

**Eastern Ontario Outaouais Regional Council**  
**Meeting of the Executive**  
**Thursday, October 9, 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
Frank Emanuel	Member
Nancy Hazen	Member
Rev. Éric Hébert-Daly	Member, Executive Minister
Rev. Erin McIntyre	Member
Julee Pauling	Member
Catherine Ryan	Member
Sue Smarkala	Member
Dana Ducette	Corresponding Member, Minister, Youth and Young Adult
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**

Rousseau Whiteley	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:

- Discern how to ensure that copyright laws are upheld
- Decide on appointments of Voluntary Associate Ministers
- Decide on Board of Directors for Rideau Hill Camp of The United Church of Canada

**Call to Order** – Rev. Susan DeHaan, President calls the meeting to order at 9:02 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 led prayers for Communities of Faith.

Prayer requests for Pastoral Charges in Eastern Ontario Outaouais Regional Council are being shared through the following website. <https://www.prayercycles.ca/easternontariooutaouais>. The following Pastoral Charges are on the prayer cycle for October 2025: Elgin-Portland, Thurso, Carp-Dunrobin, Melville-Eganville. The regional council is committed to praying every month for and the Indigenous Church.

\*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** – Liz Church led the land acknowledgement and reaffirmed responsibilities for improving relationships between all peoples and work towards truth and reconciliation. Liz shared a personal devotional (Liz writes devotionals periodically) themed on Christ cleansing and healing the vessel (us) – “Lord, wash me and cleanse me and take all my sin away” - amen

**Introductions and Time for Sharing** – All are invited.

#### **Appointment of an Equity Support Person for this Meeting**

**2025-10-09\_001 MOTION** (N. Best/C. Casey) That the Eastern Ontario Outaouais Regional Council Executive appoints Rev. Frank Emanuel as Equity Support Person for this meeting. **CARRIED**

\*It was highlighted that the evaluation can be based on the Equity Score card from ECORC (neighboring regional council) <https://ecorcuccan.ca/resources/accessibility/>.

#### **Minutes of September 11, 2025**

**2025-10-09\_002 MOTION** (N. Hazen/C. Ryan) That the Eastern Ontario Outaouais Regional Council Executive accept the minutes of September 11, 2025 as circulated. **CARRIED**

#### **Agenda**

**2025-10-09\_003 MOTION** (F. Emanuel/E. McIntyre) that the Eastern Ontario Outaouais Regional Council Executive accepts the agenda as circulated. **CARRIED**

\***Order of the Day (10:30 AM) - Copyright Issues** – Rev. Alydia Smith

#### **Correspondence In**

- a) September 17, 2025, Yousef Habboub, re Request for Refugee Sponsorship Support (referred to [refugees@united-church.ca](mailto:refugees@united-church.ca));
- b) September 18, 2025, Susan Jackson, Information & Statistics Coordinator, Organizational Development and Strategy, The United Church of Canada, re regional council 2024 Statistics (*for information*) – see reference document: [2024 Statistics - Eastern Ontario Outaouais Regional Council](#);

- c) September 23, 2025, Chantal Winslow, Executive Assistant to Shannon McCarthy, Northern Spirit, Living Skies, Prairie to Pine Regional Councils, re Invitation to the 2026 Office Admin Conference (*for information*);
- d) September 24, 2025, Rev. Jacob Birch, Director of Philanthropic Partnerships – Churches, Canadian Bible Society, re Join CBS at the Ottawa Civic Prayer Breakfast (*for information*);
- e) September 26, 2025, Lindsay Glennie, Engagement and Stewardship Associate, Philanthropy, re The application for Gifts with Vision is available now (*for information*);
- f) October 7, 2025, Lindsay Glennie, Engagement and Stewardship Associate, Philanthropy, re The Gifts with Vision application closing date has been extended! (*for information*).

### Correspondence out

- g) September 26, 2025, Rev. Eric Hebert-Daly, Executive Minister, responding to Rev. Jacob Birch, Director of Philanthropic Partnerships – Churches, Canadian Bible Society, re Join CBS at the Ottawa Civic Prayer Breakfast (*for information*);
- h) October 1, 2025, Rev. Eric Hebert-Daly, Executive Minister, responding to Rev. Jacob Birch, Director of Philanthropic Partnerships – Churches, Canadian Bible Society, re Join CBS at the Ottawa Civic Prayer Breakfast (*for information*);
- i) October 2, 2025, Rev. Eric Hebert-Daly, Executive Minister, responding to Rev. Jacob Birch, Director of Philanthropic Partnerships – Churches, Canadian Bible Society, re Join CBS at the Ottawa Civic Prayer Breakfast (*for information*);

### Consent Packet

**2025-10-09\_004 MOTION** (E. McIntyre/S. Hutton) that the Eastern Ontario Outaouais Regional Council Executive:

- a) receive for information the Pastoral Relations Commission: amended and approved minutes of July 15, approved minutes of August 19 and the draft minutes of September 16, 2025;
- b) appoint 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:

<b>First Name</b>	<b>Last Name</b>	<b>Community of Faith</b>
Dianne	Cardin	Barrhaven United Church
Erin	Burns	Inverary United Church
Arlice	Schiebout	Bethel United Church

- c) take the following action(s):

#### Rideau Hill Camp of The United Church of Canada

... pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the Rideau Hill Camp of The United Church of Canada 2024-2025 Board of Directors

Debbie Banks  
Kelsey Erwin  
Alexandra Foster  
Jenni Leslie  
Kim Link

Cayleigh Milne-Keely  
Jerry Osbourne  
Rowena Pearl  
Emmitt Quartus  
Cassi Roberts  
Derrick Vandermeer  
Karen Zastera

*This is based on the draft Minutes for Annual General Meeting of November 25, 2024, the 2024 board member approval submission, contact list provided and receipt of other required documentation per the Incorporated Ministries Policy of The United Church of Canada.*

- d) Concur with the recommendation of the Future Through Property Leadership Team to authorize the trustees of the Low United Church to sign an agreement of purchase of Low United Church, 85 Martindale Road, Low, Quebec, J0X 2C0 by BWN Inc. for a sale price of \$187,000. The time frame for closing is 30 days with an ideal occupancy after October 19, 2025. The property is sold as is-where is. The exclusions from the sale include all religious artifacts.

### **CARRIED**

### **Business Arising –**

- a) **Way Forward – Towards 2035** – Rev. Mary Royal-Duczek recapped some on two events that took place recently which were themed on visioning the Church forward: over 110 people at each event. These events were attended by church leadership and evaluations have been very positive. Those in attendance appreciated the space created for dialoguing about the future of the Church. A congregational resource (Towards 2035 information packet) was circulated ahead of these meetings and Mary is making it available for any congregation wanting a copy.
- b) **Ottawa Archives** – Rev. Eric Hebert-Daly shared that archives which were intended to go to Toronto have been delayed and therefore remain at the Ottawa Archives. A future decision about archives may come back to the Executive, as original plans to store archives in Toronto may not happen as intended.
- c) **Stittsville United Church Commission** – Rev. Cindy Casey shared that the Commission is meeting with a person tomorrow to potentially fill the current vacancy at Stittsville. Rev. Shaun Yaskiw has been providing ongoing pulpit supply, and the Commission is extremely grateful for his help to the Stittsville congregation in this role.
- d) **Centretown United Church – Centre 507** – Rev. Eric Hebert-Daly shared that he has communicated with folks at Centretown United Church and was informed that many of the concerns about fire-safety are being looked at in response to recommendations from the Fire Marshall's report. Details will be forthcoming. It was suggested that Centretown United Church consider funding options (endowments, grants) to help pay for a fire alarm system. Eric will provide a written report next week following results from meeting with folks at Centretown United Church.

### **Regular Business**

1. **Finance** – Rev. Brian Cornelius, Regional Council Treasurer sent his regrets; informed that recommendations will be coming to the November 2025 Executive meeting.

2. **Pastoral Relations Commission (PRC)** – Rev. Whit Strong shared that concerns have been raised about LLWL and requests to administer the sacraments. More news to come.
- See *Pastoral Relations Commission minutes of July 15, 2025* as **Appendix A<sup>1</sup>**
  - See *Pastoral Relations Commission minutes of August 19, 2025* as **Appendix A<sup>2</sup>**
  - See *Pastoral Relations Commission minutes of September 16, 2025* as **Appendix A<sup>3</sup>**
3. **Future Through Property Leadership Team** – Rev. Mary Royal Duczek shared that the leadership team continues to work towards creating a culture shift in the way communities of faith deal with property, in particular, to involve the leadership team sooner than when coming to final decision to sell property. The General Council office has asked the Future Through Property Leadership Team to prepare a property inventory.

It was shared that there has been considerable growth of *God's Beloved*, and the West End Cluster is looking to help address needs and share resources to support this community.

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

a) **Save the Date!**

November 1<sup>st</sup>, 2025

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

March 7<sup>th</sup>, 2026

Online Winter Educational Event

May 29<sup>th</sup>, 30<sup>th</sup>, 2026

AGM

St. John's United Church, Kemptville

November 7<sup>th</sup>, 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 6<sup>th</sup>, 2027

Online Winter Educational Event

June 4<sup>th</sup>, 5<sup>th</sup>, 2027

AGM

Kanata or Glen Cairn United Church, Kanata

October 30<sup>th</sup> 2027

Fall Meeting

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

- b) **Fall Sub-Regional Gatherings** (November 1<sup>st</sup>) – Rev. Eric Hebert-Daly shared that there are 5 locations. The agenda and worship will be similar for each location. The agenda is not a business agenda (no decisions being made) – Registration is required and was circulated last week. Concern was raised about the request for legal name during registration – this may cause difficulties for those people transitioning and or others.

Locations and representatives from the Executive:

- Vankleek Hill: Rev. Erin McIntyre
- Chelsey: Julee Pauling
- Kanata: Rev. Cindy Casey, Sue Smarkala, Sue Hutton
- Pembroke: Rev. Susan DeHaan
- Perth: Cathy Ryan, Liz Church

It was shared that regional council staff are also being deployed to all locations:

- Vankleek Hill: Rev. Mary Royal-Duczek
- Chelsey: Rev. Natalie Matkovsky
- Kanata: Dana Ducette
- Pembroke: Rev. Eric Hebert-Daly
- Perth: Rev. Whit Strong

The planning team continues to meet; local arrangements is also being involved in the planning.

5. **Vision Keepers** – Rev. Mary Royal Duczek shared that the Vision Keepers will be focused on impacts of Towards 2035 report and will be considering new ways the Executive can function to better help support congregations. Currently, there are six executive members serving as Vision Keepers. At there upcoming meeting on October 22<sup>nd</sup> the Vision Keepers will be looking at information provided through the General Council office for local congregations. The first steps for the Vision Keepers will be to begin familiarizing themselves with different place in the region.

## New Business

- a) **Copyright Issues** (Order of the Day 10:30 am) – Rev. Alydia Smith, Identity and Mission Network Coordinator, highlighted the false understanding that owning a copy of a hymnbook enables free reproduction. This is false, copyright license must always be purchased for any reproduction of music, including projection. Musicians must be credited and paid for their work – many of which are members within The Untied Church of Canada. One License copyright license can be purchased for all music within the *Then Let Us Sing!* hymnbook. All songs being used must be reported (when used) in addition to purchasing a copyright license. Then Let Us Sing! (<https://thenletussing.ca/>) Gathering Worship: Resources for Worship Planning (<https://gatheringworship.ca/>) were referred to as additional resources. It was also highlighted that any reproduction of music should be exact replicas and not amendments (i.e. replacements to include inclusive language). Alydia has agreed to provide links to additional information and resources (<https://prezi.com/v/view/C3g5vc6xsFkRwgNFXNrx/>, etc.) Alydia shared that there is a Then Let Us Sing! Event happening at Orleans United Church, October 24<sup>th</sup> at 7:30 PM.

Members of the Executive discerned what may be helpful (what comes next) in response to the information that was shared. It was suggested to upload information to YouTube. It was suggested that communication be sent out to all Communities of Faith (Coff) about the necessities of respecting copyright laws. Julee Pauling will share detailed notes that were taken for Alydia's Presentation into SharePoint. It was suggested that Paul Sales can be contacted for information about the Then Let Us Sing! digital hymn resource. What can be done to help CoFs who struggle to pay for copyright license.

It was suggested that the regional council offer a one-year license subscription to all communities of faith within the regional council (suggested as a centennial anniversary gift) – which could produce up to a 30% discount. Vision & Transformation Fund may be a possible resource to find finding, but this may offset giving to other ministries. It was suggested that SOCAN be approached. It was suggested to seek solution directly form One License. A more formal proposal will come to a future meeting.

- b) **“Oh Yeah!” Quick Reminders to Communities of Faith** – Rev. Eric Hebert-Daly shared that there will be a monthly reminder circulated with updates for communities of faith (i.e., rules around email polls, how to handle cash received from offering, charitable status, rules around copyright, etc.). It was emphasized that the means of communication should be a focus for this type of information. It was reminded that folks need to give their permission to receive materials. It was suggested that a request to share information this kind of information go to church Official Boards.

**Report from the Equity Support Person** – Rev. Frank Emanuel shared that it would be helpful for folks to include their pronouns when naming themselves on Zoom. Frank will share the results for the checklist in SharePoint.

**Equity Support Person for next Meeting** – David Debenham

**Closing Prayer** – Rev. Frank Emanuel closed the meeting in prayer.

### Conclusion

The Chair declares that all the business having come before this meeting of the Executive has been duly dealt with, and that the meeting is concluded at 11:38 AM.

### Next meeting date:

- Thursday, November 13, 2025 (zoom) 9 am – noon (Sue Hutton to Chair)
- Thursday, December 11, 2025 (zoom) 9 am – noon
- Thursday, January 8, 2025 (zoom) 9 am – noon

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Rev. Susan DeHaan, President

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Rev. Eric Hebert-Daly, Executive Minister

### EOORC Executive Duty Roster

	<b>Opening Devotions / Land Acknowledgement</b>	<b>Equity Monitor</b>	<b>Closing Prayer</b>
<i>Summer</i>			
<i>November 13, 2025</i>	Frank Emanuel	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 <sup>1</sup>	Pastoral Relations Commission amended minutes of July 15, 2025	Pages 9-11
Appendix A <sup>2</sup>	Pastoral Relations Commission minutes of August 19, 2025	Pages 12-14
Appendix A <sup>3</sup>	Pastoral Relations Commission minutes of September 16, 2025	Page 15-18

Appendix A<sup>1</sup>**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**

**PASTORAL CHARGE CONSTITUTIONS:** None

2025-10

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

October 9, 2025  
Zoom Teleconference

**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 March 8, 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

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L'Église Unie du Canada

Eastern Ontario Outaouais Regional Council  
Meeting of the Executive

October 9, 2025  
Zoom Teleconference

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.

Appendix A<sup>2</sup>

**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 Supervised 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:**

PCSs 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
Metcalfe	Pittston	Rideau
Rockland	South Mountain–Hallville	St. John’s (Brockville)
Templeton	Vernon	Westmeath

**FOLLOW-UPS FROM LIAISONS AND PCSs:** No reports

2025-14

The United Church of Canada  
L'Église Unie du Canada

Eastern Ontario Outaouais Regional Council  
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Zoom Teleconference

**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 A<sup>3</sup>**A meeting of the Pastoral Relations (PR) Commission**  
**Tuesday, September 16, 2025.****PRESENT:**

Jim Allen, Elaine Beattie, Teresa Burnett-Cole, Wayne Harris (Chair), Patsy Henry, Karen McLean (Scribe), Blair Paterson, Michelle Robichaud, Don Stiles, Whit Strong (10)

**REGRETS/ABSENT:** Micheline Montreuil, (5)

**GUESTS :** Rev. Victoria Andrews (Incoming Regional Minister for Pastoral Relations) (left 1:13 p.m.)(1)

**CALL TO ORDER, OPENING PRAYER:**

Chair, Wayne Harris, called the meeting to order at 1:00 p.m. Following a quick check-in with members, Jim led us into the meeting with a prayer.

**WELCOME:** Wayne extended a special welcome to the Rev. Victoria Andrews who will replace Whit as the Regional Minister for Pastoral Relations upon his retirement at the end of 2025. They will be overlapping their time throughout the fall to help Victoria familiarize herself with the extensive duties of Pastoral Relations.

**CORRESPONDING MEMBER(S):** None

**INTERIM MOTIONS:** None

**ADDITIONS/CORRECTIONS TO THE AGENDA:**

- Other business – Add Susan Toller
- Wall St. U.C., Brockville
- Spencerville U.C. – SME site
- Calls – Woodroffe U.C.

**ACCEPTANCE OF MINUTES:**

**MOTION 2025-67** (M. Montreuil/J. Allen) “that the minutes of August 19, 2025 be accepted as circulated.”

**CARRIED**

**Note:** It was noted that an incorrect end date had been submitted for the end of the Rev. James Baldwin’s appointment at Rideau Park (see Motion 2025-54).

**MOTION 2025-68** (B. Paterson/E. Beattie) “that the end date of the appointment of James Baldwin (OM-R) at Rideau Park Pastoral Charge be amended to March 8, 2025 in the minutes of July 15, 2025 and all subsequent minutes.”

**CARRIED**

**CORRESPONDENCE:**

- Publication of Salary in Calls/Appointments (see Discussion of other business)
- Submission by Rideau Park Pastoral Charge (see Discussion of other business)

**REMEMBRANCES:** None

**MEDICAL LEAVE:**

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

**ACKNOWLEDGED SABBATICALS:**

- Lorrie Lowes (DM), Bells Corners P.C., July 1 – Sept. 30, 2025

**SABBATICALS/COVERAGE:** None

**SUPERVISED MINISTRY EDUCATION (SME) site:**

**Spencerville P.C.**

**MOTION 2025-69** (P. Henry/T. Burnett-Cole) “That the EOORC PR Commission recommends to the Office of Vocation that the Spencerville Pastoral Charge be recognized as a Supervised Ministry Education (SME) site.”

**CARRIED**

**CHANGE IN PASTORAL RELATIONS:** None

**PASTORAL CHARGE CONSTITUTIONS:** None

**SHARED MINISTRY AGREEMENTS:** None

**PROFILES:**

**Charge Pastorale Grâce P.C. (Chelsea, QC)**

**MOTION 2025-70** (M. Robichaud/J. Allen) “that the EOORC PR Commission approves the Charge Pastorale Grace Pastoral Charge profile for posting on ChurchHub.”

**CARRIED**

**CALLS/(RE)-APPOINTMENTS:**

**Britannia P.C.**

**MOTION 2025-71** (T. Burnett-Cole/D. Stiles) “that the EOORC PR Commission approves the provisional call of Frank Emanuel (Candidate) to the Britannia Pastoral Charge, 40 hours per week as Congregational Minister effective October 14, 2025.”

**CARRIED**

**Parkdale P.C.**

**MOTION 2025-72** (D. Stiles/E. Beattie) “that the EOORC PR Commission approves the call of the Rev. Dr. Bob Fillier to the Parkdale Pastoral Charge, 40 hours per week as Congregational Minister effective Dec. 1, 2025.”

**CARRIED**

**Woodroffe P.C.**

**MOTION 2025-73** (M. Robichaud/T. Burnett-Cole) “that the EOORC PR Commission approves the call of the Rev. Patricia Power to the Woodroffe Pastoral Charge, 40 hours per week as Congregational Minister effective Jan. 1, 2026.”

**CARRIED**

**Athens P.C.**

**MOTION 2025-74** (P. Henry/B. Paterson) “that the EOORC PR Commission approves the

appointment of the Rev. David Steele to the Athens Pastoral Charge, 26 hours per week as Congregational Minister effective September 1, 2025 to August 31, 2026.”

**CARRIED**

**Rothwell P.C.**

**MOTION 2025-75** (T. Burnett-Cole/P. Henry) “that the EOORC PR Commission approves the appointment of Joëlle Morgan (Candidate-SME) to the Rothwell Pastoral Charge, 40 hours per week as Congregational Minister effective October 1, 2025 to September 30, 2026.”

**CARRIED**

**Carleton Place: Zion-Memorial P.C.**

**MOTION 2025-76** (M. Robichaud/J. Allen) “that the EOORC PR Commission approves the appointment of Ken Gitiye Kiambarua (OM-Admissions) to the Carleton Place: Zion-Memorial Pastoral Charge, 40 hours per week as Congregational Minister effective January 02, 2026 to January 03, 2028.”

**CARRIED**

**Rideau Park P.C.**

**MOTION 2025-77** (B. Paterson/J. Allen) “that the EOORC PR Commission approves the re-appointment of Jim Baldwin (OM-R) to the Rideau Park Pastoral Charge, 40 hours per week as Congregational Minister effective September 8, 2025 to March 8, 2026.” **CARRIED**

**CHANGE OF TERMS:** None

**SACRAMENTS/ELDERS:****Knox P.C. (Nepean)**

**MOTION 2025-78** (M. Robichaud/E. Beattie) “that the EOORC PR Commission grants permission to Susan Hutton (DLM) to perform the Sacraments, effective Nov. 9, 2025, for the duration of her appointment to the Knox Pastoral Charge.”

**CARRIED**

**Rothwell P.C.**

**MOTION 2025-79** (D. Stiles/M. Robichaud) “that the EOORC PR Commission grants permission to Joëlle Morgan (Candidate-SME) to perform the Sacraments, effective Oct. 1, 2025, for the duration of her appointment to the Rothwell Pastoral Charge.” **CARRIED**

**CONGREGATIONAL DESIGNATED MINISTER (CDM):** None

**PASTORAL CHARGE SUPERVISORS:**

PCSs needed for Glasgow-Castleford.

**LIAISONS**

Liaisons are needed for Grace-St. Andrews (Arnprior)

**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
South Mountain-Hallville	St. John's (Brockville)	Templeton
Vernon	Westmeath	

**FOLLOW-UPS FROM LIAISONS AND PCSs:** No reports

**OTHER BUSINESS:****1. Rideau Park P.C.**

There appears to be some confusion over what the congregation wants and how they should move forward in order for it to happen. It was agreed that Whit should send an email providing a suggested time-line and also contact his current appointee to try to determine how he might fit into the process.

## **2. Wall St. P.C.**

Their minister the Rev. Dr. Kim Heath has just been elected Moderator. There is now concern over what that really means for Wall St. and how they move on in ministry at this time. Whit will arrange to have a conversation to clarify options they may wish to consider.

## **3. Susan Toller – Chelsea P.C.**

Susan has applied to Grâce, Chelsea which is her home church. How does this impact her as well as other applicants? Others have made it work. The pastoral charge should be encouraged to consider all applicants equally.

## **4. Publication of Salary in Calls/Appointments**

There has been some feedback regarding the decision to no longer publish salaries and other financial information in the PRC minutes.

### **Please note:**

If community of faith or pastoral relations meeting minutes that pertain to a call/appointment are posted online without password protection they should only include the following details to limit disclosure of personal information as per the Policy, privacy law and The Manual:

- a. name of minister being called/appointed
- b. their minister type (e.g. diaconal minister or candidate)
- c. the start date of the pastoral relationship (and end date for an appointment)
- d. fulltime or hours/week if part-time

## **5. New commission members**

Whit noted we have an abundance of ordered ministry personnel on the Commission. We need lay members to balance the team.

## **6. Covenanting Service for Susan Hutton**

Sue's Covenanting service will be held at Knox United Church (Nepean), on Sunday, November 09, 2025 at 1:00 pm.

## **7. Dates for October and November meetings**

We usually meet on the third Tuesday of the month. Please note the upcoming changes – October 28 and Nov. 25. Both meetings will be held via Zoom and will begin at 1:00 p.m.

### **LAST WORD:**

Next meeting – **Tuesday, October 28, 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 2:28 p.m.