

Eastern Ontario Outaouais Regional Council
Meeting of the Executive
Thursday, June 11, 2020 – 9:00 a.m.

Living Mission Statement for the Regional Council

- *Supporting and enhancing the ministry of Communities of Faith*
- *Supporting Ministry Personnel, Staff and Lay Leadership in Communities of Faith*
 - *Supporting and nurturing Right Relations, Social and Ecological Justice*
 - *Supporting people in all seasons of life*
 - *Supporting and building Communications*

IN ATTENDANCE

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| Bronwen Harman | President |
| Rev. Don Stiles | Past-President |
| Rev. Takouhi Demirdjian-Petro | President-Elect |
| Rev. Elaine Beattie | Member |
| Jodi Fisher | Member |
| Linda Suddaby | Member |
| Jim Allen | Member |
| Linda Stronski | Member |
| Cathy Ryan | Member |
| Anita Jansman | Corresponding Member - Communications and Administration Assistant (joined at 10:30 a.m.) |
| Rev. Brian Cornelius | Corresponding Member -Treasurer (joined at 10 a.m.) |
| Dana Ducette | Corresponding Member - Minister for Youth and Young Adults |
| Jane Dawson | Corresponding Member - Minister supporting Communities of Faith, Clusters and Networks |
| Rev. Whit Strong | Corresponding Member, Pastoral Relations Minister |
| Rev. Rosemary Lambie | Executive Minister, Full Member |
| Joel Miller | Program Assistant to Executive Minister, Recording Secretary |

REGRETS/ABSENT

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| Rev. Teresa Burnett-Cole | Member |
| Rev. John Noordhof | Member |
| Rev. Stephane Vermette | Member |
| Rev. Mary Royal-Duczek | Member |

Opening Devotions – Jim Allen led the opening worship, spoke on the theme of oneness, and described the history of the coming together of the United Church of Canada. Jim referred to hymn “We are one” and quotes the first verse, talks about the Trinity, and refers to Nicene Creed. Jim closed time of worship with a prayer for “oneness”.

Circle Time of Sharing – All were invited to share.

Minutes of May 21, 2020

2020-06-11_064 MOTION (J. Allen/D. Stiles) that the Eastern Ontario Outaouais Regional Council Executive accepts the Minutes of May 21, 2020. **Carried**

Agenda

2020-06-11_065 MOTION (E. Beattie/C. Ryan) that the Eastern Ontario Outaouais Regional Council Executive accepts the agenda as circulated. **Carried**

Correspondence

- a) May 25, 2020 Cathie Kelso, Office Manager, Wall Street United Church re a copy of the 50th Anniversary Book created for Rev. Alan Bennett (*for information*)
- b) June 1, 2020 David George, Music Director St. Paul's, Richmond (*for action*)
- c) June 4, 2020 Félix Bigirimana, Chair of Board at Église St Marc, Ottawa re response to the Executive recommendations and a request for funding support of \$37,797.50 (*for action 3a*)
- d) June 5, 2020 John Clemens, Chair of Board for former Riceville United Church re installation of plaque in the cemetery now complete (*for information*)
- e) June 5, 2020 Graham Campbell, Church Extension Committee re decision about Église Unie Saint Marc (*for action – 3 a*)
- f) June 6, 2020 Rick Seguin re appraisal report and invoice of \$5,989.00 for an appraisal of Église Unie Saint-Marc at 327 Elgin Street and 142 Lewis Street. (*for action – 3a*)
- g) June 10, 2020 Elaine Ladouceur, Nav Can re changes to RC reservation (*for action - 11*)

Business

Supporting and enhancing the ministry of Communities of Faith

1. **Governance** – Executive Minister to vote at meetings as decided at October 2019 General Council recall (see **appendix A**)
2. **Finance: OD 10:00** – (see **appendix B**)
2020-06-11_066 MOTION (L. Suddabv/E. Beattie) that the Eastern Ontario Outaouais Regional Council Executive accepts the Financial Report (up to June 30, 2020). **Carried**
3. **Supporting Communities of Faith**
 - a) Église St Marc, Ottawa
 - The Church's financial plan for obtaining the necessary funds to renovate and rehabilitate the building of Église Unie Saint-Marc in Ottawa (see **appendix C**)
 - Minutes of a special meeting of the Church Board to deal with a motion on the project to renovate Église Unie Saint-Marc in Ottawa, held on Friday, March 27, 2020 (see **appendix D**).
 - Letter to Rosemary Lambie (Rev.) From Finance & Extension Committee (June 5, 2020) re request from Église Unie Saint-Marc for Financial Assistance (see **appendix E**)
 - Response from Église Unie Saint-Marc in Ottawa to Finance & Extension Committee – *French version* (see **appendix F**)

2020-06-11_067 MOTION (J. Allen/E. Beattie) that the Eastern Ontario Outaouais Regional Council Executive, having received the response from the Church Extension Committee regarding an interest free loan of \$180,000.00, then a further estimate of \$37,797.50 required for interior damage repairs, and an invoice for \$ 5,989.00 for an appraisal of the property owned by Église Unie Saint Marc;

- a) Will appoint a Task Group with representation from the Property and Finance Team (Don Reynolds), the Pastoral Charge Supervisor (Barbara Reynolds), the responsible for La Table (Eric Hebert-Daly) and a representative named by the Church Extension Committee to meet

- with Église Unie Saint Marc and report back to the Executive before June 30, 2020 to determine whether the community of faith has a current membership role including active Trustees to make recommendations to the Église Unie Saint Marc Council, support the Community of Faith in discerning their future including but not limited to the sale of the property, or redevelopment of the property or finding a suitable location for their ministry; and
- b) the Executive Minister will contact the UCC insurance to find out if they are willing to reactivate the cancelled policy, to resolve ensuring there is sufficient insurance for the interim period;
 - c) Will cover the cost of the appraisal invoice, and any other regional costs, said costs to be recovered from the proceeds of any potential sale. **Carried**

Discussion: Rosemary provided background information; including, the church is deteriorating, Al's Steak house's right of first refusal, commitment with Odawa, façade crumbling, liability issues – Insurance is currently being covered by the company who is expecting to do the renovations. Representatives of the Community of Faith will be involved in any decisions.

b) Opening churches following UCC, provincial and local guidelines (see **appendix G**)

Communities of Faith, and Councils making decisions about going forward need to recognize how much responsibility the Ordered Ministry feel to keep people "safe". Many of them have found very creative ways, either solo or teaming with others, to provide weekly worship, to respond to pastoral needs through phone calls and letters, so that they are being faithful to their call to ministry. Even if we can't see 'germs', much as we can't see wind, it doesn't mean that the germs are not present, and we want to protect our Communities of Faith from sharing unseen, potentially deadly germs. Masks, hand sanitizer, not singing, not shaking hands, not passing the offering plate are band-aids to help, but they are not the solution. No one wants to hug, Baptize or Celebrate Holy Communion more than the ministers! Please educate yourselves to best practices so that you are ready WHEN IT IS SAFE.

2020-06-11_068 MOTION (L Stronski/L. Suddaby) that the Eastern Ontario Outaouais Regional Council Executive;

- a) strongly recommend that no churches reopen for public worship before Labour Day weekend;
- b) expects that every Community of Faith prepare guidelines for reopening and submit their plan to the Regional Council (wstrong@united-church.ca), two weeks prior to their proposed opening date;
- c) agrees to post and circulate the information and resources pertaining to safely reopening Communities of Faith;
- d) strongly encourage Communities of faith to be in touch with their local health units;
- e) expects that every Community of Faith create a separate plan with guidelines for reopening building to rentals and community activities or Community groups; and
- f) Continue to provide information, as developments require. **Carried**

Discussion: The rules of the local health unit need to be observed when available. The Regional Council suggests that local task groups be set up. The Regional Council will provide suggested tips amassed from across the United Church. The Regional Council highly recommends not reopening until at least Labour Day weekend. Whit will send decisions and information to

Ministers and Communities of Faith. General information will be shared through communications via newsletter and directly to Communities of Faith.

Questions will be responded to by the Pastoral Relations Minister. Elaine Beattie and Cathy Ryan will help Whit in finalizing communication. When Whit is away, arrangements will be made for someone else to respond to questions.

- c) Governance Structure for St. Paul's-Eastern United Church (see **appendix H**)

2020-06-11_069 MOTION (J. Allen/E. Beattie) that the Eastern Ontario Outaouais Regional Council Executive receives and approves the proposed governance structure for St. Paul's-Eastern United Church. **Carried**

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| Supporting Ministry Personnel, Staff and Lay Leadership in Communities of Faith |
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4. Pastoral Relations

- Minutes of the Pastoral Relations Commission meeting held on June 9, 2020 (see **appendix I**)
- a) **2020-06-11_070 MOTION** (L. Stronski/L. Suddaby) that the Eastern Ontario Outaouais Regional Council Executive receives the Minutes and recommendations of the Pastoral Relations Commission from meeting of June 9, 2020 for information. **Carried**
- b) **2020-06-11_071 MOTION** (E. Beattie/D. Stiles) that the Eastern Ontario Outaouais Regional Council Executive, under section J.4 (a) of The Manual, order a review of St-Paul's United Church/Richmond Pastoral Charge:

The Manual J.4 (a) Regional Council Action—Communities of Faith

The regional council is responsible for the oversight of communities of faith. It must take seriously any concerns that come to its attention about the state of a community of faith within the bounds of the regional council.

These concerns may be raised by

- a. the regional council itself, including any member or committee of the regional council. **Carried**
- c) **2020-06-11_072 MOTION** (D. Stiles/L. Stronski) that the Eastern Ontario Outaouais Regional Council Executive approves the recommendation of the Pastoral Relations Commission to establish a minimum amount for phone /Internet expenses of \$1000/yr. It is not to be pro-rated according to the hours of the appointment/call. This is effective immediately. **Carried**

Churches need to realize the fact that having access to internet and Wi-Fi is a necessity and not just because of Covid-19. Liaisons will discuss with search committees.

Discussion: this motion will be included in the Governance Handbook and be voted on at the fall general meeting.

- d) Sacramental Privileges (see **Appendix J**)

2020-06-11_073 MOTION (C. Ryan/L. Suddaby) that the Eastern Ontario Outaouais Regional Council Executive approves the Policy regarding a Licence to administer the Sacraments. **Carried**

e) Sabbatical

2020-06-11_074 MOTION (E. Beattie/D. Stiles) that the Eastern Ontario Outaouais Regional Council Executive approves the request for national sabbatical funding of \$1404.00 for the Admaston Pastoral Charge to cover pulpit supply July 1 – September 30, 2020 during the sabbatical of Rev. Sheryl McLeod. **Carried**

5. **Licensed Lay Worship Leaders** – no report

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| Supporting and nurturing Right Relations, Social and Ecological Justice |
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6. **Clusters and Networks** – (see **appendix K**) – Jane was thanked for her report and it was noted how much work was being done.

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| Supporting people in all seasons of life |
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7. **Vision and Transformation** – no report

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| Supporting and Building Communications |
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8. **Communications** – (see **appendix L**)9. **Nominations**

2020-06-11_075 MOTION (L. Stronski/T. Demirdjian-Petro) that the Eastern Ontario Outaouais Regional Council Executive approves the nomination of Linda Suddaby to the Property Team. **Carried**

10. **YAYA** – (see **appendix M**)11. **Regional Council Meeting** –

- October 16-17, 2020 meet by zoom, October 2021

2020-06-11_076 MOTION (L. Stronski/D. Stiles) that the Eastern Ontario Outaouais Regional Council Executive move the in-person Regional Council meeting to 2021 at the Nav Can, and plan instead to meet by zoom on October 16 -17, 2020. **Carried**

Discussion: Brian will refund all registrants and a new registration process will take place for October 2021.

- Celebration of Ministry: when gatherings are permitted; to be confirmed

- a) **2020-06-11_077 MOTION** (J. Allen/C. Ryan) that in light of the delay of celebrating ministries due to the COVID-19 pandemic, the Eastern Ontario Outaouais Regional Council Executive recognizes the provisional call of Éric Hébert-Daly to be ordained to the Ministry of Word, Sacrament and Pastoral Care, retained on the Roll of the Regional Council in other ministry working for the General Council as Responsable des ministères en français and approves, effective July 1, 2020 the privileges to have an Ontario marriage licence and conduct the Sacraments. His salary package will reflect the change in his status, effective July 1, 2020. **Carried**

- b) **2020-06-11_078 MOTION** (J. Allen/C. Ryan) that in light of the delay of celebrating ministries due to the COVID-19 pandemic, the Eastern Ontario Outaouais Regional Council Executive approves the provisional call for Lorrie Lowes to be commissioned to the Diaconal Ministry of Education, Service, Social Justice, and Pastoral Care at Bells Corners United Church and approves, effective July 1, 2020 (UCC 2019 Manual I.2.4.2) has a licence to administer the Sacraments for the duration of the call. Her salary package will reflect the change in her status, effective July 1, 2020. **Carried**

New Business: Racism response (see **appendix N**)

Opening worship for next meeting – Takouhi Demirdjian-Petro

Motion to adjourn

The Chair declared the meeting adjourned at 12:50 p.m.

Closing Prayer – Whit Strong

Next meeting date Thursday, September 17, 9:00 – noon on zoom

Bronwen Harman,
President

Rev. Rosemary Lambie,
Executive Minister

Appendices

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|------------|--|---------------|
| Appendix A | GS12 Manual Changes: Executive Minister Regional Council Membership | Page 146 |
| Appendix B | Reviewed (up to June 2020) Financial Statements | Pages 147-151 |
| Appendix C | The Church's financial plan for obtaining the necessary funds to renovate and rehabilitate the building of Église Unie Saint-Marc in Ottawa | Pages 152-154 |
| Appendix D | Minutes of a special meeting of the Church Board to deal with a motion on the project to renovate Église Unie Saint-Marc in Ottawa, held on Friday, March 27, 2020 | Pages 155-156 |
| Appendix E | Letter to Rosemary Lambie (Rev.) From Finance & Extension Committee (June 5, 2020) re request from Église Unie Saint-Marc for Financial Assistance | Pages 157-158 |

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| Appendix F | Response from Église Unie Saint-Marc in Ottawa to Finance & Extension Committee – <i>only in French</i> | Pages 159-162 |
| Appendix G | “Safely Reopening our Churches”: A Letter to Our Communities of Faith June 11, 2020 | Pages 163-164 |
| Appendix H | Minutes of the Pastoral Relations Commission meeting held on June 9, 2020 | Pages 165-167 |
| Appendix I | Governance Structure for St. Paul's-Eastern United Church | Pages 168-170 |
| Appendix J | Policy Regarding licences to administer the Sacraments | Pages 171-172 |
| Appendix K | Report of Minister Supporting Communities of Faith, Clusters and Networks | Pages 173-174 |
| Appendix L | Communications Report | Page 175 |
| Appendix M | EOORC Response to Racism | Page 176 |

Appendix A**GS12 Manual Changes: Executive Minister Regional Council Membership***43rd General Council, October 19, 2019 For Action**GS 12 Manual Changes: Executive Minister Membership - 1***GS12 MANUAL CHANGES: EXECUTIVE MINISTER REGIONAL COUNCIL MEMBERSHIP**

Origin: General Secretary

1. What is the issue?

Membership in the regional council includes “all ministry personnel within the geographic bounds served by the regional council” [section C.1.1 of The Manual 2019].

The Executive Ministers of the regional councils serve more than one regional council. If they are ministry personnel, should they be considered as “within the geographic bounds” of each of the regional councils they serve so that they hold membership by virtue of office in each of those regional councils? In the new structure, there is no prohibition against ministry personnel being a member of more than one regional council.

2. Why is this issue important?

For administrative efficiency, and following general practice from the previous structure, Executive Ministers should have the ability to make motions at meetings of the regional council that they serve, particularly motions dealing with procedural and governance matters. The Executive Minister would need to be a member of each of the regional councils they serve in order to be eligible to make motions.

They would also be entitled to vote at meetings of each regional council of which they were a member.

3. How might the 43rd General Council 2019 respond to the issue?

The General Secretary proposes:

That the 43rd General Council 2019 approve the policy that Executive Ministers are automatic members in each of the regional councils they serve because they are “within the geographic bounds served by the regional council” for each of those regional councils by virtue of their office.

Eastern Ontario Outaouais Regional Council of The United Church of Canada
2020 Financial Report to June 30

| Income | Governance | | | Mission & Ministry | | | Total | | |
|---|----------------|----------------|----------------|--------------------|----------------|----------------|----------------|----------------|----------------|
| | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget |
| Grant - Assessments | 325,000 | 156,918 | 325,000 | 0 | 0 | 0 | 325,000 | 156,918 | 325,000 |
| Grant - Assessment (Executive Minister/Assistant | 33,500 | 19,464 | 33,500 | 0 | 0 | 0 | 33,500 | 19,464 | 33,500 |
| Grant - Mission & Service Fund | 0 | 0 | 0 | 289,000 | 146,089 | 289,000 | 289,000 | 146,089 | 289,000 |
| Grant - Special Funding | 2,500 | 0 | 0 | 0 | 0 | 0 | 2,500 | 0 | 0 |
| Donated Expenses | 126 | 0 | 0 | 0 | 0 | 0 | 126 | 0 | 0 |
| McKendry Fund | 1,720 | 0 | 1,500 | 0 | 0 | 0 | 1,720 | 0 | 1,500 |
| Mission & Service Fund Donations | 0 | 0 | 0 | 1,302 | 0 | 0 | 1,302 | 0 | 0 |
| Student Fund - Donation | 20 | 0 | 0 | 0 | 0 | 0 | 20 | 0 | 0 |
| Transfer Baillie/Scrivens Youth Salary/Program | 0 | 0 | 0 | 19,000 | 20,400 | 20,400 | 19,000 | 20,400 | 20,400 |
| Transfer Baillie/Scrivens Granting | 0 | 0 | 0 | 10,400 | 1,500 | 20,400 | 10,400 | 1,500 | 20,400 |
| Transfer EOOC Fund | 6,720 | 18,000 | 18,000 | 10,080 | 18,000 | 18,000 | 16,800 | 36,000 | 36,000 |
| Transfer Mission Strategy Grants | 0 | 0 | 0 | 29,500 | 21,000 | 70,000 | 29,500 | 21,000 | 70,000 |
| Youth Programming Revenue | 0 | 0 | 0 | 1,705 | 815 | 0 | 1,705 | 0 | 0 |
| Total Income | 369,586 | 194,381 | 378,000 | 360,988 | 207,804 | 417,800 | 730,574 | 401,371 | 735,800 |
| Expenses (net of Recoveries) | | | | | | | | | |
| Governance | | | | | | | | | |
| Cluster's Leadership Teams, Networks (Schedule 1) | 3,889 | 350 | 8,000 | 4,548 | 0 | 12,000 | 8,437 | 350 | 20,000 |
| Candidate for Ministry Grants | 2,700 | 0 | 2,700 | 0 | 0 | 0 | 2,700 | 0 | 2,700 |
| Congregational Reviews & Support | 0 | 5,509 | 10,000 | 0 | 0 | 0 | 0 | 5,509 | 10,000 |
| Finance and Archives (Schedule 2) | 20,796 | 9,089 | 30,620 | 0 | 0 | 0 | 20,796 | 9,089 | 30,620 |
| Mission & Service Fund Donations | 0 | 0 | 0 | 1,302 | 0 | 0 | 1,302 | 0 | 0 |
| Mission Strategy Grants | 0 | 0 | 0 | 29,500 | 21,000 | 70,000 | 29,500 | 21,000 | 70,000 |
| Mission Support Grants (Schedule 3) | 0 | 0 | 0 | 143,655 | 93,050 | 145,000 | 143,655 | 93,050 | 145,000 |
| Office Costs (Schedule 4) | 10,441 | 6,017 | 16,575 | 305 | 531 | 500 | 10,746 | 6,547 | 17,075 |
| Partnership Ministries (Schedule 5) | 0 | 2,500 | 2,500 | 2,600 | 3,500 | 5,850 | 2,600 | 6,000 | 8,350 |
| Personnel (Schedule 6) | 213,430 | 108,130 | 223,500 | 128,630 | 65,424 | 135,600 | 342,060 | 173,554 | 339,100 |
| Regional Meetings (Schedule 7) | 41,041 | (12,268) | 66,000 | 0 | 0 | 0 | 41,041 | (12,268) | 66,000 |
| Technology and Communications (Schedule 8) | 7,727 | 4,603 | 9,500 | 0 | 0 | 0 | 7,727 | 4,603 | 9,500 |
| Youth Grants | 0 | 0 | 0 | 10,400 | 1,500 | 20,400 | 10,400 | 1,500 | 20,400 |
| Youth Programming (Schedule 9) | 0 | 0 | 0 | 12,539 | 4,428 | 16,000 | 12,539 | 4,428 | 16,000 |
| Total Expenses | 300,023 | 123,929 | 369,395 | 333,480 | 189,432 | 405,350 | 633,502 | 313,362 | 774,745 |
| Net income (deficit) from general operations | 69,563 | 70,452 | 8,605 | 27,508 | 18,372 | 12,450 | 97,071 | 88,009 | 21,055 |

Appendix B

Eastern Ontario Outaouais Regional Council of The United Church of Canada
2019 Financial Report and Proposed 2020 Budget, September 30, 2019

Schedule 1 - Clusters, Leadership Teams, Networks

| | Governance | | | Mission & Ministry | | | Total | | |
|--|--------------|-------------|--------------|--------------------|-------------|---------------|--------------|-------------|---------------|
| | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget |
| Camping Leadership Team | 0 | 0 | 0 | 89 | 0 | 400 | 89 | 0 | 400 |
| Chaplaincy Leadership Team | 0 | 0 | 0 | 42 | 0 | 1,000 | 42 | 0 | 1,000 |
| Contingency (allocations yet to be determined) | 0 | 0 | 3,100 | 0 | 0 | 5,100 | 0 | 0 | 8,200 |
| Finance Leadership Team | 377 | 0 | 500 | 0 | 0 | 0 | 377 | 0 | 500 |
| Justice, Global, and Ecumenical Relations | 0 | 0 | 0 | 4,417 | 0 | 5,000 | 4,417 | 0 | 5,000 |
| Lay Worship Leaders | 886 | 0 | 3,000 | 0 | 0 | 0 | 886 | 0 | 3,000 |
| Ministry Personnel Events | 2,500 | 350 | 1,000 | 0 | 0 | 0 | 2,500 | 350 | 1,000 |
| Pastoral Relations Leadership Team | 126 | 0 | 400 | 0 | 0 | 0 | 126 | 0 | 400 |
| Right Relations | 0 | 0 | 0 | 0 | 0 | 500 | 0 | 0 | 500 |
| Total | 3,889 | 350 | 8,000 | 4,548 | 0 | 12,000 | 8,437 | 350 | 20,000 |

Schedule 2 - Finance and Archives

| | Governance | | | Mission & Ministry | | | Total | | |
|-------------------------------------|---------------|--------------|---------------|--------------------|-------------|-------------|---------------|--------------|---------------|
| | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget |
| Archives Honourarium | 7,332 | 4,004 | 10,000 | 0 | 0 | 0 | 7,332 | 4,004 | 10,000 |
| Archives Office and Travel Expenses | 245 | 0 | 600 | 0 | 0 | 0 | 245 | 0 | 600 |
| Archives Ontario Archives | 5,752 | 1,511 | 11,000 | 0 | 0 | 0 | 5,752 | 1,511 | 11,000 |
| Bank and Review Costs | 504 | 168 | 1,500 | 0 | 0 | 0 | 504 | 168 | 1,500 |
| Incorporated Ministries | 500 | 250 | 750 | 0 | 0 | 0 | 500 | 250 | 750 |
| Insurance | 0 | 0 | 50 | 0 | 0 | 0 | 0 | 0 | 50 |
| Treasurer Honourarium | 6,000 | 3,060 | 6,120 | 0 | 0 | 0 | 6,000 | 3,060 | 6,120 |
| Treasurer Office Expense | 462 | 96 | 600 | 0 | 0 | 0 | 462 | 96 | 600 |
| Total | 20,796 | 9,089 | 30,620 | 0 | 0 | 0 | 20,796 | 9,089 | 30,620 |

Schedule 3 - Mission Support Grants

| | Governance | | | Mission & Ministry | | | Total | | |
|----------------------------|-------------|-------------|-------------|--------------------|-------------|-------------|-------------|-------------|-------------|
| | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget |
| Algonguin Chaplaincy | 0 | 0 | 0 | 5,550 | 2,775 | 5,550 | 5,550 | 2,775 | 5,550 |
| Alwyn Community of Faith | 0 | 0 | 0 | 5,700 | 2,040 | 4,080 | 5,700 | 2,040 | 4,080 |
| Camp Laurier | 0 | 0 | 0 | 15,920 | 20,000 | 20,000 | 15,920 | 20,000 | 20,000 |
| Carlington Chaplaincy | 0 | 0 | 0 | 6,360 | 3,500 | 7,000 | 6,360 | 3,500 | 7,000 |
| Centre 507 | 0 | 0 | 0 | 27,875 | 15,335 | 30,670 | 27,875 | 15,335 | 30,670 |
| Contingency | 0 | 0 | 0 | 25,000 | 0 | 8,900 | 25,000 | 0 | 8,900 |
| Golden Lake Camp | 0 | 0 | 0 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| House of Lazarus | 0 | 0 | 0 | 33,000 | 18,150 | 36,300 | 33,000 | 18,150 | 36,300 |
| Ottawa West End Chaplaincy | 0 | 0 | 0 | 2,250 | 1,250 | 2,500 | 2,250 | 1,250 | 2,500 |
| Rideau Hill Camp | 0 | 0 | 0 | 7,000 | 15,000 | 15,000 | 7,000 | 15,000 | 15,000 |

Total

0

0

0

143,655

93,050

145,000

148,655

93,050

145,000

**Eastern Ontario Outaouais Regional Council of The United Church of Canada
2019 Financial Report and Proposed 2020 Budget, September 30, 2019****Schedule 4 - Office Costs**

| | Governance | | | Mission & Ministry | | | Total | | |
|-----------------------------|---------------|--------------|---------------|--------------------|-------------|-------------|---------------|--------------|---------------|
| | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget |
| Carleton Place | | | | | | | | | |
| Photocopier | 0 | 0 | 1,500 | 0 | 0 | 0 | 0 | 0 | 1,500 |
| Postage | 35 | 0 | 250 | 0 | 0 | 0 | 35 | 0 | 250 |
| Rent | 4,800 | 2,400 | 4,800 | 0 | 0 | 0 | 4,800 | 2,400 | 4,800 |
| Supplies | 520 | 205 | 1,500 | 0 | 0 | 0 | 520 | 205 | 1,500 |
| Home Offices | 127 | 195 | 500 | 305 | 531 | 500 | 432 | 726 | 1,000 |
| Sundry (Transitional Costs) | 456 | 0 | 500 | 0 | 0 | 0 | 456 | 0 | 500 |
| Summelea (16.6% of costs) | | | | | | | | | |
| Elevator | 75 | 15 | 175 | 0 | 0 | 0 | 75 | 15 | 175 |
| Hydro | 240 | 78 | 425 | 0 | 0 | 0 | 240 | 78 | 425 |
| Internet | 71 | 0 | 150 | 0 | 0 | 0 | 71 | 0 | 150 |
| Photocopier | 0 | 0 | 350 | 0 | 0 | 0 | 0 | 0 | 350 |
| Postage | 0 | 0 | 500 | 0 | 0 | 0 | 0 | 0 | 500 |
| Rent | 3,978 | 3,124 | 4,000 | 0 | 0 | 0 | 3,978 | 3,124 | 4,000 |
| Supplies | 141 | 0 | 1,500 | 0 | 0 | 0 | 141 | 0 | 1,500 |
| Telephone | 0 | 0 | 425 | 0 | 0 | 0 | 0 | 0 | 425 |
| Total | 10,440 | 6,017 | 16,575 | 305 | 531 | 500 | 10,745 | 6,547 | 17,075 |

Schedule 5 - Partnerships

| | Governance | | | Mission & Ministry | | | Total | | |
|-------------------------------------|-------------|--------------|--------------|--------------------|--------------|--------------|--------------|--------------|--------------|
| | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget |
| Affirm United | 0 | 0 | 0 | 0 | 0 | 1,000 | 0 | 0 | 1,000 |
| Christian Council of Capital Region | 0 | 0 | 0 | 250 | 0 | 250 | 250 | 0 | 250 |
| Grand River Book Stores | 0 | 2,500 | 2,500 | 0 | 2,500 | 2,500 | 0 | 5,000 | 5,000 |
| Multi Faith Housing Initiative | 0 | 0 | 0 | 100 | 0 | 100 | 100 | 0 | 100 |
| Spiritual Care in Secondary Schools | 0 | 0 | 0 | 750 | 1,000 | 500 | 750 | 1,000 | 500 |
| Social Justice Network in Ontario | 0 | 0 | 0 | 1,500 | 0 | 1,500 | 1,500 | 0 | 1,500 |
| Total | 0 | 2,500 | 2,500 | 2,600 | 3,500 | 5,850 | 2,600 | 6,000 | 8,350 |

Schedule 6 - Personnel

| | Governance | | | Mission & Ministry | | | Total | | |
|---------------------------------------|-------------|-------------|-------------|--------------------|-------------|-------------|-------------|-------------|-------------|
| | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget |
| Benefits (United Church & Government) | 27,555 | 15,817 | 29,000 | 19,484 | 11,170 | 20,500 | 0 | 26,987 | 49,500 |
| Continuing Education | 373 | 47 | 4,000 | 1,080 | 0 | 2,100 | 0 | 47 | 6,100 |
| Executive Minister/Assistant (16.6%) | 34,896 | 19,464 | 33,500 | 0 | 0 | 0 | 0 | 19,464 | 33,500 |
| Meetings/Hospitality | 3,196 | 816 | 5,000 | 902 | 0 | 1,500 | 0 | 816 | 6,500 |
| Salaries | 137,301 | 70,730 | 141,000 | 101,709 | 53,193 | 104,000 | 0 | 123,923 | 245,000 |

| | | | | | | | | | |
|--------------|----------------|----------------|----------------|----------------|---------------|----------------|----------|----------------|----------------|
| Telephones | 1,513 | 375 | 2,000 | 1,491 | 616 | 2,500 | 0 | 991 | 4,500 |
| Travel | 8,597 | 882 | 9,000 | 3,964 | 444 | 5,000 | 0 | 1,326 | 14,000 |
| Total | 213,430 | 108,130 | 223,500 | 128,630 | 65,424 | 135,600 | 0 | 173,554 | 399,100 |

Eastern Ontario Outaouais Regional Council of The United Church of Canada
2019 Financial Report and Proposed 2020 Budget, September 30, 2019

| Schedule 7 - Regional Meetings | Governance | | | Mission & Ministry | | | Total | | |
|--------------------------------|---------------|-----------------|---------------|--------------------|-------------|-------------|---------------|-----------------|---------------|
| | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget |
| Executive Meetings | 2,298 | 0 | 3,000 | 0 | 0 | 0 | 2,298 | 0 | 3,000 |
| Regional Meeting - February | 270 | 5,576 | 7,500 | 0 | 0 | 0 | 270 | 5,576 | 7,500 |
| Regional Meeting - May | 31,805 | (17,844) | 45,000 | 0 | 0 | 0 | 31,805 | (17,844) | 45,000 |
| Regional Meeting - October | 5,282 | 0 | 7,500 | 0 | 0 | 0 | 5,282 | 0 | 7,500 |
| Planning Committee | 739 | 0 | 2,000 | 0 | 0 | 0 | 739 | 0 | 2,000 |
| Staff Retreat | 646 | 0 | 1,000 | 0 | 0 | 0 | 646 | 0 | 1,000 |
| Total | 41,041 | (12,268) | 66,000 | 0 | 0 | 0 | 41,041 | (12,268) | 66,000 |

| Schedule 8 - Technology and Communications | Governance | | | Mission & Ministry | | | Total | | |
|--|--------------|--------------|--------------|--------------------|-------------|-------------|--------------|--------------|--------------|
| | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget | 2019 Actual | 2020 Actual | 2020 Budget |
| IT Support GCO | 4,719 | 2,360 | 5,000 | 0 | 0 | 0 | 4,719 | 2,360 | 5,000 |
| Tele-Conferencing/Annual Contracts | 327 | 408 | 1,000 | 0 | 0 | 0 | 327 | 408 | 1,000 |
| Website | 2,681 | 1,835 | 3,500 | 0 | 0 | 0 | 2,681 | 1,835 | 3,500 |
| Total | 7,727 | 4,603 | 9,500 | 0 | 0 | 0 | 7,727 | 4,603 | 9,500 |

| Schedule 9 - Youth Programming | Governance | | | Mission & Ministry | | | Total | | |
|--------------------------------|-------------|-------------|-------------|--------------------|--------------|---------------|---------------|--------------|---------------|
| | 2019 Actual | 2019 Budget | 2020 Budget | 2019 Actual | 2019 Budget | 2020 Budget | 2019 Actual | 2019 Budget | 2020 Budget |
| Camp Awesome | 0 | 0 | 0 | 7,361 | 343 | 2,500 | 7,361 | 343 | 2,500 |
| Events | 0 | 0 | 0 | 4,161 | 3,246 | 12,000 | 4,161 | 3,246 | 12,000 |
| Supplies | 0 | 0 | 0 | 1,018 | 839 | 1,500 | 1,018 | 839 | 1,500 |
| Total | 0 | 0 | 0 | 12,539 | 4,428 | 16,000 | 12,539 | 5,000 | 16,000 |

Schedule 10 - Statement of Operations and Change in Assets for Eastern Ontario Outaouais Regional Council Fund

| | EOORC | James Baillie | McKendry | Miss. Strat. | Schrens | Total |
|---|----------|---------------|----------|--------------|---------|-----------|
| Opening Equity (market Value) | 813,455 | 593,269 | 100,000 | 1,750,839 | 430,406 | 3,687,969 |
| Deposits (Transfers from Conference/Presbytery) | | | | | | 0 |
| Deposits (Sales from Properties) | | | | 67,120 | | 67,120 |
| Accounts Receivable | | | | | | 0 |
| Transfer to Governance | (18,000) | | | (21,000) | | (18,000) |
| Transfer for Grants | | (1,500) | | | | (22,500) |

| | | | | | |
|----------------------------------|----------|----------|---------|-----------|-----------|
| Transfer to Mission and Ministry | (18,000) | (11,220) | | (9,180) | (38,400) |
| Unrealized Gains/Losses | (19,941) | (15,479) | | (11,652) | (91,689) |
| Closing Equity (market value) | 757,514 | 565,070 | 100,000 | 1,752,342 | 409,574 |
| | | | | | 3,584,500 |

Appendix C

**The Church's financial plan for obtaining the necessary funds to renovate and rehabilitate the building of
Église Unie Saint-Marc in Ottawa****1. Introduction**

- Église Unie Saint-Marc is located in the heart of Ottawa where landmark Elgin Street intersects Lewis Street. It overlooks magnificent Minto Park and is just a few minutes' walk from Parliament Hill.
- Église Unie Saint-Marc uses a building constructed around 1900. Unfortunately, the building currently requires major renovations, but the congregation lacks the means to pay for the work. Immediate action is required to renovate the church tower, which is in deplorable condition and represents a public danger.

2. Primary source of income

The Church's primary income derives from a rental agreement with a restaurant next door. This income is in the form of rent for the land on which Al's Steakhouse stands, including the parking area behind the restaurant.

- Monthly rent is \$8,829.22 (including GST). The rental agreement stipulates a 10% increase in rent every 5 years, with the next adjustment to be applied in August 2020.
- The lease agreement between Église Unie Saint-Marc, represented by its Board of Trustees, and Al's Steakhouse, represented by Mr. Halim F. Saikali, terminates on December 31, 2035.
- The Church therefore has good financial security until the end of 2035. The terms of the lease agreement stipulate that it can be renewed for another ten years following termination. Should the lease be terminated, the restaurant building would become the property of the Church, ensuring long-term financial security for our faith community.

3. Overview of annual income

Here is an overview of income and expenses for the 2017 financial year, when we began planning for the renovation project. There was no major fluctuation in these figures during the two subsequent financial years (2018 and 2019).

| Overview of income | Overview of expenses |
|---|--|
| Fixed income: \$98,835.05 (rental income + GST for the lease) | Fixed expenses (salary and wages): \$79,101.21 |
| Variable income: \$17,527.08 (offerings, donations, return on investment) | Other fixed expenses: \$20,585.97 (telephone, water tax, electricity, natural gas, organist, caretaking services, insurance) |
| Total: \$116,362.13 | Total: \$99,687.18 |

4. Value of the building

- According to an **estimate** prepared by the insurance company, the building is evaluated at \$1,217,570.00 and the interior movable assets at \$406,321.00.
- We have not yet had the real value of the land evaluated for the restaurant and parking. However, the lease value was estimated by brokerage firm Shaker Realty Ltd. to be \$140,000 annually in 2015. That value has surely risen in the light of major renovations performed on Elgin Street.

5. Importance of renovating and rehabilitating the Church building

- The Church building is designated an Ontario Heritage Site for its historic, architectural and cultural interest. Its renovation will therefore be a sound social and economic investment for Église Unie Saint-Marc, as well as for the United Church as a whole, given the building's strategic location within the city of Ottawa and considering that it is the only Francophone congregation in the entire region. Our community is quite viable, for we have a number of young families with quite a few children.
- The Church Board is of the opinion that when the building is up to code, our Christian community will become even more dynamic, with many income-generating projects and partnerships, such as the one with the Odawa Native Friendship Centre, with whom we plan to share our facilities to house their social activities.
- In practical terms, Église Unie Saint-Marc is laid out as follows:
 - ✓ A sanctuary that can seat 150 people;
 - ✓ An office where the Minister and Board members can work;
 - ✓ A room beside the sanctuary, part of which is currently occupied by a daycare while the rest is used for social gatherings following worship;
 - ✓ A large hall in the basement that is used for meetings and community activities; it has a kitchen and is adjoined by another small room used by the Sunday School.
- The foregoing underscores the particular importance of promoting and maximizing the building, which is key to the social life and sustainability of the Francophone faith community in the Ottawa–Gatineau region.

6. Start of the renovation project

- Église Unie Saint-Marc initiated the renovation project by changing the roof in 2018. At the time, the Church had a fund of \$65,500 for the renovations. Work on the church roof cost more than \$45,000, and preparatory work for the renovations have cost nearly \$30,000 to date.
- As a result, Église Unie Saint-Marc has exhausted its financial resources dedicated to renovating and rehabilitating the building. The work that remains to be done is estimated to cost close to \$180,000. We are therefore turning to you as a benefactor for funding in the form of a loan or donation so that we can save our building, which is in deplorable condition.

7. Financial needs

- The overall financial estimate for the renovation work, including unforeseen costs and other financial variables, is \$180,000.
- The estimated cost of the renovations submitted by StanMark Construction, including taxes, is \$165,888.80.

8. Resources for financing the project

- A \$25,000 grant from the City of Ottawa under the municipal Heritage Grant Program for Building Restoration, for which our building qualifies.
- A \$16,500 grant held in trust by the Eastern Ontario Outaouais Regional Council (EOORC) to fund the Odawa Native Friendship Centre in partnership with Église Unie Saint-Marc (see the enclosed letter from EOORC).
- Please note that both grants will be provided only if donation objectives are met or guaranteed.

9. Loan application

- After consulting with an expert in financial planning, and given the Church's financial and repayment capacity, the Church Board estimates that it requires credit in the amount of \$180,000 over and above the expected grants in order to proceed with the renovation project it holds so dear.

- Through its Church Board, Église Unie Saint-Marc is approaching the Extension Council with a request for a loan of \$180,000 to finance the above-mentioned renovations.

10. Proposed repayment plan

- Should this loan request be approved, Église Unie Saint-Marc expects to sign an undertaking to reimburse the loan over a maximum period of 15 years, representing 180 monthly payments.

Summary table

| | |
|--------------------------|--------------------|
| Loan | \$180,000 |
| Rate | 0% interest |
| Term (years) | 15 years |
| Term (months) | 180 months |
| Monthly repayment | \$1,000 |
| Annual repayment | \$12,000 |

- The Church Board of Église Unie Saint-Marc wishes to express its appreciation in advance to the members of the Extension Council of our region of the United Church for your attention to this request. We remain at your entire disposal should you need to meet with us in evaluating this application.

Yours in Jesus Christ our Lord and Saviour.

Signed:
Félix Bigirimana

Appendix D

Minutes of a special meeting of the Church Board to deal with a motion on the project to renovate Église Unie Saint-Marc in Ottawa, held on Friday, March 27, 2020.

Present: Reverend Akoussah, Reverend Edward, Barbara Reynolds, Félix, Virginie, Jacques, Alhere, Roseline and Gustave

Absent: Marie-Goreth

1. Opening of the meeting: The meeting was held by Zoom video conference and was opened in prayer by Reverend Akoussah at 3:30 p.m.

2. Adoption of the agenda:

Adoption of a motion concerning the project to renovate Église Unie Saint-Marc. Félix, Chair of the Board, presented a motion in lieu of an agenda for the meeting. Reverend Edward provided additional information about the renovation work involved. Adoption of the agenda was proposed by Roseline and seconded by Virginie. Unanimously approved.

3. Presentation:

Following the adoption of the agenda, the Chair of the Board briefly summarized the preparatory work that had already been completed and opened a discussion about certain important documents, specifically:

- i. A report from engineers and architects about the condition of the Church building and the need for renovations;
- ii. Assessments of three submissions from construction companies;
- iii. A recommendation and official description of the project as approved by the City of Ottawa for the reparation and rehabilitation of stonework on the tower and façade of the building. To the extent possible, the original material is to be saved and any material in poor condition or missing is to be replaced with similar material of equal quality so as to preserve exactly the same appearance.

4. Discussion

- Following discussion of all these points, the members of the Board in attendance noted their satisfaction with the completion of the preparatory work and then underscored the need and urgency to commence the renovation work given the deteriorating condition of the building, a situation made worse by rehabilitation work that had been performed on Elgin Street in Ottawa.
- The Board members also studied submissions from three construction companies. Over and above the submitted cost, each company's reliability and qualifications served as selection criteria in choosing a contractor. The Board members decided to award the renovation contract to StanMark Construction, 3 Séguin Street, Ottawa, ON, K1J 6P4, holding commercial insurance policy no. M716239116 underwritten by Wawanesa.
- Finally, the members took note of the recommendations from the City of Ottawa and expressed their appreciation for the promise of a \$25,000 grant toward the Church's renovation work.

The Board members therefore unanimously approved the Church renovation project and recommended that:

- 1. Renovation work on the Church be undertaken in compliance with the recommendations of the City of Ottawa and the reports from engineers and architects;

2. The contract for the renovation of Église Unie Saint-Marc be offered to StanMark Construction;
3. The Church committee responsible for the renovation work submit an application for a loan from the Extension Council;
4. The documents required for the loan application be prepared and submitted.

The meeting was adjourned in prayer by Reverend Edward at 4:30 p.m.

Secretary of the Board

Jacques Mouliom

Appendix E

Letter to Rosemary Lambie (Rev.) From Finance & Extension Board (June 5, 2020) re request from Église Unie Saint-Marc for Financial Assistance

Dear Reverend Lambie:

I am writing to you on behalf of the Church Extension Committee of the Eastern Ontario Outaouais Region. The Church Extension Committee met on June 3 to discuss a request for financial assistance from the congregation of Église Unie Saint Marc to cover the costs of a proposed project to repair and renovate the tower and exterior of their building. We were pleased that you attended this meeting and participated in the discussion with our Committee.

We understand the importance of this project to the congregation as they work to create a safe and comfortable Church home. Our Committee shares the congregation's desire for a building which will serve as a key to social life and sustainability of the Francophone faith community in the Ottawa-Gatineau region.

We greatly appreciate receiving the comprehensive documents that the congregation has provided which we require for the purpose of considering proposed projects and the financial aspects of re-paying the loaned funds. We also appreciate the warm hospitality and openness that members of our Committee received during two site visits to the property on 20 November 2019 and 27 May 2020.

Church Extension Meeting – 3 June 2020

During the meeting yesterday, the Committee discussed the proposed project and the requested financing in detail. We talked about: the nature of the project in light of the present poor and deteriorating condition of the building; the suggested repayment terms and conditions of the requested loan; the congregation's ability to repay the loan taking account of their recent financial statements; and, a number of risks associated with the project, including the possible need for additional financing to undertake repairs to the interior of the building, additional financing to cover escalated costs as the work proceeds, and the likelihood of additional costs due to continued deterioration of the building as time goes on.

After the Committee had discussed the poor and deteriorating condition of the building, the proposed project, the financial aspects, and the risks associated with the project, the Committee unanimously decided that we are unable to provide a loan to cover the costs.

Consideration of Alternatives

During the meeting yesterday, we also considered a number of alternative ways that the congregation could consider in order to provide a Church home. Here are a couple of examples. In light of the deteriorated condition of the building and the limited financial capacity to repay the requested loan and other financial commitments, one possibility for the congregation to consider is to sell the building "as is" and then use the proceeds of the sale to develop a Church home and support the congregation going forward. Second, there may be opportunities to partner with another congregation or organization in the Ottawa-Gatineau region to share space and facilities. We could provide the congregation with assistance with pursuing alternatives such as these further.

We were encouraged that there are a number of alternative possibilities to consider in the spirit of creating the congregation with safe and secure space for worship and gatherings.

Conversation with the Congregation

Our Committee feels that there is some urgency in dealing with this matter due to the safety concerns associated with the building and the opportunity that is at hand to explore other ways to go forward. We suggest that a conversation with the congregation would be very useful at this stage to share the outcomes of the discussions yesterday and to explore alternative possibilities. We feel that it would be very worthwhile to arrange a meeting as soon as possible with officials of the congregation and people from the Eastern Ontario Outaouais Region to explore these and other promising ideas further. Accordingly, if you would find it useful, we will suggest a representative from the Church Extension Committee to work with you, the congregation, and other officials from the Region to explore alternative arrangements to meet the congregation's present and future needs. We look forward to the suggested meeting.

I trust that this letter responds to the question on behalf of the Executive of the Eastern Ontario Outaouais Regional Council concerning "... *whether the CEC is willing to loan the required funds*".

Many thanks again for participating in our meeting yesterday and best wishes for your leadership role in this matter.

With best regards,
Graham Campbell
Church Extension Committee

Appendix F

1

Église Unie St-Marc 142 Lewis St, Ottawa, ON K2P 0S7**Objet : Réponse à votre correspondance,**

La présente correspondance a pour objectif de donner des éclaircissements sur certaines questions et opinions soulevées par le Conseil régional de l'Est Ontario-Outaouais en réponse à l'approbation des travaux de rénovation et de réhabilitations de l'Église Unie Saint Marc, Ottawa.

1. Les dommages survenus pendant l'hiver, existaient ou étaient déjà prévisibles avant l'hiver. Pendant les travaux préparatoires les ingénieurs avaient d'abord scanné la structure et la fondation des murs, (voir le rapport d'inspection du document *conditions inspections reports / Church stratus report*). Les dommages étaient donc bien connus et prévisibles par toutes les parties et ce coût totale a été estimé par l'entrepreneur en fonction de cet état de la structure des murs et de la tour.
2. De plus, depuis le mois de février 2020, le site est à la gestion de l'entrepreneur et il a même installé une clôture pour sécuriser le public. Donc, nous sommes d'avis que l'état actuel des structures des murs ne va pas affecter l'estimation du coût total tel que soumis, car l'entrepreneur connaît bien l'état actuel du bâtiment.
3. Après les travaux de rénovation et de réhabilitation de la tour, le bâtiment de l'église sera certainement utilisable. Cependant, le Conseil de paroisse de Saint Marc est bien conscient de deux choses. Premièrement : après cette grande rénovation, le bâtiment de l'église sera bien sécuritaire et utilisable. Deuxièmement : des usures internes existent encore. Ces usures ne constituent aucunes menaces sécuritaires, elles seront retouchées progressivement, le plus rapidement possible, après cette grande rénovation.
4. Cependant, suite à la demande des envoyés du CEC pour avoir l'idée des besoins en rénovation internes, nous avons demandé au même entrepreneur de nous faire une estimation approximative (voir la copie en attache).

5. Nous soulignons que le partenariat entre L'Église Saint Marc et Odawa community (OC) centre, est toujours en progression, OC a soumis une demande de financement au gouvernement et attend encore la décision.
6. Toutefois, Il est important de noter que saint Marc demeurera responsable pour assurer les rénovations qui s'imposeront, autant extérieures qu'intérieures.
7. L'église Saint Marc dans son entente avec la Communauté Odawa, partagera ses locaux pour les accommoder dans leurs programmes et dans un esprit d'entente afin de matérialiser et de soutenir la relation entre Église Unie du Canada et la Communauté autochtone.
8. La communauté Odawa connaît déjà les besoins de Saint Marc en matière de rénovation et s'est engagé surtout en ce qui concerne l'aménagement interne pour accommoder leurs différents programmes, dans le bâtiment de l'Église, si elle recevait ce financement du gouvernement.
9. En ce moment, il faut noter que bien que l'espoir est grand, le gouvernement ne s'est pas encore prononcé sur ce projet de plus de deux millions de dollars.
10. C'est la raison pour laquelle, Saint Marc ne peut pas compter tout de suite sur la contribution d'OC, surtout qu'il y a péril en la demeure si rien n'est fait urgemment pour sauver le bâtiment de l'Église saint Marc.
11. Le Conseil de paroisse (CP) de l'Église saint Marc a pris note de l'opinion des membres de l'Exécutif régional à l'état actuel ; toutefois réitère leur requête de revoir leur décision en anticipant sur conséquences que pourraient occasionner le non secours de cette infrastructure, qui présentement constitue un danger public.
12. Tout en sachant que notre Conseil Exécutif Régional est excessivement submergé par de nombreuses urgences, nous avons l'impression que le dossier a été traité très hâtivement, mais nous considérons qu'une étude approfondie de ce dossier s'avérerait nécessaire avant de prendre une décision.
13. Le CP pense qu'il devrait être écouté et avoir la chance d'éclairer la région sur l'importance de ce projet avant la prise de leur décision. Le CP est néanmoins d'avis qu'il y a une grande incompréhension entre la région et la paroisse Saint

- Marc. Une incompréhension fondée et justifiée, compte-tenu que Saint-Marc vient de faire un choix récemment d'adhérer à la région de l'Est Ontario.
14. Certes que les barrières linguistiques, culturelles et autres différences lié à la cognition sociale, restent un défis que les deux paliers de leadership doivent façonner par voie de dialogue et communication pour harmoniser notre relation et développer des programmes de formations qui nous permettrons de se connaître davantage et de travailler ensemble comme une seule communauté de foi chrétienne poursuivant les mêmes objectifs.
15. En ce qui concerne le crédit financier demandé, il est proposé suivant les estimations soumis par l'entrepreneur qui a soumissionné après avoir étudié les résultats des études en besoin de rénovation. Le montant demandé couvrira toutes les rénovations et réhabilitation du bâtiment ainsi que les autres aléas imprévus.
16. Objectivement, le CP comme emprunteur, a essayé d'être réaliste et demande une dette qu'il considère être capable de rembourser, mais aussi suffisant pour couvrir la totalité de leurs besoins immédiats en rénovation. Tel que décrit dans le document du plan financier dont la copie vous a été envoyée, le CP croit avoir éclairé le CEC sur ses capacités et garanties pour rembourser cette dette.
17. En ce qui concerne la somme à déboursier, les modalités de remboursement telles que l'intérêt sur le prêt et les délais de remboursement, sont des prérogatives du bailleur qui est le Comité d'extension de l'Église, qui prendra la décision appropriée suivant leurs compétences et responsabilités.
18. Le CP reconnaît qu'il y avait une offre répétitive d'achat en 2014 et aussi avant cette date, de la part de notre locataire, du restaurant et du terrain de stationnement. Pourtant le CP avait rejeté cette option comme n'étant pas profitable à la communauté de Saint Marc. Depuis 2017, sous la coordination de Kristine Greenway et Angelika Piché nous avons organisé des ateliers de concertation de tous les paroissiens pour échanger sur les aspects de l'avenir de l'Église unie Saint Marc.
19. La question de vendre le terrain et du bâtiment de l'église et l'option de ne pas vendre et penser à la rénovation et réhabilitation était longuement débattues par

les paroissiens, et un comité ad-hoc présidé par Angelika Piché a été constitué pour étudier cette question.

20. Après présentation des résultats d'une étude approfondie de besoins de saint Marc, une motion de paroisse a été votée par les paroissiens, optant pour ne pas vendre et garder la propriété de l'église intacte, recommandant plutôt de faire des rénovations nécessaires pour la communauté présente et future d'Ottawa-Gatineau.
21. La communauté de Saint Marc estime toujours que la réparation de leur bâtiment et le maintien de leur propriété reste beaucoup profitable, et C'est dans ce processus que s'est investi le CP pour commencer les travaux de rénovation. Ainsi, en 2018 nous avons changé la toiture, nous comptons sur votre soutien pour poursuivre le reste des travaux de rénovation dans le sens de rentabilisé cette infrastructure de grand intérêt communautaire.
22. Enfin, le Conseil de la paroisse St-Marc dans l'espoir qu'il aurait éclairé les membres du Conseil régional sur certaines questions soulignées dans leur correspondance, vous remercie d'avance pour l'intérêt que vous porterez à sa requête; tout en restant entière à votre disposition pour toute autre zone d'ombre dans ce projet.

Fraternellement en Jésus-Christ notre Seigneur et Sauveur

*Pour le CP,
Félix Bigirimana.*

Appendix G

**“Safely Reopening our Churches”: A Letter to Our Communities of Faith
June 11, 2020**

We have all been living through an unprecedented time over these past few months as we live with the reality of COVID-19. We are aware of the struggles – both financial and emotional – that individuals are experiencing, and our Communities of Faith are no exception. People are longing for things to return to “normal”, but whatever that is in the future is yet to be seen. We have all worked hard to “flatten the curve” but we still need to be vigilant.

The Ontario Government has announced the introduction of Phase 2 which allows churches to begin reopening as of Friday, June 12, 2020, yet with some very specific rules. According to the government’s news release, *“all places of worship are permitted to open with physical distancing in place and a maximum of 30% of capacity”*. As your Community of Faith considers its next move, careful consideration must be given to all aspect of what is necessary for a safe reopening of our church buildings, such as marking seating at 2 metres apart.

As your governing bodies begin the conversation regarding reopening, we remind you that there is no requirement to begin having in-church worship services. Many Communities of Faith have decided to be cautious and delay any in-person worship services until September or even later. When considering reopening our churches, we need to remember that we are also called to ensure that our buildings are a safe place. While the decision lies with each local governing body, **the Executive of the Eastern Ontario Outaouais Regional Council is recommending that churches not reopen until it is safer to do so.**

When your Community of Faith is considering reopening, be aware that there is much more to be considered than just when the first service will be held. The United Church of Canada and Eastern Ontario Outaouais Regional Council Executive is asking each community of faith to **create a written plan** which outlines in detail the steps that will be taken to prepare for a reopening, as well as ongoing steps that will be taken to ensure that the physical building and its contents remain clean. This written plan for reopening shall be sent to the Regional Council for review before any local action is taken.

It is also the recommendation of the Eastern Ontario Outaouais Regional Council Executive that each Community of Faith contact their local health unit to ask their advice on reopening. As you consider reopening your church building, please consider how you might handle the following, which is by no means an complete list of things to ponder: entry and exit, seating people in the pews, no singing/choirs, use of washrooms, use of PPE/masks, potential visitors.

As you consider reopening, remember that this does not just affect the members of the congregation, but also your ministry personnel who may have health conditions that weaken their immune system, or have immunocompromised members of their family. It is important that you work with your minister(s) to accommodate their concerns for their and their family’s health, as part of our focus in all of our pandemic planning on the health of our staff, volunteers, church members, and all those we serve.

As your Community of Faith considers whether to reopen or to remain closed for the time being, please be in touch with at the Eastern Ontario Outaouais Regional Council Office if you have any questions or concerns.

Here are a number of resources available that will help you make decisions regarding reopening.

- <https://nakonhakaucc.ca/blog/2020/05/30/process-for-gradual-re-opening-of-church-buildings-peter-bisset/>
- www.shiningwatersregionalcouncil.ca/emergency-plan
- <https://www.united-church.ca/community-faith/being-community/safety-considerations-reopening-during-pandemic>

-
- <https://www.churchleadership.com/leading-ideas/why-reopening-a-church-is-different/>

There are also several recording of recent webinars on United-in-Learning.ca:

- <https://www.united-in-learning.com/index.php/webinars/recordings/346-congregational-programming-opening-our-buildings-may-28>
- <https://www.united-in-learning.com/index.php/webinars/recordings/348-congregational-programming-more-opening-our-buildings-june-4-2020>

We also recommend checking out the resource that Living Skies Regional Council developed a as discernment process for developing a reopening plan. It can be found at <https://livingskiesrc.ca/re-opening-buildings-discernment-and-planning-resources/>

Another excellent resource has been developed by the Government of Alberta. Please remember that the information in this resource applies only to Alberta, but it can be of assistance to you as you plan for reopening. <https://www.alberta.ca/assets/documents/covid-19-relaunch-guidance-places-of-worship.pdf>

Appendix H

Minutes of the Pastoral Relations Commission meeting held on June 9, 2020

A meeting of the Pastoral Relations Commission was held via Zoom Conference call on Tuesday, June 9, 2020 at 1:00 p.m.

PRESENT:

Ina Bromley, Ed Gratton, Wayne Harris, Charlotte Hoy, Sharon MacDonald, Erin McIntyre, Karen McLean, Janet Nield, Whit Strong (9)

REGRETS: Linda Suddaby (1)

CALL TO ORDER, OPENING PRAYER:

Chair Wayne called the meeting to order at 1:05 p.m. He thanked everyone for calling in and offered an opening prayer to begin the meeting.

QUICK CHECK-IN:

Members checked in with updates since the last meeting.

CORRESPONDENCE:

All correspondence will be dealt with under appropriate sections of the agenda.

ACCEPTANCE OF MINUTES OF MAY 12, 2020

Motion 19/20-107 (E. McIntyre/ S. MacDonald) “that the minutes of the EOORC PR Commission for May 12, 2020 be approved as distributed.” **CARRIED**

CHANGE IN PASTORAL RELATIONS:**Rev. Gwen Hermann**

Motion 19/20-108 (I. Bromley/ E. McIntyre) “that the EOORC PR Commission acknowledges the request of the Rev. Gwen Hermann (OM) Apple Hill: Zion & Maxville-Moose Creek Pastoral Charges, to retire effective July 1, 2020.” **CARRIED**

LIAISONS and PASTORAL CHARGE SUPERVISORS:**Pastoral Charge Supervisors and Liaisons required:**

There continue to be very many pastoral charges requiring Pastoral Charge Supervisors or Liaisons or both. Whit works constantly to try to find persons to fill these positions – all commission members are urged to keep looking as well.

CALLS/APPOINTMENTS:**Melville Eganville P.C. – Michelle Robichaud**

Motion 19/20-109 (E. Gratton/C. Hoy) “that the EOORC PR Commission approves the reappointment of Michelle Robichaud (Candidate), to the Melville Eganville Pastoral Charge, 20 hours/week as Candidate Supply (CS) with a total remuneration of twenty-four thousand six hundred sixty-eight dollars (\$24,668), effective July 1, 2020 – June 30, 2021.” **CARRIED**

Emmanuel P.C. – Brian Copeland

Motion 19/20-110 (I. Bromley/S. MacDonald) “that the EOORC PR Commission approves the reappointment of the Rev. Brian Copeland (OM-R) to the Emmanuel Pastoral Charge, 30 hours/week as Retired Supply (RS) with a total remuneration of fifty-nine thousand four hundred and twenty dollars (\$59,420), effective September 1, 2020 – June 30, 2021.” **CARRIED**

Perth: St. Paul's P.C. – Arlyce Schiebout**Motion 19/20-111** (C. Hoy/ E. McIntyre) “that the EOORC PR Commission approves the reappointment

of the Rev. Arlyce Schiebout (OM-R) to the Perth: St. Paul's Pastoral Charge, 40 hours/week as Retired Supply (RS) with a total remuneration of sixty-nine thousand seven hundred sixty-seven dollars and sixty-one cents (\$69,767.61), effective July 1, 2020 – December 31, 2021.”

CARRIED

St. Andrew's Westmeath P.C. – James Young-Key Min**Motion 19/20-112** (I. Bromley/ S. MacDonald) “that the EOORC PR Commission approves the reappointment of the Rev. James Young-Key Min (OM-R) to the St. Andrew's Westmeath Pastoral Charge, 14 hours/week as Retired Supply (RS) with a total remuneration of twenty-three thousand one hundred fifty-four dollars and fifty-five cents (\$23,154.55), effective July 1, 2020 – June 30, 2021.”**CARRIED****Apple Hill: Zion P.C. – Gwen Hermann****Motion 19/20-113** (I. Bromley/ S. MacDonald) “that the EOORC PR Commission approves the reappointment of the Rev. Gwen Hermann (OM) to the Apple Hill: Zion Pastoral Charge, with a new effective date of October 1, 2020.”**CARRIED****For Information**

Wayne presented a list of nine (9) appointments that are set to expire June 30, 2020. Whit reviewed them and updated the Commission on the status of each one.

FOLLOW-UPS FROM LIAISONS AND PC SUPERVISORS:

The Liaisons on the Commission provided updates on the Pastoral Charges with whom they are working. One noted that some of the charges are already calling to ask about reopening their churches based on reports from the government this week. The consensus is that EOORC Executive meets on Thursday so all Communities of Faith should be urged to wait for a statement from the Executive before moving ahead with any form of reopening.

OTHER BUSINESS:**Phone/Communications motion**

There are many ways to look at the issue. After hearing all the comments, the Commission agreed on several points.

- The \$1000/yr recommended by the Commission is a minimum number. It is not supposed to be pro-rated according to the hours of the appointment/call.
- Churches need to realize the fact that having access to internet and Wi-Fi is a necessity and not just because of Covid-19.
- This is something that Liaisons should discuss with search committees. There must be a certain level of technical support to encourage ministers to consider applying for a call or appointment.

The unanimous consensus of the Commission was that the recommendation remains at \$1000/yr. for phone/communications. Whit will relay this to the Executive.

Maxville-Moose Creek P.C.

Whit presented the Commission with background information regarding Gwen Hermann's move to Apple Hill: Zion P.C.

Richmond P.C. (Ottawa)

The situation at Richmond P.C. will be discussed at Executive on Thursday, June 11 so it was felt the Commission should also look at the matter in case they had anything to offer to the Executive. Whit presented the facts and, after considerable discussion, the following motion was presented:

Motion 19/20-114 (E. McIntyre/ I. Bromley) that the Pastoral Relations Commission (PRC) recommends to the EOORC Executive that a commission be created under section C.2.3 of *The Manual 2019* to assume control of the Community of Faith of Richmond Pastoral Charge (Ottawa), effective immediately.”

CARRIED

NEXT MEETING: Next meeting July 14, 2020 1:00 – 3:00 p.m. via Zoom.

CLOSING: Erin offered our closing prayer. The business of the Commission being completed, Chair Wayne thanked everyone for attending and declared the meeting closed at 2:13 p.m.

Appendix I**Governance Structure for St. Paul's-Eastern United Church**

Proposed Governance Structure submitted to Members and Adherents of St. Paul's-Eastern United Church (SPEUC) by the Council of SPEUC and approved at SPEUC Annual General Meeting March 1, 2020

Proposed Governance Structure

1. A Council Structure as defined in [*The UC Manual 2019*](#) (B.7.5 –B.7.9), consisting of:
 - a term of two (2) years, renewable for periods not generally to exceed three (3) terms, composed of:
 - Council Officers composed of: Chair; Secretary; Treasurer (to include responsibilities as Treasurer for the Pastoral Charge and the Mission and Service fund); Chair of the Ministry and Personnel Committee; Chair of Property; and Chair of Worship; and the member of the Order of Ministry called or appointed to the pastoral charge, who is ex-officio.
 - Council Members: a representative of the Trustees and others identified based on their known passion or interest in emerging priority areas within the Pastoral Charge's Strategic Plan. Each Council Member would act as a commission of the full Church Council to take on responsibilities for a specific project area, and would have the authority to make decisions on its behalf within the mandate defined, including the authority to make financial expenditures if the specific area of responsibility has its own "budget line" and within limits set by Church Council
2. How would it work?
 - The Congregation would:
 - set the long-range plan that will guide SPEUC Council;
 - appoint the Council Officers to their specific positions at the Annual General Meeting or at such other duly called Congregational Meeting as might become necessary as circumstances warrant.
 - Council Officers would:
 - fulfil their individual specific mandated responsibilities as outlined in The Manual 2019;
 - identify and name the Council Members to the Church Council with commissions to take on responsibilities for specific project areas of particular focus or priority as outlined in the Church Mission Statement and Strategic Direction, examples of such areas of responsibility being Pastoral Care, Outreach, Christian Education, Reconciliation, Young Adults and Students or other groupings, or new and emerging priority areas requiring attention in line with the Strategic Direction and 3-year Action Plan;
 - have the authority to make decisions on behalf of the Church Council if necessary, between Church Council meetings.
 - Council Members would:

- prepare yearly action plans for their assigned project area for approval of the Church Council;
 - form working groups or work individually on their specific project area;
 - report progress as pertinent to the Church Council at its regularly scheduled meetings, either in writing, if informational in nature, or in person, if direction or decisions are required.
- The Church Council as a governing body would:
 - prepare a 3-year Action Plan, based on the approved Strategic Direction;
 - conduct Annual Reviews of progress achieved and report back to the congregation at the Annual General Meeting, along with any recommendations for significant changes to the original Plan;
 - meet monthly through the school year and as needed in the summer months.
- In addition to their specifically mandated areas of responsibility, all members of the Church Council are responsible for participating actively in all matters brought to the Council for collective discussion, direction or decision.
- Quorum is when at least one-third (1/3) of Church Council membership is present. A meeting of Church Council may only take place if one of the following is present: i) the member of the Order of Ministry who has been settled or appointed to the pastoral charge; or ii) another person appointed by Regional Council to attend the meeting (See The Manual, B.7.7.4).

Operating Guidelines

- Transitional procedures
 - In order to transition from the current Council structure with two (2) year terms for all officers and members, and to avoid major turnover in any given year, for the first year of implementation of the newly approved Council structure, some officers and/or members will be appointed to Council for one (1) year terms for the first year, renewable. Within 3 months of Regional Council approval of the proposed governance structure, those members with one (1) year terms and those with two (2) year terms will be identified by motion of Council.
- Decision making
 - Annual General Meetings will take place in February or March each year, after the fiscal documents have been completed.
 - Church Council Meetings will make decisions, preferably through achievement of consensus, or, as required, by vote where majority rules (ie 50% plus 1 of the membership).
 - Voting will be done in person where possible. If necessary, electronic voting is allowed, including via videoconferencing and via emails. Preference will be given for simultaneous gatherings. Results of all electronic votes will be recorded in official Council minutes at the next regularly scheduled Council meeting.
 - Minutes of Council Meetings will be produced, in both electronic and hard copy, recording the decisions taken and will be made available to the congregation, both through posting of hard copy and on the church website. Confidential personnel matters are discussed in camera and minutes of such discussions are not made public in order to respect their confidential nature.
 - Annual Reports and Minutes will be submitted to the EOORC annually, in accordance with UCC Archive Policies.
- Budgets and financial expenditures
 - Committee/Commission budgets will be approved at Council and then at the AGM. Council Members will have the authority to make financial expenditures for their specific area of responsibility once approved. Permission will be required from Council for expenditures which exceed the approved budget.
 - For accountability purposes, regular reports of budget expenditures will be made to Council, with frequency to be determined by Council, and a report of annual expenditures will be available to the congregation in the Annual Report.
- Updating process
 - These Operating Guidelines are intended to serve as base-line principles for accountability purposes, but also for purposes of efficient Church operations. As such, Council is not bound by a literal interpretation of these operating principles, at the expense of good decision-making.
 - Council may, from time-to-time, update these Operating Guidelines to ensure that Church officers and staff can perform their responsibilities as efficiently as possible, while ensuring their accountability.

Appendix J

Policy Regarding licences to administer the Sacraments

| | |
|--|-----------------------------|
| POLICY NAME: Policy regarding Licences to Administer the Sacraments | Date Approved: June 11 2020 |
| | Review date: |
| Purpose: The purpose of this policy is to clarify expectations regarding licences to administer the Sacraments. The Manual I.2.4. | |

Preamble

This document outlines the Eastern Ontario Outaouais Regional Council's policy regarding licences to administer the Sacraments.

Policy**1. General Policy**

The regional council may grant a licence to administer the sacraments to

- a) a designated lay minister, candidate supply, diaconal supply, ordained supply, or retired diaconal minister;
- b) lay people who were serving as a designated lay minister at the time of their retirement and who had been recognized by the regional council as a designated lay minister; and
- c) members of communities of faith without a called or appointed member of the order of ministry or designated lay minister. A member holding a licence to administer the sacraments is called a "sacraments elder." There are policies for the qualifications, assessment, and education of lay people to be sacraments elders

2. Diaconal Ministers

The regional council must grant a diaconal minister a licence to administer the sacraments when the diaconal minister is serving in a call or appointment, or are employed in another ministry position. The licence will be for the duration of the call, appointment, or other ministry position.

3. Process

The regional council is responsible for making a decision on whether to grant a person a licence under section I.2.4.1 above. The community of faith may initiate the process by making a request to the regional council that a licence be granted. In the case of a candidate supply, a letter from the training institution/professor/instructor/mentor noting the completion of a course of study on the sacraments is required and a full year of experience with the requesting community of faith.

4. Terms of Licence

- a) A designated lay minister who has been recognized by the regional council may administer the sacraments within the bounds of the regional council where they are a member for the duration of the appointment.
- b) A candidate, once having fulfilled the academic and year-of-experience requirements, or a diaconal supply who has been appointed to a community of faith may administer the sacraments in that community of faith for the duration of the appointment.
- c) A member who was serving as a designated lay minister at the time of their retirement, and who had been recognized by the regional council as a designated lay minister may administer the sacraments within the bounds of the regional council who is granting the licence. They must act in co-operation with the governing body of the community of faith where they are administering the sacraments.
- d) A sacraments elder may administer the sacraments in their community of faith for a 12-month term that may be renewed. The licence automatically ends if a member of the order of ministry or designated lay minister is called or appointed to the community of faith.

The requirements to name and licence a lay person as a sacraments elder can be found in the Sacraments Elder Handbook: https://www.united-church.ca/sites/default/files/handbook_sacraments-elders.pdf

The Regional Council:

1. Recognizes that the office of Sacraments Elder was intended for exceptional circumstances. The absence of a settled, called or appointed minister on a community of faith does not, in itself, trigger the licensing of a Sacraments Elder.
2. The Pastoral Relations Commission confirm the need for a Sacraments Elder and the suitability of the proposed person before the training takes place. The Regional Council Executive may not concur with the recommendations.
3. The Sacraments Elders Workbook will be the principal guide for instruction on the administration of the sacraments. The Pastoral Relations Minister shall be responsible to provide the training. The training is approximately 16 to 20 hours, timing to be divided between two to four modules with sufficient time between them for reflection.
4. The Pastoral Relations Commission will recommend appointing an ongoing mentor, potentially the pastoral charge supervisor.
5. Upon completion of this process, the Pastoral Relations Commission will bring a motion to the Regional Council Executive for action.

Appendix K

**Eastern Ontario Outaouais Regional Council
Support for Communities of Faith, Clusters and Networks
May 2020 Report**

Online Learning Clusters – Since the beginning of the COVID-19 crisis in March, I have been facilitating two online learning clusters providing an opportunity for participants to connect online and reconnect with scripture. One learning cluster (“Psalm Circle”) is focused on a weekly study of the Psalms. The other (“Opening the Book”) involves meeting online to listen to and then discuss interviews with well-established biblical scholars and writers about different approaches to biblical interpretation. The number of participants in each group has ranged between 15 and 25 people each week, connecting lay people and active and retired ministry personnel from urban, suburban and rural communities around the region as well as from different parts of the country and other church contexts. This has been an excellent way to build personal connections and deepen theological reflection, especially during a time when many people are dealing with the challenges of isolation and anxiety related to COVID-19.

Innovation Cluster – In cooperation with Carla Leona of the EDGE Network for New Ministry Development, I have been hosting two online conversations with representatives from the Ottawa Community Foundation (OCF) to talk about how churches can build partnerships to work for sustainable and systemic change in their communities. The first conversation, held Tuesday May 19, explored the theme of “Being a Backbone Organization,” with Marco Pagani, President and CEO of OCF as the principal guest speaker. There were 48 registrants for the conversation from numerous communities of faith in Ottawa and around the region. The next conversation will be held on Tuesday, May 26, with Rebecca Aird of OCF speaking on the theme of “Affordable Housing.” There are currently 40 registrants.

Workshop on Grants and Funding for Rural Ministries (and others) – As staff support for the Vision and Transformation Leadership Team, I have been working on designing a series of online workshops to help EOORC communities of faith generate innovative ideas for new ministry and seek appropriate funding support, with a focus on rural ministries. V&T Leadership Team members Charles Barrett and Cindy Casey have been serving as a work team to provide input to the design process. There will be a meeting of the V&T Leadership Team on May 26 to discuss the draft of the workshop proposal.

EOORC Website Update on Clusters and Networks – With Anita Jansman’s assistance, the information about Communities of Faith, Cluster and Networks on the EOORC website has recently been updated. A number of new links for cluster and network resources have been added.

Networks – Network development is ongoing, as reflected in some of the updated material on the website. In particular, there has been further movement towards the formation of regional networks in the areas of affordable housing, refugee sponsorship, indigenous justice, and peace-building in Palestine/Israel. The possibility of developing and hosting a series of online conversations inviting those around the region who share an interest in these issues to come together is currently in development.

EOORC Adaptation of Stone Soup Network – The Stone Soup Network (<https://stonesoupnetwork.ca>) is a community-building initiative developed through Windermere United Church in Toronto. This model is sufficiently established that it can be implemented by other communities of faith (individually or through clusters) in different neighbourhood and community contexts. I have been in conversation with a number of EOORC communities of faith to explore whether the Stone Soup Network might be a possible initiative that would work in their context. Conversations are ongoing.

National Conversation on Leadership Development for Congregations without Paid Ministry Personnel –

Over the past several months, I have been involved in conversations with numerous staff members from GCO and other regions to discuss training, technological and other program resources that could provide support to communities of faith that fall within the general description of “lay led congregations.” These resources are currently in development and conversations are ongoing.

National Conversation on Covid And After – Since April, EDGE has been hosting weekly meetings to discuss the current impacts and future implications of COVID-19 on United Church communities of faith. These meetings are open to anyone as a site for brainstorming conversation to identify potential areas for strategic planning (contact ABelaskie@united-church.ca). I attend as often as I can, to keep abreast of areas of emerging interest as the pandemic continues.

Story Night with Parish Collective; Ecological Grief Workshops – Parish Collective’s Story Night initiative, and Ecological Grief Workshops (hosted by Robin MacDonald and Andrea Prazmowski) are two initiatives within EOORC that have received Embracing the Spirit funding with EOORC serving as sponsor. Both of these projects were initially envisioned as face-to-face opportunities for community building and spiritual deepening open to seekers from all backgrounds. Given the physical distancing requirements of COVID-19 they are now being revised, over the next months, to provide alternate offerings via Zoom, Instagram, Facebook and other forms of social media.

Social Justice Network of Ontario Regions (SNJOR) – As staff support to this province-wide network, I participated in the most recent SNJOR meeting on May 6. Minutes of the meeting have been submitted separately by Charles Barrett, SNJOR Chair.

Jane Dawson
Minister Supporting Communities of Faith, Clusters and Networks
May 21, 2020

Appendix L

Eastern Ontario Outaouais Regional Council, United Church of Canada Communications and Administrative Assistant Report to the Executive June 11, 2020

1. 2020 Annual Meeting

I plan to work with Brian Cornelius to best resolve the issue of refunding all the registrants to the Annual Meeting that was to take place in Cornwall. Now that it's been decided to move the event online, everyone who had paid will need to receive a refund.

This will be announced in an upcoming newsletter.

2. COVID-19 Response

I continue to update the web page as needed.

3. EOORC Directory

The 2020 Directory of Lay Representatives and Pastoral Charges is almost complete. I hope to have it ready for distribution in time for an announcement in *EOORC News*, June 17.

Appendix M

Eastern Ontario Outaouais Regional Council Response to Racism

June 9, 2020

The United Church of Canada Eastern Ontario Outaouais Regional Council has been shaken to the core by the anti-black racist and violent murder of George Floyd.

As believers, God is calling us to live love in the world, to believe we are all equal before God, and anti-black racism is a sin and violates God's desire for humanity. We believe anti-black racism is present in our society and our church, and throughout time has manifested itself in many forms in varying degrees.

Rev. Michael Blair, the Executive Minister for Church in Mission, United Church of Canada/L'Église Unie du Canada, states, 'I need you to know that George Floyd's cry: "I can't breathe," is a daily reality for many black folks. It is important, yes, to be angry at the physical violence of a knee to the neck. And know that your silence at the systemic and unending racism that black folks experience daily is in itself an act of the knee to the neck...'

We believe we are called to work against anti-black racism and for a society in which God's love is realized. Therefore, we are called to speak and act, not to be silent. It is imperative to work on the call of God - to name anti-black racism and racial violence, to question assumptions and examine more closely how the status quo keeps us divided, and part of our community under constant threat.

The United Church of Canada Conseil Eastern Ontario Outaouais Regional Council is committing itself to raising our voices in dismantling anti-black racism and racial violence – we will not be silent. Today and in the weeks, months, and years to come, our raised voices will articulate concrete actions for healing wounds and transforming systems and structures to a diverse and inclusive society.