

Rev. Hugh Donnelly of Knox, Waterloo opened with a welcome and prayer to the Presbytery. The Moderator, Bill Bynum, constituted the court.

Attendance and Regrets

Attendance

Minister's: Rev. Peter Bush, Rev. Courtney Crawford, Rev. Hugh Donnelly, Rev. Scott McAndless, rev. Bill Bynum (Moderator), Rev. Susan Clarke, Rev. Marty Molengraaf, Rev. Johan Olivier, Rev. Nick Pavel, Rev. Megan Penfold, Rev. Reuben St. Louis, Rev. Dr. Frank Szatmari

Representative Elders: Lenore Arbuckle, Jeanette Bomhoff, Janet DeGroot, Bob Galbraith, Alan Israel, Daewoo Lee, Werner Kuemmling, Peggy Lennox, Dave Mallet, Doug McCaig, Alistair McIlwraith, Gib McIlwraith, Vern Platt, Sue Senior, Louise Sharpe-Berges, Bonnie Street, Rick Thomas, Doris Tubman, Kim Uyede, Rhonda Wright, Alex McNabb

Alt Rep's: Sharon Feldmann, Pauline Hall, Christy White, Catherine Hertel

Appendix: Rev. Darrell Clarke (Clerk)

Treasurer: George Myers

Note: Of the 40 members of Presbytery participating, 28 attended in person or 70% 12 via zoom.

Regrets: Ministers: Rev. John Borthwick, Rev. Alex MacLeod, Rev. Kathy Morden, Rev. Kristine O'Brien, Rev. Diane Boyd, Rev. Glen Soderholm, Rev. Ed Charlton, Rev. Aubrey Botha

WMS: Jean Godin

Adoption of Proposed Agenda

Moved by Louise Berges Sharpe/Johan Olivier that the agenda as presented be accepted. Carried.

Minutes of March 6 Emergent and March 8 Regular Presbytery Meetings

Moved by Louise Berges Sharpe/Johan Olivier that the minute(s) of March 6 emergent meeting and/or March 8 regular meeting be adopted as presented. Carried

Business Committee – Darrell Clarke (see Appendix “A”)

General Business

Moved by Louise Sharpe-Berges/John Olivier that the report of the business committee be received for consideration. Carried

The convenor presented the report of the Business Committee on behalf of the moderator with associated recommendations. General business was dealt with first.

Moved by Louise Sharpe-Berges/Johan Olivier that the distribution of the correspondence by the Business Committee be homologated.

Moved by Louise Sharpe-Berges/Johan Olivier that the memorial minute for the Rev. John McGurrin be adopted. (see Appendix)

Moved by Louise Sharpe-Berges/Johan Olivier that the memorial minute for Walter MacNeil be adopted.

Walter MacNeil passed away on Monday, April 4, 2022, at Lisaard House at the age of 65 years. Best friend and soulmate of Cathie (nee Hobson) and cherished father of Erin (Morgan Wilson), Meagan (Philip



Bishop) and Brittany (Tyler Sheppard). Walter's family, blood or chosen, was everything to him ... his greatest accomplishment being his three beautiful daughters. He was a loyal friend, had a wicked sense of humour, loved his fishing trips, no matter the weather and was always ready with a helping hand. He was proud to have served his country as a reservist for 21 years, retiring as Regimental Sergeant Major of the Highland Fusiliers of Canada in 1994. He retired as Deputy Fire Chief of Operations from the Cambridge Fire Department in 2017 after serving for 32 years. Walter served the community where he lived both as Chairman of the Valens Community Centre and an Elder at Knox Presbyterian Church, Crieff. Giving back was especially important to Walter and for many years volunteered his time to the Cambridge Firefighters Basket Fund and the Cambridge Self-Help Food Bank Backpacks for Bookworms program.

Moved by Louise Sharpe-Berges/Johan Olivier that the Rev. Barbara Molengraaf formerly of the Presbytery of Brampton is received into the care of the Presbytery of Waterloo-Wellington and her name be placed on the appendix to the Roll.

Guelph Ecumenical Ministry Board

Moved by Louise Sharpe-Berges/Johan Olivier that _____ be appointed as the Presbytery's representative on the Board of the Guelph Ecumenical Ministry. Withdrawn.

Post-secondary Campus Ministry Grants

Moved by Louise Sharpe-Berges/Johan Olivier that the applied for amounts of each of Knox, Waterloo, Kortright PC, and Joonim PC, be adjusted as a percentage of total available for funds and the applications, with the following applications and amounts to be approved: Knox, Waterloo (\$7172), Kortright PC (\$4558) and Joonim PC (\$3108). Motion tabled.

Discussion followed.

Moved by Hugh Donnelly/Megan Penfold that the full amount of the applications be approved. Motion withdrawn as original motion tabled.

Duly moved and seconded that the recommendation be tabled.

Covid Congregational Covid Grant reports

The court dispensed with the receipt of verbal reports in favour of the written reports already received.

Moderator for 2022-2023

Moved by Louise Sharpe-Berges/Johan Olivier that _____ be nominated as the moderator of the Presbytery of Waterloo-Wellington for the 2022-2023 Term. Withdrawn.

Treasurer Job Description and Terms

Moved by Louise Sharpe-Berges/Johan Olivier that the revised job description of Treasurer be adopted and replace the current job description within the Standing Orders. Carried.

Moved by Louise Sharpe-Berges/Johan Olivier that the terms of the job description/future contract be adopted. Carried.

Report of the Moderator's Special Committee re dissent of G. McIlwrath April 23 (Correspondence #125)

Moved by Scott McAndless/Marty Molengraaf that the report of the committee be received and considered. Carried.



Moved by Scott McAndless/ Sue Senior that this report be entered into the minutes by the Presbytery as a response to the dissent of Mr. McIlwraith. Carried.

Moved by Scott McAndless/ Marty Molengraaf that the Business Committee review its mandate as per the Standing Orders and clarify to the Presbytery its role and the scope of its responsibilities.

Gib McIlwraith rose on a point of order and registered his dissent to all three of the forgoing motions.

Moved by Scott McAndless/Marty Molengraaf that this report be adopted, and that the committee be dismissed.

This is my filing for a complaint against the Presbytery of Waterloo-Wellington and seek a corrective action. At the Presbytery meeting of May 10 a draft report of a special moderators committee was presented it is copied in its entirety further below.

There are numerous flaws in the draft report which were made the report by Presbytery. I quote to wit "In particular, the dissenter makes claims regarding the relationship between Presbytery and the Business committee, to wit:

- "the Business committee can instruct the treasurer not to issue the cheques."
- "Presbytery can not directly approve spending unless it comes from or through the business committee."

These statements are incorrect and misleading in that they imply that the Business Committee has some sort of power or veto over the actions of Presbytery. We feel the need to affirm that the Business Committee is the servant of Presbytery and is responsible to it for all of the committee's actions. The Business Committee is not an executive committee and holds no powers except those designated to it by the Presbytery. The Presbytery should rightly respect the members of the Business committee (and all of its committees) for the work that they do and the wisdom they have. While the Presbytery ought to make it a practice to consult its committees regarding actions in the areas of their concern, it needs to be made clear that Presbytery is not constrained by its committees."

This statement is misleading and false as the committee failed to contact me in any way to seek clarification. In their words they implied (assumed) meaning which was not in my complaint. The first statement they quote for the business committee to take action was correct. They failed to check the treasurer's duties, the moderators, and clerks' duties. They would have found that in exigent circumstances there is action taken and sometimes in day to day activities it is then brought to Presbytery for amalgamation e.g. assigning of correspondence. In the event of calamities - death of a serving minister - burning of a sanctuary, a minister abandoning their position without warning etc. the clerk and the moderator act.

In the case being discussed they were fiduciary duties and responsibilities to take action to protect the presbytery. A motion had passed but was subsequently ruled out of order. The treasurer in following his duties could have been issuing cheques. The moment the motion is decided out of order there is a fiduciary action required so that no harm can be found against them and that action should have been to notify the treasurer not to issue any cheques and if there had been some issued to stop payment or advise those in possession of them not to cash them and possible to ask for money back.

Once something is no longer proper and in order immediate action is required. Yes presbytery has to be made aware and homologate the action taken or consider some alternate action that would be proper.

The corrective action I am seeking is a withdrawal of the report and a broader explanatory document for presbytery and some training for all members (including myself)

Whichever some members like it or not we de facto have an executive in our business committee to keep Presbytery running between meetings (30 to 90 days). Yes they have to bring everything to presbytery but sometime after the fact.

Respectfully submitted.

Gibson McIlwraith



There is a request on the last agenda (no minutes out yet so I can't comment on what will be said) for the business committee to review its mandate and rules. I would like to suggest that the whole presbytery reviews how it is practicing its oversight of members - congregations - elders and ministers - as required by the founding act and subsequent Acts and proceedings and book of forms. At this time we are sorely weak in this area. There should be visitations or something equivalent and perhaps some sort of reporting to Presbytery (or informing of Presbytery for those who don't like mandatory reporting)

Gib McIlwrath

Moved by Louise Sharpe-Berges/Johan Olivier that the report of the Business Committee be adopted.

Report of the Treasurer - George Myers (see "appendix B" and attached documents)

Moved by Louise Berges/Vern Platt that the Treasurer's report be received for consideration. Carried.

The treasurer updated the Presbytery on the fiscal position of the budget and various funds. The following recommendations were contained within the report.

Moved by Louise Berges/Vern Platt that the Interim Financial Statements to April 30, 2022 be accepted. Carried.

Moved by Louise Berges/Vern Platt that the balance of \$28,712 in the Congregational Covid Fund to the ReEmergency Fund. Carried.

Moved by Louise Berges/Vern Platt that the report as a whole be adopted. Carried.

Notice of Motion: The Standing Orders of W W Presbytery, "Trust Fund" Section 3.9 and Appendix "B", that when the fund drops below \$16,000, premiums will be re-introduced to restore the fund to \$20,000. With recent claims on the Trust Fund, it will have dropped well below the \$16,000 minimum and needs to be restored. There is consideration under way to move the budgeted amount \$1500 for New Life Counselling to the Trust Fund as a starter for this year and the Trustees determine an amount to be added to the 2023 budget to bring the amount in line.

Report of the Finance & Property Team - Louise Sharpe-Berges & Vern Platt (see "Appendix C")

Moved by Louise Sharpe-Berges/Vern Platt that the Property and Finance Report be received and considered. Carried.

The co-convenor, Louise Berges Sharpe presented the report of the Property and Finance team and related recommendations.

Terms of Reference

Moved by Louise Sharpe-Berges/Vern Platt **that** the Terms of Reference for the redevelopment Assistance Fund including the information found in italics within the document and that the Clerk be instructed to include this document in the Standing Orders of the Presbytery be approved. Unforeseen and/or incidental non-financial terms may be modified within one year of the approval date without a notice of motion. Carried.



Moved by Louise Sharpe-Berges/Vern Platt that the updated text in the Terms of Reference for the reEmergency Financing and Repair Fund be approved and that the Clerk instructed to include this document in the Standing Orders of the Presbytery. Carried.

Emergent Item: Sale of the Manse – Knox, Palmerston

Moved by Louise Sharpe Berges/Vern Platt that the manse of Knox, Palmerston, pastoral charge be sold. Carried.

Moved by Louise Sharpe Berges/Vern Platt that the proceeds of the sale apply towards \$62,500 of outstanding debt and closing costs related to the sale of the manse. Carried.

,Moved by Louise Sharpe-Berges/Vern Platt that the report, as a whole, be accepted. Carried.

Report of the Renewal Team - Johan Oliver (see “Appendix D”)

Moved by Olivier Johan/Scott McAndless that the report of the Renewal Team be received and considered. Carried.

The convenor of the Renewal team provided a summary pf committee activity and moved the fo0llwoing recommendations:

Two Rivers Congregation

Moved by Johan Olivier/Scott McAndless that the Presbytery engage in a conversation between the leadership of Two Rivers Church and representatives of the Renewal Team and Congregational Response team with the goal of bringing forward a recommendation (through the Congregational Response team) regarding moving forward (or not moving forward) with the constitution of a congregation of Two Rivers Church to a future Presbytery meeting. Carried.

Funding for Two Rivers

The Presbytery has been very faithful in terms of supporting the growth and development of Two Rivers Church for several years now. The TRC Leadership Team and the Renewal Team agree that it is time to begin to decrease grants as the Two Rivers mission moves to self-sustainability. At the same time, it is important for Two Rivers Church to know what’s available to plan accordingly.

Therefore, the renewal team would like to bring forward the following motion.

Moved by Johan Olivier/Scott MacAndless that the Presbytery commit itself to support the work of Two Rivers as follows for the next three years and that the grants come from the Re-Generation Endowment Fund over and above the interest available for renewal projects:

2023	-	\$13,000
2024	-	\$8,000
2025 - \$3,000		

Moved by Johan Olivier/scott McAndless that the report of the Renewal Team be adopted as a whole

Congregational Response Team –Diane Boyd (see “Appendix E”)

Megan Penfold presented the Congregational response team report and its recommendations on behalf of the convenor.

Moved by Megan penfold/Doug McCaig that the report of the Congregational Response Team be received and considered. Carried.

Westside PC

Moved by Megan Penfold/Doug McCaig that the Rev. Mark Gaskin and the congregation of Westside be commended for such a fruitful and mutually supportive ministry together. Carried.

Moved by Megan Penfold/Doug McCaig that the congregation of Westside Presbyterian be given permission to proceed with the search process. Carried.

For Information

CRT is assessing the current honoraria for Clerk of Presbytery, Treasurer of Presbytery, Moderator of Presbytery, and Interim Moderators and will make recommendations at a future Presbytery meeting.

Moved by Megan Penfold/Doug McCaig that the report of the Congregational Response Team be approved as a whole. Carried.

Equipping Leadership Team – Peter Bush (see “Appendix F”)

The convenor of the equipping leadership team presented the report of the team and associated recommendations.

Study Leave request from The Rev. Johan Olivier

Moved by Peter bush/Peggy Lennox that the Presbytery of Waterloo-Wellington approve the study leave request of The Rev. Johan Olivier, May 2-6, 2022. Carried.

Students for Ministry

Chris Clements has moved to Abbotsford, BC to a position that has now become permanent. Therefore he is asking that his care be transferred to the Presbytery of Westminster.

Moved by Peter bush/Peggy Lennox that the care of Chris Clements, a candidate for ministry, be transferred to the Presbytery of Westminster. Carried.

It was also noted that Beth Anne Fisher, a member of Two Rivers Church, Guelph, has begun the discernment process leading towards ordained ministry in The Presbyterian Church in Canada.

Ministers’ Housing

It was moved and duly seconded that recommendations 5 and 6 of the equipping Leadership report of January 2022 be lifted from the table. Carried

Background: The purpose of the clergy remuneration package is to provide the funds needed so that the minister can commit themselves to the work of ministry without undue concern about their and their family’s material well-being. Because of the Presbytery’s commitment to this core principle, housing allowances, for clergy purchasing their homes, have risen consistently over the years.

The present dramatic rise in housing prices has led to a need to think deeply about what it means to remunerate clergy in two specific situations. First, which Recommendation 5 deals with new clergy into the Presbytery who are seeking to purchase a home. And second, which Recommendation 6 deal with which is ministers living in manses or in rental accommodation.



It may be asked: why are these Presbytery matters and not simply matters to be worked out in the relationship between congregation and minister? The reason being that the Presbytery is the employer, and ultimately matters of human resources involving clergy are the Presbytery's to resolve. Amendments have been made to Recommendation 5 on the basis of information gleaned by the Property and Finance Team of the Presbytery.

The \$50,000 ceiling on the loans will be reviewed annually in time for the Sept. meeting of the Presbytery, taking into account cost of living increases, specifically housing cost increases. These are loans and not mortgages and are not to be interpreted as mortgages

These loans are interest free and payment free for the first 10 years. Payments on the loans begin on the 11th anniversary of the loan. The loan remains interest free for the next 5 years. On the 16th anniversary of the loan an interest rate of the Overnight Bank Rate (often called the Prime Rate) plus 1% will begin being charged on the outstanding balance.

The loan can be repaid in full at any time, and will be repaid in full if the minister were to sell their house, or retire.

These loans will be made available to ministers who have been added to the roll of the Presbytery and purchased houses since Jan. 1, 2020. Ministers must take the initiative in requesting their congregation apply to the Property and Finance Team for the loan. Funds to come from the reDevelopment Assistance Fund.

It is strongly advised that clergy speak to their financial advisor and mortgage holder before taking out this loan from the Presbytery of Waterloo-Wellington through the congregation they serve.

Moved by Peter Bush/Peggy Lennox that the Presbytery of Waterloo-Wellington provide loans of up to \$50,000 to congregations so that the congregations can provide loans to ministers being added to the roll of the Presbytery who are purchasing homes. Motion referred back to Equipping Leadership Team

Discussion followed.

Moved by Reuben St. Louis/Hugh Donnelly that recommendation #5 be referred back to the Equipping Leadership Team. Carried.

Recommendation #6

The Equipping Leadership Team notes that the most recent Federal Budget has opened the door to something very much like what was proposed in the original Recommendation 6. Some changes have been made to language and figures to adjust to the new proposed legislation.

These grants would be treated as taxable income (they would be "other income" not employment income so no deductions would be taken off). The minister would then either put the funds into a First-time Homeowners Savings Plan or into an RRSP. In the case of the former the funds would be tax free going in – and tax free coming out if the funds were used to purchase a house/condo/etc. In the later case they would be tax free going into the fund and taxable coming out as in the case of all RRSP's.

Questions may be raised about why these grants are coming from a fund whose purpose is "spreading the Good News". The same could be said about the housing allowances congregations provide to clergy, congregational members are giving towards advancing of the reign of God, and the funds are providing housing for their minister. Ensuring that the workers in the vineyard receive their wages is a means of "spreading the Good News" (I Tim. 5:17,18).

Further, beginning on Jan. 1, 2024 that the Presbytery of Waterloo-Wellington instruct congregations provide \$3,600 per year (\$300 a month) to each minister in the presbytery who is living in a manse or who is renting their accommodation. The \$3,600 annual amount will be reviewed annually by the

Presbytery in time for the Sept. meeting of Presbytery. In 2024 the Presbytery it will pay half the benefit and the congregation the other half. In 2025 congregations will become responsible for paying the full amount of the benefit. The Presbytery's portion to come from the reDevelopment Assistance Fund.

It would be wise for ministers to consult with a financial adviser about the best options for the management of these funds.

Moved by Peter Bush/Peggy Lennox that the Presbytery of Waterloo-Wellington provide \$6,000 grants in 2022 to each minister in the presbytery who is living in a manse or who is renting their accommodation. That the \$6,000 be reviewed for the Sept. 2023 meeting of Presbytery and adjusted for inflation, with the revised figure being the grant level for 2023. The funds to come from the reDevelopment Assistance Fund. The funds are to be used toward the minister's future accommodation costs. Motion referred back to the Equipping Leadership Team.

Discussion followed.

Moved by Sue Senior/Courtney Crawford that Recommendation #6 be referred back to the Equipping Leadership team. Carried.

“Our Pulpits are Full of Empty Preachers” is taken from an article that appeared in Christianity Today in the last month, an article that has found resonance in a number of church leadership conversations. You can find the article at: [Our Pulpits Are Full of Empty Preachers | Christianity Today](#) .

The Equipping Leadership Team aware of the exhaustion of church leaders, including the members of Presbytery brings the following suggestions.

1. We encourage all church leaders, but especially clergy, to develop safe places where they can talk about what is going on. This is a critical need going forward as the transitions will continue.
2. We believe that for the June meeting of Presbytery, the Presbytery should pay for a catered supper. The Equipping Leadership team is prepared to take leadership on this matter.

Moved by Peter Bush/Peggy Lennox that the Presbytery of Waterloo-Wellington have a catered meal provided before the June meeting of Presbytery. The funds to come from the Presbytery budget.

3. All clergy and ministry personnel are encouraged to access the funds in the Trust Fund which are available to provide funds to help with counseling and other supports.
4. Sessions should ensure that clergy take holidays. Clergy are not indispensable; churches will survive if ministers take holidays.

Guidance to Help Amend Policy, Procedure and Practice to Reflect the Church's Decisions about Gender and Sexuality

The team updated the Presbytery on their progress with the above document and are set to report in January 2022.

Sue Senior stated that this should be done in consultation with those affected by this.

Hugh Donnelly extended the gratitude of the Presbytery to the Equipping Leadership Team for their work and noted the debate and engagement of the Presbytery.



PRESBYTERY OF WATERLOO-WELLINGTON

PRESBYTERIAN CHURCH IN CANADA

Regular Meeting, May 10, 2002

Knox Waterloo, 7PM

**Next Meetings Business Committee June 14, July 5, August 2,
Presbytery: June 21, 2021 (Crieff Centre) with in person meeting**

Adjournment

Moved by Hugh Donnelly that the meeting adjourn. Carried.

The moderator closed the meeting with prayer.

Appendix A: Business Committee Report – Darrell Clarke

Recommendation #1

That the report of the business committee be received for consideration.

a. Correspondence (as off May 6, 2022)

#	Received/Sent	Topic	Referred to:
73	Liz Nolan (P. Grespan)	Watson Estate Property Update	Bus. Committee
74	Rev. Hugh Donnelly	Covid Grant App (6000) Knox, Waterloo	Bus. Committee
75	Paul Grespan	Confirmation of Start of Litigation	Bus. Committee
76	Rev. Peter Bush	Dissent re Watson Estate Litigation	Presbytery
77		Covid Grant Application (6000) Palmerston	Bus. Committee
78	Rev. Peter Bush	Covid Grant Application (6000) STAS Fergus	Bus. Committee
79	Mavis Ho	The Art of Transitional Ministry	Presbytery
80	Liz Nolan (P. Grespan)	Watson Estate Tax Matters	Bus. Committee
81	Crieff Hill Events	Summer Clergy Wellness Retreat	Presbytery
82	Presbyterian College	Encouragement Conference	Presbytery
83	Liz Nolan (P. Grespan)	Confirmation of Tax Accountant	Bus. Committee
84	Rev. Nick Pavel	Covid Grant Application (6000) Mt Forest	Bus. Committee
85	Liz Nolan (P. Grespan)	Watson Estate Banking Update	Bus. Committee
86	Rev. Glen Soderholm	Covid Grant Application (6000) Two Rivers	Bus. Committee
87	Penny Ranken	Covid Grant Application (6000) Conn	Bus. Committee
88	Jo-Anne Hall	Covid Grant Application (6000) Alma	Bus. Committee
89	Rev. Kristine O'Brien	Covid Grant Application (6000) Crieff	Bus. Committee
90	Theresa MacDonald	March Kintails Newsletter	Presbytery
91	Daewon Lee	Covid Grant Application (6000) Joonim	Bus. Committee
92	Paul Grespan	Litigation Update w. Trent Johnson (zoom)	Bus. Committee
93	Rev. Don Muir	Principal Clerk Appointment	Presbytery
94	Rev. John Borthwick	Covid Grant Application (6000) STA's Guelph	Bus. Committee
95	Rev. Andrew Hyde	Position on Guelph Ecumenical Min. Board	Presbytery
96	Rev. Paki Tais-ulavan	Greetings from Bunun Pres/Restart Exchanges	Equipping Leadership
97	Liz Nolan (P. Grespan)	Property Maintenance Invoices	Bus. Committee
98	Winnipeg Intercity Mission	Spring 2022 Report	Presbytery
99	Rev. Johan Olivier	Study Leave Request	Equipping Leadership
100	Warren McEachern	Request to sell Manse, Knox PC, Palmerston	Cong Resp/P&F Teams
101	Presbyterian History Society	Presbyterian Short History	Presbytery
102	Presbyterian College	Way of Forgiveness, Convocation et al	Presbytery
103	Kathryn Muir	Changes to the Roll	Presbytery
104	Ruth Song	Operation Lights Out Premiere	Presbytery
105	Margie Warren	Covid Grant Application (6000) St.A's,	Bus. Committee
106	Rev. Darrell Clarke	Request for Nominations for Moderator	Presbytery (OB)
107	Terrie-Lee Hamilton	PC Biz Demonstration for clerks	Clerk
108	Louise Sharpe-Berges	Covid Grant Application (6000) Kortright	Bus. Committee
109	Maggie Leung	Presbytery Sharing report - March 2022	Presbytery
110	Rev. Reuben St Louis	Covid Grant Application (6000) Gale, Elmira	Bus. Committee
111	Jackie Czeglédi	Deadline for 2021 Statistical Report, Apr. 14	Presbytery
112	Crieff Hill Events	Easter and Upcoming Events	Presbytery
113	Trent Johnson, SV Law	Litigation Update	Bus. Committee
114	Rev. Megan Penfold	Covid Grant Application (6000) Doon	Bus. Committee
115	Rev. Scott McAndless	Covid Grant Application (6000) St.A's, Hespeler	Bus. Committee
116	Rev. Rick Fee	Operation Lights Out Premiere	Presbytery
117	Rev. Darrell Clarke	Reminder to submit Statistics Reports	Presbytery
118	Rev. Darrell Clarke	Reminder to submit Pres. Sharing Allocation	Presbytery
119	Trent Johnson, SV Law	Litigation Update	Bus. Committee
120	Kathryn Muir	Checking A and P content accuracy	Clerk
121	Joni Smith	Alternatives to Power Church +	Presbytery
122	Rev. Mark Richardson	Request for funds from the Trust fund	Treasurer
123	Presbyterian History Society	Special release: operation lights out	Presbytery
124	Shelly Maitland	Covid Grant Application (6000) Knox, Elora	Bus. Committee
125	Rev. Scott McAndless	Report of the Special Committee	Moderator
126	Louise Sharpe-Berges	Gender equality in Stipend report	Clerk
127	George Myers	Survey of Christian Charities	Presbytery
128	Rev. Megan Penfold	Congregational Covid Grant Report, Doon	Bcomm/Presbytery
129	Theresa MacDonald-Lee	April Kintails	Presbytery
130	Marjorie Copeland	Request for Degree Information for A&P	Ministers
131	Trent Johnson, SV Law	Litigation Material sum./review of drafts	Clerk
132	Maggie Leung	Presbyterian Sharing Update-April 2022	Presbytery
133	Kathryn Muir	Changes to the Roll-April 2022	Presbytery
134	Maggie Leung	Presbyterian Sharing, April 2022 Report	Presbytery
135	Presbyterian History Society	Presbyterian history Short: '72 Hymnbook	Presbytery
136	Jo-Anne Hall	Cong. Covid grant Report, St. Andrews, Alma	Bcomm/Presbytery
137	Liz Nolan (P. Grespan)	Additional Invoices	Bus. Committee
138	Katharine Sisk	Symposium on Addictions pub. Health crisis	Presbytery
139	Rev. Phillip Song	Post-Secondary Student Ministry Application	Bus. Committee
140	Louise Sharpe-Berges	P&F Team Letter to EL Team re Recs. 5&6	EL Team
141	Rev. Dean Adlam	Transfer of Rev. Mark Gaskin	Pres. Of Paris (OB)
142	Angela Agosta (T. Johnson)	Retainer Agreement SV Law	Clerk
143	Trent Johnson, SV Law	Conversation re Litigation	Clerk
144	Terrie-Lee Hamilton	Memorial Minutes deadline	Clerk

Recommendation #2

That the distribution of the correspondence by the Business Committee be homologated.

b. Memorial Minute: Rev. John McGurrin

John was born in Brockville, Ontario and his family were members of First Presbyterian Church in Brockville. By the age of 16, John was called to spend the summer in a rural Manitoba community serving as a student minister to a congregation there. He became a public elementary teacher and was married to Eleanor in May of 1967 at First Presbyterian, being actively involved in the church throughout this time. In 1976, he and his young family moved to Huntingdon, Quebec in order pursue his Bachelor of Theology studies with the Presbyterian College at McGill University. During this time in addition to his studies, John was the sole minister in a student capacity to the very busy 3-point charge of St. Andrew's Huntingdon-Athelstan-Elgin Presbyterian. Upon his ordination in 1979, John and the family moved to Amherstview, Ontario where he was the minister of Trinity Presbyterian. In 1981, John and the family spent the summer in Pennsylvania where he completed some post-graduate studies in Theology at Drew University. From the fall of 1981 until 1989, John was the minister to Westminster Presbyterian in Smiths Falls. Upon his return to teaching in 1989, John continued to actively do pulpit supply in the Brockville-Smiths Falls area, until the family moved to Brampton in 1990 where John and the family became members at St. Andrew's, Brampton. In the 1990s-early 2000s, along with continuing to be a full-time elementary teacher, John also continued his calling by conducting pulpit supply at the church and for many other congregations in the Brampton Presbytery. He was also for a period of time a part-time minister at St. Andrew's, Brampton in addition to his full-time teaching. In 2005, John and his wife Eleanor moved to Guelph and soon made Knox Guelph their home. John continued to do pulpit supply in churches around this presbytery and in the Brampton area when called upon. Over the years at Knox Guelph, John continued to minister in a variety of ways including conducting services when invited, telling children's stories, conducting Bible study, writing a regular bulletin for shut-in members and volunteering at the Knox VBS, all of which he greatly enjoyed. Upon becoming a resident at St. Joseph's Health Centre this past year, he became well-acquainted with the chaplain Simon and continued to minister, introducing, and conducting a weekly Bible study on his floor with his fellow residents. John will be greatly missed by his Knox Church family.

Recommendation #3

That the memorial minute of the Rev. John McGurrin be adopted.

c. Memorial Minute, Mr. Walter MacNeil, Rep. Elder, Knox, Crieff

Recommendation #4

That the memorial minute of the Mr. Walter MacNeil be adopted.

d. Transfer of Rev. Barbara Molengraaf to the Presbytery of Waterloo-Wellington.

Recommendation #5

That the Rev. Barbara Molengraaf formerly of the Presbytery of Brampton is received into the care of the Presbytery of Waterloo-Wellington and her name be placed on the appendix to the Roll.

e. Board Member for the Guelph Ecumenical Ministry at the University of Guelph (Correspondence #95)

A position for a member of Presbyterian Clergy is open on the Board of the Guelph Ecumenical Ministry. This person would also be the liaison between the ministry and the Presbytery.

Recommendation #6

That _____ be appointed as the Presbytery's representative on the Board of the Guelph Ecumenical Ministry.

f. Student Ministry Grants and Budgets (Correspondence #21-224, #21-268, #22-139)

Although the deadline for application is May 15, 2022, the Presbytery has received Post-Secondary Student Ministry Applications with budgets (see attached documents), from Knox Waterloo (\$7800), Kortright PC (\$4950) and Joonim PC (\$3375). The campus ministry fund Terms of Reference state that *up to 10% of the fund can be spent in a 12-month period of July 1 to June 30*. As of May 1, 2022 10% of the Campus Ministry Fund is \$14,848.

Recommendation #7

That the applied for amounts of each of Knox, Waterloo, Kortright PC, and Joonim PC, be adjusted as a percentage of total available for funds and the applications, with the following applications and amounts to be approved: Knox, Waterloo (\$7172), Kortright PC (\$4558) and Joonim PC (\$3108).

g. Covid Congregational Reports, January, March and May meetings

March 2022: **Calvin, Kitchener**; Duff's, Puslinch; **Westside, Cambridge**; **St. Andrew's, Arthur**; St. Andrew's, Kitchener; **Knox-Calvin, Harriston**; **St. Andrew's, Fergus**; Central, Cambridge, **Two Rivers, Guelph**, Kortright, Guelph (moved from January)

May 2022: **Knox, Waterloo**; Knox, Elora; Knox, Crieff; **Doon, Kitchener**; **St. Andrew's, Alma**; Rockwood; Knox, Guelph; Knox Preston; Gordonville

h. Nomination of Moderator for 2022-2023 Term

Recommendation #8

That _____ be nominated as the moderator of the Presbytery of Waterloo-Wellington for the 2022-2023 Term.

i. Proposed treasurer's job description



**Presbytery of Waterloo-Wellington
Treasurer's Job Description
April 29, 2022**

The Treasurer is accountable to the Presbytery through the Finance and Property Team Business Committee.

Job Description summary: The Treasurer is required to manage all financial matters, income, loans, expenses, payroll, records, banking, special funds, statements, government filings and applications, as well as attend and advise all regular Finance and Property Team meetings, Business Committee meetings, Presbytery meetings, extra meetings, special committees, correspond with all of the above and congregational Treasurers, banks, Governments, PCC head office, and any other situation that arises.

Financial Matters

1/Income:

Work with the Finance and Property Team to develop annual budget, including budget requirements of Presbytery Teams

Calculate and recommend annual congregational assessments. Requires the approval of Presbytery

Advise congregational treasurers of the budget and their share of the assessments to cover the budget and the terms of payment.

Receive the cheques and post-dated cheques from the congregations and deposit into the proper accounts and make necessary journal entries.

Receive any other income and deposit in proper accounts and make necessary transfers and journal entries

2/Loans

Set up loan contracts and attain signatures from Trustee Fund Trustees

Guide congregational loan requests from the various funds through Presbytery and obtain the necessary signatures of presbytery and congregational personnel.

Receive any loan payments and make necessary transfers and journal entries.

Keep track of outstanding loans and correspond with loanees when necessary.

3/Expenses

Receive invoices and requests for payment and seek approval where necessary.

Analyse Presbytery requests for payments and setup.

Prepare payroll and associated expenses.



Prepare cheques and record all payments

Seek cheque signors approval and signature on cheques, mail, and file accordingly.

Establish a new list of cheque signors (depends on location of new Treasurer)

4/Records and Banking and Fund Accounting

Keep all financial records up to date

Correspond and Visit Banks as necessary, keeping eye on balances and transfers

Reconcile banks monthly to ensure everything is recorded properly.

Analyse Investments and record income and losses with journal entries.

Ensure that all income, expenses and transfers are made to the proper Fund and that the assets of that Fund match the value of the Fund.

5/Statements

Prepare Income Statement and Balance Sheet for all Business Meetings and Regular presbytery meetings

Keep different funds separate on these statements

6/Audit

Recruit and recommend annual auditor to Presbytery for approval.

Support the Audit and present Audited statements by June 1 of the following fiscal year.

Terms

Length of Contract: 3 Years eligible for one additional three year term and 1 additional 1 year term at the end of the 3rd or 6th year of a treasurer's tenure as a transition year.*

Honorarium: Currently: \$7,527

Suggested Adjustment: Minimum of \$10,800

****The incumbent treasurer would be responsible for financial matters (6months) during which there is the selection of a new treasurer, provide a period of overlap of six months with the new treasurer, be available to troubleshoot for the full year.***

Recommendation #9

That the revised job description of Treasurer be adopted and replace the current job description within the Standing Orders.

Recommendation #10

That the terms of the job description/future contract be adopted.



For Information Only

j. Watson Estate update (correspondence #50,92,113, 119, 133)

NEXT STEPS

- **File for Order for Directions:**

- **Certificate of Appointment.** To appoint the principal Clerk, as the senior minister of the national church, who in turn will apply for the Certificate of Appointment in accordance with the Trustee Act (ON), which permits the court to appoint a new trustee.
- **Knox's 10% Immediate Share.** An affidavit will be presented stating that the Trustee Board as Substitute for Knox's Galt in accordance with the cy-pres doctrine.
- **Hearing.** A hearing will be held with the OSCJ (Ontario Superior Court of Justice) and a lawyer representing the Trustee Board of the PCC will make the case for the Order of Directions.

- **March 22.** A conference call was held with our lawyers, myself and the litigation lawyer, Trent Johnson. The litigation lawyer is optimistic about chances of being successful. There has been a delay in the court filing due to scheduling. A further update will be available soon.
- **April 28, 2002/May 5.** Trent Johnson's law firm's Kitchener office was acquired by SVLaw of Guelph. Transition time, covid absenteeism, and a new law clerk, have meant that the draft application materials are ready for review on May 6. This is a few weeks later than originally hoped for. Two minor items remain outstanding and once all parties have signed off on the materials (week of May 9) the filing will proceed. This "extra" time has allowed for additional research to support our position and a clearer understanding of the procedural issues which will be part of the litigation.
- **May 5.** A retainer agreement has been sent to the Presbytery for signing.

k. Applications for the \$6000 Covid Grant have been received from 17 congregations of the Presbytery and the Crieff Hills Centre:

St. Andrew's Guelph; St. Andrew's Fergus; Joonim; Knox Waterloo; Knox, Conn; St. Andrew's, Alma; Crieff Hills; Two Rivers; Knox, Palmerston; St. Andrew's, Kitchener, Kortright, Guelph, Gale, Elmira; Doon, Kitchener; Knox, Elora; St. Andrew's, Hespeler; Rockwood Presbyterian; St. Andrew's, Mount Forest



Appendix to the Business Committee Report,

Draft Report of the Moderator's Special Committee re dissent of G. McIlwrath April 23 (Correspondence #125)

Report of the Moderator's Special Committee to write a response to the Dissent of Mr. McIlwrath

This committee was named by the moderator for the sole purpose of writing a brief response to the dissent of Mr. McIlwrath.

Members: S. McAndless (convenor), B. Ashfield, J. Borthwick, M. Gaskin.

Recommendation 1: That the report of the committee be received and considered.

Report:

The committee affirms that Mr. McIlwrath is correct to dissent from the actions of Presbytery when he disagrees with the action that has been taken and feels the need to discharge his conscience. We will not, therefore engage the majority of what he has written in his dissent. However, there are a few things that he says in the text that we feel are incorrect and that it would not be prudent for the Presbytery to publish the dissent without some disclaimer.

In particular, the dissenter makes claims regarding the relationship between Presbytery and the Business committee, to wit:

- "the Business committee can instruct the treasurer not to issue the cheques."
- "Presbytery can not directly approve spending unless it comes from or through the business committee."

These statements are incorrect and misleading in that they imply that the Business Committee has some sort of power or veto over the actions of Presbytery. We feel the need to affirm that the Business Committee is the servant of Presbytery and is responsible to it for all of the committee's actions. The Business Committee is not an executive committee and holds no powers except those designated to it by the Presbytery. The Presbytery should rightly respect the members of the Business committee (and all of its committees) for the work that they do and the wisdom they have. While the Presbytery ought to make it a practice to consult its committees regarding actions in the areas of their concern, it needs to be made clear that Presbytery is not constrained by its committees.

Recommendation #2: That this report be entered into the minutes by the Presbytery as a response to the dissent of Mr. McIlwrath.

Recommendation #3: That the Business Committee review its mandate as per the Standing Orders and clarify to the Presbytery its role and the scope of its responsibilities.

Recommendation #4: That this report be adopted, and that the committee be dismissed.

Recommendation #11

That the report of the Business Committee be adopted.

Appendix B: Report of the Treasurer - George Myers (and attached documents)

TREASURER'S REPORT TO WATERLOO-WELLINGTON PRESBYTERY MAY 9, 2022

Interim Financial Report to April 30, 2022

The monthly financial reports, to April 30, 2022 are attached. The General Fund operations were very much in line with budget. This report also shows the operations of the other funds, including the ReEmergency Covid Fund, which 16 congregations have requested \$6000, leaving a balance of \$50,000. There were earlier Requests for two 2nd time grants of \$6000, from the Covid Fund, leaving a current balance of \$28,712, which was to be transferred to the ReEmergency Fund, for a total of \$78,712, to provide for \$6000 for all worshipping congregations on application. The Budget for 2022, 1st quarter, was covered by the ReEmergency Fund. The amounts from the Waterloo North Allocations were closed out to the Main Development Fund at January 1, 2022. Remaining requests in 2022 of this type will need to come from the new ReGeneration Fund. Or the ReEmergency Fund

The Balance Sheet to April 30, 2022 now shows a column for each fund, including the new Campus Student Ministry Fund of \$148,486, the Regeneration Fund, with an initial deposit of \$100,00 plus the redistributed Development Fund of \$636,462, and the ReEmergency Fund with \$424,308. You will note that the Reserve, Trust, and Campus Student Ministry, ReEmergency, and ReGeneration Funds are now mostly in the PCC Consolidated Fund, and have already gained value. At the Year-end, the other new funds, now established, had their appropriate value transferred from the Development Fund PCC Consolidated to their own PCC Fund.

PCC Consolidated Fund Investment

There was a strong positive market revaluation at the end of 2021, despite the overall Covid-19 market scare, as reflected in the Q4-2021 report from the PCC Consolidated Fund. There was a gross gain of 11.76% for the 2021 year. Market losses and gains may prevent the presbytery from using all these gains until the market again settles into a steady growth pattern.

Respectfully submitted,
George L Myers, Treasurer

Recommendation #1 Receive the Treasurer's Reports.

Recommendation #2 Accept the Interim Financial Statements to April 30, 2022.

Recommendation #3 Transfer the balance of \$28,712 in the Congregational Covid Fund to the ReEmergency Fund.

Recommendation #4 Approve the report as a whole.

NOTE: The Standing Orders of W W Presbytery, "Trust Fund" Section 3.9 and Appendix "B", that when the fund drops below \$16,000, premiums will be re-introduced to restore the fund to \$20,000. With recent claims on the Trust Fund, It will have dropped well below the \$16,000 minimum and needs to be restored. There is consideration under way to move the budgeted amount \$1500 for New Life Counselling to the Trust Fund as a starter for this year and the Trustees determine an amount to be added to the 2023 budget to bring the amount in line.

Appendix C: Report of the Finance & Property Team - Louise Sharpe-Berges & Vern Platt

Report of the Property and Finance Team for Business Committee May 3rd, 2022 meeting

Team met on March 1st and April 21st, 2022

Recommendation #1: To receive and consider the Report. Moved by Louise Sharpe-Berges and seconded by Vern Platt.

1. Terms of Reference Documents

Updated Terms of Reference documents have been developed for the reDevelopment Assistance Fund and for the reEmergency Financing and Repair Fund based on comments made during the Presbytery meeting of March 8th, 2022. Specifically, the section entitled Conditions of Disbursement and Review Criteria #3 have been updated for the reDevelopment Fund and Review Criteria #3 for the reEmergency Fund. The reDevelopment Fund was not approved at the Presbytery meeting of March 8th however the reEmergency Fund was approved and is being presented for approval of the updated text only. New church plants will be funded through the reGeneration Endowment Fund.

The Waterloo-Wellington Presbytery reDevelopment Assistance Fund

Terms of Reference Draft February 23, 2022

Purpose

The Waterloo-Wellington Presbytery reDevelopment Assistance Fund within the Development Fund makes loans available to congregations for capital projects including purchase or lease of land or real estate, building extension and/or improvement. This Terms of Reference document outlines the process for application, approval and repayment of loans from the reDevelopment Assistance Fund. A grant or a partial grant could also be provided as deemed appropriate through Presbytery approval based on a recommendation from a Presbytery member.

Source of Funds

At the beginning of January 2022, the Development Fund was subdivided into four component Funds which includes the reDevelopment Assistance Fund. 50% of the Development Fund and 50% from the net proceeds from the sale of future Presbytery assets and will be transferred into the reDevelopment Assistance Fund as per Recommendations approved in the minutes of the Nov. 9, 2021 WW Presbytery Zoom Meeting.

Existing loans to congregations within the Presbytery which were outstanding prior to January 2022 will become part of the new reDevelopment Fund. Money received from the repayment of these loans and any new loans will be credited to the reDevelopment Fund.

Administration

The supervision of the Fund rests in the hands of the Business Committee of Presbytery, which will recommend to the Presbytery any use of an expense from the Fund. Team suggests the following



wording based on the Nov. 9th Presbytery meeting....The loan application process will be administered by the Property and Finance Team, with oversight by the Business Committee, of the Waterloo-Wellington Presbytery. The Team can then review and assess loan applications and recommend action to Business Committee. All loan requests must have the support of the congregation's Session. Capital projects must be for properties owned by the Presbytery.

The Presbytery has the right to grant or refuse requests based on:

- 1) terms of the Fund
- 2) priorities of the Presbytery of Waterloo-Wellington
- 3) availability of funds
- 4) discernment of the Property and Finance Team and Business Committee

Conditions of Disbursement

Loans will be interest free and repayable in bi-annual payments of **10% and a fixed repayable date no earlier than 5 years and no later than 10 years for the date of Presbytery approval. No loan shall be granted that exceeds the total assets of the congregation.** *Team suggests rewording to the following based on Presbytery meeting of March 8th...Loans will be interest free and repayable in annual or bi-annual payments of 10% on a fixed date, normally over a 5 year term, but no longer than 10 years. Payment schedule will be outlined in the loan contract. Negotiations between the congregation, the Property and Finance Team and the Congregational Response Team will be required for the designation of a term greater than 5 years. During these negotiations, information including the amount of the loan, financial documents and the development of a repayment plan will be the basis for the decision on the terms' end date. Should the loan not be paid in full by the designated end date of the term, the Property and Finance Team and the Congregational Response Team will meet with the congregation to update the repayment plan with the goal of full payment of the loan. Any loan request exceeding 50% of total church assets (which excludes the church property) will require dialogue with the Property and Finance Team prior to submitting the formal loan request.*

The loan application must contain the documents listed in section A and will be reviewed based on the evaluation criteria listed in section B. A checklist for the application documents can be found in Appendix A. This information is based on the Finance and Property Committee Procedures document dated November 10, 2020.

A. Loan Application Guidelines

In Requesting a loan from Presbytery of Waterloo-Wellington, each **congregation must include** the following documents:

- 1) A loan request letter including total project costs and amount requested. This includes extract of Session minutes and (if appropriate) congregation meeting minutes approving the project.
- 2) **Financial Statements for the past two years: This includes an Income Statement and Statement of Financial Position, including all accounts identifying restricted or reserve funds.** *Team suggests rewording to...Income and Expense Statement, along with Balance Sheet for latest fiscal year end, with highlights noted for restricted or reserve funds.*
- 3) **Current year's YTD to the month end before the application date, financial statements, including Income, Expenses and Current financial position (Assets and Liabilities)** *Team suggests the following*



wording....*Current year data to the month end before the application date, including Income and Expense Statement along with Balance Sheet.*

- 4) Projection of Current and Long-Range Financial needs at least through the payback period of the loan.
- 5) A written report, outlining projected Goals and Vision of the congregation, and showing how the purpose of the request relates to the goal(s).
- 6) Building related applications will include drawings or sketches with an explanation of changes.
- 7) Have any other grant or loans been received or applied for or being planned to apply for?
- 8) Specific standing committees may request additional information from a congregation, including a financial viability review and analysis.

B. Review Evaluation Criteria

- 1) **Does the current need seem realistic in terms of current goals and visions** *Team recommends the following wording ... Does the current request seem realistic in terms of current goals and forecasted income.... since forecasted income can be evaluated more readily by the Team.*
- 2) **Do the Long-range needs seem realistic in terms of the overall financial reality of past years** *Team recommends the following wording...Do the Long-range needs seem realistic versus reality of past years.*
- 3) **Do the projected goals and vision of the congregation warrant an investment of any magnitude** *Team suggests the following based on Presbytery meeting of March 8th...Do the projected goals and vision of the congregation warrant an investment of the amount requested? In what ways is the congregation pointing to and bearing witness to the reign of God revealed in Jesus Christ? Are people who had little or no background in church attendance meeting Jesus through the life of this congregation? The Property and Finance Team will work with the Congregational Response Team to assess this criteria.*
- 4) **Do the current assets of the Presbytery allow for the requested amounts in the big picture and in view of requests from other congregations. Only those requests that the committee is aware of can be taken into account.** *Team recommends using the following wording...Does the present financial position of Presbytery allow for approval of the pending loan requests.*
- 5) Do amounts requested fall under specific budgets set by Presbytery. **The Standing Orders for specific funds do not for the most part restrict application amounts but use of the fund will be restricted to the stated uses. Any loans not used for the specific use applied for, must be repaid within twelve months of being issued.** *Team suggests deleting the bolded section.*
- 6) **Does the congregation have unused funds of its own. The Finance and Property Committee will only consider approving loans to congregations to cover Cash Flow issues when they have used their funds, or borrowed from them or against them if possible.** *Team suggests using the following wording..Does the congregation have unused funds of its own. The Property and Finance Team will only consider approving loans when congregations have used their own undesignated funds.*
- 7) Specific standing committees may use additional evaluation criteria, specific to the Funds Terms of Reference and eligibility criteria.

Definition from PCC: Designated gifts must be accounted from gifts given to the congregation for its general purposes such as money dropped on the plate on Sunday morning. Restricted funds must be used for the purposes specified, or else the donor (or the executor or an heir of a deceased donor) can take you to court, and claim the condition under which the gift or bequest was given, was not complied with, even years later. An example of a restricted fund is a gift of \$15,000 that is to be used toward the purchase of an organ. Documentation for this restriction must be



maintained in the congregation’s records. Even if the target amount for the organ is not reached the funds cannot be used for other purposes. *Team suggests replacing the bolded wording with ...Designated gifts must be segregated from gifts given to the congregation for its general purposes, such as plate offerings. Restricted funds must be used for the purposes specified, or the donor (or the executor or an heir of a deceased donor) can take the church to court, and claim the condition under which the gift or bequest was given, was not complied with, even years later. An example of a restricted fund is a gift of \$15,000 that is to be used toward the purchase of an organ. Documentation for this restriction must be maintained in the congregation’s records. Even if the target amount for the organ is not reached the funds cannot be used for other purposes.*

Distribution of Funds

Once approved, the Property and Finance Team will communicate with the congregation that applied for the loan. The Presbytery Treasurer will forward the funds requested by the congregation.

Expectations after Receiving a Loan

At the conclusion of the project (construction or other), the congregation will provide a report to the Property and Finance Team indicating the project has been completed.

Evaluation of the reDevelopment Fund

The Presbytery of Waterloo-Wellington will conduct a review of the Fund and its terms of reference on the third anniversary of the Fund or as needed. Since the Fund began in ____ of 2022, the review will take place in (same month) of 2025.

Appendix A

Waterloo Wellington Presbytery reDevelopment Loan Application Check List

Congregation name _____ Application Date_____

- 1 ____ A loan request letter, including:
 - ____ Total project costs and amount requested.
 - ____ Extract of Session minutes and (if appropriate) congregation meeting minutes approving the project.

- 2 ____ **Financial Statements for the past two years**
 - ____ **Income Statement**
 - ____ **Statement of Financial Position**
 - ____ **including all accounts identifying restricted or reserve funds. See definition**

Team suggests the following wording...

- 2 ____ *Fiscal Year End Financial Statement for the past two years*
 - ____ *Income and Expense Statement*
 - ____ *Balance Sheet*
 - ____ *Details of all accounts identifying restricted or reserve funds.*

- 3 ____ Current year’s YTD to the month end before the application date
 - ____ financial statements
 - including Income, Expenses and Current financial position (Assets and Liabilities)



4 ____ Projection of Current and Long-Range Financial needs at least through the payback period of the loan.

5 ____ A written report, outlining projected Goals and Vision of the congregation.
____ Include how the purpose of the request relates to the goal(s).

6 ____ **Building related applications will include:**
____ **drawing or sketches**
____ **an explanation of proposed changes.**

Team suggests the following wording...

6 ____ *Building expansion related applications will include:*
____ *drawing or sketches, details of Contractor, Engineering Firm, Project Manager*
____ *an explanation of proposed changes*

7 ____ A List all other all other loans / grants or funding applied for or proposed sources for other funds.

8 ____ **Do amounts requested fall under specific budgets set by the Presbytery?**
Provide the fund name and standing order reference. Suggest that this is redundant since this Terms of Reference is only for the reDevelopment Fund.

9 ____ Additional items as requested.

Recommendation #2: To approve the Terms of Reference for the redevelopment Assistance Fund including the information found in italics within the document and that the Clerk be instructed to include this document in the Standing Orders of the Presbytery. Unforeseen and/or incidental non-financial terms may be modified within one year of the approval date without a notice of motion. Moved by Louise Sharpe-Berges and seconded by Vern Platt.

The Waterloo-Wellington Presbytery reEmergency Financing and Repair Fund Terms of Reference Draft February 23, 2022

Purpose

The Waterloo-Wellington Presbytery reEmergency Financing and Repair Fund within the Development Fund makes loans available to congregations for emergency equipment replacement or building repairs and revenue shortfalls. A grant or a partial grant could also be provided as deemed appropriate through Presbytery approval based on a recommendation from a Presbytery member. A maximum of \$50,000 will be allocated to each reEmergency loan.

Source of Funds

At the beginning of January 2022, the Development Fund was subdivided into four component Funds which includes the reEmergency Financing and Repair Fund. 20% of the Development Fund and 20% from the net proceeds from the sale of future Presbytery assets will be transferred into the reEmergency



Financing and Repair Fund as per Recommendations approved in the minutes of the Nov. 9, 2021 WW Presbytery Zoom Meeting.

Money from the repayment of new reEmergency short term loans will be credited to the reEmergency Fund.

Administration

The supervision of the Fund rests in the hands of the Business Committee of the Presbytery, which will recommend to the Presbytery any use of an expense from the Fund. *Suggest the following wording based on the Nov. 9th Presbytery meeting....The loan application process will be administered by the Property and Finance Team, with oversight by the Business Committee of the Waterloo-Wellington Presbytery. The Property and Finance Team will review and assess loan applications and recommend action to Business Committee. All loan requests must have the support of the congregation's Session. Funds must be for properties owned by the Presbytery.*

The Presbytery has the right to grant or refuse requests based on:

- 1) terms of the Fund
- 2) priorities of the Presbytery of Waterloo-Wellington
- 3) availability of funds
- 4) discernment of the Property and Finance Team and Business Committee

Conditions of Disbursement

Essential Emergency Repairs are those which are considered to impact the health or safety of those using the building, place the building or property at risk, violations of building code, or requiring quick attention in order to avoid the occurrence of additional damages. *Team suggests the following wording...Essential Emergency Repairs are those which are considered to impact the health, and or safety requirements of those using the building, place the building or property at risk, or violates building codes, and therefore requires immediate attention in order to avoid additional damages and or costs.*

Congregational emergency funding is restricted to essential, non-deferrable expenses including, if appropriate:

-wages and other employment expenses for the minister and other essential staff

... Team suggests the following wording...staff wages and other employment expenses. (rationale-The Minister's stipend must be paid as a priority and staff wages follow afterwards. Assistance could be applied for paying staff other than the Minister.)

-rent or lease payments for real estate and essential equipment

-payments of insurance and other business purposes, e.g. telephone and utilities

-payments for regularly scheduled debt payments; except Presbytery loans *Team suggests the following wording...Payments for regularly scheduled obligations*

-payments under agreements necessary to maintain the property, licenses, or permissions necessary to operate

Loans will cover repairs partially or not covered by insurance. *-Team suggests the following statement...to perhaps cover repairs such as those not covered by insurance*



The repayment of loans will be for a period of **3-5 years** *Team suggests changing this to “within 5 years” since some congregations will be able to repay the loan quicker than in 3 years time.* **Repayment of emergency financial assistance will take place within one year, with a plan to reduce the expense or with the help of the Congregational Response Team, develop a plan for the restructuring of the congregation.** *Team suggests the following wording...Repayment of emergency financial assistance will commence within one year, with a plan to reduce the loan with the assistance of the Congregational Response Team, develop a plan for the restructuring of the congregation.* Emergency funding for essential congregational expenses will be provided, where the congregation does not have access to a line of credit or have the necessary amount available in other church funds.

Fifty per cent of all loans for repairs or equipment replacement costs will be funded by the congregation.

Team suggests adding the following statement...In the case of small congregations, the Property and Finance Team will consider reviewing loan requests where the congregation pays 50% of the first \$5,000, 25% of the next \$10,000 and 10% of the residue of funds required.

The loan application must contain the documents listed in section A and will be reviewed based on the evaluation criteria listed in section B. A checklist for the application documents can be found in Appendix A. This information is based on the Finance and Property Committee Procedures document dated November 10, 2020.

A. Loan Application Guidelines

In Requesting a loan from Presbytery of Waterloo-Wellington, each congregation **must include** the following documents:

- 1) A loan request letter including total project costs and amount requested. This includes extract of Session minutes and (if appropriate) congregation meeting minutes approving the project.
- 2) **Current year’s YTD to the month end before the application date, financial statements, including Income, Expenses and Current financial position (Assets and Liabilities)** *Team suggests using the following wording...Income and Expense Statement, along with Balance Sheet for latest fiscal year end, with highlights noted for restricted or reserve funds.*
- 3) Projection of Current and Long-Range Financial needs at least through the payback period of the loan.
- 4) Building related applications will include drawings or sketches with an explanation of changes, if applicable.
- 5) Have any other grant or loans been received or applied for or being planned to apply for?
- 6) Specific standing committees may use additional information from a congregation, including a financial viability review and analysis.

B. Review Evaluation Criteria to be considered

- 1) **Does the current need seem realistic in terms of current goals and vision** *Team recommends new wording to ...Does the current request seem realistic in terms of current goals and forecasted income*
- 2) **Do the Long-range needs seem realistic in terms of the overall financial reality of past years** *Team suggests the following wording...Do the Long-range needs seem realistic versus reality of past years*
- 3) **Do the projected goals and vision of the congregation warrant an investment of any magnitude** *Team suggests the following based on Presbytery meeting of March 8th...Do the projected*



goals and vision of the congregation warrant an investment of the amount requested? In what ways is the congregation pointing to and bearing witness to the reign of God revealed in Jesus Christ? Are people who had little or no background in church attendance meeting Jesus through the life of this congregation? The Property and Finance Team will work with the Congregational Response Team to assess this criteria.

4) **Do the current assets of the Presbytery allow for the requested amounts in the big picture and in view of requests from other congregations. Only those requests that the committee is aware of can be taken into account.** *Team suggests the following wording..Does the present financial position of Presbytery allow for approval of the pending loan requests.*

5) Do amounts requested fall under specific budgets set by Presbytery. **The Standing Orders for specific funds do not for the most part restrict application amounts but use of the fund will be restricted to the stated uses. Any loans not used for the specific use applied for, must be repaid within twelve months of being issued.** *Team suggests deleting the bolded section.*

6) **Does the congregation have unused funds of its own. The Finance and Property Committee will only consider approving loans to congregations to cover Cash Flow issues when they have used their funds, or borrowed from them or against them if possible.** *Teams suggests the following wording...Does the congregation have unused funds of its own. The Property and Finance Team will only consider approving loans when congregations have used their own undesignated funds.*

7) Specific standing committees may use additional evaluation criteria, **specific to the funds Terms of Reference and eligibility criteria** *Team suggests deleting the bolded section*

Definition from PCC: Designated gifts must be accounted from gifts given to the congregation for its general purposes such as money dropped on the plate on Sunday morning. **Restricted funds must be used for the purposes specified, or else the donor (or the executor or an heir of a deceased donor) can take you to court, and claim the condition under which the gift or bequest was given, was not complied with, even years later.** *Team suggests using the following wording...Restricted funds must be used for the purposes specified, or the donor (or the executor or an heir of a deceased donor) can take the church to court and claim the condition under which the gift or bequest was given, was not complied with, even years later.* An example of a restricted fund is a gift of \$15,000 that is to be used toward the purchase of an organ. Documentation for this restriction must be maintained in the congregation's records. Even if the target amount for the organ is not reached the funds cannot be used for other purposes.

Distribution of Funds

Once approved, the Property and Finance Team will communicate with the congregation that applied for the loan. The Presbytery Treasurer will forward the funds requested by the congregation.

Expectations after Receiving a Loan

At the conclusion of the issue requiring funds, the congregation will provide a report to the Property and Finance Team indicating the issue has been resolved.

Evaluation of the reEmergency Fund

The Presbytery of Waterloo-Wellington will conduct a review of the Fund and its terms of reference on the third anniversary of the Fund, or as needed. Since the Fund began in _____2022, the next review will take place in (same month) 2025.



Appendix A

Waterloo Wellington Presbytery reEmergency Loan Application Check List

Congregation name _____ Application Date _____

- 1 _____ A loan request letter, including:
_____ Total project costs and amount requested.
_____ Extract of Session minutes and (if appropriate) congregation meeting minutes approving the project.
- 2 _____ Current year's YTD to the month end before the application date
_____ financial statements
- including Income, Expenses and Current financial position (Assets and Liabilities)
- 3 _____ Projection of Current and Long-Range Financial needs at least through the payback period of the loan.
- 4 _____ If applicable, building related applications will include:
_____ **drawing or sketches** ...*Team suggests adding...details of Contractor, Engineering Firm, Project Manager*
_____ an explanation of proposed changes.
- 5 _____ A List all other all other loans / grants or funding applied for or proposed sources for other funds.
- 6 _____ **Do amounts requested fall under specific budgets set by the Presbytery?**
Provide the fund name and standing order reference. *Suggest that this is redundant since this Terms of Reference is only for the reEmergency Fund.*
- 7 _____ **Financial Statements for the past two years**
_____ **Income Statement**
_____ **Statement of Financial Position**
_____ **Including all accounts identifying restricted or reserve funds. See definition**
Team suggests deleting as not necessary when dealing with emergency loans.
- 8 _____ **A written report, outlining projected Goals and Vision of the congregation.**
_____ **Include how the purpose of the request relates to the goals(s)** *Team suggests deleting as not necessary when dealing with emergency loans*
- 9 _____ Additional items as requested

Recommendation #3: To approve the updated text in the Terms of Reference for the reEmergency Financing and Repair Fund and that the Clerk be instructed to include this document in the Standing Orders of the Presbytery. Moved by Louise Sharpe-Berges and seconded by Vern Platt.

Recommendation #4: That the report, as a whole, be accepted. Moved by Louise Sharpe-Berges and seconded by Vern Platt.

Appendix D: Report of the Renewal Team - Johan Oliver

Report of the Renewal Team – For the Presbytery meeting May 10, 2022

Recommendation #1: That the report of the Renewal Team be received and considered.

The Renewal Team of the Presbytery of Waterloo-Wellington met on Tuesday April 19, 2022. Among the business discussed, we would like the following items to the attention of Presbytery.

RE-GENERATION FUND Terms of Reference

The team continues to work on the terms of reference for this important fund. We realized, however, that we had neglected to include any reference to the work of new church development and planting, despite the Presbytery having previously declared this to be a funding priority (a priority with which we are in full agreement). The Team would like therefore to take some more time to work on these guidelines and incorporate this priority.

Two Rivers Church Becoming a Congregation

The team took some time to discuss the following report received from Two Rivers Church:

The Two Rivers Mission began approximately 10 years ago, as three friends sensed the urging of the Holy Spirit to plant a new church within the downtown neighbourhood of Guelph. The leading of the Spirit was confirmed through the addition of further interested persons, the affirmation of the Rev. Glen Soderholm's gifts in evangelism and other strengths suitable for church planting by the PCC New Church Development Conference, and finally the approval and commissioning by the Presbytery of Waterloo-Wellington and the support of Canadian Ministries at 50 Wynford Dr..

The original vision was to create a network of house churches that would inhabit a missional church identity through table gatherings, face to face conversations where every voice matters, hospitality to neighbours, shared leadership, and participation in the common good of the neighbourhood. The church developed a practice that represented Two Rivers Church as 'a safe place to explore your spirituality with a group of friends trying to follow in the way of Jesus'. Subsequently, a purpose statement 'inviting all to come alive in Christ' was also adopted. Over the 10 years, the church has evolved a strategy that comes under the moniker of 4 L's: Living Rooms, Learning Rooms, Liturgies, and Living Missionally. These are the various



portals and access points for interested participants to connect to the body of Christ that is Two Rivers Church.

As the church grew from one Living Room group to two, and then more recently to four groups, and to a worshiping congregation on mission in the neighbourhood, numbers slowly grew to approximately 50 adults and children. Each year givings increased as the participants took on more and more of the resourcing of the mission (see chart below). The makeup of the participants was varied in background, church experience, and age, a group of what we have called strays, orphans, and exiles. In 2018, in addition to our full-time ordained clergy, Rev. Glen Soderholm, we also added Dan Veldhuis as a half-time contracted staff in Pastoral Care and Children's Ministry.

Typically, when Presbyteries initiate new church development and fund missions within their bounds, it is with the goal of becoming a self-sustaining organism that would then graduate to congregational status. For the last few years, TRC has asked itself the question, are we ready to become a Congregation of the PCC? This is not without its challenges. There are people among us who are concerned that the unique strategy and practices we have cultivated do not fit a traditional Presbyterian model, and will the new status of Congregation try to squeeze us back into an old model? The question of sustainability remains. After grants are exhausted, will the church have enough to support full time pastoral leadership? These questions are not easily answered. And yet, the church is sustained by the faithfulness of Jesus Christ, and we can only take one step at a time based on what we have already heard and seen, and we recognize that attempting to be a church will always involve risk and faithful response to God's commission.

This past February, at the regular meeting of the Leadership Team, following a period of prayerful reflection, we proposed to the church that we have a Town Hall meeting to discern whether we felt we were ready to move to the next stage of discernment with the Presbytery. After providing materials and having many open conversations about our identity and future, on the designated evening, we voted unanimously to approach the Presbytery and ask them for their discernment. These are the steps that have led us to approach the Renewal Committee of Presbytery to first discern with us whether or not we should move to the next stage with the whole Presbytery. Make no mistake, we are not in a particular hurry, but we imagine that the Presbytery will eventually start wondering when our church plant is no longer a plant, but a rooted and growing tree.

We can tell our story and include some vital statistics, but, we seek the Renewal Committee's input as to what will constitute the best approach to Presbytery. We look forward to our collaboration.

Yours in Christ,

The Leadership Team of Two Rivers Church.

The Renewal Team welcome this discussion and appreciate the discernment that is being done at Two Rivers.

We suggest that it is time for Presbytery to engage in its own discernment process and so we bring the following recommendation.

Recommendation #2: That the Presbytery engage in a conversation between the leadership of Two Rivers Church and representatives of the Renewal Team and Congregational Response team with the goal of bringing forward a recommendation (through the Congregational Response team) regarding moving forward (or not moving forward) with the constitution of a congregation of Two Rivers Church to a future Presbytery meeting.

Funding for Two Rivers

The Presbytery has been very faithful in terms of supporting the growth and development of Two Rivers Church for several years now. The TRC Leadership Team and the Renewal Team agree that it is time to begin to decrease grants as the Two Rivers mission moves to self-sustainability. At the same time, it is important for Two Rivers Church to know what's available to plan accordingly.

Therefore, the renewal team would like to bring forward the following motion.

Recommendation #3: That the Presbytery commit itself to support the work of Two Rivers as follows for the next three years and that the grants come from the Re-Generation Endowment Fund over and above the interest available for renewal projects:

2023 - \$13,000

2024 - \$8,000

2025 - \$3,000

Recommendation #4: That the report of the Renewal Team be adopted as a whole.

Respectfully submitted

Rev Johan Olivier (Convener)

Appendix E: Congregational Response Team –Diane Boyd

Congregational Response Team Report:

Meeting Date: April 20, 2022

Recommendation 1:

That the report be received and considered.

1. Interim Moderator Reports:

i) Interim Moderator Report: Eden Mills

Rev. Linda Bell

Again, things remain about the same at Eden Mills -- it isn't the usual interim moderator situation. Here are some notes:

Given the sharp rise in COVID cases, we stopped in-person worship services after Christmas Sunday and I reverted to sending out a mid-week "checking in/checking up" email and another one on the weekend with a more inspirational message. There were weekly posting of messages on the website as well.

In February, we held worship services over ZOOM and the messages were posted to the website for any who wished to keep up that way.

We are now back to in-person, but attendance is significantly reduced as people monitor their comfort level.

We celebrate the Lord's Supper, with everyone bringing their own elements -- next communion is March 27th.

Our Annual Meeting is a bit later this year as we await the return from Florida of some key congregational members -- it will be held on April 3rd, following the worship service.

I'll test the waters again, but for the present, folks have unanimously and officially expressed their wishes to continue on with weekly worship and monthly meetings of session/managers for the foreseeable future. And I continue to be content being their IM for as long as the Presbytery deems that to be satisfactory.

Respectively submitted, Linda J. Bell



ii) Exit Interview: Westside Church, Rev. Mark Gaskin

Wednesday April 13, 2022

Rev. Megan Penfold (Interim Moderator) and Rev. Bill Bynum

In reflecting on his ministry at Westside, Mark had many favourable things to say. He initially accepted a call to St. Andrew's Galt and when he arrived, he anticipated they would be a congregation that was open to change. This was part of what attracted him to this pastoral charge. He ended up being right. One of the unexpected aspects of his ministry was that he led St. Andrew's Galt through a very successful amalgamation with St. Giles and the congregation of Westside was born. This amalgamation was a highlight of his time in Cambridge. Mark reflected on how well the amalgamation went and expressed gratitude that he inherited such a strong leadership team from St. Giles.

Two other unexpected aspects of his ministry at Westside were the preparations for a major building project, and the challenge of ministry during a pandemic. While each presented challenges, Mark also viewed them as highlights of his ministry, particularly the capital campaign as the congregation prepared for the building project. During this time Westside held 4 prayer vigils, many celebration banquets and prayer walks. There were also many testimonials shared and new people stepped into leadership positions within the congregation. It was an encouraging time of the congregation rallying together. Other highlights include the church musician, Cheryl, the running of Sports Camp as a successful program, Westies BBQs, and the decision of his adult children to be so involved in the congregational life of Westside.

Mark would have liked to have led Westside into more outreach ministry and wishes that they had engaged Mike Wasyluk earlier as the work that Church Finder did with them was very helpful in identifying strengths, areas for growth, and ways forward. Mark also noted that an increase in administrative support would have freed up more time for him to do other things, such as outreach projects.

In terms of strengths of the congregation Mark didn't hesitate at all. The primary strength of the congregation is their leadership. He noted the strength and abilities of the Session and Board of Managers, as well as the important role that many unofficial leaders have played in supporting the life and ministry of the congregation. The only significant need he perceives at this time is for the congregation to keep momentum as they continue to move forward. Mark believes that the congregation is in good shape to proceed with calling another minister. This candidate will need some proficiency with the technology now involved in ministry as well as a healthy sense of humour.

Mark and Westside have a healthy relationship. Gratitude for their time ministering together has been freely shared by both parties. Since January of 2022 a Memorandum of Understanding has been in effect that outlines what their new relationship will be like once he retires. It sets healthy boundaries and leaves room for a new minister to develop their ministry uninhibited. Both the congregation and Mark look forward to some kind of informal ongoing relationship in the future.

In closing, Mark stated that Westside Presbyterian are a wonderful congregation and he looks forward to Presbytery supporting both the Interim Moderator and the congregation as they move forward.



Respectfully submitted,

Rev. Megan Penfold and Rev. Bill Bynum

Recommendation 2:

That Rev. Mark Gaskin and the congregation of Westside be commended for such a fruitful and mutually supportive ministry together.

Recommendation 3:

That the congregation of Westside Presbyterian be given permission to proceed with the search process.

2. Assessment of Current Presbytery Honoraria

CRT is assessing the current honoraria for Clerk of Presbytery, Treasurer of Presbytery, Moderator of Presbytery, and Interim Moderators and will make recommendations at a future Presbytery meeting.

3. The Congregational Response Team will meet next on Wednesday May 18, at 9:45 AM via Zoom.

Recommendation 4:

Approve the report as a whole.

Respectfully submitted,

Rev. Diane Boyd

Convenor



Appendix F: Equipping Leadership Team – Peter Bush

The Presbytery of Waterloo – Wellington Equipping Leadership Team Report

I. Study Leave request from The Rev. Johan Olivier

The Rev. Olivier participated in the Leading Congregations in Transition educational event, May 2-6, sponsored by St. Andrew's Hall, Vancouver.

Recommendation:

That the Presbytery of Waterloo-Wellington approve the study leave request of The Rev. Johan Olivier, May 2-6, 2022.

II. Students for Ministry

Chris Clements has moved to Abbotsford, BC to a position that has now become permanent. Therefore he is asking that his care be transferred to the Presbytery of Westminster.

Recommendation:

That the care of Chris Clements, a candidate for ministry, be transferred to the Presbytery of Westminster.

Beth Anne Fisher, a member of Two Rivers Church, Guelph, has begun the discernment process leading towards ordained ministry in The Presbyterian Church in Canada. The Leadership Team (Session) of Two Rivers has interviewed her and is recommending her to the Presbytery. The Equipping Leadership Team is beginning its discernment process and will report to the June Presbytery meeting.

III. Ministers' Housing

Recommendation:

That Recommendations 5 and 6 be lifted from the table.

Background: The purpose of the clergy remuneration package is to provide the funds needed so that the minister can commit themselves to the work of ministry without undue concern about their and their family's material well-being. Because of the Presbytery's commitment to this core principle, housing allowances, for clergy purchasing their homes, have risen consistently over the years.

The present dramatic rise in housing prices has led to a need to think deeply about what it means to remunerate clergy in two specific situations. First, which Recommendation 5 deals with new clergy into the Presbytery who are seeking to purchase a home. And second, which Recommendation 6 deal with which is ministers living in manses or in rental accommodation.

It may be asked: why are these Presbytery matters and not simply matters to be worked out in the relationship between congregation and minister? The reason being that the Presbytery is the employer, and ultimately matters of human resources involving clergy are the Presbytery's to resolve.

Amendments have been made to Recommendation 5 on the basis of information gleaned by the Property and Finance Team of the Presbytery.

Recommendation #5

That the Presbytery of Waterloo-Wellington provide loans of up to \$50,000 to congregations so that the congregations can provide loans to ministers being added to the roll of the Presbytery who are purchasing homes.

The \$50,000 ceiling on the loans will be reviewed annually in time for the Sept. meeting of the Presbytery, taking into account cost of living increases, specifically housing cost increases. These are loans and not mortgages and are not to be interpreted as mortgages



These loans are interest free and payment free for the first 10 years. Payments on the loans begin on the 11th anniversary of the loan. The loan remains interest free for the next 5 years. On the 16th anniversary of the loan an interest rate of the Overnight Bank Rate (often called the Prime Rate) plus 1% will begin being charged on the outstanding balance.

The loan can be repaid in full at any time, and will be repaid in full if the minister were to sell their house, or retire.

These loans will be made available to ministers who have been added to the roll of the Presbytery and purchased houses since Jan. 1, 2020. Ministers must take the initiative in requesting their congregation apply to the Property and Finance Team for the loan. Funds to come from the reDevelopment Assistance Fund.

It is strongly advised that clergy speak to their financial advisor and mortgage holder before taking out this loan from the Presbytery of Waterloo-Wellington through the congregation they serve.

The Equipping Leadership Team notes that the most recent Federal Budget has opened the door to something very much like what was proposed in the original Recommendation 6. Some changes have been made to language and figures to adjust to the new proposed legislation.

These grants would be treated as taxable income (they would be “other income” not employment income so no deductions would be taken off). The minister would then either put the funds into a First-time Homeowners Savings Plan or into an RRSP. In the case of the former the funds would be tax free going in – and tax free coming out if the funds were used to purchase a house/condo/etc. In the later case they would be tax free going into the fund and taxable coming out as in the case of all RRSP’s.

Questions may be raised about why these grants are coming from a fund whose purpose is “spreading the Good News”. The same could be said about the housing allowances congregations provide to clergy, congregational members are giving towards advancing of the reign of God, and the funds are providing housing for their minister. Ensuring that the workers in the vineyard receive their wages is a means of “spreading the Good News” (1 Tim. 5:17,18).

Recommendation #6

That the Presbytery of Waterloo-Wellington provide \$6,000 grants in 2022 to each minister in the presbytery who is living in a manse or who is renting their accommodation. That the \$6,000 be reviewed for the Sept. 2023 meeting of Presbytery and adjusted for inflation, with the revised figure being the grant level for 2023. The funds to come from the reDevelopment Assistance Fund. The funds are to be used toward the minister’s future accommodation costs.

Further, beginning on Jan. 1, 2024 that the Presbytery of Waterloo-Wellington instruct congregations provide \$3,600 per year (\$300 a month) to each minister in the presbytery who is living in a manse or who is renting their accommodation. The \$3,600 annual amount will be reviewed annually by the Presbytery in time for the Sept. meeting of Presbytery. In 2024 the Presbytery it will pay half the benefit and the congregation the other half. In 2025 congregations will become responsible for paying the full amount of the benefit. The Presbytery’s portion to come from the reDevelopment Assistance Fund.

It would be wise for ministers to consult with a financial adviser about the best options for the management of these funds.

IV. “Our Pulpits are Full of Empty Preachers”

The above title is taken from an article that appeared in Christianity Today in the last month, an article that has found resonance in a number of church leadership conversations. You can find the article at: [Our Pulpits Are Full of Empty Preachers | Christianity Today](#) .



The Equipping Leadership Team aware of the exhaustion of church leaders, including the members of Presbytery brings the following suggestions.

5. We encourage all church leaders, but especially clergy, to develop safe places where they can talk about what is going on. This is a critical need going forward as the transitions will continue.
6. We believe that for the June meeting of Presbytery, the Presbytery should pay for a catered supper. The Equipping Leadership team is prepared to take leadership on this matter.

Recommendation:

That the Presbytery of Waterloo-Wellington have a catered meal provided before the June meeting of Presbytery. The funds to come from the Presbytery budget.

7. All clergy and ministry personnel are encouraged to access the funds in the Trust Fund which are available to provide funds to help with counseling and other supports.
8. Sessions should ensure that clergy take holidays. Clergy are not indispensable; churches will survive if ministers take holidays.

We are reflecting on further things which we will bring to the court over the next meetings.

V. Guidance to Help Amend Policy, Procedure and Practice to Reflect the Church's Decisions about Gender and Sexuality

The document named above was referred to the Equipping Leadership Team on April 5, 2022. We have worked our way through the document a first time, we need to go through it a second time. Further, as we started working on a response, we recognized that there was a conversation we needed to have with another team in the Presbytery, a conversation which have not yet been able to have. We will be bringing a report to the June 2022 meeting of Presbytery.