

Knox Preston Presbyterian Church,
Cambridge, Ontario
November 13, 2012

DATE AND PLACE:

The Presbytery of Waterloo-Wellington met in regular session at Knox Preston Presbyterian Church, Cambridge, on Tuesday, November 13, 2012. The Presbytery gathered in the sanctuary for worship. Worship was led by Cheryl D'Angelos a prospective student to Knox College.

ATTENDANCE:

Ministers: Rev. Linda Ashfield (Moderator), Rev. Brooke Ashfield, Rev. Dr. Linda Bell, Rev. John Borthwick, Rev. Dr. Aubrey Botha, Rev. Calvin Brown, Rev. William Bynum, Rev. Edward Charlton, Rev. Chris Ji Hoon Cho, Rev. Mark Gaskin, Rev. Janice Hamalainen, Rev. Mark Lewis, Rev. Dr. Herb Gale, Rev. Alex MacLeod, Rev. Scot McAndless, Rev. Marty Molengraaf, Rev. Kathy Morden, Rev. Johan Olivier, Rev. John Paeng, Rev. Linda Paquette, Rev. Robert Sinasac, Rev. Jeff L. Smith, Rev. Andrew Song, Rev. Nan St. Louis, Rev. David Whitecross, Rev. Karla Wübbenhorst

Representative Elders: Jim Akerstream, Barb Bonner, Janet deGroot, Johan DeSchiffart, Andrew Foster, Jean Godin, Peter Graham, Judith Harrison, Hazel Hislop, Isabel Howell, Marion Hunter, Frank Kivell, Gwen MacRobbie, Jennifer McDougall, Dale McKee, David Ogram, Bob Renton, Ross Rowat, Liz Samis, Grant Scott, Neil Stewart, Earl Suggitt, Wilma Welsh (Clerk), Jim Zaryski

Ministers on the Appendix to the Roll: Rev. Dr. Arnold Bethune, Rev. Dr. Wayne Dawes

Alternate Representative Elders: Colin Carmichael, Helen Cleghorn, Aileen Isaac, Mary Ann Koeslag (Treasurer), Rick Thomas, Donna Tebow

WMS: Phyllis Stewart, Donna Henry

Visitors: Tori Smit (Synod of CNOB), Eloise Gardiner, Betty Post, Clare McKee

REGRETS:

Ministers: Rev. Mark Richardson

Representative Elders: Junghee Ahn, Maria Liston, Lydia Maitland

Ministers on the Appendix to the Roll: Rev. Penny Garrison,

Students for Ministry: G. C. Smith

WELCOME, INTRODUCTIONS AND CONSTITUTION OF THE COURT:

The Rev. Linda Ashfield, Moderator opened the meeting with prayer and constituted the court.

The Moderator welcomed visitors in the court from Rockwood and Eden Mills Churches who attended to speak at the time of the motion of the retirement of the Rev. Linda Paquette.

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THANKS

The Moderator expressed to Knox Preston Cambridge, the thanks of the court for their kind hospitality.

APPROVAL OF THE AGENDA:

Moved by Wilma Welsh/Jeff L. Smith that the Proposed Agenda be adopted. CARRIED.

MINUTES:

Moved by Wilma Welsh/David Whitecross that the following minutes be adopted as circulated,

- September 9, 2012 – Induction Knox’s Galt (Rev. John Paeng)
- September 11, 2012 – regular Presbytery Meeting, Knox Waterloo
- September 16, 2012 – Induction Joonim Kitchener-Waterloo (Rev. Chris Ji-Hoon Cho)
- September 20, 2012 – Commission re Call to Rafael Vallejo
- September 25, 2012 – Emergent (behind closed doors meeting)–
Only recommendations approved to be public
- October 14, 2012- Ordination of Rev. Rafael Vallejo
- October 17, 2012 – Commission re Call to Richard Warne
- October 21, 2012 - Dedication of Gale Presbyterian Church, Elmira
- October 28, 2012 – Ordination of Rev. Richard Warne

CARRIED

COMMITTEE REPORTS:

BUSINESS COMMITTEE REPORT: Clerk, Wilma Welsh reported.

Moved Wilma Welsh/Jeff L. Smith that the Report of the Business Committee be received and the recommendations considered. CARRIED

Correspondence - Sept 11 – November 6, 2012

12-125	Minutes from the Winterbourne Action Plan Committee	Business Committee
12-126	Jeffrey Crawford – Re Synod Youth events	To all congregations
12-127	A Day with Peter Steinke – flyer	To all congregations
12-128	Presbytery of Kingston	
	Caring for your Students studying in Kingston	To all congregations
12-129	Caring for inmates in Kingston area	To all congregations
12-130	Elders Institute – LWC now available as online course	To all congregations
12-131	Rev. M. Richardson – resigning as Convener of Pastoral Care	Ministry Committee
12-132	PConnect – Issue 142	To all congregations
12-133	T. Hamilton – BofForms now published in new format	To all congregations

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12-134	E. Toronto Presbytery – call to Rafael Vallejo	Business Committee
12-135	B. Bynum – re The Greatest of These events	To all congregations
12-136	Presbyterian College – Nominations for Principal	To all congregations
12-137	D. Muir – Guidelines for Trans of Congregations between HanCa and Non HanCa Presbyteries	Business Committee
12-138	Linda Paquette – Permission to retire Jan. 31, 2013	Ministry Committee
12-139	Rockwood and Eden Mills requests re vacancy	CA Committee
12-140	PWS&D – Sahel Food Crisis	To all congregations
12-141	Ed Charlton – re visit of Moderator to St. Andrew’s Arthur	To all congregations
12-142	L. Thompson – Re Doon Cemetery	Business Committee
12-143	M. Godin – re future plans	Business Committee
12-144	K. Plater – Stewards by Design	To all congregations
12-145	East Toronto Clerk – re Douglas duCharme – no longer a minister of the PCC	To all congregations
12-146	K. Vandermey – Progress Report on Doon Church	To Congregational Affairs
12-147	Pres of Westminster – Rev. Dr. Warren McKinnon – no longer a Minister of the PCC	To all congregations
12-148	Pres of Westminster – Re student who accessed their records to do fund raising	To Business Committee
12-149	Ed Charlton – request for Study Leave	Ministry Committee
12-150	Joel Sherbino – flyer re program for counseling re marriage	To all Ministers
12-151	PCCconnect - Issue 143	To all congregations
12-152	Halifax-Lunenburg Presbytery – Rev. Sara Macavei-Katocz is no longer a minister of the PCC	To all congregations
12-153	Kees Vandermey – Doon Interim Moderator’s Report	Congregational Affairs
12-154	Knox College – Call Letter re Reuben St. Louis	Ministry Committee
12-155	Mark Lewis – Calvin Kitchener Interim Moderator’s Report	Congregational Affairs
12-156	Changes to the Roll – Sept. 2012	All Presbyters
12-157	WMS – Announcing Together We Can projects	For Information
12-158	Kitchener East Visitation Report	Congregational Affairs
12-159	Ecumenical Campus Ministry Newsletter	To all Congregations
12-160	Pres. of Brampton – transferring R. Spencer to Wat. Wellington	Ministry Committee
12-161	Jeff Crawford – re Youth Ministry CNOB	To all Congregations
12-162	Sessions of St. Andrew’s/St. Giles re change of name	Congregational Affairs
12-163	Barb Summers – PCC L&M Talking Points	To all Congregations
12-164	Elders Institute e-news	To all Congregations
12-165	Rev. Linda Bell – re Dedication of Gale Church Elmira	To all Congregations

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12-166	Jennifer Bell – Canada Youth Announcement	To all Congregations
12-167	John Henderson – Lay Educ. Brochure, Fall '12	To all Congregations
12-168	Rev. Ian McDonald – Fund for Ministerial Assistance	To all Ministers
12-169	Sheilah Alyea – Ecum Shared Min Memo -	To Clerk
12-170	Sandra Grimwood – availability of pulpit chairs	To all Congregations
12-171	Sandra Grimwood – roof repairs St. Giles Cambridge	To Business Committee
12-172	John Matheson – Cooke's Fund Guidelines	To all Congregations
12-173	Heather Chappell – Presbyterians sharing Allocations 2013	Congregational Affairs
12-174	Joan Masterton, App for a New Grant from Canadian Ministries	Business Committee
12-175	Tori Smit – requesting 5-10 minutes at Nov. meeting	Business Committee
12-176	Terrie-Lee Hamilton – Nominations to PCC Standing Com's	To all Congregations
12-177	Session, St. Andrew's Kitchener requesting certification for David Sturtevant	To Ministry Committee

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Business Committee Recommendations:

1. Moved by Wilma Welsh/Cal Brown that the actions of the Business Committee in assigning the correspondence be homologated. CARRIED

2. St. Giles Galt Cambridge Roof
 A request was received from the Session of St. Giles Church in Cambridge advising that the roof of the building now for sale, is leaking. The Real Estate agent recommended that it be repaired or the price would have to be reduced significantly. If the roof is repaired it is a good selling feature for the building.
 The Business Committee, due to the urgency of the request, approved a bridging loan of \$23,956 to be repaid on sale of the property.
 Moved by Wilma Welsh/Jeff L. Smith that the actions of the Business Committee be homologated. CARRIED

3. Rev. Dr. Robert Spencer to Appendix to the Roll
 Request from the Presbytery of Brampton that the Presbytery membership of the Rev. Dr. Robert Spencer be transferred back to the Presbytery of Waterloo-Wellington as he has completed his contract with St. Andrew's, Brampton. Moved by Wilma Welsh/Calvin Brown that the Rev. Dr. Robert Spencer be received by the Presbytery of Waterloo-Wellington and placed on the Appendix to the Roll. CARRIED

4. Police Checks
 It is requested that all Clergy present their up to date police checks to the Clerk at the January

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meeting of Presbytery. They will be noted and returned at the meeting.

5. Nominations for Principal of Presbyterian College

Rev. Dr. Richard Topping (cv on file) – nominated by Alex MacLeod
Moved by Alex MacLeod/Calvin Brown that the name of the Rev. Dr. Richard Topping be placed in nomination as Principal of Presbyterian College, Montreal. CARRIED
The Clerk has received his CV

6. Moderator of the 2013 General Assembly

No nominations received.

7. Waterloo-Wellington Presbytery minutes have been attested by the Synod of CNOB as neatly and correctly kept.

8. Session Minutes Attested

Drayton – with notes; Palmerston – with notes; St. Andrew's Hespeler – neatly and correctly kept; Kitchener East – neatly and correctly kept; St. Andrew's Guelph – with notes; Knox's Galt Cambridge – with notes

Minutes due for Attestation – due January 8, 2013

Knox-Calvin, Harriston, Knox Waterloo, Arthur, Gordonville, Baden Livingston, Central Cambridge, Gale Elmira, Knox Elora, St. Andrew's Alma, St. Andrew's Fergus.

9. Commissioners to 2013 General Assembly

Ministers - Brooke Ashfield, Jeff L. Smith, Alex MacLeod, Marty Molengraaf, Mark Richardson
Alternates - Aubrey Botha, Bill Bynum, Karla Wübbenhorst, Andrew Song

Elders - St. Andrew's Galt , Central Galt Cambridge, St. Andrew's Guelph, Gale Elmira, Kitchener East

Alternates – Doon, Drayton, Knox Preston Cambridge, Knox-Calvin, Harriston, Calvin Kitchener

10. Presbytery Meetings (invitation needed for June – including dinner if possible)

January 8, 2013 – St. Andrew's Galt Presbyterian Church

January 8th, 2013 – a service celebrating the Amalgamation of St. Andrew's & St. Giles be held prior to the regular meeting of the presbytery.

March 12, 2013 – St. Andrew's, Kitchener

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May 14, 2013 – St. Andrew’s Mount Forest
June 18, 2013
September 10, 2013 – location of Moderator for 2013-2014

EIF COMMITTEE – No written report

The Convener, Janice Hamalainen introduced and welcomed Tori Smit, the Synod Christian Education Consultant for the Synod of Central, Northeastern Ontario and Bermuda to address the court.

Presentation by Tori Smit, Synod Christian Education Consultant

Tori Smith shared with the Presbytery her responsibilities as the Educational Staff person for the Synod. She invited invitations from congregations. It was noted that the Synod will cover her expenses and there is no cost to the congregation. Contact for Tori is 519-647-348-0879 or torismit@gmail.com.

MINISTRY COMMITTEE – Andrew Foster, Convener – see Appendix “A”

Moved Andrew Foster/Jeff L. Smith that the report of the Ministry Committee be received. CARRIED

Recommendation 1

Moved by Andrew Foster/Jeff L. Smith that the Rev. Dr. Wayne Dawes replace the Rev. Mark Richardson on the Pastoral Care Resource team. CARRIED

Moved by Andrew Foster/Jeff L. Smith that the Pastoral Resource Team be – Arnold Bethune, Shirley Gale, Wayne Dawes, Joyce Crane. CARRIED

Recommendation 2

Retirement of the Rev. Linda Paquette

At the request of the Rev Linda Paquette the Presbytery received notice of her retirement as of January 31, 2013. Linda’s last Sunday at Rockwood/Eden Mills will be the 30th of December with January being vacation time.

Moved by Andrew Foster/Jeff L. Smith that the retirement of Linda Paquette be approved. CARRIED

Jim Akerstream and Betty Post, representatives of Rockwood and Eden Mills spoke of Linda Paquette’s ministry with them. Calvin Brown and Linda Bell spoke on behalf of the Presbytery. The Moderator presented Linda with a gift from the Presbytery.

It was noted that a reception will be held by the two congregations on December 9th at Rockwood Church after the 11:00 a.m. service. Presbyters are invited.

The Moderator offered prayer of thanksgiving for Linda’s ministry and also for her retirement.

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Recommendation 3

That the following requests for Study Leave be approved.

1. Rev Scott McAndless' request to begin a year-long program (January 2013-January 2014) in the Pastoral Excellence program at Ashland Seminary.
2. Rev Ed Charlton's request to attend the Rural Ministry Symposium from October 22-24.

Moved Andrew Foster/Jeff L. Smith that the study leave requests for Scott McAndless and Ed Charlton be approved. CARRIED

Deputy Chair

The Committee advised that Colin Carmichael will serve as deputy chair in the event that the Convener is not available. Colin is the alternate representative elder to Andrew Foster.

Moved Andrew Foster/Jeff L. Smith that the report of the Ministry Committee be adopted as a whole. CARRIED

CONGREGATIONAL AFFAIRS COMMITTEE – see Appendix “B”

Report presented by the co-chairs Calvin Brown and Dave Whitecross

Moved by Calvin Brown/Dave Whitecross that the report of the Congregational Affairs be received and considered. CARRIED.

The CA Committee met Oct 10th & Nov 13th, 2012 and brings forward to Presbytery the following issues and recommendations:

1) Division of Leadership of the CA Committee

It was agreed by consensus that

David Whitecross will be in charge of issues related to:

- Presbyterian Sharing
- Special Financial appeals
- Presbytery Visitations (Please see the Presbytery Visitation Schedule appended to this report)

Calvin Brown will be in charge of issues related to:

- Presbyterian Church Building Corporation;
- Congregational Finances and Borrowing;
- Property and Architecture;
- Vacancies (appointments of Interim Moderators and exit interviews);
- Session and Congregational Records

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Shared Areas of Leadership include:

- Boundaries;
- Closing of Congregations;
- Medical/Dental Plan;
- Guidelines for Presbytery Approval;
- Nominations

2) Interim Moderators Reports

A) Calvin, Kitchener (distributed by email) – see Appendix “C”

Motion 2:

Moved Dave Whitecross/Calvin Brown that the Presbytery concurs in the request of Calvin PC Kitchener to begin the process of filling the vacancy left by the departure of the Rev. Mark Gedke. CARRIED

B) Doon, Kitchener (distributed by email) – see Appendix “D”

Motion 3:

Moved by Dave Whitecross/Calvin Brown that Presbytery concur with the process requested by the congregation, of creating a completed profile when completed in February 2013 , will allow them to enter into the search process. CARRIED

(This gives the Interim-Moderator and Doon PC permission to postpone an active search for a new minister until February , by which time the congregational Renewal Committee completes its future planning process the results of which will be reflected in its congregational profile.)

C) Stated Supply - Drayton/Palmerston

Motion 4:

Moved Dave Whitecross/Ed Charlton that the Rev. Calvin Brown be reappointed at stated supply for Knox Palmerston and Knox Drayton for another year with the same terms of reference plus cost of living increase for the year 2013, as requested by the congregation and the Interim Moderator. CARRIED

3) Visitation Reports

A) .Alma/Elora (distributed by email) – See Appendix “E”

Motion 5:

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Moved by Dave Whitecross/Calvin Brown that the Visitation Reports from Elora and Alma be received and the recommendations considered. CARRIED

Motion 6:

Moved by Dave Whitecross/Calvin Brown that the Congregational Affairs Committee of Presbytery investigate setting up a small Committee that will inform and assist congregations in terms of building code requirements and access to financial grants from Government and church sources. CARRIED

Motion 7:

Moved by Dave Whitecross/Calvin Brown that the congregation be thanked for their warm hospitality and straightforward participation in the visitation. CARRIED

Motion 8:

Moved by Dave Whitecross/Calvin Brown that the visitation team be dismissed with the court's thanks.

B) Kitchener East (distributed by email) – see Appendix “F”

Motion 9:

Moved by Dave Whitecross/Calvin Brown that the Visitation Report from Kitchener East received and the recommendations considered. CARRIED.

- Motion 10:

Moved by Dave Whitecross/Calvin Brown that the Presbytery thank the congregation for their hospitality and cooperation. CARRIED

Motion 11:

Moved by Dave Whitecross/Calvin Brown that the Presbytery write a letter to the session and congregation of Kitchener East Presbyterian Church assuring them of our help and encouragement during the absence of Rev. Richardson. (withdrawn due to the lateness of the report being received by the Presbytery) RECOMMENDATION WITHDRAWN

Motion 12:

Moved by Dave Whitecross/Calvin Brown that the Presbytery assure KEPC of our constant prayers for them. CARRIED

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- 4) Update re. the Hungarian Ministry within the Bounds
 The CA Committee received a report on negotiations with the Hungarian Congregation and the Presbytery of Paris concerning forming a new congregation in this Presbytery which currently meets at St Andrew's, Kitchener. This negotiation is ongoing and we will report further at a later Presbytery meeting.

- 5) Renaming St. Andrew's & St. Giles, Cambridge
 -Motion 13:
 Moved by Dave Whitecross/Calvin Brown that the amalgamated congregation comprised of St. Andrew's and St. Giles, Cambridge be renamed "Westside Presbyterian Church".
 CARRIED

- 6) Presbyterian Sharing Allocations for 2013 – see Appendix "G"
 The Presbyterian sharing allocations for each Congregation for 2013 are attached to this report and appended to the minutes.
Please note -
 Please let Dave Whitecross know (519-843-1505 davewhitecross@hotmail.com) what the accepted allocation is for you congregation ASAP!!!

- 7) Waterloo North – presented by Dave Whitecross
 As directed by the Presbytery, the Congregational Affairs Committee has worked with the Special Committee and with the Ministry Committee in regards to Waterloo North congregation.
 Conversations have also been held with Joonim congregation about some possibilities of moving to the Laurel church Centre. Funding is a concern as well as the outcome of the Presbytery's discussions about the future of Waterloo North PC. Discussions have been held with both congregations about their future at Laurel Church Centre.

 A special Congregational Affairs Committee meeting was held on Tuesday Nov 13th at 4pm to which members of the Waterloo North Special Committee and Presbytery Representatives from Waterloo North Congregation were invited. The Congregational Affairs committee received a ministry plan including the following motions arising out of a Waterloo North Congregational Meeting held on Nov 4th, 2012.
 - 1) Sell Waterloo North's share in Laurel Church Centre ASAP and continue as a congregation.

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- 2) Waterloo North relocate to another facility that they will buy or rent to carry on their ministry.
- 3) That the incumbent minister move to half time position.

After listening to the representatives from Waterloo North and a thorough discussion of the issues, the Congregational Affairs committee makes the following recommendations and notices of motion,:

Motion 14:

Notice of Motion.

The Congregational Affairs committee will move or cause to be moved at a future meeting of Presbytery that: in response to the recommendations and Ministry plan forwarded from the congregation of Waterloo North, the congregation be dissolved effective December 31st, 2012.

Motion 15

Notice of Motion.

The Congregational Affairs committee will move or cause to be moved at a future meeting of Presbytery that the pastoral tie be severed with Waterloo North effective December 31st, 2012.

Motion 16

Notice of Motion.

The Congregational Affairs committee will move or cause to be moved at a future meeting of Presbytery that the matter of transition allowance be referred to the Ministry Committee.

Motion 17:

Notice of Motion.

The CA committee will move or cause to be moved at a future meeting of Presbytery that CA committee be directed to negotiate with the Commission on Assets of the Trustee Board regarding the future of the Presbyterian portion of Laurel Church Centre.

Motion 18:

Moved by Dave Whitecross/Calvin Brown that an emergent meeting of Presbytery of Waterloo-Wellington be called for Tuesday, November 27, 2012 at Knox Presbyterian Church, Waterloo at 7pm to present these Notices of Motions and other emergent business. CARRIED

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Motion 19:

Moved by Dave Whitecross/Calvin Brown that the congregation of Waterloo North be cited to attend that Presbytery meeting on November 27th, 2012 and speak to these proposed Notices of Motions. CARRIED

Motion 20:

Moved by Dave Whitecross/Calvin Brown that the Presbytery of Waterloo-Wellington, if needed will loan funds to Waterloo North congregation to cover the Ministerial costs, and payment of monthly dues to Laurel Church Centre, and the outstanding loan payment to All Saints Anglican Church. CARRIED

Motion 21:

Moved by Dave Whitecross/Calvin Brown that at their request, the Special Committee for Waterloo North be dismissed immediately with thanks. CARRIED

See Appendix "H" for the Presbytery Visitation Schedule.

Motion 22:

Moved by Dave Whitecross/Calvin Brown that the CA report be accepted as a whole. CARRIED

MISSION AND OUTREACH COMMITTEE – presented by Alex MacLeod – see Appendix "I"
Moved by Alex MacLeod/John Borthwick that the report of the Mission and Outreach Committee be received and considered. CARRIED

Moved by Brooke Ashfield/Mark Lewis that the recommendations of the Mission and Outreach Committee that relate to the Two Rivers Mission be referred back to the Committee on Mission and Outreach. CARRIED

Motion to Refer

Moved by Marty Molengraaf/Andrew Song that the consideration of the Notices of Motion for the Guelph missional project be put on the agenda for the Emergent meeting on November 27th, 2012. CARRIED

Recommendation 3

Moved by Alex MacLeod/John Borthwick that the Presbytery of Waterloo-Wellington provide funds for three representatives of the Presbytery to visit the Bunun Presbytery in 2013. These would include the

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Moderator, the Clerk, and a Convener of the Mission & Outreach Committee. The funds would be limited to travel costs. Funds to come from Special Project Funds for 2013. CARRIED

Moved Alex MacLeod/John Borthwick that the report as a whole be adopted. CARRIED

BUDGET – presented by Mary Ann Koeslag, Treasurer – see Appendix “J”

Moved by Wilma Welsh/Grant Scott that the budget for 2013 be received and considered. CARRIED

Moved by Marty Molengraaf/Andrew Song that the budget as presented be approved with the provision that any other requests via a Notice of Motion come from the Special Projects Funds or the Development Funds in bank. CARRIED

ADJOURNMENT

The hour of adjournment having arrived, the meeting was adjourned on motion of John Borthwick

NEXT MEETING

The Moderator announced that the Presbytery will meet in Emergent Session on November 27th, 2012 at 7:00 p.m. at Knox Waterloo and in regular session on Tuesday, January 8th at St. Andrew’s Galt Cambridge. The Moderator closed the meeting with prayer.

Moderator

Clerk

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Appendix "A"

Ministry Committee Report
The Presbytery of Waterloo-Wellington
November 13, 2012

Recommendation 1:

That the Rev. Dr. Wayne Dawes replace Mark Richardson on the Pastoral Care Resource Team .

Recommendation 2:

That the request from the Rev. Linda Paquette to retire on 31st of January 2013 be approved.

Recommendation 3:

That the following requests for Study Leave be approved.

1. Rev Scott McAndless' request to begin a year-long program (January 2013-January 2014) in the Pastoral Excellence program at Ashland Seminary.
2. Rev Ed Charlton's request to attend the Rural Ministry Symposium from October 22-24.

For Information:

The Interim Ministry Study Paper from Ministry and Church Vocations is available from the Clerk of Presbytery. Presbyters with an interest and expertise in this area are encouraged to request the document from our Clerk. Comments are due back to Ministry and Church Vocations by November 30th.

Please note that Rev. Dr. Wayne Dawes is available for supply preaching, interim ministry and interim moderator appointments

Colin Carmichael will serve as deputy chair in the event that the Convener is not available.

Andrew Foster,
Convener

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Appendix "B"

Revised report distributed at the meeting

Congregational Affairs Report to Presbytery - Nov 13th, 2012

Note: All motions will be moved and seconded by the Co-Chairs of the CA Committee: Calvin Brown and Dave Whitecross

Motion 1: that the CA report be received and its recommendations be considered in order.

FYI: The CA Committee met Oct 10th & Nov 13th, 2012 and brings forward to Presbytery the following issues and recommendations:

1) Division of Leadership of the CA Committee

It was agreed by consensus that

David Whitecross will be in charge of issues related to:

- Presbyterian Sharing
- Special Financial appeals
- Presbytery Visitations (Please see the Presbytery Visitation Schedule appended to this report)

Calvin Brown will be in charge of issues related to:

- Presbyterian Church Building Corporation;
- Congregational Finances and Borrowing;
- Property and Architecture;
- Vacancies (appointments of Interim Moderators and exit interviews);
- Session and Congregational Records
-

Shared Areas of Leadership include:

- Boundaries;
- Closing of Congregations;
- Medical/Dental Plan;
- Guidelines for Presbytery Approval;
- Nominations

2) Interim Moderators Reports

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- A) Calvin, Kitchener** (distributed by email)
Motion 2: that the Presbytery concurs in the request of Calvin PC Kitchener to begin the process of filling the vacancy left by the departure of the Rev. Mark Gedke.
- B) Doon, Kitchener** (distributed by email)
Motion 3: that Presbytery concurs with the process, requested by the congregation of creating a completed profile which, once completed in February 2013 , will allow them to enter into the search process.
 (This gives the Interim-Moderator and Doon PC permission to postpone an active search for a new minister until February , by which time the congregational Renewal Committee completes its future planning process the results of which will be reflected in its congregational profile.)
- C) Drayton/Palmerston**
Motion 4: That the Rev. Calvin Brown be reappointed at stated supply for Knox Palmerston and Knox Drayton for another year with the same terms of reference plus cost of living increase for the year 2013, as requested by the congregation and the Interim Moderator.

3) Visitation Reports

- A) Alma/Elora** (distributed by email)
Motion 5: to receive the Visitation Report from Elora/Alma and deal with the recommendations arising from it.
Motion 6: That the Congregational Affairs Committee of Presbytery investigate setting up a small Committee that will inform and assist congregations in terms of building code requirements and access to financial grants from Government and church sources.
Motion 7: That the congregation be thanked for their warm hospitality and straightforward participation in the visitation.
Motion 8: That the visitation team be dismissed with the court's thanks.
- B) Kitchener East** (distributed by email)
Motion 9: to receive the Visitation Report from Kitchener East and deal with the recommendations arising from it.
 - **Motion 10:** That Presbytery thank the congregation for their hospitality and cooperation.
Motion 11: That Presbytery write a letter to the session and congregation of Kitchener East Presbyterian Church assuring them of our help and encouragement during the absence

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of Rev. Richardson. **(WITHDRAWN)**

Motion 12: That Presbytery assure KEPC of our constant prayers for them.

4) Update re. the Hungarian Ministry within the Bounds

The CA Committee received a report on negotiations with the Hungarian Congregation and the Presbytery of Paris concerning forming a new congregation in this Presbytery which currently meets at St Andrew's, Kitchener. This negotiation is ongoing and we will report further at a later Presbytery.

5) Renaming St. Andrew's & St. Giles, Cambridge

-**Motion 13:** That amalgamated congregation comprised of St. Andrew's and St. Giles, Cambridge be renamed "Westside Presbyterian Church"

6) Presbyterian Sharing Allocations for 2013

The Presbyterian sharing allocations for each Congregation for 2013 are attached to this report.

Please let Dave Whitecross know (519-843-1505 davewhitecross@hotmail.com) what the accepted allocation is for you congregation **ASAP!!!**

7) Waterloo North

As directed by Presbytery, the CA Committee has worked with the Special Committee and with the Ministry Committee in regards to Waterloo North congregation.

Conversations have also been held with Joonim congregation about some possibilities of moving to the Laurel church Centre. Funding is a concern as well as the outcome of the Presbytery's discussions about the future of Waterloo North PC. Discussions have been held with both congregations about their future at Laurel church Centre.

A special CA Committee meeting was held on Tuesday Nov 13th at 4pm to which members of the Waterloo North Special Committee and Presbytery Representatives from Waterloo North Congregation were invited. The CA committee received a ministry plan including the following motions arising out of a Waterloo North Congregational Meeting held on Nov 4th, 2012.

- 4) Sell Waterloo North's share in Laurel Church Centre ASAP and continue as a congregation.

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- 5) Waterloo North relocate to another facility that they will buy or rent to carry on their ministry.
- 6) That the incumbent minister move to half time position.

After listening to the representatives from Waterloo North and a thorough discussion of the issues, the CA committee makes the following motions:

Motion 14: Notice of Motion. The CA committee will move or cause to be moved at a future meeting of Presbytery that: in response to the recommendations and Ministry plan forwarded from the congregation of Waterloo North, the congregation be dissolved effective December 31st, 2012.

Motion 15 Notice of Motion. The CA committee will move or cause to be moved at a future meeting of Presbytery that the pastoral tie be severed with Waterloo North effective December 31st, 2012.

Motion 16 Notice of Motion. The CA committee will move or cause to be moved at a future meeting of Presbytery that the matter of transition allowance be referred to the Ministry Committee.

Motion 17: Notice of Motion. The CA committee will move or cause to be moved at a future meeting of Presbytery that CA committee be directed to negotiate with the Commission on Assets of the Trustee Board regarding the future of the Presbyterian portion of Laurel Church Centre.

Motion 18: That an emergent meeting of Presbytery be called on Tuesday December 11th at Knox, Waterloo, at 7pm to present these motions and other emergent business. (CHANGED TO NOV 27th AT SAME TIME AND PLACE)

Motion 19: That congregation of Waterloo North be cited to attend that Presbytery meeting and speak to these CA motions.

Motion 20: That Presbytery if needed will loan funds to Waterloo North Congregation to cover the Ministerial costs, and payment of monthly dues to Laurel Church Centre, and the outstanding loan payment to All Saints Anglican Church.

Motion 21: That, at their request, the Special Committee for Waterloo North be dismissed immediately with thanks.

Motion 22: That the CA report be accepted as a whole.

Respectfully Submitted by Calvin Brown and Dave Whitecross

Wilma Welsh, Clerk (watwell@rogers.com)

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Appendix "C"

Calvin Presbyterian Church, Kitchener
Interim-Moderator's Report
Submitted to the Presbytery of Waterloo-Wellington – November 13, 2012

A Chronology of Events to the end of October:

- The Interim-Moderator met with the Rev. Mark Gedcke on Tuesday July 24.
- The Interim-Moderator attended the Session meeting as an observer on Wednesday Sept. 5.
- The Interim-Moderator spoke at the Men's Breakfast at Calvin on Saturday September 22.
- The Interim-Moderator moderated a meeting of the Session on Wednesday October 3. During that meeting, and in accordance with the Presbytery guidelines for filling a vacancy (9.2.4.1), the Interim-Moderator explained the policy of hearing and voting on one candidate at a time.
- At its meeting on October 3, and in accordance with the Presbytery guidelines for filling a vacancy (9.2.4.2) the Session agreed to guidelines for the formation of a search committee. The Interim-Moderator and the Session have fulfilled all other items noted in section 9.2 of Presbytery Standing Orders.
- The Pulpit was preached vacant by the Rev. Angus Sutherland on Sunday October 7.
- The congregational self-analysis form provided by the PCC was distributed on Sunday October 7 and October 14. The forms were returned on Sunday October 28.
- The Session is using the congregational self-analysis form for the creation of a congregational profile.
- The Interim-Moderator convened a congregational meeting on Sunday October 21 for the purpose of adopting a new Congregational Mission, Vision and Values Statement. The new statements are printed below.
- The Interim-Moderator convened a meeting of all relevant parties at Calvin on Sunday October 28 for the purpose of making a presentation on Leading with Care, and working towards bringing the congregation into full compliance with Leading with Care.
- The Interim Moderator, along with the Rev. Mark Gaskin and Elder Johan DeSchiffart conducted an exit interview with the Rev. Mark Gedcke on Tuesday October 23. The results of the interview are printed on page three below.
- Supply Preachers have been arranged through the end of March 2013.
- The Session next meets on Wednesday November 7.
- If the Presbytery grants permission to proceed with filling the vacancy the Interim-Moderator will advertise the vacancy appropriately.

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Calvin Presbyterian Church, Kitchener
Mission, Vision and Values – Adopted Sunday October 21, 2012

Mission statement

- In love, we welcome people into a faithful relationship with Jesus Christ and one another.

Calvin Church has a vision that we will:

- Have worship that encourages the active faith of all people
- Have a diverse music programme that supports all ages
- Make good use of technology to serve the ministry of our church.
- Involve all age groups in our activities as appropriate.
- Ensure good communication between Session/Board of Managers/Committees and the congregation.
- Embrace change and take risks to live by our values and principles.
- Mentor people of all ages for leadership
- Have a dedicated mission and outreach program, both locally and internationally
- Promote Stewardship for the future of our congregation
- Ensure care for all vulnerable people, in accordance with the Leading With Care program

At Calvin Church we value:

- Sharing the good news of the gospel
- The power of prayer and scripture
- Involving people of all ages in our church
- Using our gifts and talents in Christ's service
- Personal growth in faith
- Responding to the physical, spiritual and educational needs of all people
- Being a multicultural church
- Loving one another as Christ loves us

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Appendix "D"

Hi Wilma,

As interim Moderator I met with the Session of Doon on Tuesday, September 18. As a result of the meeting the Presbytery should be aware of our progress.

Doon has an active Renewal Program in progress. It began in the spring of this year and involves questionnaires and interview with the whole congregation. This program was supported by Rev. Angus Sutherland.

Having met with the leadership of the Renewal Committee the Session agreed that the Renewal Committee continue the good work it has begun and encouraged it to complete its work by the middle of January 2013.

This work will become central to the congregational profile as we begin the search for a new minister.

As a result of the above the Session agreed that the vacancy at Doon would not be advertised until February 2013. We seek the support of Presbytery on this decision.

I have agreed to spend most of my Tuesdays at Doon for meetings and emergency visitation.

I hope this report finds the approval of the Presbytery.

Yours in Christian joy,
Kees
Interim Moderator, Doon Presbyterian Church

Wilma Welsh, Clerk (watwell@rogers.com)

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Appendix "E"

**VISITATION REPORT SEPTEMBER 2012
ST ANDREW'S, ALMA and KNOX, ELORA**

Preamble

The visitation Committee consisted of the Rev. Calvin Brown and elders Glen Cober from Palmerston and Liz Samis from Drayton.

Arrangements and details of the visitation, including a pulpit exchange, were begun in June and finalized in September through the convener and minister.

Meetings were held with members of the Board and Session before the service and the visitation team was served a nice continental breakfast at Alma. We met with members of the Board and Session over a delicious lunch at Elora.

Following the visitation the Visitation elders gave verbal and written responses to the Convenor and the report was then reviewed by them and sent to the congregations for comment.

OBSERVATIONS

Visitation with Minister

The Convener met with the minister and followed the recommended guided conversation form.

He has served the congregation for 2 years. He reported that the stipend from the congregations exceeds the minimum set by Assembly. The stipend is reviewed annually.

The manse is kept in good repair. And adequate office space and equipment is provided in Elora for the two point charge.

He remains active in athletic pursuits and weekly takes Friday off as well as his annual holiday allotment.

This year he has attended continuing education with the Leadership summit (which is an ongoing study program) and a Lectionary workshop.

He is active in ministerial and the Northern Kingdom support group.

He is excited by a proposed Taiwanese High School visitation program and by the small but growing youth group work. There are lots of youth leaders in Elora trained by hired consultants.

The small Sunday School and attracting young families to the church is a struggle.

He makes good and regular use of power point in both congregations.

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Visitation with St Andrew's, Alma

Present for the meeting was the visitation team and Joanne Hall (Clerk of Session) Leonara Arbuckle, Carol Geddes, Lloyd Scott and Ron Mitchell.

Conversations were held with the members of the congregation following the service.

The congregation has 5 active elders and 6 Board Members. The Elders and Board had filled out the questionnaires before our arrival.

They are aware of Leading with Care and try to follow it as far as a small congregation feels able. They feel challenged by having only a small Sunday school with erratic attendance (6-8 children) but blessed there are three teachers willing to lead. . The Sunday we attended there were no children present. They do support the local food bank, members in need, and Presbyterian Sharing. They also provide lunch for the Fergus Habitat for Humanity build once a month. They have supported youth in Mission work and had Teen Challenge come and share their work.

The church building was warm and inviting. The worship service seemed to have energy and good participation and attention. There were 18 at worship.

They have an advertisement team to help advertise church events in the community and have suppers and the occasional concert.

The people seemed to appreciate their minister's sermons (including his sense of humour) and expressed that each week they come away with something that can be applied in everyday life.

Visitation with Knox, Elora

Present for the meeting was the Visitation committee and Lorraine Wideman, Erik Kabbeo, John Elmore, Mary Aitchenson, Loretta Fox, Bob Young, Berniece Reynolds, Lloyd Phillipps, Fred Duggleby, Don Hodgson, Anne Curwood, Jean Jackson,.

There were around 55 people in attendance at worship which is about average, but there were no children.

The Clerk of Session and Board chair had prepared the Questionnaires and various other materials including written job descriptions for various positions of responsibility and future planning. They also follow Leading with Care to a high degree of compliance.

There are 21 active elders on Session and 11 Board members. Both congregations seem to have little training for most positions other than passing on information of workshops available and some personal informal with the passing on of positions. The notable exception to this is the training for youth ministry.

There was a suggestion that Presbytery Allocations be based on active members rather than on the complete membership roll.

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When asked why they come to St Andrew's they said they are known for their good food. I would add that probably includes good company as well. There is a sense of promoting the idea of extended family. Some were drawn by the involvement in Missions.

They are involved in mission work through Presbyterian Sharing, generous giving to PWS&D, Short term missions to Nicaragua every three years, local home repairs for those in need, literacy program, and support to community living and Habitat for Humanity.

They have an excellent lay Pastoral Care committee who visits regularly. There are 8 visitors every week who go out two by two.

There is also a weekly Men's breakfast.

FINDINGS

- 1) The Alma Board is concerned about funding further renovations and upgrades to the building needed to make things more handicapped accessible. They would appreciate it if Presbytery sent out bulletins re: Government regulations concerning church buildings such as building codes concerning handicap access etc. as well as possible sources of funding for renovations etc. .
- 2) They also mentioned a desire for some information on how to encourage members to be more active in church programs and special events.
- 3) People are pleased with the ministers preaching but there is some concern that at times his accent makes it difficult to follow.
- 4) According to a recent analysis at Elora 43% of the congregation is over 70 years old and over 70% of the congregation is over 60 years of age. There are no members in the 21-30 year category. Alma is also an aging congregation.

RECOMMENDATIONS

1. That Presbytery set up a small Committee that will inform and assist congregations in terms of building code requirements and financial grants from Government and church sources.
2. That the congregation be thanked for their warm hospitality and straightforward participation in the visitation.
3. That the visitation team be dismissed with the court's thanks.

Respectfully submitted
Rev Calvin Brown
Glenn Cober and Liz Samis

Wilma Welsh, Clerk (watwell@rogers.com)

Knox Preston Presbyterian Church,
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Appendix "F"

Presbytery Visitation Report

Name of Congregation: Kitchener East Presbyterian Church.
Name of Minister: The Reverend Mark S. Richardson.
Date of Visit: December 15 & 21 2011.

Visitation Committee: The Rev. Dr. Aubrey J. Botha and elders Alistair McIlwraith and Dennis Mercier.

Remarks

Kitchener East Presbyterian church is a very warm and friendly congregation. The committee met with the minister and the Session with report from the congregation through the visitation questionnaires. The current session consists of eighteen active members.

VISIT WITH THE CONGREGATION AND SESSION

Strengths and successes:

- There is great appreciation for the minister. He is a very good pastor who cares for his people with kindness and empathy. He is loved and valued for who he is and what he does for the congregation. The congregation feels that the minister does an amazing job visiting the members of the congregation (shut-ins, hospitals, pastoral care etc.). He is a skilled compassionate caring minister who is whole heartedly supported by the session.
- Many people commented on the music program in the church as a strength; not only the music ministry provided by the choir but also the work of the praise team (once a month).
- The congregation has a number of excellent programs that provide spiritual growth opportunities for many different groups:
 - o Sunday School
 - o Senior's program
 - o Women of worship (meet every 3 months)
 - o Annual women's retreat
 - o Two groups for mothers
 - o Youth groups
 - o Sunshine corner
 - o VBS
- The congregation has a group of Sudanese people attending KEPC as part of the congregation. This group have their own worship service on a Sunday afternoon in their own language.

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- They are a gifted welcoming and caring congregation.
- The session functions as a strong and committed cohesive group.

Concerns and Challenges

Concerns

- Competing with Sunday sport programs for children/youth.
- Fatigue of daily home or work stress (travelling, caring for family members) that keep people away from worship.
- More volunteers are needed it seems that a small group of people carries the burden for most activities.
- The population of the congregation is aging and there is a decline in membership despite growing subdivision.
- Not enough young people to help with the programs.
- Participation in the life and work of the congregation is not what it can be.
- Fewer children attending church and Sunday school regularly.

Challenges

- Funding for programs to develop the outreach of the congregation.
- The Sudanese group is a positive but is also challenging. Need to be more accountable.
- How to grow the congregation?
- There is a need for more young families to keep the Christian Education program viable.
- It is a challenge to meet the budget expenses. Expenditure is well controlled but the present revenue is not enough to break even.
- Budgeting remains tight with total income remaining constant if not declining.
- Have just appointed a person to get the website “up-and-running”.
- Getting people between the ages of 20-50 years old interested and involved with the church.
- Aging member population.
- A small number of people are responsible for most of the programs.

Suggestions/Needs (*What of..? Is there..? How do..?*)

- The session is planning to enter into a Strategic planning process in the near future.
- Is there a way of supporting the newly appointed “webmaster” with resources and advice?

VISIT WITH THE MINISTER

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Mark is very serious about the pastoral care in the congregation and pastoral visiting is high on his list of priorities. He has a shepherd's heart and cares deeply about his congregation. This however does sometimes cause stress as he worries that with all the other responsibilities he does not have enough time to do the pastoral care the way he wants to. There are many things to celebrate in the congregation, like their care for him and his family, their support for him going on study leave and the spiritual growth he sees in the lives of people. Mark's whole family is involved in the life and the work of the congregation and this gives him much joy. There are however things that cause stress and concern; the finances are and have been problematical for quite a few years, he has to direct most of the ministries, most of the staff are part-time or volunteer positions. Mark is concerned that the congregation seems to be in the lower part of the growth curve.

Remarks from the Visitation Committee

The committee believes there is a strong commitment from both the minister and the session to make Kitchener East Presbyterian Church a vibrant and thriving community of believers. As a church family they strive to be the best witness they can be in their neighbourhood.

Reverend Richardson will be on study leave for ten weeks during January to March 2012 finishing his thesis as partial fulfillment of the requirements for his Doctor of Ministry degree.

Recommendations:

1. That Presbytery thanks the congregation for their hospitality and cooperation.
2. That Presbytery writes a letter to the session and congregation of Kitchener East Presbyterian Church assuring them of our help and encouragement during the absence of Rev. Richardson.
3. That Presbytery assures KEPC of our constant prayers for them.

Respectfully submitted

Wilma Welsh, Clerk (watwell@rogers.com)

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Appendix "G"

**PRESBYTERY OF WATERLOO-WELLINGTON
PRESBYTERIANS SHARING FORMULA CALCULATIONS FOR 2013 2012 2013 2013**

Prepared: October 15, 2012	10\$Base	11\$Base	Pres Sh \$	Pres Sh \$	Accepted
WW010 Arthur, St. Andrew's	91,435	73,240	13,958	10,683	
WW011 - Gordonville, St. Andrew's	37,004	36,728	4,811	4,775	
WW020 Baden, Livingston	36,669	33,554	4,767	4,362	
WW241 Crieff, Knox	106,853	95,493	16,973	14,689	
WW090 Elmira, Gale	184,372	139,082	33,640	23,903	
WW100 Elora, Knox	173,002	226,704	31,195	42,741	
WW101 - Alma, St. Andrew's	40,801	32,001	5,304	4,160	
WW110 Fergus, St. Andrew's	282,650	319,246	54,770	62,638	
WW160 Harriston, Knox-Calvin	101,355	112,616	15,791	18,212	
WW220 Mount Forest, St. Andrew's	62,123	84,782	8,682	12,761	
WW221 - Conn, Knox	19,061	20,122	2,478	2,616	
WW230 Palmerston, Knox	61,782	75,349	8,621	11,063	
WW231 - Drayton, Knox	21,771	26,599	2,830	3,458	
WW240 Puslinch, Duff's	193,898	165,103	35,688	29,497	
WW250 Rockwood	41,150	52,394	5,350	6,931	
WW251 - Eden Mills	55,747	55,271	7,534	7,449	
Cambridge:					
WW030 Central	287,429	255,802	55,797	48,997	
WW040 Knox Presto	133,757	132,291	22,758	22,443	
WW050 Knox's Galt	280,097	244,470	54,221	46,561	
WW060 St. Andrew's Galt	137,581	125,897	23,580	21,068	
WW070 St. Andrew's Hespeler	209,762	221,054	39,099	41,527	
WW080 St. Giles	110,912	114,955	17,846	18,715	
Guelph:					
WW120 Knox	382,426	363,647	76,222	72,184	
WW150 Kortright	827,422	416,727	171,896	83,596	
WW130 St. Andrew's	303,832	325,966	59,324	64,083	
WW260 Waterloo, Knox	441,797	470,230	88,986	95,099	
WW270 Waterloo, Waterloo North	87,792	126,086	13,303	21,108	
WW140 Westminster-St. Paul's	166,760	177,196	29,853	32,097	
Kitchener:					
WW170 Calvin	245,691	224,146	46,824	42,191	
WW300 Church of the Lord	195,131	191,176	35,953	35,103	
WW180 Doon	143,878	129,825	24,934	21,912	
WW290 Kitchener East	136,141	141,928	23,270	24,515	
WW210 St. Andrew's	712,345	878,378	147,154	182,851	
	6,312,426	6,088,058	1,184,500	1,133,989"	

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Appendix "H"

Presbytery Visitation Schedule for Congregations:

2010

- St. Andrew's, Kitchener – Linda Bell (done)
- Gale, Elmira – Mark Lewis (done)
- Central, Cambridge(Aubrey Botha) – **LindaPaquette**

2011

- Doon, Presbyterian (Angus Sutherland) – **Nan St. Louis** (visited by spring 2011)
- St. Andrew's, Fergus (David Whitecross) – **Angus Sutherland** (done: by spring 2011)
- Westminster – St. Paul's (Karla Wubbenhorst) – **Mark Gaskin** (done: by spring 2011)
- St. Andrew's, Mount Forest; Knox, Conn (Nan St. Louis) – **Jeff Smith** (done: by spring 2011)
- St. Andrew's, Galt (Mark Gaskin) (fall 2011) – **Johan Olivier**
- Knox, Preston (Bill Bynum) (spring 2011) – **Karla Woebenhorst**

2012

- Kitchener East (Mark Richardson) – **Aubrey Botha**
- Eden Mills, Rockwood (Linda Paquette) – **Linda Ashfield**
- Duff's, Puslinch (Marty Molengraaf) - **John Borthwick**
- Kortright, Guelph - (Alex McLeod) **Marty Molengraaf**
- Knox, Guelph (Johan Olivier) – **Bill Bynum**

(check in or remind the ones below)

- Knox, Crieff (Jeff L. Smith) – **Janice Hamalainen** (fall 2012)
- Knox, Elora; St. Andrew's, Alma (Andrew Song) (fall) **Calvin Brown**
- Knox, Waterloo – (fall) **Alex MacLeod**

2013

- Church of the Lord (spring 2013) **Brooke Ashfield**
- St. Andrew's, Arthur; St. Andrew's, Gordonville (spring 2013) – **Andrew Song**
- Waterloo North -
- Livingston, Baden
- St. Andrew's, Hespeler
- Knox, Galt

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2014

- St. Andrew's, Guelph
- Knox-Calvin, Harriston
- Calvin, Kitchener
- Knox, Palmerston; Knox, Drayton

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Appendix "I"

**2012 November 13 – meeting of the Presbytery of Waterloo-Wellington
Mission & Outreach Report**

- **Item #1**

These are the motions that were passed at the September 2012 meeting of Presbytery:

I Ed Charlton will move or cause to be moved at a regular meeting of the Presbytery of Waterloo-Wellington that the Presbytery of Waterloo-Wellington dedicate Seed money of \$5,000 to support new congregational initiatives to minister to Post Secondary students.

I Ed Charlton will move or cause to be moved at a regular meeting of the Presbytery of Waterloo-Wellington that the Presbytery of Waterloo-Wellington dedicate Seed Money of \$5,000 for existing congregational ministries to Post-Secondary Students.

The Presbytery suggested that the Committee review these and create terms of reference for the recommendations. Thus, we make the following recommendation:

➤ **Recommendation One:**

That the Presbytery of Waterloo-Wellington, beginning in 2013, establish a Post-Secondary Students Ministry Grant under the following terms of reference:

- A) That the fund should consist of one amount of \$10,000 for all applicants.
- B) The application must come from the Session of a congregation within the Presbytery.
- C) That the application be directed to the Mission & Outreach committee for a one time grant.
- D) The application must be submitted prior to April 1 of the calendar year.
- E) The maximum that can be applied for is one half of the budget available, and that the grant limit will be based on the number of applicants.

- **Item #2**

In the June 2012 meeting of Presbytery, the court approved the following recommendations:

- 1) That the Presbytery of Waterloo-Wellington recognize and encourage the Rev. Glen Soderholm's new ministry and embrace this ministry as a ministry of the Presbyterian Church in Canada as he starts and continues this ministry in the Missional Church model, in the downtown area of Guelph. Moved

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by Ed Charlton/Kathy Morden. CARRIED

2) That we the Presbytery of Waterloo-Wellington move to start a new congregation through this ministry that Rev. Glen Soderholm is beginning. Moved by Ed Charlton/Kathy Morden. CARRIED

3) That the Presbytery of Waterloo-Wellington provide seed money of \$7000, from the Development fund, to this new ministry to help with the cost that the Rev. Soderholm is incurring. **Notice of Motion**

After considerable discussion it was moved by Ed Charlton that he would move or cause to be moved at a future sederunt this recommendation as per standing orders. (during this time the Business Committee will review and be prepared to comment on this matter).

4) That the Rev. Glen Soderholm be accountable to the Mission and Outreach Committee. Moved by Ed Charlton/Kathy Morden. CARRIED

And then from September's minutes:

At the June Presbytery meeting I, Ed Charlton, gave notice of motion that we should give Rev. Glen Soderholm's new ministry \$7000 from the Presbytery of Waterloo-Wellington's Development Fund.

Recommendation 1

That the Presbytery of Waterloo-Wellington give a gift of \$7000 to the new ministry that Rev. Glen Soderholm is leading in downtown Guelph. Moved by Ed Charlton/Calvin Brown. CARRIED

Notices of Motion

I Ed Charlton will move or cause to be moved at a regular meeting of the Presbytery of Waterloo-Wellington that the Presbytery of Waterloo-Wellington approve the proposal as planned and forward it to Canadian Ministries. (See Appendix)

The Mission & Outreach Committee heeded the concerns of the Presbytery with respect to reviewing the Grant Application presented to the Presbytery in September and provided due diligence by hearing the Rev. Soderholm present a revised Canadian Ministries Grant Application. The committee discussed it at length and then appointed a 'jury of peers' to review and make recommendations to Glen regarding the details of Two Rivers Budget (see Appendix A).

In light of the support and intent for the Two Rivers Guelph Mission expressed in the previous two meetings of Presbytery, and the importance of funding for its ongoing activities we make the following recommendation:

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➤ **Recommendation 2:**

That the Presbytery of Waterloo-Wellington approve the Canadian Ministries Grant Application of Two Rivers Church and report this decision to Canadian Ministries immediately.

• **Item #3:**

From Presbytery minutes of March 2012

- 1) That we as the Presbytery of Waterloo/Wellington proceed with the twinning with the Bunun Presbytery in Taiwan and see where God leads us. Moved by Ed Charlton/Earl Suggitt. CARRIED
- 2) That we strike this committee and give them the power to meet/create guidelines/request suggestions/and develop the Action Plan for the presbytery and bring this before the Presbytery for approval. Moved by Ed Charlton/Earl Suggitt. CARRIED

In light of the presbytery's decision to enter into a relationship with the Bunun Presbytery in Taiwan through a twinning agreement:

➤ **Recommendation 3:**

That the Presbytery of Waterloo-Wellington provide funds for three representatives of the Presbytery to visit the Bunun Presbytery in 2013. These would include the Moderator, the Clerk, and a Convener of the Mission & Outreach Committee. The funds would be limited to travel costs.

Alex MacLeod
Glen Soderholm
Conveners

Knox Preston Presbyterian Church,
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**Report of the “Jury of Peers” for Mission and Outreach Committee
Presbytery of Waterloo Wellington
October 24, 2012**

Present: *John Borthwick (chair/secretary), Karla Wubbenhorst, Arnold Bethune, and Glen Soderholm.*

Corresponding member: *Penny Garrison*

At the most recent meeting of the Mission and Outreach Committee of the Presbytery of Waterloo Wellington it was agreed that the Canadian Ministries Grant Application (Proposed Budget - attached) for Two Rivers Church would be reviewed by a ‘jury of peers’. The ‘jury of peers’ would review the proposed budget and offer recommendations/suggestions to Glen Soderholm for his and Two Rivers Church’s consideration as they submit their application. To be clear, the ‘jury’s’ recommendations are not to be considered binding but more as suggestions for Two Rivers Church to consider as they begin their grant application process.

The meeting began with Glen telling the story of Two Rivers Church. These are the highlights:

They meet in what they call ‘living rooms’ (often quite literally) and every meeting gathers around food or a meal

They gather around six (6) core practices:

1. Storytelling
2. Spiritual Friendship
3. Generosity
4. Spiritual Formation
5. Celebration
6. Culture Making

The age range of the gatherings are from 18– 55 years old. There are approx. 12 committed people at this point.

The people who currently identify with Two Rivers Church might call themselves – non-believers, non-Church Christians, or Committed Followers of Jesus

They have been offered space at the Joint Café, downtown Guelph every Sunday– however, at present they only use that space on a monthly base for a kind of ‘coffee house’ event

Glen has been intentionally shifting his focus to getting to know the downtown through conversations with merchants, groups and neighbours. He is now on the Downtown Neighbourhood Association Board.

Wilma Welsh, Clerk (watwell@rogers.com)

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Two Rivers has a leadership group of about 4 people and have someone who has offered to do the bookkeeping/treasurer role.

They have a bank account now... and can offer charitable receipts through Incarnation Ministries (Vancouver) – the arm of Glen's ministry with Moveable Feast.

Having presented Two Rivers Grant Application to the Mission and Outreach Committee and receiving some feedback there, Glen and his leadership group have made some significant revisions to the original budget. Glen presented that to the jury members and sent a copy to Penny Garrison for her review.

Penny Garrison's comment was that there may be more money needed for Hall rentals – however, at this point with Two Rivers relationship with the Joint Café it doesn't seem necessary. Clearly, if things change in that relationship though the budget line for Hall rentals may need to be increased. The jury members asked questions of Glen for clarification and Glen responded. When the jury felt that they had enough information to make their recommendations, Glen was asked to leave.

The jury then continued to meet to create their recommendations – in many cases it was merely concretizing items that were already discussed with Glen but in a few cases we moved into new areas. Our recommendations/suggestions are the following:

1. Considering the level of compensation of the area ministers of Guelph would it be appropriate to merge the utilities budget line with the housing allowance and make the final figure - \$21,500 for Housing Allowance inclusive of Utilities. This would save a further \$2,500 from the overall budget, would seem to be comparable to the highest Housing Allowances of the downtown churches (which are inclusive of utilities), and may adequately reflect the reality of the cost of living in the City of Guelph.

2. Under the Mission budget line, that Two Rivers consider allocating 1% of their overall contributions to their ministry towards the work of Presbyterians Sharing. This wouldn't necessarily change the Mission budget line but might reflect a portion of the overall mission budget (ex. \$24,000 raised by Two Rivers = \$240 to Presbyterian Sharing).

3. Under Administrative Assistant, we wondered about changing the name of that budget line to be inclusive of costs related to treasurer/bookkeeper. It is also recommended that Two Rivers continues to seek partnerships with either local businesses or churches to help offset their administrative costs – for example, negotiating time and use of a photocopier/printer with a church/business and paying per copy instead of the capital investment of their own photocopier/printer.

4. In order to ensure more stable funding in the early years, the jury would recommend maintaining a Presbytery share at a fixed amount over a shorter time period – the total support of Presbytery

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wouldn't change as presented it would just be a change in timing and annual amounts. We recommend the following:

Presbytery's Share for Three (3) Years

\$25,000 (2013)

\$25,000 (2014)

\$25,000 (2015)*

*It is understood that these grants will be reviewed annually and that a further grant could be requested in subsequent years.

Respectfully submitted,

Wilma Welsh, Clerk (watwell@rogers.com)

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Canadian Ministries - Grant Form

City: Guelph
 Presbytery: Waterloo-Wellington
 Synod: Central, Northeastern Ontario and Bermuda
 Congregational Status: Mission/Plant

For full year 2013 (some of the capital costs may be purchased in 2012, reducing the final figure).

Some of these costs may be pro-rated according to need (office space may not actually happen until year 2, admin. assistant might be only be part of the year).

Stipend & car allowance	46,000
Housing Allowance & Utilities	21,500
Medical/Dental	4,300
EI	1,500
CPP	2,200
Church Pension	3,800
Study Leave & Travel	1,500
Ministry Resources	1,500
Hall Rental (& Incidentals)	3,000

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Mission	1,000
Administrative Assistant	6,000
Communications (internet/phone/web-hosting)	1,500
Office Supply/postage/photocopying	750
Marketing/Printing	1000
Chr. Ed materials	750
Capital Costs: Web-site - 2,700 Photocopier/printer- 500 Projector/screen - 1,200 Computer - 1,300 Liturgical Supplies - 1,000	7,700
Total	104,000
Congregational Share	24,000
Presbytery's Share	25,000 (2013) 25,000 (2014) 25,000 (2015)

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Cdn. Ministry's Grant	55,000 (2013)
Request	45,000 (2014)
	35,000 (2015)
	25,000 (2016)
	15,000 (2017)

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Memo to – Mission and Outreach Committee

From - Wilma Welsh

Re - Twinning with the Bunun Presbytery of the Presbyterian Church in Taiwan

When I was in Taiwan last week, the Bunun Presbytery executives and the Ecumenical Relations Secretary of the Presbyterian Church in Taiwan came to Tamsui to meet with me to talk about how we begin our twinning.

The persons that came to Tamsui on 24 hours notice (several hours of travel) was the General Secretary of the Presbytery (like a Presbytery Executive staff person), the Moderator (a women this year) and the Clerk. The Ecumenical Officer was also with us and translated.

I listened to them and they said they wanted to begin as soon as possible by getting to know us and also to have prepared and signed a Covenant Agreement.

They made the following suggestions

1. That representative(s) from Waterloo-Wellington go to Taiwan in mid January (after our Presbytery meeting) to meet with the Bunun Presbytery to sign the Covenant. They suggested executives of the Presbytery for this first meeting.
2. They would like the representatives to stay for at least a week to visit and tour their presbytery and meet their people.
3. They recommend that they send two or three representatives to our Presbytery in late September or October to visit and meet our congregations.

We talked about finances and agreed that each of the Presbyteries would pay for the travel/health insurance for their representatives and that the presbytery visited would cover all hospitality. For your information the air travel is about \$1700 per person and health insurance about \$125. No visa is required.

The Ecumenical Officer of the PCT has excellent English and would accompany the WW representatives to the east coast of Taiwan to visit the Bunun Presbytery and he would hope that he could also come to Canada at the expense of the PCT to accompany the Bunun Presbyters.

Yours faithfully,

Wilma

September 10, 2012

Appendix “J”

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	Budget 2012	Actual end Oct 2012	10/12 Budget to end Oct	Proposed Budget 2013
office-general	6,500.00\$	\$653.82	\$5,416.67	2,500.00\$
office-telecommunications	1,200.00\$	\$920.16	\$1,000.00	1,500.00\$
office- interest & s/c	200.00\$	\$112.75	\$166.67	150.00\$
office-total	7,900.00\$	\$1,686.73	\$6,583.33	\$4,150.00
travel-mileage	8,500.00\$	\$3,448.54	\$7,083.33	7,500.00\$
travel-meals,etc.	300.00\$	\$250.00		200.00\$
travel-total	8,800.00\$	\$3,448.54	\$7,333.33	\$7,700.00
grants - U of G chaplaincy	6,000.00\$	\$6,000.00	\$5,000.00	6,000.00\$
grants - donations	400.00\$	\$333.33		400.00\$
grants - New Life Counselling	1,500.00\$	\$1,500.00	\$1,250.00	1,500.00\$
grants-total	7,900.00\$	\$7,500.00	\$6,583.33	\$7,900.00
Clerk's honorarium	11,581.00\$	\$9,650.80	\$9,650.83	11,581.00\$
Treasurer's honorarium	6,317.00\$	\$5,264.10	\$5,264.17	6,317.00\$
CPP/EI	600.00\$	\$280.28	\$500.00	600.00\$
audit fee		-\$		
Commissioner's Expenses	3,000.00\$	\$1,600.00	\$2,500.00	3,000.00\$
EIF Moderator's Visit	600.00\$	\$500.00		600.00\$
Student Certification	500.00\$	\$198.79	\$416.67	500.00\$
Liability Ins	3,800.00\$	\$2,477.99	\$3,166.67	3,500.00\$
Conference Funds	2,500.00\$	\$500.00	\$2,083.33	2,500.00\$
Visitors	300.00\$	\$522.57	\$250.00	300.00\$
Misc/Sundry				
Gifts	1,000.00\$	\$833.33		1,000.00\$
Pulpit Supply for Visitation	1,500.00\$	\$500.00	\$1,250.00	1,500.00\$
Christian Education	1,000.00\$	\$833.33		1,000.00\$
Student Grants	5,000.00\$	\$3,100.00	\$4,166.67	5,000.00\$
Legal Fees	1,000.00\$	\$833.33		1,000.00\$
Student Psych/Assess.	2,000.00\$	\$948.00	\$1,666.67	2,000.00\$
Other expenses - defibrillator		\$1,000.00		

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Subtotal - General	65,298.00\$	\$38,677.80	\$54,415.00	\$60,148.00
special projects- grants	45,000.00\$	\$7,000.00	\$37,500.00	45,000.00\$
special projects-lay educ	5,000.00\$	\$3,996.86	\$4,166.67	5,000.00\$
special projects- total	50,000.00\$	\$10,996.86	\$41,666.67	\$50,000.00
Total Budget	115,298.00\$	\$49,674.66	\$96,081.67	\$110,148.00
Synod Assessment	55,982.00\$	\$55,982.00	\$46,651.67	55,922.00\$
Total	171,280.00\$	105,656.66\$	\$142,733.33	166,070.00\$
Total Assessment Income	165,809.10\$	\$162,999.64	\$138,174.25	159,843.24\$
Other income - induction		\$1,811.08		
Other income - interest		\$1,001.18		