

Emergent Meeting of the Presbytery of Waterloo-Wellington
 Knox Presbyterian Church, Waterloo
 August 20, 2019, 7PM

The Presbytery of Waterloo-Wellington met for an emergent meeting at Knox Presbyterian Church, Waterloo on August 20, 2019 at 7PM. The moderator, Mr. Gibson McIlwrath open the meeting in prayer and constituted the court.

Attendance:

Ministers: Rev. Ed Charlton, Rev. Johan Olivier, Rev. Susan Clarke, Rev. Mark Richardson, Rev. Brooke Ashfield, Rev. John Borthwick, Rev. Jane Swatridge, Rev. Frank Szatmari

Rep. Elders: Gib McIlwrath, William Cassels, Les Ferrier, George Forsyth, Andrew Foster, Marion Hunter, Janet MacDowell, Vern Platt, Ross Rowat

Appendix: Rev. Darrell Clarke, Rev. Walter McLean,

Treasurer: George Myers

Visitors: Gordon Coyne, Nancy Kennedy, Sue Senior, Charlene Janes, Brianna Stewart, Douglas Stewart, Judy Grees, Dawn Charlton, Ruth Song, Ken Wise, Barb Wise, Mark Harper, Sharon Feldmann, Cheryl Meyer, Deborah Schlicter, Shirley Carter, Laurie Carter, Elizabeth Thorsen, Marty Deacon, Bruce Deacon, Agnes Steffy, Annama Abraham, Richard A. Steffy.

Regrets:

Ministers: Rev. Scott McAndless, Rev. Scott Sinclair, Rev. Nick Pavel, Rev. Alex MacLeod, Rev. Linda Ashfield, Rev. Herb Gale, Rev. Glen Soderholm, Rev. Aubrey Botha, Rev. Mark Gaskin, Rev. Karla Wubbenhorst

Rep. Elders: Jim Zaryski, Peggy Lennox

Appendix: Rev. Angus Sutherland, Rev. Linda Bell, Rev. George Robertson

The moderator welcomed the court and thanked Knox Presbyterian, Waterloo for hosting.

Moved by John Borthwick/Ed Charlton that the visitors from Knox Presbyterian, Waterloo be invited to sit and correspond. Carried.

The moderator stated the reason for the emergent meeting and the clerk outlined the process that would unfold.

- a. Call to Rev. Hugh Donnelly to the pastoral of charge Knox Presbyterian church, Waterloo, effective Sept. 3rd.
- b. Retirement of the Revs. Brooke and Linda Ashfield of Knox Presbyterian Church, Waterloo, effective September 30, 2019.
- c. Request from the session and congregation of Knox Presbyterian Church, Waterloo to appoint Rev. Linda Ashfield as part-time associate minister (retired) (at 50%) and Rev. Brooke Ashfield as part-time associate minister (retired) (at 50%); both effective October 1, 2019. (See attached pdf's)

Moved by Ed Charlton/Mark Richardson that the agenda be adopted as presented. Carried

Moved by Ed Charlton/Johan Olivier that the report of the business committee be received and considered. Carried.

Call to the Rev. Hugh Donnelly from the Congregation of Knox, Waterloo:

Moved by Ed Charlton/Susan Clarke that the call to the Rev. Hugh Donnelly be received and considered. Carried

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The terms of the call to the Rev. Hugh Donnelly were shared with the Presbytery by the Rev. Darrell Clarke, Clerk of Presbytery and are outlined below:

We, the professing members of Knox Presbyterian Church, Waterloo, 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. Hugh Donnelly, to become the Lead 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. Hugh Donnelly, may be free to devote yourself to ministry of Word and Sacraments among us, we the congregation of Knox Presbyterian Church hereby guarantee to the Presbytery of Waterloo Wellington, of The Presbyterian Church in Canada, that out of our estimated annual revenue of nine hundred and sixty one thousand five hundred and fifty five dollars we promise and obligate ourselves to provide you, as a first charge thereon, the following annually:

Annual Salary inclusive of housing allowance and utilities \$ 94,892.00

Annual Travel Allowance (paid in monthly installments) \$ 7,108.00

We agree to make payments of the above annual salary bi-monthly, and agree to adjust the compensation annually in view of any changes in the cost of living or the needs of our minister.

We agree further:

1. To provide two weeks for continuing education annually and \$1,700 per year for continuing education expenses.
2. That the benefits of number 1 above shall be cumulative up to five years.
3. To provide six (6) weeks vacation annually, which shall be used in the year they are given.
4. To pay supply during the periods of continuing education and holidays.
5. 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.
6. 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.
7. To pay necessary moving expenses.
8. To pay the costs related to providing our minister a mobile phone.
9. All Professional church workers are encouraged that after five (5) years of service in the denomination, to take an inter-mission (as detailed in the A&P 1992, p. 383-384) and to expect the same after every five (5) years of service are completed. All inter-mission proposals are to be approved by the Presbytery.

The Rev. John Borthwick, Interim Moderator of the Session of Knox Presbyterian Church, Waterloo, narrated the steps of the call.

Moved by Ed Charlton/Johan Olivier that the actions of the interim moderator be approved. Carried. The clerk of Presbytery attested to the support of the call. Total number of members: 472, Signed in favour at congregational meeting: 196, further subscribed to the call: 159, Adherents who subscribed to the call: 97

Representatives from Knox Presbyterian Church, Waterloo, the congregation to which Rev. Hugh Donnelly is being called, are invited to speak in support of the call. Deb Schlichter, Clerk of Session; Lawrie Carter and Heather Cawsey (co-conveners of the search committee) and Rev. Brooke Ashfield spoke in support of the call.

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Moved by Ed Charlton/Susan Clarke that the call to the Rev. Hugh Donnelly be sustained as a gospel call and forwarded to the Presbytery of Pickering and that the Rev. John Borthwick with members of the Session of Knox, Waterloo travel and represent this call to the Presbytery at the September 3rd meeting established to receive this matter. Carried.

Moved by Ed Charlton/Johan Olivier that at a future meeting of the Presbytery of Waterloo-Wellington, a date for the induction of the Rev. Hugh Donnelly be set and that the Rev. Peter Bush be invited to preach at that induction. Carried. The call was included in the agenda and referred to the Presbytery by the Clerk.

Retirement of the Revs. Brooke and Linda Ashfield

On July 30, 2019, a notice of intention to retire was received from the Rev. Linda Ashfield of Knox Presbyterian Church, Waterloo

July 30, 2019
Rev. Darrell Clarke
Clerk, Presbytery of Waterloo-Wellington

Dear Darrell,

After 40 years of ministry as a teaching elder in the PCC, I plan to retire and seek a pension as a retired minister in the Presbyterian Church in Canada.

As part of the transition plan at Knox Waterloo, as approved by the session and congregation at a duly called congregational meeting on July 14, 2019, I am seeking to officially retire as a minister at Knox Waterloo Presbyterian Church.

We have contacted the Pension and Benefits staff at our National Office. We will fill out the official forms to be completed and submitted to the Pension and Benefits Board. **The date of retirement is set for September 30, 2019.**

I respectfully request that the Presbytery grant my request for retirement effective September 30, 2019.

As you are also aware, the congregation of Knox Waterloo, has requested my contract appointment as an "associate minister (retired)" for up to 12 months. The contract will be presented to the Presbytery at a meeting to be called, I believe, on August 20 at 7 pm at Knox Waterloo.

Copies of the contract will be sent to you by Debbie Schlichter, our clerk of session. The contracts were approved at a congregational meeting on July 14, 2019 (moderated by our Interim Moderator, the Rev. John Borthwick).

With best wishes,



Rev. Linda Ashfield

On July 31, a notice of intention to retire was received from Rev. Brook Ashfield of Knox Presbyterian Church, Waterloo was received.

July 31, 2019
Rev. Darrell Clarke
Clerk, Presbytery of Waterloo-Wellington

Dear Darrell,

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It should come as no surprise to you that I plan to retire and seek a pension as a retired minister in the Presbyterian Church in Canada.

As part of the transition plan at Knox Waterloo, as approved by the session and congregation at a duly called congregational meeting on July 14, 2019, I am seeking to officially retire as a minister at Knox Waterloo Presbyterian Church.

I have spoken with Nicole Jeffrey, director of the Pension and Benefits staff at our National Office. Nicole is sending the official forms to be completed and submitted to the Pension and Benefits Board. **The date of retirement is September 30, 2019.**

I respectfully request that the Presbytery grant my request for retirement effective September 30, 2019.

As you are also aware, the congregation of Knox Waterloo, has requested my contract appointment as an "associate minister (retired)" for up to 12 months. The contract will be presented to the Presbytery at a meeting to be called for August 20 at 7 pm at Knox Waterloo.

Copies of the contract will be sent to you by Deborah Schlichter, our clerk of session. The contracts were approved at a congregational meeting on July 14, 2019.

With best wishes,



Rev. Brooke Ashfield

As the Presbytery has been notified of the retirement of the Rev. Brooke Ashfield and the Rev. Linda Ashfield, both from Knox Presbyterian Church, Waterloo, and effective Sept. 30, 2019. Therefore the Business Committee moves the following recommendations:

Moved by Ed Charlton/Susan Clarke that the resignation of the Rev. Brooke Ashfield and the Rev. Linda Ashfield be accepted. Carried.

Moved by Ed Charlton/Johan Olivier that the names of the Rev. Brooke Ashfield and the Rev. Linda Ashfield be placed on the appendix of the Presbytery, effective September 30, 2019. Carried

Request from the session and congregation of Knox Presbyterian Church, Waterloo to appoint Rev. Linda Ashfield as part-time minister (retired) (at 50%) and Rev. Brooke Ashfield as associate minister (retired) (at 50%); for a period of 12 months, both effective October 1, 2019.

On July 26, 2019, the Clerk of the Presbytery received copies of contract offered to Rev. Brooke Ashfield and Rev. Linda Ashfield, and circulated as an attachment to the agenda for the emergent meeting of August 20, 2019.

The business committee makes the following recommendations for the consideration of the Presbytery:

Moved by Ed Charlton/Susan Clarke that the Session of Knox Presbyterian Church, Waterloo, be permitted to contract to the position of part-time minister (retired) at 50% of the requirements of a full time call – the Rev. Brooke Ashfield. Carried.

Moved by John Borthwick/Susan Clarke that the Session of Knox Presbyterian Church, Waterloo, be permitted to contract to the position of part-time minister (retired) at 50% of the requirements of a full time call – the Rev. Linda Ashfield. Carried

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Moved by John Borthwick/johan Olvier that in accordance with section 176.1 of the Book of Forms that the Rev. Linda Ashfield be added to the constiuteny role of the Presbytery, effective Oct. 1, 2019. Carried

Moved by Janet MacDowell/Andrew Foster that an active support team be set up for Brooke and Linda Ashfield, and for Rev. Hugh Donnelly. These support groups would consist of three people (2 clergy, 1 lay or vice versa). They would meet with their 'person' once per month and continue for one year. Mandate would cover what is working, what isn't working. They would report back to the Presbytery after 1 year and make recommendations for the future.

Discussion followed. Johan Olvier and Brook Ashfield spoke against the motion. The motion was defeated.

Moved by Ed Charlton/johan Olivier that the report of the Business Committee be adopted as presented.

Next Business Committee Meeting – September 3rd, Kitchener East Presbyterian 10am

Next Regular Meeting – September 10 – Kitchener East, 7pm

Moved by John Borthwick/Ed Charlton that the meeting adjourn.

The moderator closed in prayer.

Appendix A – Report of the Business Committee – Rev. Darrell Clarke, Clerk

Recommendation #1:

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

Call to Knox Presbyterian Church, Waterloo (see attached)

Recommendation #2

That the Call to the Rev. Hugh Donnelly be received and considered.

Terms of the Call to the Rev. Hugh Donnelly – Rev. Darrell Clarke, Clerk of Presbytery

Call to a minister of Word and Sacraments and guarantee to presbytery of stipend (Appendix A-29)

We, the professing members of Knox Presbyterian Church, Waterloo, 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. Hugh Donnelly, to become the Lead 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. Hugh Donnelly, may be free to devote yourself to ministry of Word and Sacraments among us, we the congregation of Knox Presbyterian Church hereby guarantee to the Presbytery of Waterloo Wellington, of The Presbyterian Church in Canada, that out of our estimated annual revenue of nine hundred and sixty one thousand five hundred and fifty five dollars we promise and obligate ourselves to provide you, as a first charge thereon, the following annually:

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Annual Salary inclusive of housing allowance and utilities	\$ 94,892.00
Annual Travel Allowance (paid in monthly installments)	\$_7,108.00__

We agree to make payments of the above annual salary bi-monthly, and agree to adjust the compensation annually in view of any changes in the cost of living or the needs of our minister.

We agree further:

1. To provide two weeks for continuing education annually and \$1,700 per year for continuing education expenses.
2. That the benefits of number 1 above shall be cumulative up to five years.
3. To provide six (6) weeks vacation annually, which shall be used in the year they are given.
4. To pay supply during the periods of continuing education and holidays.
5. 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.
6. 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.
7. To pay necessary moving expenses.
8. To pay the costs related to providing our minister a mobile phone.
9. All Professional church workers are encouraged that after five (5) years of service in the denomination, to take an inter-mission (as detailed in the A&P 1992, p. 383-384) and to expect the same after every five (5) years of service are completed. All inter-mission proposals are to be approved by the Presbytery.

Narration of the Call (see attached pdf) – Rev. John Borthwick, Interim Moderator

Recommendation #3:

That the action of the Interim Moderator be approved.

Attestation of Support of the Call to Rev. Hugh Donnelly

Total number of members: 472

Signed in favour at congregational meeting: 196, further subscribed to the call: 159

Adherents who subscribed to the call: 97

Representatives from Knox Presbyterian Church, Waterloo, the congregation to which Rev. Hugh Donnelly is being called, are invited to speak in support of the call.

Recommendation #4:

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That the call to the Rev. Hugh Donnelly be sustained as a gospel call and forwarded to the Presbytery of Pickering and that the Rev. John Borthwick with members of the Session of Knox, Waterloo travel and represent this call to the Presbytery at the September 3rd meeting established to receive this matter.

Recommendation #5

That at a future meeting of the Presbytery of Waterloo-Wellington, a date for the induction of the Rev. Hugh Donnelly be set and that the Rev. Peter Bush be invited to preach at that induction.

b. Retirement of the Revs. Brooke and Linda Ashfield

On July 30, 2019, a notice of intention to retire was received from the Rev. Linda Ashfield of Knox Presbyterian Church, Waterloo

July 30, 2019
 Rev. Darrell Clarke
 Clerk, Presbytery of Waterloo-Wellington

Dear Darrell,

After 40 years of ministry as a teaching elder in the PCC, I plan to retire and seek a pension as a retired minister in the Presbyterian Church in Canada.

As part of the transition plan at Knox Waterloo, as approved by the session and congregation at a duly called congregational meeting on July 14, 2019, I am seeking to officially retire as a minister at Knox Waterloo Presbyterian Church.

We have contacted the Pension and Benefits staff at our National Office. We will fill out the official forms to be completed and submitted to the Pension and Benefits Board. **The date of retirement is set for September 30, 2019.**

I respectfully request that the Presbytery grant my request for retirement effective September 30, 2019.

As you are also aware, the congregation of Knox Waterloo, has requested my contract appointment as an “associate minister (retired)” for up to 12 months. The contract will be presented to the Presbytery at a meeting to be called, I believe, on August 20 at 7 pm at Knox Waterloo.

Copies of the contract will be sent to you by Debbie Schlichter, our clerk of session. The contracts were approved at a congregational meeting on July 14, 2019 (moderated by our Interim Moderator, the Rev. John Borthwick).

With best wishes,



Rev. Linda Ashfield

On July 31, a notice of intention to retire was received from Rev. Brook Ashfield of Knox Presbyterian Church, Waterloo was received.

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 Rev. Darrell Clarke
 Clerk, Presbytery of Waterloo-Wellington

Dear Darrell,

It should come as no surprise to you that I plan to retire and seek a pension as a retired minister in the Presbyterian Church in Canada.

As part of the transition plan at Knox Waterloo, as approved by the session and congregation at a duly called congregational meeting on July 14, 2019, I am seeking to officially retire as a minister at Knox Waterloo Presbyterian Church.

I have spoken with Nicole Jeffrey, director of the Pension and Benefits staff at our National Office. Nicole is sending the official forms to be completed and submitted to the Pension and Benefits Board. **The date of retirement is September 30, 2019.**

I respectfully request that the Presbytery grant my request for retirement effective September 30, 2019.

As you are also aware, the congregation of Knox Waterloo, has requested my contract appointment as an "associate minister (retired)" for up to 12 months. The contract will be presented to the Presbytery at a meeting to be called for August 20 at 7 pm at Knox Waterloo.

Copies of the contract will be sent to you by Deborah Schlichter, our clerk of session. The contracts were approved at a congregational meeting on July 14, 2019.

With best wishes,



Rev. Brooke Ashfield

As the Presbytery has been notified of the resignation of the Rev. Brooke Ashfield and the Rev. Linda Ashfield, both from Knox Presbyterian Church, Waterloo, and effective Sept. 30, 2019. Therefore the Business Committee moves the following recommendations:

Recommendation #6:

That the resignation of the Rev. Brooke Ashfield and the Rev. Linda Ashfield be accepted.

The Session and congregation of Knox Presbyterian Church have been cited by the Clerk and representatives of Knox Presbyterian Church are here this evening to speak to this recommendation.

Other members of the Presbytery are also invited to speak

Recommendation #7:

That the name of the Rev. Brooke Ashfield and the Rev. Linda Ashfield be placed on the appendix of the Presbytery.

- c. Request from the session and congregation of Knox Presbyterian Church, Waterloo to appoint Rev. Linda Ashfield as part-time minister (retired) (at 52%) and Rev. Brooke Ashfield as associate minister (retired) (at 48%); for a period of 12 months, both effective October 1, 2019. (See attached pdf's)**

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On July 26, 2019, the Clerk of the Presbytery received copies of contract offered to Rev. Brooke Ashfield and Rev. Linda Ashfield, and circulated as an attachment to the agenda for the emergent meeting of August 20, 2019 (this evening).

The business committee makes the following recommendations for the consideration of the Presbytery:

Recommendation #8:

That the Session of Knox Presbyterian Church, Waterloo, be permitted to contract to the position of part-time minister (retired) at 48% of a full time call – the Rev. Brooke Ashfield.

Recommendation #9:

That the Session of Knox Presbyterian Church, Waterloo, be permitted to contract to the position of part-time minister (retired) at 52% of a full time call – the Rev. Linda Ashfield.

Recommendation #10:

That in accordance with section 176.1 of the Book of Forms that the Rev. Linda Ashfield be added to the active role of the Presbytery.

Recommendation #11:

That the report of the Business Committee be adopted as presented.