

Eastern Ontario Outaouais Regional Council
Meeting of the Executive
Thursday, November 9, 2023 – 9 a.m.

Living Call Statement of the Regional Council

The Eastern Ontario Outaouais 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 with one another so that no one is left behind.

IN ATTENDANCE

Susan (Sue) Hutton, DLM	President
Bronwen Harman	Past-President
Jim Allen	Member
Gayle Barks	Member
Rev. Cindy Casey	Member
Rev. Brian Cornelius	Corresponding Member – Treasurer for the Regional Council
Nancy Hazen	Member
Rev. Ryan Kim	Member
Rev. Erin McIntyre	Member
Catherine Ryan	Member
Linda Suddaby	Member
Rev. Éric Hébert-Daly	Active Member, Executive Minister
Rev. Dr. Peter Bartlett	Corresponding Member - Minister Supporting Visioning with Communities of Faith, Clusters and Social Justice and Outreach Networks Faith, Clusters and Networks
Dana Ducette	Corresponding Member - Minister for Youth and Young Adults
Anita Jansman	Corresponding Member - Communications and Administration Assistant (joined at 11 AM)
Joel Miller	Program Assistant to Executive Minister, Recording Secretary
Rev. Whit Strong	Corresponding Member, Pastoral Relations Minister (departed at 11 AM)

REGRETS/ABSENT

Susan DeHaan, DLM	President-Elect
Liz Church	Member
Rev. Dr. Teresa Burnett-Cole	Member

This meeting focused on receiving updates from Finance; received recommendations from the Pastoral Relations Commission, in particular, establishing a protocols with respect to death of ministers/or spouses; received an update

from the Pastoral Relations Minister; received recommendations from the Future Through Property Leadership Team, in particular, sought to create a commission to wind-up Campbell's Bay Pastoral Charge; considered a Declaration of Trust Agreement between EOORC and Kindred Works/UPRC; considered the financial plans for the disbursement of proceeds from the sale of the Balderson United Church property; considered proceeding with steps to merge the two properties of St John's United Church and the Manse of St John's United Church into one property; considered a policy to recognize Designated Lay Ministers' status within the Regional Council, reviewed the Fall General Meeting, in particular receiving feedback, and considering cost recovery for future meetings; received recommendations from Vision & Transformation; and held a group of Communities of Faith within the Regional Council in prayer.

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

Call to Order – Susan Hutton, President (9:05 AM)

- **Notice of a time of prayer for certain communities of faith**

Land Acknowledgement & Opening Devotions – Bronwen Harman, Past-President, acknowledged the land and invited all to recognize the lands from where they were joining the meeting. Shared from book written by Richard Wagamese called one "One Drum: Stories and Ceremonies for a Planet". Sound of one song that beats in all of our hearts. Bronwen asked

Appointment of an Equity Monitor for this Meeting

2023-11-09_001 MOTION (B Harman/C. Ryan) That the Eastern Ontario Outaouais Regional Council Executive appoints Rev, Cindy Casey as Equity Monitor for this meeting. **CARRIED**

*Teresa for January to swap with Cindy in January 2024.

Minutes of October 12, 2023

2023-11-09_002 MOTION (N. Hazen/J. Allen) that the Eastern Ontario Outaouais Regional Council Executive accepts the minutes of October 12, 2023 as circulated. **CARRIED**

Business Arising from Minutes

a) **Protocols with Respect to the Deaths of Ministers and/or their spouses** (*for action under section 1*)

Agenda

2023-11-09_003 MOTION (L. Suddaby/C. Casey) that the Eastern Ontario Outaouais Regional Council Executive accepts the agenda as circulated. **CARRIED**

Correspondence

- a) September 15, 2023, Chantal Winslow, Executive Assistant, Northern Spirit, Living Skies, Prairie to Pine RC and Brandy Emmerich, Administrator, St. Martin's United Church, re Funding support for 2024 United Church Office Administrator's Conference (*for information*)
- b) September 26, 2023, Lee Davidson, Merrickville United Church, re gratitude for approval of plan for congregation and building of Merrickville (*for information*);
- c) September 28, 2023, Wayne Ashby, Chair of Trustees, Balderson United Church, re draft Ministry Plan for the disbursement of the net proceeds of Balderson United Church (*for action under section 3*);
- d) October 14, 2023, copied on a letter, from Caroline Penhale, Vocational Minister for East Ontario and Quebec, to Karen Percy, re affirmation to demonstrate suitability for ministry (*for information*)

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- e) October 16, 2023, Carolyn Ruda, Chair of the Board, Knox-St. Paul's, Cornwall, re (letter if intent) Knox-St. Paul's request to EOORC for permission to enter into a working relationship with Kindred Works (*for action under section 4*);
 - f) October 21, 2023, Wayne Ashby, Chair of Trustees, Balderson United Church, Amalgamation of Balderson United Church and St Andrew's UC Lanark: draft Financial Plan (*for action under section 3*).

Correspondence out

- g) October 12, 2023, letter sent to Jim Grant, St. John's United Church, Cardinal Pastoral Charge, from Rev. Eric Hebert-Daly, Executive Minister, re merge St. Johns Cardinal Pastoral Charge Manse with the Church on one parcel of land (*for information*).

New Business

1. **Finance** – Rev. Brian Cornelius
 - See *Financial Report 2023* as **Appendix A¹**
 - See *Balance Sheet* as **Appendix A²**

Please find attached the Balance Sheet and an updated spreadsheet outlining expenses. Please look at the tab titled 2024 budget. The numbers have been updated so that the 2023 figures reflect actual expenses to date (including the expenses for the last Regional Council meeting). The 2023 figures do include the full amount for Benefits and salaries.

Going forward, the Executive and Executive Minister have been tasked with the responsibility of finding 45,000 in cost reductions during 2024. Either at this meeting, or at a time in the near future, a preliminary discussion on how to go about this task seems prudent. The Finance Committee will be available to provide data and perhaps some recommendations if called upon.

It was recommended that a proposal for finding \$45,000 in cost reductions during 2024, come to the January 2024 meeting. Rev. Cindy Casey and Bronwen Harman volunteered to help the Executive Minister in this work and encouraged all members to provide their thoughts on this.

2. **Pastoral Relations Commission** – Rev. Whit Strong
 - See *minutes of August 8th* as **Appendix B¹** and *September 12th 2023* as **Appendix B²**
2023-11-09_004 MOTION (J. Allen/C. Casey) that the Eastern Ontario Outaouais Regional Council Executive receive the approved Pastoral Relations Commission minutes for August 8th and September 12th 2023. **CARRIED**
 - a) **"From the desk of..."** – Rev. Whit Strong shared that in the newsletter (under "From the desk of...") there is now a list of ministry personnel changes in pastoral relations, along with other updates. This is in response to the request made by the Executive for this specific information. Whit also updated that the number of Sacrament Elders will be increasing soon. It was suggested that a toolkit also be created under this section in the newsletter - tools for congregations without ministry personnel... links to LLWLs, how to get an admissions minister in your congregation, sacramental elders policy and programs, etc.
 - b) **Protocols with respect to deaths of ministers and/or spouses**
2023-11-09_005 MOTION (E. McIntyre/N. Hazen) that the Eastern Ontario Outaouais Regional Council Executive concur with the recommendation of the Pastoral Relation Commission that upon the acknowledged death of a minister and/or their spouse and children of serving ministers within the EOORC region, the Pastoral Relations Minister will notify the Executive and request the treasurer to make a fifty-dollar (\$50) donation to the Mission and Service Fund. **CARRIED**

c) **Protocols with respect to deaths of “significant lay people” who have served in meaningful leadership positions**

*The Pastoral Relations Commission reflected on recognizing the death of “significant lay people” and determined it was too difficult to set suitable criteria.

After discussions, it was decided that, and to avoid unintended harm, deciding on the protocols with respects to lay people, it would be too difficult to determine the criteria for establishing which lay persons could be recognized.

3. Future Through Property

a) **Campbell’s Bay Pastoral Charge** – Rev. Eric Hebert-Daly

2023-11-09_006 MOTION (C. Ryan/B. Harmen) that the Eastern Ontario Outaouais Regional Council Executive create a commission to wind-up Campbell’s Bay Pastoral Charge, comprised of Jim Allen and Rev. Ryan Kim. **CARRIED**

b) **Declaration of Trust Agreement Between EOORC and Kindred Works/UPRC**

- See *Declaration of Trust Agreement with Kindred Works/UPRC* as **Appendix C**

2023-11-09_007 MOTION (L. Suddaby/J. Allen) that the Eastern Ontario Outaouais Regional Council Executive concurs with the recommendation of the Future Through Property Leadership Team to approve the Declaration of Trust Agreement between Eastern Ontario Outaouais Regional Council and Kindred Works/UPRC, and authorize the Regional Council Executive Minister to sign said agreement. **CARRIED**

It was emphasized that congregations need to be made fully aware of the implications of Kindred Works when visioning for the future – i.e., the that property can be held in trust and that the congregation continue to exist.

c) **Balderson United Church** –

- See *Financial Plan for Disbursement of Net Proceeds from the sale of the Balderson United Church Property* as **Appendix D**

2023-11-09_000 MOTION (E. McIntyre/J. Allen) that the Eastern Ontario Outaouais Regional Council Executive concurs with the recommendation of the Future Through Property Leadership Team to approve the *Financial Plan for Disbursement of Net Proceeds from the sale of the Balderson United Church Property*, submitted to the Future Through Property Leadership Team by Wayne Ashby, chair of the Board of Trustees of Balderson United Church. While this is an exception to EOORC policies, we hold the hope that the use of these funds will be an investment in imagining ministry possibilities and congregational legacy.

2023-11-09_008 MOTION (B. Harman/C. Casey) that the Eastern Ontario Outaouais Regional Council Executive Amend the motion below to include: “While this is an exception to EOORC policies, we hold the hope that the use of these funds will be an investment in imagining ministry possibilities and congregational legacy.”

2023-11-09_000MOTION (E. McIntyre/J. Allen) that the Eastern Ontario Outaouais Regional Council Executive concurs with the recommendation of the Future Through Property Leadership Team to approve the Financial Plan for Disbursement of Net Proceeds from the sale of the Balderson United Church Property, submitted to the Future Through Property Leadership Team by Wayne Ashby, chair of the Board of Trustees of Balderson United Church.

CARRIED

2023-11-09_009 MOTION (E. McIntyre/J. Allen) that the Eastern Ontario Outaouais Regional Council Executive concurs with the recommendation of the Future Through Property Leadership Team to approve the *Financial Plan for Disbursement of Net Proceeds from the sale of the Balderson United Church Property*, submitted to the Future Through Property Leadership Team by Wayne Ashby, chair of the Board of Trustees of Balderson United Church based on the 90% of proceeds that would normally be invested be used for ongoing ministry in the amalgamated community of faith. While this is an exception to EOORC policies, we hold the hope that the use of these funds will be an investment in imagining ministry possibilities and congregational legacy. **CARRIED**

It was highlighted that this congregation has declined to vision further than two-years into the future; and has acknowledged that it does not plan to exist beyond then. This reality, posed by these intentions, have brought into focus that congregations may not always choose to continue to exist beyond a certain point.

d) **St John's United Church, Cardinal Pastoral Charge**

2023-11-09_010 MOTION (N. Hazen/C. Ryan) that the Eastern Ontario Outaouais Regional Council Executive concurs with the recommendation of the Future Through Property Leadership Team to approve the request from James Grant, Chair of the Board of Trustees of St John's United Church, Cardinal Pastoral Charge, to proceed with steps to merge the two properties of St John's United Church and the Manse of St John's United Church into one property.

Break (10:30 AM) – a 10 mins break was had by all.

4. Regional Council Policy regarding retired Designated Lay Ministers (in response to GS 57 Ministry Leadership to Meet the Needs of The Church in the 2020s, Part B Designated Lay Ministry) – Rev Eric Hebert-Daly

2023-11-09_011 MOTION (E. McIntyre/B. Harman) That the Eastern Ontario Outaouais Regional Council split the following from the motion below: “Furthermore, that those who continue to be Designated Lay Ministers or who are currently completing studies to become a Designated Lay Minister, be permitted to carry their status and serve other Communities of Faith.”

2023-11-09_000 MOTION (N. Hazen/B. Harman) That the Eastern Ontario Outaouais Regional Council grant corresponding membership and sacramental privileges to all those who are retired from active ministry as Designated Lay Ministers, and make them eligible to apply for Voluntary Associate Minister status. Furthermore, that those who continue to be Designated Lay Ministers or who are currently completing studies to become a Designated Lay Minister, be permitted to carry their status and serve other Communities of Faith.

CARRIED

2023-11-09_012 MOTION (N. Hazen/B. Harman) That the Eastern Ontario Outaouais Regional Council grant corresponding membership and sacramental privileges to all those who are retired from active ministry as Designated Lay Ministers, and make them eligible to apply for Voluntary Associate Minister status. **CARRIED**

2023-11-09_013 MOTION (N. Hazen/B. Harman) That the Eastern Ontario Outaouais Regional Council recognize that those who continue to be Designated Lay Ministers or who are currently completing studies to become a Designated Lay Minister, be permitted to carry their status and serve other Communities of Faith. **CARRIED**

5. General Meeting

a) Fall Meeting Feedback (47 evaluations returned)

- Positive feedback thus far; recognized that some would have preferred lunch; it was the hope that YAYA could have been more visible.

b) Cost recovery for future meetings?

- There was consensus to have cost recovery for future meetings. A recommendation will come from the Planning Leadership Team.

6. Vision and Transformation – Rev. Cindy Casey

2023-11-09_014 MOTION (J. Allen/R. Kim) that the Eastern Ontario Outaouais Regional Council Executive concurs with the recommendation of the Vision & Transformation Leadership Team to approve the following grants:

1. **First United Church** in the amount of 6000.00 for one-year extension of the *Coordinator Position for Children Youth and Intergeneration Programing*. This exception is being granted in light of COVID limitations. **Recommend a final 6000\$ be granted to support this initiative.**
2. **Stittsville United Church**, in the amount of 2650.00 for their *Video Camera Project* to expand worship not only beyond the church walls but within the church walls into other rooms, which would allow for increased space for larger services, as well as spreading out when required and allow for increased accessibility options. V & T will seek approval from Church Extension as this is something they have been funding for other Communities of Faith, however, if they do not see a path forward, Vision and Transformation will send an email motion recommending EOORC Executive support this initiative in the amount of 2650.00.
3. **Rideau Park United Church**, in the amount of 6000.00 to develop an enhanced *Hybrid Meeting Project* as well as the implementation of a **QR code system**. This is an innovative ministry that could also be a model to other Communities of Faith, a practice which Rideau Park has led with other innovative technology programs over the years. **Recommend 6000\$ be granted to support this initiative.**
4. **Ottawa Chinese United Church**, in the amount of 5000\$ to fulfill the previously approved three-year request. There was a lull between year 2 and 3 due to difficulty filling the position hence the reason for the space between funding. The V & T notes that this will be the final year for support to this particular project of the OCUC. **Recommend 5000\$ be granted to support this initiative.**
5. **Kanata United Church**, in the amount of \$5000 for one year to support a *Godly Play* pilot project initiative. This initiative could also be explored by other Communities of Faith. **Recommend 5000\$ be granted to support this initiative.**
6. **Rideau Pastoral Charge**, in the amount of 5500.00 to support a second year of the *Parish Nursing Program*. This is a vibrant and vital program for the Community as well as Rideau Pastoral Charge, and V & T applauds their work. As this is the final year for funding, Vision & Transformation Team is recommending that Rideau Pastoral Charge begin the process of seeking alternative funding such as the United Church of Canada Foundation. **Recommend 5500.00 be granted to support this initiative.**

CARRIED (C. Ryan abstains).

It was suggested that the initiative outlined above be shared throughout the Regional Council so that folks become aware of the possibilities for requesting grants, and so that there are also connecting points for folks to get more information through being able to contact grant recipients.

7. **Sharing our Prayers** <https://www.prayercycles.ca/easternontariooutaouais> - Prayer request are being shared at the mentioned website.
- a) **A time of Prayer for:** Salem: Locksley; White Lake; Pembroke: Zion Evangelical; Queenswood; North Gower; Rockland

Report from the Equity Support Person – Rev. Cindy Casey, shared that added information provided by staff throughout the meeting was extremely helpful, and gratitude was expressed for their wisdom and presence.

Opening worship for next meeting – Susan DeHaan, President-Elect

Gratitude

The Executive expressed gratitude towards Rev. Dr. Peter Bartlett for his service and dedication as a regional Council staff person and membership on the Executive; this will be Peter's last Executive meeting as he moves into retirement.

Equity Support Person for next Meeting – Rev. Erin McIntyre

Closing Prayer – Gayle Barks closed the meeting in prayer.

Conclusion

The Chair declares that all of the business having come before this meeting of the Executive has been duly dealt with, and that is the meeting is concluded at 11:45 AM.

Sue Hutton,
President

Rev. Éric Hébert-Daly,
Executive Minister

Next meeting date: December 14, 2023 (9 AM – noon)
January 11, 2024 (9 AM – noon)

EOORC Executive Duty Roster

	Opening Devotions / Land Acknowledgement	Equity Monitor	Closing Prayer
<i>Summer</i>			
<i>14 December 2023</i>	Susan DeHaan	Erin McIntyre	Liz Church
<i>11 January 2024</i>	Linda Suddaby	Teresa Burnett-Cole	Nancy Hazen Teresa Burnett- Cole
<i>8 February 2024</i>	Ryan Kim	Liz Church	Bronwen Harman
<i>14 March 2024</i>	Jim Allen	Gayle Barks	Susan DeHaan
<i>11 April 2024</i>	Erin McIntyre	Linda Suddaby	Susan Hutton
<i>9 May 2024</i>	Susan Hutton	Bronwen Harman	Jim Allen
<i>13 June 2024</i>	Gayle Barks	Ryan Kim	

Appendices

Appendix A ¹	Financial Report 2023	Pages 9-14
Appendix A ²	Balance Sheet	Pages 15-17
Appendix B ¹	Pastoral Relations Minutes (approved) of minutes of August 8 th	Pages 18-21
Appendix B ²	Pastoral Relations Minutes (approved) of minutes of September 12 th	Pages 22-27
Appendix C	Declaration of Trust Agreement with Kindred Works/UPRC	Pages 28-50
Appendix D	Financial Plan for Disbursement of Net Proceeds from the sale of the Balderson United Church Property	Page 51

Appendix A¹

Eastern Ontario Outaouais Regional Council of The United Church of Canada
2023 Financial Report and 2024 Budget Proposal

Income	Governance			Mission & Ministry			2024 Budget Proposal		
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Miss&Min	Total
Grants - Assessments	325,000	325,000	325,000	0	0	0	325,000	0	325,000
Grant - Assessment (Executive Minister/Assistant Grant - Mission & Service Fund	33,500	33,500	33,500	0	0	0	33,500	0	33,500
Grant - Special Funding/Mission Legacy Fund	0	0	0	240,000	240,000	240,000	0	180,000	180,000
Donated Expenses	1,462	35,275	0	0	0	0	0	0	0
Interest & Mckendry Fund	7,607	2,297	750	0	0	0	3,000	0	3,000
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	26,750	26,750
Transfer Baillie/Scrivens Grants	0	0	0	4,890	3,899	23,250	0	26,750	26,750
Transfer EOORC Fund	19,000	21,000	19,000	19,000	21,000	19,000	21,600	21,600	43,200
Transfer from Restricted Funds (LLWL)	0	35,275	0	6,750	0	6,750	0	12,100	12,100
Transfer Vision and Transformation Grants	0	0	0	0	0	0	8,000	0	8,000
Camp Awesome Project	0	0	0	38,982	85,604	88,250	0	102,460	102,460
Youth Programming Revenue	0	0	0	43,394	26,563	41,700	0	41,000	41,000
Total Income	386,569	452,346	378,250	376,317	402,430	442,200	391,100	410,660	801,760
Expenses (net of Recoveries)									
Clusters, Leadership Teams, Networks (Schedule 1) Candidate for Ministry and RCCO Training Grants Congregational Reviews/M.P. Support/Projects Finance and Archives (Schedule 2) Mission & Service Fund Donations Mission Support Grants (Schedule 3) Office Costs (Schedule 4) Partnership Ministries (Schedule 5) Personnel (Schedule 6) Regional Meetings (Schedule 7)	Governance			Mission & Ministry			2024 Budget Proposal		
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Miss&Min	Total
	2,055	1,561	7,900	607	400	9,600	21,000	10,000	31,000
	0	2,700	2,700	0	0	0	2,700	0	2,700
	16,822	11,156	15,000	0	0	0	15,000	0	15,000
	22,004	23,542	29,200	0	0	0	24,650	0	24,650
	0	0	0	0	364	0	0	0	0
	0	0	0	132,020	135,520	135,520	0	98,000	98,000
	11,392	13,004	15,000	982	2,270	2,500	9,300	2,500	11,800
	2,500	2,500	2,500	3,750	5,350	6,350	0	3,850	3,850
	267,302	243,191	268,000	158,815	141,438	155,850	282,024	166,448	448,472
	66,668	9,922	64,500	0	0	0	75,000	0	75,000

Technology and Communications (Schedule 8)	8,672	7,854	8,750	0	0	0	0	0	0	9,000	0	9,000
Vision and Transformation Grants	0	0	0	38,982	85,604	88,250	0	102,460	102,460	0	0	102,460
Youth Camp Awesome 3-Year Contract	0	0	0	43,394	26,563	41,700	0	41,000	41,000	0	0	41,000
Youth Grants	0	0	0	4,890	3,899	23,250	0	26,750	26,750	0	0	26,750
Youth Programming (Schedule 9)	0	0	0	2,417	2,938	12,000	0	6,500	6,500	0	0	6,500
Administrative/Executive Budget Adjustments	0	0	0	0	0	0	(22,500)	(22,500)	(22,500)	0	0	(45,000)
Total Expenses	397,415	315,429	413,550	385,858	404,346	475,020	416,174	435,008	851,182			
Net income (deficit) from general operations	(10,845)	136,918	(35,300)	(9,541)	(1,916)	(32,820)	(25,074)	(24,348)	(49,422)			

Eastern Ontario Outaouais Regional Council of The United Church of Canada
2022 Financial Report

	Governance			Mission & Ministry		2024 Budget Proposal		Total
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Miss&Min	
Affirm Ministries	0	0	0	482	400	500	0	500
Camping Leadership Team	0	0	0	0	0	100	0	500
Setting Our Sights Activity Streams	0	0	2,500	0	0	2,500	7,750	14,750
Finance Leadership Team	38	0	300	0	0	0	100	100
Justice, Global, and Ecumenical Relations	0	0	0	0	0	5,000	0	1,000
Lay Licensed Worship Leaders	600	642	3,000	0	0	0	8,000	8,000
Ministry Personnel Events	1,161	96	1,000	0	0	0	4,000	4,000
Pastoral Relations Leadership Team	256	703	900	0	0	0	1,000	1,000
Right Relations	0	0	0	0	0	500	0	1,000
Spiritual Care in Hospitals	0	0	0	125	0	1,000	0	0
United Rural Ministries	0	0	0	0	0	0	0	0
UCW	0	120	200	0	0	0	150	150
Total	2,055	1,561	7,900	607	400	9,600	21,000	31,000

Schedule 2 - Finance and Archives

	Governance			Mission & Ministry			2024 Budget Proposal		
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Miss&Min	Total
Archives Honourarium	5,616	8,142	9,000	0	0	0	0	0	0
Archives Office and Travel Expenses	561	338	500	0	0	0	0	2,500	2,500
Archives Ontario Archives	6,902	6,206	10,000	0	0	0	10,000	0	10,000
Bank and Review Costs	1,423	1,150	1,250	0	0	0	0	300	300
Incorporated Ministries	0	500	650	0	0	0	0	0	0
Insurance	456	469	550	0	0	0	0	550	550
Treasurer Honourarium	6,550	6,330	6,550	0	0	0	0	10,800	10,800
Treasurer Office Expense	497	407	700	0	0	0	0	500	500
Total	22,004	23,542	29,200	0	0	0	0	24,650	24,650

Schedule 3 - Mission Support Grants

	Governance			Mission & Ministry			2024 Budget Proposal		
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Miss&Min	Total
Algonquin Chaplaincy	0	0	0	5,550	5,550	5,550	0	4,000	4,000
Alwyn Community of Faith	0	0	0	0	3,500	3,500	0	0	0
Camp Lau-ren	0	0	0	20,000	20,000	20,000	0	17,500	17,500
Carlington Chaplaincy	0	0	0	7,000	7,000	7,000	0	6,000	6,000
Centre 507	0	0	0	30,670	30,670	30,670	0	27,750	27,750
Golden Lake Camp	0	0	0	15,000	15,000	15,000	0	0	0
House of Lazarus	0	0	0	36,300	36,300	36,300	0	27,750	27,750
Ottawa West End Chaplaincy	0	0	0	2,500	2,500	2,500	0	1,500	1,500
Rideau Hill Camp	0	0	0	15,000	15,000	15,000	0	13,500	13,500
Total	0	0	0	132,020	135,520	135,520	0	98,000	98,000

Schedule 4 - Office Costs

	Governance			Mission & Ministry			2024 Budget Proposal		
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Miss&Min	Total
Carleton Place									

Eastern Ontario Outaouais Regional Council of The United Church of Canada
2021 Financial Report

	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	2024 Budget Proposal	2024 Budget Proposal	Total
	Governance			Mission & Ministry			Governance			Mission & Ministry			Total		
Rent	5,400	5,200	5,400	0	0	0	0	0	0	0	0	0	0	0	0
Supplies	0	0	500	0	0	0	0	0	0	0	0	0	0	0	0
Home Offices	1,365	2,145	2,500	982	2,271	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	5,000	5,000
Sundry (Transitional Costs)	343	290	500	0	0	0	0	0	0	0	0	0	0	500	500
Summerlea (16.6% of costs)														0	0
Elevator	220	201	250	0	0	0	0	0	0	0	0	0	250	0	250
Hydro	257	303	350	0	0	0	0	0	0	0	0	0	350	0	350
Internet	120	0	0	0	0	0	0	0	0	0	0	0	200	0	200
Rent	3,687	4,698	4,750	0	0	0	0	0	0	0	0	0	5,000	0	5,000
Supplies	0	166	750	0	0	0	0	0	0	0	0	0	500	0	500
Total	11,392	13,004	15,000	982	2,271	2,500	2,500	2,500	2,500	9,300	9,300	2,500	2,500	11,800	11,800

	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	2024 Budget Proposal	2024 Budget Proposal	Total
	Governance			Mission & Ministry			Governance			Mission & Ministry			Total		
Affirm United	0	0	0	1,000	0	0	1,000	0	1,000	0	0	1,000	1,000	1,000	1,000
Christian Council of Capital Region	0	0	0	250	250	250	250	250	250	0	0	250	250	250	250
Grand River Book Stores	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	0	0	0	0	0	0
Multi Faith Housing Initiative	0	0	0	100	100	100	100	100	100	0	0	100	100	100	100
Spiritual Care in Secondary Schools	0	0	0	0	1,000	1,000	1,000	1,000	1,000	0	0	1,000	1,000	1,000	1,000
Social Justice Network in Ontario	0	0	0	1,500	1,500	1,500	1,500	1,500	1,500	0	0	1,500	1,500	1,500	1,500
Total	2,500	2,500	2,500	3,750	5,350	6,350	6,350	6,350	6,350	0	0	3,850	3,850	3,850	3,850

	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	2024 Budget Proposal	2024 Budget Proposal	Total
	Governance			Mission & Ministry			Governance			Mission & Ministry			Total		
Benefits (United Church & Government)	40,923	37,614	40,000	31,483	27,479	29,500	42,161	32,113	74,274	42,161	32,113	74,274	74,274	74,274	74,274
Continuing Education	0	555	4,000	137	390	2,100	4,000	2,100	6,100	4,000	2,100	6,100	6,100	6,100	6,100
Executive Minister/Assistant (16.6%)	48,884	43,215	49,500	0	0	0	49,861	0	49,861	49,861	0	49,861	0	49,861	49,861
Meetings/Hospitality	1,449	1,394	3,000	1,046	302	1,500	2,500	1,500	4,000	2,500	1,500	4,000	4,000	4,000	4,000
Retreat	1,848	0	1,000	0	0	0	2,000	0	2,000	2,000	0	2,000	0	2,000	2,000
Salaries	165,198	154,296	163,000	119,153	109,220	116,250	170,002	121,536	291,537	170,002	121,536	291,537	291,537	291,537	291,537
Telephones	630	1,406	1,500	717	806	2,000	1,500	1,200	2,700	1,500	1,200	2,700	2,700	2,700	2,700
Travel	8,371	4,712	6,000	6,280	3,241	4,500	10,000	8,000	18,000	10,000	8,000	18,000	18,000	18,000	18,000

Total	267,302	243,191	268,000	158,815	141,438	155,850	282,024	166,448	448,472
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Eastern Ontario Outaouais Regional Council of The United Church of Canada
2020 Financial Report

	Governance			Mission & Ministry			2024 Budget Proposal		
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Miss&Min	Total
Schedule 7 - Regional Meetings									
Celebration of Ministry Services	4,477	728	2,500	0	0	0	2,500	0	2,500
Executive Meetings & President Expenses	0	677	1,500	0	0	0	500	0	500
Regional Meeting - February	2,642	540	7,000	0	0	0	0	0	0
Regional Meeting - May	49,366	0	45,000	0	0	0	57,500	0	57,500
Regional Meeting - October	10,143	6,451	7,000	0	0	0	12,500	0	12,500
Planning Committee	0	0	1,500	0	0	0	1,500	0	1,500
Pulpit Supply	0	1,000	0	0	0	0	500	0	500
Total	66,627	9,396	64,500	0	0	0	75,000	0	75,000

	Governance			Mission & Ministry			2024 Budget Proposal		
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Miss&Min	Total
Schedule 8 - Technology and Communications									
IT Support GCCO	6,511	6,504	6,750	0	0	0	6,750	0	6,750
Tele-Conferencing/Annual Contracts	1,038	518	750	0	0	0	1,250	0	1,250
Website	1,122	832	1,250	0	0	0	1,000	0	1,000
Total	8,672	7,854	8,750	0	0	0	9,000	0	9,000

	Governance			Mission & Ministry			2024 Budget Proposal		
	2023 Actual	2022 Actual	2023 Budget	2023 Actual	2022 Actual	2023 Budget	Governance	Miss&Min	Total
Schedule 9 - Youth Programming									
Camp Awesome	0	0	0	0	0	0	0	0	0
Events	0	0	0	1,724	2,062	10,000	0	5,000	5,000
Supplies	0	0	0	693	876	2,000	0	1,500	1,500
Total	0	0	0	2,417	2,938	12,000	0	6,500	6,500

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

	EOORC	M & M Legacy	Cof Invest	Restrict Min.	Youth Funds	Vision & Trans	McKendry	Total
Opening Equity (market Value)	960,238	174,679	1,538,431	0	1,173,047	2,206,992	100,000	6,153,387
Deposits	0	62,222	0	0	0	0	0	62,222
Deposits (Sales from Properties)	0	28,121	0	479,230	0	28,121	0	535,473
Transfer to Governance	(19,000)	0	0	0	0	0	0	(19,000)
Transfer for Grants	0	0	0	0	(4,890)	(38,982)	0	(43,873)
Transfer to Mission and Ministry	(19,000)	(6,750)	0	0	(23,250)	0	0	(49,000)
Withdrawals	0	0	(60,000)	0	0	0	0	(60,000)
Unrealized Gains/Losses (note 9)	40,558	7,221	59,700	(6,784)	44,517	85,433	(110)	230,535
Closing Equity (market value)	962,796	265,493	1,538,131	472,445	1,189,423	2,281,564	99,890	6,809,743

Appendix A²

	31 Dec 2023	31 Dec 2022	\$ Change
Eastern Ontario Outaouais Regional Council			
Balance Sheet			
12:33 AM			
Accrual Basis			
ASSETS			
Current Assets			
Checking/Savings	5,396.54	5,396.54	0.00
GIC - Lower Litchfield Cemetery	4,224.37	4,224.37	0.00
Lower Litchfield Cemetery	-18,280.70	37,660.47	-55,941.17
TD Bank Account	126,298.98	525,698.09	-399,399.11
Visa Security			
Total Checking/Savings	117,639.19	572,979.47	-455,340.28
Accounts Receivable			
Accounts Receivable	9,500.00	9,500.00	0.00
COVID-19 Loans	0.00	21,261.97	-21,261.97
Accounts Receivable - Other			
Total Accounts Receivable	9,500.00	30,761.97	-21,261.97
HST - Federal	8,034.47	745.45	7,289.02
HST - Provincial	20,967.87	1,824.86	19,143.01
Kindred Works			
Hawthorne	10,000.00	10,000.00	0.00
SLMarc	261,843.18	0.00	261,843.18
Total Kindred Works	271,843.18	10,000.00	261,843.18
Total Accounts Receivable	310,345.52	43,332.28	267,013.24
Other Current Assets			
Fiera Capital Investment Account	6,770,078.53	6,102,085.98	667,992.55
McKendry Fund - Loan to Orleans	88,100.00	100,000.00	-11,900.00
Total Other Current Assets	6,858,178.53	6,202,085.98	656,092.55
Total Current Assets	7,286,163.24	6,818,397.73	467,765.51
Other Assets			
Pre-Paid Account	0.00	-150.00	150.00
Total Other Assets	0.00	-150.00	150.00
TOTAL ASSETS	7,286,163.24	6,818,247.73	467,915.51
LIABILITIES & EQUITY			
Current Liabilities			
Accounts Payable	13,413.91	40,419.39	-27,005.48
Accounts Payable	13,413.91	40,419.39	-27,005.48
Total Accounts Payable	13,413.91	40,419.39	-27,005.48
Total Current Liabilities	13,413.91	40,419.39	-27,005.48
Total Liabilities	13,413.91	40,419.39	-27,005.48

12:33 AM
Accrual Basis

Eastern Ontario Outaouais Regional Council
Balance Sheet

	31 Dec 2023	31 Dec 2022	\$ Change
Equity			
Held In Trust - COF's			
Request - Templeton	0.00	62,222.00	-62,222.00
Lower Litchfield Cemetery Fund	9,620.91	9,620.91	0.00
Merrickville	1,711.80	18,114.00	-16,402.20
Total Held In Trust - COF's	11,332.71	89,956.91	-78,624.20
Investment Funds	962,796.75	960,238.33	2,558.42
EOORC Fund			
Held-In-Trust Comm of Faith			
Bethel Rideau Ferry	204,074.58	196,473.32	7,601.26
Bethel St. Andrews	348,959.17	335,961.31	12,997.86
Campbell Bay's	96,542.56	92,946.60	3,595.96
Glencairn	107,894.88	103,876.06	4,018.82
St. Andrew's Beachburg	254,607.72	245,124.21	9,483.51
Thurso	208,260.03	200,502.88	7,757.15
Trinity United - Kazabazua	30,946.36	29,793.69	1,152.67
Winchester United	73,099.99	70,377.19	2,722.80
Zion Memorial	213,746.58	263,376.14	-49,629.56
Total Held-In-Trust Comm of Faith	1,538,131.87	1,538,431.40	-299.53
Held-In-Trust Restricted			
Cardinal St. Johns Frontline Wo	41,724.62	0.00	41,724.62
House of Lazarus	41,724.63	0.00	41,724.63
Rideau Hill Camp	194,714.95	0.00	194,714.95
Zion United Legacy Fund	194,282.12	0.00	194,282.12
Total Held-In-Trust Restricted	472,446.32	0.00	472,446.32
Mission & Ministry Legacy Fund			
McKendry Fund	8,390.09	0.00	8,390.09
McKendry Fund - Orleans	91,500.00	100,000.00	-8,500.00
Mission & Ministry Legacy Fund - Other	265,492.78	174,678.79	90,813.99
Total Mission & Ministry Legacy Fund	365,382.87	274,678.79	90,704.08
Vision & Transformation Youth Funds			
James Elwood Baillie Youth Fund	679,468.92	672,885.04	6,583.88
W.H. "Bill" Scrivens Fund	509,954.23	500,162.01	9,792.22
Total Youth Funds	1,189,423.15	1,173,047.05	16,376.10
Total Investment Funds	6,809,744.48	6,153,387.14	656,357.34
Mission & Ministry Fund			
Restricted Ministry Funds	40,295.35	49,836.28	-9,540.93
Camp Awesome Bursary	1,000.00	0.00	1,000.00
Camp Awesome Director	41,042.52	84,436.99	-43,394.47
Camp Awesome	14,358.48	7,639.50	6,718.98
Camp Bitobi	60,600.00	66,000.00	-5,400.00

12:33 AM

Accrual Basis

**Eastern Ontario Outaouais Regional Council
Balance Sheet**

	31 Dec 2023	31 Dec 2022	\$ Change
Ecological Grief Program	0.00	8,370.89	-8,370.89
Faith and Arts Ottawa	23,622.73	27,622.73	-4,000.00
Healing Pathway Regional	2,619.62	3,392.35	-772.73
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 RCCO	9,620.00	9,620.00	0.00
United Mining for Justice	32,431.71	32,744.57	-312.86
Youth Ministry - Trips	4,213.54	4,213.54	0.00
Youth Ministry - Zambia	2,890.15	3,890.15	-1,000.00
Total Restricted Ministry Funds	230,117.15	292,542.92	-62,425.77
Unrestricted Net Assets	192,105.09	90,397.67	101,707.42
Net Income	-10,945.45	101,707.42	-112,552.87
Total Equity	7,272,749.33	6,777,828.34	494,920.99
TOTAL LIABILITIES & EQUITY	7,286,163.24	6,818,247.73	467,915.51

Appendix B¹**Minutes of the Pastoral Relations (PR) Commission**
August 8, 2023**PRESENT:**

Jim Allen, Ina Bromley, Wayne Harris (Chair), Sharon MacDonald, Erin McIntyre, Karen McLean (Scribe), Whit Strong, Linda Suddaby (8)

REGRETS: Patsy Henry, Charlotte Hoy, Micheline Montreuil (3)

CALL TO ORDER, OPENING PRAYER:

Chair, Wayne Harris, called the meeting to order at 1:05 p.m. After a quick check-in with members, Whit Strong led us in an opening prayer. He also notified us of the recent passing of the Rev. Andy McKee, a member of the former Renfrew and Upper Valley Presbyteries.

ADDITIONS/CORRECTIONS TO THE AGENDA: None

INTERIM MOTIONS: None

ACCEPTANCE OF MINUTES:

It was noted that Motion 2023-82 on p. 2023-40 of the July 11th minutes erroneously lists Queenswood P.C. as being located in Pembroke.

MOTION 2023-84 (I. Bromley/E. McIntyre) “that the minutes of July 11, 2023 be accepted as amended.”

CARRIED

SABBATICALS/COVERAGE:

MOTION 2023-85 (E. McIntyre/S. MacDonald) “that the EOORC PR Commission takes note of the upcoming sabbatical of Lorrie Lowes (OM), Bells Corners Pastoral Charge, for the period July 1 – September 30, 2024.”

CARRIED

ACKNOWLEDGED SABBATICALS:

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

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

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

Erin McIntyre – Cornwall: Knox-St. Paul’s P.C. – June 1 – September 3, 2024 - ???

CHANGE IN RELATIONS:**Pembroke: Zion Evangelical P.C.**

MOTION 2023-86 (I. Bromley/S. MacDonald) “That the EOORC PR Commission approves the request made by the Community of Faith at a duly called congregational meeting on July 31, 2023 “that the pastoral relationship between the Rev. Dr. Daniel Hansen and the Zion Evangelical Pastoral Charge be ended effective January 31, 2024. Effective immediately, Rev. Hansen will not perform any functions of ministry on the pastoral charge or have access to the property or have contact with its members or adherents.”

CARRIED

LIAISONS

Bethel-St. Andrew’s P.C. (Fitzroy Harbour)

MOTION 2023-87: (L. Suddaby/J. Allen) “that the EOORC PR Commission names Beth Sweetnam as Liaison to the Bethel-St. Andrew’s Pastoral Charge (Fitzroy Harbour).”

CARRIED

Note:

Liaisons are still needed for Trinity (Ottawa).

PASTORAL CHARGE SUPERVISORS:

Cardinal P.C.

MOTION 2023-88 (S. MacDonald/J. Allen) “That the EOORC PR Commission, in the absence of called/appointed ministry personnel, names Myra Garvin (OM-R), EOORC member, as Pastoral Charge Supervisor to the Cardinal Pastoral Charge.”

CARRIED

Note:

PCSs are still needed for Rothwell and Aylwin

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 –

Bethel-St. Andrew’s – Jan Lougheed

Bristol – Jon Williams

Central Lanark – Wayne Harris

Christ Church United (Chesterville) – Christine Lawson

Clyde Forks-Tatlock – Carla Van Delen

Delta-Toledo – Charlotte Hoy

Denbigh, Matawatchan, Schutt – Jon Williams/Ina Bromley

Elgin-Portland – JoAnne Fletcher

Genesis Co-operative -

Glasgow-Castleford – James Murray

Glengarry East – John Noordhoff

Golden Lake – Jon Williams

Greenwood – Ina Bromley

Kenmore (in process to close) - Ed Gratton

Knox Edwards – (closing in 2023) - Ed Gratton

Lanark-Balderson – Sharon MacDonald

Lansdowne – Donald Wachenschwanz

Lyn: Christ Church – Shelley Roberts

Mallorytown – Charlotte Hoy

Melville, Eganville – Ina Bromley

Merrickville – (closing in 2023) - Christopher Ryan

Metcalfe – Ed Gratton

Namur – Jim Kenney

Osgoode-Kars – Ed Gratton

Ottawa Chinese – Barbara Reynolds (after 10 years, only on call)

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 – Cathy Stewart
 Rideau – Sharon MacDonald
 Rockland – Jim Kenney
 Rothwell -
 Russell – Ed Gratton
 South Stormont – Erin McIntyre (July 1st to 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 – **Student**
 Bethel-St. Andrew's – Beth Sweetnam
 Cardinal – Myra Garvin
 Central Lanark - Wayne Harris
 Christ Church United (Chesterville) – Christine Lowson
 Denbigh, Matawatchan, Schutt – Jon Williams/Ina Bromley
 Genesis Co-operative – Jim Allen
 Glasgow-Castleford – James Murray
 Glengarry East – Eric Pagé
 Knox Edwards – Ed Gratton
 Lanark-Balderson – Sharon MacDonald
 Lansdowne – Patsy Henry
 Melville, Eganville – Ina Bromley
 Metcalfe – Ed Gratton
 Namur – Jim Kenney
 Ottawa Chinese – Charles Barrett
 Osgoode-Kars – Ed Gratton
 Parkdale (Ottawa) – Jim Allen
 Perth Road – Heather McLurg Murphy
 Rockland – Jim Kenney

Rothwell – Beth Sweetnam
 Russell – Ed Gratton
 St. John's (Brockville) – Linda Suddaby
 Trinity (Ottawa) –

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

CALLS/(RE)-APPOINTMENTS

City View P.C. – Jim Baldwin (OM-R):

MOTION 2023-89 (I. Bromley/J. Allen) “that the EOORC PR Commission approves the appointment of Jim Baldwin (OM-R) to the City View Pastoral Charge, as Congregational Minister, 40 hours per week, effective August 7, 2023- August 7, 2024 to cover a maternity leave.”

CARRIED

St. John’s P.C. (Brockville) – Melany Cassidy-Wise (OM)

MOTION 2023-90 (L. Suddaby/I. Bromley) “that the EOORC PR Commission approves the re-appointment of Melany Cassidy-Wise (OM) to the St. John’s Pastoral Charge (Brockville) as Pastoral Care Minister, 10 hours per week, effective September 1, 2023 – January 30, 2024.”

CARRIED

Parkdale P.C. (Ottawa) – Beverly Buckingham (DLM)

MOTION 2023-91 (J. Allen/S. MacDonald) “that the EOORC PR Commission approves the change in terms of appointment of Beverly Buckingham (DLM) to the Parkdale Pastoral Charge (Ottawa) as Pastoral Care Minister, 20 hours per week, effective Aug. 4, 2023 – Aug. 3, 2026.”

CARRIED

FOLLOW-UPS FROM LIAISONS AND PCSs:**1) Central Lanark & Lanark-Balderson P.C.s**

Wayne reported that the pastoral charges of Central Lanark and Lanark-Balderson will be interviewing an applicant for a joint ministry position on August 14th. Sharon MacDonald will attend as the Liaison from EOORC.

2) Covenanting Service – Rev. Minhyuk Hwang

Erin noted there would be a covenanting service with EOORC, the South Stormont Pastoral Charge and the Rev. Minhyuk Hwang on Sunday, Oct. 15, 2023 at 2:00 p.m. at Long Sault U.C.

OTHER BUSINESS:**1) Supervised Ministry Education Sites (SME)**

Jim noted there has not been much progress made at Genesis Co-op in this area to date. Southminster has been approved by the Office of Vocation - Frank Emmanuel will continue on

there and this will be his learning site. Brian Copeland will continue as the Pastoral Charge Supervisor.

2) Liaisons Compensation:

Whit has nothing definite to report. He has contacted a number of Liaisons for input – some want to attend every meeting of a search committee while others only want minimal input as needed. Compensation could be hugely different depending on distances travelled and the number of meetings attended. This could be very challenging for some pastoral charges to manage.

3) Proposed Ordination Policy

Whit has asked that this be on the agenda for the September meeting of the Executive.

4) Exit Interviews

Whit will be meeting with one minister. This will feature on future agendas of the PR Commission.

LAST WORD: None

Next meeting – **Tuesday, September 12, 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 1:42 p.m.

Appendix B²**Minutes of the Pastoral Relations (PR) Commission****August 12, 2023****PRESENT:**

Jim Allen, Ina Bromley, Wayne Harris (Chair), Patsy Henry, Sharon MacDonald, Erin McIntyre, Karen McLean (Scribe), Blair Paterson, Whit Strong, Linda Suddaby (10)

REGRETS: Charlotte Hoy, Micheline Montreuil (2)

CALL TO ORDER, OPENING PRAYER:

Chair, Wayne Harris, called the meeting to order at 1:03 p.m. and welcomed our newest member the Rev. Blair Paterson from South Mountain-Hallville P.C. After a quick check-in with members, Sharon MacDonald led us in an opening prayer.

ADDITIONS/CORRECTIONS TO THE AGENDA:

- Rev. Christopher Ryan request to retire
- Covenanting services in EOORC
- VAMs

INTERIM MOTIONS: None

ACCEPTANCE OF MINUTES:

It was noted that on p. 2023-46 of the minutes of August 8th, the name of the new minister at South Stormont P.C. was spelled incorrectly in the announcement of the Covenanting service.

MOTION 2023-92 (I. Bromley/J. Allen) “that the minutes of August 8, 2023 be accepted as amended.”

CARRIED**RESTORATIVE CARE/LTD:**

Restorative Care: Rev. Eric Pagé (OM) Williamstown P.C.

LTD: Rev. Lynda Harrison (OM) Kemptville: St. John’s P.C.

Rev. Kathleen Petrie (OM) Augusta P.C.

SABBATICALS/COVERAGE:**Zion-Memorial P.C. (Carleton Place)**

MOTION 2023-93 (B. Paterson/E. McIntyre) “that the EOORC PR Commission takes note of the upcoming sabbatical of David Sherwin (OM), Zion-Memorial Pastoral Charge (Carleton Place), for the period March 1 – May 31, 2024.”

CARRIED**Glen Cairn P.C.**

MOTION 2023-94 (P. Henry/J. Allen) “that the EOORC PR Commission takes note of the upcoming sabbatical of Elaine Beattie (OM), Glen Cairn Pastoral Charge, for the period June 1 – August 31, 2024.”

CARRIED**ACKNOWLEDGED SABBATICALS:**

Erin McIntyre – Cornwall: Knox-St. Paul’s P.C. – June 1 to September 3, 2024

Lorrie Lowes – Bells Corners P.C. – July 1 to September 30, 2024

CHANGE IN RELATIONS:**Rev. Brian Cornelius – First United P.C. (Ottawa)**

MOTION 2023-95 (I. Bromley/S. MacDonald) “That the EOORC PR Commission approves the request of the Rev. Brian Cornelius for a change in pastoral relations effective June 30, 2024.”

CARRIED**Rev. Christopher Ryan – Smiths Falls: Trinity P.C.**

MOTION 2023-96 (P. Henry/B. Paterson) “That the EOORC PR Commission approves the request of the Rev. Christopher Ryan for a change in pastoral relations to retire as of September 1, 2024.”

CARRIED**LIAISONS**

Liaisons are still needed for Aylwin, Merivale-Fallowfield, First United (Ottawa), and St. Andrew’s (Westmeath).

PASTORAL CHARGE SUPERVISORS:**Williamstown P.C.**

MOTION 2023-97 (E. McIntyre/I. Bromley) “That the EOORC PR Commission, in the absence of called/appointed ministry personnel, names Lois Gaudet (OM), EOORC member, as Pastoral Charge Supervisor to the Williamstown Pastoral Charge.”

CARRIED**Note:**

PCs are still needed for Rothwell, Aylwin and St. Andrew’s (Westmeath)

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)

Eardley – Jim Allen (Eardley open for only a couple of services per year.)

Aylwin –

Bethel-St. Andrew’s – Jan Loughheed

Central Lanark – Wayne Harris

Charge pastorale Namur – Jim Kenney

Christ Church United (Chesterville) – Christine Lowson

Clyde Forks-Tatlock – Carla Van Delen

Delta-Toledo – Charlotte Hoy

Denbigh, Matawatchan, Schutt – Jon Williams/Ina Bromley

Elgin-Portland – JoAnne Fletcher

Genesis Co-operative – Jim Allen

Glasgow-Castleford – James Murray

Glengarry East – John Noordhoff

Golden Lake – Jon Williams

Greenwood – Ina Bromley

Kenmore (in process to close) - Ed Gratton (Whit to check on status)

Knox Edwards – (closing in 2023) - Ed Gratton (Whit to check on status)

Lanark – Sharon MacDonald

Lansdowne – Donald Wachenschwanz

Lyn: Christ Church – Shelley Roberts

Mallorytown – Charlotte Hoy

Melville, Eganville – Ina Bromley

Addison	Eardley	Centenary
Clyde Forks-Tatlock	Delta-Toledo	Elgin-Portland
Glasgow-Castleford	Greenwood	Lower Gatineau Valley
Lyn: Christ	Mallorytown	Pittston
Rideau	St, John's (Brockville)	Templeton

CALLS/(RE)-APPOINTMENTS**Trinity P.C. (Ottawa) – Junior Smith (OM):**

MOTION 2023-98 (S. MacDonald/L. Suddaby) “that the EOORC PR Commission approves the call of the Rev. Dr. Junior Smith to the Trinity Pastoral Charge (Ottawa), as Congregational Minister, 40 hours per week, effective September 18, 2023.” **CARRIED**

Quyon P.C. – Patricia Power (Candidate)

MOTION 2023-99 (B. Paterson/E. McIntyre) “that the EOORC PR Commission approves the re-appointment of Patricia Power (Candidate) to the Quyon Pastoral Charge as Congregational Minister, 20 hours per week, effective September 1, 2023 – March 31, 2024.” **CARRIED**

Southminster P.C. (Ottawa) – Frank Emanuel (Candidate)

MOTION 2023-100 (J. Allen/P. Henry) “that the EOORC PR Commission approves the appointment of Frank Emanuel (Candidate) to the Southminster Pastoral Charge (Ottawa) as Congregational Minister, 27 hours per week, effective September 1, 2023 – Aug. 31, 2025.”

CARRIED**SACRAMENTS ELDERS:**

MOTION 2023-101 (E. McIntyre/J. Allen) “That the EOORC PR Commission takes note of the following Pastoral Charges’ requests for their listed members to be approved to take the Sacraments Elder course:

Buckingham P.C. – Andrew Nicholls
Delta-Toledo P.C. – Carolyn Bennett
Denbigh-Matawatchan-Schutt (St. Luke’s U.C.) – Faye O’Brien

Perth Road P.C. – Cheryl Bird
- Mary Ellen Iveson

Rideau P.C. – Marilyn Moore
Rockland P.C. – Barbara Lorrain”

CARRIED**FOLLOW-UPS FROM LIAISONS AND PCSs:****1) Melville, Eganville**

Ina Bromley reported there is an upcoming meeting at Eganville. Margie Patterson (DLM-R) is now attending Eganville U.C. and has led Sunday services from time to time. She is willing to be an alternate PCS if needed.

MOTION 2023-102 (B. Paterson/L. Suddaby) “That the EOORC PR Commission, in the absence of called/appointed ministry personnel, names Margie Patterson, EOORC member, as an alternate Pastoral Charge Supervisor to the Melville, Eganville Pastoral Charge.” **CARRIED**

[Abstaining: Ina Bromley]

2) Lanark & Central Lanark P.C.s

Wayne Harris reported Lanark and Central Lanark Pastoral Charges are close to requesting an appointment. Lanark Board meets Sept. 24th and Central Lanark on the 28th to discuss and vote.

OTHER BUSINESS:**1) Liaisons’ Compensation:**

Whit had nothing further to report. This will be removed from the agendas for the time being.

2) PR Commission to grant sacramental privileges

Whit has asked that this be on the agenda for the September meeting of the Executive.

3) Proposed Ordination Policy

Whit has asked that this item also be on the agenda for the September meeting of the Executive.

4) Exit Interviews

Various methods have been used by the former Presbyteries. After discussion, it was decided Whit should approach a minister who is leaving a pastoral charge as soon as possible after receiving notice. It is best to do this as early as possible so that suggestions are available to be used in the Profile as well as the Search process.

Ministers will be offered the opportunity to participate in an exit interview and, if amenable, will be given the choice of in-person, Zoom or a written response to a few questions.

5) Setting Our Sights

There are a number of gatherings during the next few weeks – some via Zoom and others in-person. The schedules are on the EOORC website. Everyone was encouraged to try to participate if at all possible.

6) Protocols With Respect to the Deaths of Ministers and/or their spouses

The death of a minister and/or his/her spouse or significant other is devastating for all. Whit has been attempting to attend as many funerals in-person as he is able to but circumstances sometimes make this impossible. He has also attempted to write a note of condolence on the Funeral home webpage on behalf of EOORC. We should make every effort to ensure no one is overlooked. Discussion ensued as to how best to do this.

MOTION 2023-103 (B. Paterson/E. McIntyre) “The EOORC PR Commission recommends that, upon notification of the death of a clergy member and/or spouse, the Executive makes a donation to M&S in their memory, and notifies the family of same.” **CARRIED**

7) Time of PRC and Executive Meetings

Whit reported that the Executive wishes to continue to meet on the second Thursday of the month. This is problematic since the PRC meets on the second Tuesday of each month, often leaving the scribe very little time to write up the minutes and get them to the Executive in time for their meeting. The Executive has asked for Team minutes 7-10 days in advance of their meeting to give members adequate time to read everything and be prepared for discussions and decisions.

PRC members all agreed to change our meetings to the third Tuesday of each month effective October 17th.

8) VAMs

Whit reported there has been some difficulty receiving paperwork from our Voluntary Associate Ministers (VAMs). Some has gone astray leaving those folks not properly approved. It was suggested VAMs continue to send their completed annual request forms to their Boards/Councils for approval. The secretaries will send the approved forms to Whit who will bring them to the PRC for final approval. Whit will submit a final list in March for the upcoming pastoral year.

9) Covenanting Services

Under the Regional system, the organization of Covenanting services is now the responsibility of the Pastoral Charge. The Region is only involved in a couple of lines at the end of the liturgy. Under the former Presbytery structure, this was often seen as a time for the wider church community to gather and offer its support to the local church and its new minister. Whit has heard from his colleagues across the country that there is often now more

support from ministers in other denominations locally.

We need to encourage EOORC members to make the effort to attend these special services. Perhaps Pastoral Charges can also be encouraged to consider the timing of their services. Most are now being held during Sunday morning worship which precludes ministers and other people otherwise involved in their home churches from attending.

10) Retired Ministers

Who looks after retirees in our Region now or has this “dropped through the cracks”? At this point, they are not under any Team’s umbrella. Until recently, it has been difficult to impossible to get a list of retired people because of privacy concerns. Whit now has a list but it is very

much out-of-date. Blair Paterson and Linda Suddaby offered to take on this project to develop a comprehensive list of our retirees and then to make an effort to contact each on a regular basis.

LAST WORD: None

Next meeting – **Tuesday, October 17, 2023** 1:00-3:00 p.m. via Zoom.

CLOSING: Blair led us in a closing prayer. The business listed on the agenda being completed, Wayne declared the meeting closed at 2:22 p.m.

2023-28

The United Church of Canada
L'Église Unie du Canada

Eastern Ontario Outaouais Regional Council
Meeting of the Executive

November 9, 2023
Zoom and teleconferencing

Appendix C

EASTERN ONTARIO OUTAOUAIS REGIONAL TRUST

MADE ON , 2023

DECLARATION OF TRUST

TABLE OF CONTENTS

ARTICLE 1 INTERPRETATION.....	1
1.1 Definitions and Interpretation.....	1
1.2 Name.....	2
1.3 Use of Name.....	2
1.4 Places of Business.....	2
1.5 Nature of the Trust.....	2
ARTICLE 2 ESTABLISHMENT OF THE TRUST.....	3
2.1 Establishment of the Trust.....	3
2.2 Purpose.....	3
2.3 General Investment Philosophy.....	3
ARTICLE 3 TERMS AND REMUNERATION OF TRUSTEE.....	3
3.1 Number.....	3
3.2 Qualifications of Trustee.....	3
3.3 Resignation.....	3
3.4 Vacancies.....	4
3.5 Compensation and Other Remuneration.....	4
3.6 Successor Trustee.....	4
3.7 Residence of Trustee.....	4
3.8 Officers of the Trust.....	4
ARTICLE 4 TRUSTEE'S POWERS AND DUTIES.....	5
4.1 General Powers.....	5
4.2 Delegation.....	5
4.3 Standard of Care.....	5
4.4 Reliance Upon Trustee.....	5
4.5 Determinations of Trustee Binding.....	6
4.6 Trustee May Act Without Meeting.....	6
ARTICLE 5 DISTRIBUTIONS.....	6
5.1 Computation of Income.....	6
5.2 Distribution of Income, Capital Gains.....	6
5.3 Income Tax Matters.....	7
5.4 Designation of Taxable Dividends, Taxable Capital Gains and Foreign Income.....	7
5.5 Definitions.....	7
ARTICLE 6 FEES AND EXPENSES.....	7
6.1 Expenses.....	7
ARTICLE 7 AMENDMENTS TO THE DECLARATION OF TRUST.....	8
7.1 Amendments by the Trustee.....	8
7.2 Restatements.....	8
ARTICLE 8 TERMINATION OF THE TRUST.....	8
8.1 Duration of the Trust.....	8
8.2 Effect of Termination.....	8

8.3 Distribution of Trust Property.....9

ARTICLE 9 LIABILITIES OF THE TRUSTEE AND OTHERS.....9

9.1 Liability and Indemnification of the Trustee, Officers and Employees.....9

9.2 General Disclaimer of Liability10

9.3 Reliance upon Advice10

9.4 Liability of Beneficiary and Others10

ARTICLE 10 GENERAL.....11

10.1 Execution of Instruments11

10.2 Manner of Giving Notice11

10.3 Failure to Give Notice.....12

10.4 Trust Accountants12

10.5 Fiscal Year12

10.6 Trust Assets to be Kept Separate12

10.7 Right to Inspect Documents.....12

10.8 Consolidations.....12

10.9 Severability12

10.10 Headings for Reference Only.....12

10.11 Governing Law13

SCHEDULE A.....15

THIS DECLARATION OF TRUST is made in Toronto, Ontario as of the day of , 2023.

RECITALS

WHEREAS Brian Cornelius (the “**Settlor**”) wishes to settle the EASTERN ONTARIO OUTAOUAIS REGIONAL TRUST (“**Trust**”) for the benefit of EASTERN ONTARIO OUTAOUAIS REGIONAL COUNCIL OF THE UNITED CHURCH OF CANADA (the “**Beneficiary**”) by paying the sum of \$20.00 on the date hereof to the Trust by way of a \$20 bill, bearing serial number ●, a copy of which is attached hereto as **Error! Reference source not found.** as the initial Trust property;

AND WHEREAS, UPRC Trustee Inc. (the “**Trustee**”), a corporation incorporated under the laws of Ontario, is hereby appointed as the trustee of the Trust;

NOW THEREFORE, the Trustee hereby declares itself trustee in accordance with this Declaration of Trust and declares that it shall hold all Trust Property in trust for the benefit of the Beneficiary upon the trusts and subject to the provisions hereof, as follows:

ARTICLE 1 INTERPRETATION

1.1 Definitions and Interpretation

In this Declaration of Trust, words in the singular number include the plural and words in the plural number include the singular, and the masculine includes the feminine and neuter. In this Declaration of Trust, except where the context otherwise requires:

“**Affiliate**” of a person means another person which, directly or indirectly through one or more intermediaries, controls or is controlled by or is under common control with such first mentioned person;

“**Beneficiary**” means Eastern Ontario Outaouais Regional Council of the United Church of Canada;

“**Declaration of Trust**” means this declaration of trust as the same may be supplemented, amended or restated from time to time hereafter;

“**herein**”, “**hereof**”, “**hereby**”, “**hereunder**” and similar expressions refer to this Declaration of Trust and include every instrument supplemental or ancillary to or in implementation of this Declaration of Trust and, except where the context otherwise requires, not to any particular article, section or other portion thereof;

“**person**” means and includes individuals, corporations, limited partnerships, general partnerships, joint stock companies, joint ventures, associations, companies, trusts, banks, trust companies, land trusts, business trusts or other organizations, whether or not legal entities and governments and agencies and political subdivisions thereof;

“**Tax Act**” means the *Income Tax Act* (Canada) and the regulations thereunder, as the same may be amended from time to time;

- 2 -

“**Trust**” means Eastern Ontario Outaouais Regional Trust, which is established hereunder;

“**Trustee**” means UPRC Trustee Inc. or, if applicable, the successor trustee then duly appointed and serving as trustee hereunder;

“**Trust Property**” means all property of the Trust from time to time;

1.2 Name

The name of the trust created by this Declaration of Trust shall be “Eastern Ontario Outaouais Regional Trust”. As far as practicable and except as otherwise provided in this Declaration of Trust, the Trustee shall conduct the Trust activities, hold property, execute all documents and take all legal proceedings under that name.

1.3 Use of Name

Should the Trustee determine that the use of the name “Eastern Ontario Outaouais Regional Trust” is not practicable, legal or convenient, it may use such other designation or it may adopt such other name for the Trust as it deems appropriate and the Trust may hold property and conduct its activities under such other designation or name.

1.4 Places of Business

The principal office and centre of administration of the Trust shall be at 8 King Street East, Suite 1802, Toronto, ON M5C 1B5, unless changed by the Trustee to another location. The Trust may have such other offices or places for the conduct of its affairs as the Trustee may from time to time determine as necessary or desirable.

1.5 Nature of the Trust

The Trust is an unincorporated business trust. The Trust is being formed with a single Beneficiary as a non-discretionary trust and recognized as such under the Tax Act. The Trust and its property shall be governed by the general law of trusts, except as such general law of trusts has been or is from time to time modified, altered or abridged for investment trusts and for this Trust by:

- (a) applicable laws, regulations or other requirements imposed by applicable securities or other regulatory authorities; and
- (b) the terms, conditions and trusts set forth in this Declaration of Trust.

The beneficial interest of a Beneficiary shall be limited to the right to participate in distributions when and as declared by the Trustee as contemplated by Article 5 and distributions upon the termination of the Trust as contemplated in Article 8. The Trust is not and is not intended to be, shall not be deemed to be and shall not be treated as a general partnership, limited partnership, syndicate, association, joint venture, company, corporation or joint stock company nor shall the Trustee, the Beneficiary or any officer or other employee of the Trust or any of them for any purpose be, or be deemed to be treated in any way whatsoever to be, liable or responsible hereunder as partners or joint venturers.

- 3 -

Neither the Trustee nor any officer or other employee of the Trust shall be, or be deemed to be, agents of the Beneficiary. The relationship of the Beneficiary to the Trustee, to the Trust, and to the officers and other employees of the Trust and to the property of the Trust shall be solely that of beneficiaries in accordance with rights conferred and the liabilities and obligations imposed upon them by this Declaration of Trust.

ARTICLE 2 ESTABLISHMENT OF THE TRUST

2.1 Establishment of the Trust

The Trustee hereby declares itself and agrees to act as trustee of the Trust and agrees to hold as trustee of the Trust all of the Trust Property from time to time for the benefit of the Beneficiary and to invest, dispose of and otherwise deal with the Trust Property upon the trusts, in the manner and subject to the provisions of this Declaration of Trust. The Trustee acknowledges receipt of \$20.00 from the Settlor of the Trust, which sum constitutes the initial Trust Property of the Trust. All interests in the Trust have indefeasibly vested.

2.2 Purpose

The Trust is established, and shall be operated and maintained by the Trustee, for the purposes described herein, including financing activities and the common or collective investment of the Trust Property for the benefit of the Beneficiary.

2.3 General Investment Philosophy

The Investment powers of the Trustee shall be in accordance with and subject to the provisions of the *Trustee Act* but for greater certainty the Trustee's scope of investment authority shall extend to property of any form. The Trustee shall be fully exonerated from any liability for any loss that may happen to the Trust by reason of any investment made by it in good faith.

ARTICLE 3 TERMS AND REMUNERATION OF TRUSTEE

3.1 Number

There shall be one Trustee of the Trust.

3.2 Qualifications of Trustee

At all times, the Trustee shall be a corporation which is a resident of Canada for the purposes of the *Income Tax Act* (Canada).

3.3 Resignation

The Trustee may resign its trust by an instrument in writing signed by it and delivered or mailed to an officer of the Trust. Such resignation shall take effect upon such delivery or at a later date according to the terms of such instrument. Upon the resignation of the

- 4 -

Trustee, or its otherwise ceasing to be a Trustee, it shall execute and deliver such documents as may be required for the purpose of conveying to any replacement Trustee any Trust Property held in the name of the former Trustee for the benefit of the Beneficiary, and shall provide an accounting to the Beneficiary of the trust assets and liabilities.

3.4 Vacancies

The term of office of the Trustee shall terminate and a vacancy shall occur in the event of the resignation, removal, bankruptcy, or other incapacity to exercise the duties of the office of Trustee. Prior to the vacancy of the Trustee, the Trustee shall appoint a successor trustee. No such vacancy shall operate to annul this Declaration of Trust or to revoke any existing agency created pursuant to this Declaration of Trust and title to any Trust Property held in the name of the Trustee shall, in the event of the resignation, bankruptcy or other incapacity to exercise the duties of the office of the Trustee, vest in the Trust without necessity of any further act or conveyance.

3.5 Compensation and Other Remuneration

The Trustee shall be entitled to receive for its services as Trustee such amounts as the Beneficiary may approve from time to time, as well as reimbursement of out-of-pocket expenses incurred in acting as Trustee. The Trustee, either directly or indirectly, shall also be entitled to receive remuneration for services rendered to the Trust in any other capacity. Such services may include, without limitation, services as legal, accounting or other professional services or services as a broker, transfer agent or underwriter, whether performed by a Trustee or any person affiliated with the Trustee. For greater certainty, the amount paid to the Trustee for their services shall not exceed the fair market value of such services.

3.6 Successor Trustee

Any successor Trustee, by accepting its appointment as such, shall automatically become a party to this Declaration of Trust and be bound by the terms hereof as if the successor Trustee had been an original signatory hereto, provided that such successor Trustee shall not be responsible or liable for any act or omission of any prior Trustee preceding its appointment as successor Trustee.

3.7 Residence of Trustee

A continuing condition of a Trustee retaining his, her or its trusteeship hereof, the breach of which automatically terminates such trusteeship, is the Trustee not being a non-resident of Canada within the meaning of the Tax Act at any time.

3.8 Officers of the Trust

The Trust shall have such officers as the Trustee may appoint from time to time. One person may hold two or more offices. Officers of the Trust shall be appointed and discharged, and their remuneration determined, by the Trustee.

- 5 -

ARTICLE 4
TRUSTEE'S POWERS AND DUTIES

4.1 General Powers

The Trustee shall have, without further or other authorization and free from any power of control on the part of the Beneficiary, full, absolute, and exclusive power, control and authority over the assets of the Trust and over the business and affairs of the Trust to the same extent as if the Trustee were the sole owner thereof in its own right, to do all such acts and things as in its sole judgment and discretion are necessary or incidental to, or desirable for, the carrying out of any of the purposes of the Trust or the conducting of the business of the Trust. In construing the provisions of this Declaration of Trust, presumption shall be in favour of the granted powers and authority to the Trustee. The enumeration of any specific power or authority herein shall not be construed as limiting the general powers or authority or any other specified power or authority conferred herein on the Trustee. Except as specifically required by such laws, the Trustee shall in carrying out investment activities not be in any way restricted by the provisions of the laws of any jurisdiction limiting or purporting to limit investments which may be made by trustees.

4.2 Delegation

The Trustee may, consistent with its responsibilities and obligations relating to the management and administration of the Trust and Trust Property hereunder, delegate from time to time to agents of the Trustee, or to other persons retained by the Trustee on behalf of the Trust, the doing of such things and the execution of such deeds or other instruments either in the name of the Trust or the name of the Trustee or as its attorney or otherwise in connection with the Trust and the Trust Property as the Trustee may from time to time deem expedient, whether such authority is normally granted or delegated by a trustee.

4.3 Standard of Care

The exclusive standard of care required of the Trustee in exercising its powers and carrying out its functions hereunder shall be that it exercise its powers and carry out its functions hereunder as Trustee honestly, in good faith and in the best interests of the Trust and the Beneficiary and that in connection therewith they exercise that degree of care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances. Unless otherwise required by law, the Trustee shall not be required to give bond, surety or security in any jurisdiction for the performance of any duties or obligations hereunder.

4.4 Reliance Upon Trustee

Any person dealing with the Trust in respect of any matters pertaining to the assets of the Trust and any right, title or interest therein or to the Trust or to securities of the Trust shall be entitled to rely on a certificate, statutory declaration or resolution executed or certified by the Trustee as to the capacity, power and authority of the Trustee or any other person to act for and on behalf and in the name of the Trust. No person dealing with the Trustee shall be bound to see to the application of any funds or property passing into the hands or control

- 6 -

of the Trustee. The receipt of the Trustee for monies or other consideration shall be binding upon the Trust.

4.5 Determinations of Trustee Binding

All determinations of the Trustee which are made in good faith with respect to any matters relating to the Trust shall be final and conclusive and shall be binding upon the Trust and the Beneficiary.

4.6 Trustee May Act Without Meeting

The Trustee may act with or without a meeting. Any action of the Trustee may be taken by written resolution signed by the Trustee.

ARTICLE 5 DISTRIBUTIONS

5.1 Computation of Income

The income of the Trust shall be computed at the end of the fiscal year of the Trust, in accordance with the provisions of the Tax Act regarding the calculation of income of a trust, including with respect to capital gains.

In computing the income of the Trust as of December 31 in any year, the Trustee shall be entitled to estimate any amount whenever the actual amount thereof has not been finally determined; provided that the Trust shall always be legally obligated as at December 31 in each year to pay the actual amount of income of the Trust for the year to the Beneficiary as calculated in accordance with the previous paragraph.

5.2 Distribution of Income, Capital Gains

The Trustee may declare an amount to be payable on any date in the year to a Beneficiary. On the final day of the Trust's taxation year, the amount payable by the Trust to the Beneficiary shall not be less than the amount, if any, by which the Trust's income for the year, calculated for the purposes of the Tax Act after all deductions permitted under such Act have been taken, exceeds the amount of distributions out of the Trust's income for the year made by the Trust to the Beneficiary prior to the end of the year.

For greater certainty, it is hereby expressly declared that the Beneficiary shall have the legal right to enforce payment of any amount that is, or is required to be payable by this Declaration of Trust. The Trustee, if they so determine when income has been accrued but not collected may, on a temporary basis, transfer sufficient monies from the capital to the income account of the Trust to permit distributions of income which are payable to be effected.

Cash distributions shall be made in a manner determined by the Trustee. Distributions may also be made in specie, at the discretion of the Trustee.

- 7 -

5.3 Income Tax Matters

In computing the income of the Trust for income tax purposes, the Trust shall claim such amount as the Trustee determines in respect of the capital cost allowance of the Trust, except as otherwise determined by the Trustee, and to the extent permitted by the Tax Act may apply non-capital losses for prior years and any losses (other than capital losses) realized in the year to reduce tax payable or taxable capital gains of the Trust, and shall, to the extent permitted by the Tax Act, deduct such portion of the income paid or payable to the Beneficiary in the year in excess of any capital cost allowance claimed and any losses applied to reduce tax payable on taxable capital gains pursuant to this section. As a single Beneficiary, non-discretionary Trust there will no requirement to undergo any deemed realization of Trust assets for income tax purposes under the Tax Act at the date that is 21 years from the formation of the Trust.

5.4 Designation of Taxable Dividends, Taxable Capital Gains and Foreign Income

In accordance with and to the extent permitted by the Tax Act, the Trustee in each year shall make such designations in respect of the amounts payable or deemed to have been payable to or on behalf of the Beneficiary for such amounts that the Trustee consider to be reasonable in all of the circumstances, including designations relating to taxable dividends received by the Trust in the year on shares of taxable Canadian corporations, net capital gains realized by the Trust in the year and foreign source income of the Trust for the year.

5.5 Definitions

Unless the context otherwise requires, any term in Article 1 or this Article which is defined in the Tax Act shall have, for the purposes of Article 1 and this Article, the meaning that it has in the Tax Act.

ARTICLE 6 FEES AND EXPENSES

6.1 Expenses

The Trust may pay reasonable expenses incurred in connection with the administration and management of the Trust and the business carried on by the Trust, including, without limitation, fees of auditors, lawyers, appraisers, registrars and transfer agents and other agents, consultants and professional advisors employed by or on behalf of the Trust and the cost of reporting or giving notices to the Beneficiary.

- 8 -

ARTICLE 7
AMENDMENTS TO THE DECLARATION OF TRUST

7.1 Amendments by the Trustee

The Trustee may make the following amendments to this Declaration of Trust in its sole discretion and without the approval of the Beneficiary:

- (a) amendments for the purpose of ensuring continuing compliance with applicable laws, regulations, requirements or policies of any governmental authority having jurisdiction over the Trustee or over the Trust, or its status under the Tax Act;
- (b) amendments which, in the opinion of the Trustee, provide additional protection for the Beneficiary;
- (c) amendments which, in the opinion of the Trustee, are necessary or desirable to remove conflicts or inconsistencies in the Declaration of Trust;
- (d) amendments of a minor or clerical nature or to correct typographical mistakes, ambiguities or manifest omissions or errors which amendments in the opinion of the Trustee are necessary or desirable and not prejudicial to the Beneficiary;
- (e) such amendments to the Declaration of Trust as it in its discretion deems necessary or desirable as a result of changes in the taxation laws from time to time which may affect the Trust or its beneficiaries; and
- (f) amendments which in the opinion of the Trustee are not prejudicial to the Beneficiary and are necessary or desirable.

7.2 Restatements

A restated Declaration of Trust may be executed at any time and from time to time by the Trustee. No such execution shall be deemed to constitute a termination and/or resettlement of this Declaration of Trust or the Trust created hereby.

ARTICLE 8
TERMINATION OF THE TRUST

8.1 Duration of the Trust

Unless the Trust is sooner terminated as otherwise provided herein, the Trust shall terminate on the earliest of the date which is one day prior to the twenty-first anniversary of the death of the last survivor of His Majesty King Charles III alive on the date hereof.

8.2 Effect of Termination

Upon the termination of the Trust, the liabilities of the Trust shall be discharged with due speed and the net assets of the Trust shall be liquidated and the proceeds distributed proportionately to the Beneficiary. Such distribution may be made in cash or in securities

- 9 -

or partly in both, all as the Trustee in its sole discretion may determine. Notwithstanding the foregoing, the Trustee with the consent of the Beneficiary may determine to effect the termination of the Trust through the distribution to the Beneficiary of all the assets of the Trust subject to the assumption by the Beneficiary of all the liabilities of the Trust.

8.3 Distribution of Trust Property

After paying, retiring or discharging or making provision for the payment, retirement or discharge of all known liabilities and obligations of the Trust and providing for indemnity against any other outstanding liabilities and obligations (actual and contingent), the Trustee shall distribute to the Beneficiary on the Termination Date the remaining assets of the Trust and the Trust shall thereupon terminate.

ARTICLE 9 LIABILITIES OF THE TRUSTEE AND OTHERS

9.1 Liability and Indemnification of the Trustee, Officers and Employees

- (a) The Trustee, officers and other employees of the Trust (collectively the “Indemnified Parties” and each individually an “**Indemnified Party**”) shall at all times be indemnified and saved harmless out of the funds of the Trust from and against all claims whatsoever, including costs, charges and expenses in connection therewith, brought, commenced or prosecuted against any of them for or in respect of any act, deed, matter or thing whatsoever made, done, acquiesced in or omitted in or about or in relation to the execution of their duties as Trustee, officers or employees of the Trustee, as the case may be, and also from and against all other costs, charges, and expenses which they sustain or incur in or about or in relation to the affairs of the Trust (collectively “**Losses**”). Further, no such person shall be liable to the Trust or to any Beneficiary or annuitant or any other person for any loss or damage relating to any matter regarding the Trust, including any loss or diminution in the value of the Trust or its assets. The foregoing sentences do not apply unless:
- (i) the person acted honestly and in good faith with a view to the best interests of the Trust; and
 - (ii) in the case of a criminal or administrative action or proceeding that is enforced by a monetary penalty, the person had reasonable grounds for believing his conduct was lawful.
- (b) Payments out of the funds of the Trust under Section 9.1(a), in respect of any Losses, are limited to the amount of any liability or damage that remains after deducting therefrom any insurance proceeds and any indemnity, contribution, or other similar payment actually received by an Indemnified Party in respect of any such indemnity claim, less any related costs and expenses, including the aggregate cost of pursuing any related insurance claims, and any related contribution claims as applicable. Indemnified Party shall use its commercially reasonable efforts to seek to recover any insurance proceeds and to recover any Losses from applicable

- 10 -

Advisors where Losses arise as a result of, or in connection with, the gross negligence or wilful misconduct of Advisors pursuant to section 9.3 herein. Promptly after the realization of any insurance proceeds, indemnity, contribution, or other similar payment, Indemnified Party shall reimburse Indemnifying Party for such reduction in Losses for which Indemnified Party was paid under Section 9.1(a) before the realization of reduction of such Losses.

9.2 General Disclaimer of Liability

The Trustee, officers and other employees of the Trust, shall not be liable to the Trust or to any Beneficiary or any other person for the acts, omissions, receipts, neglects or defaults of any person employed or engaged by them as permitted hereunder, or for joining in any receipt or act of conformity, or for any loss, damage or expense caused to the Trust through the insufficiency or deficiency of any security in or upon which any of the monies of or belonging to the Trust shall be laid out or invested, or for any loss or damage arising from the bankruptcy, insolvency or tortious act of any person with whom or which any monies, securities or property of the Trust shall be lodged or deposited, or for any loss occasioned by error in judgment or oversight on the part of the Trustee, officers or other employees or for any other loss, damage or misfortune which may happen in the execution by such persons of their duties hereunder, except if the Trustee failed to meet the standard of care set forth in Section 4.3 or otherwise failed to comply with its obligation under this Declaration of Trust.

9.3 Reliance upon Advice

The Trustee, officers and other employees of the Trust may rely and act upon any statement, report or opinion prepared by or any advice received from the auditors, solicitors or other professional advisors of the Trust (the “**Advisors**”) and shall not be responsible or held liable for any loss or damage resulting from so relying or acting.

9.4 Liability of Beneficiary and Others

- (a) No Beneficiary shall be held to have any personal liability as such, and no resort shall be had to its private property for satisfaction of any obligation or claim arising out of or in connection with any contract or obligation of the Trust or of the Trustee or any obligation which a Beneficiary would otherwise have to indemnify a trustee for any personal liability incurred by the Trustee as such, but rather the assets of the Trust only are intended to be liable and subject to levy or execution for such satisfaction. Any potential liability of the Trustee with respect to its foregoing obligations or its failure to perform the same shall be governed by the provisions of Sections 9.1, 9.2 and 9.3.
- (b) No Beneficiary shall incur or be subject to any liability whatsoever, in tort, contract or otherwise, to any person in connection with the Trust Property or the obligations or affairs of the Trust or with respect to any agreement relating to the Trust or with respect to any act or omission of the Trustee, or any other Person in the performance or exercise, or purported performance or exercise, of any obligation, power, discretion or authority conferred upon the Trustee, or such other Person whether

- 11 -

under this Declaration of Trust or otherwise or with respect to any transaction entered into by the Trustee or by any other person whether pursuant to this Declaration of Trust or otherwise and the Beneficiary shall not be liable to indemnify the Trustee, or any other Person with respect to any such liability incurred or with respect to any taxes payable by the Trust or by the Trustee or any other Person on behalf of or in connection with the Trust and, to the extent that any such liability of beneficiaries may arise, it shall be enforceable only against, and shall be satisfied only out of, the Trust Property.

- (c) The Beneficiary shall be entitled to be indemnified and reimbursed out of the Trust Property in respect of all liabilities, costs, charges and expenses reasonably incurred or sustained by such Beneficiary in connection with the Trust Property or the obligations or affairs of the Trust by reason only of being or having been a Beneficiary.

ARTICLE 10 GENERAL

10.1 Execution of Instruments

- (a) The Trustee shall have authority to sign in the name and on behalf of the Trust all instruments in writing and any instruments in writing so signed shall be binding upon the Trust without any further authorization or formality. The Trustee shall have power from time to time to appoint any person or persons on behalf of the Trust either to sign instruments in writing generally or to sign specific instruments in writing.
- (b) Any written instrument creating an obligation of the Trust shall be conclusively taken to have been executed or done by the Trustee or agent of the Trustee only in the capacity of trustee under this Declaration of Trust. Any written instrument creating an obligation of the Trust shall refer, where practicable, to this Declaration of Trust and contain a disavowal of liability upon and waiver of claim against beneficiaries and indicate that the obligations thereunder are not personally binding upon, nor shall resort be had to the private property of, the Trustee, the Beneficiary or any agent of the Trustee, but the Trust Property or a specific portion thereof only shall be bound, but the omission of such provision shall not operate to impose personal liability on the Trustee, the Beneficiary or any agent of the Trustee.

10.2 Manner of Giving Notice

Any notice required or permitted by the provisions of this Declaration of Trust to be given to a Beneficiary shall be deemed conclusively to have been given if given either by delivery or by prepaid ordinary mail addressed to the Beneficiary.

- 12 -

10.3 Failure to Give Notice

The failure by the Trustee, by accident or omission or otherwise unintentionally, to give the Beneficiary any notice provided for herein shall not affect the validity, effect, taking effect or time of taking effect of any action referred to in such notice, and the Trustee shall not be liable to any Beneficiary for any such failure.

10.4 Trust Accountants

The Trustee shall appoint a firm of chartered accountants qualified to practice in all provinces of Canada to act as the accountants of the Trust.

10.5 Fiscal Year

The fiscal year of the Trust shall terminate on December 31 in each year.

10.6 Trust Assets to be Kept Separate

The Trustee shall maintain the assets of the Trust separate from all other property in its possession.

10.7 Right to Inspect Documents

The Beneficiary and any agent, consultant or creditor of the Trust shall have the right to examine the Declaration of Trust and any other documents or records which the Trustee determines should be available for inspection by such persons, during normal business hours at the principal office of the Trust.

10.8 Consolidations

The Trustee may prepare consolidated copies of this Declaration of Trust as it may from time to time be amended and may certify the same to be a true consolidated copy of this Declaration of Trust, as amended.

10.9 Severability

The provisions of this Declaration of Trust are severable and if any provisions are in conflict with any applicable law, the conflicting provisions shall be deemed never to have constituted a part of the Declaration of Trust and shall not affect or impair any of the remaining provisions thereof.

10.10 Headings for Reference Only

The division of this Declaration of Trust into Articles and Sections and the insertion of headings are for convenience of reference only and shall not affect the construction or interpretation of this Declaration of Trust. The Article and Section headings in this Declaration of Trust are not intended to be full or precise descriptions of the text to which they refer and shall not be considered part of this Declaration of Trust.

- 13 -

10.11 Governing Law

This Declaration of Trust shall be interpreted and take effect in accordance with the laws of the Province of Ontario.

[Remainder of page intentionally left blank.]

IN WITNESS WHEREOF the parties hereto cause this Declaration of Trust to be executed as of the day and year first above written.

Witness

Brian Cornelius, as Settlor

UPRC TRUSTEE INC., as Trustee

Per: _____

Name: Tim Blair
Title: A.S.O.

SCHEDULE A

7389039.1

Appendix D

Financial Plan for Disbursement of Net Proceeds from the sale of the Balderson United Church Property

The Congregation of the Balderson United Church is currently in the process of amalgamating with the congregation of St. Andrews United Church in Lanark. Our plan is to use the proceeds of the sale of the Balderson United Church to facilitate the continuing ministry of the Lanark Balderson Community of Faith.

Disbursement of Net Proceeds from the sale of the Balderson United Church building and land

10% of Net Proceeds of Sale of Church Property to United Church of Canada for Indigenous Ministry	\$	21,887	see calculation below
Lanark Balderson Pastoral Charge - 2 years Remuneration for half time minister & office staff	\$	100,000	Note 1
St. Andrews United Church - remainder of Net Proceeds of Sale	\$	96,984	Note 2
Total Disbursement of Net Proceeds from Sale of Property		\$	218,871

Note 1: These funds to be invested by the Treasurer of the Lanark Balderson Pastoral Charge to ensure a regular cash flow in order to pay salaries for 2 years.

Note 2: These fund to be invested by the Treasurer of the St. Andrews United Church and to be used primarily to operate and maintain the building and property and to promote the ministry of the church.

Calculation of Net Proceeds from the sale of the Balderson United Church building and land

Proceeds from the Sale of the Church and Land		\$	225,000
Expenses directly related to the sale:			
Property Appraisal	\$	1,695	
Cost of EOOR Representative to attend meetings pertaining to the sale	\$	329	
Moving Costs	\$	258	
Legal Fees	\$	3,847	
Total Expenses directly related to the sale		\$	6,129
Net Proceeds from the Sale of the Balderson United Church building and land		\$	218,871