

## **Prayer and Constitution**

The Presbytery of Waterloo Wellington met on Tuesday, September 14, 2021, for its regular meeting via Zoom. The moderator, the Rev. Peter Bush, opened the meeting with prayer and duly constituted the court to undertake the business before it.

## **Attendance and Regrets**

### **Ministers:**

Rev. Peter Bush (Moderator), Rev. Bill Bynum (Moderator elect), Rev. John Borthwick, Rev. Diane Boyd, Rev. Ed Charlton, Rev. Susan Clarke, Rev. Courtney Crawford, Rev. Hugh Donnelly, Rev. Mark Gaskin, Rev. Scott McAndless, Rev. Alex MacLeod, Rev. Marty Molengraaf, Rev. Kathy Morden, Rev. Dr. Kristine O'Brien, Rev. Nick Pavel, Rev. Megan Penfold, Rev. Dr. Mark Richardson, Rev. Glen Soderholm, Rev. Dr. Frank Szatmari, Rev. Michelle Yoon,

### **Representative Elders:**

Todd Cowan, Janet deGroot, Peter DeVries, Gerooge Forsyth, Pauline Hall, Alan Israel, Werner Kuemmling, Daewan Lee, Doug McCaig, Gib McIlwraith, Vern Platt, Sue Senior, Bonnie Street, Rick Thomas, Doris Tubman, Dr. Wilma Welsh,

**Alt. Representative Elder:** Nancy Nicol

**Appendix:** Rev. Arnold Bethune, Rev. Darrell Clarke (Clerk),

**Treasurer:** George Myers

**Guests:** Maureen Spencer, Barb Dilio, David Spencer, Paul Spencer, Rev. Andrew Hyde (UofG Chaplain)

### **Regrets:**

Ministers: Rev. Aubrey Botha

Representative Elders: Jeanette Bomhoff, Louise Shape-Berges, Kim Uyede

Alt. Rep Elders: Irene Brown, Barb Ferrier

Appendix: Rev. Herb Gale

## **Adoption of Proposed Agenda**

Moved by Doug McCaig/Ed Charlton that the agenda be accepted as amended. Note: three late items were not included in the draft agenda and will be discussed as additional business.

**STATED HOUR Immediately following Adoption of Immediately Following Adoption of Agenda** The moderator, Rev. Peter Bush, installed the Moderator-Elect Rev. William Bynum as the moderator for the term 2021-2022. [There was communication difficulty, and the clerk relayed the induction to the moderator elect via zoom chat.]

## **STATED HOUR 7:30PM: Memorial Minute Rev. Dr. Robert Spencer**

**At 7:20 PM the Spencer family led by David Spencer shared their thoughts and eulogy of their father, the late Rev. Dr. Robert Spencer. The moderator offered prayer on behalf of the Presbytery.**

## **Minutes of Past Meetings**

Moved by Ed Charlton/Peter DeVries moved that the minutes of the Regular Meeting of Presbytery, June 15; Emergent Meetings (as available) June 27, July 6, August 12, were approved with changes in attendance for July 6 and the duplication of reports in the minutes of the June regular meeting. Carried.

## **Reports**

### **Business Committee – Darrell Clarke-Appendix A**

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

Moved by Ed Charlton/Gib McIlwrath that the distribution of the correspondence by the business committee be homologated. Carried

The Clerk provided an update on the status of the “Watson Estate” and the Trustee Board of the PCC decision to lead the process.

Moved by Ed Charlton/Gib McIlwrath that it is the preference of the Presbytery that the 10% share of the net estate, formerly to be entrusted to the Session of Knox’s Galt (now the Trustee Board of the PCC) be received and held in the Development Fund.

Moved by Ed Charlton/Gib McIlwrath that a committee composed of the moderator, former moderator and the clerk of Presbytery and the convenor of the Finance and Property committee be established to advise the Trustee Board of the PCC on the disposition on the disposition of property and distribution of funds within the Watson Trust.

### **Covid Congregational Fund Applications**

Moved by Ed Charlton/Gib McIlwrath that the amount of \$601.29 be granted from the Congregational Covid Fund to Knox PC, Guelph. Carried

Moved by Ed Charlton/Gib McIlwrath that the amount of \$10,000 from the Congregational Covid Fund be granted to Rockwood PC. Carried.

### **Renewal Project Ready Implementation Fund Applications**

Moved by Ed Charlton/Gib McIlwrath that the amount of \$12,000 from the Renewal Project Ready Implementation Fund be granted to St. Andrew’s, Alma. Carried.

### **Joint Fund Applications**

Moved by Ed Charlton/Gib McIlwrath that the amount of \$10,000 from the Congregational covid Fund and the amount of \$10,000 from the Renewal Project ready Implementation Fund be granted to St. Andrew’s, Gordonville. Carried

### **Presbytery Representatives to Fall Synod**

Moved by Ed Charlton/Gib McIlwrath that the Rev. Mark Gaskin and Rev. Dr. Kristine O’Brien and an elder from the congregations of Westside, Cambridge; Knox, Gordonville be approved as the Presbytery’s representatives to CNOB Synod 2021; and that Rev. Hugh Donnelly, Rev. Peter Bush be designated alternates with the sessions of Knox-Calvin Harriston; and Duff’s, Puslinch providing alternate elders should they be needed, with the Clerk of Presbytery having the power to issue beyond said nominees if necessary. Carried.

### **Proposed Terms of Reference for Campus Ministry Fund**

The Campus Student Ministry Fund Guidelines and Terms of Reference

The Campus Student Ministry Fund provides grants to Campus Ministries within the bounds of the Presbytery of Waterloo-Wellington (including but not limited to University and College Chaplaincies, Christian ministries working with students on University and College campuses, and congregations doing intentional ministry with University and College students.)

Grants to the Ecumenical Guelph Chaplaincy and the Post-Secondary Student grants programme will be included in the Campus Student Ministry Fund.

#### Terms of Reference:

The Presbytery will announce at the March meeting of the Presbytery each year how much grant money will be available for distribution. Applications are to be received by May 15 of a given year. The Renewal Team will bring recommendations to the Presbytery for approval of grants at the June meeting.

Up to 10% of the fund can be spent in a 12-month period of July 1 to June 30.

Congregations wishing to access the fund to do their own intentional ministry with University and College students must contribute at least 25% of the project's budget.

#### Applications will include:

1. A two-sentence statement of the purpose of the ministry.
2. A 250-word description of the activities the ministry undertakes to live out that purpose.
3. Two stories of the impact the ministry has had in the community gathered around the ministry or in the lives of individual students.
4. A budget for the ministry, along with the amount being asked for.
5. All applications, including those from Chaplaincies and other non-congregational Campus ministries, require a letter of endorsement from a Session within the Presbytery.

If the Presbytery determines the Campus Ministry Fund is no longer effective the remaining funds will be placed in the Ministry Initiative Fund.

Moved by Ed Charlton/Gib McIlwrath that the above Terms of Reference shall be those of the Campus Student Ministry Fund of the Presbytery Fund of the Presbytery of Waterloo-Wellington and included in the Standing Orders of the Presbytery. Carried.

Discussion followed with clarification asked as to how the fund's terms would impact the financial commitment of the Presbytery to the University of Guelph Ecumenical Ministry. The motion was carried.

John Borthwick introduced Andrew Hyde of the University of Guelph Ecumenical Ministry who was invited to sit and correspond. Rev. Hyde updated the presbytery on the work of the ministry and was thankful for the contribution of the Presbytery.

Moved by Ed Charlton/Gib McIlwrath that the business committee be given power to issue for all grant applications to the PCC and within Presbytery until the next meeting of Presbytery in November.

Discussion followed with members of the Presbytery not comfortable in providing power to issue for Presbytery grants. In a standing vote the motion was carried 13 to 12. The clerk asked that the motion be withdrawn due to the concerns of certain presbyters.

#### **Additional Business**

Three items of additional business were presented to Presbytery:

1. **S21-#1** Two Rivers Leadership Team moved that "Two Rivers Church request \$3000 funding from the Presbytery for hiring a consultant to guide them through a strategic planning process." **It was moved by Dan Veldhuis/Beth Fisher. Carried** We have contracted Rebecca Sutherns, a well-respected consultant in Guelph. We are meeting on September 18 to determine the scope of the process.

Moved by Glen Soderholm/John Borthwick that the amount of \$3000 be granted from the Renewal Congregational Strategic Planning Fund to assist Two Rivers in their strategic planning process. Carried.

2. Deadline for Canada Ministries Grants is October 1 and Two Rivers is applying for an \$8000 grant. All relevant documents from Two Rivers have been received and are in order.

Moved by Glen Soderholm/John Borthwick that the Presbytery of Waterloo-Wellington approve the application for a grant of \$8000 from Canadian Ministries for the 2022 calendar year. Carried.

### 3. **C21-#22 Knox Preston Church – September 13'21 Covid – 19 Fund Application**

Dear Friends, as promised here is our application for monies from the Covid -19 Fund.

The minute extract from our Sept 13'21 Session meeting is as follows:

*Moved by Paul C., and seconded by Steve J. that the Session apply to the Presbytery Covid Fund for a grant of \$4, 492.72 for the purchase of equipment that will enable us to enhance our ability to record and live stream our worship services, meetings, events for our congregation and community. It is further moved that the Session ask the Presbytery to hold the remaining Covid Fund congregational allocation for Knox Preston in reserve for future needs and applications.*

As mentioned before, during the Covid lockdowns, our worship, fellowship, Session meetings, etc., became digital. The need for digital worship, fellowship, and meeting continues and has become a staple of our ministry efforts at Knox Preston. To meet this growing need for digital communications, we have discovered that our wifi signal upstairs of our concrete block building needs to be hard wired in order to work effectively. The equipment we have been using has brought us through to this point, but it has become obvious that a more professional suite of equipment is needed as we move forward.

With an eye to keeping costs low, and technology easy to use by many, we are applying to Presbytery for monies to cover the costs of this new equipment. A copy of the quote is provided. We would like to thank Presbytery for its proactive planning to help congregation flourish as we continue through the uncertainties of our new Covid world.

On behalf of the Session of Knox Preston Church, Acting Clerk of Session.

Moved by Peter deVries/Susan Clarke that the amount of \$4,492.72 be granted from the Covid congregational Fund to Knox PC, Preston. Carried

Moved by Ed Charlton/Gib McIlwrath that the report as a whole be accepted. Carried.

### **Information Only**

The clerk provided an update on Livingston PC in Baden noting that the interim moderator has completed her work. Two additional recommendations (j and k in Appendix A) were noted, and they will be sent to the appropriate new Team once they are up and running.

The final changes to the Standing orders to implement the new team structure was noted (item l in Appendix A), and it was noted that the language for the renewal team terms of reference were not the revised terms. The revised terms will be included in the final inclusion into the standing orders.

### **The following Information pertains to a previous action of the Presbytery at its regular meeting of June 15, 2021, regarding the sale of Westminster St Paul's.**

At the regular meeting of Presbytery on June 15, 2021; the Presbytery of Waterloo-Wellington authorized the Business Committee of the Presbytery, to approve the sale of Westminster-St. Paul's upon the approval of an offer to purchase the property and chattel thereto, by the Session of Westminster St Paul's:

*Moved by Peter deVries/Todd Cowan that one of the conditions of the sale will be the Business Committee's review and approval, taking into account the amount of the offer and the person/organization offering to purchase it. Carried.*

The Business Committee was informed by the interim moderator of Westminster St Paul's at its regular monthly meeting of August 5, 2021, that the Living Word Canadian Reform Church, Guelph offer to purchase had been approved by the Session. The Business Committee thus passed the following recommendations:

Recommendation BC -#1

Moved by Peter Bush/Ed Charlton that the recommendation of the Presbytery Oversight Committee with the Trustees of Westminster St. Paul to sell its property and chattel to Living Word Canadian Reform Church of Guelph, for \$1.775M for property and \$.025M for chattel thereto, Charitable #804272912RR00001, be approved and thus signify the Business Committees assent with the sale. Carried.

Recommendation BC - #2

Moved by Peter Bush/Ed Charlton that the report and decision of the Business Committee be presented to the Presbytery and included in the minutes of the September 2021 Presbytery meeting as a point of information from the business committee. Carried

**Finance and Property Committee – George Myers – Appendix B**

Moved by Gib McIlwrath/Vern Platt that the report of the Finance and Property committee be received and considered. Carried.

The treasurer provided the terms of the extension and repayment of the Presbytery loan to Gale Elmira.

Moved by Gib McIlwrath/Vern Platt that the Presbytery approve extending the Gale Elmira loan as per their proposed terms for ten more years ending in 2031. Carried.

Moved by Gib McIlwrath/Vern Platt that the report as a whole be accepted. Carried.

**Treasurer's Report – George Myers (included below)**

Moved by Vern Platt/Gib McIlwrath that the report of the treasurer be received and considered. Carried.

The treasurer read the report and provided an update of the Presbytery financial situation as off August 31, 2021.

**TREASURER'S REPORT TO WATERLOO-WELLINGTON PRESBYTERY SEPTEMBER 2021**

**Interim Financial Report to August 31, 2021**

The monthly financial reports, to August 31, 2021, are attached. The General Fund operations are very much in line with budget. This report also shows the operations of the other funds, including the recently set up Congregational Covid Fund, which many congregations have used, leaving a balance of \$93,670, which needs to be applied for by the remaining congregations by the end of the year. The Budget for 2021 is being covered in part by the Reserve Fund. Congregations will pay only 50% of their Assessments. There is still a balance of \$66,593 for the Congregational Implementation Ready Projects.

The Knox's Galt sale proceeds have now arrived. The Balance Sheet to August 31, 2021, now shows a column for each fund, including the new Campus Student Ministry Fund of \$56,634 and three other funds with zero balance, yet to be determined. You will note that the Reserve, Trust, and Campus Ministry Funds are now mostly in the PCC Consolidated Fund, to begin to gain value. When the other new funds, if and when established, their value can be transferred from the Development Fund PCC Consolidated to their own PCC Fund.

### PCC Consolidated Fund Investment

There was a strong positive market revaluation at the end of 2020, despite the overall Covid-19 market scare, as reflected in the Q4-2020 report from the PCC Consolidated Fund. After a gain of 8.1% for the three quarters, there was a further 4<sup>th</sup> quarter gain of 8.5% for a total of **16.6%** for the 2020 year. This was followed by a positive return of .58% in the first quarter, and 5.6% in the 2<sup>nd</sup> quarter. Market losses and gains may prevent the presbytery from using all these gains until the market again settles into a steady growth pattern.

Respectfully submitted,  
George L Myers, Treasurer

Recommendation #1 Receive the Treasurer's Reports.

Recommendation #2 Accept the Financial Statements to August 31, 2021

Recommendation #3 Approve the report as a whole.

Moved by Vern Platt/Gib McIlwrath that the report of the treasurer be accepted as read. Carried.

### **Announcement**

George Forsyth announced that this would be his last Presbytery meeting after thirty plus years of service, due to the impending amalgamation of Westminster St Paul's.

Members of the Presbytery shared their good wishes.

Moved by Wilma Welsh/Courtney Crawford that the Presbytery formally extend its thanks to George Forsyth and Bob Renton. Carried.

### **Next Meetings**

The Presbytery is called to meet in emergent session at St. Andrew's, Kitchener, on September 26, 2021, for the induction of the Rev. Marty Molengraaf and October 3, 2021, at Westminster St Paul's, Guelph for the service of amalgamation of Westminster St. Paul's with St. Andrew's, Guelph and Knox, Guelph.

The clerk noted that because of current health regulations, seating is limited, and Presbytery attendance is by invitation only.

The next business committee meeting is October 5, 2021, via Zoom (rescheduled to October 26, 2021) and the next regular meeting of Presbytery will be November 9, 2021, at 7pm via Zoom.

**As the business of the Presbytery was completed, it was moved by George Forsyth that the Presbytery adjourn.**

### **Business Committee "Appendix A" – Rev. Darrell Clarke, on behalf of the moderator**

#### **Recommendation #1**

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

#### **a. Correspondence:**

#	Received/Sent	Topic	Referred to:
21	116 Rev. Darrell Clarke	Paul Grespan, re Watson State	Paul Grespan
21	117 Warren MacEachren	Development Fund Request, Knox, Palmerston	Bus. Committee
21	118 Rev. Mark Gaskin	Sports Camp funding request	Bus. Committee
21	119 Marjorie Copeland	G.A. Approval of C. Clements Certification for Ordination	Ministry Comm.
21	120 Walter MacNeil	Music Director Opportunity, Knox, Crieff	Presbytery
21	121 Theresa MacDonald	Camp Kintail Summer Worship	Presbytery
21	122 Todd Cowan	Dissent re 2021-2022 meeting schedule	Bus. Committee
21	123 Ian Ross MacDonald	Principal Clerk, retirement, June 2022	Bus. Committee
21	124 Jo-Anne Hall	Renewal Implementation Ready Grant	Bus. Committee
21	125 Theresa MacDonald	Kintails Newsletter	Presbytery
21	126 Jackie Czeglédi	Knox's Galt filing of T3010B	D. Durward
21	127 Paul Grespan	Update on Watson Estate	Clerk
21	128 Omnya Nawar	AON and MMcL Insurance for 2021-2022	Treasurer
21	129 Paul Grespan	Filing of Trusteeship with PGT	Clerk
21	130 Barb Di Ilio	Donation of items from Rev. Bob Spencer	Clerk
21	131 Rev. Peter Bush	Fundraising Challenge to Presbytery re Kamloops	Presbytery
21	132 Rev. Peter Bush	Letter re September Regular Meeting	Bus. Comm
21	133 Paul Grespan	Information received on Watson State-Meeting July 28	Bus. Comm
21	134 Registrar, Crieff	July Invoices for Pastoral Recharge	Treasurer
21	135 Louise Sharpe-Berges	Recommendations of Kortright Session re Dev Fund	Clerk
21	136 Maggie Leung	Presbyterian Sharing Update, July 2021	Presbytery
21	137 Kathryn Muir	Report of Special Comm re Petitions 1 & 2 to GA	Clerk
21	138 Paul Grespan	Receipt of will, actions re Watson Estate	Bus. Comm
21	139 Rev. Johan Olivier	Cong. Covid Fund Application, St. Andrew's , Guelph	Bus. Comm
21	140 Rev. Dr. Mark Richardso	Thank you to Presbytery re: Crieff Pastoral Retreat	Bus. Comm
21	141 Rev. Peter Bush	Letter of Thanks to Rev. Linda Ashfield	OB
21	142 Theresa MacDonald	July Kintail Report	Presbytery
21	143 Rev. Darrell Clarke	Request for Elders for Term 2021-2022/Committee Service	Presbytery
21	144 Rev. Darrell Clarke	Availability of Hymbooks and Psalters from Baden	Presbytery
21	145 Rev. Darrell Clarke	Recognition of Health Care Workers	Presbytery
21	146 Rev. Darrell Clarke	Extension of Development Fund Recommedantions - Nov 21	Presbytery
21	147 Rev. Peter Bush	Letter to B. Comm re Presbytery Assessment	Bus. Comm
21	148 Registrar, Crieff	Aug. Invoices for Pastoral Recharge	Treasurer
21	149 Kathryn Muir	Changes to the Roll, July, 2021	Presbytery
21	150 Rev. John Borthwick	Invitation to the Abbey - Ryan Panzer Presentation	Presbytery
21	151 Andrew Giacomini	Insurance for 715 Main Street - Update	Clerk
21	152 Rev. Blair Bertrand	Vestments and Supplies for Malawi	Clerk
21	153 Rev. Linda Ashfield	Letter of Gratitude for Honorium	Bus. Comm
21	154 Jo-Anne Hall	Application for Funding, Implementation Renewal Fund	Bus. Comm
21	155 Kathryn Muir	Letter from Assembly Council re Remits A & B	Presbytery
21	156 Kim Arnold	Presbytery Archive Protocol and Instructions	Clerk
21	157 Ian Mason	Can. Society of Presbyterian History, Annual Conference	Presbytery
21	158 Rev. Peter Bush	Thank you to Presbytery re: Crieff Pastoral Retreat	Bus. Comm
21	159 Collen McCue	Job Posting	Presbytery
21	160 Jennifer Astop	Fall Grant Deadlines	Presbytery
21	161 Rev. Peter Bush	Letter to Presbytery, re Team membership	Presbytery
21	162 Rev. Glen Soderholm	Canada Ministries Funding Application	Cong. Response
21	163 Rev. Glen Soderholm	Request for Consultant Funding	Renewal Team
21	164 Rev. Bill Bynum	Congregational Covid Spending	Bus. Comm

### Recommendation 2

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

### b. Update on Watson Estate

As of August 31, 2021, the Trustee Board of the PCC have the lead on the sale of the property and the probate of the will. An advisory committee of the Presbytery will have to be established to advise the Trustee Board as to the distribution of the funds as per the closest execution of the will.

.Insurance: to be covered under the national insurance plan.

- Property management company continues to provide services.
- Future Decisions (Post probate)
  - If necessary, hire an estate cleaner or auction house to sell the chattel depending on the disposition of the property. (If commercially sold – all effects could remain with the house).
  - Selling property: preferred sale to one of the neighboring development companies.
  - Establishment and administration of trust
  - *Immediate portion to Presbytery – 10% of the value of the trust.*

### **Recommendation 3**

That it is the preference of the Presbytery that the 10% share of the net estate to be entrusted to the Session of Knox's Galt (now the trustee Board of the PCC) be received and held in the Development Fund.

### **Recommendation 4**

That a composed of the moderator, past-moderator, clerk and convenor of the Finance and Property committee be established to advise the Trustee Board of the PCC on the disposition of property and the distribution of funds within the Watson Trust.

### **c. Covid Congregational Fund Applications:**

#### **C21-#20 Knox, GUELPH ON**

On behalf of Knox session, I would like to apply for financial help from the Presbytery's Covid19 Congregational Fund in the amount of \$ 601.29. The request is to purchase a Chromebook and network adapter for our live stream and recording system in our sanctuary. Presbytery's favourable consideration of the request would be very much appreciated.

### **Recommendation 5**

That the amount of \$601.29 be granted from the Covid Congregational Fund to Knox PC, Guelph.

#### **C21-#21 Rockwood PC, Rockwood, ON.**

September 2, 2021

Re: Congregational COVID fund application for Rockwood Presbyterian Church

Dear Clerk,

Rockwood Presbyterian Church is a small congregation which had been only meeting in person for worship prior to the pandemic, without the use of any technology. The pandemic shutdown forced us to adapt to technology in order to continue to connect virtually with our church community.

The first item of necessity was wifi internet connection, which costs an extra \$1200 per year. The next necessity was to produce online services in some format. At first, a 9-year-old laptop was used, but it was just not up to the task. So, a new laptop was purchased for \$4000 with all the capabilities to record, edit, livestream, and

upload services with an additional \$400 for editing software. We also had to purchase a music and online streaming licence for \$300 per year.

Weekly services were recorded, edited and uploaded to YouTube and were watched not only by those in our Rockwood congregation, but also by those in the Rockwood community. Members also shared the YouTube

links and Rockwood services were enjoyed in B.C., Northern Ireland, and even Australia. Views of our weekly YouTube services averaged 35-50 views during the shutdowns. We are also viewed regularly by Knox Presbyterian Church in Acton, who are currently without a Minister. Rockwood Church also needed to have a website that could be accessed and updated regularly with the changing Covid information and to provide links to our online services. A new website and monthly web host cost an additional \$300 per year with \$40 per year for domain name renewal.

We also purchased a Zoom membership to facilitate online gatherings for an \$271 per year. We have enjoyed Session meetings, our Annual Meeting, and our weekly Zoom Cafe (virtual coffee hour) by Zoom. We respectfully request the consideration of the \$10 000 grant from The COVID Congregational Fund of the Development Fund to cover these costs already incurred and that will continue until the pandemic is over.  
Marion Hunter, Clerk of Session

### **Recommendation 6**

That the amount of \$10,000 from the Congregational Covid Fund be granted to Rockwood PC

#### **d. Congregational Renewal/Implementation Ready Fund Application:**

R21-#07: ST. ANDREWS PC, ALMA, ONTARIO

August 27, 2021

Waterloo/Wellington Presbytery,  
attention: Darrell Clarke

Please find enclosed from St. Andrew's Presbyterian Church; Alma, Box 73, 8 Peel St., Alma, Ontario, our application for the Renewal Fund amounting to 12,000.00. his application list some of the events we will possibly use this money for in the future when things get back to somewhat normal. We had a Session Meeting on August 25, 2021, a Motion by Jeff Scott to proceed with applying for the 12,000.00 grant along with this prepared application listing in detail what we will use the Renewal Fund for, 2nd by Lenora Arbuckle, all agreed. We trust this is enough information to set aside the funds at this time. Please let us know if this is sufficient.

Thank you.

Jo-Anne Hall (Clerk of Session)  
Minister: Rev. Susan Clarke,  
St. Andrew's Presbyterian Church  
Box 73, 8 Peel St.,  
Alma, Ont. N0B 1A0

Application to the Congregational Implementation Ready Projects Fund  
St. Andrew's Presbyterian Church, Alma

St. Andrew's Alma would like to apply to the Renewal Fund for three projects, one Mission Outreach, one Worship and two Organization. Please find below a summary of each project.

Organization  
Journey to Bethlehem

First held by the church of the Alma Community in December of 2019, the Journey to Bethlehem is an interactive walk through the events leading up to the birth of Christ. Located at the Alma Community Center, the event focused on scenes from the Biblical narrative including the story of Elizabeth, the angels, Herod's court, the stable, the inn and the wise men. A joint effort by the United, Community and Presbyterian churches in Alma and countless volunteers from the wider community, the event relied heavily on material borrowed from the Grace Church, Marden. Funding at the time for this two-day event came from the three participating churches and donations from attendees.

The event was very well received by not only the Alma community but had visitors from Elora, Guelph, Elmira and Arthur. We were amazed at the number of people who thanked us for the opportunity to share the Christmas story with the children and grandchildren. Some of whom had never heard this story.

The community would like to run the program again, if possible, Christmas 2021 or 2022. A few things have changed that have led to our application.

1. The pandemic has created financial difficulties for at least one of the partners and the Community Center.
2. The need to purchase some of the props that were formerly supplied by the Marden congregation.
3. The need for Covid protocols
4. The plan to expand the event from two to three nights.

St. Andrew's is asking for \$5000 to assist with the above program. St. Andrew's invested \$1500 in the program in 2019 and plans to spend the same when the program runs again.

#### Mission Outreach Butter Tart Festival

For two years, St. Andrew's ran a community Butter Tart Festival called Tarts Galore. (The event is currently on pause because of the pandemic.) Organized by three tart lovers, Grace B, Beth A and Susan C, the festival is part fundraiser part community outreach. Open to mainly churches and other charities, the festival is a spring fundraiser for congregations in the Alma. It also allows church members an opportunity to reach out to members of the community regarding upcoming events and programs. In the past participants have paid a \$60 registration which St. Andrew's used to defray the cost of running the event (advertising and pot a potties etc).

Next year, the festival would like to waive the registration fee to allow participants to keep all the money they raise for their congregations. This is in part to help rebuild their finances following the pandemic. St. Andrew's is asking for \$1000 to assist with the cost of running the event including the instrumentation of Covid Protocols. We would also like to improve our printed material to give to attendees. Currently St. Andrew's spends \$500 per year to host the event.

#### Resource Box

For three years, our sister church Knox, Elora has operated the Knox Box. It is a combination Little Library and Little Pantry. It carries emergency food supplies, snacks, information regarding the church and church events, books for all ages, masks, a prayer jar and the Our Daily Bread devotional guide. In the winter it also has hats and mitts. The Knox Box receives multiple visitors every day. St. Andrew's would like to create a similar resource box at 8 Peel Street.

With the nearest Food Bank located in Fergus, access to emergency supplies can be difficult. In winter, a ready supply of mitts and hats are a welcome gift.

It is our hope that the Little Library/Little Pantry will be a great resource for the Alma Community and a way for St. Andrew's to support those in need in our community. We are asking for \$2000 to construct and stock the box for one year.

#### Worship

The Covid 19 Pandemic has made St. Andrew's keenly aware of the need for our congregation to upgrade its AV system. Currently the equipment that is used for our online services is shared with our sister church,

Knox, Elora. St. Andrew's is asking for funds to upgrade its equipment for both online and in person services. This would include the purchase of new recording devices and the accompanying hardware and software needed to get the best use out of the equipment.

St. Andrew's is asking for \$4000 to purchase new equipment as well as software to increase our web presence. St. Andrew's has already spent \$800 on technology.

### **Recommendation 7**

That the amount of \$12,000 from the Renewal Project Ready Implementation fund be granted to St. Andrew's, Alma

#### **e. C21-#21 & R21-#08 Gordonville Presbyterian Church, Gordonville, ON**

To Business Committee of Waterloo Wellington Presbytery

From: The Session of St. Andrews Gordonville

Re: Application to the Covid Response fund and the Congregation Renewal fund for St. Andrews Gordonville

St. Andrews Gordonville is a rural congregation with deep roots in the community. Gordonville has been blessed with a multigenerational congregation and a thriving Sunday School and then there was COVID and shut down. We yearn for our pre-COVID fellowship. While our Pastor Ed Charlton has gone above and beyond to keep us connected through daily meditation online, online services, and regular telephone check ins and delivering recorded services to those in our congregation not able to connect through the web.

The Bible tells us that "wherever two or more are gathered in My name, I am there." The time has come for gathering. To safely return to gathering and reaching out at the same time to our wider community we are requesting access to the \$10,000 Covid response fund for the following:

Outreach: Spreading the God's word and welcoming members and wider community

- Place large ad in Wellington Advertiser -\$ 200 estimate
- Rent a roadside sign to announce to the community that all are welcome again \$ 175

Sunday School safety- to encourage confidence in parents to once again send their youngsters to hear and learn the Word of God

- Purchase Air purifiers \$1000.

Worship God as a part of community- as people are spread out more in the sanctuary to ensure safe social distancing

- Purchase a sound system including microphones and stands, cables, and better projector for the power point. \$ 1570
- Purchase a computer to run the power point – presently our pastor is bringing his own laptop \$1500
- Purchase a video camera to record services from our own sanctuary for upload after recording \$ 1700
- We are also planning a church wide celebration for all ages including food, games, bouncy castle and possibly music with money going to support a local mission. \$ 2000

Total of these requests **\$ 9715**

Our church building is limited in implementing any of these improvements due to the age of our electrical capacity and will require an upgrade to proceed with any of these improvements. At present our sanctuary has only 3 outlets and many extension cords and power bars for the organ, and pulpit light, projector and computer. Our basement, that serves as our Christian Education Centre and community gathering area has only one working outlet. As such we cannot operate the requested Air purifiers.

We estimate that to upgrade the electrical system will cost approximately \$10,000

## **Total of \$19,715**

These go along with a wider plan already underway of updating and providing for continued ministry for years to come. We have already spent \$12000 on needed repairs and have committed of plan of updating and repairs to the outside of the building worth \$17000. The requested funds above will help to provide a safer worshiping experience while allowing us to do more ministry activities that further worship, Christian Education, and outreach to our community. We like many other communities of faith enjoy gathering together. The upgrades that are listed above will help with our annual Sunday School picnics, Christmas concerts and provide opportunities to have movie nights, and to host multi-generational faith building events using different sensory and technological tools. With the upgrades in the sound system and the improved projector we will be able to help people with hearing and sight difficulties. All of these will be made possible with the upgraded electrical and the blessings from these two grants.

This proposal was approved by the Gordonville Session on September 1<sup>st</sup>, 2021, at their meeting at St. Andrew's in Gordonville. We respectfully request the following funds:

Covid Fund \$ 10,000 with the balance from the Congregational Renewal Fund \$ 10 000.00

Respectfully submitted by The Session of St Andrews Gordonville

## **Recommendation 8**

That the amount of \$10,000 be granted from the Covid congregation Fund and that the amount of \$9,715 be granted from the Renewal Implementation Ready Fund to St. Andrew's, Gordonville.

## **f. Presbytery Representatives to October Synod (dates and format to be confirmed)**

Ministers: Rev. Mark Gaskin and Rev. Dr. Kristine O'Brien  
Alternates: Rev. Hugh Donnelly, Rev. Peter Bush

Congregation: Westside, Cambridge; Knox, Gordonville  
Alternates: Knox-Calvin Harriston; Duff's, Puslinch

## **Recommendation #9**

That the Rev. Mark Gaskin and Rev. Dr. Kristine O'Brien and an elder from the congregations of Westside, Cambridge; Knox, Gordonville be approved as the Presbytery's representatives to CNOB Synod 2021; and that Rev. Hugh Donnelly, Rev. Peter Bush be designated alternates with the sessions of Knox-Calvin Harriston; and Duff's, Puslinch providing alternate elders should they be needed, with the Clerk of Presbytery having the power to issue beyond said nominees if necessary.

## **g. Proposed Terms of Reference for Campus Ministry Fund**

The Campus Student Ministry Fund Guidelines and Terms of Reference

The Campus Student Ministry Fund provides grants to Campus Ministries within the bounds of the Presbytery of Waterloo-Wellington (including but not limited to University and College Chaplaincies, Christian ministries working with students on University and College campuses, and congregations doing intentional ministry with University and College students.)

Grants to the Ecumenical Guelph Chaplaincy and the Post-Secondary Student grants programme will be included in the Campus Student Ministry Fund.

It is the goal that for the 2024 grant year the Fund will be sufficient to provide grants without funding from Presbytery assessments or from the Development Fund. In the 2022 and 2023 grant years and longer, if necessary, there will need for some funding to supplement the Campus Student Ministry Fund.

#### Terms of Reference:

The Presbytery will announce at the March meeting of the Presbytery each year how much grant money will be available for distribution. Applications are to be received by May 15 of a given year. The Renewal Team will bring recommendations to the Presbytery for approval of grants at the June meeting.

Up to 10% of the fund can be spent in a 12-month period of July 1 to June 30.

Congregations wishing to access the fund to do their own intentional ministry with University and College students must contribute at least 25% of the project's budget.

#### Applications will include:

1. A two-sentence statement of the purpose of the ministry.
2. A 250-word description of the activities the ministry undertakes to live out that purpose.
3. Two stories of the impact the ministry has had in the community gathered around the ministry or in the lives of individual students.
4. A budget for the ministry, along with the amount being asked for.
5. All applications, including those from Chaplaincies and other non-congregational Campus ministries, require a letter of endorsement from a Session within the Presbytery.

If the Presbytery determines the Campus Ministry Fund is no longer effective the remaining funds will be placed in the Ministry Initiative Fund.

#### Other Considerations to be discussed (operational items)

1. donations should be made to the local chapter or a local campus ministry which can provide a charitable donation receipt and #.
2. all contributions to ministries have to be approved by the Presbytery with the exception of any existing chaplaincy which is grandfathered.
3. The receiving organization has to be a CHARITY and not just a not-for-profit organization. Some campus ministries are established as not for profits while their national office is the charity who directs donations. Charities can only donate to charities.
4. The organization we support must be registered with the university or college student union and able to operate on campus.
5. The organizations we partner with should meet PCC statement of faith and policies.

#### **Recommendation #10**

That the above Terms of reference shall be those of the Campus Ministry Fund of the Presbytery of Waterloo-Wellington and included in the Standing Orders of the Presbytery.

#### **h. That the Business Committee Power to Issue**

##### **Recommendation #11**

That the business committee be given power to issue for all grants to the PCC and within Presbytery until the next meeting of Presbytery in November 2021.

#### **Items for Information Only**

- i. **Update on Baden-** The property has been listed for sale. No offers have been received. The Presbytery provided an honorarium to Rev. Linda Ashfield for her help in overseeing the closure of the building and for her twenty-five plus years as interim moderator without compensation. The Moderator provided a note of thanks on behalf of the Presbytery (CR-#141) and received a note of gratitude from Rev. Ashfield (CR-#153).

**j. Dissolutions and Amalgamations.**

Whereas the Presbytery has undergone several pastoral dissolutions, two congregational dissolutions and one congregational amalgamation in the last 18 months, that the Presbytery of Waterloo-Wellington hereby ask the new Congregational response Team to develop ***made in Presbytery of Waterloo-Wellington guidelines*** for the processing of these three activities within the Presbytery to the equal and just benefit of all parties involved. And to present such a report containing these processes to the Presbytery at the March 2022, regular meeting of the Presbytery.

**k. Evaluation and Recommendations re minimum terms and conditions for the call of a minister to the Presbytery of Waterloo-Wellington.**

Whereas, the Presbytery of Waterloo-Wellington is solely responsible for the terms and conditions of a call to a minister of word and sacrament as per the polity of the Presbyterian Church in Canada as stated in the Book of Forms and the Acts and Proceedings of the PCC; that the recommended minimum terms and conditions of a call to a minister as outlined in the acts and proceedings of the Presbyterian Church in Canada and the fact that several presbyteries have established revised and additional terms and conditions regarding a call to a minister to their presbytery including housing allowance, % of revenue guidelines, stipend minimums and/or additional terms to a call of a minister; that the Presbytery of Waterloo-Wellington forthwith and with haste refer to the new team on Leadership to develop and recommend implementation of such additional requirements as deemed necessary and to present such report to the Presbytery at its January meeting.

**l. Changes to the Standing Orders re new team structure.**

~~1.4.3 The Quadrant system has been set up in the following manner-~~

- ~~1. Eden Mills; Knox Guelph; Kortright Guelph; St. Andrew's Guelph; Westminster-St. Paul's, Guelph, Rockwood; Knox, Crieff. Duff's, Puslinch; (18/06/19, p. 5916)~~
- ~~2. St. Andrew's Arthur; Knox Drayton; St. Andrew's Fergus; St. Andrew's Gordonville; Knox-Calvin, Harriston; St. Andrew's Mount Forest; Knox Palmerston; Knox Conn; Knox, Elora; St. Andrew's, Alma; Chalmers, Winterbourne.~~
- ~~3. Livingston, Baden; Gale Elmira; Calvin Kitchener, St. Andrew's Kitchener; Knox Waterloo; Waterloo North (Sept, 2013). Doon Kitchener; (18/06/19, p. 5916)~~
- ~~4. Central Cambridge; Knox's Galt Cambridge (June 30, 2020); Knox Preston Cambridge; St. Andrew's Galt Cambridge (2011); St. Andrew's Hespeler, Cambridge; St. Giles Cambridge (2011) Duff's, Puslinch; (18/06/19, p. 5916), Doon Kitchener; (18/06/19, p. 5916)~~
  - ~~1) That each quadrant choose their convener at their June meeting and that the new and the old convener attend the September Business Committee meeting.~~
  - ~~2) That the old convener move with the committee to the new quadrant meeting for one year for continuity as a full committee member.~~
  - ~~3) That notices and agendas for all quadrant meetings be copied to the Clerk along with minutes of all meetings. These will be emailed to all presbyters. Presbyters are invited to sit and correspond at any quadrant meeting if there is an agenda item they would like to be part of. (revised June 2012)~~

**7. STANDING TEAMS OF THE PRESBYTERY:**

## 7.1 **The Business Committee**

7.1.1 ~~The Business Committee shall be responsible for expediting the routine business of the Court. Membership is comprised of the Moderator, the Past Moderator, the Clerk, the Treasurer, and the Moderator's Representative Elder, and Committee Convenors. It shall meet monthly prior to meetings of Presbytery.~~

7.1.1 The Business Committee shall be composed of : Moderator, Past Moderator, Clerk, Treasurer, the convenors of each of the 4 teams, and at least 2 and no more than 5 other presbyters, as at-large members. The moderator elect is also a member.

### 7.1.2 **Duties and Responsibilities** of the Business Committee:

~~Presbytery Budget and Assessment. ((14/05/19, p. 5897)~~

- Statistics and History
- Direction of Correspondence to the committees or the Court for action or information (refer to section 5.2.3).
- .Direction of remits to the Committees or to the Court and/or Sessions for action
- Agenda of the meetings of Presbytery
- Planning of special events and presentations
- ~~Administration of Insurance Plan, through the Treasurer. (2014)~~

Recommendation to the Presbytery regarding all appointments of staff and higher courts ~~Clerk & Treasurer~~ All nominations to the higher Courts are to be made after consultation with the person nominated and is to be accompanied by a biography.

- The Committee may develop and propose other guidelines for Presbytery approval, to facilitate its work. [formerly 7.25]
- McLean Estate.

7.1.3 The Moderator and Clerk shall be ex officio members of the other standing committees of Presbytery.

7.1.4 The Business Committee shall call for elders' commissions to be **submitted in April** to enable it to strike Committees for the term beginning in September.

~~.2 **The Committee to Nominate: Nominations to Committees of the Church (Transferred to the Business Committee, January 14, 2003, page 3495) (date)**~~

~~7.2.1 There will be a **Committee to Nominate** to propose Presbytery's response to the various requests received each year from the Courts of the Church for Presbytery's nominations and to resource the Convenors and membership for the Standing Committees of Presbytery.~~

7.2.1. The business committee shall nominate members for the various courts of the church nominations and to resource the Convenors and membership for the Standing Committees Teams of Presbytery.

~~7.2.2 The Committee to Nominate will be chaired by the immediate past Moderator and be comprised of three ministers and three elders on a staggered three year rotation. (12/12/95 p. 2812)~~

7.2.4 ~~The Committee to Nominate will present nominations for the membership of the Standing Committees of Presbytery for approval at the June meeting. Nominations of Convenors and Vice Convenors shall be made after consultation with the persons nominated and can be for a three year term, renewable for a second three year term after which the person must step down for a minimum of one year. Convenors of the Standing Committees will be installed during the opening worship at the September meeting.~~

~~Nominations for the membership of the Standing Teams of Presbytery will be presented at the regular meeting in June of each year. Nominations of Convenors shall be made after consultation with the persons nominated for a three year term, **renewable for a second three year term after which the person must step down for a minimum of one year.** Convenors of the Standing Committees [Teams] will be installed during the opening worship at the September meeting.~~

7.2.5 ~~In preparing to make its nominations the Business Committee will invite nominations from Presbyters as well as solicit suitable nominees.~~

- ~~a) It is competent to choose from among persons nominated and/or to move that no nominations be made for a particular position.~~
- ~~b) Presbyters may make nominations from the floor, provided they have consulted the person nominated.~~
- ~~c) All nominations to the higher Courts are to be made after consultation with the person nominated and is to be accompanied by a biography.~~
- ~~d) The Committee may develop and propose other guidelines for Presbytery approval, to facilitate its work.~~
- ~~e) The Convener shall keep an up to date file of nominations considered, for use by future committees.~~

(12/1/93 pp 2361-2)(updated)

### 7.3. The Standing Teams:

~~The four Standing committees [Teams] deal with [are responsible for] all matters pertaining to their areas assigned below. [Terms of reference in Section 7.4] They will consider all correspondence, data, problems, and challenges, and bring their conclusions and recommendations before the Presbytery for information, approval (adoption) and/or action. (June, 2021)~~

7.3.1 ~~The Standing Committees [Teams] shall have the right to recommend to the Court that members of congregations within the bounds,~~

not constituent members of the Court, be added to their numbers. (June, 2021)

7.3.2 ~~Each member of the Court except the members of the Business Committee shall be appointed to one (and only one) Standing Committee.~~

7.3.3 (7.3.2) ~~Secretaries of Standing Teams Committees are appointed selected by the Committee. Team~~

7.3.4 ~~The following shall be the standing committee assignments for 2019-2022(18/06/19, p. 5916):~~

- ~~a) Ministry Committee: Northern Quadrant.~~
- ~~b) E.I.F.: Eastern (formerly Guelph) Quadrant.~~
- ~~c) Mission and Outreach: Western (formerly Kitchener) Quadrant.~~
- ~~d) Congregational Affairs: Southern (formerly Cambridge) Quadrant.~~
- ~~e) Property and Finance: At large ((14/05/19, p. 5897)~~

7.3.3 the following shall be the standing committees.

- a) Congregational Response Team (sec. 7.4)
- b) Renewal (sec 7.5)
- c) Equipping Leadership Team (sec. 7.6)
- d) Finance and Property (sec. 7.7)  
(15/06/21, p. xxxx)

#### **~~COMMITTEE ON CONGREGATIONAL AFFAIRS:~~**

~~7.4 This Committee shall have responsibility for all matters where Presbytery deals with one of the Congregations within its bounds as a congregation. Included in the responsibilities of the committee shall be:~~

- ~~-. Presbyterians Sharing~~
- ~~-. Special Financial Appeals,~~
- ~~-. Presbyterian Church Building Corporation~~
- ~~-. Congregational Finances, including supervision of capital borrowing and review of existing loans. ((14/05/19, p. 5897)~~
- ~~-. Property and Architecture ((14/05/19, p. 5897)~~
- ~~-. Vacancies: appointment of Interim Moderators; exit interviews.~~
- ~~-. Annual review of Ministers' stipends and Calls~~
- ~~-. Presbytery Visitations.~~
- ~~-. Session and Congregational Records~~
- ~~-. Boundaries~~
- ~~-. Closing of Congregations~~
- ~~-. Medical/Dental Plan of National Church.~~

**ii) COMMITTEE ON MINISTRY**

~~7.5 This Committee shall have responsibility for all matters dealing with Ministry, including the recruiting and pastoral care of students for full time church work. Included in the work of this Committee shall be:~~

~~-. Pastoral Care: each September the Committee shall nominate a sub-committee (at least 3 ministers and 2 elders) to give pastoral support and/or counselling to professional Church Workers and Presbyters within the bounds. This sub-committee is responsible to the Presbytery as a whole, through the Committee on Ministry. (to be revised as per ongoing TF for students approved 2011)~~

~~-. Pensions.~~

~~-. Recruitment and Certification of students to the Colleges of the Presbyterian Church in Canada.~~

~~Process for Certification — see Appendix J.~~

~~-. Letters of acceptance of ministers trained outside of Canada.~~

~~-. Continuing Education, approval for professional Church Workers to be in attendance at continuing education events.~~

~~-. Annual Revision of "others on Roll" and Appendix to the Roll~~

~~-. Ministerial Ethics~~

~~-. Church Colleges.~~

~~-. Sub-Committee on Sexual Abuse and/or Harassment~~

**iii) COMMITTEE ON MISSION AND OUTREACH:**

~~7.6 This committee shall have responsibility for all matters relating to Church and Community. It shall be responsible for "missions" in the broadest sense, including:~~

~~-. World mission~~

~~-. Church Extension~~

~~-. Presbyterian World Service and Development~~

~~-. Specialized ministries including institutional ministries~~

~~-. Chaplaincies~~

~~-. Review of existing loans to Mission and Extension~~

~~charges — to assist in seeing that the regulations of the Lending Fund are carried out within the bounds.~~

~~-. International relations~~

~~-. Ecumenical relations~~

~~-. Refugee Affairs~~

~~· Oversight and planning of all matters related to congregational and Presbytery renewal. (18/06/19, p. 5916)~~

~~iv) **COMMITTEE ON EDUCATION, ISSUES AND FELLOWSHIP:**~~

~~7.7 The focus of this committee is the individual church member in all areas of Education on how they may be better informed, stronger, and more vital Christians. It will also focus on the various issues that confront Church and Society. It will foster fellowship within the Presbytery. Terms of reference shall be:~~

- ~~· Family Life and Faith~~
- ~~· Church Schools~~
- ~~· Youth Work~~
- ~~· Adult Education~~
- ~~· Communication Services and Resources~~
- ~~· Church Periodicals~~
- ~~· Church Camps~~
  - ~~● Evangelism and Social Action — the consideration of contemporary issues~~
  - ~~● Church Doctrine and Christian Ethics~~
  - ~~● Fellowship and group maintenance.~~

~~v) **FINANCE AND PROPERTY COMMITTEE (14/05/19, p. 5897)**~~

~~7.8~~

~~The Property and Finance Committee provides oversight over the finances and property of the Presbytery (held in trust by the congregations), and make recommendations to Presbytery, as per the Terms of Reference:~~

- ~~● 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 (All Leases, and any rental greater than 1 year)~~
  - ~~● 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~~

**7.4 Congregational Response Team (Shepherding and Prophetic Role)**

- Seeks to deepen the resilience and improve the health of congregational systems
- Supports congregations in ministry transitions
  - Interim Moderators nominated and supported as per the Standing orders of the Presbytery
  - Exit Interviews
- Supports congregations in conflict
- Manages questions of Boundaries

- Supports congregations exploring closure/amalgamation/dissolution as per PCC policy.
  - Does this work in liaison with the Property and Finance Team
- Working group on Pastoral Care:
  - each September the Team shall nominate a sub-committee (at least 3 ministers and 2 elders) to give pastoral support and/or counselling to professional Church Workers and Presbyters within the bounds. This sub-committee is responsible to the Presbytery as a whole, through the Congregational Response Team.
- Sub-Committee on Sexual Abuse and/or Harassment

#### **7.5 Renewal Team (Apostolic and Evangelist Roles)**

- Seeks to deepen the incarnational lives of congregations
- Nurtures an atmosphere of hopeful renewal with the Presbytery
  - Facilitating events, contexts and appropriate mentoring/coaching for congregations desiring renewal
- Development of New Worshipping Communities
  - Including keeping track of areas of residential development within the Presbytery
  - Nurturing leaders for New Worshipping Communities
  - Building relationships with non-Euro-Canadian Christian communities within the geography of the Presbytery
- Specialized ministries including institutional ministries
- Chaplaincies

#### **7.6 Equipping Leadership Team (Teaching and Prophetic Roles)**

- Seeks to deepen the spiritual resources of leaders in the presbytery
- Supporting the development of leaders (lay and clergy) within the Presbytery
- Organizing training for clergy and lay leaders
- Orienting new Representative Elders and Ministers of Word and Sacrament to the Presbytery system and ethos
- Recruitment and Certification of students to the Colleges of the Presbyterian Church in Canada.
  - Including the support of students
  - Process for Certification – **see Appendix J.**
- Continuing Education, approval for professional Church Workers to be in attendance at continuing education events.
  - Ensuring that those who have taken study leave provide a brief report of their leave.

#### **7.7 Property and Finance Team (Shepherding Role)**

- Reflects on the metrics at play in the life of the Presbytery
- Acts as resource to congregational Treasurers and Finance Teams/Boards of Managers within the Presbytery
- The Property and Finance Committee provides oversight over the finances and property of the Presbytery (held in trust by the congregations), and make recommendations to Presbytery, as per the Terms of Reference:
  - 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)
  - Will liaise with Congregational Health Team and recommend emergency financing as per the Terms of Reference of the Development Fund.
  - Will liaise with the Congregational Health Team on the Disposition of Property as per Section 200 of the Book of Forms, Standing Orders, and the Guidelines for
  - Any improvement to Property (greater than \$100,000 or 33% of a congregation's annual revenue), having previously been approved by the Committee on Church Architecture.
  - Use of Property (All Leases, and any rental greater than 1 year)
  - Review of existing loans to Mission and Extension Charges

#### **7.8 MEMBERSHIP OF TEAMS AND COMMITTEES**

7.8.1 Presbyters will sign up for teams on a rotating two-year basis.

7.8.2 In Sept. of each year one half of the presbyters (those whose 2-year terms are ending) will order their top three choices of Teams. The Presbytery will do its best to honour the ordering of choices presbyters make.

7.8.3 Presbyters can choose to remain on the same Team if they wish. There is no limit to how many years a presbyter can be on a Team. Presbyters may sign up for more than 1 team or committee.

7.8.4 At the June meeting of any given team, the team will select its Convenor for the next year.

7.8.5 All presbyters are expected to serve on a team or committee.

7.8.6 Clergy presbyters are to fulfill their obligations in presbytery and the wider denomination by serving as an active member of a team or committee; or being an Interim Moderator; or serving on a Synod or National Committee; or doing work for a higher court of the church. It is reasonable for presbyters to spend 100 hours a year on the work of presbytery – that is an average of two hours a week. That time is not equally distributed through the year. If presbyters are balancing a number of denominational responsibilities, they may ask permission to not serve on a presbytery team or committee.

7.8.7 That notices and agendas for all committee meetings be copied to the Clerk along with minutes of all meetings.

#### **Recommendation #11**

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

#### **Report of the Treasurer – (Appendix “B”) – with additional document attached.**

#### **FINANCE AND PROPERTY REPORT SEPTEMBER 14, 2020**

Finance and Property Committee met September 06,2021.

The Finance and Property Committee met by E-mail re the letter from Gale Elmira re extending their loan. No payment had been received in 8 years, until \$1000 in 2020 and \$10,000 in 2021. Their letter proposed the following: “Proposed Repayment Schedule Annual payments to be made each year until the balance of \$\$81,793 is retired as follows: • 2022 - \$9,500 • 2023 - \$8,000 • 2024 - \$8,000 • 2025 - \$8,000 • 2026 - \$8,000 • 2027 - \$8,000 \* 2028 - \$8,000 \* 2029 - \$8,000 \* 2030 - \$8,000 \* 2031 - \$8,293.”

We decided to approve extending their loan as per their proposed terms for ten more years ending in 2031.

Submitted by George Myers, Treasurer

September 7, 2021

#### **RECOMMENDATIONS:**

1/That the report be accepted for consideration

2/ That presbytery approve extending the Gale Elmira loan as per their proposed terms for ten more years ending in 2031.

3/ That the report be approved in whole.

#### **C. New Business (As Forthcoming)**