

Regional Council Executive: Property Policy

This policy outlines the responsibilities of the Regional Council Executive with respect to property matters and the role of the Communities of Faith Commission in working with communities of faith regarding property matters.

Date Approved: April 10, 2019-	Review date by the Executive: 2020
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WHY THIS POLICY IS IMPORTANT

This policy outlines the areas of responsibility of the Regional Executive and the Communities of Faith Commission with respect to property matters.

A community of faith should consult with the Communities of Faith Commission when considering major property matters, including renovations, buying selling, etc. closing / disbanding.

All congregational property is held by the congregation's trustees. This includes land, buildings, funds and investments, and any other kind of property. The trustees hold the congregational property for the congregation as part of the United Church. They must comply with the United Church's requirements for trustees and congregational property. (*The Manual G.2.2.1*)

AUTHORITY

The Regional Council has the responsibility for all property matters.

The Regional Council is responsible for buying, selling, leasing, and renovating regional property, and distributing any proceeds within denominational guidelines. (*The Manual C.2.6 c*)

The Regional Council is responsible for co-operating with the community of faith in buying, selling, leasing, and renovating community of faith property, and distributing any proceeds within denominational policies and guidelines. (*The Manual C.2.6 a*)

The Communities of Faith Commission will support communities of faith in property matters, including amalgamations.

The Communities of Faith Commission will make recommendations to the Regional Council Executive with respect to plans of disposition of property and assets when a community of faith closes or ceases to exist. (*The Manual C.2.6.b*) and if there is surplus property following an amalgamation. (*The Manual G.1.4.5 a*)

RESPONSIBILITIES

The Manual outlines the responsibilities of the Regional Council and the executive in property matters. The Manual 2019 C.2.6 and the Manual 2019 G.2 Property

In Shining Waters, the Communities of Faith Commission is responsible for co-operating with the community of faith in buying, selling, leasing, and renovating community of faith property, and developing a plan to distribute any proceeds within denominational policies and guidelines. (*The Manual C.2.6.a*)

MAJOR RENOVATIONS

Shining Waters Region recognizes any project, all inclusive, over \$100,000 or as determined by the Communities of Faith Commission as a major renovation requiring approval from the Communities of Faith Commission. *(the Manual G.2.1.3)*

A congregation may proceed with renovations between \$50,000 and \$100,000 per project, all inclusive, with the approval of the Staff Lead for Regional and Congregation Support. The Communities of Faith Commission will develop criteria to be used in the approval.

A congregation may proceed with renovations under \$50,000 without approval of by the Communities of Faith Commission.

MAJOR ASSETS

Congregational property includes a) land; b) buildings; c) any other land rights; d) money; e) investments; f) furniture; and g) equipment. *(The Manual G.2.1.1)*

AMALGAMATIONS

During the discussions about the amalgamations, the Communities of Faith Commission will consult with the congregations on the property needs of the new amalgamated congregation. A congregation may ask its governing body to represent it in this consultation. *(The Manual 6.1.4.5)* The Communities of Faith Commission will approve the plan.

SURPLUS PROPERTY OF AMALGAMATING CONGREGATIONS

The Communities of Faith Commission may determine that some of the congregations' property will not be needed for the new amalgamated congregation. Any property that will not be needed is called "surplus property." *(The Manual G.1.4.5 a))*

The Communities of Faith Commission must make a recommendation to the Regional Council Executive since the decision may have budgetary implications for the Region.

The Regional Council is responsible for all surplus property after the amalgamation and decides how to use the surplus property for the benefit of the United Church.

CLOSURE OR DISBANDING

The Regional Executive is responsible for making decisions on the property of communities of faith remaining after the communities of faith disband or cease to exist.

Before disbanding, the congregation, working with the Communities of Faith Commission, may make a proposal to the Regional Council Executive for dealing with the congregation's *assets, d) money; e) investments; f) furniture; and g) equipment. (The Manual G.2.1.1)* which must be used for the mission of the congregation or the wider United Church. The Regional Council makes a decision on the proposal. Both must follow the requirements for dealing with congregational property. *(The Manual G.1.5.4 Property)*

The executive will receive recommendations from the Communities of Faith Commission before making a decision. The Executive will consider the recommendations of the Communities of Faith Commission in their decisions within denominational guidelines and Shining Waters policy and any budgetary implications for the Region. It is up to the Regional Council Executive to decide how to use that property for the benefit of the United Church. *(The Manual G.1.5.7)*

The Shining Waters **Distribution of Proceeds from Sale of Property Policy** states that a congregation may designate up to 10% of the funds as proposed in a plan of disposition by the community of faith and recommended by the Community of Faith Commission for the mission of the congregation or the wider United Church.