

Regular Meeting of the Presbytery of Waterloo-Wellington  
 Westside Presbyterian Church, Cambridge, Ontario  
 March 12, 2019, 7PM

The Presbytery of Waterloo-Wellington met for its regular meeting at Westside Presbyterian Church, Waterloo, on Tuesday, March 12th, 2019.

Worship was led by the Rev. Mark Gaskin of Westside Presbyterian Church, Cambridge.

Opening Prayer and Constitution of the Court: Mr. Gib McIlwrath, moderator, constituted the Presbytery. He thanked the congregation of Westside for their hospitality in hosting tonight's presbytery meeting.

**Attendance:**

**Ministers:** Rev. Brooke Ashfield, Rev. Linda Ashfield, Rev. John Borthwick, Rev. Aubrey Botha, Rev. Bill Bynum, Rev. Darrell Clarke, Rev. Herb Gale, Rev. Mark Gaskin, Rev. Scott McAndless, Rev. Kathy Morden, Rev. Nick Pavel, Rev. Glen Soderholm, Rev. Jane Swatridge, Rev. Frank Szatmari, Rev. Karla Wubbenhorst

**Elders:** Lenore Arbuckle, William Cassels, Candace Delane, George Forsyth, Pauline Hall, Andrew Foster, Marion Hunter, Frank Kivell, Werner Kuemmling, Daewon Lee, Walter MacNeil, Gib McIlwrath, Ross Rowat, Jim Zaryski, Janet MacDowell

**Alt. Elders:** Isabell Howell, Erik Kabbes, Richard Thomas, Bonnie Street

**Appendix:** Rev. George Robertson, Rev. Angus Sutherland

**Treasurer:** Allan Stewart

**Regrets:**

**Ministers:** Rev. Susan Clarke, Rev. Scott Sinclair, Rev. Johan Olivier, Rev. Greg Smith, Rev. Alex McLeod, Rev. Ed Charlton, Rev. Mark Richardson

**Rep. Elders:** Carolyn Boyne, Peggy Lennox, Henry Heidinga, Barb Bonner, Lydia Maitland, Janet de Groot

**Welcome and Introductions**

Frank Szatmari introduced Bonnie Street, alternate rep. elder for Calvin, Kitchener.

Mark Gaskin introduced representatives from Westside Presbyterian Church: Cheryl Amy, Doug Kelly, Dale O'Connor, Sharon Agler, Sandra Ridsdale, Dave Ridsdale, John Ridsdale, Sandy Grimwood, Ed Post, Rick Thomas and Bert Perriman

Moved by Scott McAndless/ Jane Swatridge that the agenda as presented be adopted. Carried.

Moved by Grant Scott/Andrew Foster that the minutes of the regular meeting of the regular meeting of Presbytery on January 8th, 2019, as presented, be adopted. Carried.

Corrections: Les Ferrier noted that he was listed under regrets but was present at the meeting.

**Implementation of Consent Agenda**

The Moderator took a few moments to explain to the Presbytery the decision to introduce a consent agenda and how it would work. The follow items of business were included on the consent agenda:

Business Committee: Recommendations 1, 2 & 4 - 11

Finance Committee: Recommendations 1 & 2 (entire report)

Ministry Committee: Recommendations 1- 4 (entire report)

Congregational Affairs Committee: Recommendations 1-13 (entire report)

Mission and Outreach Committee: Recommendations 1, 6 & 7

E.I.F Committee: Recommendations 1-5 (entire report)

The following recommendations were asked to be removed from the consent agenda:

Business Committee report: recommendations #4 and #7.

Moved by Scott McAndless/Mark Gaskin that the remaining recommendations on the consent agenda be approved. Carried.

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## Reports

### a. Business Committee – Rev. Darrell Clarke

#### Recommendation 3

The Clerk shared with the Presbytery the steps taken following the recommendation of the regular meeting of January 11, 2019, regarding seeking a legal opinion of the lease between Knox's Galt and Grace Bible Church, as found in Appendix A, sec. b, ss. i.

In response to the Presbytery motion of Jan. 9, directing the Business Committee to seek a legal review of the Knox's Galt-GBC lease, the Business Committee has received advice from our lawyer and were advise that the lease is flawed. This advice has been received and forwarded to both parties via the clerk, on behalf of the Presbytery, in the form of a written notice to Knox's Galt and Grace Bible Chapel as found in Appendix A, sec. b., ss. ii. Further it was recommended by legal counsel that the signatories, in consultation with the business committee or it's designate, redefine the agreement in the form of a rental agreement.

Moved by Darrell Clarke/Scott McAndless In response to the Presbytery motion of Jan. 9, directing the Business Committee to seek a legal review of the Knox's Galt-GBC lease, the Business Committee has received advice from our lawyer and were advise that the lease is flawed. This advice has been received and forwarded to both parties via the clerk. We recommend that the signatories, in consultation with the business committee or it's designate, redefine the agreement in the form of a rental agreement.

Discussion followed:

Glen Soderholm spoke in favour of the motion noting that he had serious problems with the legal opinion. He felt that Knox's in being shown a bad light, and that the differing understanding of the situation is related to their no clearly define process. He noted that the Congregational affairs committee suggest revised agreement, and that Associate principal clerk, Don Muir, noted in the document [INSERT NAME] that it is responsibility of the session into approve use of the church. He further addressed issues related to the perceived health of the congregation.

John Borthwick spoke in favour of the motion and suggested that the Presbytery move forward, stating that the agreement signed reflected the purpose of the church and demonstrated good stewardship of the building and may be an example for other congregations to follow.

Linda Ashfield also spoke in favour of the recommendation.

The moderator provided additional clarification of the request.

The recommendation as presented was carried.

#### Recommendation 4 (removed from consent agenda)

Moved by Scott McAndless/Aubrey Botha that the Presbytery of Waterloo-Wellington approve Westside Church's request to divide the 172 Forest Road property into two parcels; retain the west parcel; and, sell the east parcel of the property.

Discussion followed:

John Borthwick question why the motion exists as Westside has the authority to sell property that they own.

Brooke Ashfield spoke in favour of the recommendation notes the example of Glenview Presbyterian Church (1985) in which the sale of property contiguous to the church property required the approval of the Presbytery.

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The recommendation as presented was carried.

### **Recommendation 7 (removed from consent agenda)**

**Moved by Scott McAndless/Glen Soderholm that Remit C be approved.**

Discussion

Karla Wubbenhorst spoke against the motion stating that the use of excommunication by the church was an effective tool for church discipline.

The recommendation as presented was carried.

### **Recommendations from the Mission and Outreach Committee Report:**

**Moved by Scott McAndless/ Aubrey Botha** that, starting in 2020, funding for these congregational student ministries be taken from the Development Fund (rather than the operating budget). Carried.

Moved by Scott McAndless/Aubrey Botha that existing ministries will be granted (based on successful application) no more than what they received in 2019 in the next year. Carried.

**Moved by Scott McAndless/Aubrey Botha** that the maximum grant for existing ministries be reduced by 25% (of the original amount) each subsequent year.

Clarification was sought.

The recommendation as presented was carried.

**Moved by Scott McAndless/Aubrey Botha** that new student focused ministries may continue to apply for grants to a maximum of \$6000 the first year, that maximum being reduced each year thereafter by 25%.

Carried

New Business:

A recommendation from the Congregational Affairs report of January 11, 2019 was not discussed as the meeting adjourned before it could be considered.

Moved by Karla Wubbenhorst that the Presbytery clerk transmit the overture re: "polity concerns with General Assembly" as an overture of the Presbytery of Waterloo Wellington. [Note: as an unrefereed overture].

Brooke Ashfield spoke against the motion to receive the recommendation (overture). He noted that the Congregational affairs report was not received at the January meeting, and that the overture was not written in respectful language and intent.

The recommendation was not received by the Presbytery.

### **Announcements**

Mark Gaskin noted that several bulletin covers were available for free to anyone who could use them.

### **Adjournment**

Moved by John Borthwick/Brook Ashfield that the meeting adjourn. Carried

Moderator spoke to the change in the time and content of the next two meetings. He thanked Westside for hosting this evening's Presbytery meeting and closed the meeting with prayer.

**Next Business Committee Meeting** – April 2, Kitchener East Presbyterian 10am

**Next Regular Meeting** – May 14 – Knox Presbyterian Church, Guelph

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## Appendix A – Business Committee Report

**Recommendation 1:**  
**That the report of the Business Committee be received and considered.**

### a. Correspondence

#	Received from	Topic	Referred to:
19	7 Rev. John Borthwick	Part-Time Pastoral Visitor Position, St. Andrew's Guelph	Presbytery
19	8 Rev. Brooke Ashfield	Clarification of C.A. Committee report at Presbytery	Business Committee
19	9 Lyn Pennington	G.A. Commissioner from Central, Cambridge	Clerk
19	10 Rev. Don Muir	Presbytery Minutes sent to GAO and Archive	Clerk
19	11 Diana Veenstra	Statistical Report Information Package	Presbytery
19	12 Paul Grespan	Confirmation of receipt of request, re Lease Knox's Galt	Clerk
19	13 Anthon Uspenski	Request for Membership	Business Committee
19	14 Rev. John Borthwick	Request use of Consent Agenda at Presbytery meetings	Business Committee
19	15 Maggie Leung	Presbyterian Sharing Update (Dec and YTD)	Clerk
19	16 Terri-Lee Hamilton	Strategic Plan Survey	Business Committee
19	17 Rev. Johan Olivier	Selection of Alternate GA Commissioner, Knox, Guelph	Clerk
19	18 Henry Heidinga	Revision of 2017 Statistical Report - Knox, Palmerston	Clerk
19	19 Rev. Don Muir	National Office Directory	Clerk
19	20 Kathryn Muir	Changes to the Roll, Jan 2019	Presbytery
19	21 Shirl Pequegnat	Invitation to Oikos Family Church Workshop	Presbytery
19	22 Rev. Mark Gaskin	Request for Sports Camp Funding, Cambridge	Mission & Outreach Comm
19	23 Terri-Lee Hamilton	Response to GA Remits fur March 15	Business Committee
19	24 Terri-Lee Hamilton	YARS Selection deadline	Ministry Committee
19	25 Pam McCarroll	Iain Nichols Memorial Service	Presbytery
19	26 Paul Grespan	Review of Lease Agreement - Knox's Galt	Bus. Committee
19	27 Terri-Lee Hamilton	Nominations for GA 2019 Committees	Presbytery
19	28 Terri-Lee Hamilton	Creation Care Levy - GA Commissioners	Clerk, Treasurer
19	29 Terri-Lee Hamilton	Commissioners/YARS for GA	Clerk
19	30 Chris Fischer	St. Patrick's Day Concert	Presbytery
19	31 Colleen McCue	Nominations, Assoc. Sec. Justice	Presbytery
19	32 FR: Presbytery	Notice to Knox's Galt/GBC re Lease	Knox's Galt/GBC
19	33 Jennifer Astop	Spring Grant Deadlines	Presbytery
19	34 Robert Quarrie	Receipt and Questions re Notice Sent	Bus. Committee
19	35 Terri-Lee Hamilton	Presbytery Statistical Update Notice	Clerk
19	36 Mafalda Dawes (Angus Sutherland)	Move of Wayn Dawes to Lindsay-Peterborough	Clerk
19	37 Robert Quarrie	Request from Knox's Galt - Re Notice provided	Bus. Committee
19	38 Kathryn Muir	February 2019 Changes to the Roll	Presbytery
19	39 Roland DeVries	Response - re Certification Request of Chris Clements	Ministry Committee
19	40 Rev. Mark Gaskin	Request from the Session of Westside PC, re Land Sale	Bus. Committee
19	41 Pauline Hall	Letter of Support - Re. Certification of Chris Clements	Ministry Committee

**Recommendation 2**  
**That the actions of the Business Committee in assigning the correspondence be homologated**

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## **b. Legal Opinion of Knox's Galt Lease**

### **i. Clerk's summation of the legal opinion:**

Regarding liability - the Presbytery is not liable for the terms of the agreement. It is not legally binding on the Presbytery. Simply - proper protocol was not followed, the signatories of the agreement did not have the authority to enter into a lease, they did not seek the approval of the Presbytery (the owner of the property), the Presbytery did not sanction the lease and thus cannot be held liable in any way.

As you see below there are questions around who at Knox's Galt signed the agreement and what internal approvals were in place - this we need to clarify. This is important because if GBC seeks damages or the fulfillment of the agreement - the signatories and those who did approve (that is the congregation) would be held personally liable. They should have known they were signing an agreement for which they had no authority. GBC could seek damages from the Presbytery should KG cease to exist - the likelihood of obtaining relief from a court is unlikely.

The nature of the agreement is that of a lease, it is not a rental agreement nor could it be construed as a partnership agreement - however it is a poorly drafted lease which places great expense on the congregation of Knox's Galt.

**Now that the Presbytery is aware it should immediately draft a notice to the congregation and GBC that the proper process was not followed, the presbytery did not consent to the agreement and that notice be given now to both parties that the agreement will not be extended beyond two years...thus GBC knows that if they make any improvements to the building it is at their own peril.**

In general this lease agreement leases the whole building for a purpose not germane to the purpose of the landlord. A rental agreement is to receive income to help with the central purpose of the church and the purpose does not change. A lease of the building contravenes the central purpose of a church, even it is with another church.

### **ii. Letter to Knox's Galt and Grace Bible Church from the Presbytery of Waterloo-Wellington**

February 15, 2019  
 Kitchener, Ontario

Mr. Bob Quarrie  
 Clerk of Session  
 Knox's Galt Presbyterian Church  
 2 Grand Ave South  
 Cambridge, Ontario  
 N1S 2L2

## **NOTICE**

Re: Purported Agreement between Knox's Galt Presbyterian Church and Grace Bible Chapel for the Knox's Galt Presbyterian Church, 2 Grand Avenue South, Cambridge (the "Knox's Galt Property")  
 This letter is to inform the Session and congregation of Knox's Galt Presbyterian Church that the Presbytery of Waterloo Wellington (Presbytery) passed the following motion at its regular meeting of January 8th, 2019:

*Moved by Brooke Ashfield/Scott Sinclair that all matters pertaining to the Knox's, Galt lease agreement with Grace Bible Church (the "agreement") be deferred until the Presbytery receives legal advice so that the Presbytery may fully understand all its obligations under this agreement.*

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*This motion was carried, and the business committee of the Presbytery was instructed to seek a legal advice.*

Further to this direction, the business committee asked the law firm of McCarter, Grespan to respond to certain questions regarding the agreement and received a reply on February 5th and additional verbal response on February 6th, regarding the agreement between the Congregation of Knox's Galt Presbyterian Church in Cambridge ("Knox's Galt") and Grace Bible Church.

The responses received contained the urgent recommendation that the Presbytery, now aware of the agreement, immediately communicate the following to Knox's Galt, the signatories of the agreement from Knox's Galt, and the congregation and governing authority of Grace Bible Church and its signatories to the agreement. The business committee members were in agreement with this recommendation and direction was provided to the clerk on February 15th, to send this notice.

Pursuant to the review of the agreement, current convention and process of the Presbyterian Church in Canada, the Presbytery hereby puts Knox's Galt on notice of the following:

- 1) The Presbytery of Waterloo-Wellington does not provide its consent to the agreement.
- 2) Knox's, Galt has failed to follow the mandated process of seeking approval of the Presbytery for the agreement with Grace Bible Church. The agreement was not shared with the Presbytery prior to its signing and when it was shared it was not done so according to the mandated processes of communication between Courts of the Presbyterian Church.
- 3) Further, section 20, of the agreement states that the Presbytery will continue the terms of the agreement should the congregation of Knox's Galt cease to exist. The Presbytery informs both parties that it is NOT a signatory to this agreement nor is it bound to its terms as written, nor will it be bound to any implications should the congregation of Knox's Galt cease to exist.
- 4) 4) That both parties understand that any improvements to the Knox's Galt Property, pursuant to the terms of the agreement or otherwise, shall not be done without the prior written consent of the Presbytery. Where any such improvements are undertaken, same shall be undertaken without any cost to or liability of the Presbytery or create any interest whatsoever or howsoever in the Knox's Galt Property whether by law or otherwise in favour of Grace Bible Church or anyone claiming through Grace Bible Church.

The Presbytery will review the legal responses and its legal position at its next regular meeting and the business committee will ask the Presbytery to strike an ad hoc committee to visit Knox's Galt, to discuss more specifically, additional items of concern identified in the legal responses. The Presbytery asks that no further action be taken with respect to the agreement until that meeting occurs and Presbytery has provided further direction to you.

Respectfully,

Rev. Darrell Clarke  
 Clerk of the Presbytery of Waterloo-Wellington  
 .cc Paul Grespan, McCarter-Grespan  
 Gibson McIlwrath, Moderator of Presbytery  
 Rev. Glen Soderholm, Interim Moderator, Knox's Galt

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### **Recommendation 3**

**In response to the Presbytery motion of Jan. 9, directing the Business Committee to seek a legal review of the Knox's Galt-GBC lease, the Business Committee has received advice from our lawyer and were advise that the lease is flawed. This advice has been received and forwarded to both parties via the clerk. We recommend that the signatories, in consultation with the business committee or it's designate, redefine the agreement in the form of a rental agreement.**

### **c. Request from the Session of Westside Presbyterian Church – re Sale of Land**

From the Session of Westside Church, Cambridge

A little more than three and half years ago the Presbytery of Waterloo-Wellington supported Westside's purchase of an adjoining property – known as 172 Forest Road. The congregation and session have made significant progress since then in determining the best way to leverage that property for the benefit of the community, neighbourhood and congregation. It is our hope the Presbytery will affirm Westside's intention to divide the 172 Forest Road property into two parcels; with the aim of retaining ownership of the west parcel; and, selling the east parcel of the property.

The rationale for this intention was presented to the congregation's Annual Meeting last month. Essentially it was determined that the future property needs of Westside Church do not require all of the Forest Road property. The west parcel of the Forest Road property addresses possible setback requirements with regard to a planned addition to the church building; and, selling the east parcel of the Forest Road property provides a source of funding for the planned addition.

The submission below offers an account of what Westside has done since 2015.

#### **2015**

In February of 2015 the Westside Session appointed a 10-person Building Development Group (BDG) for the purpose of determining how the current building could better serve the community, neighbourhood and congregation. The group began its work on March 3.

Near the end of July a property adjacent to Westside Church was listed for sale. The listing price was \$255,500.

It is generally agreed that one key to an effective church is to have adequate space and facilities, not just for the congregation's present ministries and missions; but, also for future ministries and missions. The Westside Session agreed there were merits in acquiring the 172 Forest Road property.

A congregational meeting was held on August 30 to seek congregational approval for a conditional offer. The following motion was moved and seconded: "That the Westside Congregation gives permission to the Westside Session and Trustees to make a Conditional Offer on the property at 172 Forest Road (Cambridge)."

After discussion a vote was held and the motion carried.

The purchase was financed by accessing Westside's GIC Fund (\$201,000) and Westside's Reserve Fund (\$84,000) which totaled \$285,000. These reserves more than adequately covered the purchase price of \$252,629. Westside church did not take out a loan (nor contract any type of debt) to make this purchase.

At the September 8 meeting of the Presbytery of Waterloo-Wellington, the Presbytery was apprised of the conditional offer to purchase and affirmed the decision to acquire the property. The Westside session and congregation note that the Presbytery's support was affirming and concrete. The Presbytery provided a \$30,000 grant from the Development Fund at it's November 10 meeting.

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On September 12 all purchase conditions were met; therefore waived, and on November 2 the purchase was finalized.

## 2016

At the February 21 Annual Meeting the BDG outlined its progress. At that meeting the congregation committed to paying for architectural fees and conceptual drawings for renovations to the existing building and an addition to the north end of the building.

The BDG agreed to work with the architectural firm of Dickinson+Hicks, a firm the congregation had worked with since a 2013 feasibility study.

Around the same time the Session began to explore the possibility of retaining the services of a strategic planning consultant.

In October the BDG made a presentation to Session; and, the Session agreed to prepare recommendations for a Special Congregational Meeting in the spring of 2017.

## 2017

Information sessions, for members, adherents and friends of Westside, were held on April 3, 5 and 8 to review specifications and conceptual drawings.

At the April 23 congregational meeting the following motions were voted on:

Motion: to undertake a campaign to raise \$1,300,000 to renovate and add an addition to the existing structure at 130 Victoria Avenue. After discussion a vote was held. Ballot vote: 66 in favour – 7 against. The motion carried.

Motion: to approve the October 25, 2016 version of the floor plans. After discussion a vote was held. Ballot vote: 63 in favour – 10 against. The motion carried.

For the next 10 months, with the help of a strategic planning consultant, the congregation finalized a Vision Statement, agreed on a long term plan and developed a stewardship plan for a capital campaign. The process involved meeting with church members and adherents in large and small groups; an every-home visitation, a 12-hour prayer vigil and a Celebration Banquet.

During those 10 months the Building Development Group (BDG) was on hiatus to allow the *Westside Grows Capital Campaign* to be developed and carried out. By the end of 2017 the Session felt it was time for the BDG to reconvene and move onto Stage Two.

## 2018

The BDG resumed its work on February 27. It was agreed that the Group's Stage Two Mandate would – at the least – focus on financing options and terms; secure information about available grants; resolve zoning issues; obtain permissions from the Presbytery of Waterloo-Wellington, the Presbyterian Church in Canada's Church Architecture Committee, and the City of Cambridge; and, lastly, consider the possibility of leveraging the existing asset of 172 Forest Road.

In September the BDG met with Bill Collier, General Manager of the Presbyterian Church Building Corporation. Among the topics covered were various financing options and terms, the two types of loan applications and the current value of our assets.

The BDG submitted the drawing plans and renderings to the Presbyterian Church in Canada and was delighted in October to receive notice that the Church Architecture “was impressed with the drawing and the broad scope of the project” and the Committee “unanimously approved the submission.”

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By the end of 2018, the BDG had come to the point that additional direction and permission would be needed from the Session and Congregation to continue to make progress and move the process forward.

## 2019

In January there was a joint meeting of the Building Development Group and Session. It was agreed to take the following motion to the February 10 Annual Meeting -

Motion: "That the property known as 172 Forest Road be divided into two parcels; and, that the Westside Congregation retain the west parcel; and, that the Westside Congregation authorize the Session and Trustees of Westside Church to sell the east parcel." After discussion a vote was held and the motion carried.

The rationale for the above motion was:

1. An assessment of the future property needs of Westside Church made it clear the church did not need all of the 172 Forest Road property.
2. Retaining the "west parcel" of the 172 Forest Road property allows for a larger upper parking lot and addresses potential setback requirements with regard to the planned addition.
3. Selling the "east parcel" of the 172 Forest Road property will provide a source of funding with regard to the planned addition.

The Session and Congregation respectfully request that the Presbytery consider the following motion: "That the Presbytery of Waterloo-Wellington affirm Westside Church's request to divide the 172 Forest Road property into two parcels; retain the west parcel; and, sell the east parcel of the property."

### Recommendation 4:

**That the Presbytery of Waterloo-Wellington approve Westside Church's request to divide the 172 Forest Road property into two parcels; retain the west parcel; and, sell the east parcel of the property.**

#### d. General Assembly referrals and remits

A response to the remits sent to the Presbytery is required by April 1, 2019. The remits are below:

REMIT A, 2018

Clerks of Assembly Recommendation No. 7, A&P 2018, p. 258-60, 36 Re: Book of Forms 176.1.10 – equalizing ministers

You are asked to approve or disapprove this change.

Recommendation No. 7 (A&P 2018, p. 260, adopted, p. 36) That new Book of Forms section 176.1.10 read as follows and be remitted to presbyteries under the Barrier Act. 176.1.10 Equalizing ministers: Where there are more elders than ministers on the constituent roll of a presbytery, the presbytery may, on an annual basis, add to the constituent roll ministers from the appendix to the roll, who are serving as interim moderators, to act as equalizing ministers.

The report related to this proposal is as follows:

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2018 ACTS AND PROCEEDINGS (p. 258-60) Overture No. 4, 2017 (A&P 2017, p. 583) Re: Provision for “equalizing ministers” at presbytery

There are 45 presbyteries in The Presbyterian Church in Canada. Half of the membership of the constituent roll of each presbytery is made up of ordained Presbyterian ministers and members of the Order of Diaconal Ministers. Most serve congregations but there are others who are employed as seminary professors, chaplains, missionaries, regional staff, national office staff and a few other categories. The complete list of the vocations that make a minister eligible to be placed on the constituent roll of a presbytery can be found in Book of Forms section 176 and following. For simplicity of language, in this report the term “minister” will refer to ordained ministers of Word and Sacraments as well as members of the Order of Diaconal Ministries.

The other half of a presbytery’s constituent roll is made up of elders. Each pastoral charge has the right to appoint a representative elder to serve on the constituent roll of its presbytery. When a presbytery has more ministers than pastoral charges, the presbytery may ask some pastoral charges to appoint equalizing elders so that the number of ministers and elders on the roll is more or less equal. Parity between ministers and elders at presbytery is one of the foundations upon which the denomination’s governance is based.

Every presbytery also has an appendix to the constituent roll. Any minister within the bounds of the presbytery who is not listed on the constituent roll is added to the appendix. Very often such ministers are retired or without a pastoral charge. While they have no vote at presbytery, they may attend presbytery meetings, engage in discussions and serve on committees. Some also help by serving as interim moderators for pastoral charges.

The framers of Overture No. 4, 2017 point out that, for a variety of reasons, some presbyteries have significantly more elders than ministers on their constituent rolls. For example, when a pastoral charge is vacant for a prolonged period, there is no minister on the roll of presbytery to correspond with the elder appointed from that pastoral charge. In an approved ecumenical shared ministry, a Presbyterian congregation may be served by a minister of another denomination. That means the session appoints a representative elder but there is no voting minister from that pastoral charge on the presbytery roll. Some congregations are served by stated supply ministers. If that minister is employed less than half time, the session still appoints a representative elder but the minister is not eligible to be placed on the constituent roll and is placed on the appendix to the roll instead. Circumstances like these have led to situations where the ministers on the constituent roll are outnumbered by elders, sometimes by substantial ratios. The overture suggests that having significantly more elders on the roll could impact decisions that “affect the livelihood and oversight of ministers” and that presbyteries are meant to be a court “where ministers are answerable to and supported by their peers.” Therefore, the overture requests a mechanism for presbyteries to appoint equalizing ministers.

Whether or not presbyteries in which elders outnumber ministers will necessarily make inferior decisions related the livelihood of ministers or be unable to hold ministers appropriately accountable is debatable. Nevertheless, the Clerks recognize the denomination’s polity values the elder-clergy balance and believe there is value in upholding this principle. Elders and ministers bring a range of knowledge and experience to every court. Ensuring that broad perspectives are involved in the work and discernment of presbytery is generally thought to be healthy and helpful.

As one way of addressing a potential imbalance, the Clerks propose that, on an annual basis, each presbytery that appoints equalizing elders should evaluate the need for those elders. Keeping in mind that in any event

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each pastoral charge is expected to appoint a representative elder to the presbytery, on a chosen anniversary, the presbytery should add up the number of ministers on the constituent roll and the number of representative elders to determine whether or not equalizing elders are needed. It is possible that equalizing elders are simply reappointed year after year without assessing if the need for them continues to exist.

Following the 2017 General Assembly, the Clerks invited sessions, presbyteries and synods to comment on proposed legislation that would allow interim moderators who are not already on the constituent roll, to be added to the constituent roll of presbytery when needed to provide elder-minister parity. The following legislation was proposed.

176.1.10 Where there are more elders than ministers on the constituent roll of a presbytery, the presbytery may add to the constituent roll ministers who are serving as interim moderators, retired or otherwise, to act as equalizing ministers.

Twenty sessions, 11 presbyteries and one synod responded to the request for study and report. The Clerks are grateful for each submission.

Of the sessions, 18 expressed support for the legislation. Maintaining lay-clergy balance at presbytery was identified as an important principle. One session suggested that any minister on the appendix to the roll, regardless of whether or not the minister is an interim moderator, could be considered for membership on the constituent roll. The other two thought equalizing ministers were unnecessary.

Ten of the 11 presbyteries also expressed support for the proposed legislation. Some indicated that their presbyteries operated with a 2:1 or 3:1 elder-to-minister ratio. Others wanted to expand the parameters of the legislation to allow stated supply ministers appointed to less than 50% ministry and those who are on the appendix and actively involved presbytery work be eligible for membership on the constituent roll. Still others suggested each presbytery should be able to decide for itself which "appendix ministers" could be moved to the constituent roll. One presbytery appreciates the flexibility implied in the proposed legislation, that adding such an interim moderator to the constituent roll would be optional and not mandatory. Some of these additional suggestions would require a more profound level of reflection on the meaning of ministry and the constituent roll than this.

The responding synod spoke against the concept of equalizing ministers and in support of a governance model that favours elders over ministers. It expressed the idea however, that, if "retired or otherwise interim moderators" bring value to the presbytery, then they should be made voting members of the court because of what they offer and not just to make the numbers even.

The Clerks are grateful for the feedback received. Clearly most responders support the proposed legislation while a small minority do not agree with the idea.

The constituent roll of a presbytery is fundamental to the structure of the Presbyterian form of government. The formation of that roll must not be taken lightly. Those on the constituent roll bear substantial responsibility for the life and wellbeing of congregations, ministers and, by extension, for the denomination. It is intended that ministers on the constituent roll are those who are engaged in ministry in congregations, chaplaincies, missions, certain college faculties and staff positions as described in Book of Forms section 176. These ministers work with the representative elders to care for, oversee and hold accountable every minister and congregation within its bounds.

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The Clerks of Assembly are not certain this amendment to the church's polity is necessary. Ministers on the appendix to the roll are already welcome to offer time and gifts to bolster the ministry of the presbytery. They may already speak at presbytery meetings and serve on committees even if they do not have a vote, nor the responsibility that comes with the vote.

The Clerks believe ministers on the appendix to the roll, who are serving as interim moderators, are well suited to serve as equalizing ministers because they are entrusted with the care and wellbeing of a congregation and report regularly to the presbytery regarding the discharge of their duties. Based on the feedback and support of the majority of sessions and presbyteries that responded, the Clerks of Assembly offer the following recommendations.

**Recommendation 5:**

**The Business Committee recommends that Remit A be approved.**

**REMIT B, 2018**

Clerks of Assembly Recommendation No. 10, A&P 2018, p. 262-60, 36 Re: Book of Forms section 252 – deposition of ministers

You are asked to approve or disapprove this change.

Recommendation No. 10 (adopted, p. 36) That Book of Forms section 252 be amended as follows and remitted to presbyteries under the Barrier Act.

252. It belongs to the presbytery to depose ministers of Word and Sacraments from the ministry. (sections 345–380, 441, Appendices A–64 and A–65, and the 2 Bk. of Dis. VII, 16)

A&P 2018, p. 261-62 The section of the report relating to this proposal follows:

A special commission reported to the 2016 General Assembly on an appeal it had been assigned. (A&P 2016, p. 462– 68) During its work, the commission noted an inconsistency between Book of Forms sections 252 and 373 regarding a censure called deposition. As part of its report, the commission suggested that the Clerks of Assembly examine these sections with a view to obtaining consistency. The Clerks of Assembly, grateful to the commission for raising this matter, studied both sections and their relationship to each other. The Clerks concluded that section 252, situated in the Presbytery portion of the Book of Forms, should only record the principle that it is the presbytery that has the right and responsibility to depose ministers from ministry. It should not, as it had, describe grounds for imposing the censure. The Clerks also concluded that the definition of deposition, and the grounds for imposing it, should only be situated in section 373 of the Judicial Process portion of the Book of Forms.

**Recommendation 6**

**The Business Committee recommends that Remit B be approved.**

**REMIT C, 2018**

Clerks of Assembly Recommendation No. 11, A&P 2018, p. 262, 36 Re: Book of Forms sections 365-375 – censure

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You are asked to approve or disapprove this change.

Recommendation No. 11 (2018 A&P, adopted, p. 36) That Book of Forms sections 365–375 regarding censure be amended as follows and remitted to presbyteries under the Barrier Act.

365. The censures of the church are admonition, rebuke, suspension from church privileges or office, removal from membership or office and deposition, all of which are pronounced by the moderator in the name of the court.

366. Administering censure is a ministerial act, performed by the authority of the court, and should be carried out with solemnity, in meekness, and with love and tenderness.

367. Admonition consists in solemnly addressing the offender, placing the offence before the offender and exhorting them to greater circumspection. It is administered in private.

368. Rebuke is a higher form of censure resorted to after conviction or confession of one or more serious offences. It may, if the court deems it necessary, be administered in public.

369. Suspension from church privileges is the removal of particular privileges of membership such as voting or participation at the Lord's Table. It may be for a longer or shorter period of time and is added to rebuke, when the court deems it necessary, in order to impress the offender with the gravity of the offence and to give public testimony against the offence. The privileges are automatically restored at the end of the suspension.

369.1 Suspension of an office-bearer from particular privileges of church membership will include suspension from office.

370. Suspension from office is the removal of responsibilities attending an elected or appointed position. It is either with or without limit of time. Any privileges or duties temporarily removed are automatically restored at the end of the suspension. (see Appendices A–69 and A–70)

370.1 Suspension from office does not necessarily include suspension from other privileges of church membership.

370.2 When a suspension is of a minister, the presbytery shall send notice of this action to all the presbyteries of the church.

371. Removal from membership is the removal of a professing member's name from the session's roll of professing members.

372. Removal from office is removal of a member or minister from a particular office and applies to function in that office.

372.1 An elder removed from office ceases to function as an elder but may be re-elected to serve depending on the terms for restoration.

372.2 A minister removed from office ceases to hold office in a particular ministry and therefore the removal from office involves the dissolution of the pastoral tie and the placing of their name on the appendix to the roll. The presbytery shall send notice of this action to all the presbyteries of the church.

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372.3 A member of a congregation removed from elected office within a congregation may be eligible for reelection depending on the terms for restoration.

373. Deposition is the removal of an individual from the office of elder or minister, and follows upon the confession or conviction of one or more of the following offences: heresy; wilful, flagrant, or shameless immorality; a scandalous life; persistent and wilful refusal to submit to the courts of the church; or the pursuit of an obstinately divisive course within the church. Upon deposition, an elder is no longer considered an elder of the church and a minister is no longer considered a minister of the church. (see sections 252, 375, 441, Appendices A-67 and A-68)

373.1 Deposition of a minister necessitates the dissolution of the pastoral tie and the removing of the minister's name from the roll of presbytery. The sentence of deposition is read before the congregation, and the pastoral charge is declared vacant, except in the case where there is more than one minister on staff and the one position is declared vacant.

373.2 The presbytery shall send notice of deposition to all the presbyteries of the church.

374. Deleted 2018

374.1 Deleted 2018

375. When a minister or an elder in good standing, renounces the oversight of this church by joining another Christian body, or withdraws from the Christian church, their action is noted in the record of the court having jurisdiction, and their name is removed from the roll. In the case of a minister, a notice shall be sent to all presbyteries. If a charge is pending against them, it may still be prosecuted. If the body that they join is non-Christian, they may, with due notice, be declared no longer a minister or elder of the church, or be deposed, as the court may determine necessary in the interests of the honour of Christ and the Church. (see sections 252, 373, 441)

A special commission reported to the 2016 General Assembly on an appeal it had been assigned. (A&P 2016, p. 462- 68) During its work, the commission noted an inconsistency between Book of Forms sections 252 and 373 regarding a censure called deposition. As part of its report, the commission suggested that the Clerks of Assembly examine these sections with a view to obtaining consistency. The Clerks of Assembly, grateful to the commission for raising this matter, studied both sections and their relationship to each other. The Clerks concluded that section 252, situated in the Presbytery portion of the Book of Forms, should only record the principle that it is the presbytery that has the right and responsibility to depose ministers from ministry. It should not, as it had, describe grounds for imposing the censure. The Clerks also concluded that the definition of deposition, and the grounds for imposing it, should only be situated in section 373 of the Judicial Process portion of the Book of Forms.

As the Clerks prepared amendments for sections 252 and 373 to resolve these problems, it became evident that further clarity and consistency of language could be achieved by revising other pieces of legislation (sections 365-375) related to censure. Consequently, the Clerks proposed several other amendments that were sent to sessions, presbyteries and synods for their consideration and comment by the 2017 General Assembly.

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Replies were received from 20 sessions and 10 presbyteries across Canada. The Clerks are deeply grateful to all who found time to study the proposals and submit responses.

All 30 replies affirmed the proposed legislation. Most simply noted agreement. One answer elaborated somewhat by stating, "We believe the proposed clarification to the language, the definitions of the various degrees of censure, and the procedures for considering whether to invoke them...is spelled out more clearly and in language that is more consistent."

While affirming the legislation in general, a few sessions and presbyteries expressed some concern about removing excommunication as a form of censure. Some seemed to think of excommunication as a way of protecting congregations by barring certain individuals from church buildings. For example, one reply stated, "There are rare occasions in which a communicant member can become such a significant disruptive force in the congregation that it is decided to 'solemnly cast the offender out of the communion of the church'".

In the opinion of the Clerks, this is not the purpose of excommunication. If a congregation needs to keep an individual away from the church for reasons of safety, a more appropriate action would be to obtain a restraining order or a no trespassing notice. In extreme circumstances, the police could be notified. Excommunication does not prevent anyone from entering a church building. Excommunication places a person outside the communion of the church with the hope that the person will repent of their sin and return to the fellowship of the Christian community. While excommunicated, the person is not to receive communion. The Clerks maintain it is almost impossible to enforce excommunication if the person does not submit willingly to the censure. For these reasons, the Clerks continue to believe that excommunication should not have a place in the judicial process of the today's Presbyterian Church.

## **Recommendation 7**

**The Business Committee recommends that Remit C be approved.**

### **e. Decisions of the Business Committee since last Presbytery Meeting**

#### **i. Nomination for the Position of Associate Secretary**

As per correspondence # 19-31 the Presbytery was reminded that nominations for the position of Associate Secretary, Justice Ministries, was required by March 8, 2019. As the Presbytery would not meet until March 12, the Business Committee approved the following recommendation and submitted the nominee's to the General Secretary, Life and Mission Agency.

## **Recommendation 8**

**That the following action of the Business Committee be homologated.**

Moved by Ed Charlton and seconded by Johan Olivier that the Rev. Scott McAndless be nominated for the position of Associate Secretary, Justice Ministries, the Presbyterian Church in Canada. Carried

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**ii. Application to Cooke's Fund (for information only)**

**An application was received for the Cooke's Fund from Doon Presbyterian Church. As per the motion:**

Moved by Scott Sinclair, seconded by Scott McAndless that the Presbytery provide the Business Committee with the power to issue, in regard to nominations for General Assembly Committees and funding applications outside of the Presbytery, until the next regular meeting of the Presbytery. Carried.

Subsequently, the Business Committee approved the following recommendation on January 29, 2019: Moved by the Business Committee of the Presbytery of Waterloo-Wellington, pursuant to the motion of power to issue approved at the regular meeting of the Presbytery on January 8, 2019; that the application of Doon Presbyterian Church to the Cooke's fund be approved and forwarded. Carried

**f. Update on FDF process**

The business committee has been reevaluating the launch of the Future Directions Facilitator role within Presbytery. The original proposal voted on by Presbytery in November 2018 included the formation of a reference group to guide the initial phase "Stream A and B" of the work plan. This has met with limited success and after several conversations with Betty Pries at Credence and Co., we are now proposing that we hold a series of introductory presentations as part of the Presbytery meetings in May and June. These presentations will provide a deeper background of the current environment in which churches find themselves and provide an understanding to our congregations on the role of the FDF. These presentations, which will be open to all congregational members and adherents of the Presbytery, will set the stage for the next phase of work under a revised proposal. Afterward there will be a period of reflection leading toward next steps for the Presbytery and its congregations.

The first presentation will be at the May 14 Presbytery meeting at Knox's Guelph beginning at 6pm (for refreshments). After the presentation the Presbytery will convene for the regular meeting. The second presentation will be held on June 18th at St. Andrew's, Hespeler.

**g. Notice of Motion – Amendment to the Standing Orders S. McAndless**

At a future sederent, I will move or cause to be moved:

That the Presbytery of Waterloo-Wellington insert in an appropriate place in its standing orders the following section:

Recognizing Affirming Congregations:

Recognizing that there is a variety of opinion and theological understandings of the place of people who identify as LGBTQ+ in the life of the congregations of our presbytery, the Presbytery of Waterloo-Wellington would like to affirm that an inclusive and affirming approach is valid and has been chosen by a number of our congregations. We reflect this affirmation in the following standing orders of our presbytery.

1. The Presbytery will perpetually extend the philosophy of amnesty adopted by the General Assembly to enable to work of the Rainbow Communion to all of the work of the Presbytery; the Presbytery will engage in no discipline regarding the revelation that any member of Presbytery or member or adherent in any congregation within its bounds identifies as LGBTQ+.
2. The Presbytery will engage in no discipline of a teaching elder who, with the support of his/her session, presides over or participates in any marriage that is considered legal in Canada. The presbytery will not

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compel any minister or session to perform a particular marriage. The presbytery will recognize the status of any legal marriage in Canada.

3. Presbytery will continue to exercise oversight and discernment over every student and candidate for ordination. The sexual orientation or gender identity of any potential candidate will not be entertained as a cause to call their call to ministry into question.
4. In processing calls, the Presbytery will continue to exercise all due diligence as directed by the Book of Forms. The Presbytery does not consider that the sexual orientation or gender identity of a potential candidate can, in itself, cause a call to be invalid.
5. Interim moderators must not prevent congregations from considering a candidate solely on the grounds of gender identity or sexual orientation.
6. The Presbytery will not use its authority to compel any congregation to take specific actions to be more affirming. It will continue to engage in dialog and discussion on the matter.

#### **h. Amendment to Standing Orders: Notice of Motion – D. Clarke**

At a future sederent, I will move or cause to be moved:

That the Presbytery of Waterloo-Wellington create a new Standing Committee – Property and Maintenance. The Property and Maintenance Committee would provide **oversight** over the finances and property of the Presbytery (held in trust by the congregations), and **make recommendations** to Presbytery including:

- Establish the annual budget of Presbytery in consultation with the Treasurer
- Provide Financial Updates in consultation with the Treasurer
- Grants and Loans from the Development and Other Funds
- Requests for funding (in consultation with the specific committees of Presbytery)
- Recommend approval of Congregation loans (third party including lines of Credit)
- Provide Advice and Recommendations on the Disposition of Property
- Improvement to Property (greater than \$100,000 or 33% of a congregation's annual revenue)
- Use of Property (Leases, Long Term Rentals (greater than 1 year) and Sanctuary rentals)

Members:

- ex-officio - Treasurer, Moderator and Clerk
- 3 other Presbytery members (one of which would be chair)
- and 3 other non members of Presbytery
- The treasurer will provide advice to the committee and have the option to sit with the committee, but will remain on the Business Committee

The responsibilities of the other standing committees would be amended in accordance with the scope of this committee and those amendments will be provided at the time of the motion.

#### **i. Notice of Motion: S. Sinclair (introduced Regular Meeting, January 8, 2018)**

**Notice of Motion:** Scott Sinclair - I will move or cause to be moved that Presbytery reconsider the motion at Nov. 13, 2018 page 5796, regarding the selection of a convenor for the reference group to act as point person to the FDF; that the words "and this be a position without remuneration" be removed.

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*The original motion (amended).*

*The revised motion thus reads: Moved by Johan Olivier/Ed Charlton that the Reference group as its first item of business select a convener to act as point person to the FDF for the implementation of streams A&B and this be a position without remuneration, to be reviewed when stream A&B are complete, to engage the necessary resources to fulfill the immediate requirements of Streams A and B only, under the oversight of the Business Committee of the Presbytery; and that the clerk be compensated for any additional work as deemed appropriate by the Business Committee. Carried*

*Note: As per the discussion regarding the future of the FDF project – this motion is tabled to a further meeting of the Presbytery.*

**j. Transfer of the Rev. Wayne Dawes to the Appendix of Lindsay-Peterborough**

**Recommendation 9:**

**That the Rev. Wayne Dawes be commended to the care of the Presbytery of Lindsay-Peterborough.**

**k. Grant application request from Knox, Palmerston.**

**Extract of Submission to Presbytery:**

**What we plan to do**

We plan to continue what we've started one year ago. An ending of our activities for the community at this point would mean a short memory created by an old church that once waved to the people saying: WE WAS HERE! In fact, we need to continue transmitting the message that: WE ARE STILL HERE! and we will persist to be as long they need us.

For 2019, the Project will maintain the three points of the 2018 Project (Sunday School Program, Hang-out events, and Outreach events) according a special attention to the VBS August Program. Moreover, considering the need of our community, we are planning to establish a new **Out – In Program** (which will contain a triweekly high school club, a weekly Math tutoring class for the elementary school children and a biweekly chess club, too). Also, we have a strong feed-back "from the street" and a real challenge to start a new **Youth Challenge Program** (Millennials Youth Meeting or GenY Meetings: biweekly meetings), as well. Looking back to 2018, we are encouraged to develop our project for the next three years having planned already all activities for the first year (March 2019 – January 2020).

In addition, the **Cornerstone Project** which is part of the **2<sup>nd</sup> Wave Project** will be continued by for the following three years and will be developed and updated according to outcomings of the previous year.

**I. What we need to spend for 2019- 2020**

The costs for 2019:

- \$2,275.00 funding the 2019 VBS
- \$5,600.00 funding the project to be implemented (movie license, food/snacks, supplies, media, tickets events)
- \$595.00 Fundraising activities
- \$17-19/hour x 20 hours/week funding Educational Coordinator's salary – \$18,125.00 for 12 months

**Total: \$26, 595.00** (a grant of \$10,000.00, from Avondbloem Experimental Fund + \$8,000.00 grant from Creative Ministry with Children and Youth Fund + \$8,000.00 from our church budget + \$595.00 Fundraising activities)

**II. What we do expect**

Our expectations after implementing the **2<sup>nd</sup> Wave / Cornerstone Project** are:

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- New connections, bridges, relationships = **NEW OPEN DOORS / NEW FIELD FOR PLANTING GOSPEL SEEDS and REAPING SOULS for GOD'S KINGDOM**
- An evidence of KPC to meet an educational crisis within our community
- An increased number of children at the Sunday School
- New teens spending quality time at our clubs and church services
- New adult families who will open to visit or attend KPC services
- A strong and positive impact of our church in Palmerston community
- Open arms, fresh and renewed church ready to move on to the next generation
- A church which has experienced to walk by faith, the power of God's Word and His Spirit and the beauty of sharing God's love to the lost

### **Planning the first year 2019/2020 of the Cornerstone Project**

#### **1. Sunday School Program**

- Every Sunday morning according to our own curriculum
- Children and Worship Team Programs

#### **2. Hang-out Program**

- Millennials Youth Meeting or GenY Meetings (for non-Christian youth of our community which was formed already in 2018): Games, Pizza, movies, and Bible insights
- Monthly Movie Nights, Museum Visits, Laser Tag hang-out, Ice-Cream @ DQ (Millennials and iGeneration will hang-out together)

#### **3. BETTER TOGETHER Program (out-reach events)**

Board Games & Night Events, Craft Day Events, Out-side Games and Social Day Events, Funds Raising Picnic Day, Vacation Bible School & Special VBS out-reach Service, Community Youth Day Event, Community Children Day Events, Education Community Day Event, etc.

#### **4. Out-In Program (The NEW Program which could be added)**

- iGeneration (iGen) Meetings (high-school club) – triweekly meetings: every three weeks on Sunday's afternoon. These meetings will take 90 minutes with the main subject *This is my believe!* (a psychological teen approach using images) where spiritual (Bible point) and psychological points of view will be freely discussed learning how to see and accept ourselves and the others from our society; snacks will be offered and a time for playing iGeneration games will take place!
- Math Tutoring and Chess Club for students in elementary school

### **Request**

In accordance with this vision, we inform the Presbytery of Waterloo-Wellington that the **2<sup>nd</sup> Wave/Cornerstone Project** was discussed and approved at our last session meetings on December 6<sup>th</sup>, 2018 and January 10<sup>th</sup>, 2019. We are asking for approval to apply for funds from the Avondbloem Experimental Fund (\$10,000.00 grant) and Creative Ministry with Children and Youth Fund (\$8,000.00 grant).

For starting these applications, we need first the approval of our project from Waterloo-Wellington Presbytery. We prayerfully submit this request into your consideration hoping that we will get it as soon as possible.

Respectfully submitted,  
 Rev. Nick Pavel  
 Moderator of Session

Mr. Henry Heidinga  
 Clerk of Session

#### **Recommendation 10:**

**That the Grant applications of Knox, Palmerston to the Avondbloem Experimental Ministry Fund and the Creative Ministries fund be approved.**

**I. Confirmed Presbyters from the Presbytery of Waterloo-Wellington:**

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**Ministers:**

Rev. Jane Swatridge (Captain), Rev. Linda Ashfield, Rev. John Borthwick, Rev. Alex MacLeod, Rev. Scott McAndless;

Representative Elders: Gib McIlwrath – Kitchener East, Andrew Foster - Central-Cambridge, Ross Rowat - St. Andrew's – Guelph, William Cassels - Knox's Galt – Cambridge, Mr. George Forsyth – Westminster-St. Paul's

**m. Future Meetings:**

- Apr. 2 - 2019 Business Committee- Kitchener East
- May 7 - 2019 Business Committee – Kitchener East
- May 14 - 2019 Presbytery – Knox, Guelph
- June 11 - 2019 Business Committee-Kitchener East
- June 18 - 2019 Presbytery – St. Andrew's, Hespeler (note change of venue)
- July 2 – 2019 Business Committee – TBD
- August 6 – 2019 Business Committee -TBD
- Sept. 3 – 2019 Business Committee – Doon PC
- Sept. 10 -2019 Presbytery Meeting – Church of the new Moderator

**Recommendation 11**

**That the report of Business Committee be adopted.**

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**b. Treasurer' Report — Allan Stewart**

**PRESBYTERY OF WATERLOO-WELLINGTON  
TREASURER'S REPORT TO PRESBYTERY AT MARCH 12, 2019**

**Recommendation 1:**

**That the report of the Treasurer be received and considered.**

You will see on the following three pages a draft pre-audit consolidated comparative balance sheet and income statement for the 2018 fiscal year.

On the income side, like many congregations, we had a loss from our PCC consolidated fund investment due to a very adverse last quarter, especially December. This is of course a snapshot at December 31, 2018 and as a plus, there has been a very strong positive market rebound in both January and February of 2019.

On the expense side the negative results derive mostly from development fund activity as agreed to at the Committee of the Whole meeting at Gale, Elmira in May 2015. So items such as the EGEF position and expenses (40K), Congregational Renewal and Planning costs to various congregations, a property grant to St. Andrew's, Guelph and continued support to Two Rivers Church, all of these accumulating to \$92K. I remind all that these financials are pre audit and that the final audited statements with departmental breakdowns will be provided at the June 2019 presbytery meeting at the latest.

**Pending and Future Funding Requests**

The business committee continues to assess the extensive property repair projects required at both Knox's Galt and Central Cambridge. And we now fully anticipate Westside will seek support for the ambitious plans they have spelled out. And this is just the City of Cambridge.

All these requests must be considered while keeping in mind the funds which must be set aside as a result of the Gale, Elmira Committee of the Whole meeting amounting to \$1 million of which approximately \$300K has been distributed.

Given the above, there remains a need for further discussion and assessment of situations throughout the presbytery. We are not prepared to make a recommendation at this time.

**Recommendation 2:**

That the report of the treasurer be accepted.

Respectfully submitted,  
Allan Stewart, Treasurer

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## Presbytery of Waterloo-Wellington

### Comparative Balance Sheet

	<u>As at 2018-12-31</u>	<u>As at 2017-12-31</u>
<b>ASSET</b>		
<b>Current Assets</b>		
Royal Bank #100-648-5	8,372.09	132,875.63
Manulife #1275860 general	198,042.48	339,541.85
Manulife #1275944 trust	18,568.02	18,374.05
Manulife #1275951 development	15,588.57	15,425.75
Subtotal: Bank deposits	240,571.16	506,217.28
Broker Cash #11A1Q9-A	0.58	67.20
Subtotal: Brokerage cash accounts	0.58	67.20
Accounts receivable	1,830.59	924.41
Subtotal: Accounts receivable	1,830.59	924.41
<b>TOTAL: Current Assets</b>	<u>242,402.33</u>	<u>507,208.89</u>
<b>Investment &amp; other assets</b>		
PCC Consolidated Portfolio	700,000.00	700,000.00
National Bank #11A1Q9-A	306,505.26	298,986.03
Adjust to Market Value	32,688.55	39,263.21
Subtotal: Investment Accounts	1,039,193.81	1,038,249.24
Term deposits	105,003.11	105,003.11
Subtotal: Term deposits	105,003.11	105,003.11
Due from congregations	524,280.00	389,280.00
Subtotal: Due from congregations	524,280.00	389,280.00
Computer and programs	2,827.37	2,827.37
Depreciation: Computer and programs	(1,345.81)	(710.86)
Net: Computer and programs	1,481.56	2,116.51
<b>TOTAL: Fixed &amp; Other Assets</b>	<u>1,669,958.48</u>	<u>1,534,648.86</u>
<b>TOTAL ASSET</b>	<u><b>1,912,360.81</b></u>	<u><b>2,041,857.75</b></u>
<b>Long Term Liabilities</b>		
Held in trust - Westside	45,323.62	48,323.62
<b>TOTAL: Long Term Liabilities</b>	<u>45,323.62</u>	<u>48,323.62</u>
<b>TOTAL LIABILITY</b>	<u>45,323.62</u>	<u>48,323.62</u>
<b>EQUITY</b>		
<b>Member's Equity</b>		
Opening fund balance	791,120.25	791,120.25
Prior undistributed surplus (defici	1,202,413.88	229,844.24
Current undistributed earnings	(126,496.94)	972,569.64
<b>TOTAL EQUITY</b>	<u>1,867,037.19</u>	<u>1,993,534.13</u>
<b>LIABILITIES AND EQUITY</b>	<u><b>1,912,360.81</b></u>	<u><b>2,041,857.75</b></u>

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## Presbytery of Waterloo-Wellington

<b>Comparative Income Statement</b>	Actual 2018-01-01	Actual 2017-01-01
<b>Page 1</b>	to 2018-12-31	to 2017-12-31
<b>REVENUE</b>		
<b>Operating Revenues</b>		
Congregational assessments	138,581.28	139,465.32
Donations from individuals	<u>504.00</u>	<u>820.00</u>
Subtotal: Charitable donations	<u>504.00</u>	<u>820.00</u>
<b>TOTAL: Operating Revenues</b>	<u>139,085.28</u>	<u>140,285.32</u>
<b>Investment income</b>		
Interest earned	(1,233.58)	5,853.44
Capital gain (loss) - Unrealized	7,754.00	25,832.95
Proceeds of disposition	<u>0.00</u>	<u>1,180,177.41</u>
<b>TOTAL: Investment income</b>	<u>6,520.42</u>	<u>1,211,863.80</u>
<b>TOTAL REVENUE</b>	<u><b>145,605.70</b></u>	<u><b>1,352,149.12</b></u>
<b>EXPENSE</b>		
<b>Direct operating costs</b>		
Subcontract & honoraria	500.00	400.00
Grants to congregations	109,400.00	267,600.00
Synod assessment	52,290.00	49,654.00
General assembly	<u>1,537.00</u>	<u>1,605.84</u>
Subtotal: Inreach	163,227.00	318,859.84
Gifts to other charities	10,500.00	7,747.90
Student grants/gifts	0.00	900.00
Gifts to other individuals	<u>6,184.80</u>	<u>221.82</u>
Subtotal: Outreach	16,684.80	8,869.72
Education & development	100.00	100.00
Conferences & developments	15,242.05	8,669.17
Pulpit Supply Visitation	<u>1,365.75</u>	<u>0.00</u>
Subtotal: Education & development	<u>16,607.80</u>	<u>8,669.17</u>
<b>TOTAL: Direct operating costs</b>	<u>197,119.60</u>	<u>336,898.73</u>
<b>Payroll &amp; Related Costs</b>		
Gross wages	20,060.04	20,838.68
EGEF contract	36,379.08	9,094.77
Canada pension plan	476.64	194.55
Employment insurance	<u>466.20</u>	<u>475.56</u>
Subtotal: Statutory items	<u>942.84</u>	<u>670.11</u>
<b>TOTAL: Payroll &amp; Related Costs</b>	<u>57,381.96</u>	<u>30,603.56</u>

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## Presbytery of Waterloo-Wellington

<b>Comparative Income Statement</b>	Actual 2018-01-01	Actual 2017-01-01
<b>Page 2</b>	<u>to 2018-12-31</u>	<u>to 2017-12-31</u>
<b>General &amp; administration</b>		
Business liability	<u>2,713.40</u>	<u>2,631.48</u>
Subtotal: Insurance	2,713.40	2,631.48
Professional fees	935.00	0.00
Office & general	6,208.41	4,152.81
Depreciation of office equipment	634.95	710.86
Telecommunications	537.18	954.66
Meal & hospitality	51.00	0.00
Travel & mileage	2,744.91	3,491.52
Interest & service charges	114.36	135.86
Management/counsel fees	<u>3,661.87</u>	<u>0.00</u>
<b>TOTAL: General &amp; administration</b>	<u>17,601.08</u>	<u>12,077.19</u>
<b>TOTAL EXPENSE</b>	<u><b>272,102.64</b></u>	<u><b>379,579.48</b></u>
<b>NET INCOME</b>	<u><b>(126,496.94)</b></u>	<u><b>972,569.64</b></u>

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## **Appendix “C” Ministry Committee - Rev. Scott Sinclair**

### **Committee on Ministry Report to the Presbytery of Waterloo-Wellington March 12<sup>th</sup>, 2019**

**The Committee on Ministry (CoM) has met once since the last meeting of the Presbytery.**

The report of the CoM to the January 8<sup>th</sup>, 2019 was not presented due to the adjournment of that meeting prior to the report's position on the docket. As a result, some of this report is a repeat of that report.

#### **Recommendation #1:**

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

#### **Young Adult Representative to General Assembly 2019**

**Recommendation #2:** That The Presbytery of Waterloo-Wellington delegate Ms. Crystal Tufford as Young Adult Representative (YAR) to the 2019 General Assembly.

Ms. Tufford is a member at Westside Presbyterian Church, Cambridge.

#### **Pulpit Exchange**

**Recommendation #3:** That the Presbytery of Waterloo-Wellington designate May 5<sup>th</sup>, 2019 as Presbytery Pulpit Exchange Day.

The Presbytery wide pulpit exchange has been enjoyed by several congregations for many years.

Congregations wishing to participate in this exchange are to contact Rev. Johan Olivier no later than April 24<sup>th</sup>, 2019.

The expressed purpose of the Presbytery Pulpit Exchange is *“To promote fellowship and camaraderie amongst ministers and churches in the Presbytery.”* As another suggestion to this end we propose to the Presbytery, through the Business Committee, the idea of clergy and representative elders visiting neighbouring congregations to attend their Annual Congregational Meetings.

#### **Subcommittee on Students**

The CoM has considered several pieces of correspondence regarding a request from St. Andrew's, Fergus to certify Mr. Chris Clements as a candidate for ministry.

Mr. Clements was interviewed by the Subcommittee on Students. Mr. Clements does not meet the general membership requirements for candidates nor does he meet the specific membership requirements for student applicants to the Committee on Education & Reception. In the past the CoM has not brought forward a recommendation for initial certification under these circumstances.

Therefore, we will not be making a recommendation regarding Mr. Clements at this time.

#### **Recommendation #4**

That the report of the Ministry Committee be accepted.

Submitted with brio?

Rev. Scott Sinclair, convener.

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## **Appendix “D” – Report of Congregational Affairs– Rev. Johan Olivier**

### **REPORT OF THE CONGREGATIONAL AFFAIRS COMMITTEE TO THE March 12 2019 PRESBYTERY MEETING**

#### **Recommendation One:**

*That the report of the Congregational Affairs Committee be received and considered.*

#### **Items from our January 8, 2018 report (Revised)**

#### **St. Andrew’s Hespeler Visitation Report (Appendix A)**

#### **Recommendation Two:**

That the congregation of St. Andrew’s Hespeler be commended for their exceptional outreach and mission endeavours in the surrounding communities and beyond domestic borders;

#### **Recommendation Three:**

That the Family Ministries Coordinator and the Music Director be commended for their ongoing dedication, their strength and their willingness to share so generously of their gifts for the ministries of the congregation;

#### **Recommendation Four:**

That the Operations Committee be commended for their resourcefulness, for their diligent maintenance of the facilities, and for their courage in making difficult & prudent decisions towards creating a balanced Budget;

#### **Recommendation Five:**

That the Deacons select a Coordinator from within their number, who is not a staff person, who will call & conduct meetings, liaise with Session, arrange for regular training, maintain records, etc.;

#### **Recommendation Six:**

That the leadership of the church, including the Session & Deacons, receive training in the PCC’s policy of Leading with Care, and engage in facilitated discussion as to its practical yet gracious specific application at St. Andrew’s Hespeler;

#### **Recommendation Seven:**

6. That active Elders and the Moderator of Session participate in a retreat, with an outside facilitator, as soon as possible to address trust and communication issues;

#### **Recommendation Eight:**

7. That the Elders receive training in PCC Polity, including the expectations and responsibilities of Eldership, to address the need for accountability and recommitment within this Court;

#### **Recommendation Nine:**

8. That the leadership & congregation attend workshop(s), with outside facilitator(s), on topics of non-violent communication and Workplace Safety Standards to address the inappropriate behavior and reported culture of harassment;

#### **Recommendation Ten:**

That the leadership & congregation engage in a facilitated workshop to encourage shared, whole-community responsibility, and to equip St. Andrew’s Hespeler to pursue church health & growth, spiritual and practical;

#### **Recommendation Eleven:**

That the Congregational Affairs Committee conduct a follow-up visit to St. Andrew’s Hespeler in support of their progress rather than completion of the above, no later than June 30<sup>th</sup>, 2019, with a different Visit Team for a fresh perspective;

#### **Recommendation Twelve:**

That the Visit Team be dismissed.

The Congregational Affairs committee held its regular meeting February 13, 2019 at 10am, at Knox Guelph.

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### Items for Consideration and Decision from our February Meeting:

1. *For Information...* **Interim Moderator Report – St. Andrew’s Kitchener** (Appendix B)
2. *For Information...* **Delegation from Knox’s Galt** attended the February meeting of Congregational Affairs for the purpose of sharing their concerns regarding the relationship between the congregation of Knox’s Galt and the Presbytery of Waterloo-Wellington.  
 The Congregational Affairs Committee directed its Chair (J. Olivier) to contact the Clerk of Presbytery in order to facilitate a meeting between the Clerk, Moderator, and Treasurer and representatives from Knox’s Galt since we believe that there is enough evidence to justify such a meeting with the goal of clarifying misunderstandings regarding the Knox’s/Grace lease situation. We are optimistic that an honest conversation could go a long way to moving ahead in peace.
3. *For Information...* **Knox, Palmerston**  
 The Congregation Affairs Committee continues to receive updates from the Assessors Elders of Knox, Palmerston.  
 One of the outstanding recommendations from our process with Knox, Palmerston is the striking of a Visitation Team. This is in process.
4. *For Information...* **Correspondence Directed to Congregational Affairs**

An item of correspondence written by an individual from one of our congregations was directed to Congregational Affairs by the Clerk. Congregational Affairs believes that this letter is not in order since it appears to be from an individual as opposed to officially from a Session of one of our congregations and does not include an extract from their minutes that indicates that it was their Session’s desire to have such a letter addressed to the Presbytery. The Chair (J. Olivier) was directed to refer the letter back to the Clerk and intimate our decision to the individual since before our meeting our Chair had been in touch with this person directly.

### **Recommendation Thirteen:**

That the report of the Congregational Affairs Committee be accepted.

Respectfully submitted  
 Rev Johan Olivier

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## APPENDIX A

### Visitation Report to the Presbytery of Waterloo-Wellington, Dec. 2, 2018 Congregation: St. Andrew's Hespeler, visited on Sunday October 28, 2018

Visit Team: Marion Hunter; Ross Rowat; Jane Swatridge [convener]

At the request of the congregation, the Congregational Affairs Committee formed a Team to conduct a regular visit, arranged through the Rev'd Scott McAndless. The surveys were distributed at least 4 weeks in advance of the visit and collected by the Team Convener approximately two weeks prior. In total, fifty surveys were completed by the Congregation [338 on the Roll], the Elders, the Operations Committee [responsible for finance & property matters], the Deacons [responsible for pastoral care] and two members of the staff: Family Ministry Coordinator, Joni Smith; Music Director, Corey Linforth.

The Visit Team attended worship, which included the Sacrament of Baptism, and immediately following the service, led discussion with the congregation for 30 to 35 minutes. Our meeting time in the sanctuary was limited by a children's music program that takes place in the sanctuary every Sunday after worship, and it's too wonderful to cancel! The Visit Team spent at least 45 minutes, often longer, with each of the Operations Committee, the Deacons, the Elders and the staff. As time ran out on the 28th, the Team met separately with the Rev'd McAndless on October 30th at Duff's PC.

The responses to the questionnaire were virtually unanimous in their praise for the very well received music programs and for Ms Linforth's energy & creative gifts. Equally appreciated is the obvious dedication & considerable capabilities of Ms Smith. Also mentioned was the work of the Operations Committee in maintaining the integrity of an aging building while endeavouring to update the facilities. As well, the surveys told the story of a congregation reaching out to serve the surrounding community with compassion, commitment and zeal through the Hope Clothing program, the food bank, bi-weekly community meals, etc.

Among their concerns, we heard from the majority of folks that pastoral care, communication, negativity and finances [related to attendance/membership] are the key issues. The average weekly Sunday attendance in 2017 was 89 people; throughout 2018, the average is 69.

Beyond these comments of consensus, the surveys seem to describe two separate churches. There was grateful praise for the minister's well-prepared and thoughtprovoking sermons, and there were complaints that the Sunday message was an impersonal historical lecture. There was support & commendation for the hard work of the Elders & "strong leadership" of the minister, and there was equal criticism about the lack of leadership & attentive care from Session. The Team read about the good energy & involvement of the dedicated volunteers, and we were told there's a general lack of interest or motivation among the congregation. Several surveys and personal comments on October 28th told of an appreciation for the pastoral care received at a time of need, and the minister told us that he's daily involved in pastoral contacts/visits. Yet, we heard about a lack of warmth among the faith family and that pastoral needs are not being met.

And despite the uniform praise for Ms Smith & Ms Linforth, we were shocked and appalled to hear of the verbal abuse and harassment that is so commonplace as to become normalized. These staff members were surprised that the Team was surprised to hear of such unacceptable behavior directed at them, at the minister, at virtually anyone who steps up to assume a leadership role. Consequently, few are willing to accept the responsibility of Eldership, Deacon coordinator, committee chair, ETC.

From our conversations with each of the groups & individuals identified, the Visit Team realized that too much responsibility is being loaded onto the staff rather than being assumed by the appropriate group/committee, or a volunteer with leadership gifts – of whom, there are many! Every time we were told of a problematic situation or

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procedure or someone began scapegoating a staff person, we asked, 'why/why not?' and were met with shrugs or silence. Personal responsibility & accountability among the leadership is lacking and the assigning of blame for the issues facing St. Andrew's Hespeler feels routine. Several survey & personal comments reflect this attitude, as many feel it is the Presbytery's responsibility to encourage volunteers, to provide direction & to 'correct' the leadership.

There is much confusion about the PCC's Leading with Care Policy, contributing to the communication issues, lack of transparency and an aversion to sharing pastoral concerns. The congregation would certainly respond with care, compassion & support for one another if they knew the circumstances of neighbours in need. There were several survey comments about the ineffectiveness of the Deacon program, as well as complaints that people in the congregation know neither their Elder's nor their Deacon's name. This is not to criticize the work of the Deacons, who've volunteered to accept the call to pastoral care. The comments are critical of the organization, or lack thereof, of the deacon program, initiated approximately 12 years ago. There is also general confusion about the role of the Elder, the Deacon, and how these groups are meant to work alongside one another.

From our conversations with all of the groups & the staff, they are wonderfully honest about their gifts as well as their shortcomings, and passionate to see their church thrive. These folks shine at outreach and inclusive care for the community; their mission work is inspirational. Yet they falter at accepting & affirming one another and are hampered by a lack of trust. They talk candidly about their concerns for the health of St. Andrew's out of an obvious love for the church, its heritage and its caring Christian presence in Hespeler. But they have great difficulty moving from talk to action, ably identifying problems but unable to problem-solve and envision a new reality beyond the obstacles.

Some members are open to trying new approaches while it was reported that others cling to the past. The good folks of St Andrew's Hespeler are to be commended for their almost instantaneous trust of & openness with the Visit Team. Their candour has been invaluable in crafting this report and the Recommendations that follow. Please note that the Team has included only the Commendations & Recommendations for the leadership groups, staff & congregation. Those for the Rev'd Scott McAndless will be presented to him separately, as he is under the direct oversight of the Presbytery and any comment or assessment of his ministry is not open to discussion by the Elders or congregation. However, any/all measures for the Rev'd McAndless are included in the recommended follow-up visit [see below, #10].

Humbly submitted in His service, on behalf of the Visit Team, Jane Swatridge

#### Recommendations

1. That the congregation of St. Andrew's Hespeler be commended for their exceptional outreach and mission endeavours in the surrounding communities and beyond domestic borders;
2. That the Family Ministries Coordinator and the Music Director be commended for their ongoing dedication, their strength and their willingness to share so generously of their gifts for the ministries of the congregation;
3. That the Operations Committee be commended for their resourcefulness, for their diligent maintenance of the facilities, and for their courage in making difficult & prudent decisions towards creating a balanced Budget;
4. That the Deacons select a Coordinator from within their number, who is not a staff person, who will call & conduct meetings, liaise with Session, arrange for regular training, maintain records, etc.;
5. That the leadership of the church, including the Session & Deacons, receive training in the PCC's policy of Leading with Care, and engage in facilitated discussion as to its practical yet gracious specific application at St. Andrew's Hespeler;
6. That active Elders and the Moderator of Session participate in a retreat, with an outside facilitator, as soon as possible to address trust and communication issues;
7. That the Elders receive training in PCC Polity, including the expectations and responsibilities of Eldership, to address the need for accountability and recommitment within this Court;

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8. That the leadership & congregation attend workshop(s), with outside facilitator(s), on topics of non-violent communication and Workplace Safety Standards to address the inappropriate behavior and reported culture of harassment;
9. That the leadership & congregation engage in a facilitated workshop to encourage shared, whole-community responsibility, and to equip St. Andrew's Hespeler to pursue church health & growth, spiritual and practical;
10. That the Congregational Affairs Committee conduct a follow-up visit to St. Andrew's Hespeler in support of their progress rather than completion of the above, no later than June 30th, 2019, with a different Visit Team for a fresh perspective;
11. That the Visit Team be dismissed.

## **APPENDIX B**

### **Interim Moderator's Report for St. Andrew's, Kitchener February 25, 2019**

The long-time Office Coordinator at St. Andrew's resigned effective February 14th, 2019. The HR Committee has hired a temp worker to help in the transition as the office staffing arrangement is re-evaluated before posting for the position. Members of the congregation responsible for different areas of the church's ministry were also trained by the outgoing Office Coordinator so that more people in the congregation have a better understanding of the work the Office Coordinator does and are able to fill in as needed.

The Session held a workshop on Sunday, February 10th, after worship to address the first goal identified during the transition time following Rev. Mark Lewis' retirement (i.e. "Engage in a process of healing and reconciliation as a result of the conflicts and tensions that have arisen and/or escalated over the past year"). A follow-up workshop for the Session is planned in early March.

The interim moderator will also be holding quarterly mini-retreats with the staff to foster closer working relationships, to ensure staff members are fully apprised of Session actions during the transition time and to get staff input into any actions taken. The first of those retreats was held on January 29th.

Letters have been sent out to nearly 500 people who have been inactive to determine their preferred affiliation with the congregation. This is in fulfillment of the third goal identified by the Session during the transition time: "Update the membership roll of St. Andrew's to reflect a more realistic picture of St. Andrew's current membership and to enable more effective pastoral care and more accurate statistical reporting."

Rev. Greg Smith's father, Gordon Smith, died suddenly on February 6th. His funeral was held at Wall-Custance Funeral Home in Guelph on Tuesday, February 12th.

The Annual Meeting was held on February 24th, 2019. At the meeting the congregation adopted the budget for 2019 along with a strategic action plan to increase the generosity of the congregation during the year. Part of that plan was a Fresh Start Initiative in which the Session led the way in putting the congregation on a more solid financial footing as we begin the year. Session members have donated over \$15,000 for that initiative, and the total was announced to the congregation at the Annual Meeting. At the meeting, the congregation also voted to demolish a house located on the church property that is currently unoccupied and in need of significant repairs (estimated at just over a quarter of a million dollars) and to turn the property into parking spaces (estimated at 6-8 spaces, with rental income of \$142/space/month).

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## Appendix “E” - Mission and Outreach – Rev. Scott McAndless

### Report of the Mission and Outreach Committee February 19, 2019

#### **Recommendation 1: That the report of the Mission and Outreach Committee be received and considered.**

The Cambridge Quadrant met on Tuesday, February 19, 2019 within St. Andrew’s Hespeler Presbyterian Church. The committee considered the following items of business,

#### **1) Two Rivers Mission**

The committee received an update on the Two Rivers Mission. The Mission had an excellent year in 2018, has seen new growth. They have added a halftime staff person and seen the congregation step up in terms of financial support. The next challenge they face is making up the lost of grant money as they move into the future.

#### **2) Student Ministry Grants**

The committee feels that we have been given a mandate to rethink Student Ministry Grants. It was our idea to overhaul the application process, but Presbytery seemed to push us to rethink the financial impact of it all as well. We remind you that, for the current year, we gave grants as follows:

Joonim	\$3400	
Doon	\$3000	
Knox Waterloo		\$5500
Kortright	\$5000	

First of all, would like to introduce a form to be used to apply for these grants so that the applications are consistent, concise and comparable. We suggest the form, added as appendix one, be circulated to all sessions by the Clerk and made available on the Presbytery website.

We propose the following changes to the practices surrounding student ministries financing. We feel it should be funded from the Development Fund, not the general budget and that, in the spirit of the goals of the Development Fund, these grants should be used to encourage innovation and risk-taking in ministry, not merely to sustain ongoing ministries:

**Recommendation 2:** That, starting in 2020, funding for these congregational student ministries be taken from the Development Fund (rather than the operating budget).

**Recommendation 3:** That existing ministries will be granted (based on successful application) no more than what they received in 2019 in the next year.

**Recommendation 4:** That the maximum grant for existing ministries be reduced by 25% (of the original amount) each subsequent year.

**Recommendation 5:** That new student focused ministries may continue to apply for grants to a maximum of \$6000 the first year, that maximum being reduced each year thereafter by 25%

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The committee will continue to consider new grants from new congregation and also to consider grants to support innovation in existing ministries.

### **3) Cambridge Sports Camp**

At the May 10, 2016, meeting of the Presbytery of Waterloo-Wellington it was agreed that the Cambridge Sports Camp be granted funds in the amount of \$3,100 for 2016 from the funds set aside for "supporting outreach ministries in the area of East Galt.

The Session of Westside Church has requested that the Cambridge Sports Camp be granted the amount of \$3,000 for 2019 from the funds set aside for supporting outreach ministries in the area of East Galt.

The two areas that the grant supported last year was advertising and camperships. Because of the Presbytery's generosity they were able to cover large neighbourhoods with leaflets and postcards, and provide subsidies for almost half of the campers.

**Consent Recommendation 6:** That the Cambridge Sports Camp be granted the amount of \$3,000 for 2019 from the funds set aside for supporting outreach ministries in the area of East Galt.

### **4) Life in Christ Ministry**

Life in Christ Ministry is a mission of the Presbytery of Pickering and is led by Rev. Ibrahim Wahby, a member of that Presbytery.

This ministry is focussed on Syrian people settling in Canada. The following is their Mission Statement:

**Our Mission:** To link unchurched people to Christ and to help and support them in the process to find the fullness in the experience of having a life in Christ.

#### What We Do

- Awakening The Believers to become Christ Witnesses
- Apologetic Training and coaching
- Church Planting
- Providing aid to Refugees & resources to the churches who involved in Refugee ministry.

The committee would just to familiarize the Presbytery with this work which is operating within the bounds of our Presbytery. We should be on the lookout for opportunities to support and encourage this ministry.

The committee proposes that we invite Rev. Wahby or another representative from Life in Christ Ministry to a future Presbytery Meeting.

**Recommendation 7:** That the report of the Mission and Outreach Committee be accepted.

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### Appendix 1: Application form for Student Ministry Grant

Congregation:

Key Contact person:

Please indicate the preferred way to contact this person:

1. What are your top three goals in 2020 for your ministry to students in your area:

2. How many events will you hold in 2020.

3. What do you expect as your minimum, median and maximum attendance (on average) at these events:

Minimum: \_\_\_\_\_ Median: \_\_\_\_\_ Maximum: \_\_\_\_\_

4. What are your measures for success in this ministry? What will success look like for you?

5. What support are you applying for from the Presbytery. What are your other sources of funding (from the congregation and from elsewhere):

Presbytery: \_\_\_\_\_ Congregation: \_\_\_\_\_ Other: \_\_\_\_\_

6. Will you charge any participation fees? Which events? How much?

7. Please describe how you see God at work in your ministry to students. (Use other side; 500 words maximum please)

Reminder: Applications are due \_\_\_\_\_

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## **Appendix “F” - Education, Issues, and Fellowship Committee– Rev. Ed. Charlton**

### **EIF Committee Report March 12<sup>th</sup> 2019**

The EIF Committee is continuing to be at work. We have two workshops that we are working on for the spring and looking at one for the fall. Along with planning workshops we are also processing requests for funding from two funds that the presbytery has set up.

#### **Recommendation 1**

**That the report of the E.I.F. Committee be received and considered.**

Our first recommendation that we are bringing forward is from Gale Presbyterian Church. To follow up on their visioning process and acknowledging the growing area around them, they are continuing to make changes to help reach their community and support the ministry to the worshiping community but also to the wider community. The Session of Gale has submitted a plan to move forward along with an outline of the budget that they will need to make this plan happen, therefore the EIF Committee brings forward the following recommendation:

#### **Recommendation 2**

**That the Presbytery of Waterloo-Wellington approve \$12000 (the full allotment) from the Congregational Renewal Fund to help support Gale Presbyterian Church’s new ministry initiative.**

The EIF Committee is putting forward a workshop on Boundaries/and Sexual Harassment prevention workshop. We as the body of Christ need to be vigilant and make sure that we are safe guarding our parishoners and ourselves from possible dangers and harm. To this end, we are organizing one workshop that will be held at two separate times and places at the beginning of April. The workshops would be run by Susan Shaffer. Her cost is \$1500 for the two workshops. We will also need to have two snack breaks and a lunch break. The following recommendations are in regards to this workshop.

#### **Recommendation 3**

**That the Presbytery of Waterloo-Wellington hold two workshops to educate the Presbytery on appropriate boundaries and Sexual Harassment prevention. These workshops would be led by Susan Shaffer. The Presbytery would cover the food for both workshops. Funding for these workshops would come from the Conference Fund. One Workshop to be held on Wednesday May 22<sup>nd</sup> at St. Andrew’s in Arthur and the other to be held at St. Andrew’s Hespeler on Saturday May 25<sup>th</sup>.**

#### **Recommendation 4**

**That the Presbytery of Waterloo-Wellington make these workshops mandatory for Teaching Elders, and all other Elders and church staff be encouraged to attend. Or that the Teaching Elders prove they have taken a similar course or workshop within the last year or plan on taking one in 2019.**

#### **Upcoming Workshop**

We are looking at holding or suggesting that we hold at least one Elder Training session in the fall. It has been many years since we last had an Elder training workshop and we believe that it would be wise to hold one for the Elders in our Presbytery.

#### **Recommendation 5**

**That the report of the E.I.F. Committee be accepted.**

Respectfully Submitted by:  
 Rev. Edward Charlton  
 Chairperson of EIF Committee