



Tuesday, December 6, 7 PM, via Zoom online meeting.

**Minutes of the Emergent Meeting of the Presbytery of Waterloo-Wellington  
Tuesday, December 6th, 7 PM, via Zoom online meeting.**

The Presbytery of Waterloo-Wellington held an emergent meeting on Tuesday, December 6<sup>th</sup>, 2022, via zoom meeting, to attend to a call to the Presbytery and the resignation of one of its Minister's of word and sacrament. The moderator opened with prayer and constituted the court.

**Attendance and Regrets**

*Regrets from Ministers*

Rev. Courtenay Crawford, Rev. Hugh Donnelly, Rev. Marty Molengraaf, Rev. Dr. Mark Richardson, Rev. Glen Soderholm, Rev. Jennifer Sokolowsky

*Regrets from Representative Elders*

Lenore Arbuckle, Sue Senior

*Regrets from Alternate Representative Elders*

Jo-Anne Hall

*Attendance Ministers*

Rev. John Borthwick (Moderator), Rev. Peter Bush, Rev. Susan Clarke, Rev. Kristine O'Brien, Rev. Johan Olivier, Rev. Megan Penfold, Rev. Reuben St. Louis, Rev. Frank Szatmari,

*Attendance Representative Elders*

Jeanette Bomhoff, Debbie Bachura, Janet DeGroot, Bob Galbraith, Gib McIlwraith, Rick Thomas, Rhona Wright

*Appendix*

Rev. Darrell Clarke, Clerk

**Guests from Westside, Cambridge:**

Sandy Grimwood, co-clerk of session; Zac Thomas, co-convenor Search Committee; Dale O'Connor, co-convenor Search Committee; Edward Post; Sandra Ridsdale; Kim Coldham; Bert and Linda Perriman

**Guests from Knox, Crieff:**

Rochelle Barber, Linda Markel, Judi Fischer,

**Welcome and Introductions**

Moved by Kristine O'Brien and Bob Galbraith that the cited guests from Westside, Cambridge and Knox, Crieff be invited to sit and correspond with the Presbytery. Carried.

**Reason for Emergent Meeting**

This meeting has been convened to receive and consider a Call to the Dongwon "Brian" Jung, a student who has completed the requirements of M.Div at Knox College, residing in the Presbytery of West Toronto; to the position of Minister, Word and Sacrament, Westside Presbyterian Church, Cambridge; and to approve the resignation of the Rev. Michelle Mi Hoa Yoon from the position of Minister, Word and Sacrament, Knox Presbyterian Church, Crieff.

**Adoption of Proposed Agenda**

Moved by Reuben St.Louis/Kim Uyede that the agenda as presented be approved as presented. Carried.

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## Reports

### **Business Committee ‘Appendix A’ – Rev. Darrell Clarke**

Moved by Reuben St.Louis/Kim Uyede that the report of the Business Committee be received and considered. Carried.

#### **a. Call to Mr. Dongwon “Brian” Jung to the pastoral of charge of Westside Presbyterian Church, Cambridge.**

The Presbytery has received a call from Westside Presbyterian Church, Cambridge to Mr. Dongwon “Brian” Jung of the Presbytery of West Toronto. The Clerk of the Presbytery has examined the call documents and found them to be in order.

Moved by Reuben St.Louis/Kim Uyede that the call to Mr. Dongwon “Brian” Jung, to the position of Minister of Word and Sacrament at Westside Presbyterian Church, in the Presbytery of Waterloo-Wellington, be received and considered. Carried.

#### **Narration of the Steps of the Call and the Reasons for Translation.**

The Rev. Megan Penfold, Interim Moderator, Westside PC, read the Reasons for Translation and Narration of the Steps of the Call.

Moved by Reuben St.Louis/Kim Uyede that the actions of the interim moderator, the Rev. Megan Penfold be approved, and that she receive the thanks of the Presbytery and that Rev. Penfold be dismissed at such time as Mr. Dongwon Jung is able to take up his ministry and pursuant to the terms of his Call with Westside PC. Carried.

#### **Guarantee of Stipend**

Moved by Reuben St.Louis/Kim Uyede that as the terms of the call and the guarantee of stipend are in order, that the guarantee of stipend to the Dongwon “Brian” Jung be deemed acceptable. Carried.

#### **Attestation**

The Clerk of Presbytery of Waterloo Wellington attested to the call: Total number of members 48 who subscribed at a congregational meeting on November 6th or 96%. A further 61 members subscribed to the call and gave permission to their elder to subscribe on their behalf to the call. In total 109 members of 128 subscribed to the call or 85% of the total membership.

#### **Speakers in Support of the Call**

Moved by Reuben St.Louis/Kim Uyede that representatives from Westside Presbyterian Church are invited to speak in support of the Call. Carried

Dale O’Connor, Zac Thomas and Sandy Grimwood spoke on behalf of the congregation.

#### **Sustaining the Call**

Moved by Reuben St.Louis/Kim Uyede that the call to Mr. Dongwon “Brian” Jung be sustained as a gospel call and approved by the Presbytery of Waterloo-Wellington and that the Call be forwarded to the

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Presbytery of West Toronto for their review and approval at their December 13, 2022, regular meeting. Carried.

Moved by Reuben St.Louis/Kim Uyede that the Rev. Megan Penfold serve as a mentor to Dongwon “Brian” Jung for a period of one year from the date of induction. Carried.

Moved by Reuben St.Louis/Kim Uyede that the setting of a date for ordination and induction of the Mr. Dongwon “Brian” Jung, and planning for that service, be left in the hands of the Moderator of Presbytery, the Clerk of Presbytery and the Interim Moderator of Westside, Cambridge and that the Rev. Reuben St. Louis be invited to preach at that induction. Carried.

### **Edict of Induction**

The Edict of Induction will be read at Westside PC the two Sundays prior to the induction. It will be prepared by the Clerk and a signed copy of the edict be returned to the Clerk before the Induction Service.

February 26, 2023, is a possible date for the ordination and induction.

The Moderator led the Presbytery in a prayer for Dongwon “Brian” Jung and the congregation of Westside PC.

### **b. Approval of the resignation of Rev. Mi Hoa “Michelle” Yoon as Minister of Word and Sacrament at Knox Presbyterian Church, Crieff**

On November 10<sup>th</sup>, 2022, the Rev. Mi Hoa “Michelle” Yoon informed the Session of Knox, Crieff of her intention to resign as Minister of Word and Sacrament effective December 31, 2022. The congregation was informed on November 13<sup>th</sup> and Michelle’s last Sunday at Knox, Crieff is December 25<sup>th</sup>, 2022.

### **Speakers in Support of the Decision**

Moved by Megan Penfold/Johan Olivier that the representatives from Knox Presbyterian Church, Crieff, be invited to speak regarding the resignation of their minister. Carried.

Judi Fischer, Rochelle Barber and Linda Markel spoke on behalf of the congregation.

Rev. Yoon sent her regrets for this meeting; however she forwarded the following message to the Presbytery.

*Dear Presbytery,*

*I would like to thank the Presbytery of Waterloo-Wellington for its support throughout my time at Knox Crieff Church. During the COVID-19 pandemic, the various supports provided by the Presbytery helped lessen the burden on our church. My five years serving as the minister at Knox Crieff have been a time of great blessing for me. In turn, I pray that our Lord will continue to bless and guide our Presbytery in the years ahead.*

*Thank you everyone, and Merry Christmas!*

*Michelle Yoon*

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Members of the Presbytery shared their messages of working with Rev. Yoon and wished her every blessing in her future.

### **Appointment of Interim Moderator**

Moved by Megan Penfold/Johan Olivier that the Congregational Response Team appoint Rev. John Borthwick as the interim moderator for Knox, Crieff, and that he will preach the pulpit vacant on Sunday, January 1, 2023. Carried.

Moved by Megan Penfold/Johan Olivier that the appointed Interim Moderator, with a second Presbyter of their choosing, conduct exit interviews with the minister and the session. Carried.

### **Transfer of Care**

Moved by Megan Penfold/Johan Olivier that Rev. Me Hoa “Michelle” Yoon be transferred to the care of the Presbytery of Oak Ridges, effective January 1, 2023. Carried.

The Moderator led the Presbytery in prayers of support for Rev. Yoon and the congregation of Knox, Crieff.

Moved by Megan Penfold/Johan Olivier that the report as a whole be accepted.

### **Next Meetings** (Information Only)

**Next Business Committee Meeting:** January 3, 2023, via Zoom 10am

**Next Regular Meeting:** January 10<sup>th</sup>, 2023 (via Zoom) 7pm

### **Prayer and Adjournment**

Moved by Reuben St. Louis/Gib McIlwrath that the meeting adjourn. Carried.

The Moderator closed the meeting with prayer.



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**1. Prayer and Constitution of the Presbytery – Rev. John Borthwick, Moderator**

**2. Attendance and Regrets**

Regrets: Rev. Courtenay Crawford, Rev. Hugh Donnelly, Rev. Kristine O'Brien, Rev. Dr. Mark Richardson, Rev. Glen Soderholm, Sue Senior

**Guests from Westside, Cambridge:**

Sandy Grimwood, co-clerk of session; Zac Thomas, co-convenor Search Committee; Dale O'Connor, co-convenor Search Committee; Edward Post; Sandra Ridsdale; Kim Coldham; Bert Perriman

Guests from Knox, Crieff:

Rochelle Barber, Debbie Bachura, Representative Elder

**3. Welcome and Introductions**

**Recommendation**

That the cited guests from Westside, Cambridge and Knox, Crieff be invited to sit and correspond with the Presbytery.

**4. Reason for Emergent Meeting**

This meeting has been convened to receive and consider a Call to the Dongwon “Brian” Jung, a student who has completed the requirements of M.Div at Knox College, residing in the Presbytery of West Toronto; to the position of Minister, Word and Sacrament, Westside Presbyterian Church, Cambridge; and to approve the resignation of the Rev. Michelle Mi Hoa Yoon from the position of Minister, Word and Sacrament, Knox Presbyterian Church, Crieff.

**5. Adoption of Proposed Agenda**

**Recommendation**

That the agenda as presented be approved as presented.

**6. Reports**

**Business Committee ‘Appendix A’ – Rev. Darrell Clarke**

- c. Call to Mr. Dongwon “Brian” Jung to the pastoral of charge of Westside Presbyterian Church, Cambridge.
- d. Approval of the resignation of Rev. Mi Hoa “Michelle” Yoon as Minister of Word and Sacrament at Knox Presbyterian Church, Crieff

**7. Next Meetings (Information Only)**

**Next Business Committee Meeting:** January 3, 2023 via Zoom 10am

**Next Regular Meeting:** January 10<sup>th</sup>, 2023 (via Zoom) 7pm

**8. Prayer and Adjournment**

## Appendix “A” – Business Committee

### Recommendation #1

That the report of the Business Committee be received and considered.

#### a. Call to Mr. Dongwon “Brian” Jung

The Presbytery has received a call from Westside Presbyterian Church, Cambridge to Mr. Dongwon “Brian” Jung of the Presbytery of West Toronto. The Clerk of the Presbytery has examined the call documents and found them to be in order.

### Recommendation #2

That the call to Mr. Dongwon “Brian” Jung, to the position of Minister of Word and Sacrament at Westside Presbyterian Church, in the Presbytery of Waterloo-Wellington, be received and considered.

**The Rev. Megan Penfold, Interim Moderator, Westside PC, is invited to complete her work as Interim Moderator and present the Reasons for Translation and Narration of the Steps of the Call to Mr. Dongwon “Brian” Jung.**

**Reasons for Translation and Narration of Steps Leading to the Call of Mr. Dongwon “Brian” Jung.**

### NARRATION OF STEPS and REASONS FOR TRANSLATION

1. At the November 9th, 2021, meeting of the Presbytery of Waterloo-Wellington, the Rev. Mark Gaskin indicated his intention to retire as Minister from Westside Presbyterian Church in Cambridge effective May 1st, 2022, with his final Sunday being April 24th, 2022. At that meeting, the Rev. Megan Penfold was appointed as the Interim Moderator for that congregation with her duties to officially begin on January 1st, 2022.
2. On December 16th, 2021 by invitation of the Rev. Gaskin, the Rev. Penfold sat in on a session meeting to meet the elders. The terms of a Memorandum of Understanding between Rev. Gaskin and the congregation were discussed. This outlined how the relationship between Rev. Gaskin and the congregation would change leading up to and following his retirement. At the end of the meeting, Rev. Gaskin excused himself and the elders and Rev. Penfold had a conversation about whom should be approached to form a search committee.
3. The Search Committee began meeting on January 17th, 2022, and met monthly thereafter. The initial tasks of conducting a Congregational Self-Analysis (completed by March 2022) and beginning to work on a Congregational Profile were divided up and undertaken.
4. On April 13th, 2022, an exit interview was conducted with Rev. Gaskin by the Revs. Bynum and Penfold. A report on this interview was made to the May 10th, 2022, meeting of the Presbytery of Waterloo-Wellington as part of the Congregational Response Team report.

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5. At the April 26th, 2022, session meeting the congregational profile for Westside was approved for circulation pending Rev. Gaskin's official retirement. On May 25th, 2022, the vacancy at Westside was listed through Ministry and Church Vocations on the Presbyterian Church in Canada's website.
6. The response to Westside's vacancy was strong. Over the summer months the Search Committee received numerous applications from candidates all over the globe. Each one was prayerfully considered with great care. By August a short list of 3 candidates was drawn up, additional information was requested, and conversations were undertaken to move forward. As these conversations and the interview process progressed, one strong candidate emerged and stood above the rest. At their September 26th, 2022, meeting the Search Committee unanimously agreed to recommend to the session that Dongwon (Brian) Jung be invited to preach for the call. The way Dongwon Brian speaks about ministry, his gifts for ministry and the range of his past experience in various forms of ministry, his obvious passion and enthusiasm for Westside's current and future ministry goals, and his genuine faith were very attractive to the Search Committee.
7. At their meeting on October 18th, 2022, the session unanimously voted in favour of inviting Dongwon (Brian) Jung to preach for the call on Sunday November 6th, 2022. Plans got underway to inform the congregation and by October 20th, 2022, everyone in the congregation had been informed of this upcoming event either through electronic or hand delivered mail. Elders further called to ensure members and adherents were aware of the upcoming events.
8. On Saturday November 5th, 2022, a meet and greet event was held in the afternoon at Westside with approximately 40 people attending. Following the meet and greet event the elders, Board of Managers and their spouses took Dongwon (Brian) Jung and his family out for dinner.
9. Dongwon (Brian) Jung led worship in the Sanctuary on Sunday November 6th and approximately 65 people were in attendance. The service was also broadcast over Westside's YouTube channel to enable broader access for those unable to attend.
10. Following worship Rev. Penfold conducted a congregational meeting with 59 people in attendance. The terms of the call were read and approved. A vote of the professing members was taken, by secret ballot, the result being that 96% voted in favour of calling Dongwon (Brian) Jung to become the next minister of Westside Presbyterian Church, Cambridge.
11. On November 6th, 2022, the call was signed by 48 professing members. Since that date a further 61 professing members requested an elder to subscribe to the same. As such, the call has been subscribed by 109 out of a possible 128 professing members of Westside Presbyterian Church, Cambridge. This represents 85% support. A further 19 adherents of the congregation out of a possible 58 have signed their concurrence to the call.

By their own persuasion and by the movement of the Lord through the due processes of the Church, the search committee, session, and congregation of Westside Presbyterian Church believe this to be a call from God upon the life of Mr. Dongwon (Brian) Jung. They ask the Presbytery of Waterloo Wellington to duly examine it and to sustain it as a regular gospel call and forward it to the Presbytery of West Toronto for their consideration.



### **Recommendation #3**

That the actions of the interim moderator, the Rev. Megan Penfold be approved, and that she receive the thanks of the Presbytery and that Rev. Penfold be dismissed at such time as Mr. Dongwon Jung is able to take up his ministry and pursuant to the terms of his Call with Westside PC..

### **Terms of the Call and Attestation of the Call: Rev. Darrell Clarke, Clerk, Waterloo-Wellington**

We, the professing members of Westside Presbyterian Church, Cambridge, being well satisfied with your faithfulness to the Gospel and your qualifications for the ministry of Word and Sacraments and confident that the Holy Spirit has led us to you, earnestly and solemnly call you, Mr. Dongwon (Brian) Jung, to become the minister of this congregation. In calling you we promise you all due respect, encouragement, and allegiance in the Lord as, together, we seek to use our gifts in the church and in the world to the glory of God. In order that you, Mr. Dongwon (Brian) Jung, may be free to devote yourself to ministry of Word and Sacraments among us, we the congregation of Westside Presbyterian Church hereby guarantee to the Presbytery of Waterloo Wellington, of The Presbyterian Church in Canada, that out of our estimated annual revenue of \$145,000{One Hundred and Forty-five thousand dollars} we promise and obligate ourselves to provide you, as a first charge thereon, the following annually:

#### Annual Stipend

Option A (inclusive of travel allowance) \$ 46,376

Option B (exclusive of travel allowance) \$\_\_\_\_\_

with travel reimbursed at \$\_\_\_\_\_/km up to annual maximum of \$\_\_\_\_\_

Housing Allowance (inclusive of utilities) \$ 24,000

Total \$ 70, 376

We agree to make payments of the above amounts on the first day of each month and agree to adjust the stipend and allowances annually in view of any changes in the cost of living or the needs of our minister.

#### We agree further:

1. To provide two weeks for continuing education annually and an allowance of \$1200 for this purpose.
2. That the benefits of number 1 above shall be cumulative up to five years.
3. To provide five weeks vacation annually, which shall be used in the year they are given.
4. To pay supply during the periods of continuing education and holidays.
5. To promote the practice of inter-mission, a self-funded 10-week furlough to be taken every five years for the purpose of spiritual renewal, engagement in mission, or other salutary endeavour, subject to the approval of Presbytery.
6. In case of disability or extended illness, to continue to provide stipend, accommodation and allowances for a period not less than that set by the General Assembly, and to pay the cost of pulpit supply.
7. To pay for Medical and Dental Insurance as provided through the Pensions and Benefits Board of the General Assembly and to make contributions to the Pension Plan in compliance with the terms of the plan.
8. To extend a Clergy Housing Grant or housing loan, as outlined by the Presbytery of Waterloo Wellington, and as your circumstances require.
9. To pay necessary moving expenses.



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Cambridge, ON, Nov. 6, 2022,

Date and Place

Cambridge, ON, Nov. 6, 2022,

Date and Place

Rev. Megan Penfold

Signature of Presiding Minister

Sandy Grimwood

Signature of Meeting Secretary

The terms of the call and the guarantee of stipend to the Mr. Dongwon “Brian” Jung were reviewed by the clerk and found to be in order.

**Recommendation #4**

That as the terms of the call and the guarantee of stipend are in order, that the guarantee of stipend to the Dongwon “Brian” Jung be deemed acceptable.

**Attestation**

The Clerk of Presbytery of Waterloo Wellington attested to the call: Total number of members 48 who subscribed at a congregational meeting on November 6th or 96%. A further 61 members subscribed to the call and gave permission to their elder to subscribe on their behalf to the call. In total 109 members of 128 subscribed to the call or 85% of the total membership.

Additionally 19 adherents concurred with the call.

**Recommendation #5**

That representatives from Westside Presbyterian Church are invited to speak in support of the Call.

**Recommendation #6**

That the call to Mr. Dongwon “Brian” Jung be sustained as a gospel call and approved by the Presbytery of Waterloo-Wellington and that the Call be forwarded to the Presbytery of West Toronto for their review and approval at their December 13, 2022, regular meeting.

**Recommendation #7**

That the Rev. Megan Penfold serve as a mentor to Dongwon “Brian” Jung for a period of one year from the date of induction.

**Recommendation #8**

That the setting of a date for ordination and induction of the Mr. Dongwon “Brian” Jung, and planning for that service, be left in the hands of the Moderator of Presbytery, the Clerk of Presbytery and the Interim Moderator of Westside, Cambridge and that the Rev. Reuben St. Louis be invited to preach at that induction.

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**b. The Resignation of Rev. Michelle Mi Hoa Yoon from Ministry of Word and Sacrament at Knox, Crieff.**

On November 10<sup>th</sup>, 2022, the Rev. Mi Hoa “Michelle” Yoon informed the Session of Knox, Crieff of her intention to resign as Minister of Word and Sacrament effective December 31, 2022. The congregation was informed on November 13<sup>th</sup> and Michelle’s last Sunday at Knox, Crieff is December 25<sup>th</sup>, 2022.

**Recommendation #9:**

That the representatives from Knox Presbyterian Church, Crieff, be invited to speak regarding the resignation of their minister.

**Recommendation #10:**

That the request from the Rev. Mi Hoa “Michelle” Yoon, to resign from the Ministry of Word and Sacrament effective, December 31, 2022, be approved.

*[Members of the court are invited to share best wishes.]*

*[The Rev. Yoon is also invited to address the court.]*

**Recommendation #11:**

That the Congregational Response Team appoint Rev. John Borthwick as the interim moderator for Knox, Crieff, and that he will preach the pulpit vacant on Sunday, January 1, 2023..

**Recommendation #12:**

That the appointed Interim Moderator, with a second Presbyter of their choosing, conduct exit interviews with the minister and the session.

**Recommendation #13**

That Rev. Me Hoa “Michelle” Yoon be transferred to the care of the Presbytery of Oak Ridges, effective December 31, 2022.

*Prayer of the Moderator*

**Recommendation #14**

That the report as a whole be accepted.