

Eastern Ontario Outaouais Regional Council
Meeting of the Executive
Thursday, September 11, 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
Rev. Nancy Best	Member, Indigenous Church Representative
Rev. Cindy Casey	President-Elect
Liz Church	Member
David Debenham	Member (departed at 10:45 am)
Frank Emanuel	Member
Nancy Hazen	Member
Rev. Éric Hébert-Daly	Active Member, Executive Minister
Rev. Erin McIntyre	Member
Julee Pauling	Member
Catherine Ryan	Member
Sue Smarkala	Member
Rousseau Whiteley	Member
Rev. Brian Cornelius	Corresponding Member, Regional Council Treasurer
Dana Ducette	Corresponding Member, Minister Youth and Young Adults
Natalie Matkovsky	Corresponding Member, Communications
Joel Miller	Corresponding Member, Executive Assistant to the Regional Council, Recording Secretary
Rev. Mary Royal-Duczek	Corresponding Member, Community of Faith and Network Support Minister, Minister, Youth and Young Adults
Rev. Whit Strong	Corresponding Member, Pastoral Relations Minister

REGRETS/ABSENT

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

- Make decision regarding future dates of EOORC Executive Meetings.
- Make decision regarding an appointment as representative of EOORC to Board of Centre 507

- Make decision regarding Queenswood United Church Ministry Plan for Financial Assets Disposition
- Make decision regarding a resolution between EOORC and Kindred Works Motion re Trustees of disbanded congregations
- Make decision regarding Incorporated Ministries (Golden Lake United Church Camp)
- Make decision regarding Agreement to donate Outaouais archives to the Quebec Government
- Make decision regarding Stittsville United Church Commission
- Make decision regarding Riceville Franklin's Corners Cemetery
- Make decision regarding Voluntary Associate Minister
- Make decision regarding by law #5 of the Church Extension Committee

Call to Order – Rev. Susan DeHaan, President calls the meeting to order at 10: 22 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 – Rev. Cindy Casey to lead prayers for the following United Churches in: Boyd's Pastoral Charge, Cassburn Pastoral Charge, Admaston Pastoral Charge, Orleans Pastoral Charge, and the Indigenous Church. Special mention was made for members of the recently disbanded Queenswood United Church and their members finding new Church homes.

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. Cindy shared that she will be reaching out to communities of faith that are on the prayer roll, to learn about what some of their needs are and what prayers on their behalf can focus on.

Land Acknowledgement & Opening Devotions – Rev. Susan DeHaan, President led a land acknowledgment and reminded all to continue to work toward Truth and Reconciliation and Right Relations. Susan referred to General Council and how Commissioners were reminded that the Church is facing change and must discern what to let go of as it moves forward. This fact inspired her to reference a reflection by Rola Swisher entitled “The Art of Letting Go”, which helped provide pathways for what the work of letting go can look like with God's help.

Introductions and Time for Sharing – All are invited to introduce themselves.

Orientation for Newcomers, Questions – Rev. Eric Hebert-Daly shared a presentation on how the Executive operates (this may be subject to some change, as the mandate of the Vision Keepers may modify processes a little). Details included the use of SharePoint via Church Hub, email polls, how the agenda is formatted, dates of future meetings, etc. Eric also shared details of the primary role of the Executive: focusing on the health of the regional council's communities of faith.

Appointment of an Equity Support Person for this Meeting

2025-09-11_001 MOTION (F. Emanuel/C. Ryan) That the Eastern Ontario Outaouais Regional Council Executive appoints Rev. Cindy Casey as Equity Support Person for this meeting. **CARRIED**

It was highlighted that the Equity Score card from ECORC (neighboring regional council) will be used.

The United Church of Canada
L'Église Unie du Canada

Eastern Ontario Outaouais Regional Council
Meeting of the Executive

September 11, 2025
St. Andrew's United Church
Chalk River, ON

Minutes of June 5th 2025

2025-09-11_002 MOTION (N. Best/S. Hutton) That the Eastern Ontario Outaouais Regional Council Executive accept the minutes of June 5, 2025 as circulated. **CARRIED**

Email Polls of June 21, 2025

2025-09-11_003 MOTION (E. McIntyre/N. Hazen) That the Eastern Ontario Outaouais Regional Council Executive receive into its minutes the results of email polls held on June 21, 2025:

2025-06-21-001 MOTION (S. Smarkala/N. Hazen) That the Eastern Ontario Outaouais Regional Council Executive concur with the recommendation of the Future through Property Leadership Team to authorise the Trustees of St Paul's United Church, Richmond ON to list for sale the following manse property: 3462 McBean St, Richmond ON:

- *For a list price of \$598,000 on condition of sale "as is, where is"*
- *With a stipulation that a period of 5 business days will be required by the Trustees to obtain approval from the Executive of EOORC to sign a final Agreement of Sale. CARRIED*

2025-06-21-002 MOTION (S. Smarkala/N. Hazen) That the Eastern Ontario Outaouais Regional Council Executive concur with the recommendation of the Future through Property Leadership Team to approve the Ministry Plan presented by Queenswood United Church, Orleans, ON for the distribution of the congregation's assets. CARRIED

CARRIED

Email Poll of July 16, 2025

2025-09-11_004 MOTION (S. Smarkala/J. Pauling) That the Eastern Ontario Outaouais Regional Council Executive receive into its minutes the results of email poll held on July 16, 2025:

2025-07-16-001 MOTION (S. Hutton/S. Smarkala) that the Eastern Ontario Outaouais Regional Council Executive formally disband Queenswood Pastoral Charge, effective July 31, 2025. CARRIED

CARRIED

Email Poll of August 31, 2025

2025-09-11_005 MOTION (L. Church/N. Best) That the Eastern Ontario Outaouais Regional Council Executive receive into its minutes the results of email poll held on August 31, 2025:

2025-08-31_001 MOTION (N. Best/C. Casey) That the Eastern Ontario Outaouais Regional Council Executive accept the offer from buyers Duke Duquette and Jessica Pharand to purchase the former manse located at 3462 McBean Street, Richmond, Ontario, in the amount of \$480,000 on an as-is, where is basis. CARRIED

CARRIED

Business Arising –

- a) **Way Forward – Vision 2035** – Rev. Mary Royal-Duczek
 - i) Vision Keepers – leading parts of the strategic plan that focus on integrating Communities of Faith with the Regional Council, strengthening community and provide resources.
 - ii) Updating Executive Agenda Format – to be delegated to some analysis as part of the Vision Keepers. – a meeting was held, and conversations continues. It is expected that by November, recommendations

can come forward for models (i.e. consent agenda, creation of commissions). The hope is that the agenda will include more topical discussions that focus on the health of congregations.

- b) **Executive Future Meetings** (Consensus that the Executive will meet on the second Thursday of every month, via Zoom, from 9 AM – noon)
- c) **Centre 507: Appointment of EOOR Representative as Board Member**
2025-09-11_006 MOTION (C. Casey/S. Hutton) that the Eastern Ontario Outaouais Regional Council Executive appoint Rev. Whit Strong as representative of the Eastern Ontario Outaouais Regional Council to the board of Centre 507 effective June 2026. **CARRIED**

Motions will most likely come to future meetings seeking to name representatives to incorporated ministries. More thought may be needed on how to involve the Nomination Leadership Team (i.e., finding and/or recommending representatives).

Agenda

2025-09-11_007 MOTION (E. McIntyre/F. Emanuel) that the Eastern Ontario Outaouais Regional Council Executive accepts the agenda as amended:

1. See addition of Financial Reporting (*2025-09-11 Actual and Budget / 2025-09-11 Balance Sheet / 2025-09-11 Profit and Loss by Class*)

CARRIED

Correspondence In

- a) May 31, 2025, J. T. Hurd, Clerk, Presbytery of Ottawa, Presbyterian Church, re Invitation to 100th Anniversary (*for information*) – see *letter re prayers and good wishes for 100th anniversary celebration*;
- b) June 8, 2025, Linda Madore, Secretary, St-Marc Church Council, re follow up to letter sent to Audrey Dover, Director of Property Management Operations at Kindred Works (*for information*);
- c) June 16, 2025, Rose Marie MacLennan and Marilyn Joseph, Board Co-Chairs, Queenswood Pastoral Charge, re Request for Official Disbanding Date for Queenswood Pastoral Charge (*referred to Executive as email poll on July 16, 2025*);
- d) June 18, 2025, Rev. Dr. Ben Vanderheide, re Interest in buying building (*for information*);
- e) June 25, 2025, Sophia Favit, Intern, Ticket Sales and Services, Ottawa Sports and Entertainment Group, re Faith Day in Ottawa Redblacks (*for information*);
- f) June 26, 2025, Bev Renwick, Program Coordinator, Duty of Care and Incorporated Ministries, re Barrhaven Non-Profit Housing Inc - Request for Comfort Letter (*for information*);
- g) June 30, 2025, Howard Godby, Chair, Board of Directors, Barrhaven Non-Profit Housing Inc., re relationship with The United Church of Canada (*for information*);
- h) July 9, 2025, Karen McLean, Secretary, Pastoral Relation Commission, re PRC Minutes (*for information*);
- i) July 10, 2025, Bev Renwick, Program Coordinator, Duty of Care and Incorporated Ministries, re Church Extension Committee (*for information*);
- j) July 23, 2025, Sue Smarkala, re Significant Support to Multifaith Housing Initiative (*referred to Meeting Planning Team*);

- k) August 25, 2025, Susan Jackson, Information & Statistics Coordinator, Organizational Development and Strategy, The United Church of Canada, re Disbanding of Queenswood PC (*for information*);
- l) September 3, 2025, Richard LeBlanc, Centre 507, re Update on Fire Safety Matters at Centre 507 (*for information*) – Eric has had a conversation with Centretown United Church, has learned that Centre 507 is willing to make updates, despite Centretown UC not willing to make upgrade, but it cannot as they are only the tenants and not owners. Eric welcomed suggestions from the Executive. Liabilities issues were raised, making funds available for upgrades are possible, mediation where the RC is also a participant (not as mediator). For more information about 507 Centre <https://www.centre507.org/>. Suggested to hold a capital campaign to raise funds. Eric will communicate to the congregation that this issue needs to unequivocally be addressed (fire safety/liability issues); but proceed in a way that is not heavy handed.

Correspondence out

- m) June 19, 2025, Rev. Eric Hebert-Daly, Executive Minister, to the EOORC Executive, re Vision Keepers (*for information*);
- n) June 23, 2025, Rev. Eric Hebert-Daly, Executive Minister, responding to Rev. Dr. Ben Vanderheide, re Interested in buying building (*for information*);
- o) June 26, 2025, Rev. Eric Hebert-Daly, Executive Minister, re Certificate of the Executive Minister of Regional Council to Resolution Giving Consent to Trustees of St. Paul's United Church, Kenmore, ON (*for information*);
- p) June 27, 2025, Rev. Eric Hebert-Daly, Executive Minister, to Ray Cutler, re Roles and Responsibilities at the congregational level (*for information*);
- q) June 30, 2025, Rev. Eric Hebert-Daly, Executive Minister, to the EOORC Executive, re Posting for Pastoral Relations Minister (*for information*);
- r) June 30, 2025, Rev. Eric Hebert-Daly, Executive Minister, responding to Rose Marie MacLennan and Marilyn Joseph, Board Co-Chairs, Queenswood Pastoral Charge, re Request for Official Disbanding Date for Queenswood Pastoral Charge (*for information*).

Business

1. **Finance** – Rev. Brian Cornelius, Regional Council Treasurer
 - See 2025-09-11 *Actual and Budget* as **Appendix A¹**
 - See 2025-09-11 *Balance Sheet* as **Appendix A²**
 - See 2025-09-11 *Profit and Loss by Class* as **Appendix A³**

Brian shared the following:

“There is nothing too "out of the ordinary" on any of these Financial reports. I offer commentary on the following since there may be questions. When looking at the budget/actual report, at the end of August, amounts should be tracking at 66.8% (acknowledging that some expenses are one-time and occur at varying times in the year.

1. 100th anniversary had more expenses within the Annual Meeting budget than had been budgeted. We were aware of this, and the Executive had approved going over budget.

2. As a result, our deficit for Governance will be more than initially budgeted, and we will be able to give you a better picture of that in the October meeting. There are also a few unexpected legal and governance expenses that may or may not be balanced by under-spending in other areas. We have reserves that can cover these extra expenses.

3. We do have a healthy surplus in Mission and Ministry; however this surplus exists because we get revenues early in the year and expenses come at the end of the year. We should track closely to budget, however, we will receive a small benefit this year since Dana is seconded to General Council for 25% of her time. We budgeted for her working with EOORC for 100%. This may result in a small surplus.

4. On the balance sheet, I have pre-recorded some expenses and this is why the bank account is negative. Money will be transferred into the account to ensure nothing bounces. I also have to make some adjustments on the entries for HST return, which have been received, but have not yet made the entry adjustments.

The Finance Committee is meeting at the beginning of October to do the following

1. Review 2025 Expenses and ensure accountability
2. Process Mission Support grants and make recommendations
3. Begin the 2026 budgeting process.

2. **Pastoral Relations Commission (PRC)** – Rev. Whit Strong shared that there are lots of changes in Pastoral Relations. Moreover, there is still a third of pastoral charges without ministers – this raises concerns. It was highlighted that there is a pastoral relations newsletter that is circulated which also provides a good summary of changes in pastoral relations. Pastoral Charges without ministers is a going

- See *Pastoral Relations Commission minutes of June 17, 2025* as **Appendix B¹**
- See *Pastoral Relations Commission minutes of July 15, 2025* as **Appendix B²**
- See *Pastoral Relations Commission minutes of August 19, 2025* as **Appendix B³**

2025-09-11_008 MOTION (C. Casey/S. SMarkala) that the Eastern Ontario Outaouais Regional Council Executive receive for information the Pastoral Relations Commission minutes of June 17th, 2025. **CARRIED**

Receiving Minutes of July 15th and August 19th are deferred to October meeting

3. **Future Through Property Leadership Team –**

- a) **Sale of Low United Church, Low, Quebec**

2025-09-11_009 MOTION (S. Smarkala/L. Church) The Eastern Ontario Outaouais Regional Council Executive concur with the recommendation of the Future Through Property Leadership Team to authorise the Trustees of the Low United Church, to list for sale the church property situated at 85 Martindale Road, Low, Quebec, J0X 2C0 at a listing price of \$199,900. The property will be listed with the conditions of sale on a “as is, where is” basis and that the parties will leave 5 business days in order to allow the Executive to approve the final agreement to be signed by the trustees. The listing contract stipulates that all religious artifacts are excluded from the sale. **CARRIED**

- b) **Queenswood United Church**

- See *Queenswood Ministry Plan for Financial Assets Disposition* as **Appendix C**

2025-09-11_010 MOTION (S. Smarkala/C. Ryan) The Eastern Ontario Outaouais Regional Council Executive approve the Queenswood Ministry Plan for Financial Assets Disposition put forward by Queenswood United Church. **CARRIED**

- c) **Resolution Re: Disbanding Congregation (EOORC Kindred Works Motion re Trustees)**

2025-09-11_011 MOTION (S. Hutton/L. Church) That the Eastern Ontario Outaouais Regional Council Executive approve the following format re Resolutions Re: Disbanded Congregations

1. Having approved the request of the following communities of faith to disband the pastoral charge as a recognized community of faith with thanks to God for the ministries of these congregations:

- Aylmer United Church, Gatineau,
- St. Paul's Eastern United Church, Ottawa, Ontario
- Hawthorne United Church, Ottawa, Ontario
- Merrickville United Church, Merrickville, Ontario

the Executive of the Regional Council take the following actions effective as of the date that each of the aforesaid communities of faith (the "**Disbanded Congregations**") disbanded: 1. appoint Rev. Susan DeHaan, Rev. Cindy Casey and Rev. Eric Hebert-Daly as trustees for each of the Disbanded Congregations;

2. recommends to the Executive that the property of each of the Disbanded Congregations be sold/transferred to the Eastern Ontario Outaouais Regional Trust.
Furthermore, it is MOVED that:

- a. if a pastoral charge closes without naming a Board of Trustees to deal with remaining property, Rev. Susan DeHaan, Rev. Cindy Casey and Rev. Eric Hebert-Daly are automatically trustees of the disbanded community of faith; and
- b. in accordance with The Manual (2025) section G.3.3.4c, if a congregation finds themselves with only one or two trustees or without any trustees for any reason, Rev. Susan DeHaan, Rev. Cindy Casey and Rev. Eric Hebert-Daly are automatically trustees and will serve along with the remaining trustees until the full number of trustees has been appointed. **CARRIED**

*The trustees will be President, President-Elect and the Executive Minister in all resolutions.

St. John's United Church, Brockville, Ontario was removed from the original motion until there is further clarification (it has not disbanded).

4. **General Meeting/Education Event Planning Leadership Team**

a) **Save the Date!**

September 19th, 2025

Celebration of Ministry at Southminster United Church

November 1st, 2025

Sub-regional gatherings across the region (locations to be determined)

March 7th, 2026

Online Winter Educational Event

May 29th, 30th, 2026

AGM

St. John's United Church, Kemptville

November 7th, 2026

Fall Meeting

Sub-regional (if it was successful in 2025), or Knox St. Paul's, Cornwall if sub-regional was not taking place

March 6th, 2027

Online Winter Educational Event

June 4th, 5th, 2027

AGM

Kanata or Glen Cairn United Church, Kanata

October 30th

Fall Meeting

Sub-regional (if it was successful in 2025), or Pembroke area

- b) **Celebration of Ministry** (September 19th, Southminster United Church, 7 pm) – Rev. Eric Hebert-Daly. Frank Emanuel will be ordained (also new member on the Executive). There will be a reception afterwards. Volunteers are needed for Communion (servers and preparation). Retirees will also be honored (including Rev. Whit Strong). Parking could be a little challenging. Guest preacher will be Rev. Dr. Jessica Hetherington.
- c) **Fall Sub-Regional Gatherings** (November 1st) – Rev. Susan DeHaan shared that Perth UC has confirmed they will be hosting, Zion Evangelical UC in Pembroke is likely to host, and potentially Chelsey UC (Outaouais area) and Casburn UC (Genesis Cooperative) may host. Kanata UC has been booked for the Ottawa area. It will be a bring-your-own lunch affair. Very minimal tech required. Coffee, tea and snacks will be provided (costs to be reimbursed hosting congregations). Staff and Executive members will be dispersed to different locations. The same worship service will be used at each location
- d) **Centennial Anniversary / AGM Debrief** - Rev. Cindy Casey highlighted that there were about 1400 people in person, many joined online, others shared the recording of the service at their churches the following week. Much of the feedback was positive and many have asked for more celebration-together in the future. Sue Hutton, DLM shared that the AGM had a few technical glitches (it was highlighted that there was a new person on the hired technical team). It was highlighted that the cost to the RC for both the AGM and Centennial anniversary was roughly \$82,000 / offering raised roughly \$13,000 / cost to RC was about \$70,000.

5. Indigenous Ministries Report – Rev. Nancy Best

- See *Eastern Ontario Outaouais Regional Council Executive Indigenous Report September 2025 as Appendix D*

Discussion: The distinction was made between Spiritual Gathering and Elders Gathering. The National Indigenous Church has been a topic of conversation at CG 45. Ceremonial fire extinguishing was not attended and has raised concerns about how communication flowed.

New Business

- a) **Incorporated Ministries (Golden Lake United Church Camp)** – Rev. Eric Hebert-Daly
2025-09-11_012 MOTION (E. McInture/R. Whiteley) that the Eastern Ontario Outaouais Regional Council Executive take the following action(s):

i. Golden Lake United Church Camp

...based on the guidance received from General Council Staff, pursuant to the Incorporated Ministries Policy of The United Church of Canada approve Articles of Amendment and General Operating By-Law No 2 as approved by the members on February 1, 2025 of the incorporated ministry known as Golden Lake United Church Camp

... pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the Golden Lake United Church Camp 2025-2026 Board of Directors

Colin Gaudet
Devin Howard
Fay Kolpin
Jennifer McAlister
Barbara McCafferty
Edwin McCaig
Edward Oegema
Mike Putnam
Mary Stapley
Robert Wales
Jonathan Williams

CARRIED

These are based on the draft minutes of Annual Member's Meeting of February 1, 2025, the 2025 board member approval submission, contact list provided and receipt of other required documentation per the Incorporated Ministries Policy of The United Church of Canada.

* Kelly Granum was removed from the list of Board of Directors

b) **Agreement to donate Outaouais archives to the Quebec Government**

- See *Convention de donation (DONS-2025-1518_Fds_ÉgliseUnieCanada_Outouais_2025-06-046)* as **Appendix E**

2025-09-11_013 MOTION (E. McIntyre/N. Best) that the Eastern Ontario Outaouais Regional Council Executive authorise the Executive Minister to sign on behalf of the Regional Council the *Convention de donation* as presented and attached to these minutes. **CARRIED**

It was agreed to send a letter of gratitude to Nancy Pitre for her having volunteered to help with archives.

c) **Riceville Franklin's Corners Cemetery**

- See *2025-07-28 Riceville Franklin's Corners Cemetery - Memorandum of Understanding - Agreement Concerning the Transfer and Management of the Riceville Cemetery Property* as **Appendix F**

2025-09-11_014 MOTION (S. Hutton/C. Casey) that the Eastern Ontario Outaouais Regional Council Executive authorise the Executive Minister to sign on behalf of the Regional Council the *Memorandum of Understanding - Agreement Concerning the Transfer and Management of the Riceville Cemetery Property* as presented and attached to these minutes. **CARRIED**

d) **Stittsville United Church Commission – Rev. Cindy Casey**

2025-09-11_015 MOTION (F. Emanuel/L. Church) that the Eastern Ontario Outaouais Regional Council Executive receive and approve the recommendation from the Stittsville United Church Commission to amend the mandate of the Commission from Pastoral Recommendation #2 "Appoint a Full-time Minister to be responsible for Word, Sacrament and Pastoral Care who has a background in Conflict Management, Resolution and Healing"; to "Two Half-time Ministers with one responsible for Word, Sacrament and Pastoral Care; and the second to have a background in Conflict Management, Resolution and Healing." The compensation for both positions will continue to be in keeping with United Church of Canada guidelines and expended through Stittsville United Church. **CARRIED (C. Casey abstains)**

e) **Voluntary Associate Minister (2025-26) – Information to come**

2025-09-11_016 MOTION (C. Casey/E. McIntyre) that the Eastern Ontario Outaouais Regional Council Executive acknowledge the following Voluntary Associate Ministers (retired ministry personnel not appointed, or engaged in ministry not recognized as 'community of faith') for July 1, 2025- June 30, 2026:

First Name	Last Name	Community of Faith
Rev. Dr. Anthony	Bailey	Woodroffe United Church
Rev. Eleanor	Barrington	First United Church
Rev. John Howard	Clark	First United Church
Rev. Stephen	Clifton	City View United Church
Rev. Alan	Edwards	Woodroffe United Church
Rev. Janet	Evans	Mallorytown United Church
Rev. Georgina	Fitzgerald	Emmanuel United Church
Rev. Myra	Garvin	St. John's Unitd Church (Cardinal)
Rev. Catherine	Gutjahr	First United Church
Rev. Dan	Hayward	Wall Street United Church
Rev. Eric	Hebert-Daly	Kanata United Church
Rev. Eileen	Hepplewhite	Carp-Dunrobin Pastoral Charge
Rev. Stewart	Hewlett	Emmanuel United Church
Rev. Cathy	Hird	Almonte United Church
Rev. Alyson	Huntly	First United Church Trinity-St. Andrew's United Church
Rev. Christine	Johnson	(Renfrew)
Rev. Heather	Kinkaid	Almonte United Church
Rev. Donald	Maclean	Barrhaven United Church
Rev. Wendy	Maclean	Wall Street United Church
Rev. Grant	McNeil	First United Church
Rev. Margaret	Melanson	First United Church
Rev. Hillary	Merritt	Saint-Andrew's United Church (Rockland)
Rev. Robert	Merritt	Saint-Andrew's United Church (Rockland)
Rev. Anne	Montgomery	Glen Cairn United Church
Rev. Micheline	Montreuil	Parham United Church
Rev. Sharon Ruth Sheila	Moon	First United Church
Rev. Catherine	Oxenford-Grant	Wall Street United Church
Rev. Deborah	Roi	Almonte United Church
Rev. Robert	Selby	Central Lanark United Church

Rev. Whitman	Strong	Glen Cairn United Church
Rev. William Ralph	Taylor	St. John's United Church (Kemptville)
Rev Paul F.	Vavasour	St. John's United Church (Kemptville)
Rev. Donald D.	Wachenschwanz	St. Paul's United Church (Prescott)
Rev. Neil	Wallace	Carp-Dunrobin Pastoral Charge
Rev. Robin	Wilke	Wall Street United Church
Jonathan	Williams	Admaston United Church
Rev. Wendy	Wright Mackenzie	Avonmore-Finch-Martintown Pastoral Charge
Rev. Sandra	Yule	St. Paul's United Church (Richmond)

CARRIED

- f) **Announcing New Pastoral Relations Minister** – Rev. Eric Hebert-Daly announced that Rev. Victoria Andrews has been hired as the new Pastoral Relation Minister and that she will begin on November 15th.
- g) **Church Extension Committee** – Rev. Eric Hebert-Daly shared that this request for an update to comply with Ontario law.
- see *By law #5 of The Church Extension Committee of the Eastern Ontario Outaouais Regional Council of The United Church of Canada* as **Appendix G**

2025-09-11_017 MOTION (J. Pauling/N. Hazen) that the Eastern Ontario Outaouais Regional Council Executive receive and approve by law #5 of The Church Extension Committee of the Eastern Ontario Outaouais Regional Council of The United Church of Canada (“Church Extension Committee”).

CARRIED

It was recommended that this body suggest to the Board of the Church Extension Committee to demonstrate consistency in their bylaws (remove Ottawa Presbytery in By-law #1 and have it replaced with Eastern Ontario Outaouais Regional Council)

Report from the Equity Support Person – Rev. Cindy Casey shared an evaluation for equity for this meeting based on East Central Ontario Regional Council's Equity Scorecard. Emphasis was placed on reminding all to continue to self-identify and use pronouns.

Equity Support Person for next Meeting – Nancy Hazen

Closing Prayer – Sue Hutton, DLM closed the meeting with 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 3:10 PM.

Next meeting date:

- Thursday, October 9, 2025 (zoom) 9 am – noon
- Thursday, November 13, 2025 (zoom) 9 am – noon
- Thursday, December 11, 2025 (zoom) 9 am – noon

EOORC Executive Duty Roster

	Opening Devotions / Land Acknowledgement	Equity Monitor	Closing Prayer
<i>Summer</i>			
<i>October 9, 2025</i>	Liz Church	Frank Emmanuel	Frank Emmanuel
<i>November 13, 2025</i>	Frank Emmanuel	David Debenham	Nancy Hazen
<i>December 11, 2025</i>	Cathy Ryan	Nancy Hazen	David Debenham
<i>January 8, 2026</i>	David Debenham	Cathy Ryan	Erin McIntyre
<i>February 12, 2026</i>	Erin McIntyre	David Debenham	Julee Pauling
<i>March 12, 2026</i>	Julee Pauling	Erin McIntyre	Nancy Best
<i>April 9, 2026</i>	Nancy Best	Julee Pauling	Rousseau Whiteley
<i>May 14, 2026</i>	Rousseau Whiteley	Nancy Best	Cindy Casey
<i>June 11, 2026</i>	Nancy Hazen	Rousseau Whiteley	Susan DeHaan

Appendices

Appendix A ¹	2025-09-11 Actual and Budget	Page 13-14
Appendix A ²	2025-09-11 Balance Sheet	Pages 15-17
Appendix A ³	2025-09-11 Profit and Loss by Class	Pages 18-19
Appendix B ¹	Pastoral Relations Commission minutes of June 17, 2025	Pages 20-23
Appendix B ²	Pastoral Relations Commission minutes of July 15, 2025	Pages 24-26
Appendix B ³	Pastoral Relations Commission minutes of August 19, 2025	Page 27-29
Appendix C	Queenswood Ministry Plan for Financial Assets Disposition	Page 30
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Appendix E	Convention de donation (DONS-2025-1518_Fds_ÉgliseUnieCanada_Outouais_2025-06-046)	Pages 32-37
Appendix F	2025-07-28 Riceville Franklin's Corners Cemetery - Memorandum of Understanding - Agreement Concerning the Transfer and Management of the Riceville Cemetery Property	Pages 38-42
Appendix G	By law #5 of The Church Extension Committee of the Eastern Ontario Outaouais Regional Council of The United Church of Canada	Pages 43-44

The United Church of Canada
L'Église Unie du Canada

Eastern Ontario Outaouais Regional Council
Meeting of the Executive

September 11, 2025
St. Andrew's United Church
Chalk River, ON

Appendix A¹

Eastern Ontario Outaouais Regional Council

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
Grant General Council Assessment	177,207.98	358,500.00	49.43 %
Grant Mission & Service Fund	124,871.67	180,000.00	69.37 %
Interest	1,680.63	3,000.00	56.02 %
Offerings	13,103.45		
Transfer EOORC Fund	48,350.00	48,350.00	100.00 %
Transfer Mission and Ministry Legacy Fund	29,900.00	29,900.00	100.00 %
Transfer Vision and Transformation	53,700.00	114,800.00	46.78 %
Transfer Youth Funds (Baillie/Scrivens)	43,087.05	59,500.00	72.42 %
Transfer Zion Lay Licensed Worship Leaders Fund		10,100.00	
Total Income	\$491,900.78	\$804,150.00	61.17 %
GROSS PROFIT	\$491,900.78	\$804,150.00	61.17 %
Expenses			
Administrative Expenses			
Archives	396.13	9,500.00	4.17 %
Bank Charges and Financial Services	602.69	1,500.00	40.18 %
Communications Assistant		1,400.00	
Home Office Expenses	1,025.61	4,000.00	25.64 %
Incorporated Ministries	2,700.00		
Insurance	219.78	500.00	43.96 %
IT Support from General Council	4,146.99	10,000.00	41.47 %
Sundry/Storage	600.00	600.00	100.00 %
Treasurer Honourarium and Expenses	5,656.78	11,500.00	49.19 %
Website and Annual Technology Contracts	1,838.62	4,500.00	40.86 %
Total Administrative Expenses	17,186.60	43,500.00	39.51 %
Congregational Reviews/Ministry Personnel Support/Special Projects	4,046.23	15,000.00	26.97 %
Future Through Property Legal	9,073.47		
Grants			
Candidates and RCCO		2,700.00	
Mission Support	68,500.00	101,000.00	67.82 %
Vision & Transformation	25,000.00	86,100.00	29.04 %
Youth (Baillie/Scrivens)	7,387.05	23,800.00	31.04 %
Total Grants	100,887.05	213,600.00	47.23 %
Mission & Service Fund Remittance	900.00	500.00	180.00 %
Partnership Ministries	2,100.00	4,150.00	50.60 %
Personnel			
Benefits	39,765.11	79,750.00	49.86 %
Continuing Education	171.71	4,500.00	3.82 %
Executive Minister/Assistant	29,376.98	54,800.00	53.61 %
Meetings and Hospitality	840.63	3,000.00	28.02 %
Salaries	142,096.85	302,250.00	47.01 %
Staff Retreat	2,329.96	2,000.00	116.50 %
Telephone	600.24	2,100.00	28.58 %
Travel	2,762.07	14,000.00	19.73 %
Total Personnel	217,943.55	462,400.00	47.13 %
Regional Meetings			

Eastern Ontario Outaouais Regional Council

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Executive/President Expenses	525.28	1,000.00	52.53 %
Fall Meeting		12,500.00	
General Council Commissioner Support	1,099.87		
Planning Committee		1,000.00	
Spring Meeting		50,000.00	
Planning Committee and Supplies	2,826.37		
Program and Music	13,835.49		
Site, Technology and Translation	61,193.72		
Travel	2,255.73		
Total Spring Meeting	80,111.31	50,000.00	160.22 %
Total Regional Meetings	81,736.46	64,500.00	126.72 %
Regional Programming			
Leadership Teams, Clusters, and Networks	301.31	2,000.00	15.07 %
LLWL/Ministry Personnel Events	174.07	13,000.00	1.34 %
Setting Our Sights Activities/Workshops	3,275.56	10,000.00	32.76 %
Total Regional Programming	3,750.94	25,000.00	15.00 %
Youth			
Events	951.19	5,000.00	19.02 %
Gibimishkaadimin	16.36		
Supplies	609.34	1,500.00	40.62 %
Total Youth	1,576.89	6,500.00	24.26 %
Total Expenses	\$439,201.19	\$835,150.00	52.59 %
NET OPERATING INCOME	\$52,699.59	\$ -31,000.00	-170.00 %
Other Income			
Grants - Government and Church	6,273.00		
Investment Gain/Loss	249,871.04		
Investment Purchase	217,275.00		
Property Sales	0.00		
Total Other Income	\$473,419.04	\$0.00	0.00%
Other Expenses			
Investment Redemption	38,169.50		
Investment Redemption Budget Transfer	142,650.00		
Salaries	4,446.12		
z-transfer to Equity	381,505.14		
Total Other Expenses	\$566,770.76	\$0.00	0.00%
NET OTHER INCOME	\$ -93,351.72	\$0.00	0.00%
NET INCOME	\$ -40,652.13	\$ -31,000.00	131.14 %

The United Church of Canada
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Eastern Ontario Outaouais Regional Council
Meeting of the Executive

September 11, 2025
St. Andrew's United Church
Chalk River, ON

Appendix A²

Eastern Ontario Outaouais Regional Council

Balance Sheet Comparison

As of December 31, 2025

	TOTAL		
	AS OF DEC. 31, 2025	AS OF DEC. 31, 2024 (PY)	CHANGE
Assets			
Current Assets			
Cash and Cash Equivalent			
Chequing	-126.47	215,898.80	-216,025.27
Electronic Funds Rejection	0.00	0.00	0.00
Lower Litchfield (Bank)	3,696.82	3,696.82	0.00
Savings	151,280.88	20,084.66	131,196.22
Total Cash and Cash Equivalent	\$154,851.23	\$239,680.28	\$ -84,829.05
HST Federal	0.00	0.00	0.00
HST Provincial	0.00	0.00	0.00
Investments			
Fiera Capital Investment	8,313,255.31	7,831,102.57	482,152.74
Litchfield Cemetery (GIC)	5,783.56	5,783.56	0.00
Total Investments	8,319,038.87	7,836,886.13	482,152.74
Loans			
Eglise St. Marc (Kindred Works)	326,312.74	326,312.74	0.00
Hawthorne (Kindred Works)	10,000.00	10,000.00	0.00
Orleans United (McKendry Fund/Mission & Ministry Legacy)	50,500.00	64,300.00	-13,800.00
Shortterm loans	0.00	3,961.15	-3,961.15
Burnstown	20,712.15	13,779.08	6,933.07
Total Shortterm loans	20,712.15	17,740.23	2,971.92
Total Loans	407,524.89	418,352.97	-10,828.08
Total Current Assets	\$8,881,414.99	\$8,494,919.38	\$386,495.61
Total Assets	\$8,881,414.99	\$8,494,919.38	\$386,495.61
Liabilities and Equity			
Liabilities			
Current Liabilities			
2023 Cheques	0.00	0.00	0.00
Accounts Payable	0.00	33,553.69	-33,553.69
Baillie Scrivens Grants Payable	3,030.00	5,280.00	-2,250.00
GST/HST Payable	-23,673.28	-13,979.67	-9,693.61
GST/HST Suspense	13,690.72		13,690.72
Prepaid Expenses	0.00	-6,782.09	6,782.09
Vision & Transformation Grants payable	16,200.00	32,500.00	-16,300.00
Total Current Liabilities	\$9,247.44	\$50,571.93	\$ -41,324.49
Total Liabilities	\$9,247.44	\$50,571.93	\$ -41,324.49
Equity			
Held-in-Trust			
Merrickville United	2,071.80	2,071.80	0.00
Total Held-in-Trust	2,071.80	2,071.80	0.00

Eastern Ontario Outaouais Regional Council

Balance Sheet Comparison

As of December 31, 2025

	TOTAL		
	AS OF DEC. 31, 2025	AS OF DEC. 31, 2024 (PY)	CHANGE
Investment Funds			
Communities of Faith (Held-in-Trust)			
Bethel Rideau Ferry	246,695.26	236,057.68	10,637.58
Bethel St. Andrews	586,776.61	502,107.18	84,669.43
Easton's Corners	129,255.60		129,255.60
Glencairn	186,337.73	178,302.79	8,034.94
St. Andrew's Beachburg	277,324.90	265,366.55	11,958.35
Thurso	251,754.84	240,899.08	10,855.76
Trinity - Kazabazua	68,430.81	35,796.35	32,634.46
Winchester	88,366.91	84,556.51	3,810.40
Zion Memorial	238,111.24	227,843.80	10,267.44
Total Communities of Faith (Held-in-Trust)	2,073,053.90	1,770,929.94	302,123.96
Communities of Faith (Restricted)			
Cardinal St. John's Frontline Workers	46,092.60	46,105.07	-12.47
House of Lazarus	46,092.60	46,105.07	-12.47
Rideau Hill Camp	199,992.39	200,368.62	-376.23
Zion Licensed Lay Worship Leaders Legacy	234,857.67	224,730.52	10,127.15
Total Communities of Faith (Restricted)	527,035.26	517,309.28	9,725.98
EOORC Fund	1,073,374.52	1,074,628.09	-1,253.57
Mission & Ministry Legacy Fund	677,803.42	665,044.03	12,759.39
McKendry Fund (Mission & Ministry Legacy)	50,500.00	64,300.00	-13,800.00
Total Mission & Ministry Legacy Fund	728,303.42	729,344.03	-1,040.61
Vision & Transformation	2,610,588.23	2,550,953.43	59,634.80
Youth Funds			
James E. Baillie Youth Fund	761,872.77	757,541.60	4,331.17
W.H. "Bill" Scrivens Youth Fund	576,318.00	566,793.50	9,524.50
Total Youth Funds	1,338,190.77	1,324,335.10	13,855.67
Total Investment Funds	8,350,546.10	7,967,499.87	383,046.23
Ministry Accounts			
Camp Bitobi Fund	39,600.00	47,100.00	-7,500.00
Faith and Arts Ottawa	23,622.73	23,622.73	0.00
Litchfield Cemetery	9,480.38	9,480.38	0.00
Project Footprint	4,202.10	4,202.10	0.00
Quebec Cemeteries	6,782.00	6,782.00	0.00
Sister's Stream	25,000.00	25,000.00	0.00
Student and RCCO	10,020.00	10,020.00	0.00
United Mining for Justice	32,107.89	32,107.89	0.00
YAYA Ministry - Trips	5,103.69	5,103.69	0.00
Total Ministry Accounts	155,918.79	163,418.79	-7,500.00
Mission & Ministry Retained Earnings	171,131.63	84,074.55	87,057.08
Opening Balance Equity	0.00	0.00	0.00
Retained Earnings	227,282.44	181,259.35	46,023.09

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Eastern Ontario Outaouais Regional Council

Balance Sheet Comparison As of December 31, 2025

	TOTAL		
	AS OF DEC. 31, 2025	AS OF DEC. 31, 2024 (PY)	CHANGE
Profit for the year	-34,783.21	46,023.09	-80,806.30
Total Equity	\$8,872,167.55	\$8,444,347.45	\$427,820.10
Total Liabilities and Equity	\$8,881,414.99	\$8,494,919.38	\$386,495.61

Appendix A³

Eastern Ontario Outaouais Regional Council

Profit and Loss by Class

January - December 2025

	GOVERNANCE	INVESTMENT - EOORC	MISSION AND MINISTRY	TOTAL
INCOME				
Grant General Council Assessment	237,561.08		1,852.70	\$239,413.78
Grant Mission & Service Fund			159,696.55	\$159,696.55
Interest	2,051.33			\$2,051.33
Offerings	13,102.23			\$13,102.23
Transfer EOORC Fund	24,175.00		24,175.00	\$48,350.00
Transfer Mission and Ministry Legacy Fund			29,900.00	\$29,900.00
Transfer Vision and Transformation			53,700.00	\$53,700.00
Transfer Youth Funds (Baillie/Scrivens)			46,431.51	\$46,431.51
Total Income	\$276,889.64	\$0.00	\$315,755.76	\$592,645.40
GROSS PROFIT	\$276,889.64	\$0.00	\$315,755.76	\$592,645.40
EXPENSES				
Administrative Expenses				\$0.00
Archives	396.13			\$396.13
Bank Charges and Financial Services	387.40		387.39	\$774.79
Communications Assistant	1,691.38			\$1,691.38
Home Office Expenses	557.80		1,034.77	\$1,592.57
Incorporated Ministries	3,600.00			\$3,600.00
Insurance	146.52		146.52	\$293.04
IT Support from General Council	3,908.17		2,709.06	\$6,617.23
Sundry/Storage	600.00			\$600.00
Treasurer Honourarium and Expenses	3,750.89		3,750.89	\$7,501.78
Website and Annual Technology Contracts	1,124.94		744.11	\$1,869.05
Total Administrative Expenses	16,163.23		8,772.74	\$24,935.97
Congregational Reviews/Ministry Personnel	5,046.23			\$5,046.23
Support/Special Projects				
Future Through Property Legal	9,073.47			\$9,073.47
Grants				\$0.00
Mission Support			84,500.00	\$84,500.00
Vision & Transformation			25,000.00	\$25,000.00
Youth (Baillie/Scrivens)			10,731.51	\$10,731.51
Total Grants			120,231.51	\$120,231.51
Mission & Service Fund Remittance	900.00			\$900.00
Partnership Ministries			2,100.00	\$2,100.00
Personnel				\$0.00
Benefits	33,344.28		20,293.48	\$53,637.76
Continuing Education	135.02		36.69	\$171.71
Executive Minister/Assistant	39,187.44			\$39,187.44
Meetings and Hospitality	958.70		209.97	\$1,168.67
Salaries	119,458.40		71,436.51	\$190,894.91
Staff Retreat	2,329.96			\$2,329.96
Telephone	474.02		413.95	\$887.97
Travel	1,999.28		2,268.48	\$4,267.76
Total Personnel	197,887.10		94,659.08	\$292,546.18

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Eastern Ontario Outaouais Regional Council

Profit and Loss by Class

January - December 2025

	GOVERNANCE	INVESTMENT - EOORC	MISSION AND MINISTRY	TOTAL
Regional Meetings				\$0.00
Executive/President Expenses	525.28			\$525.28
General Council Commissioner Support	1,099.87			\$1,099.87
Spring Meeting				\$0.00
Planning Committee and Supplies	3,303.44			\$3,303.44
Program and Music	15,477.78			\$15,477.78
Site, Technology and Translation	61,194.72			\$61,194.72
Travel	2,557.79			\$2,557.79
Total Spring Meeting	82,533.73			\$82,533.73
Total Regional Meetings	84,158.88			\$84,158.88
Regional Programming				\$0.00
Leadership Teams, Clusters, and Networks	400.31		741.58	\$1,141.89
LLWL/Ministry Personnel Events	174.07			\$174.07
Setting Our Sights Activities/Workshops	3,275.56			\$3,275.56
Total Regional Programming	3,849.94		741.58	\$4,591.52
Youth				\$0.00
Events			1,493.22	\$1,493.22
Gibimishkaadimin			16.36	\$16.36
Supplies			684.19	\$684.19
Total Youth			2,193.77	\$2,193.77
Total Expenses	\$317,078.85	\$0.00	\$228,698.68	\$545,777.53
OTHER INCOME				
Grants - Government and Church	11,679.00			\$11,679.00
Investment Gain/Loss		357,152.74		\$357,152.74
Investment Purchase		217,275.00		\$217,275.00
Property Sales		0.00		\$0.00
Total Other Income	\$11,679.00	\$574,427.74	\$0.00	\$586,106.74
OTHER EXPENSES				
Investment Redemption		38,169.50		\$38,169.50
Investment Redemption Budget Transfer		142,650.00		\$142,650.00
Salaries	6,273.00			\$6,273.00
z-transfer to Equity		393,608.24	87,057.08	\$480,665.32
Total Other Expenses	\$6,273.00	\$574,427.74	\$87,057.08	\$667,757.82
PROFIT	\$ -34,783.21	\$0.00	\$0.00	\$ -34,783.21

Appendix B¹

A meeting of the Pastoral Relations (PR) Commission
Tuesday, June 17, 2025.

PRESENT:

Jim Allen, Ina Bromley, Teresa Burnett-Cole, Wayne Harris (Chair), Sharon MacDonald, Karen McLean (Scribe), Micheline Montreuil, Blair Paterson, Michelle Robichaud, Don Stiles, Linda Suddaby, Whit Strong (12)

REGRETS/ABSENT: Elaine Beattie, Patsy Henry, Charlotte Hoy (3)

CALL TO ORDER, OPENING PRAYER:

Chair, Wayne Harris, called the meeting to order at 1:05 p.m. Following a quick check-in with members, Whit offered a prayer to lead us into the meeting.

CORRESPONDING MEMBER(S): None

INTERIM MOTIONS:

April 15, 2025 - Minutes

MOTION 2025-34 (S. MacDonald/P. Henry) "That the minutes of April 15, 2025 be accepted as circulated."

Profile – Britannia P.C.

MOTION 2025-35 (S. MacDonald/M. Montreuil): "That the EOORC PR Commission approves the Britannia Pastoral Charge Profile for posting on ChurchHub."

Knox P.C. (Nepean) – Sue Hutton

MOTION 2025-36 (S. MacDonald/M. Montreuil): "That the EOORC PR Commission approves the appointment of Susan Hutton (DLM) to the Knox Pastoral Charge (Nepean), 40 hours per week as Congregational Minister effective August 5, 2025 to June 30, 2028."

Rothwell P.C. – Natalie Matkovsky

MOTION 2025-37 (S. MacDonald/M. Montreuil): "That the EOORC PR Commission approves the appointment of Natalie Matkovsky (OM) to the Rothwell Pastoral Charge (Ottawa), 20 hours per week as Congregational Minister effective May 20, 2025 to October 27, 2025."

Richmond P.C. – Rachel Robinson

MOTION 2025-38 (J. Allen/C. Hoy): "That the EOORC PR Commission approves the re-appointment of Rachael Robinson (OM-R) to the Richmond Pastoral Charge, 20 hours per week as Congregational Minister effective July 1, 2025 to June 30, 2028."

[Note: All above motions had enough votes to carry the motion on May 21, 2025]

ADDITIONS/CORRECTIONS TO THE AGENDA: None

ACCEPTANCE OF MINUTES:

May 20, 2025 meeting was cancelled. Minutes of April 15, 2025 were approved by interim motion.

CORRESPONDENCE: None

REMEMBRANCES:

- Rev. Gay Smith – Feb. 26, 2025
- Rev. Ronnie Magno - May 18, 2025
- Rev. Gervais Beecher Black – May 26, 2025

MEDICAL LEAVE:

- LTD: Rev. Carolyn Insley (North Gower-Carsonby P.C.) – effective November 7, 2024.
- Molly Bell (Orleans P.C.) effective March 27, 2025.

ACKNOWLEDGED SABBATICALS:

- Kevin Moratz (OM), Beachburg P.C., February 1 to March 31, 2025 and July 2025.
- Stephanie Bates (OM), Cumberland P.C., June 1 – August 31, 2025
- Teresa Burnett-Cole (OM), Glebe-St. James P.C., June 1 – Sept. 1, 2025
- Lorrie Lowes (DM), Bells Corners P.C., July 1 – Sept. 30, 2025

SABBATICALS/COVERAGE: None

SUPERVISED MINISTRY EDUCATION (SME) site: None

CHANGE IN PASTORAL RELATIONS: None

PASTORAL CHARGE CONSTITUTIONS: None

SHARED MINISTRY AGREEMENTS: None

PROFILES:

Athens P.C.

MOTION 2025-40 (J. Allen/ L. Suddaby) “That the EOORC PR Commission approves the Athens Pastoral Charge profile for posting on ChurchHub.” **CARRIED**

Southminster P.C.

MOTION 2025-41 (B. Paterson/T. Burnett-Cole) “That the EOORC PR Commission approves the Southminster Pastoral Charge profile for posting on ChurchHub after the P.C. addresses a minor wording concern.”

CARRIED

[Abstaining: Ina Bromley]

CALLS/(RE)-APPOINTMENTS

Trinity-St. Andrew's P.C.

MOTION 2025-42(S. MacDonald/ D. Stiles) “That the EOORC PR Commission approves the call of Rev. Eric Pagé (OM) to the Trinity-St. Andrew's Pastoral Charge, 40 hours per week as Congregational Minister effective August 1, 2025.” **CARRIED**

Centenary P.C.

MOTION 2025-43 (M. Montreuil/I. Bromley) “That the EOORC PR Commission approves the re-appointment of Shelley Roberts (OM-R) to the Centenary Pastoral Charge, 13 hours per week as Congregational Minister effective September 1, 2025 to June 30, 2027.” **CARRIED**

[Abstaining: Sharon MacDonald]

Britannia P.C.

2025-22

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MOTION 2025-44 (J. Allen/B. Paterson) "That the EOORC PR Commission approves the re-appointment of Jennifer Power (OM) to the Britannia Pastoral Charge, 40 hours per week as Congregational Minister effective July 1, 2025 to October 31, 2025." **CARRIED**

Cobden-Queen's Line P.C.

MOTION 2025-45 (M. Montreuil/S. MacDonald) "That the EOORC PR Commission approves the re-appointment of Ingrid Condie Bennett (OM) to the Cobden-Queen's Line Pastoral Charge, 20 hours per week as Congregational Minister effective July 1, 2025 to June 30, 2026." **CARRIED**

St. John's P.C. (Brockville)

MOTION 2025-46 (J. Allen/M. Montreuil) "That the EOORC PR Commission approves the re-appointment of Melaney Cassidy-Wise (OM) to the St. John's Pastoral Charge (Brockville), 8 hours per week as Pastoral Care Minister effective July 1, 2025 to December 31, 2025." **CARRIED**

Russell P.C.

MOTION 2025-47 (D. Stiles/L. Suddaby) "That the EOORC PR Commission approves the appointment of Laurelle Callaghan (OM) to the Russell Pastoral Charge, 12 hours per week as Congregational Minister effective September 1, 2025 to August 31, 2026." **CARRIED**

CHANGE OF TERMS: None

SACRAMENTS/ELDERS:

Knox P.C. (Nepean)

MOTION 2025-48 (S. MacDonald/L. Suddaby) "That the EOORC PR Commission takes note of the request of the Knox Pastoral Charge (Nepean) that Susan Hutton (DLM) be licensed for the Sacraments effective August 5, 2025 for the duration of her appointment." **CARRIED**

CONGREGATIONAL DESIGNATED MINISTER (CDM): None

PASTORAL CHARGE SUPERVISORS:

PCS needed for Glasgow-Castleford and Athens

LIAISONS

Woodroffe P.C.

MOTION 2025-49 (M. Montreuil/S. MacDonald) "That the EOORC PR Commission names Andrew Love (OM) as Liaison to the Woodroffe P.C." **CARRIED**

Liaisons are still needed for Rideau Park.

Pastoral Charges not searching: (26)

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

FOLLOW-UPS FROM LIAISONS AND PCSs

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Liaisons in attendance updated the Commission regarding the Pastoral Charges they are assisting – in particular, Almonte, Harrowsmith-Verona, and Gananoque.

OTHER BUSINESS:

P.C.s not looking

Whit reported that he, Mary Royal-Duczek, and Éric Hébert-Daly are meeting to talk about the number of churches not looking for ministers and what options for ministry support might be available to them. This is all very informal at the moment.

PRC Members – Terms of Office

Wayne noted that, with this meeting, four members have completed their maximum allowed two terms (6 years) on the Commission. He thanked Ina Bromley, Charlotte Hoy, Sharon

MacDonald, and Linda Suddaby for their countless hours of service to the region as part of the Pastoral Relations Commission. Their time with us has been most appreciated and they will be missed.

LAST WORD:

Next meeting – **Tuesday, July 15, 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: Don led us in a closing prayer. The business listed on the agenda being completed, Wayne declared the meeting closed at 2:03 p.m.

2025-24

The United Church of Canada
L'Église Unie du Canada

Eastern Ontario Outaouais Regional Council
Meeting of the Executive

September 11, 2025
St. Andrew's United Church
Chalk River, ON

Appendix B²

A meeting of the Pastoral Relations (PR) Commission
Tuesday, July 15, 2025.

PRESENT:

Jim Allen, Elaine Beattie, Teresa Burnett-Cole, Patsy Henry, Karen McLean (Scribe), Micheline Montreuil, Don Stiles (Acting Chair), Whit Strong (8)

REGRETS/ABSENT: Wayne Harris (Chair), Blair Paterson, Michelle Robichaud (3)

CALL TO ORDER, OPENING PRAYER:

Acting Chair, Don Stiles, called the meeting to order at 1:04 p.m. Following a quick check-in with members, Jim led us into the meeting with prayer.

CORRESPONDING MEMBER(S): None

INTERIM MOTIONS: None

ADDITIONS/CORRECTIONS TO THE AGENDA:

Some names had been spelled incorrectly.

MOTION 2025-50 (E. Beattie/M. Montreuil) “that the agenda be accepted as corrected.”

CARRIED

ACCEPTANCE OF MINUTES:

The Rev. Gervis Black's name was misspelled under Remembrances.

MOTION 2025-51 (M. Montreuil/T. Burnett-Cole) “that the minutes of June 17, 2025 be accepted as corrected.”

CARRIED

CORRESPONDENCE: None

REMEMBRANCES: None

MEDICAL LEAVE:

- LTD: Rev. Carolyn Insley (North Gower-Carsonby P.C.) – effective November 7, 2024.
- Molly Bell (Orleans P.C.) effective March 27, 2025.

ACKNOWLEDGED SABBATICALS:

- Kevin Moratz (OM), Beachburg P.C., February 1 to March 31, 2025 and July 2025.
- Stephanie Bates (OM), Cumberland P.C., June 1 – August 31, 2025
- Teresa Burnett-Cole (OM), Glebe-St. James P.C., June 1 – Sept. 1, 2025
- Lorrie Lowes (DM), Bells Corners P.C., July 1 – Sept. 30, 2025

SABBATICALS/COVERAGE: None

SUPERVISED MINISTRY EDUCATION (SME) site: None

CHANGE IN PASTORAL RELATIONS:

Queenswood P.C.

MOTION 2025-52 (J. Allen/T. Burnett-Cole) “that the EOORC PR Commission acknowledges the disbanding of the Queenswood Pastoral Charge effective July 31, 2025.”

CARRIED

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PASTORAL CHARGE CONSTITUTIONS: None

SHARED MINISTRY AGREEMENTS: None

PROFILES: None

CALLS/(RE)-APPOINTMENTS

Almonte P.C.

MOTION 2025-53 (E. Beattie/M. Montreuil) "That the EOORC PR Commission approves the re-appointment of Heather Kinkaid (OM-R) to Almonte P.C. as Congregational Minister; 24 hours/week; July 1, 2025 – June 30, 2026."
CARRIED

Rideau Park P.C.

MOTION 2025-54 (E. Beattie/M. Montreuil) "That the EOORC PR Commission approves the re-appointment of James Baldwin (OM-R) to the Rideau Park Pastoral Charge, 40 hours/ week as Congregational Minister effective Sept. 9, 2025, to Feb. 28, 2026, with the possibility of no more than one more 6-month re-appointment, on condition of proof of progress toward call."
CARRIED

Britannia P.C.

MOTION 2025-55 (T. Burnett-Cole/J. Allen) "That the EOORC PR Commission revokes the June 17, 2025 Motion (2025-44) for the re-appointment of Jennifer Power (OM) to the Britannia Pastoral Charge."
CARRIED

CHANGE OF TERMS: None

SACRAMENTS/ELDERS: None

CONGREGATIONAL DESIGNATED MINISTER (CDM): None

PASTORAL CHARGE SUPERVISORS:

Carleton Place: Zion-Memorial P.C.

MOTION 2025-56 (J. Allen/T. Burnett-Cole) "that the PR Commission, in the absence of called/appointed ministry personnel, names Grant Dillenbeck (OM-R), EOORC member, as Pastoral Charge Supervisor to the Carleton Place: Zion-Memorial Pastoral Charge."
CARRIED

Williamstown P.C.

MOTION 2025-57 (E. Beattie/M. Montreuil) "that the EOORC PR Commission, in the absence of called/appointed ministry personnel, names Lois Gaudet, EOORC member, as Pastoral Charge

Supervisor to the Williamstown Pastoral Charge."
CARRIED

Note: PCS needed for Glasgow-Castleford and Athens

LIAISONS

Centretown P.C.

MOTION 2025-58 (T. Burnett/J. Allen) "That the EOORC PR Commission names Janet Nield (OM-R) as Liaison to the Centretown P.C."
CARRIED

Rideau Park P.C.

MOTION 2025-59 (M. Montreuil/T. Burnett-Cole) That the EOORC PR Commission names Barbara Reynolds as Liaison to the Rideau Park Pastoral Charge."
CARRIED

Pastoral Charges not searching: (26)

Addison

Augusta

Aylmer-Eardley

2025-26

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Cardinal
Clyde Forks-Tatlock
Elgin-Portland
Greenwood
Lyn: Christ
Pittston
St. John's (Brockville)
Vernon

Centenary
Delta-Toledo
Glasgow-Castleford
Harrowsmith-Verona
Mallorytown
Rideau
Templeton
Westmeath

Central Lanark
Easton's Corners
Golden Lake
Lower Gatineau Valley
Metcalf
South Mountain-Hallville
Verona-Harrowsmith

FOLLOW-UPS FROM LIAISONS AND PCSs

Liaisons in attendance updated the Commission regarding the Pastoral Charges they are assisting – in particular, Southminster and Lansdowne.

OTHER BUSINESS:

P.C.s not looking

Whit reported that he, Mary Royal-Duczek, and Éric Hébert-Daly are still trying to find a mutual time to meet to talk about the number of churches not looking for ministers and ministry support options.

Dates of Future PRC Meetings

The PRC usually meets the third Tuesday of each month. Due to various conflicts, it was agreed to change our October meeting to Tuesday, Oct. 28 and the November meeting to Nov. 25. Arrangements will be made for a meeting in Dec. if needed.

LAST WORD:

Next meeting – **Tuesday, August 19, 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: Teresa led us in a closing prayer. The business listed on the agenda being completed, Don declared the meeting closed at 2:10 p.m.

The United Church of Canada
L'Église Unie du Canada

Eastern Ontario Outaouais Regional Council
Meeting of the Executive

September 11, 2025
St. Andrew's United Church
Chalk River, ON

Appendix B³

A meeting of the Pastoral Relations (PR) Commission **Tuesday, August 19, 2025.**

PRESENT:

Jim Allen, Wayne Harris (Chair), Karen McLean (Scribe), Micheline Montreuil, Blair Paterson, Whit Strong (6)

REGRETS/ABSENT: Elaine Beattie, Teresa Burnett-Cole, Patsy Henry, Michelle Robichaud, Don Stiles (5)

CALL TO ORDER, OPENING PRAYER:

Chair, Wayne Harris, called the meeting to order at 1:13 p.m. Following a quick check-in with members, Micheline led us into the meeting with a reading "A Summer Prayer" from the book "Out of the Ordinary" by Joyce Rupp.

CORRESPONDING MEMBER(S): None

INTERIM MOTIONS: None

ADDITIONS/CORRECTIONS TO THE AGENDA:

- Request to be a SME site from Carp-Dunrobin.

ACCEPTANCE OF MINUTES:

MOTION 2025-60 (M. Montreuil/J. Allen) "that the minutes of July 15, 2025 be accepted as circulated."

CARRIED

CORRESPONDENCE:

- Request from Carp-Dunrobin to be a SME site.

REMEMBRANCES: None

MEDICAL LEAVE:

- LTD: Rev. Carolyn Insley (North Gower-Carsonby P.C.) – effective November 7, 2024.

ACKNOWLEDGED SABBATICALS:

- Stephanie Bates (OM), Cumberland P.C., June 1 – August 31, 2025
- Teresa Burnett-Cole (OM), Glebe-St. James P.C., June 1 – Sept. 1, 2025
- Lorrie Lowes (DM), Bells Corners P.C., July 1 – Sept. 30, 2025

SABBATICALS/COVERAGE: None

SUPERVISED MINISTRY EDUCATION (SME) site:

MOTION 2025-61 (B. Paterson/ M. Montreuil) "That the EOORC PR Commission recommends to the Office of Vocation that the Carp-Dunrobin Pastoral Charge be recognized as a Supervise Ministry Education (SME) site."

CARRIED

CHANGE IN PASTORAL RELATIONS: None

PASTORAL CHARGE CONSTITUTIONS: None

SHARED MINISTRY AGREEMENTS: None**PROFILES:** None**CALLS/(RE)-APPOINTMENTS:** None**CHANGE OF TERMS:** None**SACRAMENTS/ELDERS:** None**CONGREGATIONAL DESIGNATED MINISTER (CDM):** None**PASTORAL CHARGE SUPERVISORS:**

PCs needed for Glasgow-Castleford; Athens

Grace-St. Andrews P.C. (Arnprior)

MOTION 2025-62 (J. Allen/M. Montreuil) “that the PR Commission, in the absence of called/appointed ministry personnel, names Sheryl McLeod (OM), EOORC member, as Pastoral Charge Supervisor to the Grace-St. Andrew's Pastoral Charge (Arnprior).” **CARRIED**

Lansdowne P.C.

MOTION 2025-63 (B. Paterson/M. Montreuil) “that the EOORC PR Commission, in the absence of called/appointed ministry personnel, names Don Stiles, EOORC member, as Pastoral Charge Supervisor to the Lansdowne Pastoral Charge.” **CARRIED**

Athens P.C.

MOTION 2025-64 (J. Allen/M. Montreuil) “that the EOORC PR Commission, in the absence of called/appointed ministry personnel, names David Steele, EOORC member, as Pastoral Charge Supervisor to the Athens Pastoral Charge.” **CARRIED**

LIAISONS**Athens P.C.**

MOTION 2025-65 (B. Paterson/M. Montreuil) “That the EOORC PR Commission names Phyllis Dietrich as Liaison to the Athens Pastoral Charge.” **CARRIED**

Williamstown P.C.

MOTION 2025-66 (M. Montreuil/B. Paterson) That the EOORC PR Commission names Jim Allen as Liaison to the Williamstown Pastoral Charge.” **CARRIED**

Pastoral Charges not searching: (27)

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

FOLLOW-UPS FROM LIAISONS AND PCS: No reports

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OTHER BUSINESS:

Membership of PR Commission

Wayne and Jim are currently the only lay members of the Commission and that will go down to one when Wayne's term finishes at the AGM 2026. This leaves the Commission heavily weighted toward ministry. Whit will contact ministers/Pastoral Charges to see if anyone they know might be interested in the Pastoral Relations Commission's work, either EOORC member or not.

LAST WORD:

Next meeting – **Tuesday, September 16, 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: Blair led us in a closing prayer. The business listed on the agenda being completed, Wayne declared the meeting closed at 1:59 p.m.

Appendix C

Queenswood United Church (QUC) Ministry Plan for Financial Asset Disposition

Queenswood United Church transferred beneficial ownership of all of its real property to the EOORC, in accordance with a legally binding Contribution Agreement with Regional Council and UPRC for the development of the property. Legal title of the property is now held by Queenswood Commons by Kindred Works, as nominee.

EOORC is the sole beneficiary of the Regional Trust. Therefore, through the Regional Trust, EOORC will now receive the percentage of the future income from the development, minus expenses owed, that would have been received by our Trustees, if we had not needed to request that we disband as a recognized community of faith. Therefore, the net financial assets held by Queenswood United Church consist of monies remaining in the bank.

On 12 June 2025, the Queenswood United Church (QUC) Board approved the disposition of the net financial assets of the congregation according to EOORC Policy, as follows:

- 10% be remitted to the United Church of Canada for the on-going support of Indigenous Ministry.
- 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
- 10% to be remitted to the Eastern Ontario Outaouais Regional Council Transformation and Vision Fund
- 50% be remitted to the Eastern Ontario Outaouais Regional Council Mission and Ministry Legacy Fund, with no specific designations

In addition, on 12 June 2025, the QUC Board approved the disposition of the remaining 20%, which may be remitted to mission activities with which the Community of Faith has had either a historical financial commitment and/or congregational voluntary value, to a maximum of half of which is eligible for organizations not associated with the United Church of Canada, as follows:

- 10% to Centre 507 Drop In, at 507 Bank St., Ottawa ON K2P 1Z5

QUC has a long-standing relationship to Centre 507, as members of our congregation were involved in its inception in 1983. It has been a primary focus of our outreach since then, and the focus has deepened in the past 5 years. QUC has provided volunteer hours, hundreds of cans of coffee, special items at Christmas, and directed financial donations.

- 10% to Orléans-Cumberland Community Resource Centre, at 240 Centrum Blvd. Unit 105 Orléans, ON K1E 3J4

The OCCRC has been a focus of QUC giving over many decades, with regular food collections for the food bank, monetary giving at Christmas, and, since the inception of our community gardens about 10 years ago, the prime recipient of fresh produce weekly during the growing season.

Appendix D

Eastern Ontario Outaouais Regional Council Executive Indigenous Report September 2025

Indigenous Rights, Confronting Residential School Denialism, Reconciliation, and Reparation The United Church of Canada is serious about its commitment to walking in right relationship with Indigenous Peoples in Canada, and calls on all Canadians to do the same. We publicly reiterate our commitment to honouring the Calls to Action from the Truth and Reconciliation Commission (TRC), the UN Declaration on the Rights of Indigenous Peoples (UNDRIP), as well as the findings of the National Inquiry into Missing and Murdered Indigenous Women and Girls, and from the Special Interlocutor on Missing Children and Unmarked Graves and Burial Sites. The United Church recognizes its own complicity in settler colonialism. We continue to work on decolonizing our practices and institution, as we continue the journey of truth-telling, reconciliation, and making reparations. In particular, we categorically reject residential school denialism. We are at a critical time where we are working genuinely to mend and build relationships. The United Church therefore calls on Canadian society and all levels of government to:

- Undertake and continue this critical work of truth-telling, reconciliation, and reparations.
- Live into the Calls to Action from the TRC and the principles of UNDRIP.
- Address the findings from the National Inquiry into Missing and Murdered Indigenous Women and Girls.
- Address the findings from the Special Interlocutor on Missing Children and Unmarked Graves and Burial Sites.

Here is a link to the GC45 page where a PDF of the IMJ report to GC45 is available: <https://generalcouncil.ca/document/gc45-indigenous-ministries-and-justice-report-summer-2025>

The most significant proposals related to the Indigenous church are at:

<https://generalcouncil.ca/document/gc45-com07-living-right-relations-all-relationships-need-be-rooted-truth-respect> (passed)

<https://generalcouncil.ca/document/gc45-com08-land-return-national-20-all-property-sales-given-indigenous-united-church> (time did not permit this to be discussed; so it will be dealt with at a recalled GC45 meeting – date tbd)

With respect to putting a new NIC in place, in an oral report to GC45 Springwater indicated that the NIEC is holding a week-long meeting from Sept. 15, 2025 in Saskatoon with members of the Real Property and Mission & Service committees in attendance. The primary goal of that meeting is to develop a path forward to put a new NIC in place.

On an interesting note....land acknowledgements are becoming more common. We took our granddaughter Primrose on a "pirate ship" adventure here in Ottawa. Before we got on the boat the "pirates" gave a land acknowledgement and had the children shout out "Chi Meegwetch". I officiated a wedding a couple of weeks ago for two refugees from Ukraine who wanted to start their new life in Canada as a married couple. Their sponsor welcomed everyone and then gave a land acknowledgement. Finally, The Navan Fair asked me to give the land acknowledgement at the opening ceremonies. I was careful to tell everyone that I am Mohawk and not Algonquin, Anishinaabeg, and my lands are Akwesasne QC. But I'm known to the community, and wear my ribbon skirts to lead worship at church. They'd rather have someone who the community is familiar with. That's a first in the 79 years of the Fair, so I felt quite honoured and appreciated they did that.

I have once again been asked to be Pastoral Supervisor for Rothwell United Church. I am concerned with the amount of time I am called upon to offer. I am paid 20 hours a week, but between the Executive, and Supervising, my time far exceeds 20 hours.

Respectfully Submitted by Rev. Nancy Best

Appendix E



Contrat n° : Dons-2025/1518

Convention de donation

ENTRE : **BIBLIOTHÈQUE ET ARCHIVES NATIONALES DU QUÉBEC**, société d'État légalement constituée en vertu de la *Loi sur Bibliothèque et Archives nationales du Québec* (RLRQ, c. B-1.2) dont le siège social est situé au 2275, rue Holt, à Montréal (Québec) H2G 3H1, agissant par madame Marie Grégoire, présidente-directrice générale et madame Hélène Laverdure, conservatrice et directrice générale des Archives nationales, tous deux dûment autorisés,

(ci-après appelée « BAnQ »);

ET : **ÉGLISE UNIE DU CANADA. CONSEIL RÉGIONAL DE L'OUTAOUAIS ET DE L'EST DE L'ONTARIO** sise au 347, rue Richmond, Ottawa (Ontario) K2A 0E7 et agissant par **monsieur Éric Hébert-Daly**, son Ministre exécutif régional, qui se déclare dûment autorisé aux fins de la présente convention,

Courriel : easternoutaouais@united-church.ca

(ci-après appelé le « CONTRACTANT »);

ATTENDU QUE BAnQ est chargée de promouvoir la conservation et l'accessibilité des archives privées en vertu du premier alinéa de l'article 15.1 de la *Loi sur Bibliothèque et Archives nationales du Québec*;

ATTENDU QUE le CONTRACTANT souhaite donner à BAnQ des archives privées qui lui appartiennent;

Initiales des parties _____

Initiales des parties _____

Initiales des parties _____

LES PARTIES CONVIENNENT DE CE QUI SUIT :

1. OBJET DE LA CONVENTION

Par la présente convention, le CONTRACTANT fait donation irrévocable entre vifs à BAnQ, ici représentée et qui accepte, des documents du **fonds Conseil régional de l'Outaouais et de l'Est de l'Ontario. Église Unie du Canada**, ci-après appelés les « documents ».

2. DESCRIPTION DES DOCUMENTS

Les documents qui font l'objet de la présente convention sont décrits sommairement ci-après :

Documents administratifs et d'exploitation produits par les diverses paroisses de l'Église Unie situées du côté québécois de l'Outaouais se trouvant dans le territoire administré par le Conseil régional de l'Outaouais et de l'Est ontarien. Parmi ces documents, on retrouve entre autres, des registres de paroisses, des plans architecturaux, des procès-verbaux de conseils paroissiaux et des publications. Ces documents couvrent les années 1872 à 2016.

Les documents n'ont pas fait l'objet d'une vérification à la pièce par BAnQ et les parties conviennent de ne pas se tenir responsables de la présence ou de l'absence de tout document spécifique.

3. PROPRIÉTÉ MATÉRIELLE DES DOCUMENTS

Le CONTRACTANT déclare être l'unique propriétaire des documents et que ceux-ci ne sont l'objet d'aucun droit réel mobilier.

4. TRANSPORT ET TRANSFERT DE PROPRIÉTÉ DES DOCUMENTS

Le CONTRACTANT déclare qu'il transportera ou fera transporter les documents à ses frais, lorsque l'archiviste de l'Église Unie du Canada aura terminé leur traitement, jusqu'aux Archives nationales à Gatineau. En revanche, les documents actuellement conservés aux Archives nationales à Montréal seront transférés à Gatineau aux frais de BAnQ. Le transfert de propriété des documents sera effectif à la prise de

Initiales des parties _____

Initiales des parties _____

Initiales des parties _____

possession par BAnQ des documents et le CONTRACTANT reconnaît que BAnQ en sera alors la propriétaire exclusive et absolue.

5. CONSERVATION DES DOCUMENTS

BAnQ s'engage à conserver ou à faire conserver les documents dans les règles de l'art afin d'assurer leur protection et leur accessibilité.

6. TRAITEMENT DES DOCUMENTS

BAnQ déclare que le traitement des documents se fera selon ses disponibilités, compte tenu de ses ressources et dans le respect des normes et procédures archivistiques en vigueur à cet égard.

7. ACCÈS AUX DOCUMENTS

Le CONTRACTANT autorise l'accès sans restriction aux documents, selon les normes et procédures archivistiques en vigueur à cet égard, par toute personne qui en fait la demande.

Le cas échéant, le CONTRACTANT consent à la communication des renseignements personnels le concernant.

8. DROIT D'AUTEUR

8.1 Reproduction de certains documents

Sauf les documents dont les parties ont convenu d'une restriction à l'accès ou à la reproduction à l'article précédent, certains documents pourraient être reproduits conformément aux lois en vigueur, notamment la *Loi sur le droit d'auteur* (L.R.C., 1985, c. C-42).

8.2 Titulaire des droits d'auteur

Le CONTRACTANT déclare être titulaire des droits d'auteur uniquement sur les documents qu'il a produits. Par conséquent, les sous-articles suivants de la présente convention visent exclusivement ces documents.

8.3 Utilisation des documents par BAnQ à des fins non commerciales

Le CONTRACTANT octroie à BAnQ une licence de droits d'auteur lui permettant d'utiliser à des **fin**s **non**

Initiales des parties _____

Initiales des parties _____

Initiales des parties _____

commerciales, en totalité ou sous forme d'extraits ou de détails, les documents dont le CONTRACTANT est titulaire des droits d'auteur, et ce, des manières suivantes :

- a) les reproduire, sous quelque forme que ce soit, afin d'en assurer la conservation, d'en faciliter l'accès ou de les diffuser;
- b) les communiquer au public par quelque moyen que ce soit, notamment dans tous les médias actuels ou à venir, y compris les médias sociaux, à des fins reliées aux missions de BAnQ;
- c) les présenter au public lors d'une exposition;
- d) les traduire;
- e) les publier ou les adapter sous quelque forme que ce soit;
- f) les représenter ou les exécuter en public;
- g) reproduire les œuvres, sous quelque forme que ce soit, à des fins de promotion des activités reliées aux missions de BAnQ,

en toute langue et en toute version.

La présente licence est accordée à titre gratuit et elle est non exclusive, transférable et sans limites de territoire ou de temps.

Lors de l'utilisation d'un document d'une manière mentionnée au premier alinéa, BAnQ s'engage à mentionner au minimum :

- a) l'auteur du document s'il est connu, et
- b) le titre du document si celui-ci en porte un,

le tout afin de respecter les droits moraux du créateur du document.

8.4 Utilisation des documents par un usager

Le CONTRACTANT octroie à BAnQ une licence de droits d'auteur lui permettant, par l'octroi de sous-licences, d'autoriser ses usagers à utiliser **à des fins non commerciales**, en totalité ou sous forme d'extraits ou de détails, les documents dont le CONTRACTANT est titulaire des droits d'auteur, et ce, des manières suivantes :

- a) les reproduire sous quelque forme que ce soit;
- b) les communiquer au public par quelque moyen que ce soit;
- c) les présenter au public lors d'une exposition;
- d) les traduire;

Initiales des parties _____

Initiales des parties _____

Initiales des parties _____

e) les publier ou les adapter sous quelque forme que ce soit;

f) les représenter ou les exécuter en public;

en toute langue et en toute version.

La présente licence est accordée à titre gratuit et elle est non exclusive, non transférable et sans limites de territoire ou de temps.

BAnQ octroiera les sous-licences visées au premier alinéa selon les règles administratives en vigueur à cet effet.

Toutefois, le CONTRACTANT se réserve exclusivement le droit d'autoriser un usager de BAnQ à utiliser à des **fins commerciales** les documents dont le CONTRACTANT est titulaire des droits.

Pour faciliter l'application de son droit d'autorisation, le CONTRACTANT autorise BAnQ à fournir les coordonnées suivantes à toute personne qui voudrait demander une telle autorisation :

Madame Nancy Pitre

Nancy.pitre@mail.mcgill.ca

9. GARANTIES

Le CONTRACTANT garantit à BAnQ qu'il détient tous les droits et les pouvoirs lui permettant de procéder à la donation des documents de même qu'à l'octroi de la licence de droits d'auteur prévue dans la présente convention.

10. LOIS APPLICABLES ET TRIBUNAL COMPÉTENT

La présente convention est régie par les lois et règlements en vigueur au Québec et toute procédure judiciaire s'y rapportant doit être intentée dans le district judiciaire de Montréal.

11. EXEMPLAIRES AYANT VALEUR D'ORIGINAL

La présente convention peut être signée séparément à même un nombre infini d'exemplaires qui sont tous des originaux mais qui, pris collectivement, ne forment qu'un seul et même document. Chaque exemplaire peut être transmis par télécopieur ou courriel et la copie ainsi transmise a la valeur d'un original.

Initiales des parties _____

Initiales des parties _____

Initiales des parties _____

12. ENTRÉE EN VIGUEUR

La présente convention entre en vigueur le jour de sa signature par les personnes représentant BANQ.

EN FOI DE QUOI, les parties ont signé en deux (2) exemplaires aux dates et lieux indiqués ci-après.

DATES**BIBLIOTHÈQUE ET ARCHIVES
NATIONALES DU QUÉBEC,**

Le _____ 2025,

à Montréal

par Marie Grégoire,
Présidente-directrice générale

Le _____ 2025,

à Québec

Hélène Laverdure,
Conservatrice et directrice générale
des Archives nationales**DATE****LE CONTRACTANT,**

Le _____ 2025,

à Ottawa

par Éric Hébert-Daly
Ministre exécutif régional

Appendix F

Agreement Concerning the Transfer and Management of the Riceville Cemetery Property

This Agreement is made between the Trustees of the Riceville United Church and The United Church of Canada, effective as of the _____ day of December 2024 (the “**Effective Date**”).

WHEREAS:

- A) The Denominational Council is the court of The United Church of Canada (the “UCC”) that has authority to accept and authorize transfers of property into the name of the UCC;
- B) The Eastern Ontario Outaouais Regional Council (the “**Regional Council**”) has asked the Denominational Council to cause the UCC to accept the transfer of title for certain property for which it is responsible;
- C) The Trustees of the Riceville United Church (the “**Trustees**”) are the registered owners of the Riceville United Church Cemetery, also referred to as Franklin Corner's Cemetery, which is located at 4380 3849 County Road 16, Riceville, in the United Counties of Prescott and Russell United Counties, Ontario (the “**Property**”); and
- D) The Trustees agree to transfer all rights, title, and interests in the cemetery to the UCC under the terms and conditions set forth in this Agreement.

NOW THEREFORE, in consideration of the premises and covenants contained in this Agreement and for other good and valuable consideration (the receipt and sufficiency of which are hereby acknowledged), the parties agree as follows:

The Transfer of Property

- 1. The Trustees shall transfer to the UCC the property known as Franklin Corner's Cemetery (or Riceville Cemetery), and legally described as follows:

PT S1/2 LT 6 CON 13 FORMERLY THE SOUTH PLANTAGENET AS IN R11925, PT 1 46R5017; NATION MUNICIPALITY; TOWNSHIP OF PLANTAGENET
PIN 54114-0211(LT)

Responsibilities of the Denominational Council

- 2. The Denominational Council has caused the UCC to accept a transfer of title of the Property. The Denominational Council shall cause the appropriate UCC signing officers to execute and deliver all documents and take such other actions as are reasonably required for the completion of the transfer, subject to the Regional Council paying the legal costs of such transfer.
- 3. The Denominational Council shall promptly deliver to the Regional Council all notices, invoices and other correspondence relating to the Property which are sent to its offices that require payment or other actions by the Regional Council and shall, when so requested by the Regional Council, sign any documents which are required to be signed by the registered owner of a Property in order to permit the Regional Council to manage the Property and to carry out its obligations under this Agreement.

4. The Denominational Council shall arrange for the Property to be insured under the appropriate insurance policies of the UCC effective as of the date when title is transferred to it and for the liability of the Cemetery Trustees and for all parties required by leases or other contracts to be shown as additional insureds with respect to a Property to be added to the insurance coverage when required, subject to the Regional Council paying the costs of such insurance upon receipt from the Denominational Council of premium invoices. The Denominational Council shall provide or cause its insurance broker to provide to the Regional Council certificates of insurance when required by the Regional Council for its own records and/or to confirm to the Cemetery Trustees that appropriate insurance coverage is in effect.

Responsibilities of the Regional Council

5. The Regional Council shall forward to the Cemetery Trustees all notices, invoices and other correspondence relating to the Property received at its office, including any relevant insurance certificates.
6. The Regional Council shall be responsible for appointing the trustees of the Property. As of the Effective Date, the following individuals are appointed as trustees of the Riceville Cemetery (collectively referred to as "**Cemetery Trustees**"):

Catherine Clemens
John Clemens
Kenneth Wilkes

Responsibilities of the Cemetery Trustees

7. The Cemetery Trustees shall assume full responsibility for the administration, care, and management of the Property, including without limitation:
 - a. managing the Property's cemetery operations and ensuring that all activities are conducted in accordance with applicable laws and regulations;
 - b. maintaining a valid Bereavement Authority of Ontario (BAO) license;
 - c. implementation of best practices in cemetery management to ensure the highest standards of care and service for the families and communities they serve;
 - d. formulating and implementing a succession plan for identifying their successors to fill the roles of Cemetery Trustees. Names of successor trustee candidates shall be submitted to the Regional Council for approval;
 - e. acquiring and maintaining all necessary insurance coverage required for the Property's cemetery operations, including but not limited to general liability insurance, property insurance, and any additional policies necessary to protect the cemetery's assets and mitigate risks associated with its management and maintenance; and
 - e. preparing annual financial statements that outline the operations of the cemetery. These statements must be submitted to the Regional Council not less than annually.
8. The Cemetery Trustees shall assume financial responsibility for the maintenance and operations of the cemetery. Neither the Regional Council nor the UCC shall contribute any funds for its maintenance or operations.

Books and Records

9. The Cemetery Trustees shall prepare and keep proper books of account and records the Property and shall provide to the Regional Council or the Denominational Council, upon request, such information regarding the Property as the Regional Council or the Denominational Council reasonably requires in order to maintain its own financial records and to satisfy the requirements of its auditors and any governmental authorities with jurisdiction over it or the Property.

General Provisions

10. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, understandings, negotiations and discussions, whether written or oral. There are no conditions, covenants, agreements, representations, warranties or other provisions, express or implied, collateral, statutory or otherwise, relating to the subject matter hereof except as herein provided.
11. Amendment and Waiver. This Agreement may only be amended by written agreement signed by each party hereto. Any waiver of any provision of this Agreement will be effective only if it is in writing and signed by the party to be bound thereby, and only in the specific instance and for the specific purpose for which it has been given. No failure on the part of either party to exercise, and no delay in exercising, any right under this Agreement will operate as a waiver of such right. No single or partial exercise of any such right will preclude any further or other exercise of such right.
12. Severability. If any provision of this Agreement is determined to be invalid, illegal or unenforceable by an arbitrator or any court of competent jurisdiction, that provision will be severed from this Agreement, and the remaining provisions will remain in full force and effect.
13. Expenses. Except as otherwise provided in this Agreement, all costs and expenses (including the fees and disbursements of legal counsel) incurred in connection with this Agreement and the transactions contemplated by this Agreement will be paid by the party incurring those expenses.
14. Assignment and Benefit of the Agreement. Neither this Agreement nor any of the rights or obligations under this Agreement is assignable by either party without the prior written consent of the other party. Subject to that condition, this Agreement will enure to the benefit of and be binding upon the parties and their respective successors and permitted assigns.
15. Further Assurances. Each party agrees that upon the reasonable written request of the other party, at any time, it will perform all acts and execute all documents as may be necessary or desirable to effect the purpose of this Agreement or to better evidence the transactions contemplated by this Agreement, whether before or after the transfer of Property.
16. Governing Law. This Agreement is governed by and will be construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable therein.
17. Counterparts and Electronic Execution. This Agreement may be executed in any number of counterparts each of which will be deemed to be an original, and all of which taken together will be deemed to constitute one and the same instrument. This Agreement may be executed and delivered by electronic means and each of the parties may rely on such electronic execution as though it were an original hand-written signature.

[Next page is the signing page.]

The United Church of Canada
L'Église Unie du Canada

Eastern Ontario Outaouais Regional Council
Meeting of the Executive

September 11, 2025
St. Andrew's United Church
Chalk River, ON

**TRUSTEES OF THE RICEVILLE UNITED
CHURCH**

Per: _____
Name:
Title: Trustee

Per: _____
Name:
Title: Trustee

Per: _____
Name:
Title: Trustee
We have authority to bind the trustees

Eastern Ontario Outaouais Regional Council

Per: _____
Name: ●
Title: ●

Per: _____
Name: ●
Title: ●
We have authority to bind the regional
council

THE UNITED CHURCH OF CANADA

Per: _____
Name: ●
Title: ●

Per: _____
Name: ●
Title: ●
We have authority to bind the
corporation

Acknowledgement by Cemetery Trustees:

We, the undersigned, acknowledge and accept our responsibilities as Cemetery Trustees:

Catherine Clemens

Signature: _____

Date: _____

John Clemens

Signature: _____

Date: _____

Kenneth Wilkes

Signature: _____

Date: _____

Appendix G

Adopted _____

By-Law No. 5 of

The Church Extension Committee of the Eastern Ontario Outaouais Regional Council of The United Church of Canada ("Church Extension Committee"):

1. For the purposes the By-laws:
 - a) **"General Council"** means the General Council of The United Church of Canada,
 - b) **"Supervising Regional Council"** means the Eastern Ontario Outaouais Regional Council of The United Church of Canada or its successor,
 - c) **"The Manual"** means the edition of *The Manual* published by The United Church of Canada that is in effect at the relevant time and Incorporated Ministry Policy means The United Church of Canada policy that outlines the relationship between incorporated ministries and the United Church.
2. The Church Extension Committee shall adhere, at all times, to the applicable policies, standards, and regulations as they may be enacted by the General Council or its Executive from time to time.
3. The Church Extension Committee shall determine its own manner of determining its corporate membership pursuant to its By-laws, but in no case shall a majority of the members be members of the supervising regional council.
4. The majority of the directors shall be approved by the Supervising Regional Council.
5. The Executive Minister of the Supervising Regional Council or their successor shall be a corresponding member of the Church Extension Committee, and as such shall receive notices of meetings and minutes of meetings and have the right to attend all meetings in a non-voting capacity.
6. Annual reporting to the Supervising Regional Council shall include: (i) the membership of the board, (ii) the minutes of the annual meeting, (iii) financial statements *prepared according to Generally Accepted Accounting Principles and in compliance with provincial/federal corporate legislation; at minimum, includes an income statement and a balance sheet*, (iv) a insurance coverage including a Certificate of Insurance naming The United Church of Canada as Additional Insured. Insurance shall be kept in force covering fire, comprehensive liability, directors and officers, and such other insurable items in such amounts as the Supervising Regional Council may require. The United Church of Canada will be named as Additional Insured on all liability insurance policies.
7. Approval shall be obtained in advance from the Supervising Regional Council for capital fundraising initiatives and appeals affecting other parts of The United Church of Canada.
8. Indebtedness is subject to the prescribed limits as deemed appropriate by the Supervising Regional Council.
9. Any sale, transfer, mortgaging, acquisition, or leasing of land must receive the prior written consent of the Supervising Regional Council.
10. Any transfer of "major assets" to an organization outside of The United Church of Canada requires the prior written approval of the Supervising Regional Council. "Major assets" are to be defined by the Supervising Regional Council.
11. The corporation shall not, without the prior written consent of the Supervising Regional Council, initiate, or in any way engage in, proceedings that might result in the voluntary winding up of the corporation.
12. The assets of the corporation shall be vested in The United Church of Canada in the event that the corporation ceases to function or its corporate existence is terminated.
13. Approval from the Supervising Regional Council and the General Council is required for changes to Articles of Incorporation.

The United Church of Canada
L'Église Unie du Canada

Eastern Ontario Outaouais Regional Council
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14 The provisions of this paragraph may be changed or modified only with the prior written consent of the Supervising Regional council and the administrative approval of the General Council.

15. In the event of any other By-Law, the provisions of this By-Law prevails.