

Eastern Ontario Outaouais Regional Council
Meeting of the Executive
Thursday, February 13, 2025 – 9 AM

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

Rev. Susan DeHaan	President
Susan Hutton, DLM	Past-President
Jim Allen	Member
Gayle Barks	Member
Rev. Nancy Best	Member
Rev. Cindy Casey	President-Elect
Liz Church	Member
Nancy Hazen	Member
Rev. Éric Hébert-Daly	Active Member, Executive Minister
Rev. Erin McIntyre	Member
Micheline Montreuil, DM	Member
Catherine Ryan	Member
Sue Smarkala	Member
Dana Ducette	Corresponding Member, Minister, Youth and Young Adults
Natalie Matkovsky	Corresponding Member, Communications and Administration
Joel Miller	Program Assistant to Executive Minister, Recording Secretary
Rev. Mary Royal-Duczek	Corresponding Member, Community of Faith and Network Support Minister

REGRETS/ABSENT

Rev. Ryan Kim	Member
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This meeting of the Eastern Ontario Outaouais Regional Council (EOORC) Executive will deal with regular business, but will focus on the following key areas:

- Provide direction for potential Moderatorial nominee
- Discern next steps regarding incorporated ministries
- Discern next steps regarding archives
- Decide on recommendations from the Future Through Property Leadership Team in terms of checklists and policies.

Call to Order – Rev. Susan DeHaan, President calls the meeting to order at 9:07 AM.

“In the name of the Lord Jesus Christ, the only sovereign head of the Church, and by the authority of the Eastern Ontario Outaouais Regional Council of the United Church of Canada, I hereby declare this Executive meeting duly constituted and to be in session for conducting the business which will properly come before it.”

A Time of Prayer for Communities of Faith – Sue Hutton, DLM led prayers and read scripture James 1:5 (from the Voice); prayers for the following United Churches: Perth: St. Paul's, Beachburg, Buckingham and Golden Lake.

Prayer requests for Pastoral Charges in Eastern Ontario Outaouais Regional Council are being shared through the following website. <https://www.prayercycles.ca/easternontariooutaouais>

*A letter on behalf of the regional council goes out to the churches informing them that they are being prayed for.

It was suggested, in order to deepen our connection with Communities of Faith that are being prayed for, some research be done on each of those Communities of Faith and shared.

Land Acknowledgement & Opening Devotions – Rev. Eric Hebert-Daly led the land acknowledgment, reminding that we reside on land that is the traditional land of First Peoples. Rev. Whit Strong read Scripture Luke 4: 14-20. Rev. Eric Hebert-Daly provided some reflections on the words contained in the Scripture read and suggested that during the time of sharing members share how they are living in response to the message in Luke 4.

Circle time for sharing; moments closest to God – All are invited to share (reflection on Luke 4).

Appointment of an Equity Monitor for this Meeting

2025-02-13_001 MOTION (E. McIntyre/C. Ryan) That the Eastern Ontario Outaouais Regional Council Executive appoints Liz Church as Equity Monitor for this meeting. **CARRIED**

Minutes of December 12, 2024

2025-02-13_002 MOTION (N. Hazen/S. Hutton) That the Eastern Ontario Outaouais Regional Council Executive accept the minutes of December 12, 2024 as circulated. **CARRIED**

Email Poll of December 18, 2024

2025-02-13_003 MOTION (S. Hutton/J. Allen) That the Eastern Ontario Outaouais Regional Council Executive accept into its minutes the email polls held on December 18, 2024:

2024-12-18-001 MOTION (N. Best/G. Barks) That Eastern Ontario Outaouais Regional Council Executive authorize Rev. Eric Hebert-Daly, Executive Minister for Eastern Ontario Outaouais Regional Council, to sign on behalf of the regional council the Agreement Concerning the Transfer and Management of the Riceville Cemetery Property. CARRIED

CARRIED

Email Poll of December 19, 2024

2025-02-13_004 MOTION (S. Hutton/J. Allen) That the Eastern Ontario Outaouais Regional Council Executive accept into its minutes the email polls held on December 19, 2024:

2024-12-19-001 MOTION (M. Montreuil/E. McIntyre) That Eastern Ontario Outaouais Regional Council Executive concur with the recommendation of the Future Through Property Team to authorize the trustees of Trinity United Church Algonquin, ON to sell the property of Manhard United Church,

5898 County Rd 6, Township of Elizabethtown-Kitley, Ontario to buyer Pawan Sharma for \$68,000.

CARRIED

CARRIED

Email Poll of December 22, 2024

2025-02-13_005 MOTION (S. Hutton/J. Allen) That the Eastern Ontario Outaouais Regional Council Executive accept into its minutes the email polls held on December 22, 2024:

2024-12-22-001 MOTION (E. McIntyre/M. Montreuil) That the Eastern Ontario Outaouais Regional Council Executive amend the email poll of December 21st by removing the section: That the Eastern Ontario Outaouais Regional Council Executive approve the amendments to the Limited Partnership Agreement (Queenswood United Church) and instruct the Executive Minister to inform Kindred Works of our approval. CARRIED

Original Motion:

2024-12-21-001 MOTION (J. Allen/M. Montreuil) Whereas the Regional Council has sought and obtained legal counsel that has reviewed the documents and is comfortable with proceeding,

That the Eastern Ontario Outaouais Regional Council Executive approve the amendments to the Limited Partnership Agreement (Queenswood United Church) and instruct the Executive Minister to inform Kindred Works of our approval; and Instruct the Executive Minister to sign the Revenue Sharing Agreement as a true reflection of the Executive decision on September 19th 2024.

CARRIED

Email Poll of December 26, 2024

2025-02-13_006 MOTION (S. Hutton/J. Allen) That the Eastern Ontario Outaouais Regional Council Executive accept into its minutes the email polls held on December 26, 2024:

2024-12-26-001 MOTION (E. McIntyre/M. Montreuil) Whereas the Regional Council has sought and obtained legal counsel that has reviewed the documents and is comfortable with proceeding, the Eastern Ontario Outaouais Regional Council Executive instruct the Executive Minister to sign the Revenue Sharing Agreement (Queenswood United Church) as a true reflection of the Executive decision on September 19th 2024. CARRIED

CARRIED

Email Poll of January 16, 2025

2025-02-13_007 MOTION (S. Hutton/J. Allen) That the Eastern Ontario Outaouais Regional Council Executive accept into its minutes the email polls held on January 16, 2025:

2025-01-16-001 MOTION (G. Barks/M. Montreuil) That Eastern Ontario Outaouais Regional Council Executive approve the recommendation of the Future Through Property Leadership Team to authorize the trustees of Trinity United Church, Algonquin, Ontario, to sell Manhard United Church, 5898 County Rd 6, Township of Elizabethtown-Kitley, Ontario to Polysack Plastics Ltd. at a sale price of \$68,000.00. CARRIED

CARRIED

Email Poll of January 25, 2025

2025-02-13_008 MOTION (S. Hutton/J. Allen) That the Eastern Ontario Outaouais Regional Council Executive accept into its minutes the email polls held on January 25, 2025:

2025-01-25-001 MOTION (J. Allen/M. Montreuil) Whereas the Regional Council has sought and obtained legal counsel that has reviewed the documents and is comfortable with proceeding,

That the Eastern Ontario Outaouais Regional Council Executive approve the amendments to the Limited Partnership Agreement (Queenswood United Church) and instruct the Executive Minister to inform Kindred Works of our approval. CARRIED

CARRIED**Email Poll of February 6, 2025**

2025-02-13_009 MOTION (S. Hutton/J. Allen) That the Eastern Ontario Outaouais Regional Council Executive accept into its minutes the email polls held on February 6, 2025:

2025-02-06-001 MOTION (M. Montreuil/J. Allen) That Eastern Ontario Outaouais Regional Council Executive, on the recommendation of the Future Through Property Leadership Team, authorize the Trustees of Easton's Corners United Church to sign an agreement to sell the church located at 33 Henry Street, Merrickville-Wolford, Ontario, K0G 1G0. The Trustees propose to sell the church property to Stuart Michael Watt for an agreed upon price of \$146,250.00. The offer is open until 1 am on February 7, 2025. CARRIED

CARRIED**Business Arising**

- a) **Proposal to Offer Financial Support to Intentional Interim Training Program** – to come from the Pastoral Relations Commission to a future meeting.

Agenda

2025-02-13_010 MOTION (M. Montreuil/E. McIntyre) that the Eastern Ontario Outaouais Regional Council Executive accepts the agenda as amended:

1. Addition of correspondence i, m, n and o
2. Addition of new Section 1 *Finances*
3. Addition of recommendations from the Future Through Property Leadership Team regarding checklists and policies under Section 3
4. Addition of *2025-02-10 Moderatorial Nominees Memo* and *Kimberly Heath Bio Moderator* under Section *New Business a.*

CARRIED**Correspondence In**

- a) December 12 2024, copied on a letter from Cathy Hamilton and Gary Tompkins, Co-Chairs, Quebec and East Ontario Candidacy Board, to Huda Kandalaf Kanawati, re approval for appointment outside an SME at Parkdale United, Ottawa (*for information*);

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- b) December 12, 2024, copied on a letter from Diane Bosman, Program Coordinator, Member Engagement, The United Church of Canada, to Grace Pastoral Charge re Appointment of Rev. Jessica Heatherington as a representative to the World Council of Churches: Commission of the Church on Climate Justice and Sustainable Development (*for information*);
 - c) December 12, 2024, Heather Keachie, Partner, Gardiner Roberts, LLP, re Burnstown United Church - request for a progress report (*for information*);
 - d) December 12, 2024, Heather Keachie, Partner, Gardiner Roberts, LLP, re Riceville United Church and Franklin Corner's Cemetery (*for information*);
 - e) January 2, 2025, Rev. Tori Mullin, Growth Animator for Ontario East & Quebec, re Fertile Soil Report (*for information*); - see *EOORC Fertile Soil Scores with GA Contact* and *Fertile Soil Report Eastern Ontario Outaouais RC*
 - f) January 10, 2025, Cheryl-Ann Stadelbauer-Sampa, Senior Governance Support Lead, re UCW Centennial Service (*for information*);
 - g) January 14, 2025, Ghezal Ayoub, re Refugee sponsorship - urgent (*for information*);
 - h) January 15, 2025, Rev. Ryan Kim, re Checking in (*for information*);
 - i) January 24, 2025, The *Then Let Us SING!* Development Committee, re launch of *Then Let Us SING!* (*for information*);
 - j) January 28, 2025, Paul Henry, City Archivist, City of Ottawa, re Status of UCC records at Ottawa archives (*for discussion, new business, section c*);
 - k) January 30, 2025, Paul Henry, City Archivist, City of Ottawa, responding to Rev. Eric Hebert-Daly, Executive Minister, re Status of UCC records at Ottawa archives (*for discussion, new business, section c*);
 - l) February 1, 2025, Jennifer McAlister, re Golden Lakes Camp AGM and Board Meeting sets of minutes (*for information*). – see *Minutes GLC Board Meeting February 1st 2025* and *Annual Member's Meeting Minutes February 1st 2025*;
 - m) February 7, 2025, Phyllis MacRae, Chair of the Future Through Property Leadership Team, re Policies regarding congregational property - approval by the Executive (*for action under Section 3*);
 - n) February 11, 2025, Charles Barrett, Chair, The Social Justice Network of Ontario Regional Councils (SJNORC), re Resource Materials for the Ontario Election (*for information*) – see *2025-Provincial-Election-Quick-Facts* and *Voting for Unhoused*;
 - o) February 11, 2025, Rev. Ryan Kim, re Quick update and possible opportunity (*for information*);

Correspondence out

- p) December 13, 2024, Rev. Eric Hebert-Daly, Executive Minister, to members of Future Through Property, re Riceville United Church and Franklin Corner's Cemetery (*report under 3.j*).
- q) January 14, 2025, Rev. Eric Hebert-Daly, Executive Minister, responding to Ghezal Ayoub, re Refugee sponsorship - urgent (*for information*);
- r) January 16, 2025, Rev. Eric Hebert-Daly, Executive Minister, re Certificate of Resolution Giving Consent to sell Manhard United Church (*for information*);
- s) January 29, 2025, Rev. Eric Hebert-Daly, Executive Minister, responding to Paul Henry, City Archivist, City of Ottawa, re Status of UCC records at Ottawa archives (*for discussion, new business, section c*);
- t) February 6, 2025, Rev. Eric Hebert-Daly, Executive Minister, to Allan Wilson, Trustee, Easton's Corners United Church re Certificate of the Executive Minister of the Regional Council to Resolution Giving Consent (*for information*).

Business**1. Finances** – Rev Brian Cornelius, Regional Council Treasurer

- See *Finance Report to the Executive* as **Appendix A¹**
- See *2024 Financial Report and 2025 Budget* as **Appendix A²**
- See *2024 Balance Sheet* as **Appendix A³**

2025-02-13_011 MOTION (C. Casey/J. Allen) that the Eastern Ontario Outaouais Regional Council Executive receive the 2024 financial report with an understanding that there will be small adjustments once receiving final adjustments from General Council and complete our Annual Financial Review. **CARRIED**

2025-02-13_012 MOTION (E. McIntyre/C. Ryan) that the Eastern Ontario Outaouais Regional Council Executive adopt the 2025 Budget which includes a budgeted deficit of \$31,000. **CARRIED**

2. Pastoral Relations Commission –

- See *Minutes of Pastoral Relations Commission of December 10, 2024* as **Appendix B¹**
- See *Minutes of Pastoral Relations Commission of January 21, 2025* as **Appendix B²**

2025-02-13_013 MOTION (S. Hutton/L. Church) that the Eastern Ontario Outaouais Regional Council Executive receive for information the minutes of the Pastoral Relations Commission of December 10, 2024 and January 21, 2025. **CARRIED**

3. Future Through Property Leadership Team**a) Policy Regarding Selling Eastern Ontario Outaouais Regional Council Property**

- See *Policy Regarding Selling Eastern Ontario Outaouais Regional Council Property* as **Appendix C¹**
- **2025-02-13_014 MOTION** (G. Barks/N. Best) that the Eastern Ontario Outaouais Regional Council Executive receive and concur with the recommendation from the Future Through Property Leadership Team to approve the *Policy Regarding Selling Eastern Ontario Outaouais Regional Council Property (Jan. 2025)*. **CARRIED**

b) Checklist for selling property and allocating proceeds of sale (January 25, 2025)

- See *Checklist for selling property and allocating proceeds of sale. January 25, 2025* as **Appendix C²**

2025-02-13_015 MOTION (G. Barks/N. Best) that the Eastern Ontario Outaouais Regional Council Executive receive and concur with the recommendation from the Future Through Property Leadership Team to approve the *Checklist for selling property and allocating proceeds of sale. January 25, 2025*. **CARRIED**

c) Policy Regarding Leasing Eastern Ontario Outaouais Regional Council Property

- See *Policy Regarding Leasing Eastern Ontario Outaouais Regional Council Property* as **Appendix C³**

2025-02-13_016 MOTION (C. Casey/S. Smarkala) that the Eastern Ontario Outaouais Regional Council Executive receive and concur with the recommendation from the Future Through Property Leadership Team to approve the *Policy Regarding Leasing Eastern Ontario Outaouais Regional Council Property (Jan. 2025)*. **CARRIED**

d) Checklist for leasing (January 25, 2025)

- See *Checklist for leasing January 25, 2025* as **Appendix C⁴**

2025-02-13_017 MOTION (C. Casey/S. Smarkala) that the Eastern Ontario Outaouais Regional Council Executive receive and concur with the recommendation from the Future Through Property Leadership Team to approve the *Checklist for leasing January 25, 2025*. **CARRIED**

e) **Policy Regarding the Engagement of EOORC Communities of Faith with Kindred Works Inc. and Other Developers**

- See *Policy Regarding the Engagement of EOORC Communities of Faith with Kindred Works Inc. and Other Developers* as **Appendix C⁵**

2025-02-13_018 MOTION (E. McIntyre/L. Church) that the Eastern Ontario Outaouais Regional Council Executive receive and concur with the recommendation from the Future Through Property Leadership Team to approve the *Policy Regarding the Engagement of EOORC Communities of Faith with Kindred Works Inc. and Other Developers (Jan. 2025)*. **CARRIED**

f) **Checklist for Engagement with Kindred Works (January 25, 2025)**

- See *Checklist for engagement with Kindred Works. January 25, 2025* as **Appendix C⁶**

2025-02-13_019 MOTION (E. McIntyre/L. Church) that the Eastern Ontario Outaouais Regional Council Executive receive and concur with the recommendation from the Future Through Property Leadership Team to approve the *Checklist for engagement with Kindred Works. January 25, 2025*. **CARRIED**

g) **Policy Regarding Proceeds from the Sale of Property**

- See *Policy Regarding Proceeds from the Sale of Property* as **Appendix C⁷**

2025-02-13_000 MOTION (/) that the Eastern Ontario Outaouais Regional Council Executive receive and concur with the recommendation from the Future Through Property Leadership Team to approve the *Policy Regarding Proceeds from the Sale of Property (Jan. 2025)*.

Seeking clarity on what changes are being proposed. Will come to a future Executive meeting.

h) **Queenswood United Church** – Rev. Eric Hebert-Daly shared that the agreement was signed as directed.

- See *LPA and related documents* (in SharePoint)

It was shared that additional development money was welcome, but the Executive Minister has already relayed that the regional council was not providing any additional funding for this project.

i) **Stittville United Church** – Rev. Eric Hebert-Daly shared the affidavit for information.

- See *Trustees Affidavit* (in SharePoint)

j) **Riceville United Church Cemetery** – Rev. Eric Hebert-Daly shared that obtaining insurance can only be obtained by the owners of the property. The Regional Council does not own this property. The current trustees do not want to incorporate and assume ownership. The Executive Minister has communicated that the property would normally be turned over to the BAO (Bereavement Authority of Ontario) when there is no congregational ownership, but in this case there are still keen volunteers. Future developments to come to the Executive. It was suggested that a neighboring congregation could take on the cemetery.

4. Strategic Plan Follow - Up from Staff and Presidents Meeting (Towards 2035 statistical projections)

– Rev. Eric Hebert-Daly shared background information that led to the creation of *Towards 2035* statistical projections. The staff and presidents met to look over the statistical projections and now would like to hold a special meeting with the Executive to receive and respond to *Towards 2035*. It was suggested that the Executive gather at Kanata United Church on March 19th in person to learn and absorb the data and how we might respond to it.

2025-02-13_020 MOTION (L. Church/S. Smarkala) that the Eastern Ontario Outaouais Regional Council

Executive hold a special meeting on March 19th at Kanata United Church (full-day meeting) to receive a presentation on the statistical projections *Towards 2035* and deal with any urgent business of the regional council. **CARRIED**

This meeting will replace the scheduled Executive meeting on March 13th.

5. General Meeting/Education Event Planning Leadership Team

a) Save the Date!

- March 1, 2025 Educational Event (Zoom)
- Wednesday, March 19th - Special (in-person) meeting of the Executive to receive (*Towards 2035* statistical projections)
- June 14-15, 2025, Annual General Meeting/Centennial Celebration, Spring, EY Centre

b) **Educational Event March 1, 2025** – Rev. Mary Royal-Duczek shared some details about the event, highlighting guest speakers, and reminded all to register (<https://eoorc.ca/2025-eoorc-online-winter-educational-event/>).

c) **Sub-Regional Gatherings (Fall 2025)** – Rev. Susan DeHaan shared that still in the early stages of planning.

d) **Centennial Anniversary (EY Centre)** – Rev. Cindy Casey highlighted some background information and details of the planning phase (<https://eoorc.ca/about-us/centennial/>). All were encouraged to read the regional council's newsletter and stay current. Creation of a quilt is being planned, and communities of faith are welcome to send squares of material/designs. The quilt will be used on the communion table.

The question was asked about billeting. Currently a strategy is being devised, but it is too early to say if this will be a viable option.

Offering to be received and distributed to local food banks. It was noted that a budget should be created by the March Executive Meeting. There will be an electronic system to receive donations; important that this system provide the information required to issue tax receipts.

More questions can be sent to eoorc.anniversaryinformation@gmail.com.

e) **AGM 2025 Agenda Planning** – Rev. Eric Hebert-Daly highlighted that *Towards 2035* statistical projection discussions will take up the bulk of this meeting. The business meeting is one-day as this meeting is in conjunction with the centennial celebration.

- See *2025-06-14 Draft EOORC Proposed Agenda* as **Appendix D**

f) **Celebration of Ministries Service** – Rev. Eric Hebert-Daly

- 1 ordinand from Southminster United Church (September 27th, 2025) - There was general support for this plan; confirmations still needs to take place.

g) **Reducing Emissions when Travelling to Meetings**

- See *Communications Report* as **Appendix E**

6. **Indigenous Ministries Report** – Rev. Nancy Best highlighted that the report was circulated ahead of time.

- See *EOORC Executive Indigenous Representative February 2025 Report* as **Appendix F**

Prayers and support were offered for Indigenous Ministries.

New Business

- a) **Potential Moderatorial Nominee** – There was discussion about how to proceed with a proposed Moderatorial Nominee.
- See *2025-02-10 Moderatorial Nominees Memo* as **Appendix G¹**
 - See *Kimberly Heath Bio Moderator* as **Appendix G²**

2025-02-13_021 MOTION (J. Allen/E. McIntyre) that the Eastern Ontario Outaouais Regional Council Executive proceed immediately to vote for potential Moderatorial nominees. **CARRIED**

2025-02-13_022 MOTION (S. Hutton/N. Best) that the Eastern Ontario Outaouais Regional Council Executive nominate Rev. Dr. Kimberly Heath as a Moderatorial nominee. **CARRIED**

- b) **Incorporated Ministries** – Rev. Eric Hebert-Daly explained that while there is a cost to establishing a supervisory function for our incorporated ministries, it is essential work that is not really being suitably done at this time. The cost may be reduced in the future, as some incorporated ministries could be categorized differently in the future.
- See *List of Incorporated Ministries in EOORC* as **Appendix H¹**
 - See *Services Offered through National Program (Incorporated Ministries Supervision)* as **Appendix H²**

It was suggested to create a task group (through Finance Leadership Team) that could inform the current incorporated ministries about the services offered. It was highlighted that this is an \$6,000-\$8,000 budget item.

2025-02-13_023 MOTION (S. Hutton/E. McIntyre) that the Eastern Ontario Outaouais Regional Council Executive establish a working group and delegate to the working group the task of determining which incorporated ministries need to be supervised by the General Council office on behalf of the Eastern Ontario Outaouais Regional Council. **CARRIED**

2025-02-13_024 MOTION (S. Smarkala/G. Barks) that the Eastern Ontario Outaouais Regional Council Executive extend this meeting by (15) fifteen minutes. **CARRIED**

- c) **Ottawa Archives** – Rev. Eric Hebert-Daly shared that as of June the current contract with Ottawa Archives ends. The new contract being proposed now comes at a cost. It has been free for the last 40 years. This additional cost will make our investment in the archives significantly more expensive than the current *Ontario Regional Council Archives* (in Toronto). It was also highlighted that the current archivist staffed through the regional council is aware of this situation and would be given notice of redundancy. Her end date would likely be June 30th, 2025.

2025-02-13_025 MOTION (E. McIntyre/G. Barks) that as of June 30th 2025, the Eastern Ontario Outaouais Regional Council Executive transfer the regional council archives from the *City of Ottawa Archives* to the *Ontario Regional Councils Archives*. **CARRIED**

- d) **Envoke Software**
- See *Communications Report* as **Appendix E**

Report from the Equity Support Person – Liz Church shared that the meeting progressed well, in particular when creating space for compassion, listening and understanding. Some members were quieter than others.

Equity Support Person for next Meeting – Gayle Barks

Closing Prayer – Rev. Nancy Best closed the meeting with a 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 12:22 PM.

Next meeting date:

- Wednesday, 19 March, 2025 (Kanata United Church (Full-day))
- Thursday, 10 April, 2025 (Zoom meeting / 9 am – noon)
- Thursday, 8 May, 2025 (Zoom meeting / 9 am – noon)

Rev. Susan DeHaan, President

Rev. Eric Hebert-Daly, Executive Minister

EOORC Executive Duty Roster

	Opening Devotions / Land Acknowledgement	Equity Monitor	Closing Prayer
<i>Summer</i>			
<i>19 March 2025</i>	Jim Allen	Gayle Barks	Sue Smarkala
<i>10 April 2025</i>	Erin McIntyre	Micheline Montreuil	Susan DeHaan
<i>8 May 2025</i>	Susan Hutton	Sue Smarkala	Nancy Best
<i>5 June 2025</i>	Gayle Barks	Ryan Kim	Jim Allen

Appendices

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Appendix B ²	Minutes of Pastoral Relations Commission of December 10, 2024 and January 21, 2025	Page 24-27
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Appendix A¹

Finance Report to the Executive
Feb 2025

The Finance Committee met at the end of January.

At this meeting, we reviewed how we allocate Governance expenses from Mission and Ministry expenses, and did so in alignment with guidelines passed by General Council Executive in November of 2017. Based on this discernment, we adjusted our reporting for 2024 and the budget for 2025. These reallocations do not change the total surplus for 2024 (a surplus of \$82,015) nor the proposed deficit for the 2025 budget (a deficit of 31,000).

The Finance Committee also reviewed the outcomes from 2024 and received a report on the value of the Investment funds. The Investment return for 2024 was 10.7%

You have a spreadsheet report on 2024 outcomes and a proposed 2025 budget. We are also attaching the December 31, 2024 Balance Sheet for you information

The Finance Committee recommends that the Executive

- a) receive the 2024 financial report with an understanding that there will be small adjustments once receiving final adjustments from General Council and complete our Annual Financial Review.
- b) adopt the 2025 Budget which includes a budgeted deficit of \$31,000.

Brian Cornelius
Treasurer, Eastern Ontario Outaouais Regional Council

Appendix A²

Eastern Ontario Outaouais Regional Council of The United Church of Canada
2024 Financial Report

	Governance			Mission & Ministry			2025 Budget			Total
	2024 Actual	2023 Actual	2024 Budget	2024 Actual	2023 Actual	2024 Budget	Governance	Miss&Min		
Income										
Grants - Assessments	358,500	358,500	358,500	0	0	0	358,500	0	358,500	
Grant - Mission & Service Fund	0	0	0	180,000	240,000	180,000	0	180,000	180,000	
Grant - Special Funding	9,375	9,375	0	0	11,449	0	0	0	0	
Donation/Donated Expenses	0	2,002	500	0	0	500	0	0	0	
Interest & McKendry Fund	6,090	8,266	3,000	2,001	0	0	1,500	1,500	3,000	
Mission & Service Fund Donations	0	0	0	1,789	50	0	0	0	0	
Transfer EOO RC Fund	22,650	19,000	22,650	22,650	19,000	22,650	24,175	24,175	48,350	
Transfer Mission and Ministry Fund	0	0	0	18,350	6,750	18,350	0	29,900	29,900	
Transfer Restricted Funds (LLWL)	0	0	9,100	0	0	0	10,100	0	10,100	
Transfer Vision and Transformation Grants	0	0	0	101,112	77,932	106,450	0	114,800	114,800	
Transfer Youth Funds (Baillie/Scrivens Funds)	0	0	0	47,580	28,140	55,900	0	59,500	59,500	
Transfer - Camp Awesome Three Year Project	0	0	0	40,845	43,592	40,800	0	0	0	
Total Income	396,615	397,143	393,750	414,326	426,913	424,650	394,275	409,875	804,150	
Expenses (net of Recoveries)										
Governance										
Administrative Expenses (Schedule 1)	32,091	46,167	26,825	12,443	1,171	10,975	30,850	12,650	43,500	
Congregational Reviews & MP Support & Projects	16,217	17,110	15,000	0	0	0	15,000	0	15,000	
Grants (Schedule 2)	0	2,700	0	189,242	214,842	202,900	0	213,600	213,600	
Mission & Service Fund Remittance	500	0	0	1,789	50	0	500	0	500	
Partnership Ministries (Schedule 3)	300	2,500	0	3,350	6,350	3,600	300	3,850	4,150	
Personnel (Schedule 4)	253,596	270,692	275,100	120,219	159,214	163,000	295,450	166,950	462,400	
Regional Meetings (Schedule 5)	44,268	66,765	64,000	0	0	0	64,500	0	64,500	
Regional Programming (Schedule 6)	5,440	2,055	17,000	982	757	6,000	18,000	7,000	25,000	
Youth Camp Awesome 3-Year Project	0	0	0	44,947	43,592	44,000	0	0	0	
Youth Programming (Schedule 7)	0	0	0	3,543	3,007	6,500	0	6,500	6,500	
Total Expenses	352,411	407,988	397,925	376,514	428,984	436,975	424,600	410,550	835,150	
Net income (deficit) from general operations	44,203	(10,845)	(4,175)	37,812	(2,070)	(12,325)	(30,325)	(675)	(31,000)	

The Detailed Schedules

Schedule 1 - Administrative Expenses

	2024 Actual			2023 Actual			2024 Budget			2025 Budget		
	Governance	Mission & Ministry	Total									
Archives	8,616	13,674	22,290	0	0	0	0	0	0	9,500	750	10,250
Banking Costs	773	1,443	2,216	773	0	773	500	0	500	1,400	0	1,400
Communications Student	0	0	0	0	0	0	0	0	0	1,400	0	1,400
Home Offices	968	1,968	2,936	1,595	1,171	2,766	1,500	2,600	4,100	1,400	5,500	
Insurance	227	456	683	227	0	227	275	250	525	250	0	500
IT Support GCO	5,889	7,496	13,385	3,926	0	3,926	2,750	0	2,750	6,000	4,000	10,000
Rent and Utilities	5,906	11,507	17,413	0	0	0	0	0	0	0	0	0
Storage and Sundry	89	0	89	0	0	0	0	0	0	600	0	600
Treasurer Honourarium and Expenses	5,520	7,461	12,981	5,520	0	5,520	5,550	5,750	11,300	5,750	0	11,500
Website/Communications Annual Contracts	4,102	2,161	6,263	401	0	401	400	4,000	4,400	0	500	4,500
Total	32,091	46,167	78,258	12,443	1,171	13,614	10,975	30,850	43,500	12,650	500	44,150

Schedule 2 - Grants

	2024 Actual			2023 Actual			2024 Budget			2025 Budget		
	Governance	Mission & Ministry	Total	Governance	Mission & Ministry	Total	Governance	Mission & Ministry	Total	Governance	Mission & Ministry	Total
Candidates for Ministry and RCCO training	0	2,700	2,700	0	0	0	0	0	0	2,700	0	2,700
Mission Support - Algonquin Chaplaincy	0	0	0	4,000	5,550	9,550	4,000	0	4,000	0	4,000	4,000
Mission Support Camp Lau-ren	0	0	0	17,500	20,000	37,500	17,500	0	17,500	0	15,000	15,000
Mission Support Carlington Chaplaincy	0	0	0	6,000	7,000	13,000	6,000	0	6,000	0	6,000	6,000
Mission Support Centre 507	0	0	0	27,750	30,670	58,420	27,750	0	27,750	0	27,000	27,000
Mission Support Golden Lake Camp	0	0	0	0	15,000	15,000	0	0	0	8,000	0	8,000
Mission Support House of Lazarus	0	0	0	27,750	36,300	64,050	27,750	0	27,750	0	27,000	27,000
Mission Support Ottawa West End Chaplaincy	0	0	0	1,500	2,500	4,000	1,500	0	1,500	0	0	1,500
Mission Support Rideau Hill Camp	0	0	0	13,500	15,000	28,500	13,500	0	13,500	0	14,000	14,000
Vision and Transformation Grants	0	0	0	74,512	77,932	152,444	79,850	0	79,850	0	86,100	86,100
Youth Grants (Baillie/Scrivens Funds)	0	0	0	14,030	4,890	18,920	22,350	0	22,350	0	23,800	23,800
Total	0	2,700	2,700	189,242	214,842	404,084	202,900	0	202,900	213,600	213,600	416,500

Schedule 3 - Partnerships

	2024 Actual			2023 Actual			2024 Budget			2025 Budget		
	Governance	Mission & Ministry	Total	Governance	Mission & Ministry	Total	Governance	Mission & Ministry	Total	Governance	Mission & Ministry	Total
Affirm United	0	0	0	1,000	1,000	2,000	1,000	0	1,000	0	1,000	1,000
Christian Council of Capital Region	0	0	0	250	250	500	0	0	0	0	250	250
Grand River Book Stores	0	2,500	2,500	0	2,500	2,500	0	0	0	0	0	0
Multi Faith Housing Initiative	0	0	0	100	100	200	100	0	100	0	100	100
Rural Ministers Network	300	0	300	0	0	0	0	0	0	300	0	300
Spiritual Care in Secondary Schools	0	0	0	1,000	1,000	2,000	1,000	0	1,000	0	1,000	1,000
Social Justice Network in Ontario	0	0	0	1,500	1,500	3,000	1,500	0	1,500	0	1,500	1,500
Total	300	2,500	2,800	3,350	6,350	9,700	3,600	0	3,600	300	3,850	4,150

Schedule 4 - Personnel

	Governance			Mission & Ministry			2025 Budget		
	2024 Actual	2023 Actual	2024 Budget	2024 Actual	2023 Actual	2024 Budget	Governance	Miss&Min	Total
Benefits (United Church & Government)	39,131	40,368	40,850	22,782	29,804	30,650	46,250	33,500	79,750
Continuing Education	1,178	23	2,000	1,162	137	2,100	2,700	1,800	4,500
Executive Minister/Assistant (1/3)	52,579	48,889	50,750	0	0	0	54,800	0	54,800
Meetings/Hospitality	1,268	2,150	1,500	609	1,452	1,500	1,750	1,250	3,000
Retreat	0	3,566	2,000	0	0	0	1,200	800	2,000
Salaries	153,840	165,198	168,500	91,154	119,153	121,550	179,250	123,000	302,250
Telephones	947	900	1,500	598	901	1,200	1,100	1,000	2,100
Travel	4,652	9,599	8,000	3,915	7,768	6,000	8,400	5,600	14,000
Total	253,596	270,692	275,100	120,219	159,214	163,000	295,450	166,950	462,400

Schedule 5 - Regional Meetings

	Governance			Mission & Ministry			2025 Budget		
	2024 Actual	2023 Actual	2024 Budget	2024 Actual	2023 Actual	2024 Budget	Governance	Miss&Min	Total
Celebration of Ministry Services	0	4,477	0	0	0	0	0	0	0
Executive Meetings & President Expenses	731	0	500	0	0	0	1,000	0	1,000
Regional Meeting - February	0	2,642	0	0	0	0	0	0	0
Regional Meeting - May	30,401	49,216	50,000	0	0	0	50,000	0	50,000
Regional Meeting - October	11,628	10,430	12,500	0	0	0	12,500	0	12,500
Planning Committee	1,508	0	1,000	0	0	0	1,000	0	1,000
Pulpit Supply	0	0	0	0	0	0	0	0	0
Total	44,268	66,765	64,000	0	0	0	64,500	0	64,500

Schedule 6 - Regional Programming

	Governance			Mission & Ministry			2025 Budget		
	2024 Actual	2023 Actual	2024 Budget	2024 Actual	2023 Actual	2024 Budget	Governance	Miss&Min	Total
Leadership Teams	1,817	294	1,000	829	757	1,000	1,000	1,000	2,000
Lay Licensed Worship Leaders/ Ministry Personnel	1,982	1,761	11,000	0	0	0	13,000	0	13,000
Setting our Sights Activity Streams	1,641	0	5,000	153	0	5,000	4,000	6,000	10,000
Total	5,440	2,055	17,000	982	757	6,000	18,000	7,000	25,000

Schedule 7 - Youth Programming

	Governance			Mission & Ministry			2025 Budget		
	2024 Actual	2023 Actual	2024 Budget	2024 Actual	2023 Actual	2024 Budget	Governance	Miss&Min	Total
Events	0	0	0	2,635	2,205	5,000	0	5,000	5,000
Supplies	0	0	0	908	802	1,500	0	1,500	1,500
Total	0	0	0	3,543	3,007	6,500	0	6,500	6,500

Appendix A³

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	215,898.80		215,898.80
Electronic Funds Rejection	0.00		0.00
Lower Litchfield (Bank)	4,452.77	4,452.77	0.00
Savings	20,084.66		20,084.66
Total Cash and Cash Equivalent	\$240,436.23	\$4,452.77	\$235,983.46
Accounts Receivable (A/R)			
Accounts Receivable (A/R)	3,961.15		3,961.15
Total Accounts Receivable (A/R)	\$3,961.15	\$0.00	\$3,961.15
HST Federal	0.00	8,206.73	-8,206.73
HST Provincial	0.00	21,418.64	-21,418.64
Investments			
Fiera Capital Investment	7,831,102.57	7,073,913.37	757,189.20
Litchfield Cemetery (GIC)	5,558.44	5,558.44	0.00
Total Investments	7,836,661.01	7,079,471.81	757,189.20
Loans			
Burnstown	13,779.08		13,779.08
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)	64,300.00	84,700.00	-20,400.00
Total Loans	414,391.82	356,543.17	57,848.65
Total Current Assets	\$8,495,450.21	\$7,470,093.12	\$1,025,357.09
Total Assets	\$8,495,450.21	\$7,470,093.12	\$1,025,357.09
Liabilities and Equity			
Liabilities			
Current Liabilities			
2023 Cheques	0.00	48,119.82	-48,119.82
Accounts Payable	33,869.34		33,869.34
Baillie Scrivens Grants Payable	5,280.00		5,280.00
GST/HST Payable	-13,979.67		-13,979.67
Prepaid Expenses	-6,782.09		-6,782.09
Vision & Transformation Grants payable	32,500.00	27,213.91	5,286.09
Total Current Liabilities	\$50,887.58	\$75,333.73	\$-24,446.15
Total Liabilities	\$50,887.58	\$75,333.73	\$-24,446.15
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	0.00		0.00
Total Held-in-Trust	12,083.01	12,083.01	0.00

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	236,057.68	213,233.26	22,824.42
Bethel St. Andrews	502,107.18	424,620.13	77,487.05
Glencairn	178,302.79	112,737.10	65,565.69
St. Andrew's Beachburg	265,366.55	266,034.28	-667.73
Thurso	240,899.08	217,606.54	23,292.54
Trinity - Kazabazua	35,796.35	32,335.21	3,461.14
Winchester	84,556.51	76,380.65	8,175.86
Zion Memorial	227,843.80	224,479.62	3,364.18
Total Communities of Faith (Held-in-Trust)	1,770,929.94	1,567,426.79	203,503.15
Communities of Faith (Restricted)			
Cardinal St. John's Frontline Workers	46,105.07	43,597.19	2,507.88
House of Lazarus	46,105.07	43,597.19	2,507.88
Rideau Hill Camp	200,368.62	203,453.58	-3,084.96
Zion Licensed Lay Worship Leaders Legacy	224,730.52	203,001.33	21,729.19
Total Communities of Faith (Restricted)	517,309.28	493,649.29	23,659.99
EOORC Fund	1,074,628.09	1,007,360.81	67,267.28
Mission & Ministry Legacy Fund	665,044.03	407,883.03	257,161.00
McKendry Fund (Mission & Ministry Legacy)	64,300.00	84,700.00	-20,400.00
Total Mission & Ministry Legacy Fund	729,344.03	492,583.03	236,761.00
Vision & Transformation	2,550,953.43	2,366,270.67	184,682.76
Youth Funds			
James E. Baillie Youth Fund	757,541.60	710,007.75	47,533.85
W.H. "Bill" Scrivens Youth Fund	566,793.50	532,840.49	33,953.01
Total Youth Funds	1,324,335.10	1,242,848.24	81,486.86
Total Investment Funds	7,967,499.87	7,170,138.83	797,361.04
Ministry Accounts			
Camp Awesome Bursary	0.00	1,000.00	-1,000.00
Camp Awesome Director	0.00	40,844.77	-40,844.77
Camp Awesome Operations	0.00	14,549.08	-14,549.08
Camp Bitobi Fund	47,100.00	60,600.00	-13,500.00
Faith and Arts Ottawa	23,622.73	23,622.73	0.00
Healing Pathway Regional	0.00	3,517.12	-3,517.12
Kingston Resource Centre	0.00	6,893.80	-6,893.80
Ministry Personnel Events	0.00	1,622.50	-1,622.50
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	10,020.00	12,320.00	-2,300.00
United Mining for Justice	32,107.89	32,431.71	-323.82
YAYA Ministry - Trips	5,103.69	7,103.69	-2,000.00
Total Ministry Accounts	153,938.41	243,707.50	-89,769.09

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
Mission & Ministry Retained Earnings	85,578.53	47,766.06	37,812.47
Opening Balance Equity	0.00	-78,936.01	78,936.01
Retained Earnings	181,259.35		181,259.35
Profit for the year	44,203.46		44,203.46
Total Equity	\$8,444,562.63	\$7,394,759.39	\$1,049,803.24
Total Liabilities and Equity	\$8,495,450.21	\$7,470,093.12	\$1,025,357.09

Appendix B¹

Minutes of the Pastoral Relations (PR) Commission December 10, 2024

PRESENT:

Jim Allen, Wayne Harris (Chair), Charlotte Hoy, Sharon MacDonald (1:36 p.m.), Erin McIntyre, Karen McLean (Scribe), Blair Paterson, Linda Suddaby, Whit Strong (9)

REGRETS/ABSENT: Ina Bromley, Patsy Henry, Micheline Montreuil, Don Stiles (4)

CALL TO ORDER, OPENING PRAYER:

Chair, Wayne Harris, called the meeting to order at 1:04 p.m. After a quick check-in with members Whit led us in an opening prayer.

CORRESPONDING MEMBER(S): None

ADDITIONS/CORRECTIONS TO THE AGENDA:

- Amalgamations - Jim
- Carleton Memorial – Pastoral Charge Supervisor/Liaison
- Lynne Gardiner – medical leave

ACCEPTANCE OF MINUTES:

MOTION 2024-119 (B. Paterson/E. McIntyre) “that the minutes of November 19, 2024 be accepted as circulated.”
CARRIED

CORRESPONDENCE: None

REMEMBRANCES:

- Marion Milnes, December 2, 2024. [Whit has notified the Treasurer and asked him to make a donation to the M&S Fund.]

MEDICAL LEAVE:

- Restorative Care: Rev. Tiina Côté (Calvin) Pembroke P.C. – graduated return to work as of November 16, 2024. (She will remain off work for the next month.)
- LTD: Rev. Carolyn Insley (North Gower-Carsonby P.C.) – effective November 7, 2024. Ed Gratton and Paul Whynacht are covering.
- Lynne Gardiner will be on medical leave from Jan. 9, 2025. Dave Steele will cover Sunday services.

ACKNOWLEDGED SABBATICALS:

- Kevin Moratz (OM), Beachburg P.C., February 1 to March 31, 2025 and July 2025.

SABBATICALS/COVERAGE: None

SUPERVISED MINISTRY EDUCATION (SME) site: None

CHANGE IN PASTORAL RELATIONS: None

PASTORAL CHARGE CONSTITUTIONS: None

SHARED MINISTRY AGREEMENTS: None

AMALGAMATIONS:

Jim noted that Amalgamations seems to be under the direction of both Whit Strong and Mary Royal-Duczec. The Executive does not have anything official in place so Pastoral Relations has been handling this by default.

However, the PRC cannot make decisions – only recommendations.

Given that Mary might be involved, how might this work? Does Pastoral Relations take the lead? Might it also involve Property and Finance? Would Pastoral Relations have Commission powers in this area?

Whit reported that he and Mary have been in discussion and have agreed on a plan. Mary will take the lead but as soon as the situation affects the serving minister, then Whit becomes involved.

APPROVAL OF PROFILES:**Renfrew: Trinity-St. Andrew's P.C.**

MOTION 2024-120 (J. Allen/L. Suddaby) "That the EOORC PR Commission approves the Renfrew: Trinity-St. Andrew's Pastoral Charge profile for posting on ChurchHub."

CARRIED

Russell P.C.

MOTION 2024-121 (C. Hoy/J. Allen) "That the EOORC PR Commission approves the Russell Pastoral Charge profile for posting on ChurchHub."

CARRIED

CALLS/(RE)-APPOINTMENTS**Charge pastorale Grâce (Chelsea)**

MOTION 2024-122 (E. McIntyre/B. Paterson) "that the EOORC PR Commission approves the re-appointment of Marie Sylvénie Chery (Candidate, SME) to the Charge pastorale Grâce (Chelsea), 40 hours per week as Congregational Minister, effective December 1, 2024 – November 30, 2025."

CARRIED

CHANGE OF TERMS: None**SACRAMENTS/ELDERS:** None

MOTION 2024-123 (C. Hoy/L. Suddaby) "that the EOORC PR Commission approves the request of the respective pastoral charges, that the Sacraments Elder status be renewed for another year. Lyn: Christ Church Pastoral Charge – Barb De Jeet; Admaston Pastoral Charge – Deb Jinkinson; Denbigh-Matawatchan-Schutt Pastoral Charge – Faye O'Brien; Rideau Pastoral

Charge – Marilyn Moore; Central Lanark Pastoral Charge – Michael Wattie; Rockland Pastoral Charge – Barbara Lorrain."

CARRIED

CONGREGATIONAL DESIGNATED MINISTER (CDM): None**PASTORAL CHARGE SUPERVISORS:**

PCS needed for Golden Lake; Salem: Locksley (Dec. 31, 2024); Gananoque: Grace P.C. (January 1, 2025); Glasgow-Castleford (Feb. 1, 2025).

Carleton-Memorial P.C.

MOTION 2024-124 (E. McIntyre/B. Paterson) "that the EOORC PR Commission, in the absence of called/appointed ministry personnel, names Jim Allen, EOORC member, as both Pastoral Charge Supervisor and Liaison to the Carleton-Memorial Pastoral Charge effective January 1, 2025."

CARRIED

[Note: Abstaining - Jim Allen]

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

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

Aylwin – Natalie Matkovsky

Bathurst – Shelley Roberts

Beachburg – Ina Bromley (covering sabbatical Feb. 1-Mar. 31, 2025 and July 2025)

Bethel-St. Andrew's – Jan Lougheed

Carleton-Memorial – Jim Allen

Carp-Dunrobin – Beth Sweetnam

Central Lanark – Wayne Harris (Effective Feb. 1, 2025)

Charge pastorale Grâce Pastoral Charge – Jim Allen (continuing on after J. Hetherington's appointment ends.)

Charge pastorale Namur – Jim Kenney

Chinese (Ottawa) – Barbara Reynolds (after 12 years, only on call)

Clyde Forks-Tatlock – Carla Van Delen

Delta-Toledo – Charlotte Hoy

Denbigh, Matawatchan, Schutt – Jon Williams

Elgin-Portland – JoAnne Fletcher

Glasgow-Castleford – James Murray (until Jan. 31, 2025)

Golden Lake –

Greenwood – Ina Bromley

Harrowsmith-Verona – Sharon MacDonald

Kemptville: St. John's – Jim Allen

Kenmore (selling building – NOT disbanding) - Ed Gratton

Knox (Nepean) – Shaun Yaskiw

Lansdowne – Donald Wachenschwanz

Lyn: Christ Church – Shelley Roberts

Mallorytown – Charlotte Hoy

Merivale-Fallowfield – Wayne Harris

Metcalfe – Ed Gratton

Morrisburg: Lakeshore Dr. – Blair Paterson

North Gower-Carsonby – Sandra Yule

Perth Road – Heather McLurg Murphy

Pittston – Myra Garvin

Rideau – Sharon MacDonald

Rockland – Jim Kenney

Rothwell – Nancy Best

Russell – Ed Gratton

Smiths Falls: Trinity – Wayne Harris

South Mountain-Hallville – Christine Lawson

Southminster – Brian Copeland

St. Andrew's (Westmeath) – Gary McKay

St. John's (Brockville) – Linda Suddaby

White Lake – Sheryl McLeod

Zion, Douglas – Ingrid Condie- Bennett

LIAISONS**Knox P.C. (Nepean)**

MOTION 2024-125 (J. Allen/L. Suddaby) “that the EOORC PR Commission names Barbara Reynolds as Liaison to the Knox Pastoral Charge (Nepean).” **CARRIED**

Liaisons are still needed for Rideau Park; Southminster; Zion-Memorial (Carleton Place); Salem: Locksley; Trinity-St. Andrew's (Renfrew) (July 1, 2025).

Pastoral Charges in search mode:

(Liaisons in place as noted)

Almonte – Wayne Harris

Ashton-Munster – Jim Allen

Aylwin – Natalie Matkovsky

Bethel-St. Andrew's – Beth Sweetnam

Carleton-Memorial – Jim Allen

Carp-Dunrobin – Beth Sweetnam

Denbigh, Matawatchan, Schutt – Jon Williams

First United (Ottawa) – Janet Nield

Glasgow-Castleford – James Murray (Until Jan. 31, 2025)

Grâce (Chelsea) – Jim Allen

Harrowsmith-Verona – Sharon MacDonald

Kemptville: St. John's – Jim Allen

Knox (Nepean) – Barbara Reynolds

Lansdowne – Phyllis Dietrich

Merivale-Fallowfield – Wayne Harris

Morrisburg: Lakeshore Dr. – Blair Paterson

Namur – Jim Kenney

Parkdale – Jim Allen

Perth Road – Heather McLurg Murphy

Quyong – Cathy Stewart

Rideau Park -

Rockland – Jim Kenney

Rothwell – Beth Sweetnam

Russell – Ed Gratton

Salem: Locksley –

Shawville – Charles Barrett

Smiths Falls: Trinity – Wayne Harris

Southminster –

St. Andrew's (Westmeath) – Gary McKay

Trinity-St. Andrew's (Renfrew) -

Zion-Memorial (Carleton Place) -

Pastoral Charges not searching:

Addison

Centenary

Elgin-Portland

Greenwood

Mallorytown

Rideau

Templeton

Aylmer-Eardley

Clyde Forks-Tatlock

Glasgow-Castleford

Lower Gatineau Valley Lyn: Christ

Metcalfe

South Mountain-Hallville

Vernon

Cardinal

Delta-Toledo

Golden Lake

Pittston

St. John's (Brockville)

[Note: Mary Royal-Duczek has asked Whit, Brian Cornelius and Erin McIntyre to meet in January 2025 to talk with her about the churches in our listing who are not searching for ministers.]

FOLLOW-UPS FROM LIAISONS AND PCSs

Liaisons in attendance updated the Commission regarding the Pastoral Charges they are assisting.

OTHER BUSINESS:**Ministry Personnel Support Leadership Team**

Whit reported the team has been populated with 5 ministers. He will be the regional support minister to the team. They have organized ministry days into the new year. 22 people attended the last event with Executive minister Éric Hébert-Daly.

TABLED TO JANUARY MEETING:**Funding for training of Interim Ministers**

Whit reminded members of his request for input into possible funding for training Interim ministers (see original discussion in July 16, 2024 minutes.) This will be on the agenda for our meeting on January 21, 2025.

LAST WORD:

Next meeting – **Tuesday, January 21, 2025** 1:00-3:00 p.m. via Zoom.

<https://united-church.zoom.us/j/83941506797>

Meeting ID: 839 4150 6797

1 855 703 8985 Canada Toll-free

CLOSING: Jim wished everyone a Merry Christmas and led us in a closing prayer. The business listed on the agenda being completed, Wayne declared the meeting closed at 1:46 p.m.

Appendix B²

Minutes of the Pastoral Relations (PR) Commission January 21, 2025.

PRESENT:

Jim Allen, Ina Bromley, Wayne Harris (Chair), Charlotte Hoy, Sharon MacDonald, Karen McLean (Scribe), Blair Paterson, Don Stiles, Linda Suddaby, Whit Strong (10)

REGRETS/ABSENT: Erin McIntyre, Patsy Henry, Micheline Montreuil, (3)

CALL TO ORDER, OPENING PRAYER:

Chair, Wayne Harris, called the meeting to order at 1:03 p.m. Following a quick check-in with members Blair led us in an opening prayer.

CORRESPONDING MEMBER(S): None

ADDITIONS/CORRECTIONS TO THE AGENDA:

- Lansdowne/Gananoque report

ACCEPTANCE OF MINUTES:

MOTION 2025-1 (S. MacDonald/L. Suddaby) “that the minutes of December 10, 2024 be accepted as circulated.”

CARRIED

CORRESPONDENCE: None

REMEMBRANCES:

- Rev. Dr. George Langford James, Dec. 5, 2024. [Whit has notified the Treasurer and asked him to make a donation to the M&S Fund.]

MEDICAL LEAVE:

- LTD: Rev. Carolyn Insley (North Gower-Carsonby P.C.) – effective November 7, 2024.
- Lynne Gardiner will be on medical leave from Jan. 9, 2025.

ACKNOWLEDGED SABBATICALS:

- Kevin Moratz (OM), Beachburg P.C., February 1 to March 31, 2025 and July 2025.

SABBATICALS/COVERAGE:

Cumberland P.C.

MOTION 2025-2 (J. Allen/D. Stiles) “that the EOORC PR Commission takes note of the upcoming Sabbatical of the Rev. Stephanie Bates (OM), Cumberland Pastoral Charge, for the period June 1 – August 31, 2025.”

CARRIED

SUPERVISED MINISTRY EDUCATION (SME) site: None

CHANGE IN PASTORAL RELATIONS: None

PASTORAL CHARGE CONSTITUTIONS: None

SHARED MINISTRY AGREEMENTS: None

APPROVAL OF PROFILES:

Carleton Memorial P.C.

MOTION 2025-3 (B. Paterson/I. Bromley) “That the EOORC PR Commission approves the Carleton Memorial Pastoral Charge profile for posting on ChurchHub.” **CARRIED**

Woodroffe P.C.

MOTION 2025-4 (J. Allen/C. Hoy) “That the EOORC PR Commission approves the Woodroffe Pastoral Charge profile for posting on ChurchHub.” **CARRIED**

Woodroffe P.C.

MOTION 2025-5 (S. MacDonald/I. Bromley) “That the EOORC PR Commission approves the Knox Pastoral Charge profile for posting on ChurchHub.” **CARRIED**

CALLS/(RE)-APPOINTMENTS**St. John’s P.C. (Brockville)**

MOTION 2025-6 (S. MacDonald/J. Allen) “that the EOORC PR Commission approves the re-appointment of Melany Cassidy-Wise (OM) to the St. John’s Pastoral Charge (Brockville), 8 hours per week as Congregational Minister (Short-term Supply), effective January 1, 2025 – June 30, 2025.”

CARRIED**CHANGE OF TERMS:** None**SACRAMENTS/ELDERS:**

MOTION 2025-7 (C. Hoy/L. Suddaby) “that the EOORC PR Commission approves the request of the respective pastoral charges, that the Sacraments Elder status be renewed for another year. Buckingham – Andrew Nicholls; Elgin-Portland – Liz Church; Perth Road – Mary Ellen Ivison & Cheryl Bird; Delta-Toledo – Carolyn Bennett.”

CARRIED**CONGREGATIONAL DESIGNATED MINISTER (CDM):** None**PASTORAL CHARGE SUPERVISORS:**

PCS needed for Salem: Locksley (Dec. 31, 2024); Gananoque: Grace P.C. (January 1, 2025); Glasgow-Castleford (Feb. 1, 2025).

Gananoque: Grace P.C.

MOTION 2025-8 (C. Hoy/B. Paterson) “that the EOORC PR Commission, in the absence of called/appointed ministry personnel, names Janet Evans, EOORC member, as Pastoral Charge Supervisor to the Gananoque: Grace Pastoral Charge for January 22 and 23, 2025.”

CARRIED**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

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

Aylwin – Natalie Matkovsky

Bathurst – Shelley Roberts

Beachburg – Ina Bromley (covering sabbatical Feb. 1-Mar. 31, 2025 and July 2025)

Bethel-St. Andrew’s – Jan Lougheed

Cardinal – Myra Garvin

Carleton-Memorial – Jim Allen
 Carp-Dunrobin – Beth Sweetnam
 Central Lanark – Wayne Harris (Effective Feb. 1, 2025)
 Charge pastorale Grâce Pastoral Charge – Jim Allen (continuing on after J. Hetherington's appointment ends.)
 Charge pastorale Namur – Jim Kenney
 Chinese (Ottawa) – Barbara Reynolds (after 12 years, only on call)
 Clyde Forks-Tatlock – Carla Van Delen
 Delta-Toledo – Charlotte Hoy
 Denbigh, Matawatchan, Schutt – Jon Williams
 Elgin-Portland – JoAnne Fletcher
 Glasgow-Castleford – James Murray (until Jan. 31, 2025)
 Golden Lake –
 Greenwood – Ina Bromley
 Harrowsmith-Verona – Sharon MacDonald
 Kenmore (selling building – NOT disbanding) - Ed Gratton
 Lansdowne – Donald Wachenschwanz
 Lyn: Christ Church – Shelley Roberts
 Mallorytown – Charlotte Hoy
 Metcalfe – Ed Gratton
 Morrisburg: Lakeshore Dr. – Blair Paterson
 North Gower-Carsonby – Sandra Yule
 Perth Road – Heather McLurg Murphy
 Pittston – Myra Garvin
 Rideau – Sharon MacDonald
 Rockland – Jim Kenney
 Rothwell – Nancy Best
 Russell – Ed Gratton
 South Mountain-Hallville – Christine Lowson
 Southminster – Brian Copeland
 St. Andrew's (Westmeath) – Gary McKay
 St. John's (Brockville) – Linda Suddaby

 White Lake – Sheryl McLeod
 Zion, Douglas – Ingrid Condie- Bennett

LIAISONS

Liaisons are still needed for Rideau Park; Knox (Nepean); Southminster; Zion-Memorial (Carleton Place); Salem: Locksley; Trinity-St. Andrew's (Renfrew) (July 1, 2025).

Carleton Place: Zion-Memorial P.C.

MOTION 2025-9 (I. Bromley/J. Allen) "that the EOORC PR Commission names Ed Gratton as Liaison to the Carleton Place: Zion-Memorial Pastoral Charge."
CARRIED

Pastoral Charges in search mode:

(Liaisons in place as noted)
 Almonte – Wayne Harris
 Ashton-Munster – Jim Allen
 Aylwin – Natalie Matkovsky
 Bethel-St. Andrew's – Beth Sweetnam
 Carleton-Memorial – Jim Allen
 Carleton Place: Zion-Memorial – Ed Gratton

Carp-Dunrobin – Beth Sweetnam
 Denbigh, Matawatchan, Schutt – Jon Williams
 First United (Ottawa) – Janet Nield
 Glasgow-Castleford – James Murray (Until Jan. 31, 2025)
 Grâce (Chelsea) – Jim Allen
 Harrowsmith-Verona – Sharon MacDonald
 Kemptville: St. John's – Jim Allen
 Knox (Nepean) – Barbara Reynolds
 Lansdowne – Phyllis Dietrich
 Morrisburg: Lakeshore Dr. – Blair Paterson
 Namur – Jim Kenney
 Parkdale – Jim Allen
 Perth Road – Heather McLurg Murphy
 Quyon – Cathy Stewart
 Renfrew: Trinity St. Andrew's -
 Rideau Park -
 Rockland – Jim Kenney
 Rothwell – Beth Sweetnam
 Russell – Ed Gratton
 Salem: Locksley –
 Shawville – Charles Barrett
 Southminster –
 St. Andrew's (Westmeath) – Gary McKay

Pastoral Charges not searching:

Addison	Augusta	Aylmer-Eardley
Cardinal	Centenary	Clyde Forks-Tatlock
Delta-Toledo	Elgin-Portland	Glasgow-Castleford
Golden Lake	Greenwood	Lower Gatineau Valley
Lyn: Christ	Mallorytown	Metcalf
Pittston	Rideau	South Mountain-Hallville
St. Andrew's (Westmeath)	St. John's (Brockville)	Templeton
Vernon		

FOLLOW-UPS FROM LIAISONS AND PCSs

Liaisons in attendance updated the Commission regarding the Pastoral Charges they are assisting.

OTHER BUSINESS:

Funding for training of Interim Ministers

The original discussion began last year and the Commission continues to struggle to develop a plan. The course is offered in the US as a two-part course and costs approximately \$3200 CDN. The plan must involve where to find the money and how to allocate it to those who wish to take the course. This cannot go through Continuing Education and is not in the current regional budget. This will be on the agenda again for our meeting on February 18, 2025.

LAST WORD:

Next meeting – **Tuesday, February 18, 2025** 1:00-3:00 p.m. via Zoom. <https://united-church.zoom.us/j/83941506797> Meeting ID: 839 4150 6797 / 1 855 703 8985 Canada Toll-free

CLOSING: Whit led us in a closing prayer. The business listed on the agenda being completed, Wayne declared the meeting closed at 1:50 p.m.

Appendix C¹**Draft 2.0. January 24, 2025****Policy Regarding the Sale of the Property of the Eastern Ontario Outaouais Regional Council**

POLICY NAME: Policy regarding the sale of the property of the Eastern Ontario Outaouais Regional Council (EOORC)	Date Approved: XXXX
	Review date:
Purpose: The purpose of this policy is to clarify the process for the sale of the property of Communities of Faith in the Region. <i>The Manual G.2.</i>	

Preamble

This document outlines the policy and best practices of the Eastern Ontario Outaouais Regional Council (EOORC) regarding the sale of congregational property.

Policy

It is the policy of EOORC to ensure that congregational property is sold, as far as possible, at fair market value. There may be cases in which there is a proposal from a Community of Faith to sell congregational property to a social organization at less than the local market value.

Process

1. By vote of the congregation the Community of Faith decides to sell its property.
2. The trustees of the Community of Faith consult with realtors to establish a fair market value for a sale price.
3. The trustees inform the Future Through Property Leadership Team (FTPLT) of EOORC of the wish to sell and the preferred selling price.
4. The FTPLT reviews the proposed offer to list the property for sale and makes a recommendation to the Executive.
5. The Executive approves the request to sell at the proposed price.
6. The trustees sign the contract with the realtor to list the property.
7. The property listing will state that the property will be sold on an "as is, where is" basis, and will stipulate that there be a period of at least five business days from the date that the buyer signs the offer to purchase and the date that the trustees have to accept that offer. The listing will specify what is to be included in, or excluded from, the sale.
8. Any items of particular significance such as war commemoration plaques and items that identify the building as a United Church, must be removed by the trustees prior to signing the offer to purchase.
9. Other items can be disposed of in an appropriate manner such as sale or returned to the donor.
10. When the trustees have received an offer to purchase the property, they will forward the draft agreement to the FTPLT requesting Executive authority to sign the agreement of purchase.
11. After receiving Executive authorization, the trustees will sign the agreement and complete the sale.
12. It is recommended that the trustees engage a lawyer to advise them on the offer and sale agreements, and also to transfer the sale proceeds between buyer and seller.

 Appendix C²

DRAFT 2.0 January 25, 2025

Checklist For Selling The Property Of The Eastern Ontario OUTAOUAIS Regional Council (Eoorc)
Including The Disposition Of Net Proceeds Of Sale

Step One: Deciding to Sell a Property

- By vote of the congregation the Community of Faith decides to sell its property.
- Trustees of the Community of Faith consult with realtors to establish a fair market value for a sale price.
- Trustees inform the Future Through Property Leadership Team (FTPLT) of EOORC of the wish to sell and the preferred selling price. **In the case where the Community of Faith proposes to sell the property to a social organization for a price lower than market value, it must provide a justification for the proposed lower price.**

Step Two: Getting Approval

- FTPLT reviews the proposed offer to list the property for sale and makes a recommendation to the Executive.
- The Executive approves the request to sell at the proposed price.

Step Three: Listing the Property

- Trustees sign the contract with the realtor to list the property.
- The property listing will state that the property will be sold “as is, where is” basis, and will stipulate that there be a period of at least five business days from the date that the buyer signs the offer to purchase and the date that the trustees have to accept that offer. The contract will specify what is to be included in, or excluded from the sale.
- Make plans to deal with items of particular significance, such as war commemoration plaques and items that identify the building as a United Church which must be removed by the Trustees prior to signing the offer to purchase. Items can be disposed of in an appropriate manner such as selling the item or returning the item to the donor.

Step Four: Completing the Sale

- It is recommended that the Trustees engage a lawyer to advise them on the offer and sale agreements, and also to transfer the sale proceeds between buyer and seller.
- When the Trustees have received an offer to purchase the property, they will forward the draft agreement to the FTPLT requesting Executive authority to sign the agreement of purchase.
- After receiving the Executive authorization, the Trustees will sign the agreement and complete the sale.

Checklist for the distribution of net proceeds from the sale of church property:

When a community of Faith is not disbanding:

1. It will remit 10% of the net sale proceeds to the EOORC for transmission to the United Church of Canada for the support of Indigenous Ministry. The cheque will be made payable to the Eastern Ontario Outaouais Regional Council.

-
2. It will hold the balance in a restricted fund from which it may draw 5% of the balance annually to support ongoing operations.
 3. It will submit to the EOORC a Ministry Plan. This may be a plan to draw on these monies to reenergize and sustain its ministry, including capital expenses. It may be an interim plan to hold these funds as restricted funds until a long-range plan has been formulated. Restricted funds held by the Community of Faith require authorization from the Executive for expenditure. A Ministry Plan must be submitted to the FTPLT for review and recommendation to the Executive.

When a Community of Faith is disbanding:

1. It will remit 80% of the net proceeds to the EOORC.
2. EOORC will allocate these funds for: the on-going support of Indigenous Ministry, the United Church of Canada Mission and Service Legacy Fund for the on-going support of the ministry of the United Church, the EOORC Transformation and Vision Fund and the EOORC Mission and Ministry Legacy Fund which supports the mission and ministry of the EOORC. In the case of property located in the former Upper Valley and Four Rivers Presbyteries, the support of archives. The cheque will be made payable to the EOORC.
3. The Community of Faith will forward to the FTPLT its wishes for the distribution of the remaining 20% of the net proceeds. These funds must be directed to a mission with which the Community of Faith has a historical connection or volunteer engagement. A minimum of one half of this amount will be directed to organizations that are associated with the United Church of Canada. The FTPLT will review the proposal and submit it to the Executive for approval.
4. Upon receiving Executive approval for this plan, the Community of Faith may disburse the remaining funds accordingly.

Appendix C³

Draft 2.0. January 24, 2025

Policy Regarding the Lease of the Property of the Eastern Ontario Outaouais Regional Council

POLICY NAME: Policy regarding Leasing the property of the Eastern Ontario Outaouais Regional Council	Date Approved: XXXX
	Review date:
Purpose: The purpose of this policy is to clarify the process for the lease of the congregational property of Communities of Faith in the Region. <i>The Manual G.2.</i>	

Preamble

This document outlines the policy and best practices of the Eastern Ontario Outaouais Regional council regarding the lease of congregational property.

Policy

It is the policy of the Eastern Ontario Outaouais Regional Council to ensure that congregational property is leased, as far as possible, at fair market value. **There may be cases in which the Community of Faith proposes to lease the property to a social organization at less than local market value.**

Process

1. By vote of the congregation The Community of Faith decides to lease the property.
2. The trustees of the Community of Faith consult with realtors to establish a fair market value for rental.
3. The trustees inform the Future Through Property Leadership Team of the Eastern Ontario Outaouais Regional Council of the wish to lease and the preferred leasing price.
4. The Future Through Property Leadership Team reviews the proposed lease and makes a recommendation to the Executive.
5. The Executive approves the request to lease and the rental price and any conditions.
6. If necessary, the trustees sign a contract with a realtor to list the property. The contract with the realtor will state that the property will be leased “as is, where is” and will stipulate that there be a period of at least five business days from the date that the lessee signs the offer to lease, and the date that the trustees have to accept that offer. The contract will specify what is to be included in, or excluded from, the lease.
7. Any items of particular significance, such as war commemoration plaques and items that identify the building as a United Church must be removed by the Trustees prior to signing the lease.
8. **Other items can be disposed of in an appropriate manner such as sale or returned to the donor.**
9. Once the Trustees have made an agreement with a lessee to lease the property, the trustees will forward an agreement to lease to the Future Through Property Leadership Team requesting Executive authority to sign the lease.
10. The Future Through Property Leadership Team will review the proposed lease and make a recommendation to the Executive.
11. After receiving the Executive authorization, the trustees will sign the lease.

Appendix C⁴**Draft 2.0 January 25, 2025****Checklist For Leasing The Property Of The Eastern Ontario OUTAOUAIS Regional Council (Eoorc)****Step One: Deciding to Lease**

- By vote of the congregation The Community of Faith decides to lease the property.
- Trustees of the Community of Faith consult with realtors to establish a fair market value for rental.
- In the case where the Community of Faith proposes to lease the property to a social organization, it will provide a justification for setting a rent at lower than market value.
- Trustees inform the Future Through Property Leadership Team (FTPLT) of EOORC of the wish to lease and the preferred leasing price.

Step Two: Approving the Lease

- The FTPLT reviews the proposed lease and makes a recommendation to the Executive.
- The Executive of EOORC approves the request to lease and the rental price and any conditions.

Step Three: Signing a Lease Contract

- If necessary, the trustees sign a contract with a realtor to list the property. The contract with the realtor will state that the property will be leased “as is, where is” and will stipulate that there be a period of at least five business days from the date that the lessee signs the offer to lease, and the date that the trustees have to accept that offer. The contract will specify what is to be included in, or excluded from, the lease.
- If necessary, any items of particular significance, such as war commemoration plaques and items that identify the building as a United Church must be removed by the Trustees prior to signing the lease. Other items can be disposed of in an appropriate manner such as sale, or returned to the donor.

Step Four: Final Approval of Lease

- Once the Trustees have made an agreement with a lessee to lease the property, the Trustees will forward an agreement to lease to the EOORC FTPLT requesting Executive authority to sign the lease.
- The FTPLT will review the proposed lease and make a recommendation to the Executive.
- After receiving the Executive authorization the Trustees will sign the lease.

Appendix C⁵

Draft 1.0. January 25, 2025

Policy Regarding the engagement of EOORC Communities of Faith with Kindred Works Inc and Other Developers

POLICY NAME: Policy regarding the engagement of Communities of Faith with Kindred Works Inc and other Developers	Date Revised: XXXX Approved: XXXX
	Review date:
PURPOSE: The purpose of this policy is to clarify the expectations of Communities of Faith regarding their engagement with Kindred Works or other Developers for the development of the congregational property, and to establish a clear process for the approval of such projects by the Region.	

Preamble

This document outlines the Eastern Ontario Outaouais Regional Council’s (EOORC) policy and best practices regarding the engagement of Communities of Faith with Kindred Works Inc (KW Inc) and other Developers for the development of congregational property

Policy

1. EOORC will advise the representatives of KW Inc or other Developers that the Region requires notification when it is undertaking discussions with a Community of Faith within the Region, that are intended to lead to a formal agreement for the development of its congregational property.
2. In order for the signatures of the Trustees of a Community of Faith on an agreement with KW Inc or other Developer to bind the Community of Faith, the advance authorization from the Executive of EOORC is required.
3. The Trustees of the Community of Faith will advise the Future Though Property Leadership Team (FTPLT) of the Region when it undertakes discussions with KW Inc or other Developers that are intended to lead to a formal agreement to develop its congregational property.
- 4.. When a Community of Faith undertakes discussions with Kindred Works Inc or other Developers that are intended to lead to a formal agreement for the development of its congregational property, the Trustees must seek independent legal advice on any agreements that it proposes to sign with KW Inc or the Developer that will bind the Community of Faith, prior to signing any agreements.
5. Having received a proposal from a Community of Faith to seek authorisation from the Executive to sign a development agreement with KW Inc or another Developer, the FTPLT will obtain independent legal advice prior to referring the request for authorization to the Executive.
- 6.. Upon receiving authorization from the Executive, the Trustees may sign the proposed agreement (s).
- 7.. This process for advance review by the FTPLT and authorization from the Executive is required at each stage of the completion of a binding agreement between the Community of Faith and KW Inc or the Developer throughout the stages of the development project.

Appendix C⁶**Draft 2.0 Checklist. January 25, 2025****Checklist For Engagement of EOORC Communities Of Faith With Kindred Works Inc,
Or Other Developers**

EOORC has advised the representatives of Kindred Works Inc (KW) that the Region requires notification when KW undertakes discussions with a Community of Faith within the Region that are intended to lead to a formal development agreement with the C o F for development of its property.

Step One: Starting a Conversation with Kindred Works

- Trustees of a Community of Faith will advise the EOORC Future Through Property Leadership Team (FTLPT) when it undertakes discussions with KW, or other development companies, that are intended to lead to a formal development agreement with KW or the developer for the development of its property.

Step Two: Approval to Sign an Agreement with Kindred Works

- Trustees are required to seek independent legal advice prior to signing any agreements with KW that will bind the congregation.
- Having received legal advice on the draft agreement and having received congregational approval by a vote of the congregation, the Trustees will refer the draft agreement to the FTPLT for review and referral to the Executive for authorization to sign the agreement.
- The Region, through the FTPLT, will obtain independent legal advice prior to referring the request for authorization to the Executive.
- Upon receiving authorization from the Executive, the Trustees may sign the agreement with KW.

Step Three: Monitoring the Redevelopment Process

- This process for review by the FTPLT and authorization from the Executive is required at each stage of the completion of a binding agreement between the congregation and KW, or a development company, throughout the stages of the development project.

Appendix C⁷

Draft 2.0. January 24, 2025

**Policy Regarding Proceeds from the Sale of Property
of the Eastern Ontario Outaouais Regional Council**

POLICY NAME: Policy regarding the use of the Proceeds from the Sale of Property of the Eastern Ontario Outaouais Regional Council	Date Approved XXXX
	Review date:
Purpose: The purpose of this policy is to clarify expectations of Communities of Faith regarding the disposition of the proceeds from the sale of Congregational property in the Region.. <i>The Manual C.2.6.</i>	

Preamble

This document outlines the policy and best practices of the Eastern Ontario Outaouais Regional Council (EOORC) regarding the disposition of proceeds from the sale of congregational property.

Policy:

When congregational property is being sold by a Community of Faith the following are the guidelines for the use of net proceeds from the sale:

A. A Community of Faith that is Not Disbanding (alternative: that is continuing)

1. 10% be remitted to the United Church of Canada for the on-going support of Indigenous Ministry.
2. 90% be retained by the Community of Faith with a **Ministry Plan** approved by EOORC for the use of the proceeds that is financially sustainable. The Executive will normally recommend that the remaining capital from the sale be protected and invested and that the Community of Faith be limited to drawing up to 5% of the value of the invested capital in any given year to support its operating budget.
3. If the Community of Faith puts before the Regional Council a **Ministry Plan**, the Regional Council may allow the Community of Faith to use some or all of the remaining capital from the proceeds of sale to implement the Ministry Plan. **A Ministry Plan is a Plan adopted by the Community of Faith that will reenergise and sustain its congregational ministry.** This may include capital expenses. The Ministry Plan may be a complete or partial plan for the use of these funds. In the alternative, it may be an interim plan under which the Community of Faith will hold all of these funds as restricted funds until it has had an opportunity to consider a more detailed plan. **Restricted funds held by the Community of Faith require authorization from the Executive for expenditure.**
A Ministry Plan must be reviewed by the FTPLT and a recommendation made to the Executive.

B. A Community of Faith that is Disbanding

When a Community of Faith is **disbanding**, the disposition of all net assets (cash, and property) will be disbursed as follows:

1. 10% be remitted to the United Church of Canada for the on-going support of Indigenous Ministry.
2. 10% be remitted to the United Church of Canada Mission and Service Legacy Fund for the on-going support of the ministry of the United Church
3. 10% be remitted to the Eastern Ontario Outaouais Regional Council Vision and Transformation Fund.

-
4. 50% be remitted to the Eastern Ontario Outaouais Regional Council Mission and Ministry Legacy Fund which supports the Mission and Ministry of the Regional Council.
 5. On occasion, the Regional Council will entertain a proposal for some or all of this amount being directed to geographically neighboring Communities of Faith.
 6. Alternatively funds may be designated for long-term investing or invested long-term with the Region for a specified purpose or ministry. With the exception of the 10 percent for Indigenous Ministry, the Regional Council will consider the establishment of a **Legacy Fund** in the name of the Community of Faith where the interest can be used for a specified purpose and where the funds are held within the investment portfolio of Eastern Ontario Outaouais Regional Council. **This designation requires a specified plan that is reviewed and recommended by the Finance Committee and approved by the Executive.**
 7. **In the case of funds from the Communities of Faith of the former Four Rivers and Upper Valley Presbyteries, 2% of these funds will be used to support the archival maintenance of records of the Communities of Faith and 48% will be directed to the Eastern Ontario Outaouais Regional Council Mission and Ministry Legacy Fund.**
 8. 20% be remitted to mission activities with which the Community of Faith has a historical financial involvement and/or congregational volunteer engagement.
 9. A maximum of half this amount may be remitted to organizations not associated with the United Church of Canada. The amounts from this 20% do not have to be invested long-term.

NOTE: All funds that are being directed to the Eastern Ontario Outaouais Regional Council and to the Indigenous Church and the General Council will be sent to the Eastern Ontario Outaouais Regional Council.

2023-03-09_009 MOTION (J. Allen/L. Church) that the Eastern Ontario Outaouais Regional Council Executive clarifies that liquid assets and property (real) assets be treated separately and the Policy Regarding Proceeds from the Sale of Property apply to both. **CARRIED**

Appendix D**EOORC Proposed Agenda**June 14th, 2025
EY Centre

- 9:15 Coffee, Gathering Music
- 9:45 Welcome, Land Acknowledgement, Indigenous Teaching
- 10:15 Annual Report
- 10:30 Finance Report
- 10:45 Future Through Property
- 11:00 Towards 2035 (Presentation and Proposed Strategy)
- 11:45 Small Group Table Discussion
- 12:15 Grace, Lunch
- 13:15 M&S Moment (Foundation Presentation)
- 13:25 Nominations Committee Report
- 13:40 Towards 2035 (Decisions about Strategic Plan adjustments)
- 13:55 Small Group Table Discussion
- 14:20 Decisions
- 14:30 Break
- 14:45 Panel on First Thirds Ministry (Tori)
- 15:30 Small Group Table Discussion
- 16:00 GC Report
- 16:15 Closing worship/Prayer
- 16:30 Sending Forth

Dinner – Then Let Us Sing Banquet Launch

Appendix E**Communications Report****Climate Update**

One of the objectives in our strategic plan reads: “Within the time period - 2024-2026 - decrease our carbon footprint in our meetings and gatherings by 20%.”

The main source of emissions is travel. For the 2024 AGM, over 16 000 km were travelled by car. I think that this number would have been considerably higher had the meeting been in a less central location. A large percentage of people (65%) drove to the meeting on their own.

For the 2025 AGM, I would like to focus on methods of transport rather than total emissions. Emissions can vary widely based on meeting location and length, while methods of transportation are a more consistent target. I suggest setting a target of 50% of people reaching the meeting by carpool, active transportation or public transportation.

I am proposing the following:

- Promoting the extra mileage available when carpooling to AGM (2 cents per km extra for each additional passenger).
- Promoting that travel costs incurred by public transit will be reimbursed.
- Covering one parking lot admission for anyone who drives a carpool (minimum two people in the car), as the EY Centre has a \$10 parking fee.
- If we reach the 50% target, celebrating with cake at the AGM.
- Regularly scheduling content in the newsletter around this objective.

Technological Issues

We have been having some technological issues with our email distribution program, Envoke. It seems that some of the people (5-10% of our mailing list) have not been receiving EOORC emails, or have been receiving them intermittently. This seems to be disproportionately affecting people with Bell and Sympatico addresses. It is hard to get an exact handle on this issue. (In the same way as a teacher saying “if you are not here, raise your hand” is joking and will not actually get any data from that request, it is difficult to know who is *not* getting our emails.) We have checked all the usual issues (issues with sign up, spam folders, etc) and none seem to be helping. I will continue working with our email provider and will be in touch directly with those who seem to be affected.

Website Updates

There are two changes to our home page. First, you will find a section on the home page which gives the dates and locations for upcoming EOORC meetings. Secondly, you will find a link to a map of all the communities of faith in the region. The map is one that was available through Narthex, but I have added it to our site so it can be more widely used. I hope that this will be useful to those serving our region.

Appendix F**Eastern Ontario Outaouais Region Executive Indigenous Representative February 2025 Report**

The Wednesday, January 8th 2025 Meeting of the Urban Indigenous Circle of what used to be the National Indigenous Church was cancelled with no reason given. It has not been

re-scheduled until further notice.

The General Secretary Micheal Blair dissolved the National Indigenous Council (NIC) committee on Aug. 13, 2024 and pledged to reconvene the National Indigenous Spiritual Gathering (NISG) and start afresh with a new NIC. The NISG is a meeting of all Indigenous communities of faith that usually happens every three years and is the Indigenous church's top authority. The NIC is an elected body in the Indigenous church that meets regularly between NISGs to make decisions. The NISG was held in Winnipeg from Nov. 29 to Dec. 3, 2024 in Winnipeg. As you know, I attended this Gathering. The Elders Council will have its first meeting since the NISG next week to begin to chart a path forward in keeping with the decisions made at the NISG.

This whole situation is the cause of much distress for the members of the dissolved church. As you know, on April 9, 2024 Remit 1: Establishing an Autonomous National Indigenous Organization has passed. The National Indigenous Council, 16 regional councils, and 80% of pastoral charges in The United Church of Canada participated in the vote on Remit 1: Establishing an Autonomous National Indigenous Organization. The decisions by General Secretary Micheal Blair seems to be contrary to the results of the Remit, which passed.

I ask that our Executive keep the Elders Council and members of the National Indigenous Church in your prayers as we try to recover from this and move forward with our plans to re-establish our church.

These are the plans: December 2, 2024

The following is a statement from Elders who attended the National Indigenous Spiritual Gathering, which met in Winnipeg from November 29 through December 2, for a time of discussion, reflection, and prayer.

“The Elders have set a path forward for the Indigenous Church, saying that we will allow time for healing and we will come back together and do the following:

- Expand the National Indigenous Elders Council to ensure better representation from all regions of the Indigenous church;
- Plan for a dreaming/visioning group that includes multi-generational participation from all communities;
- Refine the roles and responsibilities of the Elders Council;
- Seek a better understanding of the work of Indigenous Ministries and Justice;
- Gather and study documentation from all past iterations of the Indigenous Church, in order to guide the current process;
- Connect with relevant resource people to help bring clarity to the process;
- Involve the Community Capacity Development Coordinators in supporting planning and ongoing healing work.

We honour all that has come before this moment as we move forward into this new beginning.”

Respectfully Submitted by Rev. Nancy Best Indigenous Rep to EOORC Executive February 5, 2025

Appendix G

MEMO to the Eastern Ontario Outaouais Regional Council Executive

**From the Regional Executive Minister
February 10th, 2025**

Moderatorial Nominees*

An individual from the Eastern Ontario Outaouais Regional Council has approached the Regional Executive Minister to notify him of their sense of call to letting their name stand for the position of Moderator of the United Church of Canada.

There are two ways to be recognized as a Moderatorial Nominee (see extract of the [guide](#) below):

1. *Regional Councils and the National Indigenous Council*: Nominations can be made by a motion at a meeting of these councils (or their Executive). The minutes and motion must be submitted to the General Secretary as soon as possible after the meeting and no later than midnight on June 22, 2025.
2. *General Council Commissioners*: Nominations can be made in writing to the General Secretary, by at least five Commissioners up until the close of nominations, scheduled for midnight on June 22, 2025.

The potential nominee has asked the Regional Council to consider nominating them at a full meeting of the Regional Council rather than doing so by way of its Executive. While the nomination will still be noted on the General Council website as originating from the full Regional Council if the Executive makes the decision on its behalf, the commissioners from this region would be aware that it did not go to the full membership of the Regional Council even if the commissioners from other regions were unaware.

The challenges identified with trying to do this alongside the March 1st Educational Event were as follows:

1. This has already been advertised as an educational event, not a decision-making meeting. Some may have made plans to attend or not to attend on that basis. We have worked hard in the past to clarify the difference between an educational event and a full meeting, so changing this may undermine that work.
2. Non-voting members are encouraged to attend educational events, so we would need to segregate voters and non-voters at that meeting.
3. There is a rural ministry gathering with Michael Blair in the Smiths Falls region that starts at 2pm that day, which makes it difficult to keep all participants longer than was projected.
4. The agenda is still a little flexible, but it isn't very flexible.

Options that can be explored:

An email vote

While this is possible according to polity, it would be quite a nightmare since the rules require every vote to be copied to all the voting members... thereby flooding everyone's inboxes with everyone's responses, so not ideal.

The AGM

The next meeting of the Regional Council isn't until June 14th, which, while still before the nomination deadline, is not ideal for giving commissioners time to discern.

Calling a Special Meeting

A special meeting could be called for later in March, at which this would be the only matter for decision. If we do this, we also need to be prepared to offer this same option for any other nominees that may come forward in the coming months.

Executive and Council

The Executive could hold the formal vote at its February meeting and a celebratory moment could be taken at the Educational Event and/or the AGM to highlight the decision and notify people, including through the newsletter. The same is true if the Executive voted at its March meeting, although notification at the Educational Event would not be possible.

*A *Moderatorial Nominee* is someone who will be subject to a vote by all the Commissioners of the General Council meeting in Calgary in August. Nominees must obtain more than 50% of the votes cast to be elected. Multiple rounds of voting can take place and nominees who obtain the least number of votes in each round are disqualified from subsequent rounds of voting. Moderators serve the church as the spiritual leader for the national denomination for a period of three years.

Further background: [Moderator-Nominees-Info-Sheet_250205.pdf](#)

Appendix H²

Services Offered through National Program

1. GCO will receive and read all material required from the incorporated ministries
 - Minutes of board meetings
 - Minutes of annual meeting
 - Financial statements - audited or independently reviewed
 - Membership of the board OR
 - Proposed board nomination list for approval
 - Evidence of insurance coverage including naming of The United Church of Canada as additional insured
2. GCO will follow up with the IM's as necessary
 - Indications where follow-up is required may include: lack of reporting, incomplete information, etc.
 - Such follow-up would be via email and/or phone call
3. GCO will communicate with the regional councils immediately if there is a significant issue that needs to be addressed
 - Indications where follow-up is required by the region would be anything related to the supervisory role of the region. Examples may include: failure to make quorum, failure to meet, concerns identified in board minutes, financial statements, annual report or similar related reports.
4. GCO will review the financial statements
 - Any concerns that may be identified from the review will be communicated to the regional council
5. GCO will prepare a report, as required, for all motions requiring approval by the regional councils as the supervising court. Such motions would include:
 - Approve majority of directors
 - Approve capital fundraising initiatives and appeals
 - Indebtedness levels as may be required within the corporation's by-laws
 - Consent to sale, transfer, mortgaging, acquisition or leasing of land
 - Consent to the voluntary winding up of the corporation
 - Change or modifications to by-laws (UCC requirements)
 - Changes to articles of incorporation
 - Any other items requiring approval as may be included in the corporate by-laws
6. GCO will maintain a database to track receipt of reporting
7. GCO will review the by-laws and advise the regional council when they are ready for approval

8. GCO will consolidate and maintain all corporate files
 - Regional councils will have access to files via a digital mechanism
9. GCO will be the lead for all Release Agreements
10. GCO will take the lead for all Legacy Agreements that the Regional Council brings forward