

The Presbytery of Waterloo-Wellington met in regular session on Tuesday, September 10, 2024, within Rockwood Presbyterian Church.

Rev. Darrell Clarke and the congregation of Rockwood Presbyterian Church led the Presbytery in a communion service of worship.

The moderator, Rev. Barb Molengraaf opened the meeting with prayer and constituted the court.

Attendance

Ministers

Rev. Scott McAndless, Clerk, Rev. Barb Molengraaf, Moderator, Rev. Dr. Peter Bush, Rev. Courtney Crawford, Rev. Dr. Jeff Crawford, Rev. Hugh Donnelly, Rev. Lisa Dolson, Rev. Dongwon Jung, Rev. Don McCallum, Rev. Dr. Marty Molengraaf, Rev. Dr. Kristine O'Brien, Rev. Nick Pavel, Rev. Dr. Mark Richardson, Rev. Reuben St. Louis, Rev. Jennifer Sokolowsky, Rev. Glen Soderholm, Rev. Cathy Stewart, Rev. Kirk Summers, Rev. Dr. Frank Szatmari, Rev. Grant Vissers.

Representative Elders

Lenora Arbuckle, Tom Bolton, Janette Bomhoff, Jeanet de Groot, Pauline Hall, Alan Israel, Steven Jones, Werner Kuemmling, Lee Sanhuk, Peggy Lennox, Doug McCaig, Gib McIlwrath, Alex McNabb, Rick Thomas, Doris Tubman, Christy White, Terri Whiffin, Rhonda Wright. Jo Anne Hall, Loretta Fox

Appendix: Rev. John Borthwick, Rev. Darrell Clarke, Rev. Dr. Ian Gray

Others: David Church (treasurer), Beth Anne Fisher (student), Catherine Hertel, Margie Warren (St. Andrew's Kitchener), Jacob Birch (Bible Society), Junghee Ahen, Sung Hyuk Lee, Jue-Dang Choi (Joonim), Christopher Williams (Guyana), Steve Marsh (St. Andrew's Hespeler).

Regrets: Debbie Bachura, Vern Platt, Sue Senior, Bonnie Street, Bob Galbraith, Rev. Dr. Linda Bell

The moderator, Rev. Barb Molengraaf opened the meeting in prayer and declared its constitution. She welcomed the Rev. Dr. Molengraaf, visitors from Joonim and St. Andrew's Kitchener and a lay minister, Christopher Williams, from Guyana.

It was **moved** by Scott McAndless/Marty Molengraaf that guests from Joonim Presbyterian Church and from St. Andrew's Kitchener be invited to sit and correspond. **Carried.**

It was **moved** by Scott McAndless/Doug McCaig that the Docket as presented be adopted. **Carried.**

Call to Rev. Tae Ho Yoo

Interim moderator, Darrell Clarke, narrated the steps leading to the call.

It was **moved** by Scott McAndless/Peter Bush that the actions of the Interim Moderator, Darrell Clarke, be sustained. **Carried.**

It was **moved** by Scott McAndless/Reuben St. Louis that members of the congregation be invited to voice their support for the call. **Carried.**

A member of the congregation spoke.

It was **moved** by Scott McAndless/Jen Sokolowsky that as the terms of the call and the guarantee of stipend are in order, the guarantee of stipend to the Rev. Tae Ho Yoo be deemed acceptable. **Carried.**

It was noted that vacation should be five weeks. The call was corrected accordingly.

It was **moved** by Scott McAndless/Dongwon Jung that the call to the Rev. Tae Ho Yoo be sustained as a gospel call and approved by the Presbytery of Waterloo-Wellington. **Carried.**

It was **moved** by Scott McAndless/Glen Soderholm that the motion regarding the call to the Rev. Tae Ho Yoo be tabled until such time as his process with the Education and Reception Committee is completed. **Carried.**

It was **moved** by Scott McAndless/Reuben St. Louis that the Presbytery approve the Stated Supply contract between Rev. Tae Ho Yoo and Joonim Presbyterian Church. **Carried.**

It was **moved** by Scott McAndless/Terri Whiffin that the setting of a date for a service of recognition of the Rev. Tae Ho Yoo, and planning for that service, be left in the hands of the Moderator of Presbytery, the Clerk of Presbytery and the Interim Moderator of Joonim Presbyterian Church. **Carried.**

Installation of Moderator

The Rev. Darrell Clarke was installed as moderator by the now former moderator, Rev. Barb Molengraaf.

It was **moved** by Scott McAndless/Reuben St. Louis that the minutes of June 18, 2024 be adopted as amended. **Carried.**

Correction noted: “Walter Kuemmling” should have been “Werner Kuemmling.”

Presentation by the Canadian Bible Society

Jacob Birch addressed the Presbytery on behalf of the Canadian Bible Society.

Presentation on the Health and Vitality Report

It was **moved** by Jeff/Kristine O’Brien that the Presbytery move into a committee of the whole with Darrell Clarke as convenor and Scott McAndless as secretary. **Carried.**

The General Presbyter reported on the results of the Presbytery health and vitality survey with Peter Bush, Don McCallum and Beth Anne Fisher.

The court returned to regular session on a motion by Gib McIlwrath/Reuben St. Louis.

Business Committee

It was **moved** by Scott McAndless/Glen Soderholm that the report of the Business Committee be received and considered.

It was **moved** by Scott McAndless/Glen Soderholm that the distribution of correspondence items 371-412 by the Business Committee be homologated.

It was **moved** by Scott McAndless/Glen Soderholm that the Rev. Konnie Vissers be placed on the appendix to the Roll of the Presbytery of Waterloo-Wellington effective immediately.

It was **moved** by Scott McAndless/Glen Soderholm that the Rev. Lisa Dolson be placed on the Constituent Roll of the Presbytery of Waterloo-Wellington effective immediately.

It was **moved** by Scott McAndless/Glen Soderholm that the Rev. Dr. Ian Gray be placed on the appendix to the Roll of the Presbytery of Waterloo-Wellington effective immediately.

It was **moved** by Scott McAndless/Glen Soderholm that the Rev. Susan Clarke be transferred to the care of the Presbytery of Seaway Glengarry.

It was **moved** by Scott McAndless/Glen Soderholm that the Rev. Dr. Marty Molengraaf be given permission to retire effective October 31, 2024. **Carried.**

It was **moved** by Scott McAndless/Glen Soderholm that the Rev. Dr. Marty Molengraaf be placed on the appendix to the Roll effective October 31, 2024. **Carried.**

It was **moved** by Scott McAndless/Glen Soderholm that a committee comprised of Gib McIlwrath, Peter Bush, Janet De Groot, Scott McAndless either the November or January meeting regarding a response to the matter of elders serving as interim moderators. **Carried.**

It was **moved** by Scott McAndless/Glen Soderholm that the Equipping Leadership Team be tasked with studying and preparing a report on this matter for the either the November or January Meeting. **Carried.**

It was **moved** by Scott McAndless/Glen Soderholm that the Clerk circulate “On the Question of Unity and Diversity,” to the Presbytery. **Carried.**

It was **moved** by Scott McAndless/Glen Soderholm that the Clerk circulate the revisions to the sick leave policy to the Presbytery. **Carried.**

It was **moved** by Scott McAndless/Glen Soderholm that the Clerk circulate the Statement on the Trustee Board and Cemeteries to the Presbytery. **Carried.**

It was **moved** by Scott McAndless/Glen Soderholm that the following people be named as commissioners to the emergent meeting of Synod on September 25, 2024: Reuben St. Louis, Lisa Dolson, Gib McIlwrath. **Carried.**

It was **moved** by Scott McAndless/Glen Soderholm that the Presbytery of Waterloo-Wellington name a Committee made up of the Clerk, the Rev. Reuben St. Louis, and the Rev. Dr. Peter Bush to carry out the investigation and reporting outlined above. **Carried.**

It was moved by Gib McIlwrath/Christy White moved to refer the motion to Congregation Response and Finance and Property. **Defeated.**

The original motion was was **carried.**

Dissent: The moderator permitted Christy White to register the following dissent regarding this motion: Reverend Nick Pavel and I attended the Sept 10, 2024 Presbytery meeting. I was hoping to speak briefly about section .25 concerning KPC’s potential land sale. I initially requested to put forward a motion but was told this was not the time and was assured would be called on when the subject was addressed later in the agenda. However, when the subject came up, even though we both raised our hands we were totally ignored and the matter was moved and seconded. Subject closed!

A Notice of motion having been given,

It was **moved** by Gib McIlwrath/Nick Pavel and that section 7.1.2 of standing orders for the Business Committee be revised to read that two of the members will be lay elders. **Carried.**

Dave Mallet and Peggy Lennox offered to join the business committee. They will be invited to future meetings.

The hour of 9:30 pm having arrived, it was **moved** by Glen Soderholm/Peter Bush that the meeting continue until 10 pm. **Carried.**



It was **moved** by Scott McAndless/Glen Soderholm that the Report of the Business Committee be adopted

General Presbyter

It was **moved** by Jeff Crawford/Peter Bush that the report of the General Presbyter be received and considered

It was **moved** by Jeff Crawford/Peter Bush that the congregation of Knox Preston be cited to appear at the November Presbytery meeting, with the understanding that at the November meeting a motion that Knox Preston either be amalgamated or dissolved would be introduced. **Carried.**

It was **moved** by Jeff Crawford/Peter Bush that a date for a Presbytery worship service be set at the November Presbytery meeting to mark this transition and celebrate 133 years of faithful witness. Regular weekly worship would conclude on the date of the Presbytery worship service. (The Reign of Christ Sunday November 24th has been suggested.) **Carried.**

It was **moved** by Jeff Crawford/Peter Bush that the role 'Pastoral Transition Care Provider' be approved and is accountable to the Presbytery through the Knox Preston Interim Moderator and Congregational Response Team. (Role Description Attached). **Carried.**

It was **moved** by Jeff Crawford/Peter Bush that Beth Anne Fisher be contracted in the role of 'Pastoral Transition Care Provider' beginning on September 16, 2024 and concluding on January 15, 2025 and be compensated \$10,000 by Knox Preston (and Presbytery if necessary), and the congregation be allowed to use funds from the sale of manse to support this ministry. **Carried.**

It was **moved** by Jeff Crawford/Peter Bush that The Rev. Dr. Mark Richardson and The Rev. Courtney Crawford both be dismissed as Interim Moderators at Knox Preston, with the thanks and gratitude of the Presbytery. **Carried.**

It was **moved** by Hugh Donnelly/Jen Sokolowsky that a Presbytery team of the Interim Moderator, Pastoral Transition Care Provider, The Rev. Dr. Peter Bush, be appointed to support 'amalgamation' and/or dissolution. That they be encouraged in their discernment to explore missional and community-oriented opportunities for the use of the Knox Preston building and property. **Carried.**

It was **moved** by Jeff Crawford/Peter Bush that the report of the General Presbyter be adopted. **Carried.**

Congregational Response

It was **moved** by Reuben St. Louis/Terri Whiffin that the report be received and considered. **Carried.**

It was **moved** by Reuben St. Louis/Terri Whiffin that the ministry agreement (see attached) between Doon Presbyterian Church and Rev. Jen Sokolowsky be renewed. **Carried.**

It was **moved** by Reuben St. Louis/Terri Whiffin that the Congregational Response team arrange for an Exit Interview with Rev. Dr. Marty Molengraaf and St. Andrew's, Kitchener. **Carried.**

It was **moved** by Reuben St. Louis/Terri Whiffin that the Congregational Response team be given power to issue regarding the appointment of an Interim Moderator for St. Andrew's Kitchener. **Carried.**

It was **moved** by Reuben St. Louis/Terri Whiffin that the report be adopted as a whole. **Carried.**

Property and Finance

We have received an urgent request from Westside Presbyterian Church for the Presbytery’s support in increasing the amount of its loan from the Presbyterian Church Building Corporation. (PCBC) Because of the urgency of the request and the fact that the Property and Finance Team had not had time to review it, the following motion was made.

It was **moved** by Scott McAndless/Peggy Lennox that Power to Issue given to Property and Finance to approve that increase of the PCBC loan from \$100,000 to \$150,000 and that the Property and Finance team be given power to issue regarding any additional loan applications to Presbytery. **Carried.**

Treasurer

It was **moved** by Reuben St. Louis/Janette Bomhoff that the Presbytery receive the Treasurer’s Reports. Jeff and Courtney Crawford declared a conflict of issue on one motion. They were given permission to withdraw.

The motion was **carried.**

It was **moved** by Reuben St. Louis/Janette Bomhoff that the Presbytery accept the unaudited Financial Statements to August 31, 2024. **Carried.**

It was **moved** by that the Presbytery designate that funds from the ReEmergency Fund as well as the current use of ReDevelopment and ReGeneration Funds be used as required to fund the General Presbyter position and be replenished when new funds become available. **Carried.**

It was **moved** by Reuben St. Louis/Janette Bomhoff that the Presbytery approve the report as a whole. **Carried.**

Adjournment

It was **moved** by Don McCallum, duly seconded, that the Court Adjourn. Carried.

The moderator closed the meeting in prayer.

**Booklet of Reports
Presbytery of Waterloo Wellington
September 10, 2024
Rockwood Presbyterian Church**

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A: Information Related to the Call of the Rev. Tae Ho Yoo

Call to a minister of Word and Sacraments and guarantee to presbytery of stipend.

We, the professing members of Joonim Presbyterian Church, City, being well satisfied with your faithfulness to the Gospel and your qualifications for the ministry of Word and Sacraments and confident that the Holy Spirit has led us to you, earnestly and solemnly call you, The Rev. Tae Ho Yoo, to become the senior minister of this congregation. In calling you we promise you all due respect, encouragement, and allegiance in the Lord as, together, we seek to use our gifts in the church and in the world to the glory of God.

In order that you, The Rev. Tae Ho Yoo, may be free to devote yourself to ministry of Word and Sacraments among us, we the congregation of Joonim Presbyterian Church hereby guarantee to [insert info], that out of our estimated annual revenue of two hundred and twenty-one thousand dollars, we promise and obligate ourselves to provide you, as a first charge thereon, the following annually:

Annual Stipend

| | |
|--|----------|
| Option A (inclusive of travel allowance) | \$46,375 |
| Manse (or Housing/Rental allowance) | \$26,000 |
| Total | \$72,375 |

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

We agree further:

1. To provide two weeks and \$1000 for continuing education annually and at least the minimum allowance as set by the General Assembly.
2. That the benefits of number 1 above shall be cumulative up to five years.
3. To strongly encourage that after five (5) years of service in the denomination, the professional church worker will take an inter-mission of 10 weeks (as detailed in the A&P 1992, p. 383-384) and to expect the same after every five (5) years of service are completed.
4. To provide four weeks vacation annually, which shall be used in the year they are given.
5. To pay supply during the periods of continuing education and holidays.
6. In case of disability or extended illness, to continue to provide stipend, accommodation, and allowances for a period not less than that set by the General Assembly, and to pay the cost of pulpit supply.
7. To pay for Medical and Dental Insurance as provided through the Pensions and Benefits Board of the General Assembly and to make contributions to the Pension Plan in compliance with the terms of the plan.
8. Provide certain amount of reimbursement for total moving expenses.
9. Cell Phone \$600
10. *\$3600 Housing Equity Grant should the minister rent instead of purchase a home.*

Joonim Presbyterian Church, August 25, 2024

Stated Supply Ministry Agreement

This agreement is dated the 1st day of January, 2025

Between:

The Congregation of Joonim Presbyterian Church, 22 Bridgeport Rd. W, Waterloo ON N2L 2Y3

and:

Rev. Tae Ho Yoo: 5477 Av. Saint Ignatius, Montréal, QC H4V 2C5

and

The Presbytery of Waterloo-Wellington, The Presbyterian Church in Canada, 73 Queen St. E., Cambridge, ON N3C 2A9, 519-658-2652, clerkwatwell@gmail.com

This Agreement outlines the terms for the Presbytery appointment of the Minister to the position of Stated Supply in the Congregation.

- 1.0 The goals and expectations for this ministry are found at Schedule A, attached.
- 2.0 Qualifications of the Minister are found at Schedule B, attached.
- 3.0 This ministry is full time, agreed to be 45 hours per week.
- 4.0 This ministry will begin on January 1st, 2025 and end on December 31st, 2025, and may be renewed automatically with the mutual consent of all parties.
- 5.0 The stipend and allowances shall meet or exceed General Assembly and Presbytery requirements and may be prorated in the case of part time.
- 6.0 The Congregation shall pay the following monthly stipend and allowances, less payroll deductions, to the Minister at the beginning of each month:

| | Ann. (Pro-rated) | Monthly |
|-------------------------------|------------------|--------------|
| Stipend | 38,161 | 3,180 |
| Housing Allowance & Utilities | 26,000 | 2,166 |
| Total | 64,161 | 5,346 |

- 7.0 In addition to the above, the Congregation shall provide:
 - Travel expenses related to Presbytery at a reimbursement rate of \$. [TBD]
 - Cost of pulpit supply during the Minister's vacation and continuing education leave.
 - Provide certain amount of reimbursement for total moving expenses.
 - Four weeks total vacation.
 - \$1000 and two weeks continuing education.
- 8.0 The stated supply minister shall be named as the Interim Moderator by the Presbytery to the Congregation for the term of the ministry
- 9.0 The Minister shall be a member of and accountable to the Presbytery in accordance with Book of Forms 176.
- 10.0 The Minister shall not be eligible to be called to the Congregation during the term of this Agreement.
- 11.0 This Agreement can be terminated by the Presbytery on its own or at the request of either the Congregation or the Minister on 60 days written notice. During the first three years of ministry under the terms of this Agreement including subsequent consecutive renewals no further payments shall be required at the date of termination or expiry. After three years of consecutive service, the provisions of the Policy for the Dissolution of Pastoral Ties shall apply.
- 12.0 This Agreement is in accordance with the policies for ministry within The Presbyterian Church in Canada and shall be subject to the laws of the province of Ontario.
- 13.0 This Agreement may only be amended or modified in writing and with the consent of all parties.

* Note: After a Minister has remained in Stated Supply status for over three years, they are eligible and required by law to be paid a transition allowance. In this case it is for a period of four months.

This agreement is approved by the parties as of the date written above.

SCHEDULE A

Stated Supply Ministry Goals and Expectations (Adjust for specific situation)

The goals for this Stated Supply Ministry shall include:

Leading Joonim in its Goal of "Being an Acts-like Church" based on Acts 2:42-47. Particular focus of the stated supply ministry will be on the following objectives:

- Inspiring Worship

- Preparing for the Next Generation
- Spiritual Growth
- Missional Community
- Pastoral & Mutual Care
- Christian Democracy

The expectations of the Stated Supply Minister shall include:

- Preaching the Word of God through with discerning preparation of sermons.
- Collaborating with the worship and praise team in the preparation of worship services.
- Leading worship for all regular and special services as directed.
- Administering the sacraments of baptism and communion as approved and directed by the Session.
- Participating in or officiating at funerals and weddings.
- Engage and lead the congregation in group and individual bible study.
- Developing and implementing a program of discipleship training.
- Providing leadership to the Christian Education program.
- Leading training in personal and group discipleship development including one-on-one counseling, providing biblical insight and prayerful encouragement for individuals and groups.
- Pastoral care of the Congregation, responding to needs for crisis care, counseling, and visitation to church members' homes, nursing homes and hospitals.
- Identifying and developing new leaders for the congregation and its ministries
- Reaching out to newcomers to Joonim.
- Leading Ministry to College and University Students and young adults and youth.
- Leading evangelism and mission efforts.
- as Interim Moderator, attend all meetings required and moderate all meetings of the Session and Congregation;
- attending Presbytery meetings and provide regular reports about the ministry;

SCHEDULE B

Stated Supply Minister Qualifications (Adjust for specific situation)

The Minister shall have the following qualifications:

- Be a Committed Christian
- Have an M.Div. from an affiliate congregation of the World Reformed Council of Churches.
- congregational pastoral and leadership experience as an ordained minister;
- Possess a passion for pastoral care in regular and crisis visitation.
- Enjoy welcoming people to the congregation, making them feel welcome.
- Have demonstrated achievement in leadership and the development of other leaders.
- Strong biblical knowledge and leadership in the area of Bible Study.
- Experience and training as a university and young adult ministry leader.
- The ability to work with a Session to provide leadership in times of transition;
- provide a vulnerable sector police records check prepared within the previous two months and demonstrate familiarity with the Leading With Care policy of The Presbyterian Church in Canada.

[B: Survey Results](#)

Circulated as a separate document.

[C: Business Committee Report](#)

Recommendation 11: That the report of the Business Committee be received and considered

Correspondance:

| | | | | | |
|------|------|----|---------------------|--|----------------------|
| 371 | June | 22 | Steven Webb | Request for Temporary Marriage License | Clerk |
| 372 | June | 23 | Margaret Woods | Questions about employment | Clerk |
| 373 | June | 28 | Lois Whitwell | Concerns about shared ministry at Crieff | Interim Moderator |
| 374 | June | 28 | Don Muir | Reponse to above | Interim Moderator |
| 375 | June | 29 | Steven Marsh | Repeating questions | Clerk, Moderator |
| 376 | June | 29 | Jeanette Bomhof | Emergency Preparedness | Business Committee |
| 377 | July | 5 | Paul Grespan | Legal Review for Housing Loan | Finance and Property |
| 378 | July | 2 | Darlene Vndermay | Thanks for Arise Support | Equipping Leadership |
| 379 | July | 6 | Mary Visser Kerr | Invoice for web services | Treasurer |
| 380 | July | 12 | Paul Grespan | Template for Housing Loan | Finance and Property |
| 381 | July | 30 | Alan Aki | Invitation to celebration for Susan Clarke | Presbytery |
| 382 | July | 26 | Peter Bush | Balance between funds | Finance and Property |
| 383 | July | 30 | Christy White | Request to sever property | Business Committee |
| 384 | Aug | 2 | David choi | Police Record Check | Clerk |
| 385 | Aug | 2 | Lois Whitwell | Transfers: Grant and Konnie Vissers | Clerk |
| 386 | Aug | 9 | Deborah Turchet | Questions about severing property | Business Committee |
| 387 | Aug | 9 | Victor Kim | Call for Nominations for Moderator by Nov 29 | Business Committee |
| 388 | Aug | 9 | Victor Kim | Reponse to Overture 11, 2019 | Business Committee |
| 389 | Aug | 15 | Alex Bisset | Transfer of Kirk Summers from East Toronto | Clerk |
| 390 | Aug | 15 | Jim Biggs | Recalled Synod Meeting September 25 | Business Committee |
| 391 | Aug | 16 | Perri Jeffrey | Overdue Pension payments | Knox Conn |
| 392 | Aug | 16 | Victor Kim | Referrals from GA for Presbyteries | Business Committee |
| 393 | Aug | 18 | Dongwon Jung | Request for leaders to meet with session | Business Committee |
| 394 | Aug | 19 | Deborah Turchet | Application to sever Property at Palmerston | Business Committee |
| 395 | Aug | 19 | Andrew Hyde | Request to address Presbytery (ECM) | Business Committee |
| 396 | Aug | 19 | Christian Persaud | Transfer of Dr. Ian Gray from Calgary Macleod | Business Committee |
| 397 | Aug | 19 | Marty Molengraaf | Request to retire Oct 31 | Business Committee |
| 398 | Aug | 20 | Dongwon Jung | Additional Loans Westside | Finance and Property |
| 399 | Aug | 21 | Catherine Calkin | Transfer certificate L Dolson from Huron Perth | Business Committee |
| 400 | Aug | 22 | Kathryn Muir | Stipend and Allowance schedule 2025 | Presbytery B/C |
| 401 | Aug | 22 | Bonnie Street | Concerns re. Paris Olympics | Clerk |
| 402 | Aug | 24 | Denyse Wozencroft | Invitation to host Presbytery in November | Business Committee |
| 403 | Aug | 24 | Jeffrey Crawford | Police Record Check | Clerk |
| 404 | Aug | 26 | Tim Purvis | Receipt of Beth Anne Fisher appeal | Clerk |
| 405 | Aug | 27 | Adrian Langdon | Mentoring opportunity | Presbytery |
| 406 | Aug | 29 | Karen Eade | Mediation Report from Credence & Co. | Business Committee |
| 407 | Aug | 29 | Darrell Clarke | Call to Rev. Tae Ho Yoo | Business Committee |
| 408 | Aug | 30 | Kristine O'Brien | Request to address Presbytery (Crieff Hills) | Business Committee |
| 409 | Sep | 4 | Don Muir | Introduction of Intercultural Liaison | Presbytery |
| 410 | Sep | 5 | Terrie-Lee Hamilton | 2024 Acts and Proceedings | Presbtery |
| 411 | Sep | 7 | Steve Marsh | Questions about process with Credence | Moderator |
| 412` | Sep | 7 | Credence & Co | Invoice | Treasurer |

Recommendation 12: That the distribution of correspondence items 371-412 by the Business Committee be homologated.

Roll of Presbytery

The last couple of months have seen some changes in the composition of Presbytery. Rev. Grant Visser, inducted into Kortright Presbyterian Church, was added to the constituent roll earlier this week. In addition, Rev. Konnie Vissers has moved to our bound and we have received her certificate from the Presbytery of Hamilton.

Recommendation 13: That the Rev. Konnie Vissers be placed on the appendix to the Roll of the Presbytery of Waterloo-Wellington effective immediately.

Rev. Lisa Dolson began her stated supply ministry at Duff's Presbyterian Church on September 1. We received her certificate of transfer from Huron Perth on August 21.

Recommendation 14: That the Rev. Lisa Dolson be placed on the Constituent Roll of the Presbytery of Waterloo-Wellington effective immediately.

The Rev. Dr. Ian Gray has moved to our bounds. His transfer certificate was received from Calgary MacLeod on August 19.

Recommendation 15: That the Rev. Dr. Ian Gray be placed on the appendix to the Roll of the Presbytery of Waterloo-Wellington effective immediately.

Rev. Susan Clarke began her retirement on September 1. She had relocated Brockville in the Presbytery of Seaway Glengarry Presbytery effective immediately.

Recommendation 16: That the Rev. Susan Clarke be transferred to the care of the Presbytery of Seaway Glengarry.

Note that the Rev. Kirk Summers was also added to our Roll on August 16, 2024.

Retirement

The Rev. Dr. Marty Molengraaf has requested permission to retire from the ministry on October 31, 2024. With great appreciation, we make the following recommendations:

Recommendation 17: That the Rev. Dr. Marty Molengraaf be given permission to retire effective October 31, 2024.

Recommendation 18: That the Rev. Dr. Marty Molengraaf be placed on the appendix to the Roll effective October 31, 2024.

Matters Received from General Assembly

As always, we have been sent referrals from General Assembly. Please note the following with recommendations added when necessary:

Study and Report

Presbytery has been asked to study and report on two matters: Responses must be approved and sent in by January 31, 2025.

1. Proposed legislation regarding the commissioning of ruling elders or diaconal ministers to assist with interim moderator duties.

Recommendation 19: That a committee comprised of _____, study and propose a response to the report on Lay People serving as interim moderators either the November or January meeting.

2. Proposed updates to the guidelines for a review of ministry (Book of Forms 336–340).

Recommendation 20: That the Equipping Leadership Team Be tasked with studying and preparing a report on this matter for the either the November or January Meeting.

Expressions of Appreciation

The General Assembly extended appreciation to congregations, individuals, presbyteries, synods and organizations, as well as the international and ecumenical friends who warmly welcomed and graciously offered hospitality to the Rev. Mary M. Fontaine.

Information

Attention is drawn to the appointment of the Intercultural Liaison for the Presbyterian Church in Canada

The GA commends the Document “On the Question of Unity and Diversity,” to Congregations and Courts of the Church.

Recommendation 21: That the Clerk circulate “On the Question of Unity and Diversity,” to the Presbytery.

Revised guidance from the Clerks of Assembly regarding exercising liberty of conscience and action around guidelines concerning ordination and marriage. We had a good report on this at our June meeting

New guidelines for the process for creating a multi-point charge. Please take note.

Information regarding.

Recommendation 22: That the Clerk circulate the revisions to the sick leave policy to the Presbytery.

Statement on the Trustee Board and Cemeteries

Recommendation 23: That the Clerk circulate the Statement on the Trustee Board and Cemeteries to the Presbytery.

There are no Remits this year.

Minimum stipend and allowance schedule 2025. This has been circulated to the Presbyter. The Presbytery’s stipend grid will be updated accordingly and posted on the web page.

Synod of CNOB

At the call of the Moderator, the Rev WA Bisset, the Synod of Central, Northeastern Ontario and Bermuda is recalled to meet on **September 25, 2024 at 7 pm (by Zoom)** to consider the report of the Synod’s Regional Consultative Committee and its proposals for Synod staffing. Not other Details are available at this time. The Synod is asking us to name four commissioners by **September 17**. We are urgently looking for volunteers.

Recommendation 24: That the following people be names as commissioners to the emergent meeting of Synod on September 25, 2024: Reuben St. Louis, <clergy>,<lay>,<lay>.

Presbytery Teams

Presbytery teams are still having initial meetings following some changes in membership. We will update convenors and contacts when available.

Knox Presbyterian Church, Palmerston

It came to the attention of the Clerk of Presbytery that Trustees of Knox Presbyterian Church, Palmerston were seeking the permission of the County of Wellington to sever lots from the church property with the intention of selling the lots. The application was submitted to the County without consultation and approval from the congregation or from the Presbytery of Waterloo-Wellington.

Attempts by members of the Business Committee to connect with elders for a meeting were met with silence and then an e-mail indicating that the Session had nothing new to report and saw no reason to meet until the County had indicated if it would allow the severing to take place. The Rev. Nick Pavel called a member of the

Business Committee to ask for patience, the request was made to the Rev. Pavel to encourage the elders to meet with a small group from the Business Comm. but that has not occurred.

The Business Committee has been left to speculate as to the motivation behind the application to sever two lots from the church property. Most of the discussion has assumed that Knox, Palmerston is in a financially difficult place and is seeking to free up cash.

This analysis is supported by an examination of the publicly available financial information about Knox Presbyterian Church, Palmerston.

Therefore, the Business Committee requests that the Presbytery of Waterloo-Wellington establish a Committee to do the following:

1. Meet with the Session of Knox PC, Palmerston and the Treasurer of the congregation to
 - a. Discover the purpose for the severing of the two lots from the property of Knox Presbyterian Church, Palmerston with the intent of selling the property.
 - b. Ascertain the financial situation at Knox Presbyterian Church, Palmerston.
 - c. Discuss the future plans the Session has.
2. Report its findings along with possible next steps for the Presbytery to the Presbytery of WW at a future meeting of the Presbytery for the Presbytery's action.

Recommendation 25: That the Presbytery of Waterloo-Wellington name a Committee made up of the Clerk, the Rev. Reuben St. Louis, and the Rev. Dr. Peter Bush to carry out the investigation and reporting outlined above.

Mediation Report

We have received a mediation report from Credence and Co. We are looking for some comment from all stakeholders and will look to report more fully on this process by the next Presbytery meeting.

Recommendation 26: That the Report of the Business Committee be adopted

D: Treasurer's Report:

Treasurer's Report to the Presbytery of Waterloo-Wellington

2024 Financial Activity to August 31st

Attached are the unaudited Financial Position (Balance Sheet) and Financial Report (Income Statement) to the end of August 2024. Expenditures are tracking to the 2024 General Fund budget.

PCC Consolidated Fund

The 2024 second quarter updates included a market value increase of \$12,552.10 and income of \$7,430.25. The closing balance as of June 30th is \$1,243,843.13.

Third Quarter Assessment Analysis

The third quarter congregational assessment payments were all received with minimal follow up. Thank you to the congregations for their payments.

Minister Housing Loan

The first \$50,000 minister housing loan from the ReDevelopment Fund was paid in July to Kortright Presbyterian Church for their housing loan to the Rev. Grant Vissers.

General Assembly Collection

\$3,385 was received from the collection taken at the General Assembly Sunday worship service and was added to general revenue.



Tuesday, September 10, 2024 – 7:00 pm
Rockwood Presbyterian Church

6545

General Presbyter Funding Adjustment

To provide additional flexibility in funding the General Presbyter position and to utilize easily accessible funds the recommendation (#3) is to add the ReEmergency Fund as an additional funding source.

Recommendation #27 Receive the Treasurer's Reports.

Recommendation #28 Accept the unaudited Financial Statements to August 31, 2024.

Recommendation #29 That funds from the ReEmergency Fund as well as the current use of ReDevelopment and ReGeneration Funds be used as required to fund the General Presbyter position and be replenished when new funds become available.

Recommendation #30 Approve the report as a whole.

Respectfully submitted,

David Church, Treasurer

FINANCIAL REPORT TO PRESBYTERY of WATERLOO-WELLINGTON as at August 31, 2024

| | GENERAL FUND | | | RESERVE FUND | TRUST FUND | ReDEVELOP MENT FUND | DIANE BOYD CAMPUS FUND | REMERGE-NCY FUND | REGENERA-TION FUND | TOTAL | TOTAL |
|---|---------------|----------------|-----------------|---------------|----------------|---------------------|------------------------|------------------|--------------------|----------------|----------------|
| | Aug-24 | Budget | Variance | | | | | | | Aug-24 | Aug-23 |
| INCOME | | | | | | | | | | | |
| Assessment Income | 76,226 | 102,040 | 25,814 | | | | | | | 76,226 | 71,391 |
| General Presbyter Fund Transfers | | 120,819 | 120,819 | | | | | | | - | - |
| Income from induction services | | | - | | | | | | | | 400 |
| Interest Earned | 227 | 10 | - 217 | 279 | 143 | 4,338 | 70 | 1,436 | 861 | 7,355 | 6,713 |
| PCC Fund Income | | | | 8,778 | 158 | 3,288 | 11,440 | 17,868 | 62,454 | 103,986 | 69,796 |
| Capital Gain(loss) | | | | | | 2,594 | | | | 2,594 | - |
| Proceeds of Dispositions, Grants & Bequests | 13,385 | | 13,385 | 7,000 | | 23,538 | | | 14,193 | 58,116 | 250 |
| Total Income | 89,838 | 222,868 | 133,031 | 16,057 | 302 | 28,570 | 11,511 | 19,304 | 77,508 | 243,090 | 148,550 |
| EXPENSES | | | | | | | | | | | |
| Synod Assessment | 31,787 | 42,383 | 10,596 | | | | | | | 31,787 | 33,388 |
| Assessments - Total | 31,787 | 42,383 | 10,596 | | | | | | | 31,787 | 33,388 |
| Counselling Fees | | | | 1,845 | | | | | | 1,845 | 800 |
| Presbytery Budget Funding | | | | | | | | | | | |
| Grants to Congregations | | | | | | | | | 36,475 | 36,475 | 36,800 |
| Grants - Covid Congregational | | | | | | | | | | | |
| Grants-Renewal Projects | | | | | | | | | | | |
| Grants - Post Secondary Students | | | | | | | 12,900 | | | 12,900 | 18,335 |
| Grants - U of G chaplaincy | 9,000 | 9,000 | | | | | | | | 9,000 | 9,000 |
| Grants - Students for Ministry | | 1,200 | 1,200 | | | | | | | | |
| Grants - New Life Counselling | | | | | | | | | | | |
| Grants - Manse_Rental Subsidy | | | | | | 8,501 | | | | 8,501 | |
| Grants - Canadian Food Grains | | 25 | 25 | | | | | | | | |
| Grants - Other (PWSD Turkey/Syria Eathquake Relief) | 10,000 | | 10,000 | | | | | | | 10,000 | 5,000 |
| Grants - Total | 19,000 | 10,225 | - 8,775 | 1,845 | | 8,501 | 12,900 | | 36,475 | 78,721 | 69,935 |
| Clerk's honorarium | 10,080 | 15,120 | 5,040 | | | | | | | 10,080 | 10,696 |
| Treasurer's honorarium | 8,000 | 12,000 | 4,000 | | | | | | | 8,000 | 8,000 |
| General Presbyter salary | | 97,400 | 97,400 | | | 31,278 | | 31,278 | 31,278 | 62,565 | |
| General Presbyter pension & benefits | | 14,448 | 14,448 | | | 4,921 | | 4,921 | 4,921 | 9,842 | |
| CPP/EI | 866 | 6,373 | 5,507 | | | 2,166 | | 2,166 | 2,166 | 5,198 | 907 |
| Liability Insurance | | 4,000 | 4,000 | | | | | | | | 3,411 |
| General and office supplies | 1,492 | 2,000 | 508 | | | 93 | | | 93 | 1,678 | 1,093 |
| Depreciation | | | | | | | | | | | 829 |
| Telecommunications | 424 | 500 | 76 | | | | | | | 424 | 424 |
| Audit and legal fees | | 2,500 | 2,500 | | | | | | | | |
| Bank interest/charges | 17 | 100 | 117 | | | 135 | | | | 119 | 1,090 |
| Administration Expenses-Total | 20,846 | 154,440 | 133,594 | | | 38,593 | | | 38,458 | 97,896 | 26,450 |
| Travel and mileage | 195 | 5,000 | 4,805 | | | 498 | | | 498 | 1,191 | 162 |
| Meals and hospitality | 1,568 | 1,750 | 182 | | 1,400 | | | | | 2,968 | 15,264 |
| Travel - total | 1,764 | 6,750 | 4,987 | | 1,400 | 498 | | | 498 | 4,160 | 15,426 |
| Commissioner's Expenses GA | | 1,000 | 1,000 | | | | | | | | 2,150 |
| Conference Funds | | 500 | 500 | | | 700 | | | | 700 | 1,100 |
| Student Psych. assessments/counselling | | | | | | | | | | | |
| Visitors and Gifts | | 500 | 500 | | | | | | | | |
| Christian education | | 1,500 | 1,500 | | | | | | | | |
| Carbon Offset | | 350 | 350 | | | | | | | | |
| Bunum | | 2,000 | 2,000 | | | | | | | | |
| Canada Youth/Life | 3,000 | 3,000 | | | | | | | | 3,000 | |
| Student certification | | 300 | 300 | | | | | | | | |
| 2023 deficit recovery | | 3,674 | 3,674 | | | | | | | | |
| General expense - Total | 3,000 | 12,824 | 9,824 | | | 700 | | | | 3,700 | 3,250 |
| Total All Expenses | 78,397 | 228,623 | 150,228 | 1,845 | 1,400 | 48,292 | 12,900 | | 75,431 | 218,285 | 148,448 |
| Surplus/(Deficit) | 13,441 | - 3,754 | - 17,195 | 14,212 | - 1,098 | - 19,722 | - 1,389 | 19,304 | 2,077 | 26,825 | 101 |

PRESBYTERY OF WATERLOO-WELLINGTON
DRAFT STATEMENT OF FINANCIAL POSITION
as of August 31, 2024

| | GENERAL FUND | RESERVE FUND | TRUST FUND | ReDEVELOPMENT FUND | DIANE BOYD CAMPUS FUND | REMERGENCY FUND | REGENERATION FUND | ALL FUNDS Aug-24 | ALL FUNDS Aug-23 |
|--------------------------------------|--------------|--------------|------------|--------------------|------------------------|-----------------|-------------------|------------------|------------------|
| CURRENT ASSETS | | | | | | | | | |
| CASH | 4,619 | 45,076 | 17,008 | 19,395 | 3,675 | 100,627 | 15,828 | 206,229 | 386,409 |
| ACCOUNTS RECEIVABLE | - 2,141 | | | | | - | | 2,141 | 111,641 |
| ACCRUED INTEREST | | | | | | | | - | - |
| G.I.C.'S | | | | | | | | - | - |
| DUE FROM OTHER FUNDS | 35,669 | - | | 428 | | 8,501 | 428 | 45,026 | |
| | 38,146 | 45,076 | 17,008 | 19,823 | 3,675 | 109,128 | 16,256 | 249,113 | 498,050 |
| LONG-TERM ASSETS | | | | | | | | | |
| NOTES RECEIVABLE(CHURCHES) | | | | 917,093 | | | | 917,093 | 892,243 |
| PCC CONSOLIDATED FUND | | 105,001 | 1,894 | 39,328 | 123,945 | 226,626 | 747,050 | 1,243,843 | 1,086,495 |
| CORPORATE&GOV.BONDS etc. | 30 | | | 247,169 | | 50,000 | | 297,199 | 111,758 |
| ADJUST TO MARKET VALUE | | | | 2,975 | | | | 2,975 | 9,222 |
| | 30 | 105,001 | 1,894 | 1,206,565 | 123,945 | 276,626 | 747,050 | 2,461,110 | 2,099,718 |
| FIXED ASSETS | | | | | | | | | |
| COMPUTER EQUIPMENT | 2,486 | | | | | | | 2,486 | 2,486 |
| LESS DEPRECIATION | - 2,486 | | | | | | | - 2,486 | - 2,486 |
| | - | - | - | - | - | - | - | - | - |
| TOTAL ASSETS | 38,176 | 150,077 | 18,902 | 1,226,388 | 127,620 | 385,754 | 763,306 | 2,710,223 | 2,597,768 |
| LIABILITIES | | | | | | | | | |
| ACCOUNTS PAYABLE | 13,880 | | | | | | | 13,880 | 403 |
| OWED TO OTHER FUNDS | 856 | 35,669 | | 8,501 | | | - | 45,026 | |
| LONG TERM DEBT | | | | 35,643 | | | | 35,643 | 37,847 |
| | 14,736 | 35,669 | - | 44,144 | - | - | - | 94,549 | 38,250 |
| FUND BALANCES | | | | | | | | | |
| OPENING BALANCES | 10,000 | 100,196 | 20,000 | 1,201,966 | 129,009 | 366,450 | 761,228 | 2,588,849 | 2,559,417 |
| CURRENT SURPLUS(DEFICIT) | 13,441 | 14,212 | - 1,098 | - 19,722 | - 1,389 | 19,304 | 2,077 | 26,825 | 101 |
| PRIOR UNDISTRIBUTED | | | | | | | | - | |
| | 23,441 | 114,408 | 18,902 | 1,182,244 | 127,620 | 385,754 | 763,306 | 2,615,674 | 2,559,518 |
| TOTAL LIABILITY/FUND BALANCES | 38,176 | 150,077 | 18,902 | 1,226,388 | 127,620 | 385,754 | 763,306 | 2,710,223 | 2,597,768 |

E: General Presbyter's Report

Recommendation 31: That the report of the General Presbyter be received and considered

Ministry Focus

In my role as General Presbyter the following three areas of focus guide the ministry:

- Relationship builder, support, coach and care for clergy,
- Creator of intentional processes to support the Presbytery in discernment and action,
- Connect, resource and support discernment and leadership development in congregations.

Summer Worship Experiment

As you are likely aware the congregations of Doon, Duffs, Knox Crieff, Knox Preston and St. Andrew's Hespeler worshiped together over 10 weeks this summer. Based upon participation and conversation it would be safe to say that we had fun and learned together! The triune God was worshipped, relationships were birthed and reformed, and the energy was palpable. It was a joy to lead worship with Rev.'s Don, Jen and Scott, and to sense the togetherness that we found in the Spirit of Jesus Christ. Conversations are ongoing focusing on both debriefing this experiment and looking for ways to keep the experimenting going. It is in trying experiments, taking risks and ministering together that we will discover God's future for the Presbytery and its ministries.



Tuesday, September 10, 2024 – 7:00 pm
Rockwood Presbyterian Church

6548

Health & Vitality Survey Results Report

A separate report that addresses the overall survey results is part of the September Reports.

Individual congregational results were sent to all congregations who participated via the clerk of sessions in late August. As part of this process congregations are invited to declare if a follow up conversation is helpful for the session as they discern the information.

Knox Preston

A separate report on Knox Preston is part of the September Presbytery Reports.

Fall Schedule

As some of you are aware my fall calendar has filled up over the summer, especially in September and October. This is good news, and I am glad to be in conversation with so many congregations, sessions and clergy. If you are hoping to connect with me on the weekends or during an evening, I encourage you to reach out well in advance.

State of the Presbytery Report

I have begun a draft 'state of the presbytery' report that is based upon my service as General Presbytery, which is approaching one year later this fall. It seeks to reflect on the current reality (the 'what is'), and to offer reflections and possible actions (the 'what could be') for the way forward. If you have reflections you desire to share, I would enjoy being in conversation with you.

[F: General Presbyter Report Knox Preston](#)

Introduction

Both connected and separate from my role as part of the Interim Moderator team at Knox Preston, I was asked by the Presbytery in June to begin a conversation and process for an amalgamation for Knox Preston. The concept is to connect Knox Preston with another church. The conversation has begun, and the following congregations (unofficially) have initially engaged in the process: St. Andrew's Kitchener, Central, Kitchener East, Westside, St. Andrew's Hespeler, and Doon.

As we seek a way forward that both honours and celebrates the faithful ministry of the past and addresses the reality of this moment, the notion of a non-tradition amalgamation emerged. While the notion of an 'outside the box' amalgamation is possible and some conversations are in process, it also is presenting complex challenges. Specifically, Knox Preston has declared their frustration and desires additional input about next steps. As well, the reality is many members of Knox Preston have already found 'home' in another church during the transition of the last two years or more. It feels like an 'amalgamation' may only be possible related to property and assets, less so leadership and people. ***Therefore, this report presents a way forward that honours the intent of a 'non-traditional amalgamation,' seeks to directly support the people of Knox Preston, and suggests specific and time bound actions.***

Knox Preston Leadership -Pastoral Support

The concept is that the current leadership of Knox Preston be freed from the task of decision making about the next steps and future. This would allow both the current leadership, and congregation, to focus on processing the



past and present, with the help of a pastoral care support person. Individuals from Knox, during the Fall of 2024, could be part of the conversation to explore at what church they desire to worship and serve in, either as individuals or some may choose to attend other churches as a group.

Amalgamation or Dissolution

Therefore, the Presbytery should name a small team to support the management of the affairs of Knox Preston, towards either an 'amalgamation' or dissolution, as recommended in the policy for the amalgamation or dissolution of congregations. This frees the people of Knox to process this moment and hopefully make connections for the future. The assets are first used to pay outstanding debts, leave a missional legacy in the community, and then support future ministry of the Presbytery. If an 'amalgamation' is not approved by the November Presbytery meeting, then dissolution would be introduced. In the event of a dissolution, the mission plan could acknowledge congregations who welcome and support groups of people from Knox Preston, who then might receive funds as part of the future ministry of the Presbytery. This would allow the Presbytery to be pastoral bishop, and explore new uses or opportunities related to the property and assets that would further the Gospel.

Death & Resurrection

While an amalgamation with an existing congregation may be the way forward, ultimately it likely will push the larger conversation further down the road. Congregational decline and the reality of diminishing resources likely continues. The 'crisis' of this moment may be an opportunity to take a risk on a new experiment for the Presbytery through a number of congregations. Our Christian faith and story are about death and resurrection. If we believe that churches have life cycles and a death is occurring at Knox, Preston where do we see resurrection, rebirth and new life. If we are experiencing transitions, endings and deaths in additional local congregations, where might the Spirit of God be calling us to see and live resurrection?

Recommendations

Motion 32: that the congregation of Knox Preston be cited to appear at the November Presbytery meeting, with the understanding that at the November meeting a motion that Knox Preston either be amalgamated or dissolved would be introduced.

Motion 33: that a date for a Presbytery worship service be set at the November Presbytery meeting to mark this transition and celebrate 133 years of faithful witness. Regular weekly worship would conclude on the date of the Presbytery worship service.

(The Reign of Christ Sunday November 24th has been suggested.)

Motion 34: that the role 'Pastoral Transition Care Provider' be approved and is accountable to the Presbytery through the Knox Preston Interim Moderator and Congregational Response Team. (Role Description Attached)

Motion 35: that Beth Anne Fisher be contracted in the role of 'Pastoral Transition Care Provider' beginning on September 16, 2024 and concluding on January 15, 2025 and be compensated \$10,000 by Knox Preston, and the congregation be allowed to use funds from the sale of manse to support this ministry.

Motion 36: that The Rev. Dr. Mark Richardson and The Rev. Courtney Crawford both be dismissed as Interim Moderators at Knox Preston, with the thanks and gratitude of the Presbytery.

Motion 37: that a Presbytery team of the Interim Moderator, Pastoral Transition Care Provider, The Rev. Dr. Peter Bush, be appointed to support ‘amalgamation’ and/or dissolution. That they be encouraged in their discernment to explore missional and community-oriented opportunities for the use of the Knox Preston building and property.

Recommendation 38: That the report of the General Presbyter be adopted.

Respectfully submitted,

Jeffrey

Knox Preston Pastoral Transition Care Provider

as of September 3rd

Description:

This position is intended to support the congregational community of Knox Preston during a period of significant transition and loss. In collaboration with the community leadership, the pastoral transition care provider will help the congregation navigate the inevitably difficult emotions arising from their current reality, guide them through the ending of their weekly Sunday worship, and support recommendations with regards to disbursement of local missional resources honouring the legacy of Knox Preston.

Responsibilities:

- Sunday service leadership 2 Sundays/month
- Contact all congregants from congregational attendance list and invite for a one-to-one conversation
- One-on-one meetings with all interested congregants
 - Exploring individual pastoral needs
 - Supporting transitions to other worshipping communities
- Community pastoral care
 - Providing framework and language to process past several years as a community
 - Facilitating decision-making and legacy planning
 - Supporting communication between congregation and Presbytery
- Not a voting member of decision-making in either the presbytery committee or the congregational leadership

Accountability: Responsible to the Presbytery of Waterloo- Wellington through the Interim Moderator(s) of Knox Preston and the Congregational Response Team.

Hours & Pay:

A 4-month term, 2 days/week

September 16, 2024 - January 15, 2025

Pay rate: \$10,000 for the 4-month contract, with standard payroll deductions at source

Priorities ahead of November Presbytery meeting:

- Provide language and framework for spiritually integrative processing
- Connect individually with current Sunday worship attendees, as time allows
- Join ongoing conversations about current needs and wants
- Facilitate community dialogue and support discernment related to amalgamation or dissolution

[G: Congregation Response Report](#)



Tuesday, September 10, 2024 – 7:00 pm
Rockwood Presbyterian Church

6551

Recommendation 39: Moved and seconded that the report be received and considered.

Recommendation 40: Moved and seconded that the ministry agreement (see attached) between Doon Presbyterian Church and Rev. Jen Sokolowsky be renewed.

Recommendation 41: Moved and seconded that the Congregational Response team arrange for an Exit Interview with Rev. Dr. Marty Molengraaf and St. Andrew's, Kitchener.

Recommendation 42: Moved and seconded that the Congregational Response team be given power to issue regarding the appointment of an Interim Moderator for St. Andrew's Kitchener.

Recommendation 43: Moved and seconded that the report be adopted as a whole.

Respectfully submitted,
Rev. Reuben St. Louis, acting chair

Interim Ministry Agreement for Doon – Jennifer Sokolowsky

This agreement is dated the 13th day of November 2024

Between:

Doon Presbyterian Church, 35 Roos St. Kitchener

and:

The Rev. Jennifer Sokolowsky, 5B-270 Morrison Road Kitchener N2A 3J6 jensokolowsky@gmail.com

and:

The Presbytery of Waterloo-Wellington within The Presbyterian Church in Canada

This Agreement outlines the terms for the Presbytery appointment of the Minister to the position of Interim Minister in Doon Presbyterian Church, Kitchener

1.0 The goals and expectations for this ministry are found at Schedule A, attached.

2.0 Qualifications of the Minister are found at Schedule B, attached.

3.0 This ministry is part-time based on 26hrs/week - 60% time

4.0 This ministry will begin on November 13th, 2024 and end on November 12th, 2025, and may be renewed with the mutual consent of all parties.

5.0 The stipend and allowances shall meet or exceed General Assembly and Presbytery requirements and may be prorated in the case of part time.

6.0 The Congregation shall pay the following monthly stipend and allowances, less payroll deductions, to the Minister at the beginning of each month:

Annual Monthly

| | | |
|--|-----------|-----------|
| Stipend (<i>Cola is 6% for 2024 – PCC</i>) | \$38,478 | \$3206.50 |
| Housing allowance (fair rental value of \$12,826 appropriate housing inclusive of utilities) | \$1068.83 | |
| Total | \$51,304 | \$4275.33 |

7.0 In addition to the above, the Congregation shall provide:

- Six weeks vacation per year
- Health and Dental benefits per The Presbyterian Church in Canada plan.
- Participation in The Presbyterian Pension Plan
- 2 Weeks Continuing Education + \$1000 education allowance according to General Assembly and Presbytery regulations.
- Use of Minister's Office, Printer, internet, access to all congregational records
- Mileage reimbursed at Presbytery minimum
- ½ of the Minister's Monthly Cellphone payment + ½ of the Minister's Internet payment
- 2 weeks stipend toward a 10 week intermission for each year served in the congregation

8.0 In the case of the Minister's total disability or extended illness, this Agreement will terminate as of the date the medical leave commences. The Congregation will then continue to provide stipend and all allowances for a period of three months. Housing allowance and cost of utilities only will be continued for a further four months.

9.0 The Minister shall be a member of and accountable to the Presbytery in accordance with Book of Forms 176.

10.0 This Agreement can be terminated by the Presbytery on its own or at the request of either the Congregation or the Minister on 60 days written notice. During the first three years of ministry under the terms of this Agreement including subsequent consecutive renewals no further payments shall be required at the date of termination or expiry. After three years of consecutive service, the provisions of the Policy for the Dissolution of Pastoral Ties shall apply. (Policy attached if renewal is past three years)

11.0 This Agreement is in accordance with the policies for ministry within The Presbyterian Church in Canada and shall be subject to the laws of the province of Ontario

12.0 This Agreement may only be amended or modified in writing and with the consent of all parties.

This agreement is approved by the parties as of the date written above.

SCHEDULE A: Interim Ministry Goals and Expectations

The goals for this Interim Ministry shall include:

- Interim Minister will work to equip Session to lead Doon forward - The Minister will not 'do' all of the work. The Minister and Session will model good leadership in transition (actively engaged, non-anxious leadership);
- Interim Minister will work closely with the New Beginnings Team to create and implement sustainable change.
- Session will be willing to continue having difficult and complex conversations in order to prepare for the future. The Interim Minister will continue to hold up a mirror for the Congregation so that they can discern well, who Doon is and who they are being called to become (for the church is always becoming).
- The Interim Minister will not pretend problems do not exist. They will seek to assist Doon in continually becoming open to exploring, expanding faith, dreaming beyond the current boxes or frameworks or perspectives that may or may not exist within the congregation at the current time. The Minister will challenge and encourage Session and the Congregation to be a people of deep faith as they seek Spirit's leading.

The Interim Minister will keep 3 Important Questions before Session and the Congregation:

- Who are we? - Our identity, who we say we are and who others say we are
- Who is our neighbour? - Who are the people around us? The people we are called to serve? It could be beside you or across the world.
- What are we called to do? - What is our purpose in this time? What is God calling us to do? What is love calling us to do?

The Minister will:

- Lead worship 26 Sundays in the year + Christmas Eve & Good Friday
 - The church will pay for Sunday Supply for approximately 12 Sundays in the year
 - The Minister will work to equip Lay Leadership to lead 1 Worship Service per month (the Minister will be present for approximately half of these services). The primary purpose of this work is to assist the congregation in living into ministry with a part-time clergy person.
 - The Minister will work with Doon to engage in a second Summer Worship Experiment with other local congregations (which would cover approximately 8 services)

- When Pulpit Supply is engaged, the Minister will seek to provide for a leader who shall support the Congregation's vision and the polity and doctrine of The Presbyterian Church in Canada;
- Help the congregation move meaningfully through the next piece of The New Beginnings Process, as they discern and begin to live into 'what's next'
- Prayerfully nurture an atmosphere of hope, focussed on dreaming God's dream for the future
- Continue to encourage and support the vibrant outreach that is taking place:
 - Conestoga Student Ministry
 - Ray of Hope Meals
 - Food Drives in the Neighbourhood
 - VBS
- Celebrate the sacrament of Holy Communion and Baptism as determined by the Session;
- Provide emergency pastoral care for sick and shut-in;
- Officiate at weddings and funerals;
- work with Teams and Small Group Leaders to assist them in carrying out their mission and ministry;
- Moderate meetings of Session and Congregation;
- Perform other administrative duties as requested by Presbytery
- Attend Presbytery meetings and provide regular reports about the ministry as the Interim Moderator
- Generally be present in the church building 2 mornings or afternoons/week
- Should the congregation decide to redefine its mission the Interim Minister will:
 - Assist the congregation in creating a sustainable way of living into their mission and vision
 - Work with the congregation to create a sustainable model (human and financial resources)
 - Help the congregation define who they are as a people of faith (including discernment regarding their position around full inclusion of LGBTQi+ persons)
- Should the congregation decide to amalgamate/close/reimagine themselves as church, the Minister will:
 - Coach, encourage, provide resources, advice and organize outside assistance in order to do this work well
 - Provide pastoral support and encouragement
 - Walk with the congregation as they enter into this process
 - Explore opportunities to partner and share ministry with other congregations

SCHEDULE B: Interim Minister Qualifications

The Minister shall have the following qualifications:

- Ordained minister in good standing of The Presbyterian Church in Canada;
- Congregational pastoral experience as an ordained minister;
- Demonstrated ability to work with a Session/Leadership Team to provide leadership in times of transition;
- Attended workshop on the Policy for Dealing with Sexual Abuse or Sexual Harassment of The Presbyterian Church in Canada;
- Provide a vulnerable sector police records check prepared within the previous two years and demonstrate familiarity with the Leading With Care policy of The Presbyterian Church in Canada.
- Competency in time management and organization
- Excellent interpersonal and communication skills
- Ability to set short/long term goals, achieve them and evaluate results

Additional Assets

- Formal Interim Ministry Training; Conflict Management Training

Interim Moderators' Report

Knox Preston Vision Committee Report

Preface/Introduction

Knox Preston identified several years ago that it needed to determine a new path forward as it was facing the same challenges that other congregations were facing - declining membership, an older congregation and financial pressures. This led to the contracting of Church Helper to assist us with a vision for the future. This process began early in 2020 which coincided with the unprecedented onset of a major pandemic. While we proceeded with planning for the future, it also affected congregational participation and “buy-in” to decisions made. The complete shutdown of in-person meetings and worship services further complicated matters.

Following the receipt of the Church Helper report a congregational meeting was held and it was reaffirmed by the congregation it was still important that Knox Preston have a role to play in the worship community of the Preston Towne Centre and that we should leverage our assets (i.e sell manse and find tenants to share space in the church building). Also, to continue to discern plans for the future.

When pandemic restrictions were lessened, the session started discussions around amalgamation, 2-point charges, halftime minister etc. as there was a realization that we could no longer afford to pay a full-time minister nor did our numbers warrant one. How to go about this was the topic of discussion and it was decided to reach out to Presbytery for advice. A 3-person team was assigned. Without getting into details in this report, this process was frustrating at times and did not provide us with resources on how to go about looking at new options for ministry. We were told that Session needed to take the initiative.

However, this team led us to sever the tie with our minister Rev. Bill Bynum, with his last Sunday of leading worship being at the end of January, 2024. We continue to pay his full-time salary. Since that time, we were assigned 3 new Interim Moderators and had a revolving door of pulpit supply which further added to our financial burdens.

While still dealing with this change in our situation we had negotiations with other churches to share space in our building to provide revenue as well as began to discuss shared ministry options and the process. Through our own research of available resources, we found the actual policies for amalgamations, 2-point charges, Ecumenical Shared Ministries and cluster ministries etc. and began to take action to seriously look at viable “alternative ministry models”.

In June of 2024, five months after severing our tie with our full-time minister, the session was unexpectedly faced with an emergent meeting where the following options were presented; amalgamation or closure with a decision to be made at that meeting. This led to the following motion being passed at the June Presbytery meeting... ***“A required joining with another Presbyterian church before the end of 2024. This is not a traditional amalgamation. It would be Knox Preston joining an established worshipping community at another Presbyterian church location, and as part of that process their (Knox) assets (property and \$) would remain part of the amalgamated church, minus a missional legacy in Preston.”***

This was quite a shock given what we had discussed at the previous session meeting in May, 2024. We were also told to cease negotiations regarding the leasing of space in the building which was in the final stages. The congregation was informed of the motion at the final service in June before we began participating in the 10 week “Summer Worship Experiment”. No further worship services at Knox Preston occurred until sept. 1st.

Present Actions:

- A “Vision Committee” made up of Session and Board members was created to look at other options and submitting a counter proposal
- Up to this point 5 meetings have been held
- This committee has become increasingly focused and decisive
- It has established a formal meeting format with a chair and time frame within to discuss the items put forward
- The main objectives have been to flesh out our vision and mission statement and prepare a more concise strategy for attaining what we believe Christ is calling us to do
- We have elected a chair to keep us focused and on schedule as well as a decision-making process that does not mean ‘trying to please everyone’. We have learned that trying to please everyone means not pleasing anyone.
- Contacts were made with various sources to get an explanation of what the motion that was passed actually meant including with two of our Interim Moderators. There is quite a variation on the interpretation of this motion’s meaning
- Research and discussions have occurred: Other churches who have been through similar situations outside our Presbytery, a consultation with Church Helper, discussions with elders/members from other churches during the summer experiment worship services, etc.
- The following resources were provided to the vision committee members: Policy for Amalgamations or Dissolution of Congregations, Ecumenical Shared Ministries Handbook, Presbytery authority around the care and good order of its churches within its bounds, Should We Revitalize or Replant?, PowerPoint presentation on Cluster Ministry; The Grey Bruce Maitland Model, etc.

- We have had discussions on the **why** we want to continue to be a church; who God is calling us to reach; the need to stabilize our church with a more consistent minister to help guide us; discussing cluster ministry and even lay ministering and congregational lead services, visiting existing congregations who we can learn from and have started a list of congregations to invite to help guide us; having a focus on the churches that participated in the summer worship experiment
- Trying to work in tandem with what is happening at the Presbytery level

Where we are at:

- We agree that a new model for ministry is required
- We also find it frustrating that Presbytery cannot state their model for the future of churches within its boundaries and yet expects Knox Preston to have one asap when it is going through a major learning curve
- Frustration that Knox Preston is the church that is facing the deadline while there are other churches struggling that are not facing the same pressure. We do agree to having a reasonable deadline to make decisions.
- We want the definition of amalgamation to be interpreted in a broad way
- We know we need to partner with others to move forward. This includes shared ministry with other churches and possibly non-government organizations
- We are very interested in “cluster ministry” to join with other willing churches and also maintaining a presence in Preston while thinking outside the box to make this happen
- We realize we need to put the “old Knox Preston” behind us but want to create a new Knox Preston (not necessarily by that name) but with the strength in partnering with other churches
- Making a decision regarding the building - selling it is definitely now on the table unless opportunities to use it in a practical and beneficial way that will not continue to put pressure on congregational members around upkeep etc. become available
- The need to address Presbytery’s concerns noted in the June Interim Moderators report in a systematic fashion
- A willingness to discuss with presbytery what we have been through as a learning process to ensure other congregations who are following behind us don’t have the same experience

Wants:

- Two months to develop a clear concise vision and mission that will set the foundation to formalize a detailed plan for the future. This will also allow us to do the necessary consultation with the congregation which has not gathered since June
- Presbytery to understand the ‘emotional roller coaster’ we have been through since we cut our pastoral tie in January of this year
- A say in our future - nobody likes being told what to do