

Eastern Ontario Outaouais Regional Council
Meeting of the Executive
Thursday, April 11, 2024 – 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
Susan DeHaan, DLM	President-Elect
Bronwen Harman	Past-President
Liz Church	Member
Jim Allen	Member
Gayle Barks	Member
Rev. Brian Cornelius	Corresponding Member – Treasurer for the Regional Council
Rev. Ryan Kim	Member
Rev. Erin McIntyre	Member
Catherine Ryan	Member
Rev. Éric Hébert-Daly	Active Member, Executive Minister
Joel Miller	Program Assistant to Executive Minister, Recording Secretary
Rev. Whit Strong	Corresponding Member, Pastoral Relations Minister

REGRETS/ABSENT

Rev. Dr. Teresa Burnett-Cole	Member
Rev. Cindy Casey	Member
Nancy Hazen	Member
Linda Suddaby	Member

This meeting received reporting on finance from the Regional Council treasurer, considered a funding request from the Cathedral of the Trees; received the Pastoral Relations Commission minutes of March 19, 2024, received a recommendation regarding disbanding Merrickville Pastoral Charge, and received an update regarding Stittsville United Church Commission; received recommendations for grant distributions from the Vision and Transformation Leadership Team; received an update on voting of Remit 1: Establishing an Autonomous National Indigenous Organization; received an update of goal posts of strategic plan for March 2024; received recommendations in regards to guidelines for honorariums, and discerned possible venues for holding the 2025 AGM; received a request for prayers of the following United Churches: Greenwood, Pittston, Kenmore and Pendleton; considered a request for support regarding Programme de multiculturalisme et de lutte contre le racisme (PMLCR); considered the response received from Nakonha:ka Regional Council regarding lease on office space at Summerlea United Church;

considered a response to Susan Ferguson in regards to Israel/Palestine; and considered the possibility of an in-person Executive meeting in June 2024.

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

Call to Order – Susan Hutton, President at 9:06 AM.

A Time of Prayer for Communities of Faith – Susan Hutton led prayers for the following United Churches: Greenwood, Pittston and Kenmore.

Land Acknowledgement & Opening Devotions – Rev. Erin McIntyre led the land acknowledgement, giving thanks for First Nations Peoples' stewardship of these lands, and calling all to continue to work towards right relations. Erin shared a blessing from book entitled The Lives We Actually Have: 100 Blessings for Imperfect Days, by Kate Bowler and Jessica Richie, a "Feeling like Work we do Matters" as the opening devotion.

Appointment of an Equity Monitor for this Meeting

2024-04-11_001 MOTION (C. Ryan/R. Kim) That the Eastern Ontario Outaouais Regional Council Executive appoints Rev. Erin McIntyre as Equity Monitor for this meeting. **CARRIED**

Minutes of March 14, 2024

2024-04-11_002 MOTION (L. Church/J. Allen) that the Eastern Ontario Outaouais Regional Council Executive accepts the minutes of March 14, 2024, as circulated. **CARRIED**

Email Polls of March 23rd and 28th 2024

2024-04-11_003 MOTION (G. Barks/R. Kim) that the Eastern Ontario Outaouais Regional Council Executive accepts into its minutes the email poll of March 23rd and 28th 2024:

Offer to Purchase, Pendleton United Church

*2024-03-23-001 MOTION (T. Burnett-Cole/G. Barks) That the Eastern Ontario Outaouais Regional Council Executive concur with the recommendation of the Future Through Property Leadership Team to authorize Jim Allen and Phyllis MacRae, Trustees for the sale of Pendleton United Church, Pendleton ON, to accept from Doyle Harrigan an offer to purchase Pendleton United Church, 2080 Concession 10, Curran ON- Part of Lot 20, concession 10, South. Plantagenet as in SP2667, Nation. The offer to purchase is in the amount of \$100,000, with no conditions. CARRIED *Sale did not go through**

2024-03-28-001 MOTION (S. DeHaan/T. Burnett-Cole) That the Eastern Ontario Outaouais Regional Council Executive concur with the recommendation of the Future Through Property Leadership Team to authorize Jim Allen and Phyllis MacRae, Trustees for the sale of Pendleton United Church, Pendleton Ontario, to accept from Matthew Paul and Jeannette Paul an offer to purchase Pendleton United Church, 2080 Concession 10, Curran ON- Part of Lot 20, concession 10, South. Plantagenet as in SP2667, Nation. The offer to purchase is in the amount of \$160,000, with the following conditions:

- 1. The Buyer confirming by an independent appraisal that the value of the said real property is greater than or equal to the purchase price,*
- 2. and that the Buyer, at his own expense arranging satisfactory financing at current bank rates necessary to complete this Agreement on terms and conditions acceptable to him.*
- 3. The buyer and Seller are aware that this condition may depend on water testing, septic inspection and other requests that are needed for financing.*

*CARRIED *Sale did not go through**

CARRIED

Business Arising (none)

Order of the Day - Affirm Leadership Team Presentation about the Capital Pride Parade (10:20 AM) – 10 mins – This has been carried forward to the meeting on May 9th 2024.

Order of the Day - Break (10:30 AM) – 10 mins

Agenda

2024-04-11_004 MOTION (L. Church/E. McIntyre) that the Eastern Ontario Outaouais Regional Council Executive accepts the agenda as amended (additional 1. correspondence p; 2. Finance report from treasurer).

CARRIED

Correspondence In

- a) March 6, 2024, La Direction de l'enregistrement cadastral, Direction générale de l'arpentage et du cadastre, Ministère des Ressources naturelles et des Forest, re avis de notification – mise a jour du cadastre St-Stephens Church (Kazabazua) *(for information)*;
- b) March 12, 2024, copied on a letter from Cathy Hamilton and Gary Tompkins, Co-Chairs, Quebec and East Ontario Candidacy Board, to Claire McMenemy Savage, re withdrawal from the Candidacy Pathway *(for information)*;
- c) March 16, 2024, Martin Settle, Chair of Council, First United Church, re UCC polity on membership and adherents *(for action under New Business a)*;
- d) March 19, 2024, copied on a letter from Cathy Hamilton and Gary Tompkins, Co-Chairs, Quebec and East Ontario Candidacy Board, to Dave Henderson, re readiness for recognition interview *(for information)*;
- e) March 21, 2024, Ray Cuthbert, Chair of Council at Woodroffe United Church, re Woodroffe United Church visioning sessions *(for information)*;
- f) March 21, 2024, Rev. Brian Cornelius, re response to letter from Rev. Eric Hebert-Daly, Executive Minister, re polity on membership and adherents *(for information)*;
- g) March 21, 2024, Rev. Akoussah Demanya Kofi Innocent, re Programme de multiculturalisme et de lutte contre le racisme (PMLCR) *(for action under New Business b)*;
- h) March 22, 2024, Marc Grenon, President of Nakonha:ka Regional Council, re responding to letter of February 9th regarding EOORC intent on cancelling financial contribution towards lease of office space with Summerlea United Church in Lachine, QC *(for information)*;
- i) March 26, 2024, Sarah Charters, President, The United Church of Canada Foundation, re special Mission & Service request *(for information)*;
- j) March 27, 2024, Roger Janes, Community of Faith Stewardship Support Staff, re report of recent stewardship activity within the Regional Council *(for information)*;
- k) March 21, 2024, copied on letter from Susan Ferguson, to Executive of the General Council of The United Church of Canada, and its members; The Moderator, The Right Rev. Dr. Carmen Lansdowne; The General Secretary, The Rev. Michael Blair; Commissioners of the General Council; The Rev. Dr. Japhet Ndhlovu; Ms. Jocelyn Bell, Editor, Broadview magazine, re Israel/Palestine *(for information)*;
- l) April 1, 2024, copied on letter from Susan Ferguson, to Rev. Eric Hebert-Daly and colleagues serving in East Central Ontario, Eastern Ontario Outaouais and Nakonhaka Regional Councils, re open letter of March 21, 2024 to Moderator and GCE re Israel/Palestine *(for information)*;
- m) April 3, 2024, Chantal Winslow, Executive Assistant to Shannon McCarthy, Northern Spirit, Living Skies, Prairie to Pine Regional Councils, re United Church Office Administrators Conference *(for information)*;
- n) April 4, 2024, Rev. Whit Strong, Pastoral Relations Minister, re request from Cathedral of the Trees for \$2000 as a yearly budget line *(refer to Finance Leadership Team)*;

- o) April 4, 2024, Rev. Whit Strong, Pastoral Relations Minister, re Stittsville United Church Commission (*for action under Section 2, b*);
- p) April 8, 2024, Susan Jackson, Information and Statistics Coordinator, The United Church of Canada, re Pastoral Charges that have not yet submitted their 2023 Statistical Forms-PLS submit by April 29, 2024 (*for information*);

Correspondence out

- q) March 21, 2024, Rev. Eric Hebert-Daly, Executive Minister, response to Martin Settle, Chair of Council, First United Church, re polity on membership and adherents (*for information*).

New Business

1. Finance

- See *Treasurer Report April 11, 2024* as **Appendix A¹**
- See *2024 Balance Sheet* as **Appendix A²**
- See *2024 Budget and Actuals* as **Appendix A³**
- See *Profit and Loss by Class* as **Appendix A⁴**

2024-04-11_005 MOTION (S. DeHaan/J. Allen) that the Eastern Ontario Outaouais Regional Council Executive receive the Treasurers reporting for information. **CARRIED**

- a) **Request to Receive Annual Funding from the “Cathedral of the Trees” – A Joint Summer Ministry Between EOORC and ECORC in Algonquin Park**

- See *Cathedral of the Trees - budget request 2024* as **Appendix B**

2024-04-11_006 MOTION (J. Allen/S. DeHaan) that the Eastern Ontario Outaouais Regional Council Executive refer the request for annual funding from the Cathedral of the Trees to the Finance Leadership Team. **CARRIED**

Rev. Whit Strong will coordinate with leadership of *Cathedral of the Trees* to provide the Finance Leadership Team the budgets and statistics needed for considering a decision to support monetarily.

2. Pastoral Relations Commission – Rev. Whit Strong

- See *Minutes of Pastoral Relations Commission of March 19, 2024* as **Appendix C**

2024-04-11_007 MOTION (C. Ryan/E. McIntyre) that the Eastern Ontario Outaouais Regional Council Executive receive the Pastoral Relations Commission Minutes of March 19, 2024. **CARRIED**

- a) **Merrickville Pastoral Charge**

2024-04-11_008 MOTION (E. McIntyre/J. Allen) that the Eastern Ontario Outaouais Regional Council Executive concur with the recommendation of the Pastoral Relations Commission to formally disband Merrickville Pastoral Charge, effective February 28, 2023. **CARRIED**

- b) **Stittsville United Church Commission**

2024-04-11_009 MOTION (S. DeHaan/E. McIntyre) that the Eastern Ontario Outaouais Regional Council Executive hold a special meeting on Tuesday April 23rd at 10 AM to consider the report on Stittsville United Church review and meet with the Commission. **CARRIED**

3. Vision and Transformation

2024-04-11_010 MOTION (R. Kim/G. Barks) that the Eastern Ontario Outaouais Regional Council Executive receive the recommendations from the Vision and Transformation Leadership Team and approve the following grant disbursements:

1. Kanata United Church in the amount of \$5000 for Alphabet Soup, a support project for 2SLGBTIA+ children. This is the first year of a three-year grant request, with additional funding requested in YR 2 of \$2500 and in YR 3 of \$1000.
2. Knox-Nepean United Church in the amount of \$5450 to fund pilot community outreach programs. This is the first year of a two-year grant, with additional funding requested in YR 2 of \$5450.
3. Camp Awesome (EOORC) in the amount of \$3850 to fund staff training in Mental Health First Aid.
4. Christ Church United, Chesterville in the amount of \$840.44 for the cost of an outdoor utility sink to support the church's FAITH Pantry ministry, the only food bank in the community.
5. Kanata United Church in the amount of \$5000 to fund a regional expansion of the church's Seniors Program. This is the first year of a three-year grant with additional funding requested in YR2 of \$2500 and in YR3 of \$2000.
6. Elgin United Church in the amount of \$5000 for the third and final year of the church's Youth Initiative.
7. Zion Memorial United Church in the amount of \$5000 to support an on-line book study of The Sacred Life, as well as a public in-person event with the author.
8. Trinity St Andrews UC (Renfrew) in the amount of \$5000 for the expansion of its Rainbow Worship program. Note: This grant includes \$1500 for new AV equipment, which normally would be funded through the Church Extension Committee. However, the bulk of the expenditures are for direct program delivery. For this reason, the V and T team feels that it would be appropriate for this grant to come from the V and T budget.
9. Trinity UC (Smith Falls) in the amount of \$2125 for the cost of transportation for participants in the joint delivery of Camp Awesome with St. Paul's United, Perth. This is the second year of a two-year grant.
10. Kirk Hill UC, Genesis Cooperative in the amount of \$2600 for the cost of facilitating a visioning process on the future of the Genesis Cooperative.
11. Wesley United Church (Pembroke) in the amount of \$5000 for support of the church's Soup Kitchen program.
12. Rideau Park United Church in the amount \$1000 for snacks for participants in their delivery of Camp Awesome. This is the first year of a three-year grant, with YR funding of \$750 and YR3 Funding of 250.

CARRIED (C. Ryan Abstains)

4. Remit 1: Establishing an Autonomous National Indigenous Organization – Update on Voting

Nationally, 2/3 of congregations voted in favour (this includes 20 Pastoral Charges which did not vote). EOORC only had 1 pastoral charge that did not vote.

The Executive acknowledged the work of Susan Toller and the Right Relations Network, who helped coordinate and encourage EOORC's pastoral charges to vote. Rev. Eric Hebert-Daly will send thank you chocolates.

5. Strategic Planning – Rev. Eric Hebert-Daly highlighted items in the report.

- See 2024-04-11 EOORC Strategic Plan Goalposts Report as **Appendix D**

It was noted that Stream CG6 will be dropped from the strategic plan. See note from the regional council treasurer at the end of the report. Nonetheless, workshops providing learnings on establishing internal review committee will be offered through the Pastoral Relations Minister in the future.

6. General Meeting/Education Event Planning Leadership Team**a) Discernment Conversation about a Policy Regarding Honoraria**

- See *Guidelines for Honorariums* as **Appendix E**

2024-04-11_000 MOTION (/) that the Eastern Ontario Outaouais Regional Council Executive receive and approve the Guidelines for Honorariums and include in the Governance Handbook.

To be brought to next Executive meeting (May 9, 2024). This resource is meant to be used specifically as guidelines and not as a policy. This document is to be considered as a working document.

It was suggested to include first-aid responders in the list of volunteers. It was suggested to remove some of the monetary figures as they relate to travel and food costs, and only refer to *General Council Rate*.

b) Upcoming General Meeting dates**Save the Date!**

- May 31st - June 1st 2024, Annual General Meeting, Spring, Trinity United Church, Ottawa (Celebration of Ministries and Leadership Teams Service, Friday, May 31st at 7pm)
 - Eric provided some background information for the flow of the agenda at the annual general meeting (May 31-June 1, 2024), explaining the theme focuses on the unique public witness of The United Church of Canada over the past 100 years, and what it could look like in the next 100 years.
 - It was shared that Barbara Reynolds will be stepping down as Chair of the General Meeting/Education Event Planning Leadership Team, having fulfilled her year commitment. It was suggested to put the word out regarding vacancy of position, October spring meeting planning will begin shortly after spring general meeting.
- October 5th 2024 Fall General Meeting, Trinity-Saint Andrews United Church, Renfrew, (Celebration of Ministries Service, Saturday, October 5th at 4pm)
- May 30th - 31st 2025, Annual General Meeting, Spring, Location TBD
- October 4th, 2025, Fall General Meeting, (sub-regional gatherings as per strategic plan*)

c) Discernment: Where would the Executive like to hold the 2025 AGM? Does the Executive have objectives and specifications for the venue?

Suggested to wait until after the meeting this spring, to make a full comparison of previous meetings. It was reminded that the strategic plan calls upon EOORC to hold a large tent gathering (which could coincide with AGM in spring 2025). It was suggested to create a list of potential venues to help narrow down choices (including map of geographical area for each of the locations).

d) Food cost for the AGM

2024-04-10_011 MOTION (S. DeHaan/E. McIntyre) that the Eastern Ontario Outaouais Regional Council Executive receive and approve the recommendation of the General Meeting/Education Event Planning Leadership Team to set food costs at \$120.00 per participant (those desiring meals only) at the Spring AGM (May 31st – June 1st). **CARRIED**

*Meals (lunch and dinner on Friday, reception after celebration of ministry, and lunch on Saturday (also includes coffee and snacks during the meeting).

7. Sharing our Prayers <https://www.prayercycles.ca/easternontariooutaouais> - Prayer requests are being shared at the mentioned website.**8. Order of the Day - Break (10:30 AM) – 10 mins**

New Business**a) First United Church Governance Structure regarding Membership and Adherents**

- See *First United Church Governance Structure* as **Appendix F**

2024-04-11_012 MOTION (L. Church/R. Kim) that the Eastern Ontario Outaouais Regional Council Executive approve First United Church governance structure as proposed. **CARRIED**

b) Programme de multiculturalisme et de lutte contre le racisme (PMLCR)

2024-04-11_013 MOTION (L. Church/S. DeHaan) that the Eastern Ontario Outaouais Regional Council Executive support the *Programme de multiculturalisme et de lutte contre le racisme (PMLCR)* recognizing EOORC as the project's fiscal sponsor. **CARRIED**

Rev. Eric Hebert-Daly provided some details (documents are in French) and the meaning of fiscal sponsor. It was figured that the program would begin in the fall of 2024. The Regional Council Treasurer highlighted that there needs to be a person authorizing and direction for him when administering the funds.

c) Nakonha:ka Office Space – Sue Hutton, DLM

- See *Agreement of lease with Summerlea United Church* as **Appendix G**

2024-04-11_014 MOTION (E. McIntyre/C. Ryan) that the Eastern Ontario Outaouais Regional Council Executive, having discussed the matter, direct the Regional Council President to continue in conversation with Nakonha:ka Regional Council, in order to reach a mutually beneficial arrangement regarding the lease of office space at Summerlea United Church. **CARRIED**

It was suggested to pay only part of the remaining lease (up to December 31st 2024) and not the full balance (up to its renewal date of June 30, 2025).

d) Israel/Palestine: Response to Susan Ferguson – Rev. Eric Hebert-Daly

Eric highlighted that there is a Kairos initiative with a planned pilgrimage, which members of this regional council could be encouraged to participate in *Walk or Roll Together in Solidarity with Gaza Before May 13* - . https://united-church.ca/news/walk-or-roll-together-solidarity-gaza-may-13?utm_source=E-Newsletters&utm_campaign=4636d4fbe7-ES240326_COPY_01&utm_medium=email&utm_term=0_53a49c9e28-4636d4fbe7-188878217&goal=0_53a49c9e28-4636d4fbe7-188878217&mc_cid=4636d4fbe7&mc_eid=f513aa48d2

It was suggested to emphasize the work of Peace.

2024-04-11_015 MOTION (R. Kim/G. Barks) that the Eastern Ontario Outaouais Regional Council (EOORC) Executive direct the Executive Minister to respond to Susan Ferguson, that reflects peace with justice as key theological principles, that EOORC understands a response is being prepared by the General Council Executive, and that EOORC is promoting the Kairos event - *Walk or Roll Together in Solidarity with Gaza Before May 13*. **CARRIED**

e) In-Person Executive Meeting (June 13, 2024?)

Portland United Church was suggested.

Regrets for this meeting: Rev. Eric Hebert-Daly, Rev. Erin McIntyre, and Brian Cornelius

Report from the Equity Support Person – Rev. Erin McIntyre acknowledged the hard work that went into getting the vote out for Remit 1, acknowledged the good use chat for sharing motions.

Susan Hutton, DLM, President, invited comments to be included in report of the Executive to the Regional Council.

Opening worship for next meeting – Sue Hutton, DLM**Equity Support Person for next Meeting** – Bronwen Harman**Closing Prayer** – Susan DeHaan closed the meeting in prayer.**Conclusion**

The Chair declares that all the business having come before this meeting of the Executive has been duly dealt with, and that the meeting is concluded at 11:40 AM.

Next meeting date: 9 May, 2024 (10 AM – 2 PM)
13 June, 2024 (9 AM – noon)

Sue Hutton, DLM, President

Rev. Eric Hebert-Daly, Executive Minister

EOORC Executive Duty Roster

	Opening Devotions / Land Acknowledgement	Equity Monitor	Closing Prayer
<i>11 April 2024</i>	Erin McIntyre	Linda Suddaby	Susan DeHaan
<i>9 May 2024</i>	Susan Hutton	Bronwen Harman	Susan Hutton
<i>13 June 2024</i>	Gayle Barks	Ryan Kim	Jim Allen

Appendices

Appendix A ¹	Treasurer Report April 11, 2024	Page 9
Appendix A ²	2024 Balance Sheet	Pages 10-12
Appendix A ³	2024 Budget and Actuals	Pages 13-14
Appendix A ⁴	Profit and Loss by Class	Page 15
Appendix B	Cathedral of the Trees - budget request 2024	Page 16
Appendix C	Minutes of Pastoral Relations Commission of March 19, 2024	Pagea 17-21
Appendix D	2024-04-11 EOORC Strategic Plan Goalposts Report	Pages 22-23
Appendix E	Guidelines for Honorariums	Pages 24-25
Appendix F	First United Church Governance Structure	Pagea 26-28
Appendix G	Agreement of lease with Summerlea United Church	Pages 29-32

Appendix A¹**Treasurer's Report**
April 11, 2024

Just a couple of things to mention. The Finance Committee will be meeting at the beginning of May.

1. In the updated financial reports, please note that the information will adjust somewhat, likely more expenses. The General Council has not yet sent any payroll information. Don't worry, the staff is being paid, but because of year end, the work load for the General Council staff is significant and so generating the new reports takes some time. We always start off the year with a surplus because we transfer the full year amount from investments on January 1.

With the new reporting systems, I am forwarding three reports.

- a) The Balance Sheet (please note that the figures are accurate but the new on-line QuickBooks makes the bank accounts an equity amount rather than as asset when setting a new account. In the new year, it becomes an asset (I have no reason why this occurs, it just does). Rest assured the 2024 figures are accurate.
 - b) Income and Expense statements by classes. This is a new format we need to adopt in the on-line system. These statements do not include budget numbers
 - c) Amalgamated income and expenses to comparison to budget so you can see if we are on track.
2. You have a draft proposal from the working group to provide guidance for committees and staff planning Regional events around honorariums. I do NOT see this as a policy document but rather as a document that helps guide planners and the Treasurer on our practices.
 3. Golden Lake Camp: Many of you will remember questions surfaced by Don Anderson at the Annual meeting and my response to follow up on the concerns he raised about defunding the camp. The following steps have been taken.
 - a. I have been in contact with Michael Putnam, the new chair of the Board, to be supportive of the camp as they try to find a way forward. We had promised the possibility of some transition money if the Camp could imagine a sustainable way forward. Lots of work has been done on this front, and the conversation continues. The Finance
 - b. Don Anderson did go to the archives and what he referenced in his comments are included below. I note that the wording of the agreement cannot be interpreted as an on-going obligation, and that the wording is aspirational.
 4. The Review and Preparation of the Annual Financial Statements will be occurring on Monday April 15th and will be available for the May Meeting.

Appendix A²

Eastern Ontario Outaouais Regional Council

Balance Sheet Comparison

As of December 31, 2024

	TOTAL		
	AS OF DEC. 31, 2024	AS OF DEC. 31, 2023 (PY)	CHANGE
Assets			
Current Assets			
Cash and Cash Equivalent			
Chequing	30,878.62		30,878.62
Electronic Funds Rejection	0.00		0.00
Lower Litchfield (Bank)	4,452.77	4,452.77	0.00
Savings	183,178.74		183,178.74
Total Cash and Cash Equivalent	\$218,510.13	\$4,452.77	\$214,057.36
HST Federal	8,206.73	8,206.73	0.00
HST Provincial	21,418.64	21,418.64	0.00
Investments			
Fiera Capital Investment	7,374,072.37	7,073,913.37	300,159.00
Litchfield Cemetery (GIC)	5,558.44	5,558.44	0.00
Total Investments	7,379,630.81	7,079,471.81	300,159.00
Loans			
Burnstown	7,795.50		7,795.50
Eglise St. Marc (Kindred Works)	326,312.74	261,843.17	64,469.57
Hawthorne (Kindred Works)	10,000.00	10,000.00	0.00
Orleans United (McKendry Fund/Mission & Ministry Legacy)	77,900.00	84,700.00	-6,800.00
Total Loans	422,008.24	356,543.17	65,465.07
Total Current Assets	\$8,049,774.55	\$7,470,093.12	\$579,681.43
Total Assets	\$8,049,774.55	\$7,470,093.12	\$579,681.43
Liabilities and Equity			
Liabilities			
Current Liabilities			
2023 Cheques	0.00	48,119.82	-48,119.82
GST/HST Payable	-6,775.33		-6,775.33
Vision & Transformation Grants payable	27,213.91	27,213.91	0.00
Total Current Liabilities	\$20,438.58	\$75,333.73	\$ -54,895.15
Total Liabilities	\$20,438.58	\$75,333.73	\$ -54,895.15
Equity			
Held-in-Trust			
Litchfield Cemetery	10,011.21	10,011.21	0.00
Merrickville United	2,071.80	2,071.80	0.00
Pendleton United	35,371.54		35,371.54
Total Held-in-Trust	47,454.55	12,083.01	35,371.54

Eastern Ontario Outaouais Regional Council

Balance Sheet Comparison

As of December 31, 2024

	TOTAL		
	AS OF DEC. 31, 2024	AS OF DEC. 31, 2023 (PY)	CHANGE
Investment Funds			
Communities of Faith (Held-in-Trust)			
Bethel Rideau Ferry	222,281.14	213,233.26	9,047.88
Bethel St. Andrews	442,637.53	424,620.13	18,017.40
Glencairn	167,896.87	112,737.10	55,159.77
St. Andrew's Beachburg	277,322.60	266,034.28	11,288.32
Thurso	226,839.98	217,606.54	9,233.44
Trinity - Kazabazua	33,707.25	32,335.21	1,372.04
Winchester	79,621.61	76,380.65	3,240.96
Zion Memorial	234,004.70	224,479.62	9,525.08
Total Communities of Faith (Held-in-Trust)	1,684,311.68	1,567,426.79	116,884.89
Communities of Faith (Restricted)			
Cardinal St. John's Frontline Workers	43,414.35	43,597.19	-182.84
House of Lazarus	43,414.35	43,597.19	-182.84
Rideau Hill Camp	202,548.23	203,453.58	-905.35
Zion Licensed Lay Worship Leaders Legacy	211,615.04	203,001.33	8,613.71
Total Communities of Faith (Restricted)	500,991.97	493,649.29	7,342.68
EOORC Fund	1,006,581.80	1,007,360.81	-779.01
Mission & Ministry Legacy Fund	412,975.56	407,883.03	5,092.53
McKendry Fund (Mission & Ministry Legacy)	77,900.00	84,700.00	-6,800.00
Total Mission & Ministry Legacy Fund	490,875.56	492,583.03	-1,707.47
Vision & Transformation	2,464,675.87	2,366,270.67	98,405.20
Youth Funds			
James E. Baillie Youth Fund	720,151.25	710,007.75	10,143.50
W.H. "Bill" Scrivens Youth Fund	540,459.70	532,840.49	7,619.21
Total Youth Funds	1,260,610.95	1,242,848.24	17,762.71
Total Investment Funds	7,408,047.83	7,170,138.83	237,909.00
Ministry Accounts			
Camp Awesome Bursary	1,000.00	1,000.00	0.00
Camp Awesome Director	30,434.14	40,844.77	-10,410.63
Camp Awesome Operations	30,798.28	14,549.08	16,249.20
Camp Bitobi Fund	60,600.00	60,600.00	0.00
Faith and Arts Ottawa	23,622.73	23,622.73	0.00
Healing Pathway Regional	4,667.12	3,517.12	1,150.00
Kingston Resource Centre	6,893.80	6,893.80	0.00
Ministry Personnel Events	1,622.50	1,622.50	0.00
Project Footprint	4,202.10	4,202.10	0.00
Quebec Cemeteries	6,782.00	10,000.00	-3,218.00
Sister's Stream	25,000.00	25,000.00	0.00
Student and RCCO	12,320.00	12,320.00	0.00
United Mining for Justice	32,431.71	32,431.71	0.00
YAYA Ministry - Trips	7,103.69	7,103.69	0.00
Total Ministry Accounts	247,478.07	243,707.50	3,770.57
Mission & Ministry Retained Earnings	117,975.61	47,766.06	70,209.55

Eastern Ontario Outaouais Regional Council

Balance Sheet Comparison

As of December 31, 2024

	TOTAL		
	AS OF DEC. 31, 2024	AS OF DEC. 31, 2023 (PY)	CHANGE
Opening Balance Equity	0.00	-78,936.01	78,936.01
Retained Earnings	181,259.35		181,259.35
Profit for the year	27,120.56		27,120.56
Total Equity	\$8,029,335.97	\$7,394,759.39	\$634,576.58
Total Liabilities and Equity	\$8,049,774.55	\$7,470,093.12	\$579,681.43

Appendix A³

Eastern Ontario Outaouais Regional Council

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

January - December 2024

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
Donations/Donated Expenses		1,000.00	
Grant General Council Assessment	62,082.38	358,500.00	17.32 %
Grant Mission & Service Fund	23,613.90	180,000.00	13.12 %
Interest	3,951.75	3,000.00	131.73 %
Transfer Camp Awesome Director	10,410.63	41,000.00	25.39 %
Transfer EOORC Fund	45,300.00	45,300.00	100.00 %
Transfer Mission and Ministry Legacy Fund	18,350.00	18,350.00	100.00 %
Transfer Vision and Transformation	2,000.00	26,600.00	7.52 %
Transfer Vision and Transformation Grants		79,850.00	
Transfer Youth Funds (Baillie/Scrivens)	33,550.00	33,550.00	100.00 %
Transfer Youth Grants (Baillie/Scrivens)		22,350.00	
Transfer Zion Lay Licensed Worship Leaders Fund		9,100.00	
Total Income	\$199,258.66	\$818,600.00	24.34 %
GROSS PROFIT	\$199,258.66	\$818,600.00	24.34 %
Expenses			
Administrative Expenses			
Archives		9,500.00	
Bank Charges and Financial Services	539.05	1,000.00	53.91 %
Home Office Expenses	469.54	3,750.00	12.52 %
Summerlea Office	1,453.12	2,900.00	50.11 %
Total Home Office Expenses	1,922.66	6,650.00	28.91 %
Insurance	181.09	550.00	32.93 %
IT Support from General Council	1,874.01	6,750.00	27.76 %
Treasurer Honourarium and Expenses	2,700.00	11,100.00	24.32 %
Website and Annual Technology Contracts	2,395.33	2,250.00	106.46 %
Total Administrative Expenses	9,612.14	37,800.00	25.43 %
Congregational Reviews/Ministry Personnel Support/Special Projects		15,000.00	
Grants			
Candidates and RCCO		2,700.00	
Mission Support		98,000.00	
Vision & Transformation		79,850.00	
Youth (Baillie/Scrivens)		22,350.00	
Total Grants		202,900.00	
Mission & Service Fund Remittance	100.00		
Partnership Ministries	2,000.00	3,600.00	55.56 %
Personnel			
Benefits	10,168.20	53,750.00	18.92 %
Continuing Education	125.37	4,100.00	3.06 %
Executive Minister/Assistant	11,826.37	50,750.00	23.30 %
Meetings and Hospitality	17.77	3,000.00	0.59 %
Salaries	53,427.42	309,500.00	17.26 %
Staff Retreat		2,000.00	
Telephone	211.84	2,700.00	7.85 %
Travel	1,212.22	14,000.00	8.66 %
Total Personnel	76,989.19	439,800.00	17.51 %

Eastern Ontario Outaouais Regional Council

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

January - December 2024

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Regional Meetings			
Executive/President Expenses		750.00	
Fall Meeting		12,500.00	
Planning Committee	158.46	750.00	21.13 %
Spring Meeting		50,000.00	
Total Regional Meetings	158.46	64,000.00	0.25 %
Regional Programming			
Leadership Teams, Clusters, and Networks		2,000.00	
LLWL/Ministry Personnel Events	70.62	11,000.00	0.64 %
Setting Our Sights Activities/Workshops	1,640.84	10,000.00	16.41 %
Total Regional Programming	1,711.46	23,000.00	7.44 %
Youth			
Events	606.83		
Retreats	-281.08	5,000.00	-5.62 %
Total Events	325.75	5,000.00	6.52 %
Gibimishkaadimin	93.51		
Supplies	527.41	1,500.00	35.16 %
Total Youth	946.67	6,500.00	14.56 %
Youth Camp Awesome Project	10,410.63	41,000.00	25.39 %
Total Expenses	\$101,928.55	\$833,600.00	12.23 %
NET OPERATING INCOME	\$97,330.11	\$ -15,000.00	-648.87 %
Other Income			
Church Registrations	1,500.00		
Investment Gain/Loss	300,159.00		
Investment Purchase	50,000.00		
Property Sales	0.00		
Registration	15,909.20		
Total Other Income	\$367,568.20	\$0.00	0.00%
Other Expenses			
Ministry Account Expenses			
Salaries	10.00		
Total Ministry Account Expenses	10.00		
z-transfer to Equity	437,767.75		
Total Other Expenses	\$437,777.75	\$0.00	0.00%
NET OTHER INCOME	\$ -70,209.55	\$0.00	0.00%
NET INCOME	\$27,120.56	\$ -15,000.00	-180.80 %

Appendix A⁴

Eastern Ontario Outaouais Regional Council

Profit and Loss by Class

January - December 2024

	CAMP AWESOME	GOVERNANCE	HEALING PATHWAY	INVESTMENT - EOORC	MISSION AND MINISTRY	TOTAL
INCOME						
Grant General Council Assessment		70,457.38				\$70,457.38
Grant Mission & Service Fund					23,613.90	\$23,613.90
Interest		3,951.75				\$3,951.75
Transfer Camp Awesome Director					10,410.63	\$10,410.63
Transfer EOORC Fund		22,650.00				\$22,650.00
Transfer Mission and Ministry Legacy Fund					18,350.00	\$18,350.00
Transfer Vision and Transformation		2,000.00				\$2,000.00
Transfer Youth Funds (Baillie/Scrivens)					33,550.00	\$33,550.00
Total Income	\$0.00	\$99,059.13	\$0.00	\$0.00	\$108,574.53	\$207,633.66
GROSS PROFIT	\$0.00	\$99,059.13	\$0.00	\$0.00	\$108,574.53	\$207,633.66
EXPENSES						
Administrative Expenses		9,193.09			419.05	\$9,612.14
Mission & Service Fund Remittance					100.00	\$100.00
Partnership Ministries					2,000.00	\$2,000.00
Personnel		60,875.56			24,488.63	\$85,364.19
Regional Meetings		158.46				\$158.46
Regional Programming		1,711.46				\$1,711.46
Youth					946.67	\$946.67
Youth Camp Awesome Project					10,410.63	\$10,410.63
Total Expenses	\$0.00	\$71,938.57	\$0.00	\$0.00	\$38,364.98	\$110,303.55
OTHER INCOME						
Church Registrations	1,500.00					\$1,500.00
Investment Gain/Loss				300,159.00		\$300,159.00
Investment Purchase				50,000.00		\$50,000.00
Property Sales				0.00		\$0.00
Registration	14,759.20		1,150.00			\$15,909.20
Total Other Income	\$16,259.20	\$0.00	\$1,150.00	\$350,159.00	\$0.00	\$367,568.20
OTHER EXPENSES						
Ministry Account Expenses		10.00				\$10.00
z-transfer to Equity	16,249.20		1,150.00	350,159.00	70,209.55	\$437,767.75
Total Other Expenses	\$16,259.20	\$0.00	\$1,150.00	\$350,159.00	\$70,209.55	\$437,777.75
PROFIT	\$0.00	\$27,120.56	\$0.00	\$0.00	\$0.00	\$27,120.56

Appendix B

To whom it may concern at the ECORC and EOORC leadership Assemblies

Cathedral of the Trees Algonquin Park is requesting budgeted support from ECORC and EOORC - 2000.00 per annum from each Region.

The funds will be used to support this unique ministry in Algonquin Park. This ministry has had a long history in the park - more than 50 years. When the United Church restructured in 2018, this ministry was about to be discontinued and then a small group of people headed by Rev. Marilyn Zehr and Rev. Svinda Heinrichs asked if they could re-invigorate the church service in the park as a Forest Church.

ECORC supported this proposal and with an initial Seeds of Hope grant from the United Church Edge program and ongoing funding support from both ECORC and EOORC, this program continues today. It provides two important services - the continuation of a worship opportunity in the Algonquin Park's Outdoor Theatre on Sunday mornings in the Park in July and August and a week of respite for the clergy member and their families who agree to lead the services, a different person each week.

In order to avoid yearly applications for grant money to continue the program, the steering committee of Cathedral of the Trees Algonquin Park would like to ask that the program be funded on a regular basis in the budget lines from the two regions ECORC and EOORC. The program needs \$4000 per year to continue - for park fees, trailer maintenance, moving the trailer in and out of the park, insurance, publicity and other miscellaneous fees.

Cathedral of the Trees - Algonquin Park steering committee is made up of the following members:

Sharon Hull minister for Spiritual Nurture, Respectful Relationship and Justice for All Ages, ECORC
Rev. Jenni Leslie, Kitchissippi United Church, Ottawa
Rev. Whit Strong, Regional Minister for Pastoral Relations EOORC
Rev. Svinda Heinrichs, Bancroft United Communities of Faith, co-founder of Cathedral of the Trees
Rev. Marilyn Zehr, Maynooth Madawaska Pastoral Charge, co-founder of Cathedral of the Trees

And we thank you for your kind consideration of our request.

Appendix C

A meeting of the Pastoral Relations (PR) Commission
March 19, 2024**PRESENT:**

Jim Allen, Ina Bromley, Wayne Harris (Chair), Charlotte Hoy, Sharon MacDonald, Erin McIntyre, Karen McLean (Scribe), Micheline Montreuil, Blair Paterson, Whit Strong, Linda Suddaby (11)

REGRETS: Patsy Henry (1)

CALL TO ORDER, OPENING PRAYER:

Chair, Wayne Harris, called the meeting to order at 1:06 p.m. After a quick check-in with members, Jim Allen led us in an opening prayer asking especially to keep Patsy in our prayers as she undergoes emergency surgery.

ADDITIONS/CORRECTIONS TO THE AGENDA:

- Liaison required for Grace U.C., Chelsea this Sunday
- Linda – questions regarding amalgamation

INTERIM MOTIONS: None

ACCEPTANCE OF MINUTES:**CORRECTIONS TO PREVIOUS MINUTES:**

Whit noted he had received incorrect information on two items that must now be corrected in previously approved minutes.

- Tiina Côté's sabbatical was approved for May 1 – September 2, 2023. This should have been 2024.
- Rev. Lynda Harrison – date of death should have been Dec. 22, 2023.

It was agreed the Scribe will correct all previously approved minutes that are affected by these errors and will send them to Anita Jansman for reposting on the EOORC website as well as to Debra Kigar at the GCO.

MOTION 2024-22 (M. Montreuil/J. Allen) “that the minutes of February 26, 2024 be accepted as circulated.”

CARRIED

CORRESPONDENCE: None

MEDICAL LEAVE:

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

ACKNOWLEDGED SABBATICALS:

David Sherwin – Zion-Memorial P.C. (Carleton Place) – March 1 to May 31, 2024

Cindy Casey – Kanata P.C. – April 1 to June 30, 2024

Tiina Côté – Pembroke: Calvin P.C. – May 1 – September 2, 2024

Elaine Beattie – Glen Cairn P.C. – June 1 to August 31, 2024

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**Stittsville P.C. – Michelle Robichaud**

MOTION 2024-23 (L. Suddaby/J. Allen) “that the EOORC PR Commission approves the request of the Rev. Michelle Robichaud (OM), Stittsville P.C., for a change in pastoral relations effective March 9, 2024.”

CARRIED

Parkdale P.C. (Ottawa) – Anthony Bailey

MOTION 2024-24 (M. Montreuil/E. McIntyre) “that the EOORC PR Commission approves the request of the Rev. Dr. Anthony Bailey (OM), Parkdale P.C. for a change in pastoral relations to retire as of September 30, 2024.”

CARRIED

AMALGAMATIONS: None

APPROVAL OF PROFILES: None

CALLS/(RE)-APPOINTMENTS

Kanata P.C.

MOTION 2024-25 (C. Hoy/S. MacDonald) “that the EOORC PR Commission approves the appointment of Michelle Robichaud (OM) to the Kanata Pastoral Charge as Short-term Supply, 20 hours per week effective March 10 – June 30, 2024.”

CARRIED

CHANGE OF TERMS: None

SACRAMENTS: None

CONGREGATIONAL DESIGNATED MINISTER (CDM): None

Pastoral Charge Supervisors:

South Mountain-Hallville P.C.

MOTION 2024-26 (E. McIntyre/L. Suddaby) “that the EOORC PR Commission, in the absence of called/appointed ministry personnel, names Christine Lowson, EOORC member, as Pastoral Charge Supervisor to the South Mountain-Hallville Pastoral Charge effective immediately.”

CARRIED

[Abstaining: Blair Paterson]

Bathurst P.C.

MOTION 2024-27 (C. Hoy/E. McIntyre) “that the EOORC PR Commission, in the absence of called/appointed ministry personnel, names Shelley Roberts, EOORC member, as Pastoral Charge Supervisor to the Bathurst Pastoral Charge effective July 1, 2024”

CARRIED

[Abstaining: Micheline Montreuil]

[Note: PCSs are still needed for St. Andrew’s (Westmeath); Lower Gatineau Valley; Templeton]

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

Aylwin – Natalie Matkovsky

Bathurst – Shelley Roberts

Bethel-St. Andrew’s – Jan Loughheed

Charge pastorale Namur – Jim Kenney

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

Christ Church United (Chesterville) – Christine Lowson

The United Church of Canada
L'Église Unie du Canada

Eastern Ontario Outaouais Regional Council
Meeting of the Executive

April 11, 2024
Zoom and teleconferencing

Clyde Forks-Tatlock – Carla Van Delen
Delta-Toledo – Charlotte Hoy
Denbigh, Matawatchan, Schutt – Jon Williams
Elgin-Portland – JoAnne Fletcher
Genesis Co-operative – Jim Allen
Glasgow-Castleford – James Murray
Glengarry East – John Noordhoff
Golden Lake – Jon Williams
Greenwood – Ina Bromley
Harrowsmith-Verona – Sharon MacDonald
Kenmore (selling building – NOT disbanding) - Ed Gratton
Knox Edwards – (disbanding April 30, 2024) - Ed Gratton
Lansdowne – Donald Wachenschwanz
Lower Gatineau -
Lyn: Christ Church – Shelley Roberts
Mallorytown – Charlotte Hoy
Melville-Eganville – Ina Bromley
Metcalf – Ed Gratton
Osgoode-Kars – Ed Gratton
Pembroke: Mt. Zion – Kevin Moratz
Pembroke: Zion Evangelical – Zacharia Mandara (meetings);
Ingrid Condie-Bennett (Pastoral Care)
Perth Road – Heather McLurg Murphy
Pittston – Myra Garvin
Quyong – Cathy Stewart
Rideau – Sharon MacDonald
Rockland – Jim Kenney
Russell – Ed Gratton

South Mountain-Hallville – Christine Lawson
Southminster – Brian Copeland
St. Andrew's (Westmeath) -
St. John's (Brockville) – Linda Suddaby
Templeton -
Williamstown – Lois Gaudet

LIAISONS

Grace U.C. (Chelsea)

They have requested that someone attend after service on Sunday to review the process involved in searching for a minister. Jim offered to do this.

[Note: Liaisons are still needed for Aylwin; Merivale-Fallowfield; Morrisburg; Lakeshore Drive; South Mountain-Hallville; St. Andrew's (Westmeath); Parkdale]

Pastoral Charges in search mode:

(Liaisons in place as noted)

Ashton-Munster – Jim Allen
Aylwin –
Bethel-St. Andrew's – Beth Sweetnam
Cardinal – Myra Garvin
Charge pastorale Namur – Jim Kenney
Chinese (Ottawa) – Charles Barrett
Denbigh, Matawatchan, Schutt – Jon Williams/Ina Bromley

First United (Ottawa) – Janet Nield
 Genesis Co-operative – Jim Allen
 Glasgow-Castleford – James Murray
 Harrowsmith-Verona – Sharon MacDonald
 Kemptville: St. John's – Jim Allen
 Lansdowne – Phyllis Dietrich
 Melville-Eganville – Ina Bromley
 Merivale-Fallowfield -
 Metcalfe – Ed Gratton
 Morrisburg: Lakeshore Dr. -
 Osgoode-Kars – Ed Gratton
 Parkdale -
 Perth Road – Heather McLurg Murphy
 Quyon – Cathy Stewart
 Rockland – Jim Kenney
 Rothwell – Beth Sweetnam
 Russell – Ed Gratton
 Shawville -
 Smiths Falls: Trinity – Wayne Harris
 South Mountain-Hallville -
 St. Andrew's (Westmeath) -

Pastoral Charges not searching:

Addison	Aylmer-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
Vernon		

FOLLOW-UPS FROM LIAISONS AND PCSs

Bishops Mills P.C.

Linda reported they are having difficulty with the local bank regarding paperwork for the amalgamation of St. Andrews and Oxford Mills United Churches. The motion that was approved by the Executive asks for approval to amalgamate Bishops Mills United Church and Oxford Mills United Church. The bank claims St. Andrew's and Bishops Mills are different churches.

Whit will draft a letter to Eric including the background information and ask him to send a cover letter from the Executive indicating St. Andrew's U.C. in Bishops Mills and Bishops Mills U.C. are one and the same, that the Congregation is in good standing and has the support of the region for making this move.

OTHER BUSINESS:

1) Stittsville P.C.

Whit attended Stittsville last Sunday and announced a review would take place. The regional Executive has decided to appoint a Commission to take care of things and run the pastoral charge until further notice. No search process will be initiated at the moment.

2) For Information:

- Position Description

"Community of Faith and Network Support Minister". This person will replace Peter Bartlett. The original position had too much overlap with the PRC. The newer version maintains the link through visioning with congregations and working with them to determine if they wish to

pursue amalgamation, closure etc. If the proposed action affects the ministry position, then the PRC will be brought into the conversation. If not, then the PRC does not have to be involved.

- **Amalgamation of North Gower U.C. and Carsonby U.C. (North Gower P.C.)**

They are already working on the process. They are not changing their name yet – they want something significant to their situation. The last service for Carsonby is April 28th.

LAST WORD:

- Whit reported that the motion proposing that the Eastern Ontario Outaouais Regional Council Executive grant the Pastoral Relations Commission powers to decide on disbanding and amalgamations of pastoral charges had been defeated.

From the Executive minutes: “It was expressed that the work of disbanding and amalgamations blurs the lines with Pastoral Relations.

It was suggested that more emphasize (sic) and through (sic) be given to how to accompany pastoral charges during discussions around amalgamating and disbanding, and until it is clear what is the best process, and which body could decide on issues, it should continue to be referred to the Executive. It was suggested that, in conjunction with the Executive Minister, L. Church, S. Hutton, and R. Kim will research strategic ways for how to proceed with providing guidelines from the Regional Council to congregations on disbanding and amalgamating.”

- The Covenanting service for the Rev. Blair Paterson, Chesterville U.C., and EOORC will be held on Sunday, April 14, 2024 at 3:00 p.m. at the church.

Next meeting – **Tuesday, April 16, 2024** 1:00-3:00 p.m. via Zoom.

Join Zoom Meeting

<https://united-church.zoom.us/j/85233506275>

Meeting ID: 852 3350 6275

855 703 8985 Canada Toll-free

CLOSING: Blair led us in a closing prayer. The business listed on the agenda being completed, Wayne declared the meeting closed at 1:53 p.m.

Appendix D

Strategic Plan Goalposts Report - EOORC

March 2024

Stream G1 – First round of results and feedback/reshaping/refining data from Fertile Soil project (Tori)
Tori is working with GCO on providing criteria for this project. It is still in preparatory mode.

Stream G2 – First education event around invitation – Welcoming newcomers when they first visit – March 2nd (Éric)
Event held. 135 participants.

Stream G3 – Post position for Congregational Support Minister (Éric)
Position posted. Hiring team is being assembled.

Stream J4 – Sharing a justice story from one of our communities of faith in newsletter (Communications)
Multifaith Housing Initiative story published in March. Story on Ottawa West Chaplaincy being prepared for April.

Stream C1 – List of communities participating in Faithful Footprints and Greening Sacred Spaces (Communications)
We are reaching out to them to get this information. Natalie is pulling together the list as background.

Stream L2 – Establish a lay training program for congregational chairs, treasurers, and other local leaders (Whit)
Program is being assembled by Whit. Something will be ready for presentation at the next meeting.

Stream L3 – Prepare a plan for creating YAYA Advisory Group to plan YAYA retreats
Youth and Leaders contacted for interest in forming YAYA Advisory Group.
Moderator confirmed for Sept. 13th Retreat dinner.

Stream CG4 – Prepare annual orientation for new lay representatives to Regional Council (Éric)
Éric will be doing this in April.

Stream CG6 – Prepare a plan for financial review of congregations (Brian)
(see Brian's note below)

April 2024

Stream G1 – First results of Fertile Soil project provided to Executive, final refinements (Tori)

Stream G3/Stream CG4 – Sharing a story of renewal/vision/hope/clusters in newsletter (Communications)

Stream G4 – Look at governance models document created by ECORC, adapt for EOORC (Whit)

Stream J1 – Ask networks to begin establishing their annual workplan with goals and measurables (Congregational Support Minister)

Stream J2 – Develop terms of reference, advertise and recruit for a Racial Justice Leadership Team (Congregational Support Minister/Communications)

Stream J2 – Briefing session on welcoming admittands with pastoral charge liaisons involved in search processes (Whit)

Stream J4 – Acquire banners/flags etc. for presence in parades/marches/protests (Communications)

Stream C1 – Begin sharing of examples of Faithful Footprints and Greening Sacred Spaces projects in our newsletter (Communications)

Stream C2 – Begin tracking travel in registration forms for RC meetings to create a baseline of carbon emissions for 2024 (Communications)

Stream L1 – Begin 'Save-the-Date' and early registration for Fall Ministry Retreat (Communications)

Stream L1 – Report from those working on Association of Ministers to see how we might be incorporated with ECORC's efforts (Whit)

Stream L3 – Set meeting dates for YAYA Advisory group

Stream CG1 – Recruit potential members for Congregational Support Team (Congregational Support Minister)

Brian Cornelius' note on Financial Reviews (Strategic Plan activity stream CG6)

This idea was likely suggested by someone who remembers when this was provided by the Ottawa Presbytery. I did it for several years, but there emerged problems which seemed to become greater each year.

First, often we were not brought complete information and so could not ethically sign off on the statements.

Second, the idea of bartering was good, except not everyone who came had the skill level to do the review.

Thirdly, we actually did not have a huge buy-in, only about six to eight churches. This was because some churches wanted their books done quicker and others were not ready. So timing was a real issue.

These were the reasons why we did not continue the practice into the Region.

The only ways I can see us addressing the issue is finding volunteers to do the reviews who have the skill and capacity. This would not be easy.

Another way is to have "traveling" persons who have the skills and, for a small honourarium, might do the reviews.

The best way, in my mind is to encourage communities of faith to explore what First United and the Region does by establishing an internal review committee. I believe this would mostly address the challenges facing most churches.

Bottom line is the recognition that the Ministry Personnel or the Pastoral Charge supervisor needs to understand it is their fiduciary responsibility to ensure that the church financial records have a third-party review. If congregations are not doing this, it would be caught in the self-assessment process.

Appendix E

Guidelines for Honorariums
Eastern Ontario Outaouais Regional Council

Background:

The Regional Council organizes two annual Regional Gatherings where representatives from all Communities and Faith and Ministry Personnel are encouraged to attend. The purpose of these gatherings is to encourage and inspire the Regional Council members and ensure that the responsibilities, vision, and purposes of the Regional Council are realized.

In addition, there are educational opportunities, retreats and other workshops organized within the Regional Council.

Theme and workshop presentations, musical accompaniment, and technology support are essential aspects of these events.

For sake of consistency, guidelines for those planning these events are offered and all organizers are asked to consider these guidelines in their planning, seeking up front exceptions from the Executive Minister if an exception is deemed appropriate.

Event Budgeting:

Event organizers are responsible for the setting of the budget for the event as approved within the wider scope of the Regional strategic plan.

Organizers of events, in preparing their event budget, will need to determine the parameters for honorarium costs when imagining how the event unfolds.

The Regional Council is also dependent on volunteer engagement to function, and participants attending meetings, retreats, and workshops volunteer in helping the event function and for the facilitation of centering and worship.

Communication from the event organizers to the Treasurer will enable payments, either prior to the event or after the event. Payments are done by electronic funds transfer (preferable) or e-transfer.

Honorarium Guidelines:

- a) Theme Speaker or Workshop Presenter – please note that honorariums are not paid to staff members of the Regional Council or the General Council. Honorariums are not paid to Committee members providing a workshop related to their committee work or their organizing of the event.

\$200.00 – Minimum of 1 hour in a specific block of time (i.e. morning, afternoon, evening)

\$300.00 – for more than one presentation over the course of two blocks of time.

- b) Music Support – please note that honorariums and accommodation costs are not paid for volunteers who join “pick-up” bands as further support to those organizing the music.

\$200.00 for pre-event planning for a one-day event

\$300.00 for pre-event planning for multi-day event

\$150.00 for accompaniment in a specific block of time (i.e. morning, afternoon, evening)

- c) Technology Support – no honorariums are paid to volunteers. Out of pocket expenses will be reimbursed such as travel, accommodation, and meals. Any professionals hired or firms contracted will be paid in accordance with the invoice the professional submits as negotiated by event organizers.
- d) Worship Leadership – no honorariums are paid to those organizing the worship component of a gathering unless pre-approved. Theme speakers, participating in worship contexts, would normally not be reimbursed unless the event planners have imagined the worship component as integral to the unfolding of the event's theme.

Travel, Accommodation, and Meal Guidelines:

- a) Travel will be paid in accordance with General Council mileage rates (55cent a kilometer with a 2 cent addition for each additional passenger) or with the presentation of bills for other means of travel (train/bus) or rental costs.
- b) Accommodations will be reimbursed if pre-arranged with event organizers and with the presentation of hotel bills provided by presenters, musical accompaniment, and technology volunteers.
- c) Meals not provided at the event will be reimbursed in accordance with General Council guidelines (Breakfast/Lunch - \$20 and Supper is \$35)

Appendix F

First United Church

An Affirming Congregation of the United Church of Canada
347 Richmond Road, Ottawa, ON K2A 0E7
613-232-1016

Chair of Council:

Martin Settle
martin.settle@gmail.com

Minister:

Brian Cornelius
brian.cornelius@firstunitedchurchottawa.org

February 21, 2023

Eric Hebert-Daly
Executive Minister
Eastern Ontario Outaouais Regional Council
347 Richmond Road
Ottawa, Ontario
K2A 0E&

Dear Eric:

Blessings to you. As I am sure you are aware, First United is going through a ministerial transition, and this transition provided occasion for us to review our membership policies and update them in accordance with changes in the United Church manual.

Our updated membership policies are outlined below. In our review, we noticed that there is a mechanism for Church Council to be populated with adherents as an exception if approval is received from the Regional Council (see B.7.3.1). To maintain our emphasis on inclusion and to ensure we receive voices from all sectors in our community of faith, this letter requests an ongoing exception based on the following policies adopted by First United.

Here are the updated policies at Frist United.

Members

Members at First United are adult persons who have undergone baptism (whether child baptism or adult baptism) and affirmation of faith either at First United, another United Church congregation or another Christian denomination.

A member of First United is also a member of The United Church of Canada.

First United uses the word "member" to mean "full member" as defined in the United Church of Canada manual (B.3.3)

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Adherents

Adherents are adult persons who contribute regularly to the life and work of the congregation through attendance, financial giving, and historical relationship with the community of faith.

Children and Youth

First United has a list of children and youth and are understood to be adherents. If a baptized youth becomes a member through affirmation of faith, they are moved to the membership list. Youth remain on the list through their undergraduate university or around 23 years of age. Young adults active in the life of the congregation, but who are not members, are moved to the adherent list. Young adults, who grew up in the congregation, but who no longer attend or engage are moved to a young adults lists (resident and non-resident) and no longer considered adherents.

Record Keeping

First United maintains the following lists:

- a. Members – Resident
- b. Members – non-Resident
- c. Ministry Personnel – are members of United Church through the Regional Council
- d. Adherents – Resident
- e. Adherents – non-Resident
- f. Children/youth (combination of children of members and adherents)
- g. Children/youth – non-Resident
- h. Young adults – resident non attending offspring of church members/adherents
- i. Young adults – non-Resident offspring of members/adherents

Congregational statistics include lists “a” to “g”. A monthly or bi-monthly meeting occurs between staff and membership volunteers to update the church lists.

Becoming a Member at First United

While membership in a United Church is not required to attend or participate fully at First United, Church Council will regularly encourage persons to become members by indicating to the congregation that, as a democratic church, the energy and direction for the United church comes from the grassroots. Furthermore, Church Council will emphasize that, for United Church communities of faith as well as Regional and General Councils of the United Church, maintaining membership lists are a necessary governance requirement.

One becomes a member by request to the Church Council who welcomes new members by:

1. Transfer of membership from another United Church or from another Christian denomination in accordance with guidelines in the United Church manual.
2. By affirmation of faith if baptized
3. By baptism.

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Participation in Decision-Making at First United by Members and Adherents

The voice and participation of all members and adherents is intentionally welcomed and encouraged. At all congregational meetings, a motion to enable adherents to vote on all matters will be adopted by the members in accordance with United Church manual (B.3.7.2)

The Church Council of First United is elected by the congregation and consists of the following 14 to 16 individuals:

Officers (must be members):

Chair
Past Chair/Chair-elect
Secretary
Treasurer
Regional Council Representatives (2)
Ministry & Personnel Chair

Members at Large (7 to 9 members where no more than 50% can be adherents or children/youth)

A quorum for Church Council includes at least six (6) individuals who are members.

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Eric, as you will note, these last guidelines occasion the writing of this letter where we are asking for an exception in our governance model.

Please do not hesitate to contact me if you have any further questions.

Sincerely,



Martin Settle
Chair, Church Council

Appendix G

AGREEMENT OF LEASE OF PREMISES ENTERED INTO AS OF THE 1st DAY OF JULY 2022

BETWEEN: ÉGLISE UNIE SUMMERLEA UNITED CHURCH, a registered charity - advancement of religion, having its principal place of worship at 225 - 50th Avenue, in Lachine, Quebec, herein acting and represented by Chair of Trustees, its trustees hereinto duly authorised as they so declare and hereinafter referred to as the "Lessor", Party of the First Part;

AND: The CONSEIL RÉGIONAL NAKONHA:KA REGIONAL COUNCIL of the United Church of Canada, a religious body having its principal place of business in the City of Lachine, Province of Quebec, herein acting and represented by Executive Minister, hereinto duly authorised as he/she so declares and hereinafter referred to as the "Lessee", Party of the Second Part;

WHEREAS the Premises leased under the lease is therein more fully described and identified on the plan and specifications attached hereto as schedule "A" bearing civic number 225 - 50th Avenue, Lachine, Quebec.

WHEREAS the Lessee desires to lease premises containing approximately a total rentable area of 2,400 square feet.

WHEREAS the Lessor has agreed to lease to the Lessee the premises.

NOW THEREFORE IT IS MUTUALLY AGREED AS FOLLOWS:

- 1. The preamble herein shall form part hereof as though herein recited at length.
- 2. The terms of the lease shall be:
 - a) for a (3) three-year period commencing July 1, 2022, and terminating June 30, 2025.
 - b) The premises having an area of approximately 2,400 square feet.
- 3. a) The Lessee covenants and agrees to pay to the Lessor, in lawful money of Canada, without deduction, abatement or set-off; a basic rental for the premises at the rate shown in the following table.

RATE ADJUSTMENTS STARTING THE 1st OF JULY 2022, JULY 2023, AND JULY 2024					
<u>YEAR</u>	<u>RENT PER SQ FT</u>	<u>RENT PER MONTH</u>	<u>RENT PER ANNUM</u>	<u>INCREASE PER MONTH</u>	<u>PERCENT INCREASE</u>
2022-2023	\$12.06	\$2,411.73	\$28,940.76	\$125.73	5.50%
2023-2024	\$12.75	\$2,550.40	\$30,604.85	\$138.67	5.75%
2024-2025	\$13.52	\$2,703.43	\$32,441.14	\$153.02	6.00%

The rent shall become payable on the 1st day of each month at the monthly rate shown in the table and shall change on the 1st day of each July of each year of the lease period.

- b) Over and above the rental payments, Lessee agrees to pay Lessor for all electrical power consumed in the leased premises. Consumption will be determined from readings on the meter supplied at the average rate per kilowatt hour charged by Hydro Quebec or by the agreed upon rate between the Lessee and the Chairman of the Property and Maintenance Committee. If meter is used the meter will be read by the Lessor at the end of each three (3) month period and Lessee further agrees to pay Lessor for this service within thirty (30) days following the reading of the meter or the agreed upon rate for the (3) three-month period.
4. Lessor agrees to provide the services listed in Schedule B.
 5. The Lessee agrees to inform the Lessor by March 31st, 2025, of intentions to renew or terminate the lease.
 6. The parties hereto have requested and agreed that this agreement of lease shall be drawn in the English language. Les parties ont demandé et se sont entendues pour que cet acte de bail soit préparé en langue Anglaise.

IN WITNESS WHEREOF, the Lessor has executed this Agreement of Lease at LACHINE, QUEBEC on this 23 day of MARCH, 2022

Église Unie Summerlea United Church

Per John Coffin




Witness 

IN WITNESS WHEREOF, the Lessee has executed this Agreement of Lease at LACHINE, QUEBEC on this 23 day of MARCH, 2022

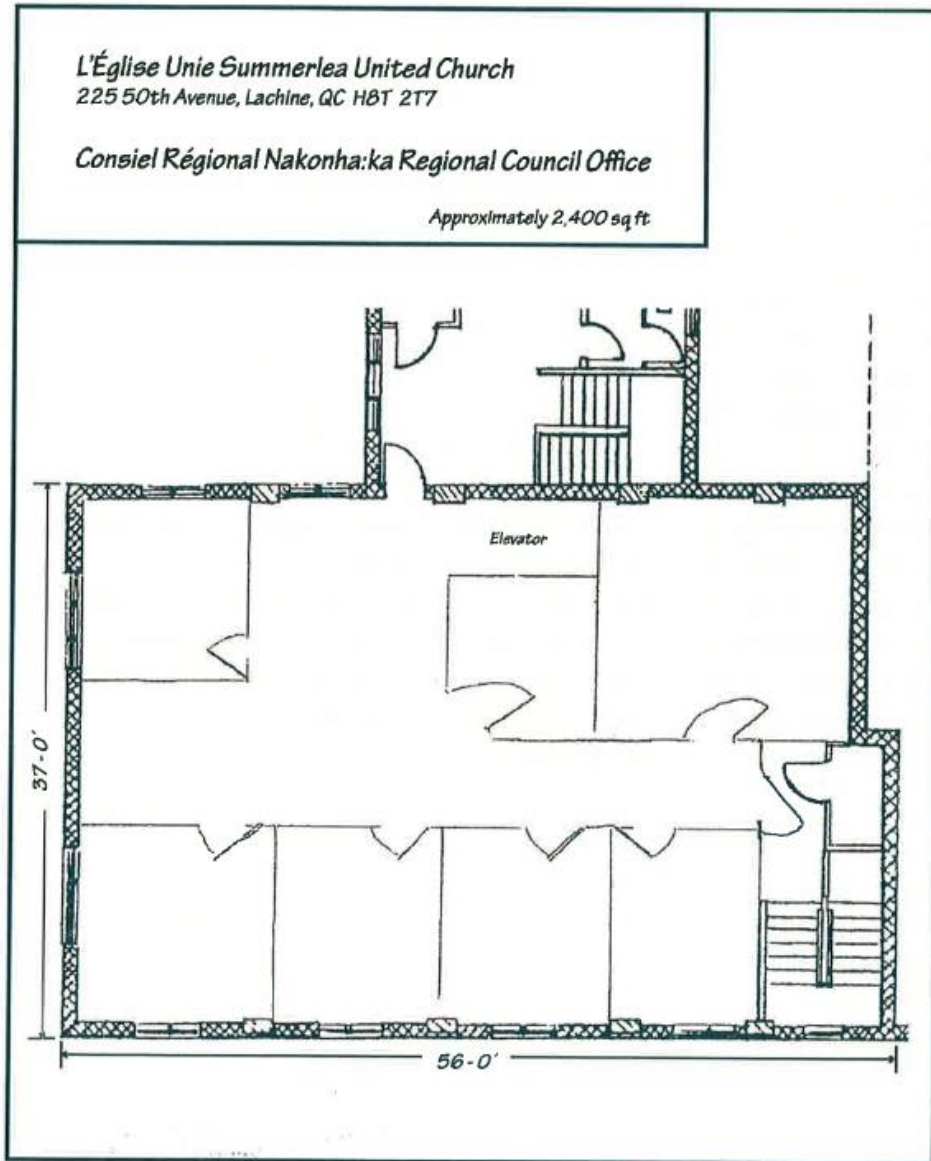
Conseil régional Nakonha:ka Regional Council

Per 

TREASURER 

Witness 

-- Schedule A --



Schedule B

The Lessor agrees to provide:

1. One central cooling/heating unit for the leased premises. Should the current unit require repair/servicing and or replacement the Lessee agrees to reimburse the Lessor 50% of the total cost incurred.
2. Janitorial services for the rented premises every two weeks or as necessary, which will include:
 - vacuuming of premises
 - emptying of garbage pails
 - cleaning of bathroom
 - washing of floors and stairs
3. Keys to 225 - 50th Avenue entrance and St. Andrew's Hall.
4. Curtains for windows but replacement of these will be at Lessee's expense.
5. Use of other facilities of the church if used on a regular basis must be negotiated with the Property and Maintenance Committee and approved by the Board of Summerlea.
6. The Lessee will compensate the Lessor 100% of the total cost for the maintenance and/or repair of the Church elevator, including the annual fee to the Quebec government for an elevator permit.
7. The Lessee will compensate the Lessor 50% of the cost for internet services provided by Videotron.
8. If the Lessee wishes to make changes to their facilities, they may only do so with the approval of the Summerlea Board and all related costs must be at the Lessee's expense.