

Eastern Ontario Outaouais Regional Council
Meeting of the Executive
Thursday, May 11, 2023 – 9 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

Susan (Sue) Hutton, DLM	President
Susan DeHaan, DLM	President-Elect
Rev. Takouhi Demirdjian-Petro	Past-President
Jim Allen	Member
Liz Church	Member
Rev. Lynne Gardiner	Member (departed at 9:50 AM)
Nancy Hazen	Member
Rev. Ryan Kim	Member
Catherine Ryan	Member
Rev. Dr. Peter Bartlett	Corresponding Member - Minister Supporting Visioning with Communities of Faith, Clusters and Social Justice and Outreach Networks Faith, Clusters and Networks
Rev. Brian Cornelius	Corresponding Member – Treasurer for the Regional Council
Rev. Éric Hébert-Daly	Active Member, Executive Minister
Joel Miller	Program Assistant to Executive Minister, Recording Secretary
Rev. Whit Strong	Corresponding Member, Pastoral Relations Minister

REGRETS/ABSENT

Rev. Dr. Teresa Burnett-Cole	Member
Rev. Cindy Casey	Member
Linda Suddaby	Member
Dana Ducette	Corresponding Member - Minister for Youth and Young Adults
Anita Jansman	Corresponding Member - Communications and Administration Assistant

Circle time for sharing and recognizing God's presence during the month – All were invited to share.

Land Acknowledgement – Rev. Ryan Kim led the land acknowledgement, recognizing and give thanks to First Nations Peoples for their stewardship of these lands for thousands of years. Ryan called each to work towards truth and reconciliation and towards right relations.

Opening Devotions – Rev. Ryan Kim, referred to Broadview magazine and the article entitled “Religion in Canada”. Almost 13 million Canadians stated that they have no religious affiliation. United Church membership is down by 40%. Ryan pondered John 14, and highlighted that Jesus goes to a place the disciples cannot follow. The disciples needed direction and a clear-cut path to follow, for they had left everything behind, and now were being told they cannot go with Jesus. Ryan highlighted that, in our own lives it is hard ‘not knowing’ how to proceed in any given circumstance, and he encourages humility while waiting and praying and praying and waiting. Ryan explained that holding on to faith can be a daunting path, but when we come to know Jesus through witness and

through teachings, we can have confidence in God's promise. God will accommodate our doubts, our fears. Ryan encouraged us to put hope and trust in Jesus, and we will certainly find the way.

Appointment of an Equity Monitor for this Meeting

2023-05-11_001 MOTION (N. Hazen/C. Ryan) That the Eastern Ontario Outaouais Regional Council Executive appoints Liz Church as Equity Monitor for this meeting. **CARRIED**

Minutes of April 13, 2023

2023-05-11_002 MOTION (J. Allen/S. DeHaan) that the Eastern Ontario Outaouais Regional Council Executive accepts the Minutes of April 13, 2023 as corrected. **CARRIED**

Agenda

2023-05-11_003 MOTION (L. Church/S. DeHaan) that the Eastern Ontario Outaouais Regional Council Executive accepts the agenda as circulated. **CARRIED**

Correspondence

- a) April 15, 2023, copied on a letter from Rev. Caroline Penhale, Vocational Minister for East Ontario and Quebec, to Jamie Hill, re affirmation of promise and suitability for ministry in The United Church of Canada (*for information*)
- b) April 18, 2023, copied on a letter from Rev. Dr. Christine Johnson, to David Hayley, Chair, Official Board, Bethel-St. Andrew's United Church, re request for change in pastoral relationship (*for action*)
- c) April 25, 2023, copied on a letter from Rev. Caroline Penhale, Vocational Minister for East Ontario and Quebec, to Julee Pauling, re affirmation of promise and suitability for ministry in The United Church of Canada (*for information*)
- d) April 25, 2023, copied on a letter from Rev. Caroline Penhale, Vocational Minister for East Ontario and Quebec, to Huda Kandalaft, re affirmation of promise and suitability for ministry in The United Church of Canada (*for information*)
- e) May 7, 2023, Bonnie James, Chair, Knox Edwards, *El al.*, re review experience with the Regional Council regarding selling building and disbanding the congregation (*for action*)
- f) May 8, 2023, copied on a letter from Linda Hutchinson (she/her), Coordinator of Affirming Ministry Program, to Bells Corners United Church, re enrollment in Affirm United/S'affirmer Ensemble's Affirming Ministry Program (*for information*)
- g) May 8, 2023, copied on a letter from Linda Hutchinson (she/her), Coordinator of Affirming Ministry Program, to Bells Corners United Church, re enrollment in Affirm United/S'affirmer Ensemble's Affirming Ministry Program (*for information*)

Correspondence out

- h) none

SharePoint – Soon correspondence will be accessible to members through SharePoint.

Business

Supporting and enhancing the ministry of Communities of Faith

1. Governance

- a) **Disposition of Cash and Property Assets when a Community of Faith Disbands** – see Finance report and proposed motion under Finance section (3).

- b) **Removing Offensive Language from Governance Handbook** – Rev. Eric Hebert-Daly explained the process and highlighted that not all funds were able to be changed. It was suggested to place an asterisk (*) beside where name can't be changed, with an explanation.
- The 2022 *EOORC_Governance Handbook AJ* was circulated to members of the Executive and changes brought to it will be presented at the general meeting for approval.

2. Supporting Communities of Faith

A. Relationship Support

- a) **Visioning** – Rev. Peter Bartlett shared that he has been accompanying many Communities of Faith, and for some, the process of visioning has led to concrete steps. Peter highlighted that there needs to be a collaborative effort when discussing visioning and hopes that space can be created on the Executive agenda to begin looking more concretely.

- B. **Property Support** – Rev. Brian Cornelius explained how the motion below has evolved regarding percentages since his conversation with trustee as Knox Edwards. Brian highlighted correspondence e. Ultimately, this correspondence recognized that the current policy is not presently accurate, and open to interpretation. Hence, the motion coming later regarding best practices regarding the disposition of proceeds from the sale of congregational property.

It was highlighted that a clear process needs to be created, to avoid catching up. This topic will return to the Executive for further development.

a) **Knox United Church (Edwards)**

2023-05-11_004 MOTION (J. Allen/R. Kim) that the Eastern Ontario Outaouais Regional Council Executive receive and approve the distribution of funds from Knox Edwards in the following manner.

10% Indigenous Ministries (General Council)

10% Mission and Service Legacy Fund (General Council)

10% Vision and Transformation Fund of EOORC

50% invested with EOORC with following designations and purposes:

- 70% to Rideau Hill Camp and this money is available for on-going operations or can be used for immediate capital improvements with Regional Council approval. If Rideau Hill Camp ceases to exist, then the money goes to the Mission and Ministry legacy Fund of EOORC
- 15 % to House of Lazarus and EOORC will forward every year between 4 to 5% of the value of the investment or at least 2, 000 annually. If House of Lazarus ceases to exist, then the money goes to the Mission and Ministry legacy Fund of EOORC
- 15 % to Cardinal St John and EOORC will forward every year 4 to 5% of the value of the investment or at least 2, 000 annually for the First Responders United program. If the First Responders United program ceases to exist, then the money goes to Cardinal St John for other ministry activities. If Cardinal St. John ceases to exist then the money goes to the Mission and Ministry legacy Fund of EOORC

10% designated to other United Church organizations:

- 2,000 to Burnstown for repairs to furnace and from the remaining amount...
- 25% to Gifts with Vision - Global Emergency Fund
- 25% to Gifts with Vision - Help Build a Well
- 25% Canadian Food Grains Bank
- 25% to Women for Change, a UCW funded program within United Church Foundation

10% designated to community organizations (which are charities) or partner organizations.

- 20% to Osgoode Care Centre
- 20% to Winchester District Memorial Hospital
- 20% to World Vision
- 20% to Ottawa Mission
- 20% to Multi-faith Housing Initiative.

3. Finance – Rev. Brian Cornelius

- See *Finance Leadership Team Written Report* as **Appendix A**¹
- See *Financial Statements for 2022* (pdf) as **Appendix A**²
- See *2023 Financial Report* (pdf) as **Appendix A**³
- See *Balance Sheet* as **Appendix A**⁴
- See *Report for May 2023 Regional Council general meeting* as **Appendix A**⁵

2023-05-11_005 MOTION (T. Demirdjian-Petro/N. Hazen) that that the Eastern Ontario Outaouais Regional Council Executive receive for information the finance report, the financial statements for 2022, the 2023 financial report, the balance sheet and the report to the May 2023 Regional Council general meeting as distributed. **CARRIED**

2023-05-11_006 MOTION (T. Demirdjian-Petro/N. Hazen) that that the Eastern Ontario Outaouais Regional Council Executive receive and approve the recommendation from the Finance Leadership Team to adopt the following amendments for clarification, as well as update the change in the percentage available for use from investments. Changes are highlighted in **red**:

Preamble This document outlines the Eastern Ontario Outaouais Regional Council's policy and best practices regarding the disposition of proceeds from the sale of congregational property.

Policy:

When Congregational property is being sold by a *Community of Faith that is not disbanding, these are the guidelines for the use of net proceeds from the sale:

Not Disbanding:

- a) 10% be remitted to the United Church of Canada for the on-going support of Indigenous Ministry.
- b) 90% be retained by the Community of Faith with an approved ministry plan for the use of the proceeds by the Regional Council that is financially sustainable. The Regional Council will normally require that the remaining capital from the sale be protected and invested and that the Community of Faith be limited to drawing up **to 5%** of the value of the invested capital in any given year to support its operating budget. If the Community of Faith puts before the Regional Council a ministry plan, the Regional Council may allow the Community of Faith to use some or all of the remaining capital from the sale to implement the ministry plan. This may include capital expenses.

Disbanding:

When a Community of Faith is disbanding, the disposition of all net assets (cash, and property) will be disbursed as follows **with an understanding that the first 80% of assets be invested to yield on-going income for the long-term ministry of the United Church of Canada such as General Council, Regional Councils, Communities of Faith and/or United Church Outreach Ministries.**

- a) 10% be remitted to the United Church of Canada for the on-going support of Indigenous Ministry.

- b) 10% be remitted to the United Church of Canada Mission and Service Legacy Fund for the on-going support of the ministry of the United Church
- c) 10% be remitted to the Eastern Ontario Outaouais Regional Council Transformation and Vision Fund.
- d) 50% be remitted to the Eastern Ontario Outaouais Regional Council Mission and Ministry Legacy Fund **which supports the Mission and Ministry of the Regional Council such as youth ministry, social justice endeavors, and mission support ministries like church camps, outreach ministries, chaplaincies etc. (see terms of Reference for Mission and Ministry Legacy Fund). On occasion, the Regional Council will entertain some or all of this amount being directed to geographically neighboring Communities of Faith for long-term investing or invested long-term with the Region for a specified purpose or ministry (see note below).** This designation requires a specified plan that is reviewed and recommended by the Finance Committee and approved by the Executive.
- e) 20% be remitted to mission activities that the Community of Faith has a historical financial commitment and/or congregational voluntary value, and a maximum of half this amount is eligible for organizations not associated with the United Church of Canada. **The amounts from this 20% do not have to be invested long-term.**

CARRIED

Break – a break was had for 5 mins.

Supporting Ministry Personnel, Staff and Lay Leadership in Communities of Faith

4. Pastoral Relations – The Pastoral Relations Commission met on April 11th.

- See *Pastoral Relations Commission (draft) minutes of May 9* as **Appendix B**

2023-05-11_007 MOTION (S. DeHaan/T. Demirdjian-Petro) that the Eastern Ontario Outaouais Regional Council Executive receive for information the Pastoral Relations Commission (draft) minutes of May 9th, and highlight the following decisions:

Change in Pastoral Relations

- a) Approved request of the Rev. Dr. Christine Johnson for a change in pastoral relations effective July 31, 2023;
- b) Approved request of the Rev. Catherine Oxford-Grant for a change in pastoral relations to retire as of July 31, 2023;

Liaisons

- c) Jim Allen named as Liaison to the Trinity Pastoral Charge (Ottawa);

Re-appointments

- d) Approval of the re-appointment of Susan Hutton (DLM) to the Spencerville Pastoral Charge as Congregational Minister, 20 hours per week, effective July 1, 2023 – June 30, 2024;
- e) Approval of the re-appointment of the Rev. Janet Evans (OM) to the Lakeshore Pastoral Charge (Morrisburg) as Congregational Minister, 20 hours per week, effective July 1, 2023 – June 30, 2024;
- f) Approval of the re-appointment of the Rev. Jennifer Power (OM) to the Britannia Pastoral Charge as Congregational Minister, 40 hours per week, effective July 1, 2023 – June 30, 2024;
- g) Approval of the appointment of the Rev. Dr. Jessica Hetherington (OM) to the Rothwell Pastoral Charge as Congregational Minister/Supply Minister, 20 hours per week, effective June 1, 2023 – December 31, 2023;

- h) Approval of the re-appointment of the Rev. Ingrid Condie-Bennett (OM) to the Cobden-Queensline Pastoral Charge as Congregational Minister, 20 hours per week, effective July 1, 2023 – June 30, 2025;
- i) Approval of the re-appointment of the Rev. Michelle Robichaud (OM) to the Melville-Eganville Pastoral Charge as Congregational Minister, 20 hours per week, effective July 1 – July 31, 2023 subject to the receipt of required paperwork;

Calls

- j) Approval of the call of the Rev. Michelle Robichaud (OM) to the Stittsville Pastoral Charge as Congregational Minister, 40 hours per week, effective August 1, 2023
- k) Approval of the call of the Rev. Paul Whynacht (OM) to the Manotick Pastoral Charge as Congregational Minister, 30 hours per week, effective May 1, 2023
- l) Approval of the call of the Rev. Minhyuk Hwang (OM) to the South Stormont Pastoral Charge as Congregational Minister, 40 hours per week, effective September 1, 2023 pending approval at the congregational meeting on May 14, 2023.

CARRIED

- A. **Assessment of the state of Zion Evangelical UC** – Rev. Whit Strong highlighted details in his report; in particular how the conflict resolution workshop was underutilized. It was highlighted that a working group has been created in this Regional Council to look at more in-depth conflict resolution and is seeking to develop accessible resources.
 - See report of the Pastoral Relations Minister report concerning the state of Zion Evangelical United Church (this report will not be made an appendix)

Supporting and nurturing Right Relations, Social and Ecological Justice

Supporting people in all seasons of life
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Supporting and Building Communications
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5. Affirm

2023-05-11_008 MOTION (N. Hazen/C. Ryan) that the Eastern Ontario Outaouais Regional Council Executive receive for information the following Living Call Statement from the Affirm Leadership Team and forward to the General Meeting in May for decision:

Living Call Statement

The Eastern Ontario Regional Council seeks to support and strengthen the ministries of its Communities of Faith as well as **the ministry of all God's people**, staff and lay leadership within those communities.

As we seek to carry out this ministry, we will be intentional about how we **fully** include all in Christ's love and service. This means that in our work as a Regional Council we will actively seek equity for, **and participation from**, the full diversity of God's Creation; seeking racial justice, identifying and undermining colonialism, celebrating all sexual orientations, gender identities and expressions, valuing linguistic and

cultural diversity, seeking to include all who face challenges with their mental and physical health or social and economic circumstances.

We will carry out our ministry with people in all seasons of life **as we honour our relationship with Indigenous Peoples and nurture** ecological justice. We will work to effectively and respectfully communicate to one another so that no one is left behind.

CARRIED

6. **Regional Council Meeting Planning Team** – Susan Hutton, DLM, shared that a planning meeting is scheduled for this afternoon. Registrations are coming in (currently 167, 20 or so to participate via Zoom), youth are registered. Currently there is no children's program. The team is still looking to fill roles (i.e. parliamentarians, chaplains, scrutineers). Concern was expressed for time constraints and demand from groups for time on the agenda. Currently, there is no one from First Nations community to welcome us to land.
7. **Nominations** – Susan DeHaan, shared the nominations list, some revision were made (names removed and names added, designations)
 - See *Nominations List as of May 9th 2023* as **Appendix C**
8. **New Business**

a) **Forming an Equity Leadership Team**

- See *ECORC Equity Leadership Team terms of reference* as **Appendix D¹**
- See *equity-support-team-member_position-description* as **Appendix D²**
- See *united-church_equity-commitments* as **Appendix D³**

Forming an Equity Leadership Team for the Regional Council to ensure that Equity issues are upheld at all meetings and in all communication. East Central Ontario Regional Council has such a Leaders with well established terms of reference and strong policy.

Naming a working group to create a term of reference will be looked at more closely at the June Executive meeting, and hopefully working as a Leadership Team in September.

Report from the Equity Support Person – Liz Church highlighted that this particular meeting was particularly a business meeting and those who needed to speak spoke. The meeting moved quickly because of this.

Opening worship for next meeting – Nancy Hazen

Equity Support Person for next Meeting – Susan DeHaan

Announcement – This will be Rev. Takouhi Demirdjian-Petro's last executive meeting; members extended gratitude to her for her leadership and presence.

Adjournment

2023-05-11_009 MOTION (L. Church/C. Ryan) that the Eastern Ontario Outaouais Regional Council Executive adjourn this meeting at 11 AM. **CARRIED**

Next meeting date: - **Annual General Meeting** May 26-27, 2023 (Brockville Memorial Arena)
 - June 8, 2023
 - Sept. 2023 (TBD)

Sue Hutton,
President

Rev. Éric Hébert-Daly,
Executive Minister

Appendices

Appendix A ¹	Finance Leadership Team Written Report	Pages 9-11
Appendix A ²	Financial Statements for 2022	Pages 12-31
Appendix A ³	2023 Financial Report	Pages 32-35
Appendix A ⁴	Balance Sheet	Pages 36-38
Appendix A ⁵	Report for May 2023 Regional Council general meeting	Pages 39-41
Appendix B	Pastoral Relations Commission (draft) minutes of May 9 th	Pages 42-46
Appendix C	Nominations List_May 2023	Pages 47-48
Appendix D ¹	ECORC Equity Leadership Team terms of reference	Pages 49-53
Appendix D ²	equity-support-team-member_position- description	Pages 54-55
Appendix D ³	united-church_equity-commitments	Page 56

Appendix A¹**Report from Brian Cornelius, Treasurer**
May 13, 2023

Attached are three regular reports you receive from the Finance Committee.

- a) Financial Statements for December 31, 2022 to be directed to the May Regional Council Meeting
- b) Financial Report to April 30th 2023
- c) Balance sheet as of April 30th 2023

The Finance Committee reports that the committee is continuing to review Mission Support ministries.

In addition, to receiving these reports, the Finance Committee recommends the following two motions be adopted by the Executive.

Proceeds of Funds from Knox-Edward upon their disbanding on May 31st, 2023

As requested at the last Executive meeting, the Treasurer had conversation with Knox Edwards to clarify the proposal that was submitted at the last Executive. In this clarification, we were able to work through a few minor misunderstandings and now place before you a clearer motion.

The actual motion, in the agenda, deletes the dollar amounts and the commentary; however, to assist the Executive as decision-makers, the dollar amounts are included in this report.

The sale price of the building was around 600,000 so I will use that number since it provides a better context. Money will be a little less.

10% Indigenous Ministries - \$60,000 sent to General Council of the United Church of Canada either directly or via EOORC

10% Mission and Service Legacy Fund - \$60,000 sent to General Council of the United Church of Canada either directly or via EOORC

10% Vision and Transformation Fund of EOORC - \$60,000 sent to EOORC

50% to Mission and Ministry Legacy Fund. You are requesting that this amount be designated to other United Church entities and that request *is being seriously entertained*. If approved, the monies are for long-term investment which is the intent of the policy and the long-term refers to both organization and specified purposes. Their original request did the follows and I provided the following feedback...

Rideau Hill Camp is United Church

House of Lazarus is United Church

Cardinal St. John's is United Church

Multi-Faith Housing Initiative is not United Church though the United Church is supportive.

So for the 300,000 of the 50%, we suggest that this 50% be held-in-trust with EOORC (so EOORC manages the investment) and that the following occur and it appears that this has been agreed to....

70% to Rideau Hill Camp (210,000)..Invested with EOORC and EOORC will forward every year between 4 to 5% of the value of the investment or at least 10,000 annually (in accordance with our investment policy) and this 10,000

will be sent for as long as Rideau Camp exists. If it cease to exist, then the money goes to the Mission and Ministry legacy Fund of EOORC

15 % to House of Lazarus (45,000)...Invested with EOORC and EOORC will forward every year between 4 to 5% of the value of the investment or at least 2, 000 annually (in accordance with our investment policy) and this 2,000 will be sent for as long as House of Lazarus exists. If it ceases to exist, then the money goes to the Mission and Ministry legacy Fund of EOORC

15 % to Cardinal St John (45,000)...Invested with EOORC and EOORC will forward every year 4 to 5% of the value of the investment or at least 2, 000 annually for the First Responders United program (in accordance with our investment policy) and this 2,000 will be sent for as long as this program exists. If it ceases to exist, then the money goes to Cardinal St John for other ministry activities for as long as it exists. If it cease to exist then the money goes to the Mission and Ministry legacy Fund of EOORC

******please note that these amounts are "forever" and the amount will grow as the investment grows, so more money will be sent each year....again...money will go to these organization as long as they exist since it is held-in-trust....**

Finally, we get to the 20% which does not have to be invested long-term....

10% of the total sale (60,000) has to go to United Church organizations.

2,000 to Burnstown (for repair of their furnace I believe) leaving 58,000

25% or 14,500 to Gifts with Vision - Global Emergency Fund

25% or 14,500 to Gifts with Vision - Help Build a Well

25% or 14,500 to Canadian Food Grains Bank - United Church is on the governing board and part of the incorporation of Canadian Food Grains Bank

25% or 14,500 to Women for change, a UCW funded program and part of the United church

10% of the total sale (60,000) can go to community organizations (which are charities) or partner organizations.

20% or 12,000 to Osgoode Care Centre

20% or 12,000 to Winchester District memorial Hospital

20% or 12,000 to World Vision

20% or 12,000 to Ottawa Mission

20% or 12,000 to Multi-faith Housing Initiative.

Wording Amendments to the Policy about Proceeds of Funds from Disbanding Communities of Faith

Conversations with Knox Edwards demonstrated that the present wording of our document in the Governance Handbook is open to varying interpretations. Hence the Finance Committee requests the executive to adopt the following amendments for clarification, as well as update the change in the per centage available for use from investments. Changes are highlighted in red

Preamble This document outlines the Eastern Ontario Outaouais Regional Council's policy and best practices regarding the disposition of proceeds from the sale of congregational property.

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- b) 10% be remitted to the United Church of Canada Mission and Service Legacy Fund for the on-going support of the ministry of the United Church
- c) 10% be remitted to the Eastern Ontario Outaouais Regional Council Transformation and Vision Fund.
- d) 50% be remitted to the Eastern Ontario Outaouais Regional Council Mission and Ministry Legacy Fund which supports the Mission and Ministry of the Regional Council such as youth ministry, social justice endeavors, and mission support ministries like church camps, outreach ministries, chaplaincies etc. (see terms of Reference for Mission and Ministry Legacy Fund). On occasion, the Regional Council will entertain some or all of this amount being directed to geographically neighboring Communities of Faith for long-term investing or invested long-term with the Region for a specified purpose or ministry (see note below). This designation requires a specified plan that is reviewed and recommended by the Finance Committee and approved by the Executive.
- e) 20% be remitted to mission activities that the Community of Faith has a historical financial commitment and/or congregational voluntary value, and a maximum of half this amount is eligible for organizations not associated with the United Church of Canada. The amounts from this 20% do not have to be invested long-term.

Appendix A²



**CONSEIL RÉGIONAL
DE L'OUTAOUAIS ET DE L'EST DE L'ONTARIO
EASTERN ONTARIO OUTAOUAIS
REGIONAL COUNCIL**

Financial Statements

For the year ended December 31, 2022

Eastern Ontario Outaouais Regional Council**Independent Internal Review of the 2022 Financial Statements**

Canada Revenue Agency requirements state that registered charities must provide financial statements as part of their filing requirements for the annual information return. If the registered charity has an annual income of over \$250,000, the Charities Directorate *recommends* that financial statements be audited.

Section 6.3 of the United Church of Canada Manual states that a *"church audit or independent review is an independent evaluation of the financial reports, records, and internal controls of the church by a qualified person or persons for the purpose of reasonably verifying the reliability of financial reporting, determining whether assets are being safeguarded, and whether the law, The Manual, and policies and procedures are being complied with."*

The independent review includes all funds and bank accounts held by the Eastern Ontario Outaouais Regional Council. The independent reviewers do not handle any Regional Council funds and are at *arm's length* from the functions of the treasurer and bookkeeper.

The Executive of the Eastern Ontario Outaouais Regional Council appointed three persons from the Regional Council to be the Internal Independent Review Committee. All three reviewers either had an accounting background or were familiar with financial statements. This committee met to conduct an Internal Independent Review of the 2022 Financial Statements on **Wednesday, April 19, 2023**.

The reviewers were:

Paul Dillman, Riverside United Church in Ottawa

Christine Kilburn, St. Paul's United in Perth

Joe Smarkala, Woodroffe United Church in Ottawa

The Committee was provided the current and relevant financial documents see **Appendix A**.

The procedures completed by the Committee are listed in **Appendix B**.

The Committee had access to the Treasurer in order to ask questions and receive clarification.

The findings of the Internal Independent Review Committee of Financial Statements are found in **Appendix C**.

**Appendix A****Items made available to the Committee performing the Independent Internal Review of the 2022****Financial Statements**

- Complete set of draft financial statements for the year
- Access to the complete accounting records
- Printout of Income statement (both condensed and detailed) and Balance Sheet
- Bank reconciliations and bank statements for the entire year
- Cheque requisitions for the entire year
- GIC statements at yearend.
- Investment statements for Fiera Capital Wealth at yearend
- Correspondence regarding McKendry Fund
- Audited statements of Church Extension Fund
- List of accounts receivable, accounts payable, prepaid expenses, and prepaid revenue
- Records of shared expenses with East Central Ontario Regional Council and Nakonha'ka Regional Council.
- Correspondence and records for all Funds "held in Trust"
- An accounting of charitable receipts issued
- Confirmation that the T3010 has been filed with Canada Revenue Agency
- Records of T4's for Camp Awesome and Employer remittances
- Records of T4A's for paid honoraria
- Records for VISA payments
- Records for tracking General Council transfers for the following
 - Payroll for Governance and Mission & Ministry
 - Mission Support Grants
 - IT and Incorporated Ministry reviews

Appendix B**Procedures Completed by the Internal Independent Review Committee of Financial Statements**

Purpose: To reassure the Regional Council and protect the treasurer by acting as an important "double check" on the records and ensure that all financial transactions have been properly recorded.

Procedures:

1. Obtain a bank reconciliation and bank statement at December 31, 2021 and ensure:
 - The bank balance on the reconciliation agrees to the bank statements
 - The reconciled balance agrees to the financial records
 - Any reconciling items appear plausible
2. Obtain a copy of GIC and Fiera investment statements for the year and ensure the following:
 - Balance at year end ties to the investment statements
 - Revenue recorded for year appears plausible when compared to the statements
 - Review value of investment funds and ensure plausible
3. Review Previous Year's T3010 Charity Return form with Canada Revenue Agency.
4. Review Church Extension Statements and McKendry Fund letters.



5. Review Payroll through General Council grants.
6. Review Payroll for Camp Awesome and Review issued T4's
7. Review Honouraria paid and issued T4A's
8. Obtain a listing of accounts receivable, accounts payable, and prepaid expenses at yearend and ensure the listing appears plausible.
9. Review listing of donations for the year and ensure that tax receipts have been issued properly.
10. Ensure all funds which need to be forwarded to other charitable organizations have been sent by year end, especially related to sale of Properties.
11. Review expenses for the year. Compare to prior year and to the budget, and enquire about any items that appear unusual. Spot check for sufficient record keeping to legitimize expenses.
12. Review Ministry Accounts and ensure plausible
13. Review income procedures and deposit book.
14. Review HST/GST/QST procedures.
15. Read all notes and schedules and question anything unusual.

Appendix C

Findings of the Independent Internal Review Committee

We have completed an independent review of the financial statements of Eastern Ontario Outaouais Regional Council for the year ended December 31, 2022. Nothing has come to our attention that causes us to believe that these financial statements are false or misleading.

Signed:

Paul Dillman



Christine Kilburn



Joe Smarkala



Dated: April 19, 2023

Eastern Ontario Outaouais Regional Council of The United Church of Canada
Statement of Financial Position
As of December 31, 2022

	2022	2021	Change
Assets - Current			
Cash (Toronto Dominion Bank Account)	37,660	61,899	(24,238)
Cash (Toronto Dominion Savings Account)	525,698	95,132	430,567
GlC - Campbell's Bay	0	71,357	(71,357)
GlC - Lower Litchfield Cemetery	5,397	5,388	8
GlC - Thurso	0	204,436	(204,436)
Lower Litchfield Cemetery	4,224	3,300	924
	572,979	441,512	131,467
Accounts Receivable			
Accounts Receivable	30,762	33,303	(2,541)
Accounts Receivable (HST/QST)	2,570	638	1,932
	33,332	33,941	(609)
Assets - Investments			
Fiera Capital Investment Account	6,102,086	5,087,773	1,014,313
Kindred Works Partnerships	10,000	0	10,000
Loan to Orleans United Church	100,000	100,000	0
	6,212,086	5,187,773	1,024,313
Other Assets			
Pre-paid accounts	(150)	0	(150)
	(150)	0	(150)
Total Assets	6,818,248	5,663,226	1,155,022
Liabilities			
Accounts Payable	40,419	23,225	17,194
Total Liabilities	40,419	23,225	17,194
Equity			
Held In Trust Accounts			
Bequest - Templeton	62,222	0	62,222
Campbell's Bay	0	71,937	(71,937)
Lower Litchfield Cemetery	9,621	8,689	932
Merrickville United (Kindred Works)	18,114	0	18,114
Thurso	0	204,654	(204,654)
	89,957	285,280	(213,437)

See accompanying notes to Financial Statements

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Continued...

The United Church of Canada
L'Église Unie du Canada

Eastern Ontario Outaouais Regional Council
Meeting of the Executive

May 11, 2023
Zoom and teleconferencing

Eastern Ontario Outaouais Regional Council of The United Church of Canada
Statement of Financial Position
As of December 31, 2022

	2022	2021	Change	
Investment Funds				
Eastern Ontario Outaouais Regional Council Fund	960,238	1,049,873	(89,635)	Note 4, Note 9, and Schedule 10
Investment Fund for Communities of Faith	1,538,431	276,591	1,261,841	Note 4, Note 5, and Schedule 10
James Elwood Baillie Helping Youth Fund	672,885	719,744	(46,859)	Note 4, Note 9, and Schedule 10
McKendry Capital Fund	100,000	100,000	0	Note 4, Note 8, and Schedule 10
Mission & Ministry Legacy Fund	174,679	-	174,679	Note 4, Note 8, and Schedule 10
Vision & Transformation Fund	2,206,992	2,351,768	(144,776)	Note 4, Note 9, and Schedule 10
W.H. (Bill) Scrivens Memorial Fund for Youth	500,162	530,802	(30,640)	Note 4, Note 9, and Schedule 10
	6,153,387	5,028,778	1,124,609	
Ministry Accounts				
Camp Awesome Director Project	84,437	111,000	(26,563)	Note 6
Camp Awesome Operations	7,640	0	7,640	Note 6
Camp Bitobi	66,000	66,000	0	Note 6
Ecological Grief into Growth	8,371	15,000	(6,629)	Note 6
Faith and Arts Ottawa	27,623	27,623	0	Note 6
Healing Pathway Regional	3,392	4,857	(1,465)	Note 6
Kingston Resource Centre	13,788	13,788	0	Note 6
Ministry Personnel Events	1,623	1,623	0	Note 6
Project Footprint	4,202	4,202	0	Note 6
Sisters Stream	25,000	25,000	0	Note 6
Student and RCCO grants	9,620	0	9,620	Note 6
United Mining for Justice	32,745	33,208	(464)	Note 6
Youth Ministry - Trips	4,214	4,214	0	Note 6
Youth Ministry - Zambia	3,890	3,890	0	Note 6
	292,543	310,404	(17,861)	
Governance Fund (Unrestricted)	192,105	210,398	(18,293)	Note 3
Mission & Ministry Fund (Unrestricted)	49,836	81,733	(31,897)	Note 3
Total Unrestricted Surplus (Deficit)	241,941	292,131	(50,190)	
Total Liabilities and Equity	6,818,248	5,939,817	860,316	

Note: During 2022, the Executive approved the reallocation of 150,000 to Mission and Ministry Legacy Fund from unrestricted surpluses in the Governance Fund and Mission and Ministry fund

See accompanying notes to Financial Statements

Eastern Ontario Outaouais Regional Council of The United Church of Canada
Statement of Operation and Change in net assets for Governance Fund, Mission & Ministry Fund
Investment Funds, Held-in Trust Accounts and Restricted Ministry Accounts
For the year ending December 31, 2022

Income	Governance			Mission & Ministry			Total		
	2022 Actual	2021 Actual	2022 Budget	2022 Actual	2021 Actual	2022 Budget	2022 Actual	2021 Actual	2022 Budget
Grant - Assessments	325,000	334,375	325,000	0	0	0	325,000	334,375	325,000
Grant - Assessment (Executive Minister/Assistant	33,500	33,500	33,500	0	0	0	33,500	33,500	33,500
Grant - Mission & Service Fund	0	0	0	240,000	240,000	240,000	240,000	240,000	240,000
Grant - Special Funding	35,275	0	0	0	0	0	35,275	0	0
Donations/Donated Expenses	0	0	0	0	0	0	0	0	0
Interest/McKendry Fund	2,297	271	250	0	2,000	0	2,297	271	250
Mission & Service Fund Donations	0	0	0	364	0	0	364	0	0
Transfer Baillie/Scrivens Youth Salary/Program	0	0	0	25,000	21,800	25,000	25,000	21,800	25,000
Transfer Baillie/Scrivens Grants	0	0	0	3,899	23,682	25,000	3,899	23,682	25,000
Transfer EOORC Fund	21,000	18,500	21,000	21,000	18,500	21,000	42,000	37,000	42,000
Transfer Mission Strategy Grants	0	0	0	85,604	81,595	94,000	85,604	81,595	94,000
Youth Camp Awesome 3-Year Contract	0	0	0	26,563	0	37,000	26,563	0	37,000
Youth Programming Revenue	0	0	0	0	0	0	0	0	0
Total Income	417,071	386,646	379,750	402,430	387,577	442,000	819,502	774,223	821,750

Expenses (net of Recoveries)

	Governance			Mission & Ministry			Total		
	2022 Actual	2021 Actual	2022 Budget	2022 Actual	2021 Actual	2022 Budget	2022 Actual	2021 Actual	2022 Budget
Clusters, Leadership Teams, Networks (Schedule 1)	1,561	951	7,900	400	4,477	9,600	1,961	5,428	17,500
Candidate for Ministry and RCO Training Grants	2,700	2,700	2,700	0	0	0	2,700	2,700	2,700
Congregational Reviews & Support	11,156	934	10,000	0	0	0	11,156	934	10,000
Finance and Archives (Schedule 2)	23,542	22,987	28,880	0	0	0	23,542	22,987	28,880
Mission & Service Fund Donations	0	0	0	364	0	0	364	0	0
Mission Support Grants (Schedule 3)	0	0	0	135,520	135,520	135,520	135,520	135,520	135,520
Office Costs (Schedule 4)	12,929	11,917	15,350	2,270	390	1,500	15,199	12,307	16,850
Partnership Ministries (Schedule 5)	2,500	2,500	2,500	5,350	6,350	6,350	7,850	8,850	8,850
Personnel (Schedule 6)	243,191	204,580	243,200	141,438	117,075	149,150	384,628	321,655	392,350
Regional Meetings (Schedule 7)	9,822	2,208	63,000	0	0	0	9,822	2,208	63,000
Technology and Communications (Schedule 8)	7,854	6,575	8,500	0	0	0	7,854	6,575	8,500
Vision and Transformation Grants.	0	0	0	85,604	81,595	94,000	85,604	81,595	94,000
Youth Camp Awesome 3-Year Contract	0	0	0	26,563	0	37,000	26,563	0	37,000
Youth Grants	0	0	0	3,899	23,682	25,000	3,899	23,682	25,000
Youth Programming (Schedule 9)	0	0	0	2,919	12,680	17,000	2,919	12,680	17,000
Total Expenses	315,254	255,352	382,030	404,327	381,768	475,120	719,581	637,121	857,150

Net income (deficit) from general operations

101,817 131,294 (2,280) (1,897) 5,809 (33,120) 99,921 137,102 (35,400)

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Eastern Ontario Outaouais Regional Council of The United Church of Canada
Statement of Operation and Change in net assets for Governance Fund, Mission & Ministry Fund
Investment Funds, Held-in Trust Accounts and Restricted Ministry Accounts
For the year ending December 31, 2022

	2022	2021
Governance Fund (Note 3)		
Opening Equity	210,398	169,103
Income (including transfers)	417,071	386,646
Expenses (including grants)	(315,254)	(255,352)
Reallocations	(120,000)	(90,000)
Closing Equity	192,215	210,398
Mission & Ministry Fund (Note 3)		
Opening Equity	81,733	75,924
Income (including transfers)	402,430	387,577
Expenses (including grants)	(404,327)	(381,768)
Reallocations	(30,000)	0
Closing Equity	49,836	81,733
Investment Funds (Schedule 10 and Notes 4 and 9)		
Opening Equity	4,752,188	4,127,369
Deposits	1,322	0
Property Sales	63,084	86,672
Transfers from Communities of Faith	1,549,085	0
Transfers from Unrestricted Reserves	150,000	0
Transfer to Governance	(21,000)	(18,500)
Transfer for Grants	(89,503)	(105,277)
Transfer to Mission & Ministry	(46,000)	(40,300)
Unrealized Gains/Losses	(205,787)	702,223
Closing Equity	6,153,387	4,752,188
Held-in-Trust Accounts (note 5 and 10)		
Opening Equity	285,280	300,802
Income	21,046	3,047
Expenses	(278,591)	(18,570)
Closing Equity	27,735	285,280
Ministry Accounts (note 6)		
Opening Equity	310,404	187,461
Income	59,534	110,424
Expense	(77,394)	(84,415)
Transfer	0	96,935
Closing Equity	292,543	310,404

See note 6, creation of Camp Awesome Project

e accompanying notes to Financial Statements

Eastern Ontario Outaouais Regional Council of The United Church of Canada
Notes to Financial Statements
For the year ending December 31, 2022

1. Purpose

The Eastern Ontario Outaouais Regional Council of the United Church of Canada is a regional organization furthering the religious beliefs and work of the United Church by carrying out the responsibilities and duties of a Regional Council. The Regional Council is a registered charitable organization under the Income Tax Act and is exempt from income taxes.

The Eastern Ontario Outaouais Regional Council came into being on January 1st 2019 because of a restructuring of the United Church of Canada and is the successor organization of Four Rivers Presbytery and Upper Valley Presbytery from Bay of Quinte Conference, and Ottawa Presbytery and Seaway Valley Presbytery from Montreal & Ottawa Conference and Eglise St. Marc's in Ottawa of the Laurentien Presbytery

In 2019, the CRA charity registration number for Ottawa Presbytery underwent a name change and became the Eastern Ontario Outaouais Regional Council.

2. Summary of Significant Accounting Policies

These financial statements have been prepared in accordance with Canadian accounting standards for non-for-profit organizations, except that all capital asset purchases are expensed in the year of the acquisition. Canadian accounting standards for not-for-profit organizations require entities to select policies appropriate for their circumstance from policies provided within these standards. The significant accounting policies selected by Eastern Ontario Outaouais Regional Council and applied to these financial statements are summarized below

Fund Accounting:

Resources for various purposes are classified for accounting and reporting purposes into funds established according to their nature and purpose as determined by the membership of the Regional Council. For financial statement purposes, these funds are grouped into Operating Funds (note 3), Investment Funds (note 4), Held-in-Trust Accounts (note 5) and Restricted Ministry Accounts (note 6)

Revenue Recognition: Eastern Ontario Outaouais Regional Council follows the deferral method of accounting.

Interfund Transfers: Transfers between funds are required when resources of one fund have been authorized to finance activities and acquisitions of another fund.

Contributed Service: Eastern Ontario Outaouais Regional Council receives donations in the form of services from volunteers. The fair value of these services cannot be reasonably estimated and is not recorded in these financial statements.

Investments: Investments are recorded at fair market value which is determined by reference to quarterly statements received. Fluctuations in the difference between the cost of investments and the fair value are recognized in the statement of changes in fund balances as unrealized gain or losses on investments.

Financial Instruments: Eastern Ontario Outaouais Regional Council considers any contract creating a financial asset, liability, or equity instruments as a financial instrument. Eastern Ontario Outaouais Regional Council's financial instruments are comprised of cash, accounts receivable, GICs, Capital Fiera investments, and accounts payable. Financial assets or liabilities are initially measured at their fair value and subsequently measured at amortized cost, except for investments which are measured at market value.

3. Operating Funds of Eastern Ontario Outaouais Regional Council:

Governance Fund: The Governance Fund is used for the day to day operations of the Regional Council in order to provide support services to the ministries in the Region. Revenue is secured from a portion of assessments from Communities of Faith collected by the General Council and transferred to the Regional Council in accordance with a formula adopted by the Executive of the General Council. The Regional Council transfers monies from the Investment Funds of Eastern Ontario Outaouais Regional Council as additional revenue to the Fund.

Eastern Ontario Outaouais Regional Council of The United Church of Canada
Notes to Financial Statements
For the year ending December 31, 2022

Mission & Ministry Fund : The Mission & Ministry Fund is used for mission and ministry activities of the Regional Council. Revenue is secured from a portion of Mission & Service Fund donations collected by the General Council and in accordance with a formula adopted by the Executive of the General Council. The Regional Council transfers monies from the Investment Funds of Eastern Ontario Outaouais Regional Council as additional revenue to the Fund.

4. Investments Funds of Eastern Ontario Outaouais Regional Council.

The Eastern Ontario Outaouais Regional Council has five investment Funds. Investment income is recorded when earned. The value of the investments are recorded at market value.

Eastern Ontario Outaouais Regional Council Fund: This fund is for the purpose of supplementing the revenue of both the Governance Fund and the Mission & Ministry Fund in amounts that are determined through an approved budget. There is the expectation that the original capital of the fund will be protected from expenditure. The original capital were deposited in 2019/2020 by the following means:

Bay of Quinte Conference	73,421
Montreal & Ottawa Conference	142,270
Upper Valley Presbytery	23,198
Seaway Valley Presbytery	49,083
Four Rivers Presbytery	65,822
Lay Worship Leaders (Ottawa Pres.)	3,341
Ottawa Presbytery	417,717
Total	774,852

It is noted that the Ottawa Presbytery monies was originally established in May of 2014 with a capital amount \$400,000.

Sparling Bequest	230,188.89
Interim Ministry	45,028.93
Student Fund	43,115.48
Resource Centre	45,344.94
Hearings Reserve	7,424.76
Pastoral Emergency Reserve	8,022.47
Stewart House	12,408.67
Reallocation of Equity	8,465.86

This consolidation of funds includes a commitment to ensure budget support for Students of at least \$1,700 annually as well as a minimum of \$9,200 annually for outreach ministries in keeping with the stipulation of the 2012 Sparling Bequest which was designated for the "outreach ministries of Ottawa Presbytery" or its successor.

Investments for Communities of Faith : Beginning in 2022, the Eastern Ontario Outaouais Regional Council established a Fund to hold-in-trust investments for communities of faith within the boundaries of the Regional Council.

The James Elwood Baillie Helping Others Fund : The Montreal & Ottawa Conference received a bequest from the estate of James Elwood Baillie of \$518,051.72 to help support ministry to youth within the city of Ottawa. The principle of the Estate is to be protected and the proceeds from investments transferred to the Ottawa Presbytery or its successor in order to support youth programming, grants to youth programs and trips, and financial assistance for youth in need.

McKendry Capital Fund: The Ottawa Presbytery received a bequest of \$92,699.77 from the Estate of Iva E. McKendry with no stipulations. The Ottawa Presbytery subsequently designated this amount as the McKendry Capital fund and added \$7,301.23 to make the value of the fund \$100,000. The total amount was loaned to Orleans United by motion in April of 1988 at an interest rate equal to a Canadian Treasury Bond.

Eastern Ontario Outaouais Regional Council of The United Church of Canada
Notes to Financial Statements
For the year ending December 31, 2022

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Eastern Ontario Outaouais Regional Council of The United Church of Canada
Notes to Financial Statements
For the year ending December 31, 2022

Mission and Ministry Legacy Fund: In 2022, the Executive established this fund as recipient of capital from the closure of Communities of Faith. The fund is to provide income to the annual Mission and Ministry Fund of the Eastern Ontario Outaouais Regional Council in keeping with the policies and practices of the Regional Council.

Vision & Transformation Fund: At a meeting held in May 2014, the Ottawa Presbytery established the Mission Strategy Fund with the purpose of providing financial support to mission initiatives under the guidance of the Mission Strategy Committee and with the approval of the Ottawa Presbytery Executive. Deposits from the sale of church and manse properties have been designated to this Fund. By motion of Ottawa Presbytery, this fund was transferred to the Eastern Ontario Outaouais Regional Council with the same terms. Additional equity was provided from the 4RP Development Fund of Four Rivers Presbytery. 4% of the market value as of December 31st determines the budget for grants in the following year.

Four Rivers Presbytery	178,378
Ottawa Presbytery	1,384,690
Total	1,563,069

The W.H. (Bill) Scrivens Memorial Fund for Youth Ministry: The Ottawa Presbytery provided oversight to the W.H. (Bill) Scrivens Memorial Fund for Youth Ministry of the Ottawa Presbytery. Until 2019, this Fund was a registered charitable organization under the Income Tax Act. During 2019, the Committee transferred all assets to the Eastern Ontario Outaouais Regional Council in order to continue the mandate to provide financial assistance to youth ministry in the successor organization of the Ottawa Presbytery. The W. H. (Bill) Scrivens Memorial Fund discontinues as a separate charitable organization in 2020.

5. Held-in-Trust Accounts of Eastern Ontario Outaouais Regional Council.

Beginning in 2017, the Ottawa Presbytery assumed financial management for some Pastoral Charges. This is now the work of the Eastern Ontario Outaouais Regional Council who provides oversight to Communities of Faith. These monies are tracked as separate accounts until the management ceases. While it is not guaranteed, it is anticipated that deficits will be recovered and surpluses returned to the Community of Faith or designated to another purpose should the Community of Faith be disbanded.

	1-Jan	Income	Expenses	31-Dec
Campbell's Bay	71,937	39	(71,976)	0
Lower Litchfield Cemetery	8,689	2,653	(1,721)	9,621
Merrickville United (Kindred Works)		18,114	0	18,114
Thurso	204,654	240	(204,894)	(0)
	285,279	21,046	(278,591)	27,735

Beginning in 2022, the Eastern Ontario Outaouais Regional Council began investing funds on behalf of Communities of Faith. A signed agreement exists between each Community of Faith and the Regional Council. Quarterly investment reports are provided.

	1-Jan	Deposit	Redemptions	Gain (loss)	31-Dec
Beithel Rideau Ferry	0	200,000	0	(3,527)	196,473
Beithel St. Andrews	0	331,825	0	4,136	335,961
Campbell's Bay	0	94,262	0	(1,316)	92,947
Glencairn	0	100,000	0	3,876	103,876
St. Andrews Beachburg	0	250,000	0	(4,876)	245,124
Thurso	0	204,894	0	(4,391)	200,503
Trinity Kazabazua	0	30,000	0	(206)	29,794
Winchester	0	70,000	0	377	70,377
Zion Memorial	0	268,104	0	(4,728)	263,376
	0	1,549,085	0	(10,654)	1,538,431

Eastern Ontario Outaouais Regional Council of The United Church of Canada
Notes to Financial Statements
For the year ending December 31, 2022

Note: The Investments for Campbell's Bay and Thurso are held in-trust pending final decisions on the disposition of funds since both of these Communities of Faith are closing.

6. Ministry Accounts of Eastern Ontario Outaouais Regional Council.

Eastern Ontario Outaouais Regional Council receives donations and hosts fundraising events for designated programs where income and expenses occur over multiple years. These donations and raised funds must be used for the designated purposes and are recorded separately. Restricted donations and fundraising are recognized as revenue in the fiscal year received. Unexpended contributions are transferred to restricted ministry accounts to be expensed in future years.

Camp Awesome: This ministry provides summer day camps for churches in the Eastern Ontario Outaouais Regional Council. Fees for participants are charged in order to cover costs. Payroll with government deductions, are submitted to Revenue Canada. Since this ministry is support through the budget of the Regional Council, surplus/deficit is transferred annually.

Camp Awesome Project : The Regional Council approved a three-year contract to hire a Camp Awesome Director using reallocated unrestricted funds and 2021 youth grants. The purpose of this project is to evaluate whether Camp Awesome can be a self-sustaining ministry beyond the YAYA staff position.

Camp Bitobi: This account was established in 2015 with proceeds from the sale of Camp Bitobi. This account provides grants for children's ministries until the account is fully expended.

Ecological Grief Seminars: The project was funded by two Embracing the Spirit grants. One grant was used in 2020 and the second grant received in 2021 for 2022.

Faith and Arts Ottawa: This ministry is nurturing a community of faith and/or Regional programming through the arts. Grants were received to facilitate this ongoing work.

Healing Pathway Regional: This ministry funds the training and operations of the Eastern Ontario Outaouais Regional Healing Pathway ministry.

Kingston Resource Centre: This account was established to support networking and education. This amount is to be expended in full through grants.

Ministry Personnel Events: A grant was provided to fund events to gather Ministry Personnel for support of one another.

Project Footprint: This grant was received to provide data to help Communities of Faith reduce their carbon Footprint.

Sisters Stream: This project is funded by Embracing the Spirit grant. Money was granted in 2020 but project will begin in 2023.

Students and RCCO: This fund provides grants to ministerial students and new organists. Funds come from the annual Governance fund.

United Mining for Justice: This grant was received in 2019 to support Canadian and international efforts to support just mining practices.

Youth Trips : The fund consists of surpluses accumulated from trips and is available to cover costs if future trips lose money.

Youth - Zambia: This is a young adult exposure to Zambia and may recur.

Eastern Ontario Outaouais Regional Council of The United Church of Canada
Notes to Financial Statements
For the year ending December 31, 2022

	1-Jan	Income	Expenses	Transfers	31-Dec
Camp Awesome	0	47,409	(39,769)	0	7,640
Camp Awesome Project	111,000	0	(26,563)	0	84,437
Camp Bitobi	66,000	0	0	0	66,000
Ecological Grief Seminars	15,000	0	(6,629)	0	8,371
Faith and Arts Ottawa	27,623	0	0	0	27,623
Healing Pathway Ministry	4,857	2,505	(3,970)	0	3,392
Kingston Resource Centre	13,788	0	0	0	13,788
Ministry Personnel Events	1,623	0	0	0	1,623
Project Footprint	4,202	0	0	0	4,202
Sisters Stream	25,000	0	0	0	25,000
Students and RCCO	0	9,620	0	0	9,620
United Mining for Justice	33,208	0	(464)	0	32,744
Youth Ministry - Trip Exposure	4,214	0	0	0	4,214
Youth Ministry - Zambia	3,890	0	0	0	3,890
	310,404	59,534	(77,394)	0	292,543

7. Risks

Financial Instruments: Eastern Ontario Outaouais Regional Council is exposed to various risks through its financial instruments. Eastern Ontario Outaouais Regional Council's main financial instrument risk exposure is detailed as follows.

Liquidity Risk: Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. Eastern Ontario Outaouais Regional Council is exposed to liquidity risk with respect to its accounts payable. Eastern Ontario Outaouais Regional Council reduces its exposure to liquidity risk related to accounts payable by ensuring that it documents when authorized payments are due and maintaining adequate cash reserves to meet obligations.

Market Risk: Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the market place. Market risk comprises of three types of risk: currency rate risk, interest rate risk, and other price risk. Eastern Ontario Outaouais Regional Council is exposed to interest rate risk.

Interest Rate Risk: Interest rate risk is the risk that fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Eastern Ontario Outaouais Regional Council is exposed to interest rate risk on its fixed and floating interest rate financial instrument. Fixed rate instruments subject Eastern Ontario Outaouais Regional Council to a fair value risk while the floating rate instruments subject Eastern Ontario Outaouais Regional Council to a cash flow risk.

8. Loan to Orleans United Church

In 1988, Ottawa Presbytery agreed to loan the entirety of its McKendry Capital Fund to Orleans United Church. No principal payments are required on this loan until all other debtors have been repaid. An annual interest payment is required and the interest rate is revised annually on July 1 based on the Royal Trust Treasury Bill. It is expected that principal repayments will not be forthcoming for some years.

Eastern Ontario Outaouais Regional Council of The United Church of Canada
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9. Capital Fiera Investments

The Finance Committee of the Regional Council oversees the investments of the Eastern Ontario Outaouais Regional Council. The investments are invested in a pooled Fiera Capital investment account and the value of the four funds are tracked separately.

	EOORC Fund	M&M Legacy	COF Invest	Baillie Fund	Scrivens Fund	Vision&Trans	Undesignated	Total
Opening Balance (Jan 1)	1,049,873	0	0	719,744	530,802	2,351,768	435,585	5,087,772
Purchases	0	158,040	959,929	0	0	8,040	93,991	1,220,000
Redemptions	0	0	0	0	0	0	0	0
Transfers (internal)	(40,684)	20,330	589,156	(18,899)	(10,000)	(58,920)	(480,878)	105
Unrealized Gains (losses)	(48,950)	(3,691)	(10,654)	(27,960)	(20,640)	(93,897)	0	(205,792)
Closing Balance	960,238	174,679	1,538,431	672,885	500,162	2,206,992	48,698	6,102,086

Note: Beginning in 2022, Eastern Ontario Outaouais Regional Council began to facilitate Community of Faith investments through EOORC investments.

Note: The gains and losses for undesignated amounts are applied to the gains and losses of the EOORC Fund.

10. Related Entities

Church Extension: The Eastern Ontario Outaouais Regional Council of The United Church of Canada provides oversight to the Extension Committee of the Eastern Ontario Outaouais Regional Council. The Extension Committee administers a fund to provide land for new churches, provide loans and grants for renovations of existing churches, and assists in the funding of new ministries. The Committee is considered a non profit organization and is therefore exempt from income taxes. The Extension Committee is incorporated separately and produces its own financial statements which are approved annually. Their fiscal year ends June 30th.

	2022 Actual	2021 Actual
Opening Balance	4,730,788	4,216,721
Revenue	27,422	3,681
Realized gain (loss)	196,486	221,106
Unrealized gain (loss)	(312,798)	349,841
Total Revenue	(88,890)	574,628
Grants & Donations Expenses	(221,206)	(31,924)
Total Expense	(250,876)	(60,561)
Excess of Revenue over Expense	(339,766)	514,067
Closing Balance/Assets	4,391,022	4,730,788

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Kindred Works: Beginning in 2022, the Eastern Ontario Outaouais Regional Council entered into partnership with Kindred Works, a property development company of The United Church of Canada. The Eastern Ontario Outaouais Regional Council pays bills (and thus has accounts receivable) or holds money in trust for church properties being redeveloped.

	1-Jan	Monies owed	Held-in-Trust	Gain (loss)	31-Dec
Hawthorne	0	(10,000)	0	0	(10,000)
	0	(10,000)	0	0	(10,000)

Schedule 1 - Clusters, Leadership Teams, Networks

	Governance		Mission & Ministry		Total	
	2022 Actual	2021 Actual	2022 Budget	2021 Actual	2022 Budget	2021 Actual
Affirm Ministries	0	0	0	400	0	400
Camping Leadership Team	0	0	0	0	100	0
Chaplaincy Leadership Team	0	0	0	0	1,000	0
Contingency (allocations yet to be determined)	0	0	3,000	0	3,000	0
Finance Leadership Team	0	126	500	0	0	126
Justice, Global, and Ecumenical Relations	0	0	0	0	1,403	0
Lay Worship Leaders	642	0	3,000	0	0	642
Ministry Personnel Events	96	825	1,000	0	0	96
Pastoral Relations Leadership Team	703	0	400	0	0	703
Right Relations	0	0	0	0	500	0
UCW	120	0	0	0	1,048	120
Total	1,561	951	7,900	400	9,600	1,961

Schedule 2 - Finance and Archives

	Governance		Mission & Ministry		Total	
	2022 Actual	2021 Actual	2022 Budget	2021 Actual	2022 Budget	2021 Actual
Archives Honourarium	8,142	8,037	9,000	0	0	8,037
Archives Office and Travel Expenses	338	442	750	0	0	442
Archives Ontario Archives	6,206	6,206	10,000	0	0	6,206
Bank and Review Costs	1,150	1,108	1,250	0	0	1,108
Incorporated Ministries	500	500	750	0	0	500
Insurance	469	0	400	0	0	469
Treasurer Honourarium	6,330	6,250	6,330	0	0	6,330
Treasurer Office Expense	407	444	400	0	0	444
Total	23,542	22,987	28,880	0	0	23,542

Eastern Ontario Outaouais Regional Council of The United Church of Canada
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Schedule 3 - Mission Support Grants

	Governance		Mission & Ministry		Total	
	2022 Actual	2021 Actual	2022 Budget	2021 Actual	2022 Budget	2021 Actual
Algonquin Chaplaincy	0	0	0	5,550	5,550	5,550
Alwyn Community of Faith	0	0	0	3,500	3,500	3,500
Camp Lau-ren	0	0	0	20,000	20,000	20,000
Carlington Chaplaincy	0	0	0	7,000	7,000	7,000
Centre 507	0	0	0	30,670	30,670	30,670
Golden Lake Camp	0	0	0	15,000	15,000	15,000
House of Lazarus	0	0	0	36,300	36,300	36,300
Ottawa West End Chaplaincy	0	0	0	2,500	2,500	2,500
Rideau Hill Camp	0	0	0	15,000	15,000	15,000
Total	0	0	0	135,520	135,520	135,520

Schedule 4 - Office Costs

	Governance		Mission & Ministry		Total	
	2022 Actual	2021 Actual	2022 Budget	2021 Actual	2022 Budget	2021 Actual
Carleton Place	0	11	1,000	0	0	11
Photocopier & Postage	5,200	5,200	5,200	0	5,200	5,200
Rent	0	342	1,000	0	0	342
Supplies	2,145	242	750	2,270	1,500	632
Home Offices	215	890	500	0	215	890
Sundry	201	228	150	0	0	228
Summerlea (16.6% of costs)	303	335	550	0	0	335
Elevator	0	77	100	0	0	77
Hydro	0	0	850	0	0	0
Internet	0	0	4,500	0	0	0
Photocopier & Postage	4,698	4,450	4,500	0	4,698	4,450
Rent	166	142	750	0	166	142
Supplies	0	0	0	0	0	0
Telephone	0	0	0	0	0	0
Total	12,929	11,916	15,350	2,270	15,199	16,850

Schedule 5 - Partnerships

	Governance		Mission & Ministry		Total	
	2022 Actual	2021 Actual	2022 Budget	2021 Actual	2022 Budget	2021 Actual
Affirm United	0	0	0	0	0	0
Christian Council of Capital Region	0	0	0	250	250	250
Grand River Book Stores	2,500	2,500	2,500	2,500	5,000	5,000
Multi Faith Housing Initiative	0	0	0	100	100	100
Spiritual Care in Secondary Schools	0	0	0	1,000	1,000	1,000
Social Justice Network in Ontario	0	0	0	1,500	1,500	1,500
Total	2,500	2,500	2,500	5,350	8,850	8,850

Eastern Ontario Outaouais Regional Council of The United Church of Canada
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Schedule 6 - Personnel		Governance				Mission & Ministry				Total	
		2022 Actual	2021 Actual	2022 Budget	2021 Budget	2022 Actual	2021 Actual	2022 Budget	2021 Budget	2022 Actual	2021 Budget
Benefits (United Church & Government)		37,614	29,845	36,400	27,479	27,479	20,147	26,550	65,093	49,992	62,950
Continuing Education		555	900	4,000	390	390	402	2,100	945	1,302	6,100
Executive Minister/Assistant (16.6%)		43,215	40,871	42,300	0	0	0	0	43,215	40,871	42,300
Meetings/Hospitality		1,394	0	4,000	302	302	67	1,500	1,696	67	5,500
Salaries		154,296	130,683	148,500	109,220	109,220	93,652	113,500	263,516	234,335	262,000
Telephones		1,406	1,532	2,000	806	806	1,202	2,000	2,212	2,734	4,000
Travel		4,712	750	6,000	3,241	3,241	1,604	3,500	7,953	2,353	9,500
Total		243,191	204,580	243,200	141,438	141,438	117,075	149,150	384,628	321,654	392,350

Schedule 7 - Regional Meetings		Governance				Mission & Ministry				Total	
		2022 Actual	2021 Actual	2022 Budget	2021 Budget	2022 Actual	2021 Actual	2022 Budget	2021 Budget	2022 Actual	2021 Budget
Celebration of Ministry Services		728	0	0	0	0	0	0	728	0	0
Executive Meetings & President Expenses		677	92	1,500	677	0	0	0	677	92	1,500
Regional Meeting - February		540	1,150	7,000	540	0	0	0	540	1,150	7,000
Regional Meeting - May		0	558	45,000	0	0	0	0	0	558	45,000
Regional Meeting - October		6,351	408	7,000	0	0	0	0	6,351	408	7,000
Planning Committee		0	0	1,500	0	0	0	0	0	0	1,500
Pulpit Supply		1,000	0	0	0	0	0	0	1,000	0	0
Staff Retreat		526	0	1,000	0	0	0	0	526	0	1,000
Total		9,822	2,208	63,000	0	0	0	0	9,822	2,208	63,000

Schedule 8 - Technology and Communications		Governance				Mission & Ministry				Total	
		2022 Actual	2021 Actual	2022 Budget	2021 Budget	2022 Actual	2021 Actual	2022 Budget	2021 Budget	2022 Actual	2021 Budget
IT Support GCO		6,504	5,632	6,500	0	0	0	0	6,504	5,632	6,500
Tele-Conferencing Contracts		518	207	500	0	0	0	0	518	207	500
Website		832	736	1,500	0	0	0	0	832	736	1,500
Total		7,854	6,575	8,500	0	0	0	0	7,854	6,575	8,500

Schedule 9 - Youth Programming		Governance				Mission & Ministry				Total	
		2022 Actual	2021 Actual	2022 Budget	2021 Budget	2022 Actual	2021 Actual	2022 Budget	2021 Budget	2022 Actual	2021 Budget
Camp Awesome (note 6)		0	0	0	0	0	5,815	5,000	0	5,815	5,000
Events		0	0	0	0	2,042	6,034	10,000	2,042	6,034	10,000
Supplies		0	0	0	0	876	831	2,000	876	831	2,000
Total		0	0	0	0	2,918	12,680	17,000	2,918	12,680	17,000

Eastern Ontario Outaouais Regional Council of The United Church of Canada
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Schedule 10 - Statement of Operations and Change in Assets for Eastern Ontario Outaouais Regional Council Investment Funds

	EOORC	M & M Legacy	Cof Invest	Baillie	Scrivens	Vision & Trans	McKendry	Total
Opening Equity (market Value)	1,049,873	0	0	719,745	530,802	2,351,768	100,000	4,752,188
Deposits	1,321	150,000	1,549,085	0	0	0		1,700,406
Deposits (Sales from Properties)	0	28,360	0	0	0	34,724		63,084
Transfer to Governance	(21,000)	0	0	0	0	0		(21,000)
Transfer for Grants	0	0	0	(3,899)	0	(85,604)		(89,503)
Transfer to Mission and Ministry	(21,000)	0	0	(15,000)	(10,000)	0		(46,000)
Unrealized Gains/Losses (note 9)	(48,955)	(3,681)	(10,654)	(27,960)	(20,640)	(93,897)		(205,787)
Closing Equity (market value)	960,238	174,679	1,538,431	672,885	500,162	2,206,992	100,000	6,153,387

In 2022, funds received from church sales included Roebuck United and Kitchissippi United

Appendix A³Eastern Ontario Outaouais Regional Council of The United Church of Canada
2023 Financial Report

Income	Governance			Mission & Ministry			2023 Budget		Total
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance Miss&Min		
Grants - Assessments	104,574	325,000	325,000	0	0	0	325,000	0	325,000
Grant - Assessment (Executive Minister/Assistant	11,167	33,500	33,500	0	0	0	33,500	0	33,500
Grant - Mission & Service Fund	0	0	0	141,150	240,000	240,000	0	240,000	240,000
Grant - Special Funding	0	35,275	0	0	0	0	0	0	0
Donated Expenses	0	0	0	0	0	0	0	0	0
Interest & McKendry Fund	4,221	2,297	750	0	0	0	750	0	750
Mission & Service Fund Donations	0	0	0	50	364	0	0	0	0
Transfer Baillie/Scrivens Youth Salary/Program	0	0	0	23,250	25,000	23,250	0	23,250	23,250
Transfer Baillie/Scrivens Grants	0	0	0	0	3,899	23,250	0	23,250	23,250
Transfer EOORC Fund	19,000	21,000	19,000	19,000	21,000	19,000	19,000	19,000	38,000
Transfer Mission and Ministry Fund	0	35,275	0	6,750	0	6,750	0	6,750	6,750
Transfer Vision and Transformation Grants	0	0	0	35,982	85,604	88,250	0	88,250	88,250
Camp Awesome Project	0	0	0	13,867	26,563	41,700	0	41,700	41,700
Youth Programming Revenue	0	0	0	0	0	0	0	0	0
Total Income	138,961	452,346	378,250	240,049	402,430	442,200	378,250	442,200	820,450
Expenses (net of Recoveries)	Governance			Mission & Ministry			2023 Budget		Total
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance Miss&Min		
Clusters, Leadership Teams, Networks (Schedule 1)	692	1,561	7,900	0	400	9,600	7,900	9,600	17,500
Candidate for Ministry and RCOO Training Grants	0	2,700	2,700	0	0	0	2,700	0	2,700
Congregational Reviews & Support	8,000	11,156	15,000	0	0	0	15,000	0	15,000
Finance and Archives (Schedule 2)	14,599	23,542	29,200	0	0	0	29,200	0	29,200
Mission & Service Fund Donations	0	0	0	0	364	0	0	0	0
Mission Support Grants (Schedule 3)	0	0	0	91,010	135,520	135,520	0	135,520	135,520
Office Costs (Schedule 4)	4,862	13,004	15,000	466	2,270	2,500	15,000	2,500	17,500
Partnership Ministries (Schedule 5)	2,500	2,500	2,500	2,500	5,350	6,350	2,500	6,350	8,850
Personnel (Schedule 6)	89,110	243,191	267,000	52,325	141,438	155,850	267,000	155,850	423,250
Regional Meetings (Schedule 7)	26,588	9,922	65,500	0	0	0	63,000	0	63,000
Technology and Communications (Schedule 8)	3,919	7,854	8,750	0	0	0	8,750	0	8,750
Vision and Transformation Grants	0	0	0	35,982	85,604	88,250	0	88,250	88,250
Youth Camp Awesome 3-Year Contract	0	0	0	13,867	26,563	41,700	0	41,700	41,700
Youth Grants	0	0	0	0	3,899	23,250	0	23,250	23,250
Youth Programming (Schedule 9)	0	0	0	907	2,938	12,000	0	12,000	12,000
Total Expenses	150,269	315,429	413,550	197,057	404,346	475,020	411,450	475,020	886,470
Net Income (deficit) from general operations	(11,308)	136,918	(35,300)	42,992	(1,916)	(32,820)	(33,200)	(32,820)	(66,020)

Eastern Ontario Outaouais Regional Council of The United Church of Canada
2023 Financial Report**Schedule 1 - Cluster, Leadership Teams, Networks**

	Governance			Mission & Ministry			2023 Budget		
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Miss&Min	Total
Affirm Ministries	0	0	0	0	0	400	500	0	500
Camping Leadership Team	0	0	0	0	0	100	100	0	100
Chaplaincy Leadership Team	0	0	0	0	0	1,000	0	1,000	1,000
Contingency (allocations yet to be determined)	0	0	2,500	0	0	2,500	2,500	2,500	5,000
Finance Leadership Team	38	0	300	0	0	0	300	0	300
Justice, Global, and Ecumenical Relations	0	0	0	0	0	5,000	0	5,000	5,000
Lay Worship Leaders	0	642	3,000	0	0	0	3,000	0	3,000
Ministry Personnel Events	560	96	1,000	0	0	0	1,000	0	1,000
Pastoral Relations Leadership Team	94	703	900	0	0	0	900	0	900
Right Relations	0	0	0	0	0	500	0	500	500
UCW	0	120	200	0	0	0	200	0	200
Total	692	1,561	7,900	0	400	9,600	7,900	9,600	17,500

Schedule 2 - Finance and Archives

	Governance			Mission & Ministry			2023 Budget		
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Miss&Min	Total
Archives Honourarium	2,808	8,142	9,000	0	0	0	9,000	0	9,000
Archives Office and Travel Expenses	0	338	500	0	0	0	500	0	500
Archives Ontario Archives	6,902	6,206	10,000	0	0	0	10,000	0	10,000
Bank and Review Costs	1,377	1,150	1,250	0	0	0	1,250	0	1,250
Incorporated Ministries	0	500	650	0	0	0	650	0	650
Insurance	0	469	550	0	0	0	550	0	550
Treasurer Honourarium	3,275	6,330	6,550	0	0	0	6,550	0	6,550
Treasurer Office Expense	238	407	700	0	0	0	700	0	700
Total	14,599	23,542	29,200	0	0	0	29,200	0	29,200

Schedule 3 - Mission Support Grants

	Governance			Mission & Ministry			2023 Budget		
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Miss&Min	Total
Algonquin Chaplaincy	0	0	0	2,775	5,550	5,550	0	5,550	5,550
Alwyn Community of Faith	0	0	0	0	3,500	3,500	0	3,500	3,500
Camp Laurier	0	0	0	20,000	20,000	20,000	0	20,000	20,000
Carlington Chaplaincy	0	0	0	3,500	7,000	7,000	0	7,000	7,000
Centre 507	0	0	0	15,335	30,670	30,670	0	30,670	30,670
Golden Lake Camp	0	0	0	15,000	15,000	15,000	0	15,000	15,000
House of Lazarus	0	0	0	18,150	36,300	36,300	0	36,300	36,300
Ottawa West End Chaplaincy	0	0	0	1,250	2,500	2,500	0	2,500	2,500
Rideau Hill Camp	0	0	0	15,000	15,000	15,000	0	15,000	15,000
Total	0	0	0	91,010	135,520	135,520	0	135,520	135,520

Eastern Ontario Outaouais Regional Council of The United Church of Canada
2023 Financial Report

Schedule 4 - Office Costs

Carleton Place																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									</
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Schedule 5 - Partnerships

	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Miss&Min	Total
Affirm United	0	0	0	0	0	1,000	0	1,000	1,000
Christian Council of Capital Region	0	0	0	0	250	250	0	250	250
Grand River Book Stores	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	5,000
Multi Faith Housing Initiative	0	0	0	0	100	100	0	100	100
Spiritual Care in Secondary Schools	0	0	0	0	1,000	1,000	0	1,000	1,000
Social Justice Network in Ontario	0	0	0	0	1,500	1,500	0	1,500	1,500
Total	2,500	2,500	2,500	2,500	5,350	6,350	2,500	6,350	8,850

Schedule 6 - Personnel

	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Miss&Min	Total
Benefits (United Church & Government)	14,428	37,614	40,000	10,479	27,479	29,500	40,000	29,500	69,500
Continuing Education	0	555	4,000	133	390	2,100	4,000	2,100	6,100
Executive Minister/Assistant (16.6%)	16,877	43,215	49,500	0	0	0	49,500	0	42,300
Meetings/Hospitality	575	1,394	3,000	293	302	1,500	3,000	1,500	4,500
Salaries	54,736	154,296	163,000	39,661	109,220	116,250	163,000	116,250	279,250
Telephones	166	1,406	1,500	164	806	2,000	1,500	2,000	3,500
Travel	2,328	4,712	6,000	1,595	3,241	4,500	6,000	4,500	10,500
Total	89,110	243,191	267,000	52,325	141,438	155,850	267,000	155,850	415,650

Eastern Ontario Outaouais Regional Council of The United Church of Canada
2023 Financial Report

Schedule 7 - Regional Meetings

	Governance			Mission & Ministry			2023 Budget		
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Mission & Ministry	Total
Celebration of Ministry Services	4,443	728	2,500	0	0	0	0	0	2,500
Executive Meetings & President Expenses	0	677	1,500	0	0	0	1,500	0	1,500
Regional Meeting - February	2,642	540	7,000	0	0	0	7,000	0	7,000
Regional Meeting - May	19,508	0	45,000	0	0	0	45,000	0	45,000
Regional Meeting - October	0	6,451	7,000	0	0	0	7,000	0	7,000
Planning Committee	0	0	1,500	0	0	0	1,500	0	1,500
Pulpit Supply	0	1,000	0	0	0	0	0	0	0
Staff Retreat	0	526	1,000	0	0	0	1,000	0	1,000
Total	26,588	9,922	65,500	0	0	0	63,000	0	65,500

Schedule 8 - Technology and Communications

	Governance			Mission & Ministry			2023 Budget		
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Mission & Ministry	Total
IT Support GCO	2,446	6,504	6,750	0	0	0	6,750	0	6,750
Tele-Conferencing/Annual Contracts	658	518	750	0	0	0	750	0	750
Website	815	832	1,250	0	0	0	1,250	0	1,250
Total	3,919	7,854	8,750	0	0	0	8,750	0	8,750

Schedule 9 - Youth Programming

	Governance			Mission & Ministry			2023 Budget		
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Mission & Ministry	Total
Camp Awesome	0	0	0	0	0	0	0	0	0
Events	0	0	0	412	2,062	10,000	0	0	10,000
Supplies	0	0	0	495	876	2,000	0	0	2,000
Total	0	0	0	907	2,938	12,000	0	0	12,000

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

	EOORC	M & M Legacy	Cof Invest	Baillie	Scrivens	Vision & Trans	McKendry	Total
Opening Equity (market Value)	960,238	174,679	1,538,431	672,885	500,162	2,206,992	100,000	6,153,387
Deposits	0	62,222	0	0	0	0	0	62,222
Deposits (Sales from Properties)	0	0	0	0	0	0	0	0
Transfer to Governance	(19,000)	0	0	0	0	0	0	(19,000)
Transfer for Grants	0	0	0	0	0	(35,982)	0	(35,982)
Transfer to Mission and Ministry	(19,000)	(6,750)	0	(15,000)	(8,250)	0	0	(49,000)
Withdrawals	0	0	(20,000)	0	0	0	0	(20,000)
Unrealized Gains/Losses (note 9)	37,063	7,034	56,212	24,038	17,974	80,640	0	222,959
Closing Equity (market value)	959,301	237,185	1,574,643	681,922	509,886	2,251,649	100,000	6,314,585

Appendix A⁴

Accrual Basis	Eastern Ontario Outaouais Regional Council Balance Sheet		
	31 Dec 2023	31 Dec 2022	\$ Change
ASSETS			
Current Assets			
Chequing/Savings			
GIC - Lower Litchfield Cemetery	5,396.54	5,396.54	0.00
Lower Litchfield Cemetery	4,224.37	4,224.37	0.00
TD Bank Account	2,797.21	37,660.47	-34,863.26
Visa Security	379,918.66	525,698.09	-145,779.43
Total Chequing/Savings	392,336.78	572,979.47	-180,642.69
Accounts Receivable			
COVID-19 Loans	9,500.00	9,500.00	0.00
Accounts Receivable - Other	0.00	21,261.97	-21,261.97
Total Accounts Receivable	9,500.00	30,761.97	-21,261.97
HST - Federal	1,892.17	745.45	1,146.72
HST - Provincial	6,110.19	1,824.86	4,285.33
Kindred Works			
Hawthorne	10,000.00	10,000.00	0.00
St.Marc	49,846.57	0.00	49,846.57
Total Kindred Works	59,846.57	10,000.00	49,846.57
Total Accounts Receivable	77,348.93	43,332.28	34,016.65
Other Current Assets			
Fiera Capital Investment Account	6,325,045.34	6,102,085.98	222,959.36
McKendry Fund - Loan to Orleans	96,600.00	100,000.00	-3,400.00
Total Other Current Assets	6,421,645.34	6,202,085.98	219,559.36
Total Current Assets	6,891,331.05	6,818,397.73	72,933.32
Other Assets			
Pre-Paid Account	0.00	-150.00	150.00
Total Other Assets	0.00	-150.00	150.00
TOTAL ASSETS	6,891,331.05	6,818,247.73	73,083.32
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable	413.91	40,419.39	-40,005.48
Total Accounts Payable	413.91	40,419.39	-40,005.48
Total Current Liabilities	413.91	40,419.39	-40,005.48
Total Liabilities	413.91	40,419.39	-40,005.48

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Accrual Basis

Eastern Ontario Outaouais Regional Council Balance Sheet

	31 Dec 2023	31 Dec 2022	\$ Change
Equity			
Held In Trust - COF's			
Bequest - Templeton	0.00	62,222.00	-62,222.00
Lower Litchfield Cemetery Fund	9,620.91	9,620.91	0.00
Merrickville	19,119.00	18,114.00	1,005.00
Total Held In Trust - COF's	28,739.91	89,956.91	-61,217.00
Investment Funds			
EOORC Fund	959,301.56	960,238.33	-936.77
Held-In-Trust Comm.of Faith			
Bethel Rideau Ferry	203,652.11	196,473.32	7,178.79
Bethel St. Andrews	348,236.74	335,961.31	12,275.43
Campbell Bay's	96,342.70	92,946.60	3,396.10
Glencalm	107,671.51	103,876.06	3,795.45
St. Andrew's Beachburg	254,080.62	245,124.21	8,956.41
Thurso	207,828.89	200,502.88	7,326.01
Trinity United - Kazabazua	30,882.29	29,793.69	1,088.60
Winchester United	72,948.66	70,377.19	2,571.47
Zion Memorial	252,989.43	263,376.14	-10,376.71
Total Held-In-Trust Comm.of Faith	1,574,642.95	1,538,431.40	36,211.55
James Elwood Bailie Youth Fund	681,922.99	672,895.04	9,027.95
McKendry Fund	3,400.00	0.00	3,400.00
McKendry Fund - Orleans	96,600.00	100,000.00	-3,400.00
Missions, Ministry Legacy Fund	237,184.31	174,678.79	62,505.52
Vision & Transformation	2,251,648.95	2,206,991.57	44,657.38
W.H."Bill" Scrivens Fund	509,885.60	500,162.01	9,723.59
Total Investment Funds	6,314,586.36	6,153,387.14	161,199.22
Mission & Ministry Fund	92,728.46	49,836.28	42,892.18
Restricted Ministry Funds			
Camp Awesome Director	70,569.95	84,436.99	-13,867.04
Camp Awesome	23,526.37	7,639.50	15,886.87
Camp Bkobi	60,600.00	66,000.00	-5,400.00
Ecological Grief Program	0.00	8,370.89	-8,370.89
Faith and Arts Ottawa	27,622.73	27,622.73	0.00
Healing Pathway Regional	3,459.85	3,392.35	67.50
Kingston Resource Centre	6,893.80	13,787.60	-6,893.80
Ministry Personnel Events	1,622.50	1,622.50	0.00
Project Footprint	4,202.10	4,202.10	0.00
Sisters Stream	25,000.00	25,000.00	0.00
Student and ROCCO	9,620.00	9,620.00	0.00
United Mining for Justice	32,744.57	32,744.57	0.00
Youth Ministry - Trips	4,213.54	4,213.54	0.00
Youth Ministry - Zambia	3,890.15	3,890.15	0.00
Total Restricted Ministry Funds	273,965.56	292,542.92	-18,577.36
Unrestricted Net Assets	192,105.09	90,397.67	101,707.42

12:08 AM

Accrual Basis

Net Income
Total Equity
TOTAL LIABILITIES & EQUITY

Eastern Ontario Outaouais Regional Council
Balance Sheet

	31 Dec 2023	31 Dec 2022	\$ Change
	-11,208.24	101,707.42	-112,915.66
	6,890,917.14	6,777,828.34	113,088.80
	6,891,331.05	6,818,247.73	73,083.32

Appendix A⁵

Report of the Finance Committee
Eastern Ontario Outaouais Regional Council (EOORC)
May 2023

The Finance Committee meets regularly through the year at the call of the Treasurer, Brian Cornelius.

2022 Reviewed Financial Statements:

Attached are the 2022 Reviewed Financial statements for the Regional Council, and full review took place in April of 2023. These financial statements will be included with the CRA 3010 filing that is submitted prior to June 30th, 2023.

The Regional Council ended up with a surplus for the year of \$99,921 (a surplus of 101,817 for governance and a deficit of \$1,897 for Mission and Ministry). This surplus is because of limited Regional Council activities given the Covid-19 pandemic.

In 2022, the Regional Council created the “Mission and Ministry Legacy Fund” as part of the adoption of an updated policy for the disbursements of funds at the time a Community of Faith disbands. This fund enables the Regional Council to maintain ministries within the Region by offsetting the reduction in Mission and Service grants. Ultimately this may help us maintain our level of mission support to our outreach ministries. The Executive reallocated \$120,000 from the surplus from unrestricted governance Funds and \$30,000 from unrestricted Mission and Ministry funds to establish this fund.

The three-year pilot project for a Camp Awesome Director was also implemented in 2022 through the reallocation of unrestricted funds.

All the details of expenditures are included in the 2022 Financial Statement and we welcome any questions about the details.

Motion Required:

That the 2022 Financial Statement for Eastern Ontario Outaouais Regional Council be formally received and accepted.

Motion Required:

That the Executive of the Eastern Ontario Outaouais Regional Council appoint an Internal Independent Review Committee to review and produce the 2023 Financial Statements.

2023 Financial Report and 2023 Budget

We have circulated a report for the first third of 2022, April 30th. The report includes the budgeted amounts that were adopted last November and we note that the Regional Council did authorize a deficit. We anticipate, now that Covid-19 restrictions no longer exist, that we will incur a deficit in 2023. As explained in November, we look to the strategic planning process to guide decision making processes so that the Regional Council operates with a balanced budget in 2024 and onwards.

Investment Funds

The Finance Committee continues to be satisfied with our investment arrangement with Fiera Capital Investments, which is the same investment company used by the United Church of Canada and the United Church Foundation. The Finance Committee met with our investment representatives to review our investment strategy. We made no

changes to the balanced approach adopted previously. We have a pooled fund to maximize investment returns and reduce investment costs.

The policy of the Finance Committee is to transfer 4% of the value of the funds on December 31st to support the budget of the subsequent year. The amounts are included in the 202e budget. The amount being transferred was reviewed by the Finance Committee and we have now adopted a policy that allows for a transfer up to 5%.

2022 was a negative year for investments, the first in several years.

2023	4.7% (until April 30 th)
2022	(4.0%)
2021	16.8%
2020	9.3%

Communities of Faith Investing Through the Regional Council

Beginning in January of 2022, on recommendation from the Finance Committee, the Executive approved a vehicle for the Regional Council to “hold-in-trust” investments for Communities of Faith through the pooled investment Fund with Fiera Capital.

There are nine (9) Communities of Faith who have invested through EOORC with investments valued at more than 1.5 million. This investment vehicle is primarily available to smaller communities of faith to provide a means to secure a higher return for investments through access to investment opportunities available to the Regional Council through its pooled funds. The Finance Committee welcomes inquiries from communities of faith seeking and information about this investment opportunity is included on the EOORC website.

Mission Support

The Finance Committee oversees Mission Support and makes recommendations for Mission Support grants. The Committee received all requested documentation from Mission Support grant recipients and the Committee carefully reviewed this material. The Mission Support grant recommendations for 2023 were included in the budget. Given the surpluses of previous years, and a time of uncertainty in pandemic, we are maintaining the levels of funding for Mission Support despite the reduction of Mission & Service Fund grant forwarded to Regional Councils.

We recognize that we may not be able to maintain the same level of funding into the future and in 2023, we are undertaking a conscientious review process.

Restricted Ministry Accounts

The Finance Committee administers restricted ministry accounts which provide support to particular ministries. Many of these are short term projects and often receive funding from General Council grants. The purpose of each fund is outlined in the Financial Statements

Restricted Funds held by Community of Faith

The Finance Committee also identified restricted funds within Communities of Faith and has established a process for the annual review of these restricted amounts.

Conclusion

The Finance Committee welcome any questions and suggestion that you have for the effective use of the resources available to the Regional Council. We also, a times, provide support to congregations who are reviewing their financial processes within their own community of faith so that all of us are faithful stewards of the resources we are gifted with.

The members of the Committee are Cindy Casey, Brian Cornelius (Treasurer), Eric Hebert-Daly, Bruce Jackson, Christine Kilburn, James Murray, Joe Smarkala, and Ev Zytveld. The members provide both knowledgeable and faithful guidance to this work.

This report was approved by the Finance Committee and
Respectively submitted by the Treasurer, Brian Cornelius

Appendix B

Pastoral Relations Commission (draft) minutes of May 9th**PRESENT:**

Jim Allen, Ina Bromley, Wayne Harris (Chair), Patsy Henry (1:25 p.m.), Sharon MacDonald, Erin McIntyre, Karen McLean (Scribe), Whit Strong (8)

REGRETS: Charlotte Hoy (1)

CALL TO ORDER, OPENING PRAYER:

Chair, Wayne Harris, called the meeting to order at 1:03 p.m. and led us in an opening prayer.

ACCEPTANCE OF MINUTES:

MOTION 2023-50 (I. Bromley/J. Allen) “that the minutes of April 11, 2023 be accepted as circulated.”

CARRIED

RESTORATIVE CARE:

For information:

- Peter Dahlin is on medical leave effective March 20, 2023.

ACKNOWLEDGED SABBATICALS:

Christopher Ryan – Smiths Falls: Trinity P.C. – April 10 – Sept. 5, 2023; PCS – Don McLean

Carla Van Delen – Barrhaven P.C. – April 17 – July 9, 2023; PCS – Jim Baldwin

Blair Paterson – South Mountain-Hallville P.C. – April 24 – July 23, 2023; PCS – Janet Evans

Tiina Côté – Pembroke: Calvin P.C. – May 1 – September 2, 2023 PCS – Margie Patterson

Kim Vidal – Bells Corners P.C. – May 15 – August 31, 2023 PCS – not required since there is another minister on staff

CHANGE IN PASTORAL RELATIONS:

MOTION 2023-51 (S. MacDonald/E. McIntyre) “that the EOORC PR Commission approves the request of the Rev. Dr. Christine Johnson for a change in pastoral relations effective July 31, 2023.”

CARRIED

MOTION 2023-52 (L. Suddaby/I. Bromley) “that the EOORC PR Commission approves the request of the Rev. Catherine Oxford-Grant for a change in pastoral relations to retire as of July 31, 2023.”

CARRIED

LIAISONS**Trinity P.C. (Ottawa)**

MOTION 2023-53: (S. MacDonald/I. Bromley) “that the EOORC PR Commission names Jim Allen as Liaison to the Trinity Pastoral Charge (Ottawa).”

CARRIED

Note: Liaisons are still needed for Christ Church United (Chesterville), Osgoode-Kars, Rothwell P.C., Glengarry East P.C. (after July 1st), Genesis Co-op (until June 30th), and Aylwin P.C.

PASTORAL CHARGE SUPERVISORS:

Pastoral Charge Supervisors are required for Osgoode-Kars, Rothwell, Aylwin, and Quyon.

Pastoral Charges without called/appointed Ministry Personnel:

(Pastoral Charge Supervisor in place as noted)

Addison – Lynne Gardiner
 Admaston – Paul McLenaghan
 Ashton-Munster – Jim Allen
 Augusta – Linda Suddaby (while the minister is on LTD)
 Aylmer-Eardley – Jim Allen (Aylmer closing, Eardley open for a couple of services per year.)
 Aylwin –
 Bristol – Jon Williams
 Central Lanark – Wayne Harris
 Clyde Forks-Tatlock – Carla Van Delen
 Delta-Toledo – Charlotte Hoy
 Denbigh, Matawatchan, Schutt – Jon Williams/Ina Bromley
 Elgin-Portland – JoAnne Fletcher
 Genesis Co-operative - (after July 1st)
 Glasgow-Castleford – James Murray
 Glengarry East – John Noordhof as of July 1st
 Golden Lake – Jon Williams
 Greenwood – Ina Bromley
 Kenmore (in process to close) - Ed Gratton
 Knox Edwards – (closing in early 2023) - Ed Gratton
 Lanark-Balderson – Sharon MacDonald
 Lansdowne – Donald Wachenschwanz
 Lyn: Christ Church – Shelley Roberts
 Mallorytown – Charlotte Hoy
 Melville-Eganville – Jon Williams/Ina Bromley
 Merrickville – (closing early 2023) - Christopher Ryan
 Metcalfe – Ed Gratton
 Namur – Jim Kenney
 Osgoode-Kars – (after July 1st)
 Ottawa Chinese – Barbara Reynolds
 Pembroke: Mt. Zion – Kevin Moratz
 Pembroke: Zion Evangelical – Zacharia Mandara (meetings);
 Ingrid Condie-Bennett (Pastoral Care)
 Perth Road – Heather McLurg Murphy
 Pittston – Myra Garvin
 Quyon –
 Rideau – Sharon MacDonald
 Rockland – Jim Kenney
 Rothwell – (after May 1st)
 Russell – Ed Gratton

South Stormont – John Noordhof (Erin McIntyre from July 1st until August 31st)
 Southminster – Brian Copeland
 St. John's (Brockville) – Linda Suddaby
 Stittsville – Cindy Casey
 Vernon – ministry is supplied by the Baptist Church

Pastoral Charges in search mode:

(Liaisons in place as noted)
 Ashton-Munster – Jim Allen
 Aylwin –
 Bathurst – Shelley Roberts

Central Lanark - Wayne Harris
 Denbigh, Matawatchan, Schutt – Jon Williams/Ina Bromley
 Genesis Co-operative – (Jim Allen after July 1st)
 Glasgow-Castleford – James Murray
 Glengarry East – (after July 1st)
 Knox Edwards – Ed Gratton
 Lanark-Balderson – Sharon MacDonald
 Lansdowne – Patsy Henry
 Manotick – Dianne Cardin
 Metcalfe – Ed Gratton
 Namur – Jim Kenney
 Ottawa Chinese – Charles Barrett
 Osgoode-Kars -
 Parkdale (Ottawa) – Jim Allen
 Perth Road – Heather McLurg Murphy
 Quyon – candidate
 Rockland – Jim Kenney
 Rothwell – (after May 1st)
 Russell – Ed Gratton
 Shawville – Charles Barrett
 St. John's (Brockville) – Linda Suddaby
 Stittsville – Caroline Penhale
 Trinity (Ottawa) – Jim Allen

Pastoral Charges not searching:

Addison	Centenary	Clyde Forks-Tatlock
Delta-Toledo	Elgin-Portland	Greenwood
Lower Gatineau Valley	Lyn: Christ	Mallorytown
Pittston	Rideau	Southminster (Ottawa) Templeton

(RE)-APPOINTMENTS**Spencerville P.C. – Susan Hutton (DLM):**

MOTION 2023-54 (L. Suddaby/E. McIntyre) “that the EOORC PR Commission approves the re-appointment of Susan Hutton (DLM) to the Spencerville Pastoral Charge as Congregational Minister, 20 hours per week, effective July 1, 2023 – June 30, 2024.” **CARRIED**

Lakeshore P.C. (Morrisburg) – Janet Evans (OM)

MOTION 2023-55 (E. McIntyre/I. Bromley) “that the EOORC PR Commission approves the re-appointment of the Rev. Janet Evans (OM) to the Lakeshore Pastoral Charge (Morrisburg) as Congregational Minister, 20 hours per week, effective July 1, 2023 – June 30, 2024.”

CARRIED**Britannia P.C. – Jennifer Power (OM)**

MOTION 2023-56 (S. MacDonald/J. Allen) “that the EOORC PR Commission approves the re-appointment of the Rev. Jennifer Power (OM) to the Britannia Pastoral Charge as Congregational Minister, 40 hours per week, effective July 1, 2023 – June 30, 2024.”

CARRIED**Rothwell P.C. – Jessica Hetherington (OM)**

MOTION 2023-57 (E. McIntyre/L. Suddaby) “that the EOORC PR Commission approves the appointment of the Rev. Dr. Jessica Hetherington (OM) to the Rothwell Pastoral Charge as Congregational Minister/Supply Minister, 20 hours per week, effective June 1, 2023 – December 31, 2023.”

CARRIED

Cobden-Queensline P.C. – Ingrid Condie-Bennett (OM)

MOTION 2023-58 (S. MacDonald/J. Allen) “that the EOORC PR Commission approves the re-appointment of the Rev. Ingrid Condie-Bennett (OM) to the Cobden-Queensline Pastoral Charge as Congregational Minister, 20 hours per week, effective July 1, 2023 – June 30, 2025.”

CARRIED

Melville-Eganville P.C. – Michelle Robichaud (OM)

MOTION 2023-59 (I. Bromley/S. MacDonald) “that the EOORC PR Commission approves the re-appointment of the Rev. Michelle Robichaud (OM) to the Melville-Eganville Pastoral Charge as Congregational Minister, 20 hours per week, effective July 1 – July 31, 2023 subject to the receipt of required paperwork.”

CARRIED

CALLS:

Stittsville P.C. – Michelle Robichaud (OM)

MOTION 2023-60 (I. Bromley/L. Suddaby) “that the EOORC PR Commission approves the call of the Rev. Michelle Robichaud (OM) to the Stittsville Pastoral Charge as Congregational Minister, 40 hours per week, effective August 1, 2023.”

CARRIED

Manotick P.C. – Paul Whynacht (OM)

MOTION 2023-61 (E. McIntyre/J. Allen) “that the EOORC PR Commission approves the call of the Rev. Paul Whynacht (OM) to the Manotick Pastoral Charge as Congregational Minister, 30 hours per week, effective May 1, 2023.”

CARRIED

South Stormont P.C. – Minhyuk Hwang (OM)

MOTION 2023-62 (E. McIntyre/I. Bromley) “that the EOORC PR Commission approves the call of the Rev. Minhyuk Hwang (OM) to the South Stormont Pastoral Charge as Congregational Minister, 40 hours per week, effective September 1, 2023 pending approval at the congregational meeting on May 14, 2023.”

CARRIED

FOLLOW-UPS FROM LIAISONS AND PCSs:

1) Lanark-Balderson P.C. (Sharon)

June 30, 2023 is the closing date for the sale of Balderson United Church. The final service will be held on June 25, 2023. Will someone from EOORC be there to decommission the church as a United Church? President Susan Hutton should be asked first.

2) Lansdowne P.C. (Patsy)

Lansdowne is still working on their profile and will contact Patsy when they are ready to resume their search.

3) Rideau P.C. (Sharon)

Westport has decided not to look for ½ time. They are going to continue on with pulpit supply for the time being.

OTHER BUSINESS:

1) PRC Members' Terms of Office:

Linda is now a member of the Executive and Erin is on the Nominations list for the Executive as well at the AGM. Both have indicated their desire to remain on the PRC if they can manage the time commitment to both positions. Nominations has been asked to put out a call for 2-4 more members – preferably ministry personnel to maintain

equity and quorum on the team.

2) Time line for Executive Meetings

The Executive will not likely make any change to its meeting schedule until after the new Executive is named at the AGM. The PRC will revisit its schedule at that time to enable our motions to be dealt with as quickly as possible at the Executive.

3) LLWLs

Updates (Whit)

The LLWLs have responded extremely well to the online declaration. Whit has to follow up with a very few.

There is still no definitive answer to whether or not an LLWL who is a Sacraments Elder may act in both roles at the same service at their home CoF. There seems to be a desire to maintain a separation between one person carrying out both roles in the same service. On the other hand, requiring a CoF to pay for 2 people at the same service will add to the costs for small congregations and may make it challenging to find people for a service when there are already so few LLWLS available for the outlying regions.

The Ordination policy is in the hands of the Executive – no further update at this time.

4) Zion-Evangelical P.C. (Pembroke)

Whit attended a recent meeting of the Church Council and will bring a full report to the Executive on May 11th.

LAST WORD: Next meeting – **Tuesday, June 13, 2023** 1:00-3:00 p.m. via Zoom.

CLOSING: Jim led us in a closing prayer. The business listed on the agenda being completed, Wayne declared the meeting closed at 1:49 p.m.

Appendix C

Nominations List
(as of May 11, 2023)EOORC Executive

(L) – Lay member; (MP) Ministry Personnel

1. President – Susan Hutton (MP) (2024)
2. Past-President – Bronwen Harman (L) (2024)
3. President-Elect – Susan DeHaan (MP) (2024)
4. Indigenous Community – Rev. Teresa Burnett-Cole (MP) (2024)

Members at large:

5. Jim Allen (L) (2025)
6. Cathy Ryan (L) (2024)
7. Rev. Ryan Kim (MP) (2025)
8. Erin McIntyre (MP) (2026)
9. Rev. Cindy Casey (MP) (2024)
10. Liz Church (L) (2024)
11. Nancy Hazen (L) (2025)
12. Linda Suddaby (L) (2024)
13. **Member at Large (L or MP) (2026)**

Full member: Rev. Éric Hébert-Daly (Regional Council Executive Minister)

Corresponding Members: Joel Miller (Assistant to RCEM and Secretary of Region), Anita Jansman (Communications and Administrative Assistant), Dana Ducette (Youth), Rev. Dr. Peter Bartlett (Visioning, Clusters & Networks), Rev. Whit Strong (Pastoral Relations), Rev. Caroline Penhale (Office of Vocation), Rev. Lillian Roberts (Office of Vocation), Rev. Brian Cornelius (Treasurer), Nikki Nel (Camp Awesome Director) and Larry Richardson (Archivist).

Leadership Teams

1. *Nominations:* Bronwen Harman (Chair), Susan DeHaan, Karen McLean, Takouhi Demirdjian-Petro, and Sue Hutton – as President (Resource: Rev. Éric Hébert-Daly, Joel Miller) **3 vacancies (diversity in the Regions is missing)**
2. *Pastoral Relations:* Wayne Harris (Chair), Ina Bromley, Charlotte Hoy, Sharon MacDonald, Jim Allen, Patsy Henry, Linda Suddaby and Karen McLean (recording secretary) (Resource: Whit Strong) **2-4 vacancies – all MP**
3. *Future Through Property Leadership Team* Phyllis MacRae (Chair), Ted Brett, Jim Allen (Resource: Rev. Éric Hébert-Daly) **2-4 vacancies**
4. *General Meetings/Educational Event Planning Leadership Team:* Barbara Reynolds (Chair), Sue Hutton, DLM, (President), Susan DeHaan (President-Elect), Bronwen Harman (Past-President), Pat Mayberry, Gary Mackay, David Patterson, Karen McLean **6-8 vacancies (diversity to include youth leadership)**
5. *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: Rev. Éric Hébert-Daly)
6. *Communications:* Lois Leroux, Lynne Gardiner, Rev. Takouhi Demirdjian-Petro and David Patterson (Resource: Anita Jansman)

7. *Finance*: Brian Cornelius (Treasurer), Bruce Jackson, Joe Smarkala, Evered (Ev) Zytveld, Rev. Cindy Casey, Christine Kilburn, James Murray (Resource: Rev. Éric Hébert-Daly)
8. *Licensed Lay worship Leaders (LLWL)*: Rev. Georgina Fitzgerald, Sharon MacDonald, Cathy Ryan, Norma Wrightly, Julee Pauling, Sharon Sanderson, Rev. Dr. Teresa Burnett-Cole and Terrie Chedore, Diaconal Minister, (Resource: Rev. Whit Strong)
9. *Scrivens-Baillie*: Michael Harris, Ryan Babcock, Ken Brownness, Malcolm Collins, Rev. Brian Cornelius, James Murray, Larry Richardson, and Ev Zytveld (Resource: Rev. Éric Hébert-Daly)
10. *Vision & Transformation*: Rev. Cindy Casey (Chair), ~~Jim Allen~~, Charles Barrett, Phyllis MacRae, Janice Peron, Deb Poirier, Patsy Henry, Christine Cross-Barkley, Rev. Melany Cassidy-Wise, and Rev. Sheryl McLeod (Staff Resource: Rev. Dr. Peter Bartlett)
11. *YAYA*: Rev. David Sherwin (Chair), Rev. Steve Clifton, Rev. Heather McLurg-Murphy, Cathy Ryan, Hazel Ward-Moreau, Janet Nield (DM), Margaret Eddy, Rev. Kevin Moratz, and Rev. Tiina Cote (Resource: Dana Ducette)
12. *Social Justice Network of Ontario Regional Councils*: Charles Barrett (Chair) (Resource: Rev. Peter Bartlett)
13. *Stewardship*: Carolyn Ruda, Charlotte Hoy, Ray Lebeau, Nancy Hazen, Paul Sales and Carolle Dallas-Arbuckle and David Charles (Resource: Rev. Roger Janes)
14. *Representative to The Ottawa School of Theology and Spirituality*: Paul Whynacht
15. *Affirming Leadership Team*: Linda Stronski, Cathy Ryan, Bronwen Harman, Kim Baird and Roxanne Akhtar (Resource: Peter Bartlett)
16. *Representatives to Multi-Faith Housing*: Sue Smarkala and Rev. Dianne Cardin
17. *Spiritual Care Hospital Ministry Leadership Team*: Sandra Copeland (Chair) Rev. Brian Copeland, Jane Burgess, Margaret Joyce, Doug Robinson, and Nancy Hazen.

44th General Council Commissioners

Lay 44th General Council Commissioners

1. Oakley Hart (Under 30)
2. Nicole Beaudry
3. Liz Church
4. David Patterson
5. Hazel Ward-Moreau
6. Dave Charles

Ordered 44th General Council Commissioners

- Rev. Takouhi Demirdjian-Petro (Past President)
7. Susan Hutton (DLM) (President)
8. Rev. Demanya Kofi Akoussah
9. Rev. Ed Gratton
10. Rev. Mary Royal-Duczek
11. Rev. Don Anderson
12. Rev. Erin McIntyre

Appendix D¹**Equity Team
East Central Ontario Regional Council**

LEADERSHIP TEAM: Equity Team	Date Approved: November 9, 2019
	Review date:
Purpose: To provide the terms of reference for the Equity Team.	

Purpose

We are called to prayerfully discern and respect the wide range of diversities within our Region including, but not limited to, sexual orientation, gender identity, life experience, differing abilities, ethnicity, race, generational differences, age, geographic location and economic circumstances.

The Equity Team exists to support the work of providing an accessible, equitable environment at all East Central Ontario Regional Council events and meetings.

Membership

The Equity Team will consist of up to twelve (12) members who reflect the intercultural church:

- one (1) member of the Assembly of Elders;
- three (3) members of the East Central Ontario Regional Council appointed annually; and
- members at large recruited by the Equity Team.

The Equity Team will include an Affirming Forum (see the Interim Action Plan).

Terms of Appointment

All members will serve terms of three years. There is a possibility of reappointment for a second term.

Meetings

The Equity Team will meet three to four times a year, primarily by videoconference call. As needed, and possible, the Equity Team may meet in person.

Duties

- 1) Advise the Assembly of Elders and the Executive Minister on all matters concerning equity, privilege and accessibility;
- 2) be a resource to the East Central Ontario Regional Council to follow our priorities below and call the East Central Ontario Regional Council into account if we fail to live up to our commitment;
- 3) celebrate the participation of diverse individuals and communities in our life and work;
- 4) seek justice for all who are marginalized. Identify and dismantle barriers with regard to full participation of marginalized individuals and groups in Christ's ministry;
- 5) name and address ableist, heterosexist and white supremacist comments, attitudes and actions, recognizing how these undergird and perpetuate ableism, racism, homophobia and transphobia;
- 6) improve and provide resources for communication among Regional groups, and Communities of Faith, including digital communication;
- 7) live into being an Affirming Ministry that seeks to create safe and welcoming space for all;
- 8) provide opportunities for educational and training initiatives;
- 9) continue our journey of healing, reconciliation and embracing relationships with First Nations communities;
- 10) practice radical hospitality as church and in conversation with other faith communities;
- 11) be a resource for any regional meetings/events;
- 12) support the volunteer Equity Monitors; and
- 13) receive concerns about and suggestions to revise the Equity Monitor checklist.

Terms:**Equality**

Treating all people the same, regardless of individual differences. Equal treatment is not necessarily fair treatment, because it overlooks the fact that differences in opportunities and resources exist to begin with. Equality of treatment does not necessarily produce equality of result, and does not necessarily allow all people to succeed equally.

For example, equality of treatment would mean giving everyone the exact same support, such as giving everyone the same amount of time to complete an exam regardless of learning disabilities or specialized learning needs.

Equity

Giving fair treatment to all people based on their individual or group needs, even when that treatment is not the same as what others receive. Equity seeks to consider a person's or group's specific circumstances, past and present, and act accordingly to ensure success. Equity takes into account the needs of individuals and groups that have experienced and continue to experience systemic obstacles or challenges, in order to ensure the achievement of equal status in society for all.

For example, equity of treatment would mean providing all people and groups with the resources that they individually need to succeed, such as taking into account an individual's abilities at exam time, so that a student with a learning disability or visual impairment would receive more time if needed.

Privilege

Privilege is an advantage that only one person or group of people has, usually because of their position or because they are rich. Privilege is also the special right that some people in authority have that allows them to do or say things that other people are not allowed to. We first need to acknowledge that privilege does exist (even in the church).

Accessibility

Accessibility is about creating communities that enable everyone to participate fully without barriers. First thoughts are for those with differing abilities but this also includes sexual orientation, gender identity, life experience, ethnicity, race, generational differences, age, geographic location and economic circumstances.

Equity Monitors will

Work with the planning team of the event/meeting and work through the Equity checklist (see attachment). The Equity checklist is to be used as a guide to strive towards, recognizing that we might not be able to meet all of the points. It is helpful to name what is available on the meeting invite. The Equity Monitor(s) are introduced at the beginning of the event/meeting with a brief description of their role. Equity monitors are to be open and approachable to work through a solution for any additional concerns that may arise during a meeting/event. We have found comfort increase in recent years for people to bring forward their concerns.

Areas of equity concerns that have been identified are:

- meetings held in accessible locations;
- visual loss accommodations (materials sent out 48 hours in advance);
- scent-free/nut-free environments;
- assistive listening or amplification of speakers;
- speakers self-identifying;
- concern for dietary needs;
- sensitivities for chemicals/scents/food;
- materials printed for those without access to computers/printers;

- when printed items provided also include some large print;
- gender neutral washrooms (can be identified temporarily for that meeting);
- accessible washrooms;
- respect for pronoun use and identity (use nametags with pronouns, introductions to include pronouns);
- inclusive language (also sensitivity to language complexity);
- American Sign Language interpretation (note: meetings/events need to provide preparation material for interpreters, such as outlines, hymn lyrics and other outlines as required); and
- accommodations for persons with various mental health concerns (quiet spaces available).

Projected Tasks/Action Plan: September 2020 – May 2021(fall ECORC General Meeting 2020 to Spring Meeting 2021)

- engage in opportunities to learn together as an Equity Team to learn from and with each other, to deepen relationships and build capacity and competency in the diversity of equity (supporting new members and developing knowledge and experience together)
- implement and promote use of resources developed by Equity Team in 2019/20 for awareness, advocacy, education and resource in Regional Council(work with communications staff Karen Wilson to add to resources on the regional council website)
- begin networking directly with the various teams and forums of ECORC to establish needs, priorities and best practices as resource and support (meeting with all chairs)
- develop and promote resources to be shared in various formats to support clarity and invite engagement within ECORC about topics of equity (ECORC Equity YouTube channel)
- develop relationship and resourcing connections with the anti-racism and equity officer of the general Council (who reports to General Secretary) as this new position evolves (announced August 18, 2020, position to be filled in fall of 2020, for a two -year term)facilitating learning and working between governance levels.

Template Equity Checklist Planning and Hosting Events

Name of Community of Faith: _____

This equity checklist is designed to be multi-functional to help us be pro-active hosts who offer radical hospitality to welcome all at our table.

Pre-Planning For An Event

- ☐ All groups and event organizers are asked to decide what is needed on promotional material, social media and invitations to help facilitate equity.
- ☐ Try to host only in accessible venues. If only partially accessible ensure that it is stated
- ☐ If accessibility support is needed (operator for lift, key for elevator) is pre-arranged for availability with a named person and contact (avoid vague assurances someone should be there).
- ☐ Ensure all invitations have a contact cell number for someone at event so a person has a contact if needed when arriving to event (directions, parking issues, entrance locked)
- ☐ Provide contact name for those who may need transportation to an event, arranging for volunteer drivers as part of pre-event planning
- ☐ If persons with disabilities are known to be attending, contact the individuals before the event to ask them about their needs and how to best plan for their inclusion (if Communion, how would they like to receive)
- ☐ If anyone has a service animal, pre-arrange with person prior to event requesting service animal expectations be shared when the handler is doing introductions (if introductions not feasible for size of group, invite the service handler to provide information during sharing of housekeeping)
- ☐ Include all appropriate symbols that identify features of the location on invitations, announcements and promotions e.g. (affirming, accessible, gender neutral washroom, hearing assists available, scent free, nut free)

- Anticipate diversity of participants and plan with full participation as a goal (consider complexity of language, attention spans, movement, interactive, learning styles, able to speak in groups, stand, move, hear or see)
- Be adaptive and creative
- Include acknowledgement of lands as part of opening of event.
- Name an equity monitor for the event, introduce at beginning and explain role so all participants have a safe “go to” person and review norms or holy manners, confidentiality expectations for gathering

Presentation

- Projection - font size minimum 40 clear easy to read font (Aerial or similar), strong visual contrast, reduce clutter/ busyness, limit content per slide, use colour contrasts for speaker and large group (white presenter/yellow all, or similar), inclusive wording, attention to complexity of language, add pictures or symbols to clarify such as praying hands to show a time of prayer, use multi-racial images for inclusivity
- distribute 48 hours in advance, documents, handouts, agendas and PowerPoints to allow for additional processing time and accessibility, participants understand there could be some last minute adjustments
- Have large print copies and leader copy of detailed presentation available
- Use existent microphone system consistently (be mindful of placement for lip readers)
- If a person uses a wheelchair, sit when possible to converse so all are face to face,
- Say name when speaking, some may not see, some may forget names or come in late
- Provide clear, large font name tags and ensure people wear name tags and/or use table name plates (indicate pronouns on nametags)
- use alt tag labels for graphics and images, use closed captioning and described video features
- get permission for use of photos, video, quotes or other specific needs, to be used on social media, websites and future related events
- use a feedback or evaluation form that combines paper and on-line option, include request about equity (consider using survey monkey so non-anecdotal can be summarized by survey monkey)

Building Facility

- Offer accessible parking places and clear signage for directions to key rooms (if especially complex, consider making a brief video to give participants a preview tour of building and what to expect) that is posted on social media or website
- Check if site has any directions regarding best place to relieve service animal and directions, if there is an outside waste receptacle.
- Include in invitations special instructions for accessible access if needed, ensure door is unlocked and that signage is available from that entry point
- Accessible, gender neutral and family friendly washrooms with clear routes to washrooms, and if needed designating a temporarily labelled gender neutral washroom for event if not pre-existing
- Arrange seating to optimize all hearing, seeing screen, movement in the space, interaction and participation for all (ensure tables and arrangements allow space for those who use wheelchairs or other assists)
- Ensure passageways in room, to washrooms, quiet space, food and exits are accessible and kept clear
- Clarify procedures and comfort to avoid centering out, such as requesting if people will want to be served Communion at their seats or come up and individual preference, in planning, talk to individuals anticipate what will be most inclusive and accommodating for all to take part
- If family friendly, ensure spaces and activities are appropriate for all
- Ensure greeters have sense of inclusive design of building to best recommend seating but respect requests of individuals and do not move mobility assists to back or side of a venue, stranding the person
- Declare a quiet room space, with directions and sign on room
- Donated and catered food needs labels (gluten free, dairy free, vegetarian, vegan,) ingredient list, recipe as appropriate, placed by dishes for self-serve, on wall or clearly communicated to servers, determining if/when separate serving tables might be needed for special diet items

-
- ☐ Have water available, include which beverages are decaffeinated, sugar -free or other dietary identifiers
 - ☐ Remind those bringing their own food to observe dietary needs

Last updated March 26, 2019 – working document, share/adapt for use.

Appendix D²

Equity Support Team Member Position Description

The members of the Equity Support Team are two or more individuals who might volunteer to be active participants at a United Church meeting or event. The Equity Support Team members are part of the leadership of a meeting or an event, and have responsibilities before, during, and after a gathering.

Equity realizes that in order to ensure fair treatment, access, opportunity, and advancement for all peoples, we need to identify and eliminate barriers that have prevented the full participation of some people and groups. Equity moves closer to justice, and it is part of the work of the church.

While working toward equity is a collective responsibility of everyone, the members of the Equity Support Team have a particular role in helping to name equity issues at gatherings.

Responsibilities

Before the meeting

- Attend planning team meetings, when possible, to help offer advice about equity-related issues and to help shape the planning process for the event or meeting.
- Receive background education and training on equity, and receive an orientation to the Equity Support Team role.
- Offer advice about Web content, meetings, workshops, or events so that they follow established protocols for equity, accessibility, and communication-related issues; and that PowerPoint slides comply with an established font size protocol (as suggested by the 43rd General Council), and communicate a set of best practices for online and in-person meetings.
- Along with the planning team, clarify that the role of the Equity Support Team is different from the role of theological reflectors, chaplains, Elders, and other leadership roles that are present at a meeting or event.
- Share a contact phone number or equity e-mail with participants so they can be in touch with the Equity Support Members during the gathering.
- Be introduced to participants of the meeting in advance (by short video and/or by e-mail with a bio) so participants at the meeting might get to know the team members before the gathering takes place.

During the meeting

- At the beginning of the meeting, offer a covenant, equity agreements, intercultural lens questions, or other related protocols that can help work toward equity at the gathering.
- Be available (by phone or e-mail) to participants at the meeting who would like to share about any equity-related issues over the course of the meeting (including affirmation of processes, or hearing particular challenges that people are experiencing).
- Help work toward the full participation of peoples of all identities.

Equity Support Team Member: Position Description

- Be attentive to microaggressions, unhelpful power dynamics, harm, intercultural conflicts, oppressive practices, and/or other inequities.
- If hurt or harm has been done in the course of a meeting, in most cases do not offer a direct intervention or interjection in the moment, but rather be in touch with the moderator or chair of the meeting and ask them to address the issue at another point during the gathering.
- Partway through the gathering and/or at the end of the gathering, offer advice and feedback on how the meeting has been functioning in terms of equity. It is helpful to offer some affirmation about what has been going well, and suggestions for a subsequent gathering.
- When reporting back to the meeting, point out any issues in a general way, and not specifically target individual people.

After the meeting

- Meet with staff and/or the planning team to offer feedback about equity for a subsequent meeting. These could name what has worked well and what should continue, as well as suggestions for improvement at a subsequent meeting.
- If possible, offer a written report of their insights and recommendations for a future meeting.

Background

The United Church of Canada, through its General Council, has made several commitments around equity in recent years. These commitments include the following:

- adopting [the United Nations Declaration on the Rights of Indigenous Peoples](#) as the framework for reconciliation between Indigenous and non-Indigenous peoples
- adopting the [Calls to the Church](#) as the basis for a new relationship
- welcoming [people of all sexual orientations and gender identities](#) into full membership and ministry in the church
- committing to becoming [an intercultural church](#)
- committing to becoming an open, accessible, and barrier-free church, where there is [full participation of people with disabilities](#)
- [working toward functional bilingualism](#) and ensuring that francophone ministries are an integral part of the church's identity, mission, and vision
- [opposing discrimination](#) of any kind on the basis of identity, and
- developing an anti-racism policy and committing to becoming an [anti-racist denomination](#).

All of these commitments are part of ongoing and sustained efforts for the United Church to continue to work toward equity, creating better places of belonging for people of all identities, to challenging power and privilege, and to live into God's call to be the church.

Appendix A³

United Church Commitments to Equity

The United Church of Canada has made several commitments related to equity and self-determination in recent years. These commitments include the following:

- adopting the [United Nations Declaration on the Rights of Indigenous Peoples](#) as the framework for reconciliation between Indigenous and non-Indigenous peoples
- adopting the [Calls to the Church](#) by the Caretakers of Our Indigenous Circle as the basis for a new relationship
- welcoming [people of all sexual orientations and gender identities](#) into full membership and ministry in the church
- committing to becoming [an intercultural church](#)
- committing to becoming an open, accessible, and barrier-free church, where there is [full participation of people with disabilities](#)
- working toward [functional bilingualism and ensuring that francophone ministries are an integral part](#) of the church's identity, mission, and vision
- affirming a vision of [empowered youth and young adults](#) partnering with others and continuing to enliven and transform the church in service of the mission of God
- [opposing discrimination](#) of any kind on the basis of identity
- developing an anti-racism policy and committing to becoming an [anti-racist denomination](#)
- adopting the [United Nations International Decade for People of African Descent](#) (which runs 2015–2024), as part of the church's commitment to anti-racism.