational members to provide pastoral care to members. The Faith and Community team will work with the minister and with members and adherents of the congregation to assist the minister in providing pastoral care to the members and adherents of the congregation. They will provide funding requirements to the Treasurer to include in the budget to be presented at the Annual Meeting

Providing pastoral care will include:

- a) providing pastoral care to members and adherents of the congregation by visiting;
- b) to maintain good communication by telephone with those in need of pastoral care;
- c) informing the Minister of the known pastoral care needs of the congregation
- d) recommending when visits are needed;
- e) sending out sympathy cards on behalf of the congregation; and
- f) arranging and accompanying the Minister for home Communion services.

B.1.3.2 Responsibilities of the Property & Finance Team

Property Management

Council is responsible for the management of the property of Hampton United Church through its Property and Finance team. They will work with the members of the Property and Finance team to:

- a) ensure the church property is well maintained, keeping the church building safe for use and in a state of good repair, and plan future repairs and renovations;
- b) monitor the church's energy use, provide lock security, and monitor rentals;
- c) oversee the work of the custodian;
- d) recommend revised or new building policies to Council;
- e) liaise with long-term rental groups regarding joint use of shared church facilities and assets;
- f) oversee activities of the Building Coordinator and Wedding Coordinator; and
- g) provide funding requirements to the Treasurer to include in the budget to be presented at the Annual Meeting.

Financial Management

The Treasurer, as a member of the Property & Finance team will be responsible for:

- a) paying assessments to General Council, Regional Council and Mission & Service contributions;
- b) developing a budget to present to the congregation for approval at its annual meeting;
- c) providing regular reports of income and expenditures and budget forecasts to the Council;

- d) receiving revenues and paying invoices;
- e) receiving Mission & Service Funds and paying those funds to The United Church of Canada quarterly;
- f) administering Special Funds
- g) Act as a member of the Eldad-Hampton Pastoral Charge Official Board (See Appendix A)

The Property & Finance Team will work together to:

- a) oversee the work of the Treasurer and bookkeeper with reference to the United Church of Canada: Financial Handbook for Congregations;
- b) provide independently reviewed financial statements to the Annual Meeting;
- c) develop plans to ensure the long-term financial viability of the church; and
- d) keep the congregation apprised, via the Council, of the financial needs of the church and to encourage support.

B.1.3.3 Responsibilities of At-Large Members

At-large members bring a skill-set to the Council to enable the Council to operate efficiently; to take on specific tasks assigned by the Council that align with their skills and availability; to provide input to Council on topics that do not necessarily fall within the scope of any other position on the Council.

B.1.3.4 Responsibilities of Trustee, HWU, Regional Council Representative, Music & Worship and Ministry & Personnel Representatives

One representative, or their designate, from each of the named standing committees will participate as a member of the Council to liaise between their respective committees and the Council. They are responsible to:

- a) inform Council of planned projects and initiatives to support the mission of the congregation
- b) bring budgetary requirements to Council for approval.

B.1.4 MEETINGS

The Council will meet at least once quarterly, but may meet more often as needed, to ensure the responsibilities are faithfully carried out through a well-informed, cooperative, and supportive team. The Chair of Council or the Minister may call meetings of Council. They must call a meeting when required to do so by Regional Council or within 14 days of receipt of a written request from five members of Council.

B.1.4.1 Procedures for Meeting Conduct and Decision Making

Committee meetings shall be conducted according to accepted procedures for chairing of meetings, moving and seconding of motions and keeping of minutes, as described in The Manual. The process for conducting business will follow the parliamentary rules accepted in The UCC (Bourinot's Rules).

Members should at all times conduct themselves with dignity, fairness, and understanding, observing "Holy Manners" as described in The Manual. The prime concern is the good order and welfare of the church. If there is a discrepancy between The Manual and this Governance Handbook, The Manual takes precedence.

C.1 STANDING COMMITTEES

The standing committees within the church include:

- Trustees
- Regional Council Representative
- Music & Worship
- Ministry & Personnel
- Hampton Women United

These committees are responsible to develop budgetary requirements and provide them to the Treasurer and to spend within their approved budget; inform Council of planned projects and initiatives to support the mission of the congregation; to collaborate with other committees and teams, and within policies set by the Council and provisions of The Manual. Committees nominate their own chairperson prior to the Annual Meeting, and (with the exception of the Ministry and Personnel Committee) may add to their number throughout the year.

Committees are expected: to meet regularly; to report to Council; to communicate with the congregation through newsletters, bulletins and announcements.

Council has the responsibility of reorganizing the committees and establishing new committees to address changing needs and circumstances. Such changes would take place on majority vote of council, minuted, and communicated to the congregation and Region. Those changes, along with any Region requirements to be added to or deleted from are to be presented to the Congregation for approval as soon as possible but no later than the next Annual Meeting.

C.1.1 COMMITTEE CHAIRPERSON RESPONSIBILITIES

- a) to call meetings;
- b) to provide an agenda to ensure that the committee's responsibilities are fulfilled;
- c) to preside at Committee meetings ensuring that minutes of proceedings are kept;
- d) to provide representation as a member of Council;
- e) to report annually to the congregation.

C.1.2 JOINT MUSIC & WORSHIP COMMITTEE

The Joint Music & Worship Committee is a Pastoral Charge Committee. The mandate of this committee shall be determined by the Pastoral Charge Official Board. The following information is provided in this document to bring understanding to members who may wish to serve on this committee.

Membership

Chairperson, Council representative (who may be the same person), members and adherents who have an interest in the worship life of the congregation and/or an interest in increasing the membership and enhancing the fellowship of the congregation and who are willing to serve, the Music Director (*ex-officio*), and the Minister (*ex-officio*.)

Worship Responsibilities

- a) to oversee Sunday worship and other worship services, music, and sacraments;
- b) to oversee the use and care and decoration of the sanctuary;
- c) to make arrangements for lay readers, ushers, communion servers and greeters;
- d) to arrange pulpit supply and supply musicians when needed.

Church Membership Responsibilities

- a) to keep an accurate membership roll, including adherents;
- a) to arrange for new member orientation events and for services to receive new members;
- b) to keep archives of church records.

C.1.3 MINISTRY AND PERSONNEL COMMITTEE**Membership**

All congregations or pastoral charge must have a committee called the Ministry and Personnel (M&P) Committee. It may be named differently, but it must fulfill all the following responsibilities. Hampton does not have a separate Ministry & Personnel Committee; rather this committee is a Joint Committee with Eldad United Church. Hampton United Church elects two full members in good standing to serve on the Pastoral Charge M&P Committee.

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 East Central Ontario Regional Council Human Resources Commission.

The Committee shall meet regularly as needed and report actions taken to Council.

Two helpful resources provided by the United Church of Canada to assist Ministry and Personnel Committees in their work may be found here:

https://www.unitedchurch.ca/sites/default/files/ministry-personnel-committees_policy-procedures-practices.pdf <https://www.united-church.ca/sites/default/files/resources-for-mandp-committees.pdf>

C.1.4 BOARD OF TRUSTEES**Membership**

Trustees are elected by the congregation, normally at the Annual Meeting. A majority of the Trustees must be members of Hampton United Church. There will be no fewer than three and no more than 5 including the minister (ex-officio). The minister, designated lay minister, or pastoral charge supervisor is the chair (voting chair) of trustees unless that person wishes to

designate another to serve as chair. Trustees will serve a one-year term and are allowed to serve additional years with re-election annually.

Responsibilities

- a) to administer property held in trust for the United Church of Canada including the approval for all mortgages, insurances, sales and major renovation of property and the administration of bequests and other funds given in trust to the congregation.
- b) The duties of the Trustees are described in the *Manual G3* and in the United Church of Canada: Congregational Board of Trustees Handbook.
- c) The Board of Trustees shall obey all lawful orders and directions of the Church Council, and East Central Ontario Regional Council. The Trustees shall nominate one of its members as a representative to the Council prior to the Annual Meeting.
- d) Shall submit a detailed statement of the receipts and expenditures of the Board of Trustees, duly reviewed, for review and acceptance at the Congregational Annual Meeting.

C.1.5 HAMPTON WOMEN UNITED (HWU)

The Hampton Women United is open to all the women of the congregation. Its purpose is to serve our church and community through Christian witness, outreach, friendship and love. This group plays a major role in the fund-raising efforts of the Council both financially and with people to organize activities. They also maintain the church kitchen and fulfill church social responsibilities e.g. Sunday coffee hour, greeting cards, funeral receptions. HUC will provide the names of their chairperson and alternate to the Nominating Committee for inclusion in the slate of members of Council to be approved at the Annual Meeting.

C.1.6 REGIONAL COUNCIL REPRESENTATIVE

The Regional Council representative is a full member elected by the congregation to participate in meetings of the Eastern Central Ontario Regional Council (ECORC) for the local area.

Responsibilities

- a) Attend ECORC semi-annual meetings.
- b) Report highlights of the meeting and any significant issues back to the congregations
- c) Sit as a member on one of the subcommittees of ECORC and attend their meetings.

D.1 CONGREGATIONAL MEETINGS

D.1.1 CALLING OF CONGREGATIONAL MEETINGS

Meetings of the congregation or pastoral charge must be called by one of the following people:

- a) the chair of the annual meeting;
- b) a member of the order of ministry called or appointed to the pastoral charge;
- c) a designated lay minister recognized by the regional council and appointed to the pastoral charge; or
- d) the pastoral charge supervisor.

Notice of the meeting must be read during public worship on two Sundays. After notice has been read on the second Sunday, the meeting may take place on the next day (Monday) or on any day after that.

D.1.2 WHO MAY VOTE

Voting by proxy or voting by mail-in ballots is not permitted. The reason being that decisions should be made by members who have participated in the discussion and have had the opportunity to ask questions and state their opinions.

Voting will be by show of hands unless the congregation decides at the meeting to vote in another way.

All full members whose names are on the membership roll have the right to vote at all meetings of the congregation.

Adherents may vote at meetings of the congregation if the members vote to allow adherents to vote. The decision may allow voting rights on all matters or only specified matters.

D.1.3 PROCEDURES FOR MEETING CONDUCT AND DECISION-MAKING

Congregational meetings shall be conducted according to accepted procedures for chairing of meetings, moving and seconding of motions and keeping of minutes, as described in The Manual. The process for conducting business will follow the parliamentary rules accepted in The UCC (Bourinot's Rules).

Members should at all times conduct themselves with dignity, fairness, and understanding, observing "Holy Manners" as described in The Manual. The prime concern is the good order and welfare of the church. When there is a discrepancy between The Manual and this Governance Handbook, The Manual takes precedence.

D.1.4 ANNUAL MEETING

The Hampton congregation will meet at least annually as soon as possible after the end of the calendar year, normally the last Sunday of February. This meeting is referred to as the Annual Meeting. The business of the Annual Meeting must include those items identified by The Manual and may also include other items the congregation needs to address. Additional Congregational meetings may be called by the minister, by the Chair of the governing body (Council), or by Regional Council.

Those items required by The Manual to be on the agenda for the Congregational Meeting are:

- a) electing a chair and a secretary of the annual meeting;
- b) receiving the annual reports from the governing body, committees, and other groups in the congregation;
- c) electing the governing body (Council) members and its chairperson, Regional Council representatives, and members of the committees;
- d) considering and making a decision on the draft annual budget; and
- e) dealing with any other business that might rightfully arise
- f) Trustees will normally be elected at the Annual Meeting for one-year terms.

D.1.4.1 Election of Council Officers and Members

Officers of the governing body (Council), as defined in The Manual are the Chair, Secretary, and Treasurer. All others are Members. In order to facilitate the election of Council officers and members, a Nominating Committee made up of the Chairperson of Council, the Secretary of Council and one other member of council shall prepare a slate of nominations and propose its adoption at the Annual Congregational Meeting.

With the permission of those nominated, nominations from the floor may also be considered and, if necessary, elections held. Between annual meetings, the Council may add to its number to fill vacancies.

E.1 AMENDMENTS

This Governance Handbook is a living document that reflects the changing life of the congregation and works as a tool for furthering its mission and ministry. Amendments to the *Governance Handbook* may be proposed to the Council in writing by any member of the congregation, stating the reason for the suggested change. Council may consider and recommend that changes be made, but all changes recommended by Council must be submitted to ECORC for review and approval prior to implementation. The approved change must then be ratified as soon as possible at a special congregational meeting and not later than at the next annual congregational meeting after notice of motion of the proposed change has been given.

F. 1 TERMINOLOGY AND DEFINITIONS

The Manual – The Manual contains the basic laws of The United Church of Canada, including those that govern the procedures of a congregation, and is binding. A copy of the *Manual* is available through the church office and on-line:
https://www.united-church.ca/sites/default/files/themanual_2019.pdf

Adherent – A person who is attached to a congregation and who contributes regularly to its life and work while not being a member thereof.

Minister – The minister(s) who has been called by the congregation or appointed by the regional council.

Ex-Officio Membership – Full membership by virtue of office for all purposes unless otherwise specifically restricted.

Quorum – The minimum number of persons who must be present to validate the transaction of business. For Council meetings one-third of members plus ministry personnel constitutes a quorum.

APPENDIX A**ELDAD-HAMPTON OFFICIAL BOARD**

The purpose of the Official Board is to provide central coordination of joint committee activities to enable the work of the church within the pastoral charge.

MEMBERSHIP

Charge Chairperson, Charge Treasurer, Hampton Church Council chairperson, Eldad Leadership Team chairperson, chairperson of the Joint Music & Worship committee, chairperson of the Ministry & Personnel committee, pastoral charge administrator, church treasurers and the Minister (*ex-officio*).

RESPONSIBILITIES

- a) To submit to the congregation for its consideration, annual reports on the life and work of the churches within the pastoral charge, including a full statement of receipts and expenditures, of indebtedness, and budget for the ensuing year.
- b) Completion of the annual Pastoral Charge statistical form
- c) Develop a proposed budget for the Central Pastoral Charge
- d) Responsible for planning Charge events and oversight of working committees
- e) Periodic review of the Pastoral Charge Governance Structure and the associated committee roles and responsibilities description and notify the committees and congregation on suggested updates and improvements.
- f) Periodic review of the churches' mission and vision statement(s) and present suggested updates to the congregation for acceptance.
- g) All other requirements as laid out in the Manual Section B.7.4.1 to B.7.4.12 and other pertinent sections.
- h) Special requests or responsibilities assigned to it by the congregation.
- i) Receive reports and provide support to the M&P Committee and Trustees of the church.
- j) Receive and act on recommendations from the Hampton Church Council and Eldad Leadership Team
- k) Review and approval of requests for external funding for church sponsored events where the church Non-Profit Organization identification number is required for the funding application.
- l) Post meeting minutes in a central location at each church so they are available for congregational review.

Appendix D

ECORC
MINISTRY THROUGH PROPERTY & FINANCE
May 21, 2025
Zoom
2:30-4:00pm

PRESENT: Ted Meyers, Chair; Brian James, Treasurer; Isaac Mundy; Arthur Smith; Jeff Jullian
 Regrets: Paul Brinkley
 Support Staff: Eric Hebert-Daly; Darren Liepold
 Cof E rep: Sheila-Mae Young, recording secretary

QUORUM CONFIRMED

ITEM NO.	DESCRIPTION	NOTES	ACTION/MEMBER ACCOUNTABLE
1	Opening prayer, Land Acknowledgement, Sharing	Opening prayer by Chair. Quorum declared by Chair	
2	Review of previous minutes	Minutes: April 23 minutes not available	Approve next mtg
3	Conflict of Interest	None noted	Chair ongoing item
REPORTS/ACTION ITEMS			
4	Update ECOR Cof E meeting Apr 8/May 6, 2025	<p>-Student Bursary Requests all approved Discern by MTPF, policy and procedure for the Student Bursary and recommend to ECORC.</p> <p>April 8 all day Future 2035</p> <p>May 6 post Digital Motion re Newcastle UC Further information In Manse fund \$250,000. Yearly using about \$12,000 as interest from fund. Request \$40,000 addition this year and probably another 2-3 years for full-time called clergy. Planned to be a growing Church with addition of future regular members to ease/eliminate the use of the additional extra funds. Next June 10</p>	<p>Outstanding from Mar ECORC S-M Young to compose a Student Bursary application procedure using website policy and discussion, report back to MTPF and thence recommendations to ECORC as directed attached</p> <p>Newcastle UC recommendation to ECORC with new information</p>

ECORC
MINISTRY THROUGH PROPERTY & FINANCE
May 21, 2025
Zoom
2:30-4:00pm

		ECORC mtg information to be shared to re instate the digital MOTION.	
5	Doing Mission Together grants for Fall 2025	<p>Three applications were received:</p> <ol style="list-style-type: none"> 1. Witness Blanket project-Trinity-St. Andrews in Cannington \$1500 2. Drawing the Circle Wider project of Bedford House, Peterborough. Significant request to have the Regional Council adopt this Ministry for the purposes of supporting this uncertified non-profit organization for approximately 2 yr while it acquires CRA status. \$5000 3. Deaf Ministry Interpretation- Emmanuel UC-Odesa \$1000 <p>All projects worthy of grants. Treasurer stated that these grants would be over the present budget by about \$10,000.</p>	<p>MOTION: approve and recommend to ECORCouncil, a Doing Mission Together grant for the Witness Blanket Project for Trinity-St. Andrews in Cannington in the amount of \$1500. (B. James/J.Jullian) <i>CARRIED</i></p> <p>MOTION: to approve and recommend to ECORCouncil adopting as a Ministry of the East Central Ontario Region the incorporated Not for Profit Bedford House for approximately two years. (B.James/J.Jullian) <i>CARRIED</i></p> <p>MOTION: approve and recommend to ECORC, a Doing Mission Together grant for Drawing the Circle Wider project of Bedford House in the amount of \$5000. (A. Smith/I Mundy) <i>CARRIED</i></p>

ECORC
MINISTRY THROUGH PROPERTY & FINANCE
May 21, 2025
Zoom
2:30-4:00pm

			MOTION: approve and recommend to ECOR Council, a Doing Mission Together grant for Deaf Ministry Interpretation for Emmanuel UC-Odessa in the amount of \$1000 (J.Julian/I Mundy) <i>CARRIED</i>
6	<p>Congregational Activities Updates</p> <p>-Northminster UC-Oshawa</p> <p>-Blackstock/Nestleton</p> <p>-Scugog Island UC</p> <p>-Zephyr UC</p> <p>-Little Britain</p>	<p>Decommissioning service April 27. The Rev. Eric Hebert-Daly attended. Transfer of Lands to ECOR Land Trust with KW taking over Property Management including the current rentals is underway. New Faith Group to start before the end of May.</p> <p>Closing June 2026 but may consider end of Calendar year 2025.</p> <p>Closing June 2025. Land can be severed into 2 properties-Church/Manse. The indigenous nation of the Mississauga of Scugog may be interested in purchasing the Church for the Community meeting space.</p> <p>Decommissioned May 4. The Church property has been listed for sale since Nov 2024 and has a pending offer from an Art Studio. Zephyr UC wants to have rights of first refusal to buy stained glass windows should the windows be altered with new ownership.</p> <p>Manse damage from ice storm-working with Insurance</p>	Future agenda item:

ECORC
MINISTRY THROUGH PROPERTY & FINANCE
May 21, 2025
Zoom
2:30-4:00pm

		Church final stages of leasing building to community group that will maintain it. BAO re cemetery is not interested in the building at all but need a point person for any cemetery issues.	
	-Wesbrook UC	Ice storm damage-working with insurance	
	Kingsview UC	Upon review of the quotes for the extensive work needed to restore the heating system and removal of asbestos, a request will be made to use existing funds to pay for the work estimate 200K.	MTPF look for a digital poll for this request before June 3
	Atherley UC near Orillia	Membership 5-7, ice storm damage extensive. In discussions to close. Darren to visit June 3.	
	Shiloh UC	<p>Hey Ted</p> <p>I am looking for a brief email from the Property Committee just confirming the OK to give the Church building away. I spoke to Brian James 5 years ago explaining the reasoning.</p> <p>Shiloh has a cemetery on the property which does not permit us to dig a well for water or a septic system. We got the OK and have found someone who will pay \$100,000.00 to move the building. The building has been prepared to move & all essential tasks have been attended to.</p> <p>We have been in touch with Clarington legal and they have drawn up the papers to transfer the Cemetery once the building has been removed. We have arranged to have the hole filled in. I think we have covered all the bases.</p> <p>Thanks</p> <p>Cathy Humphrey 905-983-6116</p>	<p>Not covered by this mtg but may need attention before next meeting in June.</p> <p>Sec Note</p>

ECORC
MINISTRY THROUGH PROPERTY & FINANCE
May 21, 2025
Zoom
2:30-4:00pm

7	Former Lakeridge Presbytery	Arthur Smith reports that the former Presbytery has land trust as an incorporated Ministry of UCC. The group that manages this Ministry got the “legacy “ letter from ECOR but slow to act. TUCC needs to be used to manage this land trust fund.	
OTHER BUSINESS			
1	Maple Grove UC sale	The Church has an offer above asking (\$100,000) with closing date of August 28, 2025.	<p>MOTION: approve the purchase Offer for the Maple Grove United Church being the property located at PT LT18 Con 2, Darlington as in DN20774, N21693,N15946,N112269; Clarington for a purchase price of \$1,150,000 to Alhakeem Centre of Islamic Learning. (B.James/J.Jullian) CARRIED Commission privilege ECORC FYI</p> <p>Real Estate doc attached</p>
2	Updates Regional EM	<p>The Rev. Eric Herbert-Daly thanked Ted Meyers as the long serving Chair of MTPF since Regional inception. MTPF is advised that Ted Meyers is on Nomination slate for Council of Elders. Ted is willing to consult to MTPF from his breadth of knowledge. Ted Meyers responded as honoured to be Chair and work with present and past members of MTPF. He hopes to be part of the new Vision for the UCC.</p> <p>EM continued with the Vision for the evolving Regional Cof E where Elders are</p>	

ECORC
MINISTRY THROUGH PROPERTY & FINANCE
May 21, 2025
Zoom
2:30-4:00pm

		Vision Keepers rather than a Processing group. Vision with no gaps across the Region in holistic manner a future of Care not an observation of decline.			
3	Closing prayer	The Rev. Isaac Mundy			
4	Adjournment		MOTION: to adjourn at 4:00 pm consensus		
SIGNATURES: Chair: Ted Meyers <div>Recording Sec: S-M. Young</div>					
NEXT MEETING					
Date	June 18 tentative at Call of new Chair	Time	2:30pm	Location	Zoom invites to be sent

<ECOR Educational Bursary Fund Application

December 1, 2024 – Please note that applications are now closed. If Candidates have any questions or concerns, they may contact Rev. Mary-Jane Hobden at ecorcursary@gmail.com.

If you are a Candidate for ministry from The East Central Ontario Regional Council (ECORC) and were enrolled at an accredited theological school during the period September 2023 to August 2024, you are eligible for the ECORC Student Bursary. Bursary money is available to those who are Candidates in the Ordained or Diaconal streams and in school. This money has been made available from the bursary funds of the former Bay of Quinte Conference. The amount of bursaries each year is dependent upon the available

ECORC
MINISTRY THROUGH PROPERTY & FINANCE
May 21, 2025
Zoom
2:30-4:00pm

funds in the bursary account as well as the number of Candidates applying. The amount each Candidate receives is based upon the number of courses being taken during the year. The courses are based all courses taken throughout the year, not just the traditional academic year, but summer courses as well. Equivalencies are given for those who are in programs which do not follow the traditional academic outline to ensure that those studying in the AST distance program or through CCS, for example, receive the same level of funding.>

ALL ABOVE TO BE REPLACED WITH

EAST CENTRAL ONTARIO REGION EDUCATIONAL BURSARY

POLICY:

The East Central Ontario Regional Council (ECORC) has made available to any Candidate for ministry from ECORC and enrolled at an accredited theological school during any September 1 to August 31 year, the ECORC Student Bursary. Bursary money is available to those who are Candidates in the Ordained or Diaconal Streams.

Originally the bursary funds were made available from the former Bay of Quinte Conference. The amount of the annual bursaries is dependent on the funds in the Bursary account and the number of Candidates applying as well as the number of total courses taken by Candidates throughout the year. (traditional academic year and summer courses) Equivalencies are given to those in programs that do not follow the traditional academic outline. Funds are available for courses not completed successfully or if withdrawal necessary.

PROCEDURE:

Eligible applicants are requested to complete the application form on the ECORC web site at <https://ecorcuccan.ca/resources/ecorc-student-bursary-application/> or submit a letter to

ECORC
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ECORC with the following documentation. It is anticipated that the letter will be submitted at the time the documents are available. Please do not wait until the August 31 year end.

Documentation:

- name, address, e-mail address, phone number and candidacy stream**
- course(s) outline**
- course(s) invoice or receipt of payment**
- void cheque so direct deposit can be used**

Bursary applications will be reviewed by the Grant task force of ECORCs Ministry through Property and Finance in the first weeks of September and funds transferred to the applicants by mid October of each year.

If waiting to mid October for funds will cause hardship for the applicant, please consult your advisor or the ECORC support minister.

2025-26 Darren Liepold dliepold@united-church.ca

Appendix E

ECORC Educational Bursary Fund Application

December 1, 2024 – Please note that applications are now closed. If Candidates have any questions or concerns, they may contact Rev. Mary-Jane Hobden at ecorcursary@gmail.com.

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PROCEDURE:

Eligible applicants are requested to complete the application form on the ECORC web site at <https://ecorcuccan.ca/resources/ecorc-student-bursary-application/> or submit a letter to ECORC with the following documentation. It is anticipated that the letter will be submitted at the time the documents are available. Please do not wait until the August 31 year end.

Documentation:

- name, address, e-mail address, phone number and candidacy stream
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Bursary applications will be reviewed by the Grant task force of ECORCs Ministry through Property and Finance in the first weeks of September and funds transferred to the applicants by mid October of each year.

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