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**ANNUAL GENERAL MEETING**  
**May 7-8, 2021**  
**Motions & Appendices**

(May 7<sup>th</sup> 2021)

**2021-05-7-8\_42 OMNIBUS MOTION** (R. Lambie/B. Harman) that the Eastern Ontario Outaouais Regional Council move the following:

1. That the enabling motions as circulated in the Report Book (May 7-8 2021) be adopted;
2. That the agenda as circulated be adopted;
3. That the minutes of the Eastern Ontario Outaouais Regional Council Annual General Meeting of October 16-17, 2020 be accepted as circulated;
4. That the Equity Monitor for this meeting be: Rev. Teresa Burnett-Cole;
5. That members of the Tech Team serve as Scrutineers: Karen McLean, David Patterson, and Gary McKay;
6. That the parliamentarians for this meeting be: Kimberly Heath et al TBD;
7. That the Chaplains for this meeting be: TBD.

**2021-05-7-8\_43 MOTION** (R. Lambie/B. Harman) that the Eastern Ontario Outaouais Regional Council close nominations for President-Elect, 44<sup>th</sup> General Council (lay) Commissioner and Executive (lay) member on this day at 4:30 PM.

(May 8<sup>th</sup> 2021)

Report Book (see **appendix A**)

**2021-05-7-8\_44 MOTION** (R. Lambie/B. Harman) that the Eastern Ontario Outaouais Regional Council General receive the Annual General Meeting Report Book (May 7-8, 2021) as circulated.

Scrivens/Baillie Leadership Team Terms of Reference

**2021-05-7-8\_45 MOTION** (R. Lambie/B. Harman) that the Eastern Ontario Outaouais Regional Council provisionally adopt the Terms of Reference of the Scrivens/Baillie Leadership Team as written in the Governance Handbook, with the understanding that the completed Terms of Reference will be presented at the next general meeting.

License to Administer the Sacraments Policy (see **Appendix B**)

**2021-05-7-8\_46 MOTION** (R. Lambie/B. Harman) that the Eastern Ontario Outaouais Regional Council adopt the License to Administer the Sacraments Policy as circulated.

Pastoral Relations

*Continuing Education and Travel Reimbursement*

**2021-05-7-8\_47 MOTION** (R. Lambie/B. Harman) that the Eastern Ontario Outaouais Regional Council adopt the policy that Continuing Education and Travel be reimbursed based on the submission of receipts rather than a set amount being paid on a monthly basis.

2020-11-26\_143 MOTION (J. Noordhof/T. Burnett-Cole) that the Eastern Ontario Outaouais Regional Council Executive supports the recommendation of the Pastoral Relations Commission Travel/Con Ed Policy, that, for all new calls and appointments, allowances for Continuing Education and Travel be reimbursed based on the submission of receipts (Con Ed) and travel log (Travel) rather than a set amount being paid on a monthly basis.  
Carried

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*Minimum amount for phone /Internet expenses of \$1000/yr.*

**2021-05-7-8\_48 MOTION** (R. Lambie/B. Harman) that the Eastern Ontario Outaouais Regional Council adopt the policy establishing 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.

2020-06-11\_087 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

### Nominations List

**2021-05-7-8\_49 MOTION** (S. Hutton/K. McLean) that the Eastern Ontario Outaouais Regional Council General receive the Nominations List:

#### EOORC Executive

(L) – Lay member; (OM) Ordered Ministry

1. Past-President – Bronwen Harman (L)
2. President – Rev. Takouhi Demirdjian-Petro (OM)
3. President-Elect – *Vacant*
4. Indigenous Community – Rev. Teresa Burnett-Cole (OM)  
Members at large:
5. Jim Allen (L)
6. Linda Stronski (L)
7. Rev. John Noordhof (OM)
8. Cathy Ryan (L)
9. Carolyn Ruda (L)
10. Rev. Ryan Kim (OM)
11. Rev. Lynne Gardiner (OM)
12. Rev. Cindy Casey (OM)
13. Susan Hutton (DLM Candidate)

Full member: Rev. Rosemary Lambie (Regional Executive Minister)

Corresponding Members: Joel Miller (Assistant to REM and Secretary of Region), Anita Jansman (Communications and Administrative Assistant), Dana Ducette (Youth), Jane Dawson (Clusters and Networks), Rev. Whit Strong (Pastoral Relations), Karen Valley (Office of Vocation), Rev. Brian Cornelius (Treasurer)

#### Leadership Teams

1. *Church Extension: Directors:* Bert Cosman, Graham Campbell, David Debenham, Alan Gale, Daniel King, Charles Knight, Mike Nyenhuis, Don Reynolds; *Members:* Catherine Grant, Judy Harms-Potter, Linda Suddaby, Ted Brett; *EOORC Appointments:* Brian Cornelius (Resource: Rosemary Lambie)
2. *Communications:* JoAnne Fletcher, Lois Leroux and David Patterson (Resource: Anita Jansman)
3. *Finance:* Brian Cornelius (Treasurer), Bruce Jackson, Margaret Scott, Joe Smarkala, Evered (Ev) Zytveld, Rev. Cindy Casey, Jane de Snaijer and Rev. Jessica Hetherington (Resource: Rev. Rosemary Lambie)
4. *Licensed Lay worship Leaders (LLWL):* Georgina Fitzgerald, Rev. Eric Lukacs, Sharon MacDonald, Cathy Ryan, Norma Wrightly, Rev. Elaine Beattie, Lynda Blanchard and Terrie Chedore (DM) (Resource: Rev. Whit Strong)

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5. *Nominations*: Sue Hutton, DLM (Chair), Rev. Kimberly Heath, Susan DeHaan, Karen McLean, Bronwen Harman and Rev. Takouhi Demirdjian-Petro – as President (Resource: Rev. Rosemary Lambie, Joel Miller)
  6. *Pastoral Relations*: Ina Bromley, Wayne Harris, Charlotte Hoy, Sharon MacDonald, Erin McIntyre, Linda Suddaby, Jim Allen, Karen McLean (recording secretary) (Resource: Whit Strong)
  7. *Property and Finance*: Don Reynolds (Chair) Ted Brett, Judy Harms-Potter, Linda Suddaby (Resource: Rev. Rosemary Lambie)
  8. *Scrivens-Baillie*: Michael Harris (Chair) Ryan Babcock, Ken Brownness, Malcolm Collins, Rev. Brian Cornelius, James Murray, Larry Richardson, and Ev Zytveld (Resource: Rev. Rosemary Lambie)
  9. *Vision & Transformation*: Rev. Cindy Casey (Chair), Jim Allen, Charles Barrett, Lynn Boothroyd, JoAnne Fletcher, Bronwen Harman, Phyllis MacRae, Janice Peron, Deb Poirier, DLM, Eleanor Smith, Bob Williams and Patsy Henry (Resource: Jane Dawson)
  10. *YAYA*: Rev. David Sherwin (Chair), Rev. Steve Clifton, Heather McLurg-Murphy, Cathy Ryan, Hazel Ward-Moreau, Janet Nield, DM, Margaret Eddy, Kevin Moratz, and Tiina Cote (Resource: Dana Ducette)
  11. *Social Justice Network of Ontario Regional Councils*: Charles Barrett (Chair) (Resource: Jane Dawson)
  12. *Stewardship*: Carolyn Ruda, Charlotte Hoy, Ray Lebeau, Nancy Hazen and Carolle Dallas-Arbuckle (Resource Roger Janes)
  13. *Representative to The Ottawa School of Theology and Spirituality*: Rev. Richard Hollingsworth
  14. *Affirming Leadership Team*: Linda Stronski, Cathy Ryan, Bronwen Harman, Kim Baird and Rev. Richard Hollingsworth
  15. *Representatives to Multi-Faith Housing*: Sue Smarkala and Rev. Diane Cardin

General Council 44 Commissioners (biographies of nominees available on Regional Council website)

**2021-05-7-8\_50 MOTION** (R. Lambie/B. Harman), that the Eastern Ontario Outaouais Regional Council nominate the following persons serve as Commissioners to the 44<sup>th</sup> General Council:

*Lay 44<sup>th</sup> General Council Commissioners*

1. Nicole Beaudry
2. David Patterson
3. Hazel Ward-Moreau
4. Oakley Hart (Under 30)
5. Youth Pilgrim (\*)
6. **Vacancy**

*Ordered 44<sup>th</sup> General Council Commissioners*

1. Rev. Takouhi Demirdjian-Petro (RC President)
2. Rev. Demanya Kofi Akoussah
3. Rev. Don Anderson
4. Rev. Erin Burns
5. Rev. Lynne Gardiner
6. Rev. Mary Royal-Duczek
7. Susan Hutton (DLM Candidate)

\* Youth Pilgrim is selected by youth and young adults

President-Elect

**2021-05-7-8\_51 MOTION** (R. Lambie/B. Harman), that the Eastern Ontario Outaouais Regional Council nominate \_\_\_\_\_ serve as President-Elect.

Executive (Lay) Member

**2021-05-7-8\_52 MOTION** (R. Lambie/B. Harman), that the Eastern Ontario Outaouais Regional Council nominate \_\_\_\_\_ serve as Executive (lay) member.

Finance*2020 Financial Statements (see appendix A)*

**2021-05-7-8\_53 MOTION** (B. Cornelius/R. Lambie) That the 2020 Financial Statement for Eastern Ontario Outaouais Regional Council be received for information and formally adopted at the next meeting once the Review of the Financial Statements has been completed.

**2021-05-7-8\_54 MOTION** (B. Cornelius/R. Lambie) That the Eastern Ontario Outaouais Regional Council appoint an Internal Independent Review Committee to review and produce the 2020 Financial Statements.

*Updated 2021 Budget (see appendix A)*

**2021-05-7-8\_55 MOTION** (B. Cornelius/R. Lambie) That the updated 2021 budget for Eastern Ontario Outaouais Regional Council be adopted.

*Guidance for the Distribution of Assets for Communities of Faith at the Time of Closure*

**2021-05-7-8\_56 MOTION** (B. Cornelius/R. Lambie) that the Eastern Ontario Outaouais Regional Council receives the document entitled “Guidance for the Distribution of Assets” as an addition to the current Policy Regarding Proceeds from the Sale of Property, and include it in the Governance Handbook.

*Disbanding: Steps for Closing Well Toolkit (see appendix D)*

To be presented for information

Closing Motions

**2021-05-7-8\_57 MOTION** (R. Lambie/B. Harman) that following the rise of the General Meeting of the Eastern Ontario Outaouais Regional Council, all powers of the Regional Council be granted to the Executive until the next General Meeting.

**2021-05-7-8\_58 MOTION** (R. Lambie/B. Harman) that the meeting be adjourned after the closing worship, and that the President declares this general meeting of the Eastern Ontario Outaouais Regional Council duly concluded.

Appendices:

Appendix A	Annual General Meeting Report Book (May 7-8, 2021)
Appendix B	License to Administer the Sacraments Policy
Appendix C	Guidance for the Distribution of Assets for Communities of Faith at the Time of Closure
Appendix D	Disbanding: Steps for Closing Well Toolkit

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Appendix A

**Annual General Meeting Report Book (May 7-8, 2021)**

\*Circulated ahead of meeting and available on Regional Council website

Appendix B

**License to Administer the Sacraments Policy**

(To be distributed prior to meeting)

Appendix C

**Guidance for the Distribution of Assets for Communities of Faith at the Time of Closure**  
**Eastern Ontario Outaouais Regional Council**

General Principle Endorsed by Eastern Ontario Outaouais Regional Council

When a congregation/community of faith has prayerfully examined all of its options and has discerned that its only viable option is to disband, it has the responsibility to dispose of its assets as a final gift to the body of Christ.

The assets, in most circumstances, exist because of the faithfulness of generations that created the congregation/community of faith. As the congregation/community of faith comes to a time of closure, consideration of creating a lasting legacy is vitally important.

If the assets are greater than \$250,000 (two hundred and fifty thousand dollars), recognizing that this is not always the case, Eastern Ontario Outaouais Regional Council recommends, that consideration be given for long-term investment of the assets so that future generations can benefit. This is named as a preferred strategy over having the assets fully expended at the time of disbandment.

When assets are greater than \$250,000 (two hundred and fifty thousand dollars), it is noted that legacy investments have a greater impact if the assets are distributed in substantial amount to one or two beneficiaries rather than divided into smaller amounts with multiple beneficiaries.

Since these assets have been the work of United Church people, the plan for the distribution of the assets should be consistent with both the historic mission of the congregation/community of faith and its place as part of the wider United Church.

United Church of Canada Manual Guidance

G.1.5.4 Property: The congregation makes a proposal to the regional council for dealing with the congregation's property, which must be used for the mission of the congregation or the wider United Church. The regional council makes a decision on the proposal. Both must follow the requirements for dealing with congregational property.

Please note that

- a) the Manual indicates that G.1.5.4 applies before the disbanding comes into effect. The section applies if the Regional Council has not yet made the decision to approve the disbanding or if the Regional Council has made the decision and specified a future effective date for the disbanding of the congregation/community of faith.
- b) The Regional Council may decide to approve the congregation/community of faith's proposal as presented, it may approve the proposal with changes, or it may decide to deal with the congregation's property in some other way than as set out in the proposal.

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- c) If the congregation/community of faith disbands without a dispersal plan for the distribution of its assets, the regional council will create a plan.

This clause recognizes that the mission of a congregation/community of faith does not have to be a United Church mission. The Regional Council requires that all donations from the remaining resources are given to registered charities. For charities outside of the United Church of Canada, the charities must have a long-standing relationship with the congregation. This can be demonstrated using the annual reports over the past five years and beyond.

#### Eastern Ontario Outaouais Regional Council Policies.

The Eastern Ontario Outaouais Regional Council Policy for the sale of a church building at the time a congregation/community of faith is closing is:

- 10% Designated for on-going support of Indigenous Ministries at the General Council
- 10% Designated to the EOORC Mission Strategy Fund
- 10% Designated to the United Church of Canada Mission and Service Fund for on-going support of the ministry of the wider church
- 70% Distribution with consideration of the plan determined by the congregation/community of faith.

This policy impacts the sale of the building. Cash assets of the congregation/community of faith are not guided by the sale of church building policy; however, the disposition of cash assets do require the approval of the Regional Council within the guidelines outlined in this document.

#### Further Specified Guidance on the 70% of proceeds from the sale of building and distribution of cash assets

Given the principles outlined in the introductory paragraph, Eastern Ontario Outaouais Regional Council suggests the following considerations

- a) United Church supported ministries within the Regional Council
  - a. outreach ministries,
  - b. other United Church congregations/communities of faith,
  - c. the Regional Council ministry itself or one of its already established funds.
- b) United Church Funds
  - a. General Council Funds,
  - b. Mission & Service Fund Investments,
  - c. United Church Foundation Funds.
- c) Creating a Legacy Fund for a specific purpose within the Regional Council or the United Church, and the Legacy Fund may continue the name of the congregation/community of faith.
- d) Local community missions and institutions that have been historically supported by the congregation/community of faith. This support may have been financial support from congregational/community of faith funds or, particularly if the congregation/community of faith has not had the funds to offer financial support, the volunteer investments of members in the work of that mission or institution.

All beneficiaries must be recognized by the Canada Revenue Agency as a charity or a charitable foundation.

#### Appendix D

#### **Disbanding: Steps for Closing Well Toolkit** (To be distributed prior to meeting)