

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COORDINATING COUNCIL

July 10, 2012 – 9:30 a.m.
by Conference Call

This special called meeting of the South West Presbytery Coordinating Council was called to order at 9:30 a.m. by the Chairperson, Bryan Ransom. A quorum was declared present.

ATTENDANCE

Present: Louise Mahood, Bryan Ransom, Christine Smaller, Catherine Smith, Linda Wheler Deanna Wilson.

Regrets: Eva Breeze, Jessica McCrae, Susanne VanderLugt.

Other members of the Coordinating Council due to holiday schedules had not been able to respond to the meeting request.

WELCOME

Bryan Ransom welcomed everyone present, thanked them for agreeing to participate and opened the meeting with prayer.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom called this duly constituted meeting of the Coordinating Council of South West Presbytery to order to deal with such business as should properly come before it.

MEDIATION PROCESS WITH ST. PAUL'S UNITED CHURCH (BRAMPTON)

MOTION by Deanna Wilson / Louise Mahood
that the Coordinating Council of South West Presbytery divert the Chaplaincy funds of \$2,000 to cover the cost of Betty Pries fees for the next three months in order to provide the on-going work of mediation, conflict resolution and financial instructional support to the congregation of St Paul's United Church, Brampton.

CARRIED

MOTION by Louise Mahood / Deanna Wilson
that the Coordinating Council of South West Presbytery instruct the Pastoral Relations Commission to present a financial update as to the funds left from the \$2,000 advancement with an estimate cost for the remaining work required by Betty Pries at St. Paul's United Church (Brampton) for the month of September 2012 for funding consideration and,

that this report be presented at the September 5, 2012 Coordinating Council meeting.

CARRIED

South West Presbytery – July 10, 2012
2012/2013 - 002

CLOSING

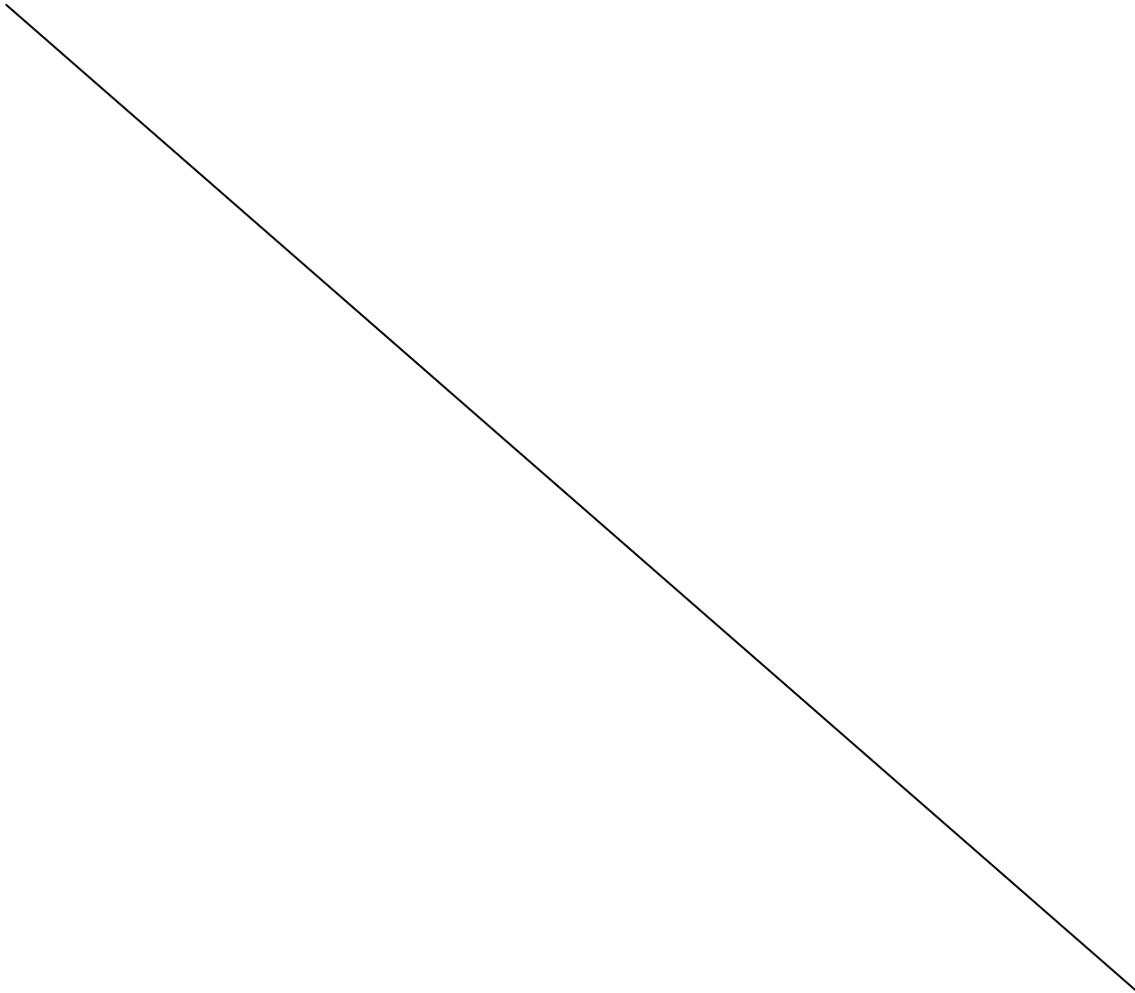
Bryan Ransom closed the meeting with a prayer.

ADJOURNMENT

MOTION by Linda Wheler / Catherine Smith
**that this meeting of the South West Presbytery Coordinating Council be adjourned
at 9:38 a.m.**

Bryan Ransom - Chairperson

Bryan Ransom – Acting Secretary



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

PASTORAL RELATIONS COMMISSION

Thursday, July 12, 2012 - 1:30 p.m.
by Conference Call

Present: David Allen (Toronto Conference Executive Secretary, acting Personnel Minister, South West Presbytery), Bob Bingham, Connie den Bok, Gail Hamblin, Don Laing, Robin Pilkey, Cindy Randall, Deanna Wilson.

Visitors: Mark Aitcheson (Minister, Islington United Church); Debbie Stephens, (Chair, Ministry and Personnel Committee, Islington United Church); Michael Shewburg (DLM. Minister of Children and Youth, Islington United Church)

Regrets: Gordon Conquergood, Sue Cowan, Don Gibson, Lori Hill.

CALL TO ORDER

The meeting was called to order at 1:35 p.m. by Chairperson Deanna Wilson.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Deanna Wilson called this duly constituted meeting of the Pastoral Relations Commission of South West Presbytery to order to deal with such business as should properly come before it.

The chair noted that there was quorum present

PRAYER

Deanna Wilson led us in prayer.

APPROVAL OF THE AGENDA

The agenda was approved as circulated by the chair. The meeting was called to deal with motions regarding ministry at Islington United Church. The guests were invited to be present for 15 minutes for questions and answers, before withdrawing to allow the Pastoral Relations Commission to conduct its business.

DOCUMENTS PROVIDED FOR THE MEETING:

- Position Description (draft) - Executive Director GO Project
- Position Categorization Process (excerpted from Congregational Designated Ministry: Policy and Procedures, United Church of Canada handbook)
- 2 appointment Forms (433) from Islington United Church re: Michael Shewburg, for an extension of the Minister of Children and Youth to August 31, 2012; and for appointment to the position as Executive Director of the GO Project

PRESENTATION OF THE ISLINGTON UNITED CHURCH REPRESENTATIVES

Rev. Mark Aitcheson, Debbie Stephens and Michael Shewburg outlined for the Pastoral Relations Commission the vision and goals of the GO Project, an outreach ministry of

Islington United Church. They spoke of how it had developed and how they expected it would evolve in the future. They indicated that the project needs the skills of a Designated Lay Minister in order to progress beyond the confines of Islington United Church to encompass the community and other churches of the United Church of Canada across the country. Moreover, they wish it to retain the relationship with Islington United Church. For these reasons they request that the GO Project be considered a ministry accountable to South West Presbytery. They were also requesting that Michael Shewburg be appointed as a Designated Lay Minister and Executive Director of the GO Project.

Rev. David Allen indicated he was wearing two hats in this meeting. In his Toronto Conference role, he indicated that only if Michael were to be appointed as a Designated Lay Minister would he be able to serve as the Conference representative to the General Council Executive for its 6 year mandate. Without that designation he would need to step down as an ordered representative to the General Council Executive.

In the absence of the Rev. Ken MacDonald, David Allen indicated that he was also providing support to the Pastoral Relations Commission in its mandate to deal with the agenda as presented.

It was also communicated that typically for a Presbytery-accountable ministry to be established, there would be a Joint Needs Assessment and position approval by the Pastoral Relations Commission.

Several questions of clarification were asked and answered.

The visitors were invited to withdraw from the meeting just after 2:00 p.m.

APPOINTMENT OF MICHAEL SHEWBURG TO ISLINGTON UNITED CHURCH

**MOTION by Cindy Randall / Connie den Bok
that the Pastoral Relations Commission of South West Presbytery concurs with the request of Islington United Church and appoint Michael Shewburg, Designated Lay Minister as the Minister to Children and Youth, from July 1, 2012 - August 31, 2012, full-time, with the following terms for category D: Salary \$36, 576 per annum, housing allowance \$32,000 per annum, basic telephone \$495 per annum, Continuing Education and Learning Amount \$1,275 per annum, and all other terms according to The Manual.**

CARRIED

After a long discussion the following motion was made.

POSITION AT ISLINGTON UNITED CHURCH CATEGORIZED FOR A CONGREGATIONAL DESIGNATED MINISTER

MOTION by Connie den Bok / Cindy Randall

that the Pastoral Relations Commission of South West Presbytery determines the draft job description for the Executive Director of the GO Project is that of a Congregational Designated Minister.

CARRIED

Rev. Deanna Wilson will convey this information to Michael Shewburg immediately with a copy to David Allen, as requested. It is the wish of the Pastoral Relation Commission members that she indicates how highly the GO Project is regarded by the members. They should be encouraged to strengthen their connection with “EDGE” and work with the National Church to further their objectives. The Presbytery is supportive of Michael Shewburg, grateful for his ministry gifts; there is no problem with hiring him to lead this project. It is the feeling of this Commission that the GO Project job description as presented is that of a Congregational Designated Minister which gives Islington United Church authority and endless creative possibilities for its growth.

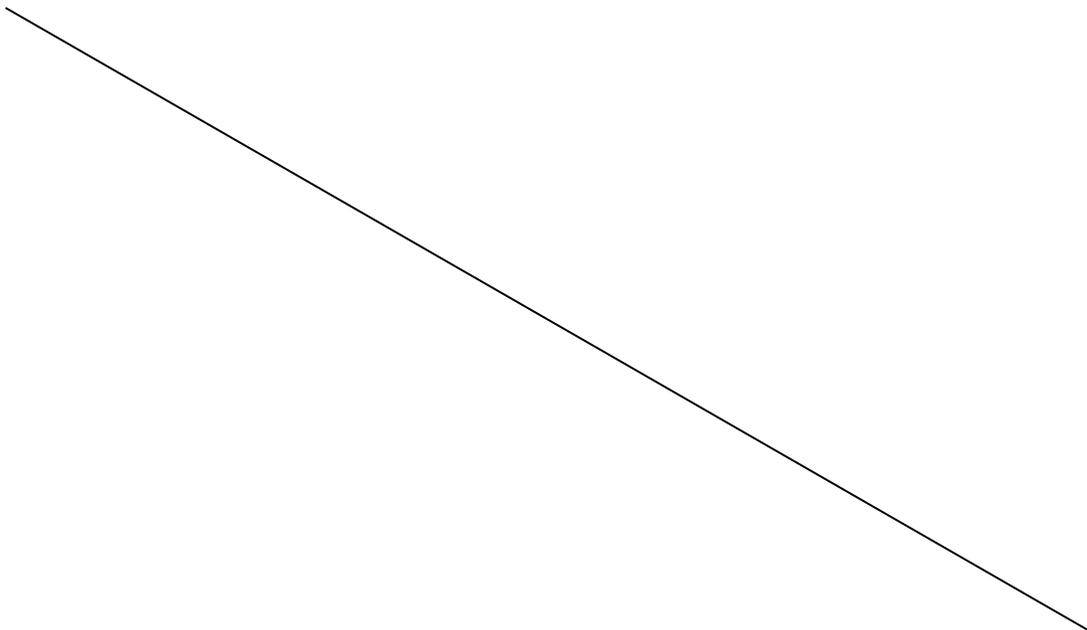
MEETING TERMINATED

MOTION by Gail Hamblin / Bob Bingham
that the Pastoral Relations Commission of South West Presbytery terminated this meeting at 3:15 p.m.

CARRIED

Rev. Deanna Wilson – Chairperson

Gail Hamblin - Secretary



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

PASTORAL RELATIONS COMMISSION

August 28, 2012 - 12:00 p.m.

at the South West Presbytery office ~ 65 Mayall Ave., Toronto

Present: Deanna Wilson, Lori Hill, Don Laing, Joanne Marriott, Gordon Conquergood, Don Gibson, Bob Bingham, Sheila Campbell, Linda Maw, Connie den Bok, Gail Hamblin, Ken MacDonald

Regrets: Sue Cowan, Cindy Randall, Robin Pilkey

CALL TO ORDER

The meeting was called to order at 12:04 p.m. by Chairperson Deanna Wilson.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Deanna Wilson called this duly constituted meeting of the Pastoral Relations Commission of South West Presbytery to order to deal with such business as should properly come before it.

The chair noted that there was quorum present.

WELCOME & OPENING DEVOTION

Ken MacDonald led the meeting in an opening devotion.

CHECK IN

Those present shared in check-in while lunch was shared. Toronto Conference Commissioner Lori Hill briefly shared items from the recent General Council 41.

APPROVAL OF AGENDA

MOTION by Gordon Conquergood / Don Laing
that the Pastoral Relations Commission of South West Presbytery adopt the agenda of today's meeting of August 28, 2012 as printed.

CARRIED

APPROVAL OF MINUTES

MOTION by Sheila Campbell / Linda Maw
that the Pastoral Relations Commission of South West Presbytery accept the Minutes of the June 19, 2012 meeting with one amendment: the housing allowance for Vivian Yarwood's appointment at Newtonbrook United Church should read \$24,505.

CARRIED

MOTION by Connie denBok / Bob Bingham

that the Pastoral Relations Commission of South West Presbytery accept the Minutes of July 12, 2012 conference call meeting.

CARRIED

CORRESPONDENCE

- Letter and email from Rev. Danny Huang requesting a change in status due to retirement as of June 30, 2012.
- Letter from St. Bartholomew's United Church requesting a Joint Needs Assessment Committee be established.
- Letter to Betty Pries regarding the work being done with St. Paul's United Church (Brampton) and the financial implications.
- Request for a change in pastoral relations from Rev. Kent Ward as of October 1, 2012.
- Various correspondences from Islington United Church regarding the GO Project Director position offered to Michael Shewburg and three topics to be reviewed at the next Pastoral Relations Commission meeting – along with a Position Profile of the Leader of Children, Youth and Young Adult Ministries.
- Pastoral Charge Supervisor report from Rev. Sheila Campbell at St. Paul's United Church (Long Branch)
- Pastoral Charge Supervisor report from Rev. Debbie Johnson at St. Paul's United Church (Brampton)
- Email from Lloyd Paul regarding the Joint Needs Assessment process at St. Bartholomew's United Church
- Email correspondence from Ross Leckie regarding possible future options at Grace United Church
- Pastoral Charge Supervisor report from Rev. Don Laing at Richview United Church.

BUSINESS ARISING

Housing Allowance Update

Bob Bingham provided a brief update on his work regarding the housing allowance and he distributed the document entitled "Ministry Compensation Report" considered at the General Council Executive, 2012. The Commission members are asked to review the document in preparation for further discussion at the next meeting. Bob Bingham and Elaine Eve will review our lists and refine them further to assist in the discussion. A question remains about whether we divide the Presbytery into (5?) sections with minimum housing allowance required in each area.

Exit Interview Update Document amendments

APPENDIX A

Linda Maw was asked to provide information regarding de-covenanting services. Two documents would be appropriate - "Celebrate God's Presence" and "Running through the Thistles". Either or both documents could be sent out, when a request for a change in pastoral relations is received. Linda Maw was asked to monitor this process. Elaine Eve will

be asked to notify Linda Maw when a change in pastoral relations is requested to ensure that these documents are sent out.

“Saying Goodbye, Saying Hello” is also a useful document to use in these situations.

Sheila Campbell will send Elaine Eve a link to ‘.docx files’ to forward to the Commission members, which will allow people to print documents using older computer programs.

APPROVAL OF EXIT INTERVIEW RESOURCE

MOTION by Connie denBok / Bob Bingham
that the Pastoral Relations Commission of South West Presbytery approve the Exit Interview document as amended.

CARRIED

Interviews to be completed

- Kent Ward – Connie denBok and Jo Ann Marriott
- Sheila Murray - Sheila Campbell and Connie denBok
- Vivian Yarwood – declined exit interview (Bob Bingham and Cindy Randall)
- Harry Oussouren – Sheila Campbell and Gail Hamblin
- Maureen McLeod-Oliver – Cindy Randall and Jo Ann Marriott

VOLUNTARY ASSOCIATE MINISTER POLICY

APPENDIX B

MOTION by Sheila Campbell / Jo Ann Marriott
that the Pastoral Relations Commission of South West Presbytery adopt the Voluntary Associate Minister Policy of South West Presbytery of Toronto Conference dated August 28, 2012

CARRIED

This policy does not apply where there is a supply minister. In this instance the VAM may be a stabilizing factor. However, it is recommended that a conversation take place regarding the role of the VAM during the supply minister’s tenure. Deanna Wilson will clarify whether the VAM status should be reviewed every year.

Implications for a team ministry when there is a request for a change in pastoral relations

This topic was referred for discussion at a later meeting.

CONGREGATIONAL UPDATES

APPENDIX C

Islington United Church

An update to the Commission members was shared and discussion followed.

APPOINTMENT OF MICHAEL SHEWBURG

MOTION by Sheila Campbell / Linda Maw

that the Pastoral Relations Commission of South West Presbytery concurs with the request of Islington United Church, and appoint Michael Shewburg, Supply Designated Lay Minister from September 1, 2012 to June 30, 2013, part time based on 20 hours per week with the following terms for Category E: Salary \$36,576.00 pro-rated per annum; Housing Allowance \$32,000.00 pro-rated per annum; Basic telephone \$495.00; Continuing Education and Learning Amount \$637.50 pro-rated per annum and all other terms according to *The Manual*.

CARRIED

The figures in this motion are to be confirmed by Elaine Eve with Debbie Stephens, Islington United Church, Ministry and Personnel Chairperson.

CATEGORIZATION OF JOB DESCRIPTION – ISLINGTON UNITED CHURCH

MOTION by Lori Hill / Connie denBok
that the Pastoral Relations Commission of South West Presbytery upon recommendation of Islington United Church approve the categorization of the job description for a Congregational Designated Minister responsible for providing Christian support and ministry as well as leadership and program planning, development, implementation and evaluation for young people and their families.

CARRIED

St. Paul's United Church (Brampton)

An update was shared with the members of the Commission regarding the on-going work being done at St. Paul's United Church in Brampton. The congregation has voted to set aside the JNAC for later use. They have asked Presbytery to appoint a minister to assist in the healing process and deal with the financial issues facing the congregation. The Pastoral Relations Commission will send them a candidate to interview. Discussion ensued as to the length of time needed to resolve these issues. For the moment the term will be for one year with the understanding that more time may be needed. This should not be seen as a quick fix solution. Funding for the continued support of the process by Betty Pries was discussed. A possibility should be explored for a sharing of expenses between St. Paul's United Church and South West Presbytery.

RECORD OF JOINT NEEDS ASSESSMENT REPORT – ST. PAUL'S UNITED CHURCH (BRAMPTON)

MOTION by Gail Hamblin / Jo Ann Marriott
that the Pastoral Relations Commission of South West Presbytery concurs with the request of St. Paul's United Church (Brampton), to hold the Joint Needs Assessment report for future reference and,

that South West Presbytery appoint a minister to assist with healing and financial challenges.

CARRIED

Uganda Martyrs United Church

**PASTORAL CHARGE SUPERVISOR APPOINTED TO UGANDA MARTYRS
UNITED CHURCH**

MOTION by Sheila Campbell / Linda Maw
that the Pastoral Relations Commission of South West Presbytery appoint Don
Gibson as the pastoral charge supervisor for Uganda Martyrs United Church.

CARRIED
Don Gibson abstaining

OMNIBUS MOTION

MOTION BY Bob Bingham / Don Laing

RECORD OF APPOINTMENT – SAE YUN LEE

that the Pastoral Relations Commission of South West Presbytery concurs with the request of High Park Korean United Church, and appoint Sae Yun Lee, Ordained Supply (non-United) from September 16, 2011 to June 30, 2012, part time based on 30 hours per week with the following terms for Category C: Salary \$26,848 pro-rated per annum; housing allowance \$18,000 pro-rated per annum; Basic telephone \$400 per annum; Continuing Education and Learning Amount \$957 pro-rated per annum and all other terms according to *The Manual*.

REVISED RECORD OF APPOINTMENT – SAE YUN LEE

that the Pastoral Relations Commission of South West Presbytery concurs with the request of High Park Korean United Church, for a change in the appointment of Sae Yun Lee, Ordained Supply (non-United) from January 1, 2012 to June 30, 2013, to full time with the following terms for Category D: Salary \$38,276 per annum; housing allowance \$24,000 per annum; Basic telephone \$400 per annum; Continuing Education and Learning Amount \$1,275 per annum and all other terms according to *The Manual*.

RECORD OF APPOINTMENT – LINDA PENNOCK

that the Pastoral Relations Commission of South West Presbytery concurs with the request of Windermere United Church, and appoint Linda Pennock, retired Diaconal Minister from September 1, 2012 to June 30, 2013, part time based on 8 hours per week with the following terms for Category F: Salary \$8,046 pro-rated per annum; housing allowance \$5,700 pro-rated per annum; Continuing Education and Learning Amount \$255 pro-rated per annum and all other terms according to *The Manual*.

RECORD OF APPOINTMENT – DAVID WINSOR

that the Pastoral Relations Commission of South West Presbytery concurs with the

request of Kingsway-Lambton United Church, and appoint David Winsor, Retired Ordained Minister, from July 1, 2012 to June 30, 2013, part-time based on 15 hours per week with following terms for Category F: Salary \$17,500 pro-rated per annum; housing allowance \$10,800 pro-rated per annum; Continuing Education and Learning Amount \$478 pro-rated per annum and all other terms according to *The Manual*.

RECORD OF APPOINTMENT – HYUNG-BOK YOON

that the Pastoral Relations Commission of South West Presbytery concurs with the request of Meadowvale Korean United Church, and appoint Hyung-Bok Yoon, Ordained Supply (non-United) Minister, from July 1, 2012 to June 30, 2013, part-time based on 20 hours per week with the following terms for Category F: Salary \$20,115 pro-rated per annum; housing allowance \$9,000 pro-rated per annum; Continuing Education and Learning Amount \$637.50 pro-rated per annum and all other terms according to *The Manual*.

REVISED RECORD OF CALL – STEPHEN FETTER

that the Pastoral Relations Commission of South West Presbytery concurs with the request of Forest Hill United Church and approve the revised call to Stephen Fetter, Ordained Minister, beginning July 1, 2012, part-time based on 28 hours per week, with the following terms for Category F: Salary \$33,581 pro-rated per annum, housing allowance \$20,580 pro-rated per annum, basic telephone \$936 per annum, Continuing Education and Learning Amount \$1,275 per annum and all other terms according to *The Manual*.

RECORD OF CALL – DOUGLAS MCLEOD

that the Pastoral Relations Commission of South West Presbytery concurs with the request of Parkdale United Church and approve the call to Douglas McLeod, Ordained Minister, beginning September 1, 2012, part-time based on 32 hours per week, with the following terms for Category F: Salary \$36,429 pro-rated per annum, housing allowance \$22,820 pro-rated per annum, basic telephone \$1,340 per annum, Continuing Education and Learning Amount \$1,040 per annum and all other terms according to *The Manual*.

RECORD OF CALL – D'THEA WEBSTER

that the Pastoral Relations Commission of South West Presbytery concurs with the request of Richview United Church and approve the call to D'thea Webster, Ordained Minister, beginning September 1, 2012, full time, with the following terms for Category A: Salary \$32,841 per annum, housing allowance \$20,000 per annum, basic telephone \$540 per annum, Continuing Education and Learning Amount \$1,275 per annum and all other terms according to *The Manual* and,

that the Pastoral Relations Commission of South West Presbytery request the transfer of Rev. D'Thea Webster from Ottawa Presbytery in Montreal and Ottawa

Conference to South West Presbytery in Toronto Conference effective September 1, 2012.

REPORT OF THE PASTORAL CHARGE SUPERVISOR – SHEILA CAMPBELL

that the Pastoral Relations Commission of South West Presbytery receive for information the pastoral charge supervisor report from Sheila Campbell at St. Paul's United Church (Long Branch).

REPORT OF THE PASTORAL CHARGE SUPERVISOR – DEBBIE JOHNSON

that the Pastoral Relations Commission of South West Presbytery receive for information the pastoral charge supervisor report from Debbie Johnson at St. Paul's United Church (Brampton).

REPORT OF THE PASTORAL CHARGE SUPERVISOR - DON LAING

that the Pastoral Relations Commission of South West Presbytery receive for information the pastoral charge supervisor report from Don Laing at Richview United Church.

RETAINED ON THE ROLL – CHERI DINOVO

that the Pastoral Relations Commission of South West Presbytery concurs with the request of Cheri DiNovo of the Order of Ministry to be Retained on the Roll of Presbytery for the Pastoral Year, July 1, 2012 to June 30, 2013 for the reason of other employment.

RETAINED ON THE ROLL – SU WON HONG

that the Pastoral Relations Commission of South West Presbytery concurs with the request of Su Won Hong of the Order of Ministry to be Retained on the Roll of Presbytery for the Pastoral Year, July 1, 2012 to June 30, 2013 for the reason of being in search of a call or appointment.

RECORD OF TRANSFER – JENNIFER MOUNTAIN

that the Pastoral Relations Commission of South West Presbytery transfer Jennifer Mountain, Ordained Minister, from South West Presbytery in Toronto Conference to Bruce Presbytery in Hamilton Conference effective July 1, 2012.

REQUEST FOR A CHANGE IN STATUS – DANNY HUANG

that the Pastoral Relations Commission of South West Presbytery accept the request for retirement of Danny Huang, Ordained Minister.

JOINT NEEDS ASSESSMENT COMMITTEE – ST. BARTHOLOMEW'S UNITED CHURCH

that the Pastoral Relations Commission of South West Presbytery establish a Joint Needs Assessment Committee at St. Bartholomew's United Church effective immediately and,

appoint Rev. Lloyd Paul as the ordered Presbytery representative and Gary Walker from Mayfield United Church as the lay representative.

JOINT SEARCH COMMITTEE – DAVENPORT PERTH COMMUNITY CHURCH

that the Pastoral Relations Commission of South West Presbytery appoint Linda Pennock as the Ordered Representative to the Joint Search Committee of Davenport Perth Community Church.

OMNIBUS MOTION CARRIED

Connie denBok and Bob Bingham abstained.

It was noted that Rev. Lori Hill will be appointed as a mentor to D’thea Webster at Richview United Church.

APPOINTMENT OF A PASTORAL CHARGE SUPERVISOR – DAVENPORT PERTH COMMUNITY CHURCH

MOTION by Sheila Campbell / Gail Hamblin that the Pastoral Relations Commission of South West Presbytery appoint Bob Bingham as the Pastoral Charge Supervisor of Davenport Perth Community Church, effective July 1, 2012, until the completion of the Joint Search Committee process.

CARRIED

Bob Bingham abstaining

NEW BUSINESS

Discussion took place regarding a review/ workshop for Presbytery representatives to Joint Search Committees.

This workshop should be held at a time when there are more churches moving into the search mode. One area where Search Committees need assistance is the importance of responding to unsuccessful candidates in a timely manner.

HELPFUL TIPS

APPENDIX D

MOTION by Linda Maw / Sheila Campbell that the Pastoral Relations Commission of South West Presbytery adopt the “Helpful Tips” publication and,

that this document along with the Joint Needs Assessment Handbook be distributed to the appointed Presbytery representatives to share with all Joint Needs Assessment Committees.

CARRIED

**Need Pastoral Charge Supervisor report from:
Philip Rodgers (Parkdale United Church)**

South West Presbytery – August 28, 2012
2012/2013 – 014

Bidding farewell to Ken MacDonald - Deanna Wilson and the Commission expressed their thanks for the invaluable service that Ken MacDonald has provided to the Commission during his tenure. It has been a time of transition and change in the Presbytery and Ken has provided a calm and hopeful manner as well as faithful support in carrying out our mandate. Ken is moving back into pastoral ministry.

NEXT MEETING

The next meeting will be a combined meeting with Pastoral Oversight on September 18, 2012 at 2:30 p.m. at Forest Grove United Church.

A list was sent around for people to volunteer to provide the devotion for each meeting.

CLOSING PRAYER -

A closing prayer was offered by Deanna Wilson.

TERMINATION

MOTION by Connie denBok / Gail Hamblin
that this meeting of the South West Presbytery Pastoral Relations Commission be terminated at 4:09 p.m.

CARRIED

Deanna Wilson
Chairperson

Gail Hamblin
Secretary

*** NOTE – UPCOMING MEETINGS**

October 16, 2012 – 12:00 p.m.

November 20, 2012 – 2:30 p.m. with Pastoral Oversight

December 11, 2012 – 12:00 p.m.

January 15, 2013 – 12:00 p.m. with Pastoral Oversight

February 19, 2013 – 12:00 p.m.

March 19, 2013 – 12:00 p.m. with Pastoral Oversight

April 16, 2013 – 2:30 p.m.

May 21, 2013 – 12:00 p.m. with Pastoral Oversight

June 18, 2013 – 2:30 p.m.

APPENDIX A

PASTORAL RELATIONS EXIT INTERVIEWS PURPOSE AND PREPARATION

John 15:4--5a “Abide in me as I abide in you. Just as the branch cannot bear fruit by itself unless it abides in the vine, neither can you unless you abide in me. I am the vine, you are the branches.”

WHY DO WE CONDUCT EXIT INTERVIEWS?

The first purpose in conducting the interview is to provide pastoral support to the person who is leaving. In doing so we recognize that, with respect to the person being interviewed, pastoral concerns may emerge out of what is shared.

We also conduct interviews so that the Pastoral Relations Commission can keep apprised of the climate in the pastoral charges and have an opportunity to hear perspectives and experiences that may be helpful in determining future ministry in those places.

In addition, within South West Presbytery as a whole, our purpose in conducting the interview is to foster good communication, to model appropriate care for one another, and to promote and support healthy leave-taking.

With these purposes in mind, we will ensure that the timing and location of interviews takes place in such a way that confidentiality can be honoured. There is a presumption of confidentiality; the interviewers agree not to share anything coming out of the interview unless permission is specifically given by the person interviewed.

At the same time, a frank sharing with the Ministry and Personnel Committee and the Joint Needs Assessment Committee of any outstanding issues is encouraged.

WHOM DO WE INTERVIEW?

We offer to interview anyone who has been in a call, as well as anyone who has been in an appointment for one year or more. We will also interview any person in ministry who is leaving for reasons which the Pastoral Relations Commission feels should be explored further.

WHEN SHOULD THE INTERVIEW TAKE PLACE?

The ideal time for the interview would be during the last month in the pastoral charge, but anytime between the times the request is made for a change in pastoral relations and the date of departure would be acceptable.

HOW DOES THE INTERVIEW TAKE PLACE?

Teams of two would conduct the interviews and would arrange time and space so that confidentiality can be honoured. A designated coordinator (not one of the two people on the team) would be the first to contact the person to be interviewed to inquire if they

are comfortable with the two individuals on the team. The team would then contact the person to be interviewed to arrange the specifics.

TRAINING FOR TEAMS

It is suggested that training for the teams be done in conjunction with Presbytery ministry staff.

TEAMS

The teams of two would be made up of individuals who sit on the Pastoral Relations Commission or on the Pastoral Oversight Committee. In order to facilitate good communication, Exit Interview discussions and feedback would only take place when the two commissions were meeting together.

SUGGESTED QUESTIONS:

What are the joys and celebrations emerging out of the time shared in ministry?

What are the disappointments, frustrations, sorrows?

What are the learning's that have been meaningful for you in your time here?

Is there any baggage that you are taking with you? How might you leave that behind?

How did you mark the end of your time in ministry with this community? Were there rituals around ending that were helpful for you? If not, is there anything you need to do now in order to leave well, to leave in peace?

Do you have any words of wisdom for your successor?

What else do you want to share?

FURTHER QUESTIONS RE HEALTHY LEAVE-TAKING

How do you feel about leaving this pastoral charge at this time? Is there any unfinished business? If so, how do you plan to deal with that?

Do you anticipate any particular difficulties or challenges in this time of departure?

What support systems do you have in place for yourself?

Where will you worship?

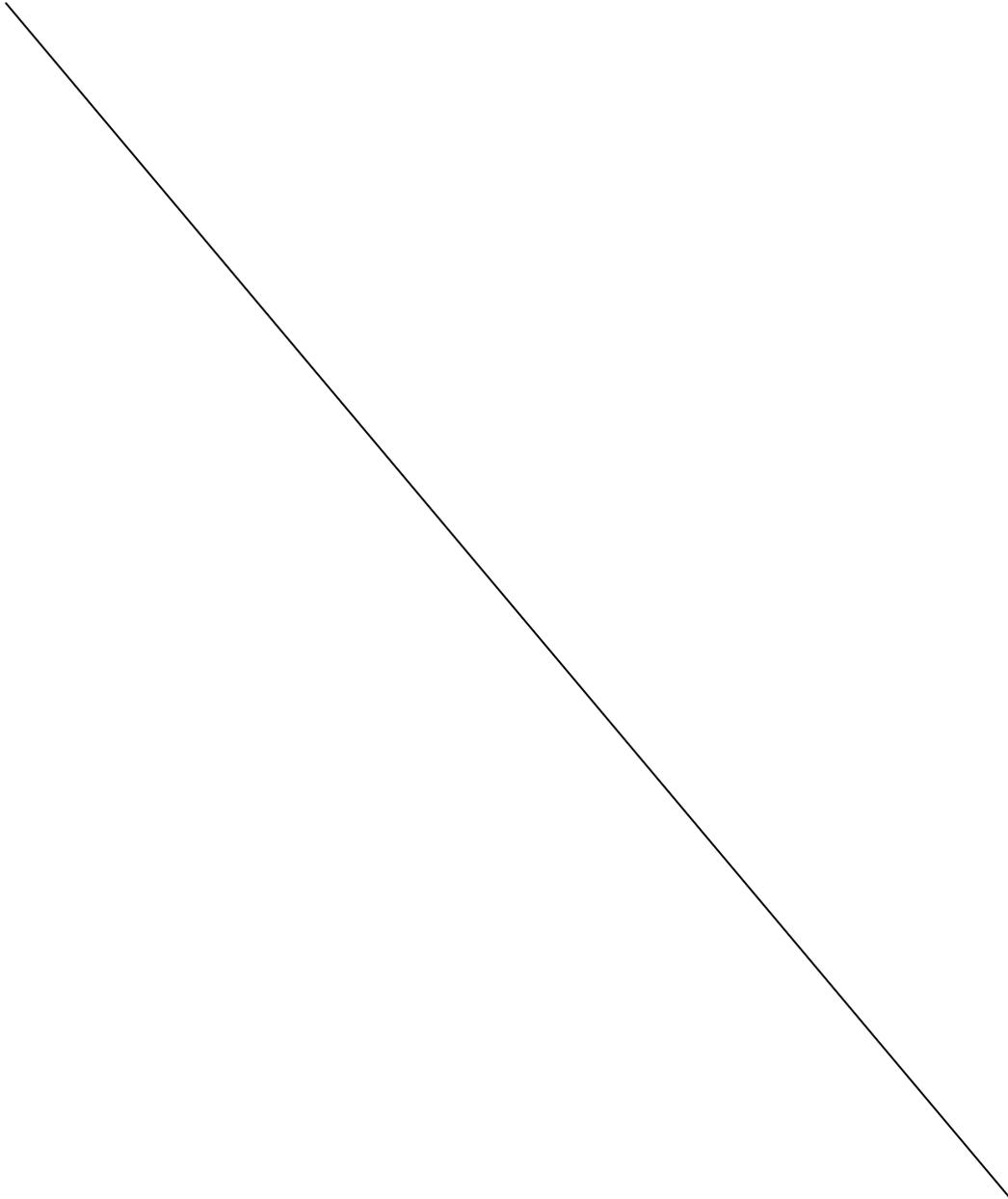
How will you deal with any feelings of grief that you may have? What resources exist to help you deal with your grief?

How can you help the congregation deal with their grief? What resources exist to help them deal with grief?

How can you help yourself and the congregation end this pastoral relationship in a healthy way?

How can you best support the new minister and help the congregation to move on and embrace her/his ministry?

**Are there any situations in which you anticipate boundary issues arising?
How will you respond if a former congregant asks you to officiate at a baptism, wedding, or funeral, or turns to you for pastoral care? Are you planning on attending any congregational events (eg. dinners, social times)?**



APPENDIX B

VOLUNTARY ASSOCIATE MINISTER (VAM) POLICY **SOUTH WEST PRESBYTERY of TORONTO CONFERENCE**

Ministry Personnel in the category of Non-settled Ordained or Diaconal Minister, Retired Ordained Minister, Retired Diaconal Minister and Retired Designated Lay Minister (recognized) may apply to be a Voluntary Associate Minister.

Marriage officiates may be registered for permanent licenses if they are Ministry Personnel or retired Designated Lay Minister's (DLM) in relationship with a Pastoral Charge as a Voluntary Associate Minister. (2011). [Toronto Conference Policy Governance handbook 2011 – Update May 17, 2012 – Marriage officiate registration policy]

A Voluntary Associate Minister must be in good standing. Good standing refers to having a current Vulnerable Police Records Check, current Racial Justice training and current Sexual Abuse and Harassment Policy training.

South West Presbytery recommends a lapse of at least three years before the Voluntary Associate Minister returns to their former charge.

Presbytery shall review these appointments annually to ensure that ministry personnel who have moved from the congregational area, or who have ceased to be willing or able to fulfill the pastoral responsibility be removed from the list. Also, whenever there is a change in a pastoral relationship within a Pastoral Charge the Voluntary Associate Minister must reapply for their status. The new minister has the option to approve or not approve the re-appointment of a Voluntary Associate Minister at the pastoral charge level. The VAM status will lapse within three months if a new VAM form has not been received. Exceptions may be made in special circumstances; the new minister has authority to extend invitations as appropriate.

Voluntary Associate Ministers are members of the Presbytery and not of the congregation with which they are associated. Volunteer Associate Status shall be seen as equivalent to any appointment in terms of membership and discipline (Manual 11 a), b)).

The VAM form is found on the Toronto Conference web site. It requires filling in completely, including the signatures of the Pastoral Charge Secretary of the Board/Session (or equivalent), the called or appointed Ministry Personnel, and the Voluntary Associate Minister. An outline of the job description should accompany the form.

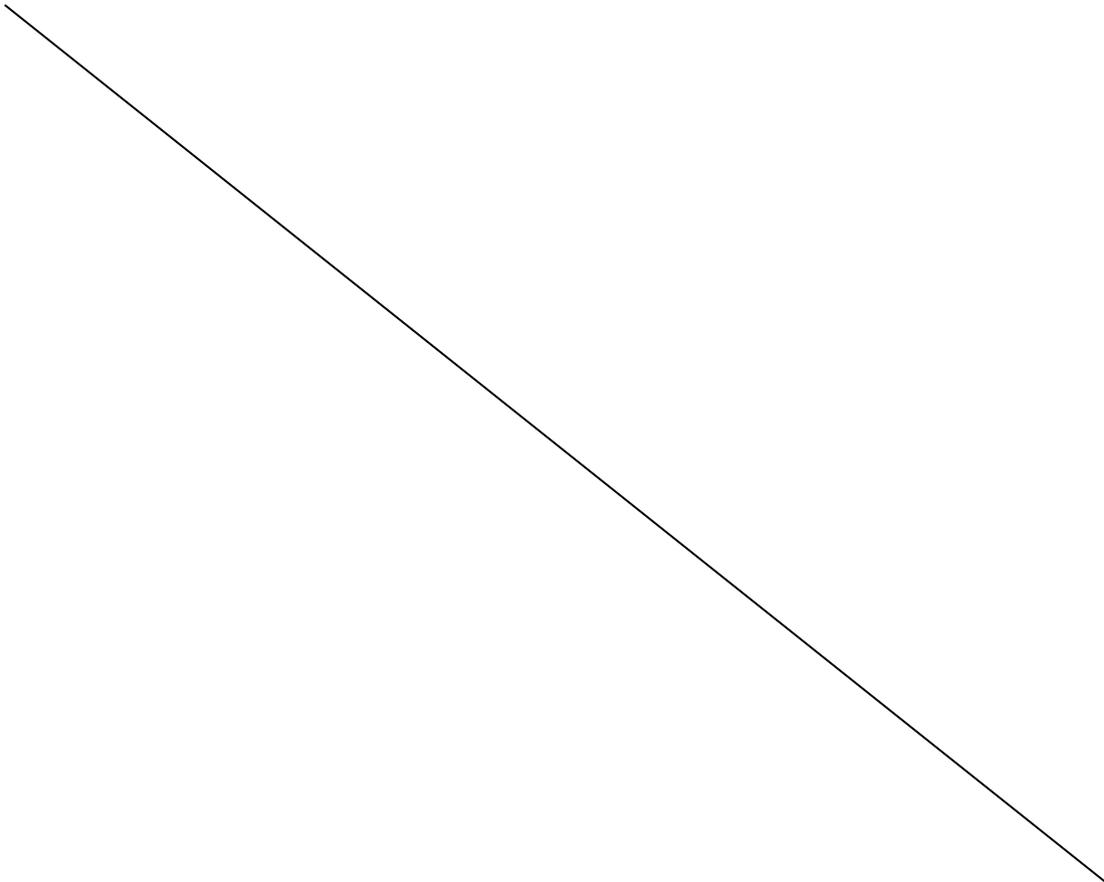
As stated on the Voluntary Associate Minister (VAM) Appointment Form for use within Toronto Conference: **“By signing the Voluntary Associate Minister form the VAM and other parties are agreeing to the following:**

- **Pastoral functions performed come under the oversight and discipline of South West Presbytery.**
- **Voluntary Associate Minister named in the agreement may receive honoraria for weddings or funerals and for presiding and/or preaching in regular worship;**

- however, there is no expectation of honoraria, stipend, or travel allowance from the Pastoral Charge to which they are accountable.**
- **All United Church of Canada Ministry Personnel who are performing marriages will be visibly related to a Congregation or Presbytery-Recognized Ministry.**
 - **All marriages will be registered in record books that remain the property of an ongoing Congregation or Presbytery-Recognized Ministry.”**

Forward the completed form to the South West Presbytery office. The Administrative Assistant will then forward the material to the Pastoral Relations Commission for consideration and action.

Once the request has been approved and the Presbytery Secretary has signed the form, South West Presbytery will retain a copy and provide one to the Pastoral Charge Secretary or Board/Session (or equivalent), the called or appointed Ministry Personnel, and the Voluntary Associate Minister. If the request is not approved, South West Presbytery will contact all parties.



APPENDIX C

CONGREGATIONAL UPDATES

DATE (updated on) June 19, 2012

CHURCHES NEEDING A JOINT NEEDS ASSESSMENT

CHURCH	ORD.OF MINISTRY REP	LAY REP	Supervisor? Y/N Name	PROGRESS REPORT	COMPLETED	NOTES
Islington	Connie den Bok	Gail Hamblin		Have had three meetings		Have ideas for an interim supply person to cover until June 2013
North Bramalea	Sue Cowan	Mary Sarginson		Progress slow and sure; all is in order		‘Survey monkey’ and hard copy JNAC survey done. Meeting March 20, 2012 to tally results. It will be a challenge for them to determine what they actually need: they have many volunteers! Moving along appropriately.
St Paul’s Brampton	Deanna Wilson	Gail Hamblin	Supervisor Debbie Johnson.	Kent Ward has returned from a sabbatical and asked for a change in pastoral relations as of September 30, 2012		JNA report is complete The Mediation Report by Betty Pries is complete. Both reports have been reviewed by Council and will be presented to the congregation on June 24 th . The Council has made alternative recommendations to be considered by the congregation.
Westminster	Norm Greene	Paul Cook		They are currently assessing their future		Robin Pilkey and Ken MacDonald focusing on M & P issues with the congregation. JNAC resuming. Some reaching out to Central as a possibility in their future.

CHURCHES NEEDING A JOINT SEARCH

CHURCH	ORD. OF MINISTRY REP	Second REP	Supervisor? Y / N Name	IN PROGRESS	COMPLETED	NOTES
Davenport Perth	Needs a rep	Bob Bingham	Supervisor needed.	John Perigoe completes his appointment on June 30th		Looking for level B.C. OR D for 27 hours per week.

South West Presbytery – August 28, 2012
2012/2013 – 021

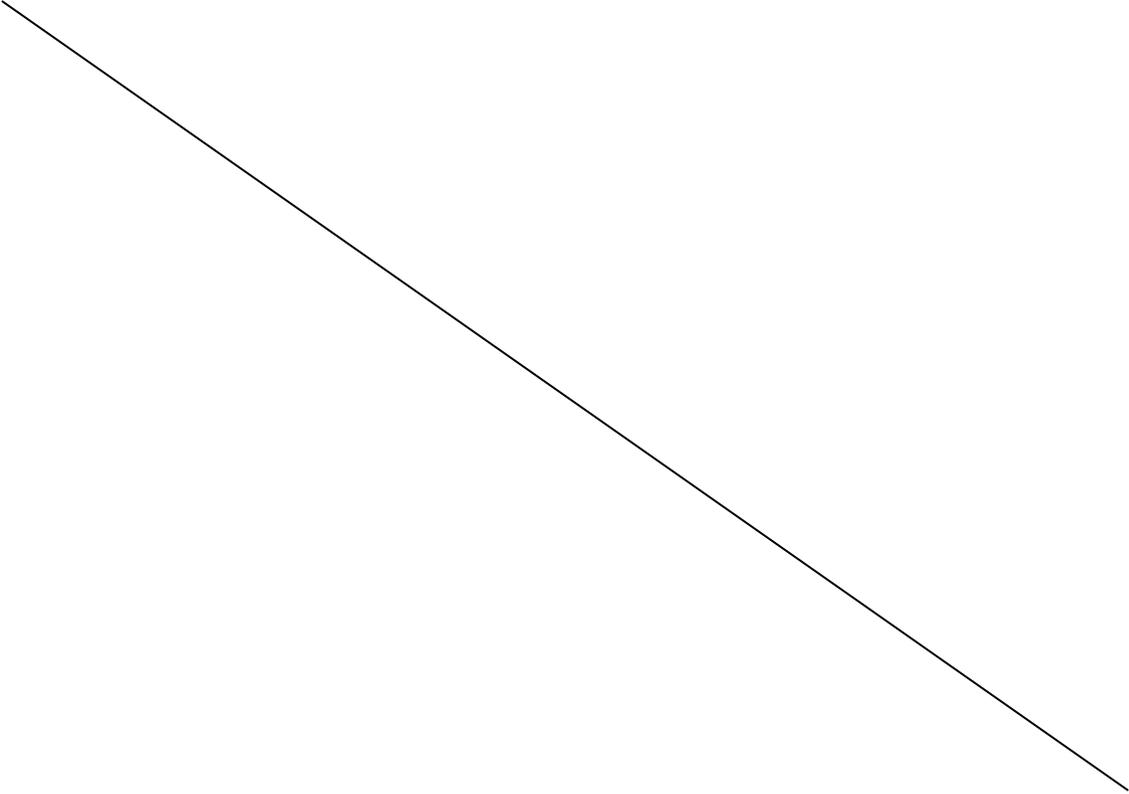
High Park Korean	Lutia Lausane	Alan Petrie	Ken MacDonald Lutia Lausane (VAM)	Sae Yun Lee currently has been cleared for admission. Conference Interview in the fall of 2012.		Sae Yun Lee (Joe) currently in place. Appointment to begin in May or June. Ken Mac Donald to follow up.
Parkdale	Lori Hill	Norm Dundas	Philip Rodgers will supervise in May and June. Need supervisor July/August.	JSC established for 4/5 time ministry personnel		Congregational meeting on July 8, 2012 to announce a call starting Sept. 1, 2012.
Richview	Sheila Campbell	Paul Cook	Don Laing appointed as supervisor.			Have had a good response and will start interviewing shortly.
Royal York Road	Lori Hill	Robin Pilkey	Lori Hill for 6 weeks	Rev. Lillian Perigoe (appointment) to start on Aug 15, 2012		Have had a first meeting on June 13

OTHER

Church	ORDER OF MINISTRY REP	LAY REP	SUPERVISOR? Y/N NAME	PROGRESS REPORT	COMPLETED	NOTES
Asbury and West	Sheila Campbell (Transition team)	Steve Lee (Transition team)	Darren Liepold is Interim minister	Meeting on June 20th		Darren Liepold provided an encouraging 6 month report. Will return in September April 15, 2012 Covenanting service took place during regular worship at celebration of 200 th Anniversary of A and S.
Fairbank			Linda Maw is appointed Pastoral Charge Supervisor.			Pastoral charge now hiring a new organist. Ken to pursue the appointment of a mentor for Lionel Ketola.
Ghana Calvary Methodist			David Allen -Supervisor from July 2011 to continue to June 30, 2013. We will ask			Church Leaders are continued to look at plans for building a manse.

South West Presbytery – August 28, 2012 2012/2013 – 022						
			David to supply a written report.			
Immanuel Toronto Korean	Sarah Yoon Doug Varey		Sarah Yoon had a very positive ministry role at ITKUC through this process	March 18/12 congregation approved call to Rev. Sung Min Jung.		Covenanting service to take place.
Meadowvale Korean			Ken MacDonald looking for a supervisor.	Now on ADP		Appointment of Hyung-Bok (Happy) Yoon pending. Current appointment will be approved once ADP status is clear.
Mount Dennis	Cindy Randall		Cindy Randall to continue as Supervisor	Cong. now worshipping with Central UC Mount Dennis still needs pastoral care for their members. Ken to seek supply for a few hours/week		Bldg. has sold. Money held in escrow. Looking at disbanding and integrate with Central, perhaps Fall 2012. Tying up loose ends. Will decide where funds will go.
Newtonbrook / Northminster	James Lepard (Amalgamation/ Implementation team)	Cindy Cooper (Amalgamation/ Implementation team)		Darren Liepold covering for Irene Ty during her sabbatical		Amalgamation conversation going well. Vivian Yarwood appointed for interim period.
Onnuri Korean			Ken MacDonald as supervisor	English ministry will require a half time appointment. They are delayed in assessment; need to be on ADP interviewing		Congregational meeting April 15, extending a call to Rev. Kim (Hamilton) who needs admission. .Sunday June 24 th service to celebrate his call.
St. Paul's Long Branch	Sheila Campbell	Peggy Moore	Sheila Campbell to supervise until June 30 th .	Henry Poutiainen appointed as student supply until June 30/12. Provisional call for July /12		Covenanting service needed in the Fall.
Taiwanese						Covenanting service June 17 for Samson Hsu went well.

				South West Presbytery – August 28, 2012 2012/2013 – 023		
Windermere				Alexa Gilmour appointed Aug 1 for Full time. Linda Pennock appointed March to June, 2012, retained 8 to 10 hours ongoing. Expect full-time (re)appointment of Alexa to begin July 1, 2012. Form not yet received.		The pastoral charge has requested the JNAC proceed in the fall of 2012.
Uganda Martyrs			Needs a supervisor for this new church			Good news. Joint trusteeship established. A celebration for the transfer of assets from Riverside Emory.



APPENDIX D

SOUTH WEST PRESBYTERY JNAC WORKSHOP 2012 SUMMARY

HELPFUL TIPS

The First Meeting

(pgs. 12-14 of the Handbook for Joint Needs Assessment Committees)

Take time to get to know each other before selecting the chairperson and secretary. Share joys, hopes, fears, how is the congregation feeling right now, what do you bring to the process. There is a tendency to want to rush through this since they know each other and have already decided in the parking lot who is going to be the chair. Help people relax and take some time for this.

Are there groups not represented in the committee that need to be added by the board?

Read the Handbook yourself and instruct other members to read it. Review it together at the first meeting.

Discuss the role of the presbytery reps. **Once the chairperson is selected you are to be a guide by the side.** Offer helpful advice when needed; otherwise make sure it is their report.

Establish schedule of meetings, who will lead a devotional, and how decisions will be made (consensus, etc.)

Getting the right information

Interview staff early to get their input – they know a lot and have a close point of view of the congregation.

A focus group with discussion is a helpful way of knowing about a congregation, and can happen in the process outlined below in Vision and Mission.

Surveys have many pitfalls and people will always complain they are inaccurate. We are going to encourage National to consider a common survey that is well founded.

Don't be afraid to ask the hard questions about the issues of the congregation for the future. There are now viability questionnaires available.

Vision and Mission of the pastoral charge

In a workshop with the congregation, place people in table groups of 6 to 8 in multiples of four. Each table group proposes answers to one of these assigned questions and their order of importance. They place their answers on newsprint and prepare to report to the plenary.

1. What are the strengths of the congregation that can be built on?
2. What are the challenges the congregation faces or problems that need to be fixed?

3. What outreach ministries to the community and world are the congregation proud of?
4. What do you want your congregation to aspire to in the next four years?

After 30 minutes each table presents to the plenary group the answers to the questions and there is opportunity for others to comment and add. The JNAC can at a meeting after write 2 important answers from each question and summarise at the beginning of the JNAC report what God is calling the pastoral charge to at this time. This provides for a quick summary vision and mission of the pastoral charge and what it needs in ministry.

Adapted from Oswald and Friedrich, Discerning Your Congregation's Future.

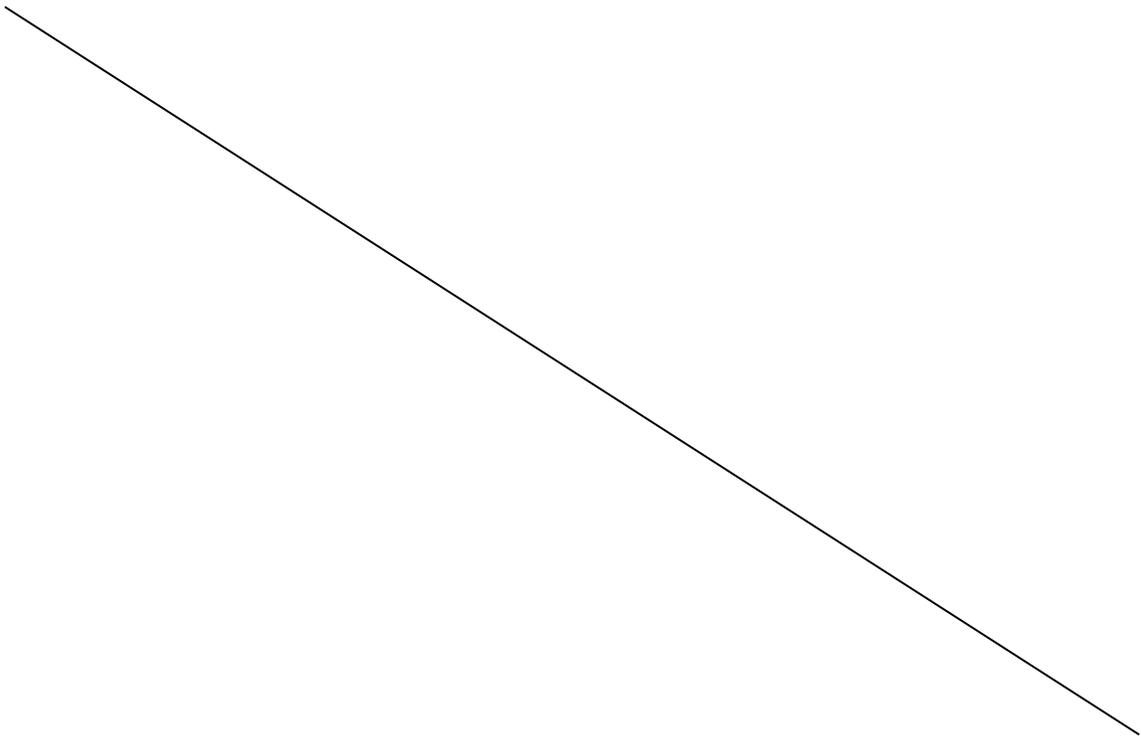
Writing the profiles

People can be assigned to write a one page profile on community, ministry of the charge and resources following the guideline of the short form JNAC. This is edited by the whole group

Likewise one or two can be assigned to write a trial position description, skills profile and terms profile, and share with the whole group for input.

Most have found it slows the process down to do the changes/editing by projection of the profile on a screen. It becomes too nitpicky at that point.

Having worked on the profiles the committee is in a position to make decisions about what is right for the pastoral charge in its recommendations.



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COORDINATING COUNCIL

September 5, 2012 - 10:00 a.m.

at the South West Presbytery Office, Toronto

The regular meeting of the South West Presbytery Coordinating Council was called to order at 10:00 a.m. by the Chairperson, Bryan Ransom. A quorum was declared present.

ATTENDANCE

Present: Dale Burkart, Ross Leckie, Louise Mahood, Jessica McCrae, Brian McIntosh, Neil Parker, Bryan Ransom, Christine Smaller, Catherine Smith, Susanne VanderLugt, Doug Varey, Deanna Wilson, Mark Winger.

Regrets: Eva Breeze, Linda Wheler, Karen Williams, Grant Williams

Visitors: David Allen, Elaine Eve

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom called this duly constituted meeting of the Coordinating Council of South West Presbytery to order to deal with such business as should properly come before it.

WELCOME

Bryan Ransom welcomed all members present. This year's roll of the Coordinating Council includes a number of new persons (Jessica McCrae, Dale Burkhart, Mark Winger, Christine Smaller) and for that reason the Chair invited the members to introduce themselves and indicate the roles in which they served and the congregations with whom they were affiliated.

WORSHIP

Ross Leckie read verses 31-37 (the healing of a deaf man with a speech impediment) of the gospel reading for this week Mark 7:24-37 and Bryan Ransom led the council members in prayer. He then invited the council to recall "what they were hearing" as they prepared for the summer break. Then Bryan Ransom asked the members to consider forms of "deafness," i.e. "selective hearing:" "What are some of the things/people prefer not to hear?" He finally posed the question as to "the zeal that one brings to one's ministry." This time of reflection concluded with a prayer by Bryan Ransom.

APPROVAL OF THE AGENDA

The report for the Nominations Committee was relocated after the Order of the Day; Christine Smaller announced that she had to leave the meeting at 1:00 p.m.

MOTION by Deanna Wilson / Louise Mahood

that the agenda of this September 5, 2012 meeting of the Coordinating Council of South West Presbytery be adopted as amended.

CARRIED

APPROVAL OF MINUTES

MOTION by Ross Leckie / Catherine Smith
that the Coordinating Council of South West Presbytery adopt the minutes of the South West Presbytery Coordinating Council meeting of June 6, 2012 as printed.
CARRIED

RECEIVING MINUTES FOR INFORMATION

MOTION by Ross Leckie / Catherine Smith
that the Coordinating Council of South West Presbytery receive for information the minutes of the plenary meeting of June 19, 2012.
CARRIED

CORRESPONDENCE

APPENDIX A

Susanne VanderLugt questioned the time hiatus between the issuing of the Annual Reports of the Community Ministries and that of the corresponding Financial Statements for these ministries. She also noted the absence of a Financial Report for the Davenport-Perth Community Ministry. The concern for transparency was shared by other members of the Coordinating Council.

MOTION by Susanne VanderLugt / Deanna Wilson
that the Coordinating Council of South West Presbytery have the Community Ministries Annual Reports including Financial Statements as well as written materials be distributed and posted on the South West Presbytery website.
CARRIED

MOTION by Christine Smaller / Brian McIntosh
that the Coordinating Council of South West Presbytery receive the list of correspondence received and sent for the period of June 4, 2012 to August 31, 2012.
CARRIED

ORDER OF THE DAY

MOTION by Ross Leckie / Mark Winger
that the Coordinating Council of South West Presbytery make David Allen a corresponding member of this meeting of the Coordinating Council of South West Presbytery.
CARRIED

At its 41st meeting General Council approved a motion to transfer the responsibilities for Pastoral Relations to a number of Conferences as a pilot project. However, Toronto Conference was not among them.

The Conference Personnel Officer for South West Presbytery—Ken MacDonald—resigned his position effective August 31, 2012 and in view of the foregoing decision of General Council Toronto Conference Executive would assign responsibilities of the Conference Personnel Officer to individual(s) hired on a contract basis. Also, a research project on ethnic ministries during this interim period would afford useful information in the formulation of job descriptions for staff positions.

With that David Allen reported on the Pastoral Relations, Pastoral Oversight & Viability staff positions and the Ethnic Ministry Research Project position. Over the summer a Search & Selection team including Susanne VanderLugt, Bryan Ransom and David Allen interviewed candidates for the ethnic ministries research position, and a second team including Catherine Smith, Gail Hamblin and David Allen interviewed candidates for the ten-month Pastoral Relations, Pastoral Oversight & Viability staff position. Chris Pullenayegen was assigned the Ethnic Ministry Research Project position. During his interview Mr. Pullenayegen emphasised on the importance for direction in his research.

APPOINTMENT OF STEPHEN WILLEY AS CHAIR OF THE STEERING COMMITTEE RELATING TO THE ETHNIC MINISTRIES RESEARCH PROJECT

MOTION by Christine Smaller / Ross Leckie
that the Coordinating Council of South West Presbytery name Stephen Willey Chair of the Steering Committee relating to the Research Project on Ethnic Ministries, whose membership will include Irene Ty and one other individual.

CARRIED

Applicants for the Pastoral Relations, Pastoral Oversight & Viability staff position were interviewed with no candidate being offered the position. Several options were explored and it was decided to propose the appointment of two individuals to the position with the appropriate division of responsibilities. A discussion of the ramifications of these responsibilities arose, particularly that relating to visibility within the Presbytery.

APPROVAL TO FILL THE VACANT POSITION WITHIN SOUTH WEST PRESBYTERY WITH TWO INDIVIDUALS

MOTION by Douglas Varey / Brian McIntosh
that the Coordinating Council of South West Presbytery concur with the Search & Selection Team to employ two individuals, one to focus on Pastoral Relations and the other the Pastoral Oversight responsibilities.

CARRIED

At this point Deanna Wilson excused herself from the meeting. The Search & Selection Committee had already requested her application for the Pastoral Relations staff position. She expressed interest. Her involvement as the Pastoral Relations staff person would necessitate a suspension of her current responsibilities as Chair of the Pastoral Relations Commission. Pastoral Relations Secretary Gail Hamblin would serve as interim Chair of that Commission. Deanna Wilson was re-admitted to the Council meeting and was greeted

with a unanimous round of applause for her appointment effective 12:00 a.m. September 6, 2012. During Deanna Wilson's appointment Cindy Randall may assume the duties of secretary for the Pastoral Relations Commission.

The Research & Selection Committee approached Norm Greene as its selection for Pastoral Oversight staff position. With its strong emphasis on congregational viability assessment he was the ideal candidate for that position. The Council Members concurred with this choice. In this connection, however, David Allen did note Norm Greene's predilection for the term "vitality" rather than "viability." The implications of this emendation served to spark some discussion.

REPORT OF THE COMMITTEE FOR NOMINATIONS, SUPPORT FOR MEMBERS & LEADERSHIP DEVELOPMENT **APPENDIX B**

Christine Smaller proceeded to present a Nominations update as of September 4, 2012. Ross Leckie and Elaine Eve were thanked for their guidance in the preparation of her report and their general assistance as she assumed her position as Chair. A correction to her report included Brian McIntosh as acting Chairperson of the Engagement Circle during Karen Williams' sabbatical. Ross Leckie has approached Harry Oussoren as prospective Chair of the Mission, Support and Finance Committee, and Christine Smaller intended to approach Michael Shewburg as a possible second member of the Sparrow Lake Camp board, Gail Hamblin as mentioned above will assume responsibilities as Chair of the Pastoral Relations Commission, and Ross Leckie is now Chair of the Program Circle.

In connection with the "New Presbyters Event" on October 17, 2012 from 11:00 a.m. – 2:00 p.m. Christine Smaller extended a special invitation to chairs of various Commissions and Committees to attend it and share their work experiences and 'promote some excitement' among the new members of South West Presbytery.

The 'role and level of engagement of South West Presbytery with Sparrow Lake Camp' needs to be communicated to presbyters, including prospective board members, particularly concerning the management of finances, reporting thereof and the 'viability of the camp' itself. A longstanding lack of a treasurer only serves to compound other serious problems with its administrative affairs.

Christine Smaller's responses to a number of questions facilitated a general description of the responsibilities entailed in the position of the Sparrow Lake Camp Treasurer. Louise Mahood offered her services and after some discussion absented herself from the meeting. On behalf of the Sparrow Lake Camp Board, William Grove had forwarded an e-mail request to the Coordinating Council of South West Presbytery for the 2012-13 camp year. Pertaining to this request the following motion was made.

RECOMMENDATION OF A TREASURER TO SPARROW LAKE CAMP

MOTION by Douglas Varey / Christine Smaller
that the Coordinating Council of South Presbytery recommend a Treasurer to the Board of Sparrow Lake Camp to assess the current financial situation and put in

**place appropriate financial procedures for the camp and,
that the Treasurer receive an honorarium of \$2,000.00 to be paid by South West
Presbytery.**

CARRIED

LUNCH

Bryan Ransom asked Christine Smaller to say the blessing.

UPDATE

Catherine Smith reported that a woman from Ethiopia who had been “in sanctuary” at Newtonbrook United Church has recently been approved to remain in Canada.

BUSINESS ARISING FROM THE MINUTES

**Letter from Toronto United Church Council regarding the Heart Lake United Church
redevelopment plan.**

APPENDIX C

Toronto United Church Council had drafted a proposal early this summer and was e-mailed to Bryan Ransom July 13, 2012. The recommendations of South West Presbytery were included in it, in connection with the payment of expenses for leadership in Mission & Service direction. However, Toronto United Church Council reported that it would provide the leadership. The concern for Bryan Ransom was that they also held the mortgage for the Heart Lake United Church building. This engendered several discussions. Further to a request from Bryan Ransom the Draft Implementation Plan of August 21, 2012 was enclosed with the letter from Toronto United Church Council of August 22, 2012. A major deviation from the original proposal of Coordinating Council is that South West Presbytery is now being asked to underwrite the failure of Heart Lake United Church to remit Mission & Service Fund offering to Head Office. This clearly lies outside the purview of Presbytery’s responsibilities. Council members were invited to examine the Implementation Plan. After considerable discussion the following motion was made.

HEART LAKE UNITED CHURCH REDEVELOPMENT PLAN

MOTION by Louise Mahood / Ross Leckie

**that the Coordinating Council of South West Presbytery receive the Toronto United
Church Council letter of August 22, 2012 regarding Heart Lake United Church and,**

that “clause 3” on pages 2 and 3 of that letter be removed and,

**that Heart Lake United Church seek a \$30,00.00 loan from Toronto United Church
Council, payable to the Mission & Service Fund and.**

**that the Pastoral Oversight Committee continue to oversee the finances and
congregational life of Heart Lake United Church.**

CARRIED

LETTER TO TORONTO UNITED CHURCH COUNCIL REGARDING HEART LAKE UNITED CHURCH

MOTION by Brian McIntosh / Deanna Wilson

that the Coordinating Council of South West Presbytery authorize the Chair of Presbytery to write Toronto United Church Council and copy Heart Lake United Church regarding the parameters, timeline and accountability of the contracted consultant working with Heart Lake United Church and,

that included in the letter be the outlining of our position that no additional funding of the consultancy work, beyond the \$8,500.00 already given, will be forthcoming until such time as a request is made, justified and subsequently approved by South West Presbytery.

CARRIED

Betty Pries report on St. Paul's United Church (Brampton)

Deanna Wilson provided a summary of Betty Pries' report of the latter's work of mediation and fact-finding at St. Paul's United Church (Brampton) over the past church year. Betty Pries had conducted a number of interviews during that period, the upshot of which was a group of recommendations, four of which apply to the congregation, one to the Presbytery based on a history of pastoral relations at St. Paul's United Church. The fifth recommendation served to underline the need for Presbytery to evaluate its role and involvement in recent pastoral relations at St. Paul's United Church. The Joint Needs Assessment Report was shelved and St. Paul's United Church has requested South West Presbytery to supply a candidate for appointment to assist in the healing of the congregation and resolution of the financial difficulties that confront it. The Pastoral Relations Commission assured the Coordinating Council that it has selected a mature candidate for the necessary skills and is awaiting the congregation's interview with that individual. Betty Pries and the congregation have established an excellent relationship and that the congregation would hope she might continue working with her in the healing process, but finances are a concern. South West Presbytery needs to be actively involved and such overtures as a "healing service" would be useful.

Mount Dennis United Church Fund Proposal

APPENDIX D

The Mount Dennis United Church Fund Proposal was generally received as an excellent endeavour, but after considerable discussion the consensus was that no action be taken on it until there is clarity around official policy regarding such matters. In the meantime, those who formulated the proposal will be informed that funds from the sale of the Mount Dennis United Church Property will remain in trust indefinitely.

REPORTS FROM CIRCLES

Program Circle

Treasurer's Report

APPENDIX E

Louise Mahood distributed copies of her draft Treasurer's Report for the period up to and including July 5, 2012. Generally speaking the Presbytery finances are in good order.

Louise Mahood also announced that she will be distributing blank template requests for budgets to appropriate bodies. The Mission Support & Finance Committee will meet September 20, 2012 in order to process mission grants from the Mission & Service Fund allotments and those from the Presbyteries of Toronto Conference Corporation. The Mission Support & Finance portfolio for Heart Lake United Church has progressed satisfactorily.

Engagement Circle

Brian McIntosh had nothing to report other than the fact that Karen Williams returns from sabbatical October 1, 2012.

Leadership Circle

Pastoral Relations Commission – Deanna Wilson

APPENDIX F

Education & Students Commission – Jessica McCrae

APPENDIX G

NEW BUSINESS

It was mentioned that further consideration needs to be given to the Sparrow Lake Camp ministry. Of prime importance is its ascertainment of its financial situation.

AGENDA PLANNING FOR THE SEPTEMBER PRESBYTERY MEETING

- Forest Grove United Church
- Meal – 5:30 p.m.
- Dessert for all at 6:30 p.m.
- Table group set up
- Call to order at 6:45 p.m.
- Worship & Reflection -- 30 minutes at the beginning of the meeting in the sanctuary
-- lead by the GC Commissioners from South West
- Business of the court – 45 minutes
 - agenda time request (5 minutes) from Sparrow Lake Camp – requesting assistance to find a treasurer
 - agenda time requested (20 – 30 minutes) from Marilyn Matthews Financial Development Officer from UCC (Head Office) – to speak about diversified fundraising

CLOSING

Evaluation of meeting

What did we accomplish?

- much business was accomplished
- welcomed new members to Council
- hired two new staff
- many insights about mission
- many insights about viability/vitality of Sparrow Lake Camp

How did we live out our commitment to leading a missional life?

- Bryan Ransom was very gracious with Council members and vice versa

Where did you experience God's grace, God's holiness in our time together?

- members listened to one another
- worship
- discussion about Toronto United Church Council

NEXT MEETING

Wednesday, October 3, 2012 at 9:30 a.m. for refreshments with the call to order coming at 10:00 a.m. The meeting will be held at the South West Presbytery office.

PRAYER

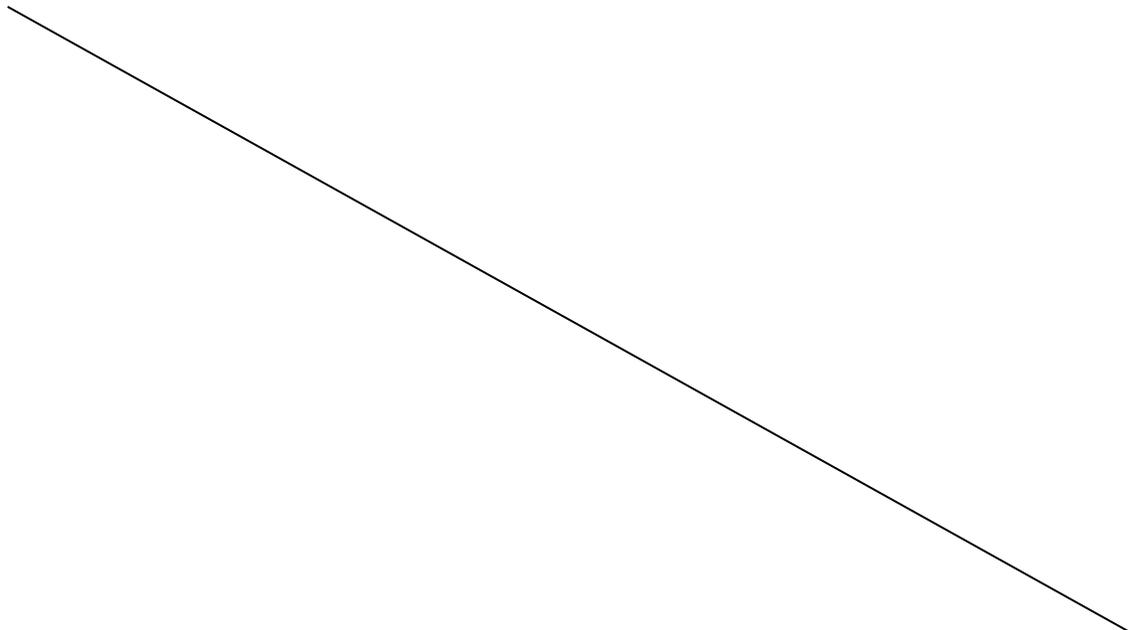
Bryan Ransom offered a prayer.

ADJOURNMENT

MOTION by Deanna Wilson / Brian McIntosh
that this meeting of the South West Presbytery Coordinating Council be adjourned at 3:24 p.m.

Bryan Ransom - Chairperson

Neil R. Parker - Secretary



APPENDIX A

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

Correspondence – June 5, 2012 – August 31, 2012

RECEIVED

(date in bracket indicates the date the item was received)

GENERAL COUNCIL

- Living into Right Relations Home Groups National Update May 2012
- Residential Schools Update May 2012
- Churches, Being Political is about Being Faithful (June 17/12)
- Pastoral Charges that haven't returned 2011 stats (June 18/12)
 - * Davenport Perth * Downsview * Hungarian * Immanuel Toronto Korean
 - * Onnuri * Runnymede * Uganda Martyrs
- The General Insurance Plan of The United Church of Canada – newsletter (June 20/12)
- Connecting to the 41st General Council – Experience General Council from Anywhere (July 18/12 and Aug. 2/12)
- UCC GC meets in Ottawa Aug. 11 – 18, 2012 (Aug. 7/12)
- Built Environment Draft Accessibility Standards (Aug. 20/12)

TORONTO CONFERENCE

- Email with regards to asbestos in church buildings; amendments to the current Accessibility Fund (May 21/12)
- Response from Anne Harbridge – Toronto Conference President to the letter regarding Bill 13 and 14 – bullying in schools received from Omega Bula – Executive Minister, Partners In Mission Unit (June 1/12)
- Copy of letter that was sent to all pastoral charges in Toronto Conference regarding Poverty Reduction within Ontario along with the letter that was sent to Dalton McGuinty (Aug. 20/12)

TORONTO UNITED CHURCH COUNCIL

- Connecting Resources with Ministry E-news Vol. 6 (June 11/12) and Vol. 7 (Aug. 1/12)
- Green Awakening Network - News #30 (June 6/12), News #31 (June 12/12) and News #32 (July 6/12)
- Revised draft from Toronto United Church Council regarding the Partnership Proposal for Heart Lake United Church with the amendments received from South West Presbytery. Request for Presbytery's approval (July 13/12)
- Letter regarding draft agreement with Heart Lake United Church (Aug.22/12)

PRESBYTERIES OF TORONTO CONFERENCE CORPORATION

- President's Report – July 1, 2011 to June 30, 2012 (Aug. 1/12)
- Investment Summary for 2011 (Aug. 1/12)

- Fund Balance 2011 – Income for 2013 (Aug. 1/12)

SOUTH WEST PRESBYTERY COORDINATING COUNCIL

- Cheques to cover the outstanding assessment fees from 2009 to 2011 for Onnuri Korean United Church (June 29/12)
- St. Paul's United Church (Brampton) Action Recommendations – June 6, 2012: report submitted by Betty Pries and John Borthwick, ARC Ministries (July 3/12)
- Request for agenda time to speak on diversified fundraising from Marilyn Matthews – Financial Planning Officer with the United Church of Canada - (July 24/12)
- Request for agenda time at the September Presbytery meeting from William Grove – Sparrow Lake Camp (Aug. 19/12)
- Letter from Margo Watt – member of Humber Valley United Church expressing disagreement with the decision of the General Council to boycott Israeli goods from the West Bank (Aug. 30/12)

FAITH FORMATION COMMITTEE

- Letter from North Bramalea United Church offering thanks for the Vacation Bible Camp grant and their 2012 report (Aug. 24/12)

MISSION SUPPORT AND FINANCE COMMITTEE

- Letter from John T Gabel of St. Bartholomew's United Church regarding the MEMO sent out regarding post-dated cheques for receiving assessments (July 17/12)

PASTORAL OVERSIGHT COMMITTEE

- Letter of resignation from Bonnie Neely

PROPERTY AND ENVIRONMENT COMMISSION

- Letter of resignation from Stephen Fetter - Secretary of the Property and Environment Commission (June 13/12)
- Letter of resignation from Peter Kupfer as Chair of the Property and Environment Commission (Aug. 15/12)
- Toronto Conference Accessibility Fund Application Form from Grace United Church
- Toronto Conference Property Renovation Fund Application Form from Windermere United Church
- Report and Recommendations to South West Presbytery – Property and Environment Commission August 1, 2012 from Wesley Mimico United Church
- Proposal for the Dispersal of Funds from the sale of 71 Guestville Ave., Toronto

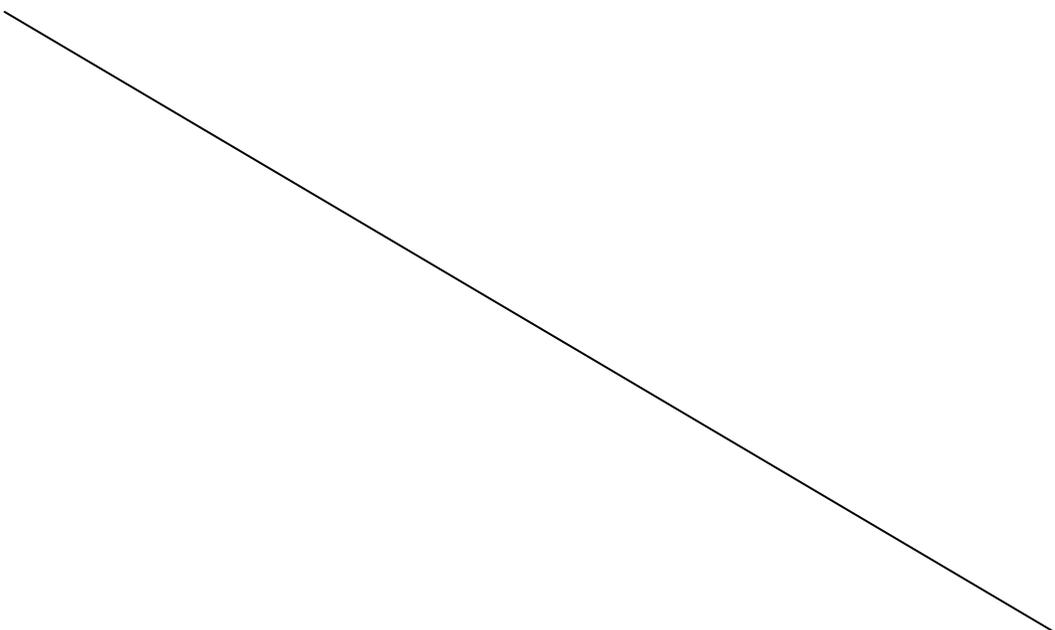
SOCIAL JUSTICE AND WORLD AFFAIRS

- Thank you letter from KAIROS: Canadian Ecumenical Justice Initiative – Toronto West Committee for recent donation

MISCELLANEOUS

- Jane Finch Community Ministry – Financial Statements for the Year Ended December 31, 2011
- The Anglican United Refugee Alliance 2011 Annual Report (June 19/12)
- Thank you letter from the Stonegate Ministry for the Mission Grant (July 17/12)
- Five Oaks May newsletter (July 17/12 and Aug. 14, 2012)
- Notice regarding a workshop “A Way Forward for the Small Church” hosted by The Centre for Clergy Care and Congregational Health (Aug. 20/12)

SENT

- Updates for website to Paul Rochford – web master
 - Letter sent from the Congregation Renewal and Community Development Committee to Emmanuel-Howard Park UC, Humbercrest UC, Runnymede UC and Windermere UC regarding the results of their Environics Reports and the next steps
 - Letter of response to Colleen Armstrong Council Chair at St. Andrew’s UC regarding the recovering of assessment fees – sent from Louise Mahood (June 18/12)
 - Motion made by the Coordinating Council at its May 2, 2012 meeting sent to Toronto United Church Council regarding the Partnership Proposal for Heart Lake United Church (June 19/12)
 - Letter of response to John T Gabel of St. Bartholomew’s UC regarding the benefits of paying assessments – sent from Louise Mahood (July 11/12)
 - Response to revised draft Partnership Proposal for Heart Lake United Church from Toronto United Church Council acknowledging the request for Presbytery’s approval (July 24/12)
- 

APPENDIX B

Nominations Update — September 4, 2012

Priority Vacancies:

- *Chair, Property & Environment*
- *Chair, Engagement Circle*
- *Chair, Mission Support & Finance*
- *Board Member — Sparrow Lake (Michael Shewberg is considering)*

Recent Key Appointments:

- Dale Burkart — Chair Elect
- Sarah Chapman & Andrew Hyde — Co-Chairs, Youth & Young Adults
- Linda Wheler — Chair, Leadership Circle
- Grant Williams & Jessica McCrae — Co-Chairs Education & Students
- Gail Hamblin — Conference Settlement Committee
- Orville Green — Conference Interview Committee
- Peter Kupfer — Chair, Property & Environment (but he then withdrew due to personal obligations)
- Mark Winger — has agreed to remain Chair of the Community Ministry Commission for an additional year
- JT MacNeil — Secretary, Community Ministry Commission
- Phillip Armstrong — new member Mission Support & Finance

New Members Welcome Event:

We are planning a fall event to welcome new presbyters and to offer information and encouragement about participating in presbytery. The tentative date for this is October 17th and it will be held at the presbytery office.

Sparrow Lake:

In addition to finding a second Presbytery Representative for their Board, we may wish to consider assisting the camp in recruiting a Treasurer. The camp has been operating without a Treasurer for more than 12 months and is currently behind in financial reporting. It has been suggested that due to the difficulty in finding an appropriate individual we may wish to consider offering an honorarium for the position. We also need to discern if we are should require copies of the Board's minutes and financial reports.

Increasing Number of Reps and Participation:

We will encourage congregations to maximize their allotment of representatives in an effort to increase the number of lay people involved in Presbytery, as well as attempt to increase participation of existing representatives.

APPENDIX C



THE TORONTO UNITED CHURCH COUNCIL

Unit 24
30 Wortham Court
Richmond Hill, ON
L4B 1B3

905-771-6124
905-236-8822
Fax: 905-771-5159
E-mail: mall@ucc.ca
Website: www.tucc.ca

August 22, 2012

Bryan Ransom
Chair, South West Presbytery
85 Mayall Ave
Toronto, ON M3L 1E7

Dear Bryan,

I would like to thank you for taking the time during your vacation to speak with my colleague Ron Ewart on August 2nd about South West Presbytery's response to a draft multi-party church redevelopment plan for Heart Lake United Church. It was also helpful to receive an email from Louise Mahood, Presbytery Treasurer, on August 1st providing counsel on the same topic. Since both of you are officers of the Presbytery, your wisdom and guidance on the Presbytery procedures in dealing with such matters was most helpful.

When representatives of the congregation, the Presbytery, and our Council met on March 17th at Heart Lake Church, there was a very informal consensus that the best approach to putting together a plan would be through an Agreement document approved by the four parties (including the General Council). It was understood by those attending that approval of the Agreement by the parties would also mean approval of the various components of the Agreement. What was unclear at the time was what process and timeline would be required by each party in considering, amending, and approving the terms.

Since March, the Presbytery has dealt with two items that were to be included in the Agreement. On May 2nd, as its encouragement to Heart Lake Church and as its pledge of support toward the congregation's re-missioning program, the Presbytery moved to apply to Presbyteries of Toronto Conference Corporation (PTCC) for \$17,000 from the South West Presbytery capital account to pay down the \$8,500 in presbytery assessment arrears, and to make \$8,500 available to Heart Lake United Church for consulting services for its redevelopment initiatives. With this in place, Louise has set out a clear rationale for removing the Presbytery section from the draft Agreement.

With regard to financial matters, both you and Louise have pointed out that the preferred approval process for the Presbytery is for the Heart Lake Trustees to directly contact the Presbytery Property and Environment Committee. The Committee in turn will review the information provided, discuss with the congregation the options available, and determine the place of financing within those options. This would mean the financing matters that

were to be dealt with within the draft Agreement will be dealt with separately by the Presbytery. We fully appreciate the rationale for your approval process.

The congregation itself has felt it very important to begin a redevelopment initiative no later than September 1st, and have responded favourably to a proposed mission strategy design from Council's Centre for Church Development & Leadership. We have been informed the Heart Lake Church Council, after meeting and interviewing our consultant team, has passed a resolution to engage the services of the Centre in a consulting role for the two-year initiative and is in the process of informing the Presbytery of this decision. As a result of the proactive work of the congregation, together with the generous grant support of the Presbytery to assist in the funding of the redevelopment endeavour, this part of the draft Agreement now appears to be redundant.

In light of the above observations, the Agreement as set out may not be required and the few remaining – but important – matters that are left can be dealt with through other means.

The first objective of the draft Agreement was to put together "a package" of financial assistance for the congregation. It is very clear that the congregation's ability to effectively enter into and implement a redevelopment strategy is currently encumbered by debt obligations that distract it from moving forward with its goals. As noted above, the matter of arrears in Presbytery assessments has been creatively dealt with by the Presbytery. What remains are:

1. a \$300,000 loan from the Ventures In Mission (VIM) program of the General Council of the United Church which has not been serviced by the congregation for 3 years.
2. a \$13,600 capital loan from Toronto United Church Council provided in 2007 for roof repairs which has only had interest paid up to October 2011.
3. arrears to the Mission & Service Fund of the General Council of the United Church in the estimated amount of \$30,000.

Council and its predecessor bodies have invested in Heart Lake Church since its inception as a new church development through the provision to the congregation of a church site, grants, and loans. Remembering this history, I would propose the following strategies in dealing with these remaining financial matters:

1. The Board of Directors of our Council would be asked to consider the assumption of the \$300,000 VIM obligation by pledging Council's reversionary interest in the Heart Lake property as payment and security. The terms and conditions of this mortgaging would be negotiated between our Council and the General Council. Any legal costs incurred by our Council to prepare and register the mortgage would be reimbursed by Heart Lake Church. Since this is a "trust property", a Presbytery Certificate would be required to bind the mortgage. This means the Presbytery would be fully informed by the congregation and Council of the details once agreed upon, and be asked to consider an approval of the mortgage.
2. The Board of Directors of our Council would be asked to consider forgiving Council's \$13,600 capital loan and accrued interest when it comes due in full on October 1st.

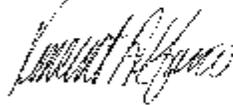
3. Administratively, how the arrears to the Mission & Service Fund are to be managed is clearly a bilateral matter between the congregation and Presbytery. As both you and Louise have noted the identification and evaluation of the options for dealing with this item are best discerned by the two parties. There are a variety financing alternatives, and if it is determined a loan from PCC or Council would be useful, we would be open to receiving and considering a loan application. The terms and conditions of the loan can be discussed at the time of an application.

The second objective of the draft Agreement was to put in place a plan for the congregation to embark on a redevelopment initiative to effectively serve the north end of Brampton with its 7.7% United Church affiliate rate within a population of 181,000 people. As noted above, this item has a "check mark" beside it because of the affirmative action of the congregation, the Presbytery, and our Centre. What remains is the negotiation, completion and signing of the contract for consulting services between the congregation and our Centre.

Although this approach – basically a series of bilateral steps – is different from the single multilateral agreement envisaged in March, it nevertheless represents a great step forward. It acknowledges that all of the partners have already taken decisive actions that confirm their conviction that this growing part of Brampton requires a strong and welcoming United Church community. I look forward to receiving your comments on my observations on what the next steps might look like.

With best wishes,

Yours truly,



Vincent Alfano
Executive Director

c.c. by email: Louise Mahood, South West Presbytery
Norm Greene, South West Presbytery
Doug Varey, South West Presbytery
Ruth Sherman, Heart Lake United Church
Crik Mathieson, The United Church of Canada (General Council)

Encl: Draft implementation plan for remaining items

Heart Lake United Church

Draft Implementation Plan for remaining items in redevelopment strategy

Action	Participants	Prerequisites (if any)	Timeline goals
<u>Consulting Services</u> negotiation, completion and signing of the contract for consulting services	Heart Lake Church Council Centre for Church Development & Leadership		Completion by September 7 th to meet Council's Board/Committees meeting schedule.
<u>VIM Mortgage (1)</u> agreement and approval of terms	Heart Lake Church Trustees General Council (United Church) Board of Directors (TUCC)	Consulting contract in place Approval by Board of Directors (TUCC)	Completion by October 18 th to meet Council's Board/Committees meeting schedule.
<u>VIM Mortgage (2)</u> approval of terms and consent to mortgage trust property	South West Presbytery	Agreement to terms of mortgage by Heart Lake Trustees, General Council, and TUCC	To be set by the Presbytery.
<u>TUCC Capital Loan</u> consideration of forgiveness of debt	Board of Directors (TUCC)	Consulting contract in place Approval by Board of Directors (TUCC)	Completion by October 18 th to meet Council's Board/Committees meeting schedule.
<u>Mission & Service Fund arrears</u> identification and evaluation of the options for dealing with this item	Heart Lake Church Council South West Presbytery		To be mutually set by the participants.

August 21, 2012

APPENDIX D

PROPOSAL FOR THE DISPERSAL OF FUNDS FOR THE SALE OF 71 GUESTVILLE AV., TORONTO.

The Official Board of Mount Dennis United Church and the Board of Trustees passed motions affirming the “Proposal for the Dispersal of Funds...” detailed in this document. Both Boards agree that the proceeds from the sale of 71 Guestville Avenue are best applied to the ongoing mission needs of the Weston/Mount Dennis community. In seeking a partner in this mission, Mount Dennis United Church looks to the Weston King Neighbourhood Centre, a United Church Incorporated Ministry located at 2017 Weston Road. Through a satellite program with WKNC, a Restricted Fund through PTCC, a gift to Central United Church (where most Mount Dennis United Church members have found a home), and a gift to the M&S Fund, the Official Board and the Board of Trustees envision the utilization of the full proceeds of the sale.

A summary of the Proposal:

- ❖ *\$500,000 for the Mount Dennis Neighbourhood Centre, a satellite of WKNC, fully funded for three years of operation at a leased site in Mount Dennis.*
- ❖ *\$300,000 to Central United Church to be used for operations and outreach.*
- ❖ *\$2,380,000 to a Restricted Fund within the Presbyteries of the Toronto Conference Corporation under the same umbrella as the South West Community Ministries & Community Ministries Trust, designated for WKNC and other expressions of outreach in SW Presbytery. Under the terms of the Fund, 50% of the interest income would support outreach in the Weston/Mount Dennis community (initially through WKNC) and 50% to be dedicated to outreach in SW Presbytery, including Jane---Finch Community Ministry and Davenport---Perth Community Ministry in the latter years of the existing funding agreement between PTCC and the SWP. With a projected return of 3.5% per annum, this fund would generate approximately \$80,000 a year for outreach in SW Presbytery.*
- ❖ *\$30,000 gift to the Mission and Service Fund.*

Attached find a detailed description of the Mount Dennis Neighbourhood Centre.

Thank you for your attention this proposal. Mount Dennis United Church has served the Mount Dennis community since 1890, and hopes to continue to do so through the proposal outlined in these pages. Finally, we are inspired by the words of A Song of Faith, that sums up our desire to serve:

*Carrying a vision of creation healed and restored,
we welcome all in the name of Christ.
Invited to the table where none shall go hungry,
we gather as Christ's guests and friends.*

Mount Dennis Neighbourhood Centre

A Partnership between Mount Dennis United Church and the Weston King Neighbourhood Centre

Provision of a learning kitchen, community garden, and drop-in programs, designed to teach nutrition, reconnect people with their food, and ease hunger in the Mount Dennis Community.

June 2012

CREATING A NEIGHBOURHOOD CENTRE IN MOUNT DENNIS

Executive Summary: The Stop and other food-based agencies have demonstrated the transformative potential of nutrition, food security and community development. The Weston King Neighbourhood Centre also has a proven track record in creating community with food as the focal point. Over several years the staff and volunteers of the WKNC have witnessed greater health and well---being among participants.

The sale of the Guestville site provides an opportunity for Mount Dennis United Church to partner with Weston King Neighbourhood Centre to create the Mount Dennis Neighbourhood Centre. This new neighbourhood hub will provide food-related programs to an under-served population: **a learning kitchen, a community garden, and drop-in programs** that extend WKNC services into the Mount Dennis community.

The plan is to “incubate” a three-year pilot program to serve the community. WKNC will provide leadership through staff and Board of Directors, along with strategic partners, and Mount Dennis members will provide detailed knowledge of the context and the initial group of front-line volunteers, along with financial resources.

TIMELINE: Concept approved by the end of June

POPULATION TO BE SERVED:

- a) Population of Mt. Dennis in need of programs relating to food: poor and working poor, new Canadians, youth, and anyone interested in the connection between food and well-being.
- b) Current participant base of WKNC, equally present in Mount Dennis: Homeless or near-homeless, low income earners, sex workers, people who use drugs, people living in poverty, injured workers, recently arrived immigrants/refugees, people dealing with mental health issues, people in conflict with the law.
- c) Those previously served at the Guestville site: cooking classes/youth; Social Club/young adults; users of Good Food Box and computers; Activists and rate payer type groups; AA, Dance group/youth.

PROGRAM DESCRIPTION:

- a) Lease of equipped restaurant or banquet space to be run as training facility to provide food security and basic services (e.g. harm reduction, housing, employment, settlement)

through partnerships with existing agencies; and in off hours (e.g. evenings and weekends) offer use of space to community groups.

b) Space to promote green practices such as organic gardening, urban food production through the use of community spaces and backyards, provision of local food/organic for the learning kitchen, bulk buying, Good Food Box and other food-related programs.

c) Regular meal times and drop-in hours with additional services available: WKNC core services (e.g. harm reduction, housing, referrals), clothing bank, toy bank, safety deposit , offer of mailing address, etc.

d) Ability to partner with evening-specific groups such as recreation, health or social groups.

CHALLENGES

a) Retail competition: Providing free or low---cost food in where restaurants exist

b) Licenses and/or zoning restrictions.

c) Proximity to existing services (the few that there are).

OUTCOMES/BENEFITS

a) Enhanced health through better nutrition: Understanding the connection between food and health, better choices and expertise in food preparation.

b) Decreased social isolation among client population, leading to improved mental health.

c) Greater sense of community, both within the Centre (knowing neighbours) and outside the Centre in community recognition.

d) Environmental awareness: Renewed connection to food production and the issues related to food production and environmental degradation.

WHAT WKNC CAN BRING: (terms from reporting system)

a) A well-developed volunteer recruitment and training program

b) Structured Programs:

Harm Reduction – kits, condoms, needle exchange, etc.; Housing and shelter support, eviction prevention; Counseling (one-on-one or group); Food program (nutrition or cooking, etc.); Other life skills (budgeting, health, hygiene); CED/skills development

Social/recreation

c) Referrals

Shelter/hostels/Housing; Detoxification facilities/Addiction treatment; Mental health services/Medical services; Income support (includes PNA, OW, ODSP, etc.); CED/skills development/employment supports; Legal services; Settlement services; Food programs (outside drop-in); Income tax/Financial management; Obtaining basic identification; Assistance with income support programs/Employment

d) Status as a United Church Incorporated Ministry

e) Accreditation as United Church Incorporated Ministry (2012)

f) Some knowledge and undeveloped ideas around social enterprise

g) Partnerships/memberships with establish organizations

h) Experience in area/sector

POTENTIAL PARTNERS:

Unison Health and Community Services, The Hub; Learning Enrichment Foundation; Action for Neighbourhood Change ; Food Share; Syme-Woolner Neighbourhood and Family Centre; Second Harvest/Daily Bread Food Bank/The Stop

WHAT MDUC CAN BRING:

a) Experience and commitment to the Mount Dennis community

b) Former partners in the Guestville site.

c) Links to political and business leaders in the area.

d) Financial resources

THE MOUNT DENNIS CONTEXT:

Mount Dennis has seen two centuries of industry come and go. In 1954 Mount Dennis was physically altered by Hurricane Hazel. Yet with every change and obstacle, Mount Dennis endured. The neighbourhood has been home to sawmills, wool mills, the Mount Dennis brickyards and the Conn-Smythe Sand and Gravel Pit, which supplied materials for Maple Leaf Gardens. Most recently, it was home to Kodak, which closed its 52-acre facility in 2005. Local industry has left and has yet to be replaced. In 2006, it became clear to the United

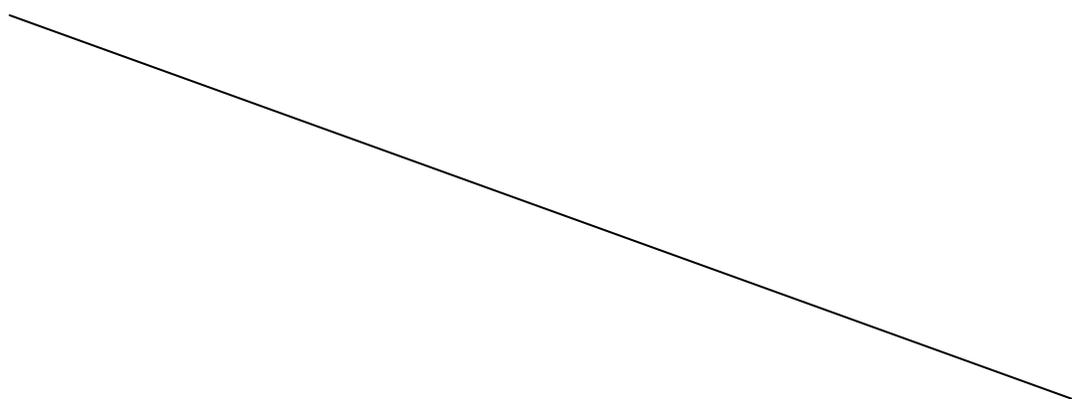
Way that Mount Dennis was no longer able to endure in the same capacity as it once did. It was declared a priority neighbourhood.

Mount Dennis has a higher than average level of poverty. The political riding of York South-Weston, in which Mount Dennis is a part of, is the poorest riding in Toronto, the second poorest in Ontario. According to the city of Toronto, Mount Dennis has a higher than average population of recent immigrants, at 57%. Furthermore, 65% of Mount Dennis residents are visible minorities. Traditionally immigrants and visible minorities are among the most marginalized of peoples in Canada.

Mount Dennis United Church (MDUC) had celebrated 50 years serving the community of Mount Dennis before it sadly had to shut its doors. In reality, the United Church had been serving the community since 1925, when it was known as Chalmers United, before it merged with another local congregation to form MDUC. Under the direction of Rev. Louise Mahood the space became more of a community hub – a safe space for a community kitchen, social groups, after hours computer use, yoga, rehearsal space for the Magnus Brass band and space for Alcoholics Anonymous meetings just to name a few.

Mount Dennis United was also an AFFIRMING church. Truly all members of the community were invited to find solace within the church walls. MDUC even went so far as to hold annual Neighbours Night Out events to prove this point. So when MDUC folded for a variety of reasons, its worshippers voted to keep its legacy of openness, safety and love alive.

The Mount Dennis congregation hopes that through the creation of the Mount Dennis Neighbourhood Centre, and with the help of the Weston King Neighbourhood Centre, that the community of Mount Dennis will be resilient once more. Resilience means more than just day-to-day survival. Resilience means that the Mount Dennis community will rise above its impediments, and improve upon its current condition. The United Church has an opportunity to act as a catalyst to create these local agents of change through the Mount Dennis Neighbourhood Centre. With 100 years of history already invested in Mount Dennis, it would be a shame for the United Church to pull out now.



COSTING/FINANCIAL NEEDS

MD Neighbourhood Centre: Costing		
	Annual	3 years
1.5 FTE		
Salary	60000	180000
Costs	7500	22500
Sec@10/hrs	7500	22500
Clean@10/hrs	7500	22500
Rent	25000	75000
Utilities	10000	30000
Insurance	2500	7500
Vehicle (donated)		
Fuel	1500	4500
Insurance	2000	6000
Food@120/day	24000	72000
Garden	5000	15000
Equipment		25000
Admin support to WKNC		10000
	152,500	492,500

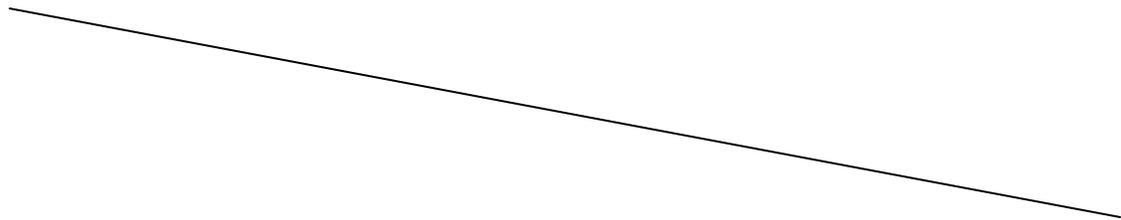
Notes:

- 1.5 Full-time equivalent may be more than two staff. Staff would be employed by WKNC.

- Food cost assumes no cost recovery such as a fee for meals, nor does it include cost savings from the community garden. Cost recovery/savings will be used to lengthen the project.

- \$5,000 community garden cost assumes city support, including a fenced plot. This sum also assumes community partnerships.

- Administration support will offset additional costs including relief support to replace time spend on the project by existing staff.



APPENDIX E

South West Presbytery Treasurer's Report		July 5, 2012		
General Fund Detailed Income/Expenses				
Categories	2011 Actuals	2012	2012	
	Income/Expense	Income/Expense	Budget	
Income				
Carried Forward	\$ 35,331.45	\$ 18,016.29	\$ 18,016.29	
Funds Collected [Meals]	\$ 3,476.50	\$ 584.00	\$ 1,000.00	
Youth/Young Adults Program: Income		\$ 9,065.00		
Other		\$ 1,600.00		
Conference Stipend	\$ 30,000.00	\$ 31,211.25	\$ 31,211.25	
	\$ 68,807.95	\$ 58,456.54	\$ 48,227.54	
Expenses				
Presbytery/Coord Council Meeting	\$ 10,729.21	\$ 9,826.21	\$ 16,217.70	
Special Services-i.o. Covenanting			\$ -	
Professional Services	\$ 4,862.96	\$ 3,118.02	\$ 5,000.00	
Strategic Planning Group	\$ 2,045.07		\$ -	
Contingency	\$ 1,885.72	\$ 1,500.00	\$ 2,000.00	
Chaplains			\$ 2,000.00	
Program Circle				
Community Ministries Commission	\$ 147.94	\$ 46.50	\$ 500.00	
Faith Formation	\$ 5,548.48	\$ 1,980.00	\$ 5,000.00	
Mission Support and Finance			\$ -	
Pastoral Oversight	\$ 18.57	\$ 29.40	\$ 575.00	
Property and Environment	\$ 6,277.96		\$ -	
Youth and Young Adults rendez-vous	\$ 8,285.61	\$ 13,464.47	\$ 6,000.00	
	\$ 3,000.00			
Leadership Circle				
Education and Students			\$ -	
Nomination & Leadership Develop	\$ 235.18	\$ 250.00	\$ 600.00	
Pastoral Relations	\$ 92.05	\$ 375.00	\$ 2,500.00	
Retirees, Pensions & Retained	\$ 288.91	\$ 275.81	\$ 400.00	
Engagement Circle				
Cong. Renewal & Community Dev	\$ 3,953.50	\$ 195.32	\$ 1,200.00	
Ethnic and Intercultural Ministries	\$ 1,201.54	\$ 414.00	\$ 1,000.00	
Social Justice and World Affairs	\$ 4,121.01	\$ 3,864.52	\$ 5,000.00	
Totals	\$ 52,791.66	\$ 35,099.25	\$ 47,992.70	
Income less Expenses	\$ 16,016.29	\$ 23,357.29	\$ 234.84	

APPENDIX F

Pastoral Relations Commission Report to the South West Presbytery Coordinating Council for the June to September, 2012 period:

Under the rubric: “the Lord giveth and the Lord taketh away, blessed be the name of the Lord” the Pastoral Relations Commission is occupied with a number of good-byes and hellos:

“Saying Goodbye.....” Since June, we have been conducting exit interviews with the following: the Revs. John Perigoe, Allan Baker, Phil Rodgers; and this month interviews offered to the Reverends Maureen McLeod-Oliver, Sheila Murray, Harry Oussoren and Kent Ward.

“Saying Hello....” We are delighted that the work of many Joint Needs Assessment and Joint Search Committee members has brought us a wonderful new group of ministers called to bless their congregations and our Presbytery:

- Katherine Brittain and Don Gibson in team ministry at Runnymede United Church;
- Anne Hines at Emmanuel Howard Park United Church;
- Douglas McLeod at Parkdale United Church;
- Henry Poutiainen at St. Paul’s United Church (Long Branch);
- Paul Shepherd at Wesley Mimico United Church;
- Sung Min Jung at Immanuel Toronto Korean United Church;
- D’thea Webster at Richview United Church.

We will celebrate with these new ministers at Covenanting Services throughout the fall, now being arranged through the Rev. Bryan Ransom, Chair of the Presbytery. You will receive dates and times so you may attend.

Recent appointments include The Rev. Dr. Lillian Perigoe as supply minister at Royal York Road UC and the Rev. Vivian Yarwood at Newtonbrook UC. There are other Churches in Needs Assessment and Search mode.

We are pleased to announce the start of a new Joint Needs Assessment at St. Bartholomew’s UC with the Rev. Lloyd Paul and Mr. Gary Walker, both of Mayfield UC as our reps. The Rev. Douglas McLeod is appointed Supervisor of the pastoral charge.

We are grateful too that the Rev. Don Gibson is appointed Supervisor at Uganda Martyrs United Church. We continue to need Supervisors for the Meadowvale Korean UC, Onnuri Korean UC and Taiwanese UC. Please speak to us if you are interested and available.

We are grateful for the many ministries of the members of the Pastoral Relations Commission.

APPENDIX G

Education & Students Report — September 2012

Inquirers (7)

Frazer Williamson
Vincent Kingscott
Randy Toy
Paul Ku
Carman McClelland
Lawrence Nyarko
Barbara Pennock

Candidates for Ordination (6)

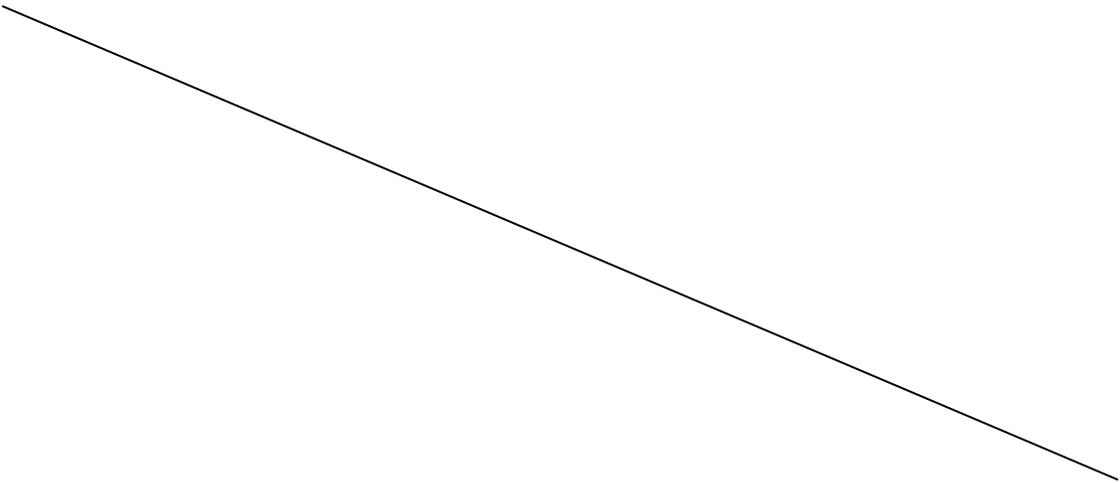
John Thomas McNeil
Sarah Grady
Jeff Bacon (to be ordained in 2013)
Lynn Wilson (to be ordained in 2013)
Beki Duncan
Sandra Jenkinson

Candidate for Designated Lay Minister (1)

Ritch Johanson

Licensed Lay Worship Leader (2)

Liann DiMarco
Bonnie Neely



THE UNITED CHURCH OF CANADA SOUTH WEST PRESBYTERY

EDUCATION AND STUDENTS COMMISSION

Tuesday, September 11, 2012 – 1:00 p.m.
at St. Andrew's United Church, Georgetown

Present: Grant Williams, Cindy Cooper, Kelly Thomson, Robin Sherman,
Jessica McCrae

Regrets: Darren Liepold

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Grant Williams called this duly constituted meeting of the Education and Students Commission of South West Presbytery to order to deal with such business as should properly come before it.

The chair noted that there was quorum present.

WORSHIP

Grant Williams led the Commission in worship.

APPROVAL OF AGENDA

MOTION by Cindy Cooper / Jessica McCrae
that the South West Presbytery Education and Students Commission adopt the agenda for this meeting of September 11, 2012 as printed.

CARRIED

APPROVAL OF MINUTES

MOTION by Jessica McCrae / Robin Sherman
that the Education and Students Commission of South West Presbytery accept the minutes of March 20, 2012, April 17, 2012, and June 12, 2012 as printed.

CARRIED

Today the following interviews will take place.

Randy Toy
Bonnie Neely

CORRESPONDENCE

- Letter of congratulations from the Ministry and Employment Unit to Sarah Grady upon being received as a Candidate.
- Thank you card from Ted Grady
- Letter regarding the Supervised Ministry Education Placement for Sarah Grady
- Letter regarding the Supervised Ministry Education Placement for Sandra Jenkinson

- Correspondence between Liana Di Marco and Presbytery pertaining to travel etc for annual interviews.

BUSINESS ARISING

REQUEST DENIED FROM JONATHAN NAMSOO

MOTION by Robin Sherman / Jessica McCrae
that the Education and Students Commission of South West Presbytery will not approve the request of Jonathan Namsso for endorsement for Lay Chaplaincy in the United Church of Canada.

CARRIED

REPRESENTATIVES APPOINTED TO DONNA GILENO'S DISCERNMENT COMMITTEE

MOTION by Cindy Cooper / Jessica McCrae
that the Education and Students Commission of South West Presbytery appoint Robin Sherman and Kelly Thomson as the Presbytery representatives to the Discernment Committee of Donna Gileno, from North Bramalea United Church.

CARRIED

WITHDRAWL OF LICENSED LAY WORSHIP LEADERS STATUS – LIANA DI MARCO

MOTION by Robin Sherman / Kelly Thomson
that the Education and Students Commission of South West Presbytery write a letter informing Liana Di Marco that the Education and Students Commission is withdrawing her Licensed Lay Worship Leader status.

CARRIED

INTERVIEWS

After the scheduled interviews for today took place the following motions were made.

APPROVAL OF BONNIE NEELY AS A LICENSED LAY WORSHIP LEADER

MOTION by Robin Sherman / Kelly Thomson
that the Education and Students Commission of South West Presbytery approve Bonnie Neely to continue as a Licensed Lay Worship Leader for 2012-2013.

CARRIED

APPROVAL AND RECOMMENDATIONS FOR RANDY TOY

MOTION by Cindy Cooper / Jessica McCrae
that the Education and Students Commission of South West Presbytery approve Randy Toy to continue with the Licensed Lay Worship Leader course, and Spiritual Direction and,

that the Education and Students Commission recommend that Randy Toy participate in a Clinical Pastoral Education Unit as part of the process towards becoming a Designated Lay Minister candidate.

CARRIED

STUDENT UPDATES

APPENDIX A

NEXT MEETING

The next meeting of the Education and Students Committee will be on Tuesday, October 9, 2012 at 10:00 at St. Andrew's United Church, Georgetown

Upcoming Conference Interview Committee interview dates:

October 3, 2012 Candidacy

November 21, 2012 Ordination

January 16, 2013 Candidacy

March 6, 2013

May 1, 2013

CLOSING PRAYER

Grant Williams led the Commission in a closing prayer.

ADJOURNMENT

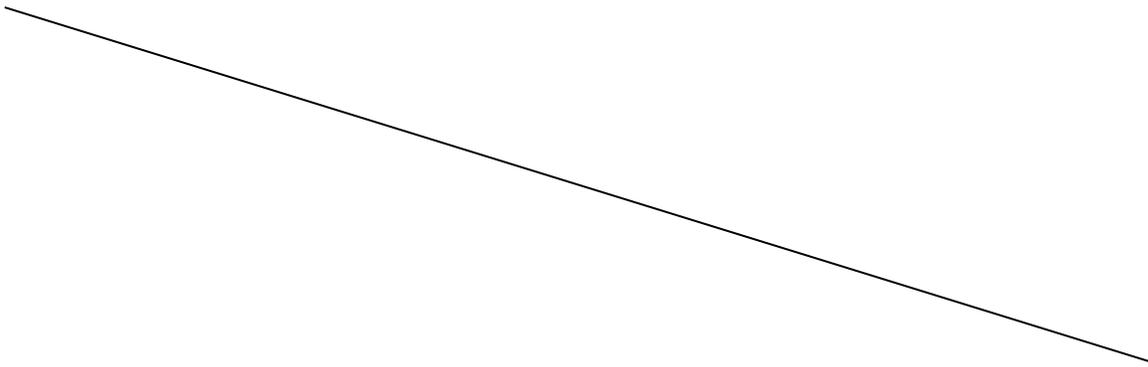
MOTION by Cindy Cooper / Robin Sherman

that the Education and Students Commission meeting be adjourned at 5:00 p.m.

CARRIED

Grant Williams – Chair

Kelly Thomson - Secretary



APPENDIX A

EDUCATION AND STUDENTS COMMISSION – SOUTH WEST PRESBYTERY

INQUIRERS

NAME / CONTACT	SPONSOR	DISCERNMENT REPS.	COMMENTS
Donna Gileno (need form and contact info)	North Bramalea UC	Rev. Robin Sherman	
Vincent Kinscott (need form and contact info)	Norval UC		
Ja Uk (Paul) Ku paulku@utoronto.ca 416-871-0483	Forest Grove UC	Rev. Linda Maw Sylvia Powers	Discernment Underway
John McClelland carman@mcclellandandlaw.com 416-399-2807	North Bramalea UC	Rev. Leicester Bigby Sylvia Powers	Reps appointed - Dec. 9, 2009 Designated Lay Ministry
Lawrence Nyarko lawnyayaw@yahoo.ca 647-835-4482	Ghana Calvary Methodist UC	Rev. Darren Liepold Rev. Jessica McCrae	Reps appointed - Sept. 28, 2011 Discernment underway
Barbara Pennock b.pennock@hotmail.com 416-996-8191	Islington UC	Rev. Christine Smaller Joanne Sternason	Reps appointed - Nov. 15, 2011 Discernment underway
Randy Toy rndyty@hotmail.com 905-792-3193	Emmanuel UC	Leanna Ringler Rev. Kelly Thomson	Reps appointed Sept. 16, 2009 Inquirer-Lay License Worship Leader
Fraser Williamson fargos_auctions@yahoo.ca 416-318-1595	Home- Huttonville UC	Rev. Grant Williams Leanna Ringler	Discernment Underway

CANDIDATES

NAME / CONTACT	DECLARED DATE	STATUS	COMMENTS
Jeff Bacon jeff.bacon@sympatico.ca 416-207-0211	April 21, 2010	Candidate for Ordained Ministry	Interviewed in November 2011 Enrolled in CPE May

			2012 Counseling Sessions to complete To be Interviewed November 2012 Interviewed in December 2011
Rebekah Duncan beki@roki.ca 416-254-9479	November 15, 2011	Candidate for Ordained Ministry	
Sarah Grady grady_sarah@hotmail.com 647-200-5951	June 1, 2011	Candidate for Ordained Ministry	Internship 2012 Annual Interview January 5, 2012
Sandra Jenkinson brightside26@gmail.com 416-768-1099	January 12, 2010	Candidate for Ordained Ministry	Annual interview held December 6, 2011 Internship to begin in September 2012
Richard Johansen rjohansen@cogeco.ca 905-877-2383	January 12, 2010	Applicant for Designated Lay Ministry	Still searching for placement to begin DLM program. Interviewed January 2012
John Thomas (JT) McNeil jtmacneil@gmail.com 647-801-9807	June 1, 2011	Candidate for Ordained Ministry	To be interviewed February 2012. Continued as candidate April 17, 2012.
Lynne Wilson lynneellenwilson@hotmail.com 416-254-0531	June 17, 2009	Candidate for Ordained Ministry	Not recommended for ordination at this time – Nov. 9, 2011-Annual Interview held January 2012. Continued as a candidate April 17, 2012

LICENCED LAY WORSHIP LEADERS

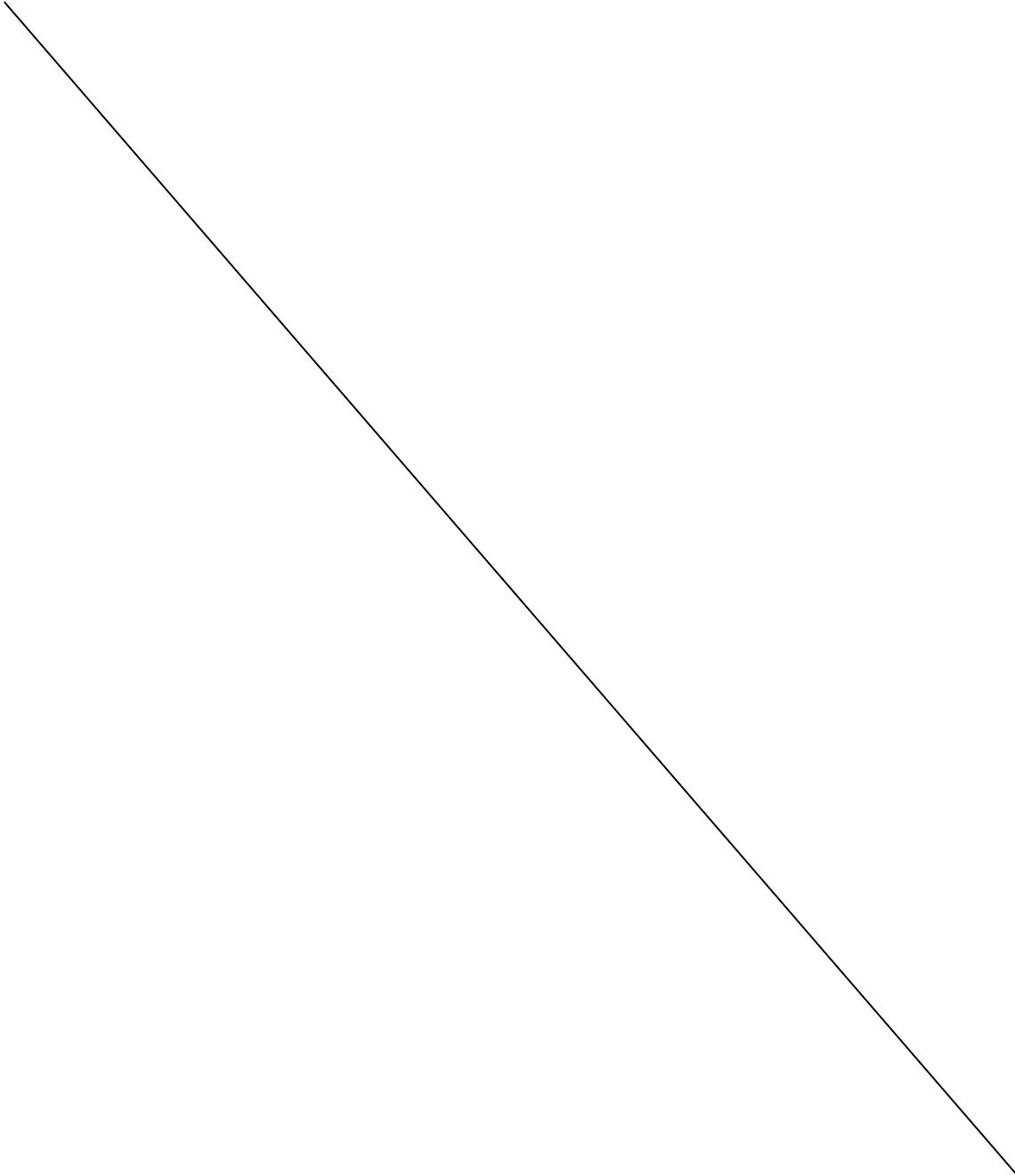
NAME / CONTACT	DECLARED DATE	DATE VISITED	INTERVIEWED
Liana Di Marco guitarbabe@hotmail.com 416-434-8294	June 2011	To be visited during Summer 2012 - Grant	

Bonnie Neely
bonnie@duskteam.com
905-840-2077

June 2011

March 2012-
Kelly

Stephen Wickett – continued in the DLM process until AGM in May 2013



South West Presbytery – September 17, 2012
2012/2013 – 057a

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

PROPERTY & ENVIRONMENT COMMISSION

September 17, 2012 at 7:00 p.m.

at Lansing United Church – 49 Bogert Ave., Toronto

Present: Michael Kooiman, Steve Lee, James Lepard, Ron Ross.

Guests: Gail Hamblin, Ross Leckie, Louise Mahood, Brian McIntosh, Bryan Ransom,
Susanne VanderLugt

CONSTITUTION OF THE MEETING

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom as acting Chair of the Property and Environment Commission called this duly constituted meeting of the Property and Environment Commission of South West Presbytery to order to deal with such business as should properly come before it.

OPENING PRAYER

Bryan Ransom opened the meeting with prayer.

QUORUM

MOITON by Steve Lee / Michael Kooiman
that all participants at this meeting of the Property and Environment Commission of South West Presbytery be made acting members of the Commission for this meeting.

CARRIED

AGENDA

For this meeting the following will make up the agenda.

Opening Prayer
Agenda
Business arising
Heart Lake United Church
Mount Dennis United Church
Grace United Church
Windermere United Church
Bloordale United Church
Other matters...
Motion to Adjourn

HEART LAKE UNITED CHURCH

We were asked to review Heart Lake United Church's property situation and a potential solution presented by Toronto United Church Corporation and General Council. Intent was

mortgage to be taken over by Toronto United Church Council. Outstanding capital loans (roof) in addition to mission and service fund.

We discussed proposal made by South West Presbytery.

Before the Property and Environment Commission can act on a request an appendix needs to be received from the Board of Trustees.

MOUNT DENNIS UNITED CHURCH - DISPERSAL OF FUNDS

APPENDIX A

A proposal was shared with the Property and Environment Commission through the Coordinating Council. Brian Ransom drafted a statement: Proposal for the Dispersal of Funds for the sale of 71 Guestville Av., Toronto.

Michael Kooiman gave a synopsis of the proposal and spoke to questions of the proposal: We also discussed the South West Presbytery Coordinating Council's questions around the project.

MOTION by Brian McIntosh / Gail Hamblin

that Property and Environment Commission of South West Presbytery heartily approves the proposal forwarded by the Mount Dennis United Church's Board of Trustees: \$500,000 to the Weston King Neighbourhood Centre (to create a satellite in Mount Dennis), \$300,000 to Central United Church, and \$30,000 to the Mission and Service Fund and,

that the Commission express that we are grateful for their faithful work.

CARRIED

MOTION by Steve Lee / Brian McIntosh

that the Property and Environment Commission of South West Presbytery recommend the balance of the funds from the sale of the Mount Dennis United Church property be held in trust by the Board of Trustees of Central United Church for a year and we will revisit the proposal with the direction of South West Presbytery.

CARRIED

GRACE UNITED CHURCH – LOAN AND GRANT APPLICATIONS

Two proposals were brought forward.

Regarding approving the request for a mortgage from Grace Retirement and Community Enterprise Inc. the Property and Environment Commission requires a Certificate of Trustees from Grace United Church Asking Consent of Presbytery.

MOTION by Suzanne VanderLugt / Louise Mahood

that the Property and Environment Commission of South West Presbytery supports the request of Grace United Church for a mortgage in the amount of \$50,000 from Grace Retirement and Community Enterprise Inc. pending receipt of a Certificate of Trustees Asking Consent of Presbytery

CARRIED

MOTION by Louise Mahood / Gail Hamblin
that the Property and Environment Commission of South West Presbytery approves the application to the Toronto Conference Accessibility Fund in the amount of \$3,355.

CARRIED

WINDERMERE UNITED CHURCH – SOUND SYSTEM UPGRADE

MOTION by Michael Kooiman / Ron Ross
that the Property and Environment Commission of South West Presbytery approves the application from Windermere United Church to upgrade their sound system to be forwarded to the Toronto Conferences Property Renovation Fund.

CARRIED

BLOORDALE UNITED CHURCH – SEVERING PROPERTY

MOTION by Michael Kooiman / Susanne VanderLugt
that the Property and Environment Commission of South West Presbytery give approval for Bloordale United Church to proceed with investigating the severing of a vacant lot and,

any funds resulting from a sale would be held in trust by the congregation with the interest being available for use by the congregation however the use of the capital from that sale would require an application to the Property and Environment Commission.

CARRIED

WESLEY MIMICO UNITED CHURCH – REDEVELOPMENT REPORT AND RECOMMENDATIONS

The Property and Environment Commission discussed the Report and Recommendation Proposal from Wesley Mimico United Church to South West Presbytery. It was felt that the Commission needed clarity in regards to what they mean by their renewal project and what the project specifically entails. Bryan Ransom will communicate our discussion and will request that representatives from Wesley Mimico United Church attend and present the report at a meeting of the Property and Environment Commission.

NEW BUSINESS

A discussion took place around the state of the Property and Environment Commission and whether or not it would be an advantage to merge the Pastoral Oversight Committee with the Property and Environment Commission.

It will be suggested to Catherine Smith that we meet together for 3 months.

NEXT MEETING

Next meeting date will be Tuesday, October 23, 2012 at 7:00 p.m., at Lansing United Church.

CLOSING PRAYER

Bryan Ransom closed with prayer

ADJOURNMENT

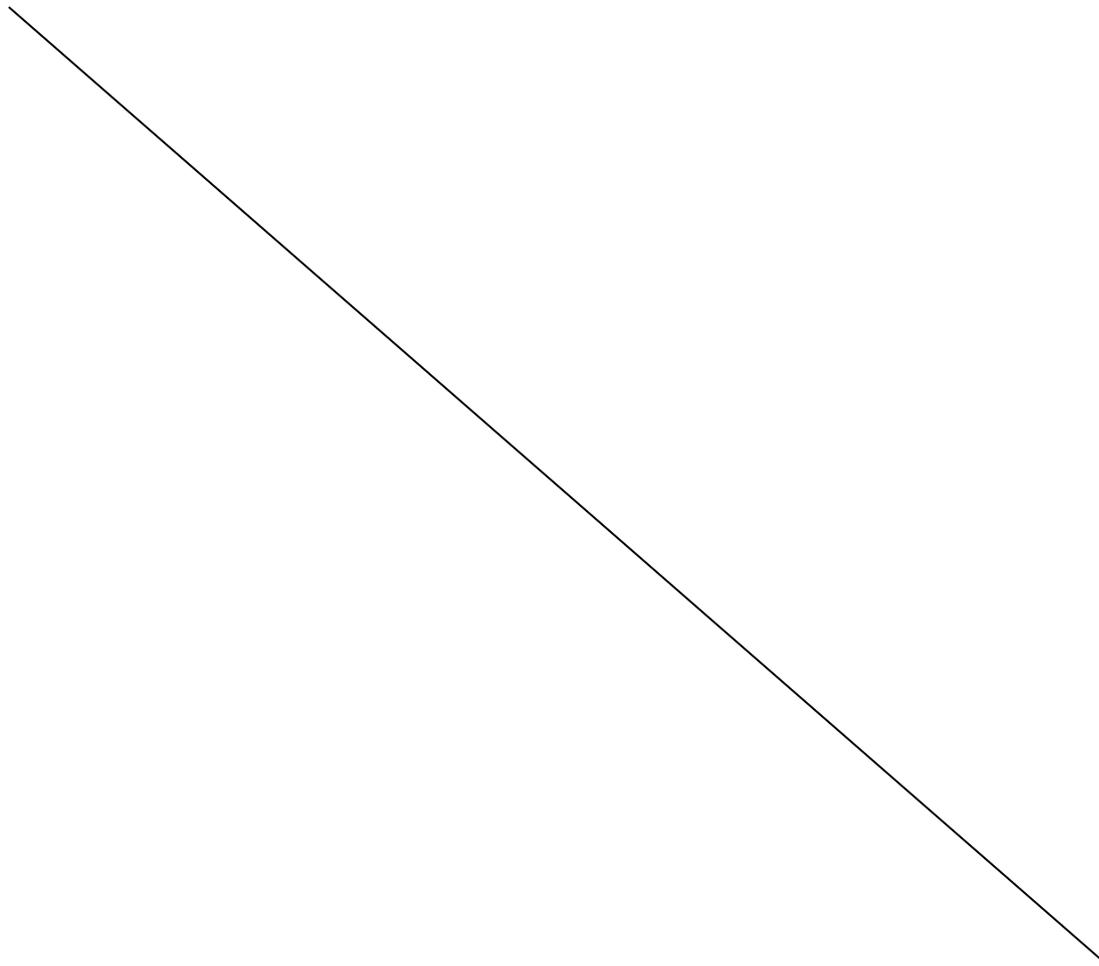
MOTION by Gail Hamblin / Steve Lee

that the Property and Environment Commission meeting be adjourned at 9:16 p.m.

CARRIED

Bryan Ransom
Acting Chair

James Lepard
Secretary



APPENDIX A

Mount Dennis United Church Proposed Recommendations to the Property and Environment Commission of South West Presbytery

The South West Presbytery's Coordinating Council received the Mount Dennis Neighbourhood Centre proposal for information purposes. The proposal was met with excitement and with a deep appreciation for the energy, thoughtfulness and discernment of the outreach mission and ministry created through the disbursements of the monies generated by the sale of 71 Guestville Avenue. The proposal is a true reflection of Christ's love and we give thanks to the congregation of Mount Dennis United Church for their expression of that love toward others in the broader community.

The South West Presbytery Coordinating Council places the review process of the proposal in the hands of the Property and Environment Commission and the working group who will be engaged in helping to providing a mission direction for South West Presbytery.

The South West Presbytery Coordinating Council forwards the proposal to the two mentioned bodies with comments for consideration:

A) Concern was expressed regarding the sustainability of the programs after the three-year period of complete financing, "then what"? Thus, are these ministries going to be financial sustainable after the three year period? If not, who will be financially supporting them once the seed monies end?

B) Any thought been given to limit the community ministries to the Mount Dennis community in order to sustain a few ministries over the longer period of time.

Question and Recommendation

Question:

The South West Presbytery Coordinating Council had discussed whether the proposal might be in conflict with the current policy regarding use of monies from sale of Church property?

Recommendation

There are two steering committees that are currently being formed to look at viability of congregation and future community ministries in South West Presbytery. These reports will help provide an overall understanding of the mission and ministry within the boundaries of South West Presbytery. Thus, the South West Presbytery Coordinating Council recommends for consideration that the Property & Environment Commission place unused portions of the Mount Dennis United Church's monies from the sale in trust until the findings from the reports have been presented to South West Presbytery.



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South West Presbytery – September 18, 2012
2012/2013 – 058

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

**PASTORAL RELATIONS COMMISSION
COMBINED WITH THE PASTORAL OVERSIGHT COMMITTEE**

September 18, 2012 - 2:30 p.m.

at Forest Grove United Church ~ 43 Forest Grove Drive, Toronto

Present: (Pastoral Relations Commission) Bob Bingham, Sheila Campbell, Gordon Conquergood, Sue Cowan, Connie denBok, Gail Hamblin, Don Laing, Jo Ann Marriott Linda Maw, Robin Pilkey, Cindy Randall, Deanna Wilson (ex-officio) (Pastoral Oversight) Norm Greene, Doug McLeod, Catherine Smith.

Regrets: Don Gibson, Lorraine Hill, Sarah Yoon

CALL TO ORDER

The meeting was called to order at 2:30 p.m. by Chairperson Gail Hamblin.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Gail Hamblin called this duly constituted meeting of the Pastoral Relations Commission of South West Presbytery to order to deal with such business as should properly come before it.

The chair noted that there was quorum present.

WELCOME

The members present from the Pastoral Oversight Committee were welcomed to this combined meeting

OPENING DEVOTION

Sue Cowan led the meeting in an opening devotion focusing on inter-cultural worship ending with a thoughtful singing together of “Siyahamba”.

CHECK IN

Check-in was shared around the table. Deanna Wilson explained about the temporary restructuring in the Toronto Conference Office with her now as a part-time Conference Personnel Minister assuming some of the responsibilities formerly taken by Ken MacDonald; Gail Hamblin will take the chair of the Pastoral Relations Commission and Cindy Randall will take the responsibilities of secretary for the next 10 months. Similarly Norm Greene spoke about his contract for the same 10 months as Conference staff to resource the Presbytery Pastoral Oversight Committee and provide support for the mission strategy for the future of our congregations.

APPROVAL OF AGENDA

MOTION by Connie denBok / Linda Maw

that the Pastoral Relations Commission of South West Presbytery adopt the agenda of today's meeting of September 18, 2012 as printed.

CARRIED

APPROVAL OF MINUTES

MOTION by Linda Maw / Bob Bingham
that the Pastoral Relations Commission of South West Presbytery accept the Minutes of the August 28, 2012 meeting as corrected, the omnibus motion indicated that Bob Bingham abstained and that was incorrect; he did vote.

CARRIED

Members of the Pastoral Relations Commission would like a link to the Minutes posted on the web-site when the Agenda and Congregational Updates are sent out for upcoming meetings.

CORRESPONDENCE

- Continuing correspondence with St. Paul's United Church (Brampton) regarding the on-going mediation with Betty Pries and appointing a minister (Deanna Wilson reported that the mediation turned out to be a much larger process than was expected. More South West Presbytery money was needed to finance this. A new Presbytery appointment is about to be made.)
- Job posting at Taiwanese United Church (Deanna Wilson will follow up on this)

BUSINESS ARISING

Joint Conversation between the Pastoral Oversight Committee and the Pastoral Relations Commission

Implications for a team ministry when there is a request for a change in pastoral relations

The Commission considered how there might be less upheaval for congregations and ministry personnel when the call of one minister of a team ends and a Joint Needs Assessment is initiated. The key issue is how the change in call by one minister impacts the terms of the call of the remaining other(s) in the team. For both the remaining ministry personnel and for the congregation there may be questions and assumptions about whether others automatically step into the vacated position or whether temporary new job descriptions ought to be made. The Commission/Committee suggested that some conversation/plans need to be in place before persons and congregations enter into team ministry. For example, all need to know that if financial givings drop below certain levels, this may trigger a change in the number of ministry personnel (downsizing). Or if one minister leaves, should the other 'calls' be terminated and appointments made until the JNA is completed? Another suggestion is that perhaps only a 'lead' minister would be called and other ministry personnel could be under appointments to avoid such difficulties. Research into this will be valuable by asking existing teams for their input. Sheila Campbell and Gail Hamblin will put together a document to suggest approaches on this matter.

Housing Allowance Update - Bob Bingham

Bob Bingham reported on the extensive research on current housing allowances. We reiterated the implications for both congregations and ministry personnel with unfair housing allowances, and the costs (beyond financial) for increases. We will write to the churches with lower housing allowances to ask that they voluntarily change their housing allowances to meet the recommended amount.

CORRESPONDENCE TO BE SENT TO PASTORAL CHARGES REGARDING HOUSING ALLOWANCES

MOTION by Connie denBok / Robin Pilkey

that the Pastoral Relations Commission of South West Presbytery send a letter to the churches with housing allowances under \$20,000 as per the Housing Allowance document, informing them that their housing allowance is below standard and suggesting a reasonable figure to be implemented as soon as possible.

CARRIED

Sue Cowan and Sheila Campbell abstained

A different letter is to go to Heart Lake, informing them that, despite their improvements, their housing allowance must also be increased. A letter is also to go to North Runnymede saying that their housing allowance must be increased.

Need Pastoral Charge Supervisor reports from:

- Philip Rodgers (Parkdale United Church)
- Linda Maw (Fairbank United Church)

Transition Team Report needed:

- Sheila Campbell (Asbury and West United Church)

Interviews to be completed:

- Kent Ward – Connie denBok and Jo Ann Marriott
- Sheila Murray - Sheila Campbell and Connie denBok
- Harry Oussouren – Sheila Campbell and Gail Hamblin
- Maureen McLeod-Oliver – Cindy Randall and Jo Ann Marriott

CONGREGATIONAL UPDATES

APPENDIX A

Discussion began around the amalgamation with Northminster United Church and Newtonbrook United Church and how Asbury and West United Church fits into all this. Catherine Smith declared a conflict of interest as a member of Newtonbrook United Church and excused herself from the meeting for this discussion. There were a number of questions raised regarding the process and what each of the parties is expecting from the amalgamation. It was decided that the ministers and Chairs of the Boards would come together for a conversation. Norm Greene and Deanna Wilson will arrange this conversation among the three congregations.

Covenanting Services

St. Paul's United Church (Long Branch) – Henry Poutiainen – October 28, 2012 - 3:00 p.m.

Wesley Mimico United Church – Paul Shepherd – November 4, 2012 at 2:00 p.m.

Runnymede United Church – Katherine Brittain – no date set

- Don Gibson – no date set

Emmanuel Howard Park United Church – Anne Hines – waiting on transfer & warrant

Immanuel Toronto Korean United Church – Sung Min Jung – waiting on transfer & warrant

Parkdale United Church – Doug McLeod – waiting on warrant

Richview United Church – D'thea Webster – waiting on transfer and warrant

NEW BUSINESS

Congregational Designated Ministers – the Guideline document was distributed in preparation for a discussion at the October 16, 2012 meeting. For that meeting we need to think about whether we need to know who the appointees are, rather than just approve the appointments.

Oversight Report – Norm Greene

Heart Lake United Church has challenges. South West Presbytery, Toronto United Church Council are involved along with the Pastoral Oversight Committee in helping them through their financial crisis and to move forward. There is support for the ministry personnel during this time.

NEXT MEETING

The next meeting will be on October 16, 2012 at 12:00 p.m. at the South West Presbytery office. Linda Maw will provide the devotion.

CLOSING PRAYER

Gail Hamblin offered the closing prayer.

TERMINATION

MOTION by Sheila Campbell / Robin Pilkey

that this meeting of the South West Presbytery Pastoral Relations Commission be terminated at 5:20 p.m.

CARRIED

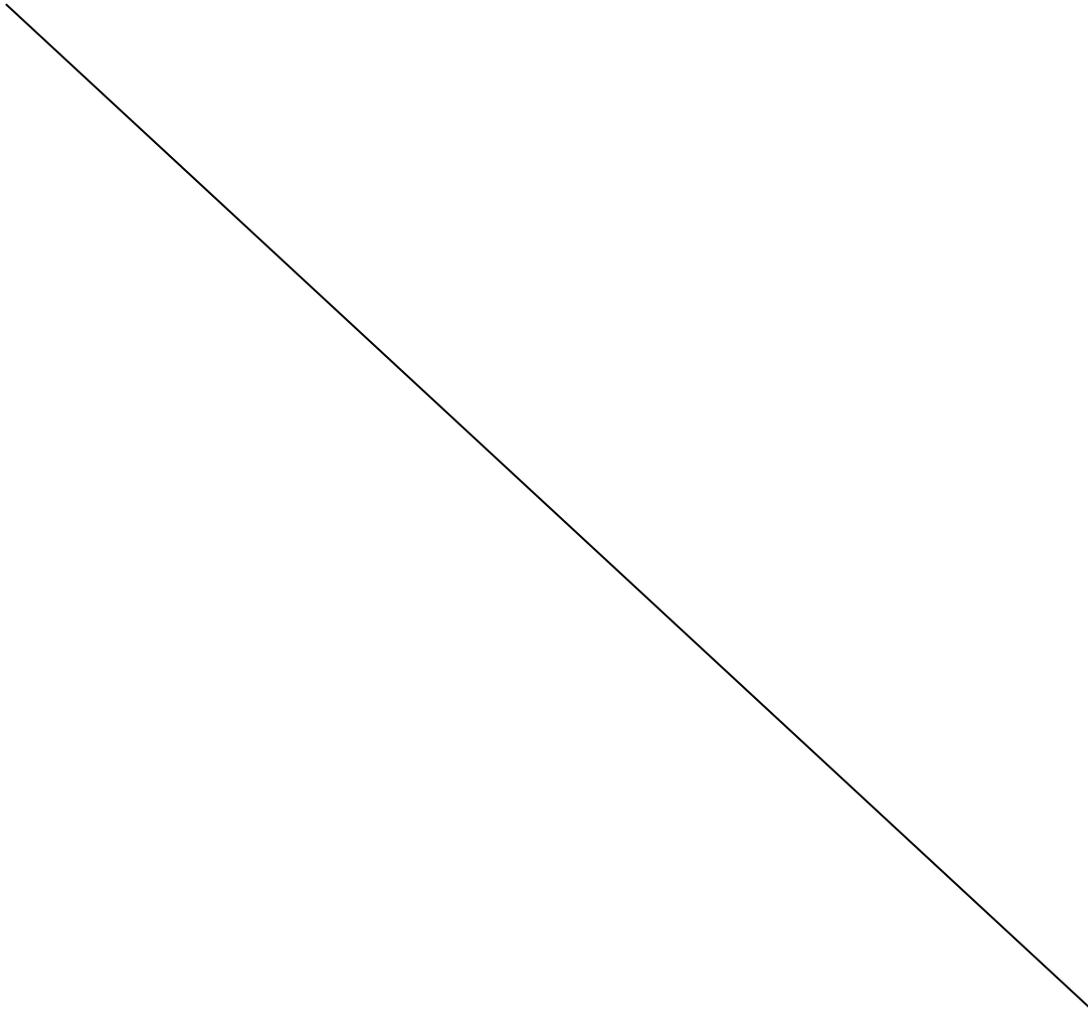
Gail Hamblin
Chairperson

Cindy Randall
Secretary

South West Presbytery – September 18, 2012
2012/2013 – 062

*** NOTE – UPCOMING MEETINGS**

October 16, 2012 – 12:00 p.m. – devotion by Linda Maw
November 20, 2012 – 2:30 p.m. with Pastoral Oversight – devotion by Don Gibson
December 11, 2012 – 12:00 p.m. – devotion by Sheila Campbell
January 15, 2013 – 12:00 p.m. with Pastoral Oversight – devotion by Bob Bingham
February 19, 2013 – 12:00 p.m. – devotion by Gail Hamblin
March 19, 2013 – 12:00 p.m. with Pastoral Oversight – devotion by Connie denBok
April 16, 2013 – 2:30 p.m. – devotion by Don Laing
May 21, 2013 – 12:00 p.m. with Pastoral Oversight – devotion by Lorraine Hill
June 18, 2013 – 2:30 p.m. – devotion by Sarah Yoon



APPENDIX A

CONGREGATIONAL UPDATES

DATE (updated on) September 18, 2012

CHURCHES NEEDING A JOINT NEEDS ASSESSMENT

CHURCH	ORD.OF MINISTRY REP	LAY REP	Supervisor ? Y/N Name	PROGRESS REPORT	COMPLETE D	NOTES
Islington	Connie den Bok	Gail Hamblin		Have had three meetings		JNAC agreed to expand their mandate to include the GO project. Michael Shewburg appointed as f/t Supply DLM. CDM to be appointed.
North Bramalea	Sue Cowan	Mary Sarginson		Are completing the JNA report. Will take it to the congregation in October		'Survey monkey' and hard copy JNAC survey done. Moving along appropriately. JNA report to proceed to their Council in October.
St. Bartholomew	Lloyd Paul	Gary Walker	Doug McLeod agreed (August 29,2012)			Pulpit supply is Kathleen Sorenson who is non- United Church. Supervisor will explore this with the Board. Doug meeting with the Board on September 26, 2012.
Westminster	Norm Greene	Paul Cook		Have decided to explore amalgamation.		Robin Pilkey and Ken MacDonald focusing on M & P issues with the congregation. JNAC resuming with conversations with 4 congregations. Approached other church re amalgamation – no interest. Board has agreed they should close – no date yet. Riverside-Emery is willing to have a conversation.

CHURCHES NEEDING A JOINT SEARCH

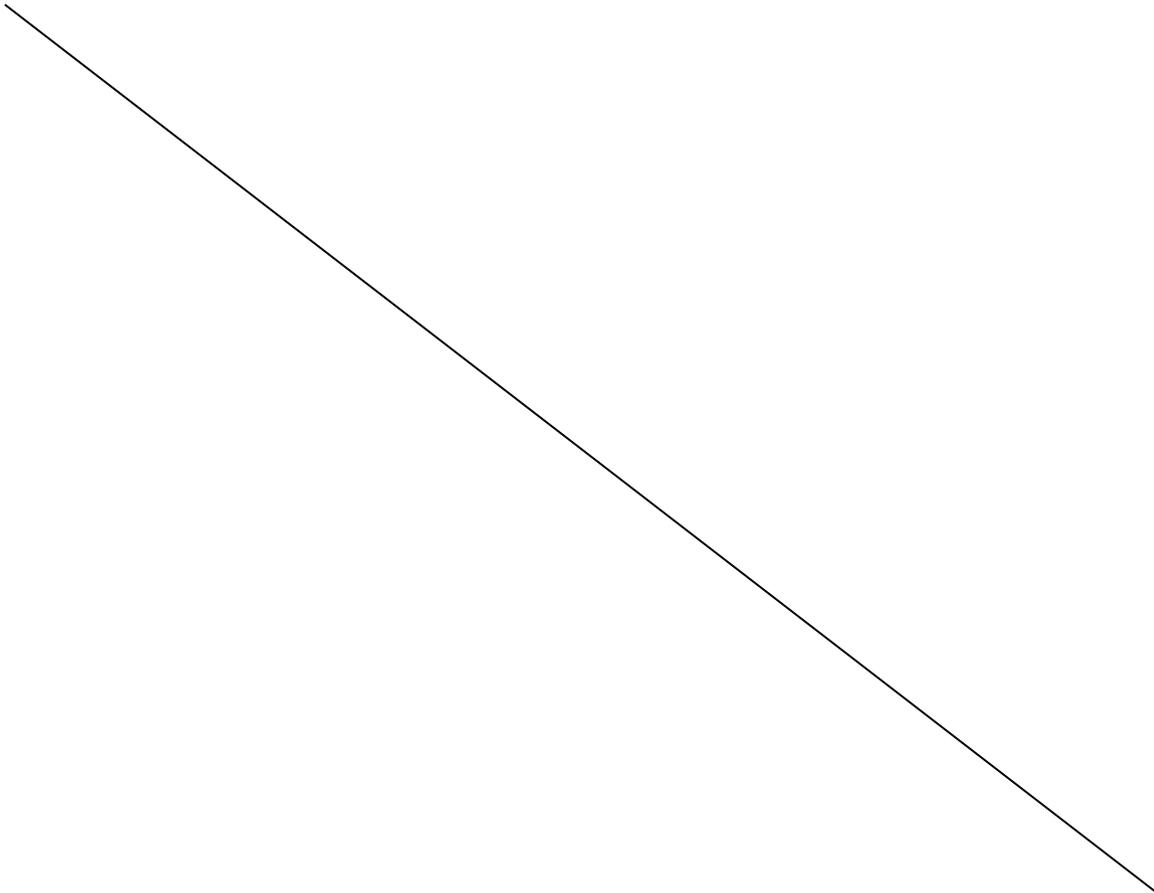
CHURCH	ORD. OF MINISTRY REP	Second REP	Supervisor ? Y / N Name	IN PROGRESS	COMPLETE D	NOTES
Davenport Perth	Linda Pennock	Bob Bingham	Supervisor is Bob Bingham as of July 1, 2012	John Perigoe has completed his appointment as of June 30th		Looking for level B.C. OR D for 27 hours per week. Have received three applications. Will interview in October. Amy Lee doing sacraments. Do they need to appoint a supply minister?
Royal York Road	Lori Hill	Robin Pilkey		Rev. Lillian Perigoe appointed as of Aug 15, 2012		Committee is reviewing resumes. Applications received. An ad will appear in the Observer in October.

OTHER

Church	ORDER OF MINISTRY REP	LAY REP	SUPERVISOR? Y/N NAME	PROGRESS REPORT	COMPLETE D	NOTES
Asbury and West	Sheila Campbell (Transition team)	Steve Lee (Transition team)	Darren Liepold is Interim minister	Have received their building permit and have gone to tender.		Darren Liepold-Nicholson will return in September with an interim minister's report. Asbury and West will be returning to their building within one year.
Fairbank			Linda Maw is appointed Pastoral Charge Supervisor.			Pastoral charge appointed a new organist. Ken to pursue the appointment of a mentor for Lionel Ketola.
Ghana Calvary Methodist			David Allen - Supervisor from July 2011 to continue to June 30, 2013. Deanna Wilson to			Church Leaders are continuing to look at plans for building a manse. Supervisors report needed.

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			ask David Allen to supply a written report.			
Immanuel Toronto Korean	Sarah Yoon Doug Varey		Sarah Yoon had a very positive ministry role at ITKUC through this process	March 18/12 congregation approved call to Rev. Sung Min Jung. Needs more space for their youth program. Maybe looking for a new home.		Covenanting service to take place.
Meadowvale Korean			Supervisor needed.	Now on ADP		
Mount Dennis	Cindy Randall		Cindy Randall to continue as Supervisor	Cong. now worshiping with Central UC Had asked for a person to provide pastoral care for their members. For 15 hours per week	Michael Koiman is assisting them currently	Looking at disbanding and integrate with Central, perhaps Fall 2012. Proposal re disbursement of funds going to the Property Commission. Wanting to use the money being held in trust for outreach in the community.
Newtonbrook / Northminster	James Lepard (Amalgamation/ Implementation team) Oversight Committee should be involved.	(Amalgamation/ Implementation team)		Darren Liepold covering for Irene Ty during her sabbatical		Deanna Wilson to work with Pastoral Oversight regarding the amalgamation process. Vivian Yarwood appointed for interim period at Newtonbrook.
Onnuri Korean			Need a supervisor	They are delayed in assessment; need to be on ADP before appointment can be approved.		Extended a call to Rev. yong Shik Kim (Hamilton).
St Paul's Brampton	Deanna Wilson	Gail Hamblin	Supervisor Debbie Johnson.	Kent Ward has asked for a change in pastoral relations as of September 30, 2012		New appointment for ministry personnel at 30 hours per week to assist with healing and financial challenges. Possible ¼ time appointment for children and youth – possibly in cooperation with

South West Presbytery – September 18, 2012 2012/2013 – 066						
						Grace UC.
Taiwanese			Need supervisor			
Windermere				Alexa Gilmour appointed Aug 1 for Full time. Linda Pennock appointed Sept. 1 to June 30 2013, 8 hours/week.		The pastoral charge has requested the JNAC proceed in the fall of 2012. Need to restart the JNA process.
Uganda Martyrs			Don Gibson appointed Supervisor	Deanna Wilson to connect with Charles regarding the appointment as supervisor.		Oct 9 - meeting to vote for Joint trusteeship and the plan to become a two-point pastoral charge with Riverside-Emery UC..



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

September 18, 2012 – 6:45 p.m.
at Forest Grove United Church ~ 43 Forest Grove Dr., Toronto, ON

The regular meeting of South West Presbytery was called to order at 6:45 p.m., Rev. Bryan Ransom presiding. A quorum was present.

ATTENDANCE:

Lay Representatives, Lay Members at Large, and Candidates (not in appointments):

Philip Armstrong, Jeff Bacon, Carole Bennett, Valerie Benson-Steele, Bob Bingham, Joan Carr, Karen Carruthers, Charlie Chun, Gordon Conquergood, Paul Cook, Betty Cork, Lorna Dixon, Vilia Fera, Lorna Fletcher, Ann Fraser, Michael Fraser, John Gilbert, John Grant, Gail Hamblin, Gail Johnson, Andrea Journeaux, Paul Kim, Victor Kitagawa, Steve Lee, John Latimer, Marty Linton, J-T MacNeil, Donna Magee, Gary Mizener, Lang Moffat, Peggy Moore, Robin Pilkey, Sylvia Powers, Linda Robinson, Ron Ross, Mary Sarginson, Catherine Smith, Anne Sword, Lois Thompson, Stephen Wickett, Fraser Williamson, Young Hee Yoon (40)

Ministry Personnel Called, Appointed and Retained:

Katherine Brittain, Dale Burkart, Sheila Campbell, Sarah Chapman, Cindy Cooper, Susan Cowan, Connie denBok, Alexa Gilmour, Orville Green, Norm Hennig-Pereira, Anne Hines, Susan Howard, Sheng Sen Hsu, Andrew Hyde, Sung Min Jung, Yong Shik Kim, Michael Kooiman, Jean Leckie, James Lepard, Brian McIntosh, Doug McLeod, Linda Pennock, Henry Poutiainen, Coral Prebble, Cindy Randall, Bryan Ransom, Barry Rieder, Paul Shepherd, Robin Sherman, Michael Shewburg, Christine Smaller, Irene Ty, Douglas Varey, D'thea Webster, Linda Wheler, Mark Winger (36).

Ministry Personnel Retired:

Lenore Beecham, Leicester Bigby, Eleanor Carr-Moreithi, Alan Craig, Grace Craig, Norm Greene, Don Laing, Linda Levin, Louise Mahood, Linda Maw, Edna Miller, Neil R. Parker, Susanne VanderLugt, Deanna Wilson (14).

VISITORS:

Terrance Bigby, Elaine Eve, William Grove, Amy Lin, Ian Miller, Sarah Piper, Nathalie Robson (7).

REGRETS:

Lay Representatives, Lay Members at Large, and Candidates (not in appointments):

Virginia Beane, Roni Beharry, Rosalind Cammidge, Linda Cunningham, Norman Dundas, Chris Jones, Donald MacInnes, Joyce Mounstevan, Bonnie Neely, James Pater, Allan Petrie, Leanna Ringler, Randy Toy, Andy Yemen (14).

Ministry Personnel Called, Appointed and Retained:

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David Allen, Kathryn Ariss-Pater, Catherine Ellarby, Stephen Fetter, Don Gibson, Kerri Hagerman, Carol Hancock, Lori Hill, Lionel Ketola, Ross Leckie, Margaret MacDonald, Maureen MacLeod-Oliver, Jessica McCrae, Lloyd Paul, Lillian Perigoe, Hugh Reid, Maryann Skinner, Glenn Smith, Grant Williams, Karen Williams, Paul Wilson (21).

Ministry Personnel Retired:

Wilma Cade, Susan Garrod-Schuster, Lutia Lausane, Etta Snow (4).

As per The Manual 2010 and as what was decided by the court of South West Presbytery for the pastoral year 2011-2012 “Quorum” means. not less than one-fifth (1/5) of those entitled to vote, of whom at least one-third (1/3) shall be members of the Order of Ministry or Designated Lay Ministers, and at least one-third (1/3) shall be lay members on the roll of Presbytery except those appointed as Designated Lay Ministers.

PREAMBLE TO MEETING

In view of the fact that the caterers were unable to deliver the dinner at the appointed time the meeting was called to order at approximately 6:50 p.m. An alternative arrangement was necessary and the time for dinner was deferred until the time of its arrival. Bryan Ransom invited the court to join in the singing of the hymn *Praise the Lord with Sound of Trumpet*.

CONSTITUTION:

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom called this duly constituted meeting of South West Presbytery to order to deal with such business as should properly come before it.

WELCOME

Bryan Ransom welcomed all to the meeting of South West Presbytery.

APPROVAL OF THE AGENDA

MOTION by Mark Winger / John Gilbert

that South West Presbytery adopt the agenda of this September 18, 2012 meeting of South West Presbytery with the following amendment – Education and Students no longer requires agenda time and are to be taken from the agenda.

CARRIED

OUR COMMITMENT AS MEMBERS OF SOUTH WEST PRESBYTERY

The Court recited the following promise.

As God's people we promise to relate to one another with:

**respectfulness, open mindedness,
and the spirit of grace and
forgiveness we have received**

in Christ Jesus.

In our Christian love for one another we will:

**listen to others with our whole selves:
our physical senses, intuition,
imagination and intellect**

not interrupt when others are speaking

speak with respect towards those who breach this commitment

**affirm the deep wisdom of silence and pause,
in order to ponder what others have said**

**leave space for anyone who wishes to speak for the first time before
speaking a second or third time**

hold our beliefs and opinions while respecting others

hold one another in prayer.

BUSINESS

INTRODUCTION OF NEW MEMBERS

New staff introductions by Bryan Ransom:

Deanna Wilson:

Conference Minister for Pastoral Relations Support - has accepted a two-day per week contract focusing on pastoral relations. Most recently, she has been the chair of the Pastoral Relations Commission of the Presbytery, so is intimately aware of the issues that come before that Commission.

Norm Greene:

Conference Minister for Pastoral Oversight - has accepted a two-day per week contract focusing on pastoral oversight. He will work with the Pastoral Oversight Commission, and the bulk of his time will be used on the Presbytery's recently-approved congregational viability project.

Chris Pullenayagem

Ethnic Ministry Research Project - has accepted a contract beginning September 1, with a report to be submitted by January 31, 2013. He will focus on the ethnic congregations within South West Presbytery, asking how the congregations and the Presbytery can work together as the Presbytery fulfills its responsibilities toward these congregations.

New Presbyters or visitors

Amy Lin – spouse of Sheng Sen (Samson) Hsu

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Sarah Piper – General Council 41 Commissioner
Nathalie Robson- Youth Forum General Council 41
Terrance Bigby – Youth Forum General Council 41
Sung Min Jung – Immanuel Toronto Korean United Church
Yong Shik Kim – Onnuri Korean United Church
D’thea Webster – Richview United Church
Paul Shepherd - Wesley Mimico United Church

CORRESPONDING MEMBERS

MOTION by Michael Shewburg / Dale Burkhart
that South West Presbytery approve that all visitors at this meeting of South West Presbytery be corresponding members.

CARRIED

APPROVAL OF MINUTES

MOTION by Linda Wheler / Lorna Fletcher
that South West Presbytery accept as printed the minutes of the South West Presbytery meeting of June 19, 2012.

CARRIED

RECEIVING MINUTES OF THE COORDINATING COUNCIL

MOTION Linda Wheler / Susanne VanderLugt
that South West Presbytery receive the minutes of the South West Presbytery Coordinating Council meeting of June 6, 2012 as printed.

CARRIED

ORDER OF THE DAY

APPENDIX A

Marilyn Matthews, Financial Development Officer from General Council provided an informative and thought-provoking narrative slide presentation entitled *Ways to Increase Giving*.

DINNER

The members of the court took a short break for dinner.

SPARROW LAKE CAMP

William Grove provided a brief summary of a successful camp season this past summer:

- good enrolment
- the attendance of a group of international students from Nigeria
- the success of the 100th Anniversary event was successful.
- dedication of a Founders’ Wall.

He also reported positive results of fund-raising events over the past year.

CONTINUING EDUCATION ANNOUNCEMENT - Rev. Mark Winger

A continuing education event entitled *Music & the Arts in Worship* is being co-sponsored by Humber Valley United Church and Emmanuel College. This event will interest worship leaders of all kinds and worship committee members and people who generally love worship liturgy. The keynote speaker is award-winning song-writer and performer Kyle Matthews from the United States of America. He is well known in contemporary Christian music circles in America and also possesses expertise in the field of homiletics. The date is October 15-16, 2012, the venue is Humber Valley United Church and the cost \$75.00. Further information is available on the Humber Valley United Church website.

SERVICE OF WORSHIP & REFLECTIONS ON GENERAL COUNCIL 41

The service of worship was led by Rev. Linda Wheler and the Commissioners to General Council 41 and began with the singing of the hymn *Over My Head* (88 MV). Thereafter the Commissioners and Delegates to the Youth Forum were invited to share their reflections with the court. They included Commissioners Irene Ty, Michael Shewburg, Victor Kitagawa, Sarah Piper, Susanne VanderLugt, Sarah Chapman, the delegates to the Youth Forum, Nathalie Robson and Terrance Bigby. The various reflections were interspersed with prayers and the singing of verses from the hymn *Come Touch Our Hearts* (12 MV). Each reflector was invited to name ‘one thing from GC41 that gave him/her hope for the church today?’ The closing hymn was *May the God of Hope Go with Us* (424 VU).

DEFERMENT OF THE TIME OF ADJOURNMENT

Owing to the unavoidable delay calling the Court to order Bryan Ransom requested its indulgence in postponing the time of adjournment until 9:30 p.m. This was granted.

REPORTS

TREASURER’S REPORT

APPENDIX B

Louise Mahood presented the Treasurer’s Report for the period up to and including September 6, 2012. Generally speaking the Presbytery finances are in good order and with that she elaborated on some of the expenses incurred by the various Circles. She thanked those churches which have submitted their Assessments in timely fashion.

Chairs of Commissions and Committees remit budget requests and the budget for 2013 will be considerable smaller than in previous years.

NOMINATIONS COMMITTEE

APPENDIX C

Christine Smaller presented her report for Nominations, Support for Members & Leadership Development Committee and noted the following updates to the South Presbytery Directory of September 17, 2012:

- Alexa Gilmour has agreed to serve on the Social Justice & World Affairs Committee
- Doug McLeod is serving on the Pastoral Oversight Committee, not the Pastoral Relations Committee
- Paul Shepherd has agreed to serve on the Property & Environment Commission

APPROVAL OF NOMINATIONS REPORT

MOTION by Christine Smaller / Michael Shewburg
that South West Presbytery upon recommendation from the Nominations Committee approve the list of South West Presbytery Committee and Commission members for 2012 – 2013.

CARRIED

In connection with Sparrow Lake Camp, Christine Smaller noted that correspondence had been received requesting South West Presbytery consider assisting the camp in recruiting a Treasurer. The camp has been operating without a Treasurer for more than 12 months and is currently behind in financial reporting. In order to encourage an appropriate individual to serve in that capacity the Coordinating Council decided to offer an honorarium for the position. Further to that Louise Mahood agreed to serve as Treasurer for Sparrow Lake Camp.

Christine Smaller has also indicated that there exists a need to discern whether or not South West Presbytery should require copies of the minutes and financial reports of the Sparrow Lake Camp Board.

The Nominations, Support for Members & Leadership Development Committee is planning a fall event to welcome new presbyters and to offer information and encouragement about participating in Presbytery. The date for this event is October 17, 2013 and it will be held at the South West Presbytery office.

One of the goals of the Nominations, Support for Members & Leadership Development Committee this year is to encourage congregations to maximize their allotment of representatives. It is hoped that there will be an increase in the number of lay people involved in Presbytery, as well as attempt to increase participation of existing representatives.

RECEIVING OF SOUTH WEST PRESBYTERY DIRECTORIES

MOTION by Christine Smaller / Don Laing
that South West Presbytery receives for information the three directories, the South West Presbytery Membership list, the South West Presbytery Ministries – Personnel and Lay Representatives and the Toronto Conference Directory that were distributed to those in attendance.

CARRIED

PASTORAL RELATIONS COMMISSION

Newly appointed Chairperson Gail Hamblin reported for the Pastoral Relations Commission (see Appendix F for the Coordinating Council meeting of September 5, 2013).

ENGAGEMENT CIRCLE

Brian McIntosh presented a proposal formulated by the Social Justice & World Affairs Committee:

APPENDIX D

Proposal: That the Board start a process to alter the metrics used to arrive at an appropriate level of executive compensation, by introducing some vertical comparisons to place senior staff at a level that reflects the well-being of the society in which we operate, as well as their place within their peer community.

FILING OF THE SHAREHOLDER PROPOSAL

MOTION by Brian McIntosh / John Gilbert

be it resolved that South West Presbytery ask the General Council and the United Church Pension Fund to file the above shareholder proposal at the Annual Meetings of any chartered banks held in their stock portfolios.

Several questions were raised within the court. The apparently short notice for this motion was a cause for concern, but it was explained that the circumstances had rendered this situation unavoidable.

CARRIED

PASTORAL OVERSIGHT COMMITTEE

Further to the recent resignation of Ken MacDonald from his position as Conference Personnel Staff Person, Bryan Ransom announced the appointment of Norm Greene to a contract position whose focus shall be on the area of Pastoral Oversight and the Viability Research Project. In connection with the Viability Research Project Norm Greene indicated that the state of congregations in South West Presbytery will be assessed. The purpose of the endeavour is to encourage the vitality of congregations, those that are growing to continue on that curve, those that have “plateaued” to revert to a state of growth, and those in a state of decline to reverse that process. The endeavour will involve a report from congregations and a review of statistics in the Year Book, with the hope that congregations might use the information gathered thereby in a process of revitalization. Those congregations that are not contacted, but wish to participate in the survey are invited to contact Norm Greene at ngreene@united-church.ca.

Bryan Ransom also announced the hiring of Deanna Wilson to manage pastoral relations and that of Chris Pullenayegen to the Ethnic Ministry Research Project position.

ADJOURNMENT

MOTION by Sheila Campbell / Stephen Lee

that there being no further business this meeting of South West Presbytery be adjourned at 9:25 p.m.

CARRIED

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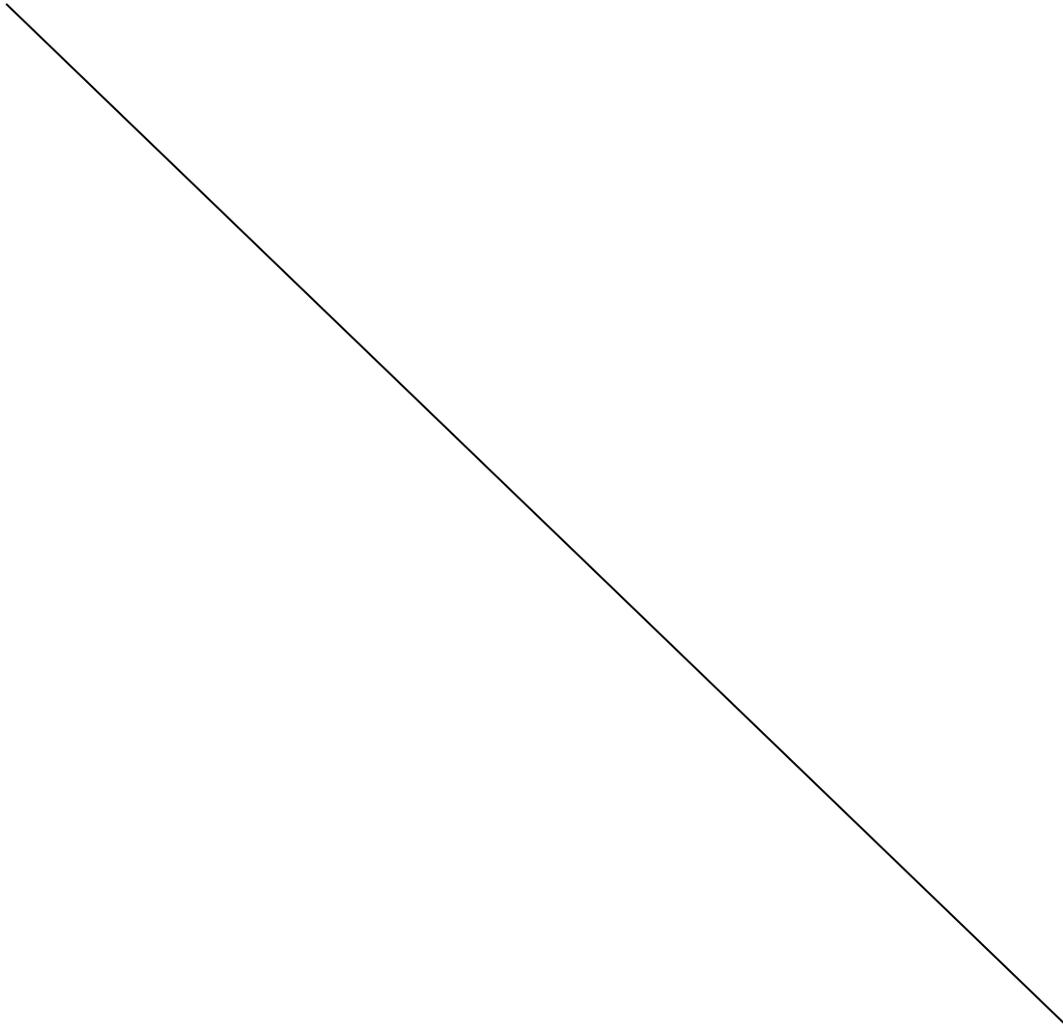
NEXT MEETING

It was noted that the next meeting of South West Presbytery will be held on

**Tuesday, November 20, 2012 at 6:45 p.m.
Presbyters are invited to gather for dinner at 5:30 p.m.
at Forest Grove United Church**

Bryan Ransom, Chairperson

Neil R. Parker, Secretary



APPENDIX A

Congregational Revenue Generation-presentation by Marilyn Matthews, Financial Development Officer-South West Presbytery Meeting-September 18th, 2012

- faith-motivated generosity
- stewardship development is vital
- connect to the spiritual life of each person
- churches facing ever increasing competition for the dollar (the church is no longer the automatic charity of choice)
- ways to increase giving-make stewardship a constant theme (not just at one time of the year)
- invite new members to contribute
- build your case - What is your church doing? What does your church do well? Outreach? Social impact? What would be lost if your congregation disappeared?
- your witness cannot be done without money
- show donors their gifts are used effectively and efficiently-inform donors how their gifts are helping (narrative budget)
- do not be afraid to ask for money-you are asking for money so that you can share the gospel (not for yourself)
- make it easy for people to give
- Pre-Authorized Remittance (PAR)-monthly giving by automatic bank withdrawals (average gift \$1,000, average gift on PAR \$1,500)
- church should have a website-offer on-line giving
- gift-in-kind-goods and services given in return for a tax receipt
- know your people-know their connections, their contacts, their time, talents and treasures
- employee volunteer program-employer donates money to charity where employee volunteers
- legacy giving—bequests, gifts of life insurance, annuities etc.
- diversification-trillium foundation, community foundations, UCC foundation, corporations, shop and support cards
- thank your donors
- motivation is replacing obligation-people will be involved only if they find meaning and value in the experience

Marilyn Matthews mmatthew@united-church.ca (416) 231-5931 extension 2026

APPENDIX B

**South West Presbytery Treasurer's Report
 General Fund Detailed Income/Expenses**

September 6th.2012

Categories	2011 Actuals Inc/Exp	2012 Inc/Exp	2012 Budget	2013 Budget
Income				
Carried Forward	\$ 35,331.45	\$ 16,016.29	\$ 16,016.29	\$ 234.84
Meals and Other Income	\$ 3,476.50	\$ 2,164.00	\$ 1,000.00	\$ 1,000.00
Youth/Young Adults Program Income		\$ 9,065.00		
Conference Stipend	\$ 30,000.00	\$ 31,211.25	\$ 31,211.25	\$ 31,680.00
	\$ 68,807.95	\$ 58,456.54	\$ 48,227.54	\$ 32,914.84
Expenses				
Presbytery/Coord Council Meetings	\$ 10,729.21	\$ 10,728.50	\$ 16,217.70	
Special Services-i.e. Covenanting		\$ -	\$ -	
Professional Services	\$ 4,962.96	\$ 5,000.00	\$ 5,000.00	
Strategic Planning Group	\$ 2,045.07	\$ -	\$ -	
Contingency	\$ 1,885.72	\$ 2,000.00	\$ 2,000.00	
Chaplains		\$ -	\$ 2,000.00	
Program Circle				
Community Ministries Commission	\$ 147.91	\$ 46.50	\$ 500.00	
Faith Formation	\$ 5,546.48	\$ 1,950.00	\$ 5,000.00	
Mission Support and Finance		\$ -	\$ -	
Pastoral Oversight	\$ 18.57	\$ 29.40	\$ 575.00	
Property and Environment	\$ 6,277.96	\$ -	\$ -	
Youth and Young Adults rendez-vous	\$ 8,285.61	\$ 13,454.47	\$ 6,000.00	
	\$ 3,000.00			
Leadership Circle				
Education and Students Nomination & Leadership Develop.	\$ 235.16	\$ 250.00	\$ 600.00	
Pastoral Relations	\$ 92.05	\$ 945.54	\$ 2,500.00	
Retirees, Pensions & Retained	\$ 288.91	\$ 275.81	\$ 400.00	
Engagement Circle				
Cong. Renewal & Community	\$ 3,953.50	\$ 195.32	\$ 1,200.00	

Dev.			
Ethnic and Intercultural Ministries	\$ 1,201.54	\$ 445.63	\$ 1,000.00
Social Justice and World Affairs	\$ 4,121.01	\$ 4,123.55	\$ 5,000.00
Totals	\$ 52,791.66	\$ 39,444.72	\$ 47,992.70
Income less Expenses	\$ 16,016.29	\$ 19,011.82	\$ 234.84

Other Accounts within Southwest Presbytery: 2011-2012

September 6th, 2012

	2011	2012
<i>Education and Students Fund</i>		
Policy and Application of funds is	\$ 5,606.15	\$ 6,290.47
through the E&S Committee	\$ 2,984.32	\$ 211.00
	\$ 2,300.00	\$ 1,505.37
	\$ 6,290.47	\$ 4,996.10
<i>Community Ministry Fund</i>		
July and Dec. Split the balance	\$ 40.00	\$ 0.03
between Jane/Finch and	\$ 3,594.67	\$ 2,686.50
Davenport/Perth	\$ 3,634.70	\$ 2,684.50
	\$ 0.03	\$ 0.03
<i>Vacation Bible School</i>		
to operate the summer VBS	\$ -	\$ 21,033.25
program through the Faith	\$ 32,837.00	
Formation Committee	\$ 11,803.75	
	\$ 21,033.25	\$ 21,033.25

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Assessment Recovery for 2012

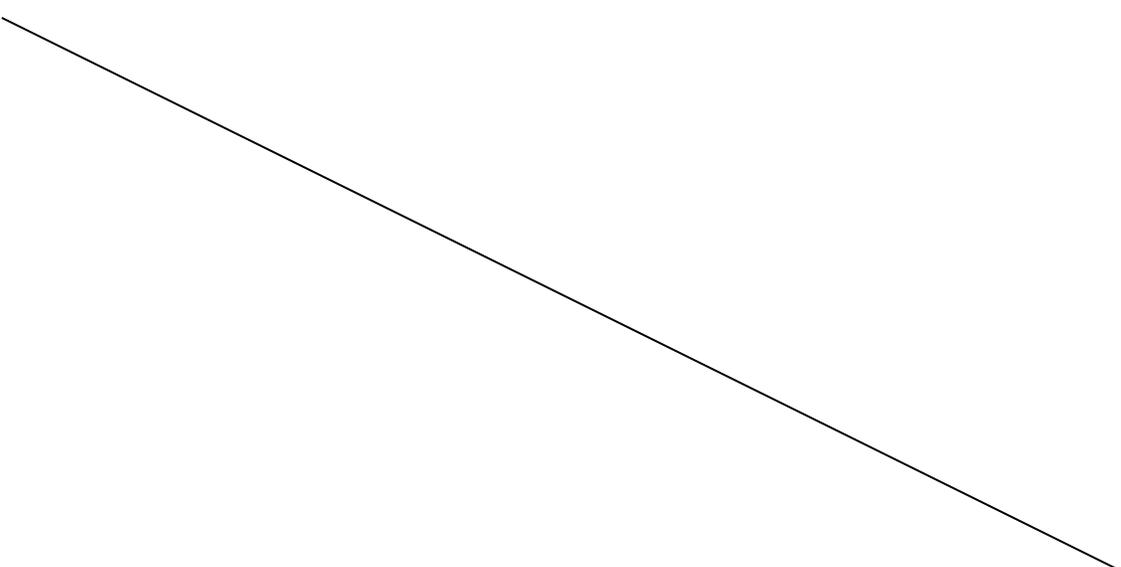
	Opening Bal.	\$ 4,146.00
PTCC Grants [July.2012]		\$ 24,438.00
	Sub-Total	\$ 28,584.00
Heart Lake -- Consulting Services		-\$ 8,500.00
Heart Lake -- Assessments		-\$ 8,500.00
Onnuri Korean Assessments		-\$ 7,438.00
	Balance	\$ 4,146.00

South West Presbytery Assessment for 2012

	\$ 312,979.00
Monies Remitted by September 6, 2012	\$ 213,165.17
Monies to Be Remitted	\$ 99,813.83

Quarterly Assessment Balance for 2012

February 1st, 2012
April 1st, 2012
August 1st, 2012
November 1st, 2012



APPENDIX C

Nominations Update – September 11, 2012

Priority Vacancies:

- *Chair, Property & Environment*
- *Chair, Mission Support & Finance*
- *Board Member – Sparrow Lake*
- *Member – Conference Interview Board*
- *Chaplains*

Recent Key Appointments:

- Dale Burkart – Chair Elect
 - Sarah Chapman & Andrew Hyde – Co-Chairs, Youth & Young Adults
 - Linda Wheler – Chair, Leadership Circle
 - Ross Leckie – Chair, Program Circle
 - Brian McIntosh – Acting Chair, Engagement Circle
 - Grant Williams & Jessica McCrae – Co-Chairs Education & Students
 - Gail Hamblin – Conference Settlement Committee
 - Orville Green – Conference Interview Committee
 - Peter Kupfer – Chair, Property & Environment (but he then withdrew due to personal obligations)
 - Mark Winger – has agreed to remain Chair of the Community Ministry Commission for an additional year
 - JT MacNeil – Secretary, Community Ministry Commission
 - Phillip Armstrong – new member Mission Support & Finance
 - Carol Bennett – new member Mission Support & Finance
 - Cindy Randall - Secretary, Pastoral Relations
 - Gail Hamblin – Chair, Pastoral Relations (interim for 10 months)
 - Louise Mahood – Treasurer, Sparrow Lake Camp
-

APPENDIX D

Background prepared by Bill Davis to a Proposal for United Church action regarding matters of corporate citizenship in establishing more equitable methods of determining the remuneration of senior staff in the banking industry:

For some time I have been trying to encourage the voice of the United Church to be heard by shareholders once again addressing matters of corporate citizenship.

A series of restructuring, downsizing and diminished imagination has made it virtually impossible to return the church to the exercise of proper stewardship of its investments.

Because I am blessed to have my own modest portfolio, I have on occasion exercised my own stewardship by speaking at shareholder meetings. Most recently, I had occasion to draw attention to the scandal that everyone recognizes - the fact that executive compensation had swollen to levels that are rewarding a very few senior people out of all proportion to the remaining 99% of our citizens. At each of the 3 meetings where I spoke, the applause from shareholders was surprisingly supportive. More importantly recipients of the excessive compensation and members of the Boards confirmed that I was raising a most vexing issue for the corporate world.

The Occupy Movement has been effectively drawing attention to the problem.

This spring, as a shareholder, I have spoken at the annual meeting of 2 Canadian banks to challenge the process that is leading Canadian corporations to increase the remuneration of senior executives to levels that are excessive by virtually any yardstick. I have found other shareholders welcome the challenge.

You may have heard my interview on Metro Morning (CBC April 19 - labeled rich poor gap). I have received considerable commendation for my comments.

In the U S there have been shareholder proposals filed by institutional shareholders, including some church shareholders.

Frankly it seems almost tragic that the voice of the church pension fund which surely owns shares in many corporations has remained totally silent on an issue that is quite significant. I might comment as well that filing a proposal in no way alters the church's return on its investment. It merely demonstrates that the church, as part owner is exercising responsible ownership.

I have drafted a proposal which I could file myself next year. It would hold much more weight if the Church's pension fund were the filer. I know how the combination of corporate response and church referrals to courts and decision makers can drag any action on filing way past the deadline which will be this November. So I hope to begin the process as soon as possible alongside the Church's Pension Fund.

If there was any current issue on which the voice of the church ought to be heard the inequity of remuneration and the rewarding of the very few at the expense of the rest (including the potential disappearance of the middle class), surely this is it. I have become convinced that there is no way to activate our dormant sense of stewardship of investment other than through the other courts of the church.

Bill Davis

(In the proposal, please note that the words "our company" are to be the words of a shareholder to the Bank company)

Shareholder Proposal

For several years our company has provided an advisory report to shareholders regarding executive compensation. The report contains much detail about the process followed in arriving at a decision about the level of compensation for our five senior officers. It is our belief that the report is based on inadequate premises.

Firstly it bases its conclusions on comparisons with compensation offered by similar organizations to their senior executives. It makes no effort to assess the reasonableness of such levels within the society in which our company operates. If, as many believe, the base on which the comparison is made is well above justifiable levels within society to begin with, our remuneration will continue to be excessive. And if our effort is to enhance performance by placing our executives above the median level of the comparator group, the result can only be an upwards spiral moving the levels even further above appropriate levels in society. All the metrics chosen to compute and justify new compensation levels are horizontal in nature.

Secondly corporations have a citizenship responsibility. Many studies confirm that the growth in senior executive compensation has outpaced the growth in the economy and that the top 1% is accruing virtually all of the growth at the expense of the large majority who are experiencing either a decline in income or at best holding the line. One impact documented is the gradual decline of the middle class. The growing gap is destructive of a healthy society. Our Board and our senior staff have an obligation to society to play their part in reversing this damaging trend. When citizens are being asked to accept roll backs or to cut back, senior people cannot be exempt from the pressure for restraint.

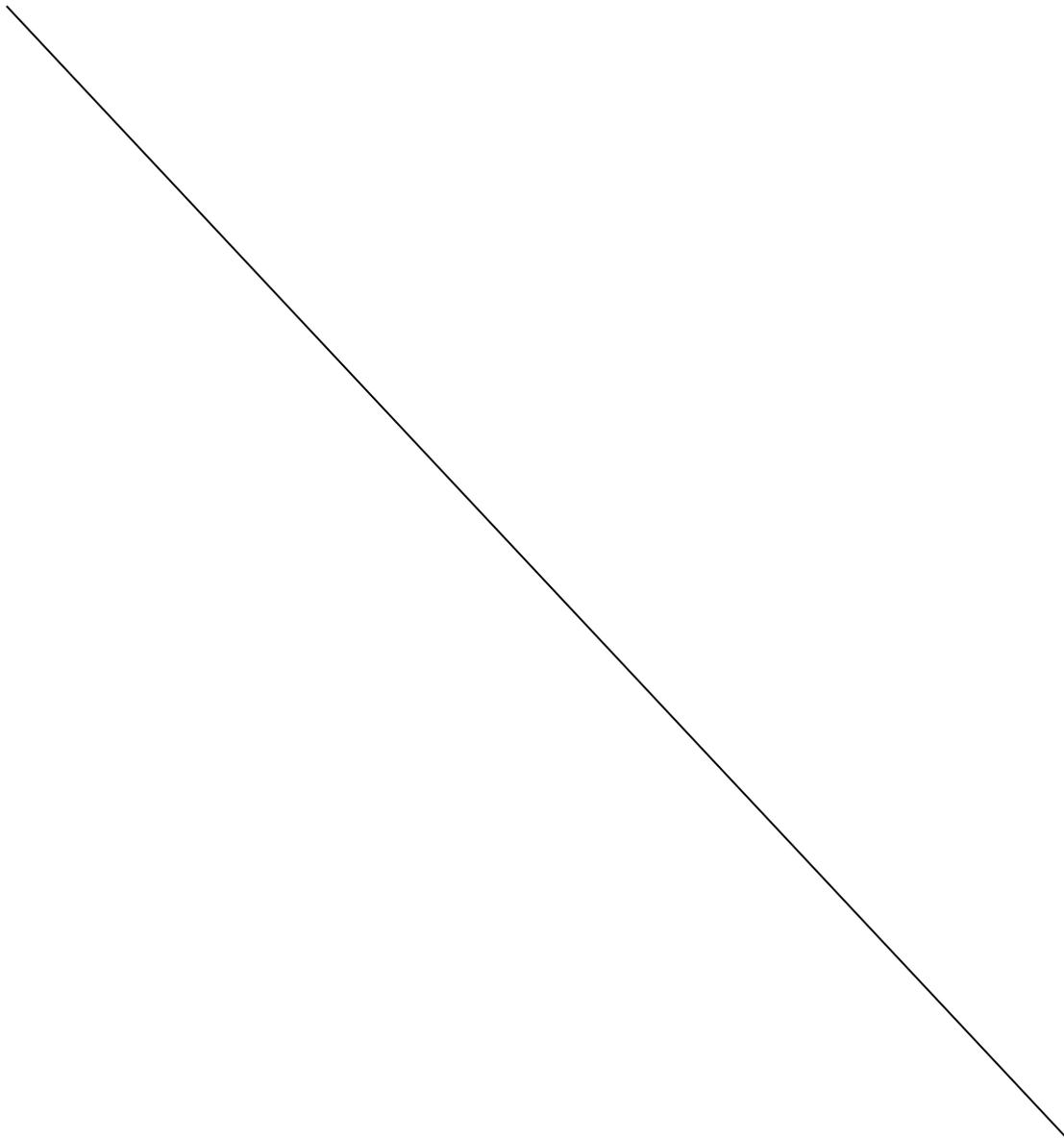
There is an implicit bias in our process to assume that money is the only criteria that influences employees' commitment to an organization. We submit that people stay or leave based on a wide range of satisfactions - meaningful and interesting work - opportunities to grow and to provide benefits to their world - working conditions that respect life beyond the office, etc.

It is clear that global business has locked into a paradigm that is creating a widening gap, so that our senior people "live on another planet" separated from their staff and the world in which normal people live. Changing the model is a challenge. But it is one which must occur if our system is to survive. Our motion does not describe the way forward in detail. It asks our board to initiate a

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process to develop new metrics in determining executive compensation, using some vertical metrics along with the horizontal ones now so widely applied. One metric which comes most easily to mind is the compensation of an entry level employee. This would give credence to the tribute often paid to staff at annual meeting time.

Proposal: That the Board start a process to alter the metrics used to arrive at an appropriate level of executive compensation, by introducing some vertical comparisons to place senior staff at a level that reflects the well-being of the society in which we operate, as well as their place within their peer community.



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COORDINATING COUNCIL

October 3, 2012 - 10:00 a.m.

at the South West Presbytery Office, Toronto

The regular meeting of the South West Presbytery Coordinating Council was called to order at 10:00 a.m. by the Chairperson, Bryan Ransom. A quorum was declared present.

ATTENDANCE

Present: Norman Dundas, Gail Hamblin, Ross Leckie, Louise Mahood, Brian McIntosh (left at 11:40 a.m.), Jessica McRae, Neil R. Parker, Bryan Ransom, Christine Smaller, Catherine Smith, Susanne VanderLugt, Doug Varey, Linda Wheler, Mark Winger (left at 11:40 a.m., returned after lunch)

Regrets: Dale Burkart

Visitors: Grant Williams

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom called this duly constituted meeting of the Coordinating Council of South West Presbytery to order to deal with such business as should properly come before it.

WELCOME

Bryan Ransom welcomed everyone present with a blessing and lit the Christ candle.

WORSHIP

Bryan Ransom circulated a basket containing pieces of paper on which there was printed an expression of thanks to God from the Bible. Each member of the Council was invited to select one of these. Another basket containing pieces of paper on which there was reported a significant news headline was circulated and again those in attendance were invited to select one of these. Council members were then instructed to relate that news item to the Scripture verse which they had selected and to share their thoughts with one another. Bryan Ransom concluded the exercise with an opening prayer. Bryan Ransom provided a summary statement of the insights shared and concluded the time of worship with a prayer of invocation.

It was indicated that Rev. Grant Williams was acting as co-Chair of the Education and Students Commission and further to the suggestion of Bryan Ransom it was agreed that Coordinating Council should designate Grant Williams a corresponding member.

APPROVAL OF MINUTES

MOTION by Mark Winger / Louise Mahood

that the Coordinating Council of South West Presbytery adopt the minutes of the South West Presbytery Coordinating Council meetings of July 10, 2012 and September 5, 2012 as printed.

CARRIED

APPROVAL OF AGENDA

MOTION by Linda Wheler / Ross Leckie
that the agenda of this October 3, 2012 meeting of the Coordinating Council of South West Presbytery be adopted with the amendment of moving the report of the Pastoral Oversight Committee just before the Business Arising from the Minutes.

CARRIED

RECEIVING MINUTES FOR INFORMATION

The Coordinating Council of South West Presbytery did not receive the minutes of the plenary meeting of September 18, 2012 for information as they were unavailable at this time.

CORRESPONDENCE

APPENDIX A

MOTION by Louise Mahood / Susanne VanderLugt
that the Coordinating Council of South West Presbytery receive the list of correspondence received and sent for the period of September 1, 2012 to September 26, 2012.

CARRIED

A suggested change in the format of the list of correspondence to be received was the inclusion of the destination of the various letters.

It was also requested that the copy of the September 14, 2012 letter from the Executive Committee of the Davenport-Perth Neighbourhood and Community Health Centre to the Davenport-Perth Community Church be “lifted” from the list of correspondence for discussion during the time allotted for the report of the Pastoral Oversight Committee. Bryan Ransom agreed to consider the aforesaid letter after the report of the Pastoral Oversight Committee.

Pastoral Oversight Committee

APPENDIX B

The Committee has recently added Doug McLeod as a new member and there is an upcoming interview with another prospective member. The energy level is limited by the fact that too few people are doing too much work. The variety of situations with which the Pastoral Oversight Committee is dealing is evident from the comprehensive written report circulated by Doug Varey.

He proceeded to draw attention to two situations described in the foregoing report which would require action by the Coordinating Council of South West Presbytery.

Riverside-Emery / Uganda Martyrs Two-Point Pastoral Charge

For practical reasons—aging membership with ramifications thereof— Riverside-Emery United Church is requesting a joint Committee of Trustees with the much younger congregation of Uganda Martyrs United Church. David Allen, after some consultation, has indicated that the only way of realizing the request is to establish a two-point charge with a single Official Board. Riverside-Emery United Church endorsed the plan at a recent meeting, but Uganda Martyrs United Church has expressed caution pending a study of its implications. Norm Greene is currently assisting the latter congregation in this connection. The Uganda Martyrs United Church has indeed expressed interest in the proposal and will be calling a congregational meeting to explore the possibility of a two-point charge. Doug Varey presented the following motion.

PROPOSAL OF A TWO POINT PASTORAL CHARGE FOR RIVERSIDE-EMERY UNITED CHURCH AND UGANDA MARTYRS UNITED CHURCH

MOTION by Douglas Varey / Susanne VanderLugt

that the Coordinating Council of South West Presbytery approve the proposal whereby Riverside-Emery United Church and Uganda Martyrs United Church become a two-point pastoral charge at 2799 Weston Rd. subject to the agreement of Uganda Martyrs United Church to become a part of this two-point pastoral charge at a duly called congregational meeting and according to the Manual on Policies of the United Church of Canada.

The logistics of this proposal prompted a number of questions and comments and Doug Varey and Susanne VanderLugt agreed to withdraw the motion pending the decision of the Uganda Martyrs congregation as to whether or not they wished to proceed with the merger.

South West Presbytery Viability Process

Doug Varey proposed that the Pastoral Oversight Committee might be the steering committee for the work of Norm Greene and the viability process.

STEERING COMMITTEE FOR VIABILITY PROCESS

MOTION by Doug Varey / Ross Leckie

that the Coordinating Council of South West Presbytery designate the Pastoral Oversight Committee the steering committee for the South West Presbytery viability process.

In view of Norm Greene's continuing involvement in the Pastoral Oversight Committee there arose a question concerning the possibility of a perceived conflict of interest. The Pastoral Oversight Committee has considered such issues and will continue to be in dialogue with David Allen should a perceived conflict of interest arise.

CARRIED

South West Presbytery Mission/Ministry Strategy

South West Presbytery finds itself wealthy in the process of the sale of assets, but not wealthy in ministry or ministry vision within its jurisdiction. The Pastoral Oversight Committee has request a block of time during the November full-court meeting of South West Presbytery to be used for beginning the process of the development of a

Mission/Ministry Strategy for the Presbytery. Specifically there is a need to identify what forms of ministry it is important for us to continue and on the basis of viability information where it is necessary for the United Church of Canada to maintain churches. Decisions such as these must be based on some mission/ministry statement.

DEVELOPMENT OF A PRESBYTERY MISSION / MINISTRY STRATEGY

MOTION by Doug Varey / Linda Wheler
that the Coordinating Council of South West Presbytery approve the development of a Mission / Ministry Strategy.

A separate team of individuals was established at the June 6, 2012 meeting of the Coordinating Council of South West Presbytery for the purpose of examining community ministries and future ministries. This was an upshot of the recommendations of the restructuring review. It is hoped that the aforesaid team will be assembled in the coming week. For that reason, the motion was withdrawn, but a block of time at the November full-court meeting was still deemed necessary. That is to say, the full-court of South West Presbytery needs to grasp the concept with “excitement” and concern about the future of the United Church. However, the Coordinating Council thought it advisable to defer formal discussion of community missions/ministries and focus immediate attention to other current matters such as the Research Project on Ethnic Congregations.

MOTION WITHDRAWN

The letter of September 14, 2012, pertaining to the Davenport-Perth Neighbourhood Centre and its leasing negotiations with the Davenport-Perth Community Church was brought forward.

Further to a request earlier in the meeting the foregoing letter was “lifted” from the list of correspondence. Brian McIntosh excused himself from the meeting. The matter addressed therein was deemed “highly confidential.” Susanne VanderLugt proceeded to read the letter to the Court. At this point the Community Ministries Commission Chair Mark Winger excused himself from the meeting in view of the possibility of a perceived conflict of interest.

DAVENPORT PERTH COMMUNITY CHURCH

MOTION by Susanne VanderLugt / Louise Mahood
that the Coordinating Council of South West Presbytery, in response to the aforesaid letter invoke Section 107 of the United Church Manual forthwith.

Considerable discussion followed after which the advice of David Allen was sought.

DAVID ALLEN - CORRESPONDING MEMBER

MOTION by Ross Leckie / Christine Smaller
that Coordinating Council of South West Presbytery designate David Allen a corresponding member of the Court.

CARRIED

In light of further considerations Susanne VanderLugt and Louise Mahood agreed to withdraw their motion.

ORIGINAL MOTION WITHDRAWN

LUNCH

ANNOUNCEMENTS

October 15 - 16, 2012 – Mark Winger reminded Council members of the continuing education event hosted by Humber Valley United Church in conjunction with Emmanuel College. He distributed further information on this event entitled *Music & the Arts in Worship*, which will interest worship leaders of all kinds and worship committee members and people who generally love worship liturgy. The keynote speaker is award-winning songwriter and performer Kyle Matthews from the U.S.A. He is well known in contemporary Christian music circles in America and also possesses expertise in the field of homiletics. The venue is the church and the cost \$75.00. Further information is available on the Humber Valley United Church website. The deadline for registration has been deferred to October 9, 2012.

October 26, 2012, 10:00 a.m.-12:00 p.m. – Bryan Ransom announced a workshop/webinar entitled *Preaching in Advent: Luke's Revolutionary Christmas Carol*, which will include a presentation by Ched Myers on preaching for Advent in Lectionary Year C, The venue for the workshop is Humber Valley United Church. The event will highlight the prominence of women, music and subversive hope in Luke 1-2 and also include small-group discussion in the room and across the country via Internet and telephone. In this way participants can engage in a truly national discussion of how to bring the good news of Luke's Advent Story into worship in all the different Canadian contexts. For further information contact Betsy Anderson at betsy.anderson@utoronto.ca or by phone at 416-813-4096.

Friday, October 26, 2012 7:30 - 9:00 p.m., Saturday, October 27, 2012 10:00 a.m. - 4:00 p.m. – Bryan Ransom also announced the *Growing Justice Conference Event* entitled *Fasting, Feasting and Food Politics in the Practice of Jesus* at Lawrence Park United Church. *Growing Justice* is a social justice network meeting of the four Presbyteries of Toronto Conference. The agenda includes a keynote address and a Bible study by Ched Myers.

Continuation of the Discussion: The letter of September 14, 2012, pertaining to the Davenport-Perth Neighbourhood Centre and its leasing negotiations with the Davenport-Perth Community Church.

ACTION REQUIRED FROM DAVENPORT PERTH COMMUNITY CHURCH

MOTION by Susanne VanderLugt / Louise Mahood
that the Coordinating Council of South West Presbytery, in response to the copy of the letter of September 14, 2012 from the Davenport-Perth Neighbourhood Community Health Centre Board to the Davenport-Perth Community Church

Board of Trustees, notify the Board of Trustees of Davenport-Perth Community Church to act on the aforesaid letter by October 11, 2012 and,

that the Trustees submit an action plan to resolve the lease dispute between Davenport-Perth Neighbourhood Community Health Centre and the Davenport-Perth Community Church Board of Trustees, and;

that the Coordinating Council of South West Presbytery take further action, should the Davenport Perth Community Church Board of Trustees not respond to this directive.

CARRIED

MOTION TO MOVE INTO CAMERA

MOTION by Louise Mahood / Ross Leckie

that this meeting of the Coordinating Council of South West Presbytery move into camera.

CARRIED

MOTION TO MOVE OUT OF CAMERA

MOTION by Ross Leckie / Linda Wheler

that this meeting of the Coordinating Council of South West Presbytery move out of camera.

CARRIED

EMPOWERING CHAIR OF SOUTH WEST PRESBYTERY

MOTION by Ross Leckie / Gail Hamblin

that the Coordinating Council of South West Presbytery empower the Chair of South West Presbytery and the Steering Committee to take appropriate action should the Coordinating Council not receive an adequate response, or in the event that this request is ignored.

CARRIED

Mark Winger abstained

BUSINESS ARISING FROM THE MINUTES

Sparrow Lake Camp Update

A 5:00 p.m. budget meeting and a 7:00 p.m. Board meeting has been scheduled today, at which Louise Mahood will be in attendance. Christine Smaller has briefed her in preparation for those meetings. A draft budget has been formulated for the operation of the camp. Unfortunately, the operation of Sparrow Lake Camp is seriously hampered by organizational flaws and accountability issues around finances and continues to pose serious difficulties. However, Paul Kim of Onnuri Korean United Church, with his strong background in accounting, has offered to provide whatever assistance as he is able. Moreover,

the existence of a number of vacancies on the Board affords ample opportunity to enlist people with applicable gifts and talent.

Accessibility Policy

South West Presbytery has completed its formulation of the Accessibility Policy. The remaining task is its implementation. Now there is the need to complete the section concerning the Practices and Procedures. Bryan Ransom suggested the creation of a committee charged with that task. The review date for the Accessibility Policy is 2014, but it is hoped that a draft will be presented by the second last Presbytery meeting of 2012-13. However, it was agreed that the task lies within the purview of the Property & Environment Commission.

Toronto United Church Council / Heart Lake United Church

Ross Leckie reported that Heart Lake United Church accepted a proposal whereby that congregation agreed to pay its outstanding Mission & Service Fund offering. Toronto United Church Council will possibly lend the church money to meet that agreement. The Property & Environment Commission will ratify the forgoing plan once the required documentation is submitted. Norm Greene has met with the Heart Lake United Church congregation so as to determine how the loan will be repaid. Ross Leckie was pleased to report that Heart Lake United Church is currently up to date in the payment of its bills. A number of years have passed since this was last the case.

REPORTS FROM CIRCLES

Program Circle

Treasurer's Report

Louise Mahood reported that the financial situation of South West Presbytery is generally good. The Mission Support & Finance Committee is in the process of drafting a budget for 2013 and that constitutes the agenda for its November 4, 2012 meeting.

Mission Support Grant Applications

Norman Dundas presented the Mission Support applications for Davenport Perth Community Ministry and Jane Finch Community Ministry. As these had already been approved by the Community Ministries Commission, this was for information purposes only. The Mission Support request for Davenport-Perth Community Ministry was for \$42,050.00. That for the Jane-Finch Community Ministry was \$42,000.00.

In addition there was presented a motion to approve a reduced Conference Mission Support grant request of \$11,500 for Emmanuel-Howard Park United Church. The original request had been for \$13,000.00.

APPLICATION FOR MISSION SUPPORT RECOMMENDED FOR EMMANUEL-HOWARD PARK UNITED CHURCH

MOTION by Norman Dundas / Louise Mahood

that the Coordinating Council of South West Presbytery recommend the application to Conference Mission Support on behalf of Emmanuel-Howard Park United Church for funding in the amount of \$11,500.00.

CARRIED

Property & Environment Commission – Mount Dennis United Church

Acting Chair of the Property & Environment Commission Bryan Ransom reported that the Commission approved an allocation of a \$500,000.00 portion of the funds from the sale of the Mount Dennis United Church to the proposed Mount Dennis Neighbourhood Centre, a satellite of the Weston King Neighbourhood Centre. The remainder of the funds from the sale of the church property will be held in trust, pending the formulation of a mission strategy for South West Presbytery. Bryan Ransom also announced the regular meeting of the Property and Environment scheduled for Tuesday October 23, 2012 at 7:00 p.m.

Leadership Circle

Pastoral Relations Commission

Gail Hamblin's report of the Pastoral Relations Commission included the following ongoing endeavours:

A review of the housing allowances of all churches in our Presbytery

Churches whose clergy allowances are inconsistent with those of other churches in the same area have been contacted and asked to review the housing allowance and to bring them in line with those of other churches. In addition the Ministry Compensation Report sent by the Executive of General Council has been reviewed for information pursuant to the Commission's our work on housing allowances.

Creation of a Voluntary Associate Minister policy

This policy will be presented to the Presbytery in the near future.

The process of completing five exit interviews

These interviews are considered pastoral in nature and the conversations are considered confidential;

A review of aspects of the process of amalgamation of Northminster United Church and Newtonbrook United Church

This was accomplished at a joint meeting with the Pastoral Oversight Committee in September. Norm Greene and Deanna Wilson will meet with the Ministers and Board Chairs of Northminster United Church, Newtonbrook United Church and Asbury and West United Church in order to develop an understanding of and clarify their respective situation(s);

A discussion of the situation at Davenport-Perth United Church in connection with their need for a supply minister and with the membership of the Joint Search Committee

The appropriateness of the application of a supply minister for a position at the same church, or inappropriateness thereof, was addressed. This issue will come up for further consideration at the next meeting of the Pastoral Relations Commission;

The five covenanting services in November and early December

The dates and locations of these services were made available to the Presbytery on the agenda of the September 18, 2012 full-court meeting of South West Presbytery;

Work on a document addressing the implications for a team ministry when one of a team either retires or asks for a change in pastoral relations.

Nominations, Support for Members & Leadership Committee

Christine Smaller reminded the Coordinating Council of the Newcomers Event scheduled for October 17, 2012. Participation of the lay members in the ongoing business of South West Presbytery continues to be encouraged as the Nominations Committee seeks to fill vacancies. A Chairperson for the Property & Environment Commission is needed. Those individuals approached thus far tended to view themselves as unqualified for that position. In this connection Christine Smaller sought direction from the Coordinating Council. One possible solution mentioned was the circulation of a job description and the deployment of qualified individual who would be paid for his/her services. The Council agreed that Bryan Ransom should continue as acting Chair in the meantime.

Education & Students Commission

Grant Williams reported the Commission's current supervision of:

- 8 Inquirers
- 6 Candidates for Ordained ministry
- 2 Candidates for DLM ministry
- 1 Lay Licenced Worship Leader.

At the meeting of September 11, 2012 the Education & Students Commission decided to not renew the Licenced Lay Worship Leader status of Liana Di Marco. Her name will be removed from the South West Presbytery Licenced Lay Worship Leader call list.

One candidate for ordained ministry is going forward for an ordination interview in November.

Finally the Education & Students Commission welcomes Connie denBok as its newest member

EVALUATION OF THE SEPTEMBER 18, 2012 PRESBYTERY MEETING

- caterer's confusion regarding the date of the meeting caused a delay of the dinner-hour caused confusion during the course of the meeting
- presentation on stewardship exceeded time allotted: highly informative but better suited for a congregational setting
- termination of meeting by 9:30 p.m. despite chaos reflected effective leadership by the Chair
- the reports on General Council were considered well-done by majority of people

Bryan Ransom made an appeal for people interested in leading worship.

AGENDA PLANNING FOR THE NOVEMBER PRESBYTERY MEETING

- Venue - Forest Grove United Church
- Meal – 5:30 p.m. / Dessert for all at 6:30 p.m. / Call to order at 6:45 p.m.
- Invitation to Chris Pullenayagem
- Order of the day: budget for 2013; how will grant motions reflect mission direction? (1 hour max.) – draft budget available to Council members by November 7, 2012
- All presbyters sent draft budget no later than November 8, 2012
- Table group set up
- Worship – (30 minutes at the beginning of the meeting)

CLOSING

Evaluation of meeting

What did we accomplish?

The majority of time was given to the Davenport-Perth issue.

How did we live out our commitment to leading a missional life?

At the beginning of the meeting we became centred on “who we are” and “to whom we belong.”

Where did you experience God’s grace, God’s holiness in our time together?

The Coordinating Council demonstrated grace in its deliberations around the Davenport-Perth issue.

What could be changed?

Availability of a hand-out summary providing background information on various issues would be helpful.

NEXT MEETING

Wednesday, November 7, 2012 at 9:30 a.m. for refreshments with the call to order coming at 10:00 a.m. The meeting will be held at the South West Presbytery office.

PRAYER

Ross Leckie offered the closing prayer.

ADJOURNMENT

MOTION by Christine Smaller / Linda Wheler

that this meeting of the South West Presbytery Coordinating Council be adjourned at 3:27 p.m.

CARRIED

APPENDIX A

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

Correspondence – September 1, 2012 – September 26, 2012

RECEIVED

(date in bracket indicates the date the item was received)

GENERAL COUNCIL

- Residential Schools Update August 2012
- Continuing Education for Lay Worship Leaders (Sept. 4/12)
- Learning Circles for Presbytery Leaders – Pastoral Oversight and Property (Sept. 5/12)
- Moderator's Pastoral Letter (Sept. 17/12)
- Grants Available for United Church Programs and Ministries (Sept. 18/12)
- Moderator's Letter: Israel & Palestine (Sept. 24/12)

TORONTO UNITED CHURCH COUNCIL

- Connecting Resources with Ministry – E-News Vol. 8 (Sept. 4/12)
- Green Awakening Network Newsletter #33 Welcome Back
- Letter regarding decisions of the Coordinating Council regarding to Heart Lake United Church (Sept. 11/12)
- Green Awakening Network News Special Edition: Hungry for Climate Leadership (Sept. 21/12)

TORONTO CONFERENCE

- Revised Bill 168 material

SOUTH WEST PRESBYTERY COORDINATING COUNCIL

- Thank you letter from Heart Lake United Church regarding decision per Presbytery dues and financing a re-missioning of the church (Sept. 10/12)
- Copy of letter to The Board of Trustees at Davenport Perth Community Church regarding Water Damages of September 2, 2012 from the Davenport Perth Neighbourhood and Community Health Centre (Sept. 18/12)
- Follow up email from the Davenport Perth Neighbourhood and Community Health Centre regarding additional repair costs re- flood damage (Sept. 20/12)

PASTORAL OVERSIGHT COMMITTEE

- Proposal from Immanuel Toronto Korean United Church regarding re-location (Sept. 10/12)

PROPERTY AND ENVIRONMENT COMMISSION

- Letter from Bloordale United Church requesting permission to sever a vacant lot at the side of their property (Sept. 14/12)

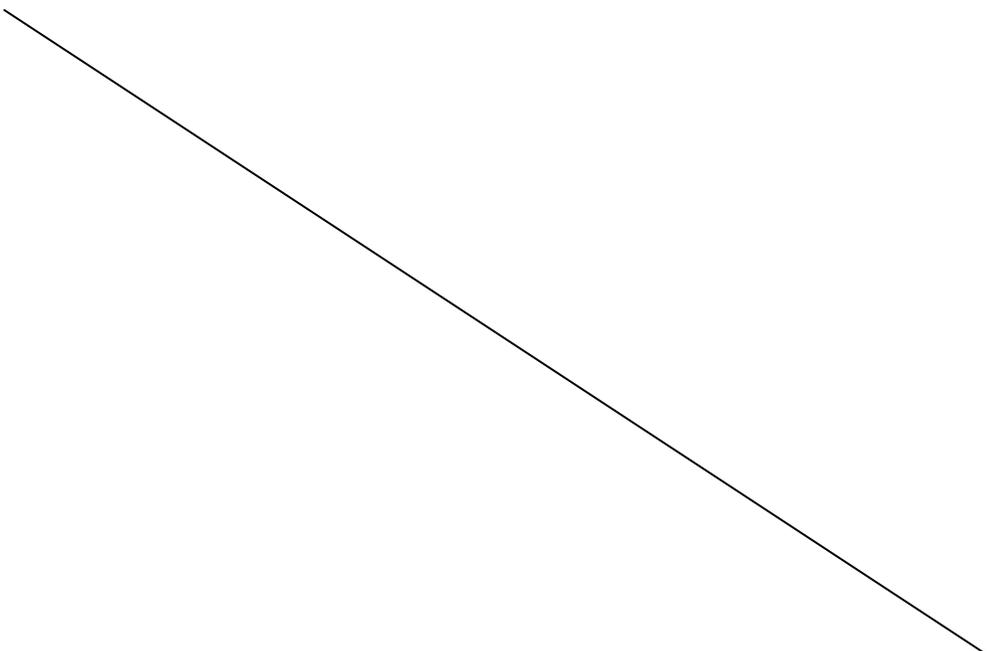
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- Email correspondence from Wesley Mimico United Church regarding their report and recommendations for Presbytery approval (Sept. 18/12)
- Letter and copy of Improvement Fund Application Form from Davenport Perth Neighbourhood and Community Health Centre (Sept. 26/12)

MISCELLANEOUS

- Five Oaks May newsletter (Sept. 6/12)
- Five Oaks – Celebration for Pegi Ridout (Director) and Fundraiser (Sept. 25/12)
- Invitation to attend the Opening Celebration of Monaco Place

SENT

- Updates for website to Paul Rochford – web master
 - Letter of response to The Toronto United Church Council from the Chair of Presbytery regarding the Partnership Proposal for Heart Lake United Church presented to the Coordinating Council on Sept. 5, 2012 (Sept. 11/12)
 - Letter of invitation to the newcomers in South West Presbytery from Nominations (Sept. /12)
 - Distributed South West Presbytery directories to those in attendance at September Presbytery meeting (others to be mailed)
 - Letter to General Council regarding the motion made at the Presbytery meeting of September 18, 2012 pertaining to Filing Shareholder Proposals with Banks regarding Executive Compensation
- 

APPENDIX B

Pastoral Oversight Committee Report to
South West Presbytery's Coordinating Council Meeting
Wednesday, October 3, 2012

Friends, the Pastoral Oversight Committee has been busy and we want to keep Coordinating Council. Here is some information and comments on the variety of congregations and issues we're working with.

- **Annual Report review:** All the pastoral charge annual reports have been read and Catherine is preparing a brief report. You can imagine that reading over fifty reports take a lot of time and the whole Committee has been involved.

- **Heart Lake United Church:** The Presbytery approved at the June meeting to provide funds from the PTCC Foundation to cover the congregation's unpaid assessments and so that Heart Lake can contract with consultant services. This has been done and the Toronto United Church Council consultancy service is working with the congregation currently.

At the September Coordinating Council meeting we discussed the money Heart Lake owes to the Mission and Service Fund. The congregation has been instructed to approach the Tucc for a loan to cover the outstanding amount. Norm Greene will continue to work with the congregation on behalf of the Pastoral Oversight Committee and we will be kept up to date with the plans HLUC has made to repay the M&S funds. Our long range goal is that Heart Lake United Church will be a viable, financially accountable and effective United Church congregation. The PO Committee is looking for quarterly reports from the congregation's council.

- **Immanuel Toronto Korean UC:** Presently worshipping at Forest Grove United Church has submitted a second Proposal to relocate to the current Northminster United Church site on Finch Avenue. ITKUC has put the Proposal together with attention to ministry possibilities and finances.

At the request of the Pastoral Oversight Committee ITKUC has approached the Amalgamation Committee for Northminster/Newtonbrook. That Committee has been very clear that the amalgamating congregations are not in a position to talk about plans for the Northminster site at this time.

PO Committee representatives (Paul Kim and Douglas) are meeting with ITKUC representatives on October 4th to hear more about its current situation, thoughts and plans. PO member Paul Kim and Douglas are meeting with ITKUC representatives tomorrow. We need to ascertain if ITKUC is prepared to purchase a site or if it is expecting to receive a gift. We also need to find out how many people are currently worshipping at ITKUC and their annual income. The congregation does have a sum of slightly less than \$400K in a building fund, but the purchase of any site would cost a great deal more than that.

We do not think it is appropriate for the PO Committee to put pressure on the Amalgamation Committee to make the Northminster site available to any one, for purchase or as a gift, until the amalgamation process is prepared to discuss these matters.

- **Newtonbrook/Northminster Amalgamation Process:** Currently Rev. James Lepard is representing the PO Committee in this Process. We would like to have another member of our Committee join him at the monthly Amalgamation Committee meetings. The amalgamation is proceeding, but not without bumps in the road. We are monitoring process.

- **Riverside-Emery/Uganda Martyrs Two Point Charge:** We received a phone call from Rev. Sheila Campbell on September 4 seeking guidance on how to put together a motion to establish a joint Board of Trustees between Riverside-Emery and Uganda Martyrs United Church congregations. The reason for this Joint Board of Trustees is to enable Riverside-Emery United Church to hand over management of the property at 2799 Weston Road to the Uganda Martyrs congregation.

In consultation with David Allen, we learned that the two congregations need to form a joint Official Board to which the Joint Board of Trustees would be accountable. In effect this will result in the creation of a two point

pastoral charge. PO attended the Riverside-Emery congregational meeting at which the required motions were presented and approved on Sunday, September 9.

We received a copy of the motions approved by REUC congregation at the congregational meeting Sunday, September 9 and then presented and discussed at joint REUC/UMUC Liaison Committee on Monday, September 10. Communications with UMUC confirm that they are interested in becoming part of the two point charge and picking up the building management and repair. This is not a transfer of “ownership” at this time. Norm Greene in his capacity as a PO Committee member attended a UMUC meeting on Sunday, September 23. We hope to be in a position at the October 3 Coordinating Council to recommend the approval of the formation of the new two point Pastoral Charge at 2799 Weston Road.

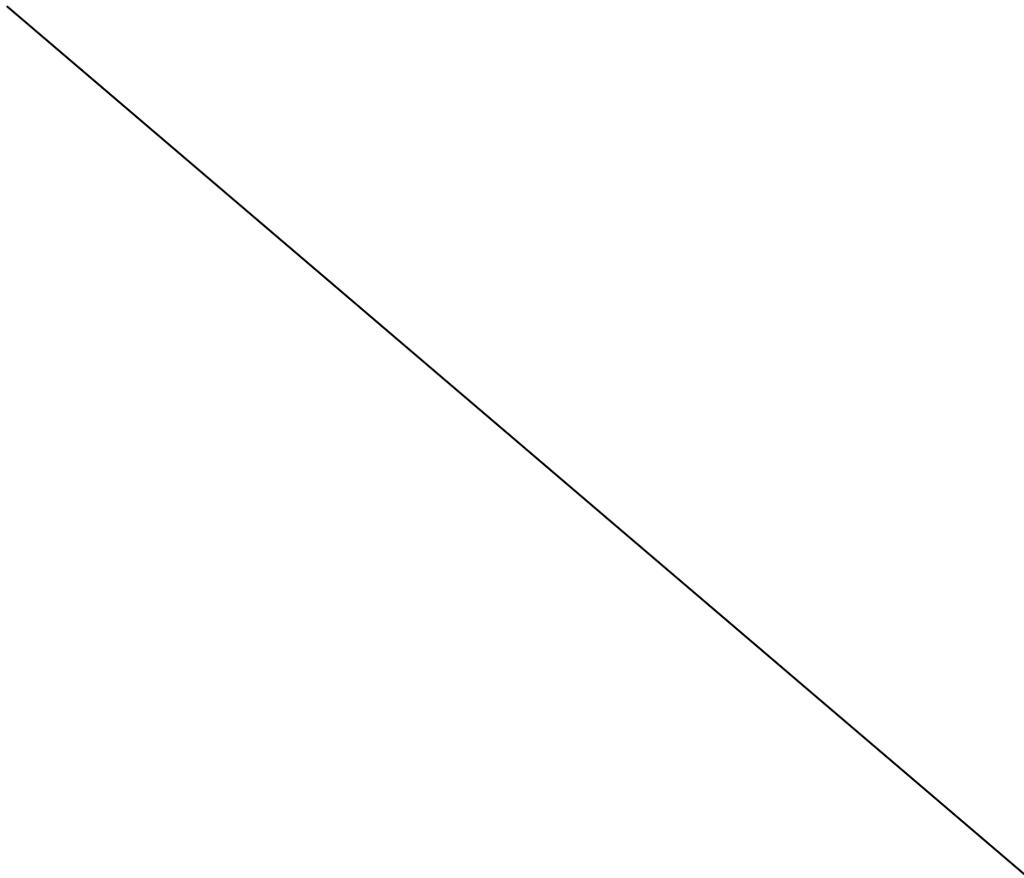
- **Wesley Mimico United Church:** A representative of the congregation has spoken to the Property and Environment Commission about a long range redevelopment proposal for the Wesley Mimico property. The PO Committee realizes that we need to get involved because there are questions about the viability of the congregation. We plan to appoint a PO liaison to the congregation within the week.
- **Mount Dennis United Church:** The building has been sold and many of the members are now worshipping at Central United in Weston. Almost all MDUC memberships have been transferred to Central United. The MDUC congregation is still an “entity” with a Board of Trustees and the congregation has submitted a plan for the use of the proceeds from the sale of then building and other congregational assets. That proposal was before the Coordinating Council at the September meeting. The Property and Environment Commission has approved the plan at a September 17 meeting.
Assuming that the proposed Mt. Dennis community activities program gets underway with the assistance of Weston-King Neighbourhood Centre, what happens when the funding stops in three years? The Pastoral Oversight shares the Coordinating Council’s concern. We also think it is important to talk about the “ministry” dimension of the Mt. Dennis community program. If United Church of Canada is enabling the program, then we need to talk, frankly, about the Christian dimension. We believe that the UCC is no longer in a position to simply provide services that might be seen as the responsibility of public authorities without a ministry dimension. We plan to work with MDUC Trustees on this matter.
- **South West Presbytery Mission/Ministry Strategy:** We have been in conversation with a member of the order of ministry who has a strong interest in intercultural ministries. We are also aware that one of the goals of the SW Presbytery Viability Process is to discover which congregations are viable and which may not have a lengthy future. We believe it is important for South West Presbytery to begin putting together a mission/ministry strategy for the whole Presbytery.
What this might mean in practical terms is identifying pastoral charges and ministries which the Presbytery believes are important to continue and develop the United Church of Canada’s work in the name of Jesus Christ in this corner of God’s Vineyard. Monies from the sale of United Church sites might be used to support and build up both existing and newly selected Presbytery ministries/missions as the basis of the Presbytery Mission/Ministry Strategy. Alternatively UCC sites no longer needed by their congregations might be dedicated to some part of the Mission/Ministry Strategy.
The PO Committee recommends to the October meeting of the SW Presbytery Coordinating Council that a major block of time at an up-coming Presbytery meeting, possibly in November, be dedicated to presentations and discussions on a South West Presbytery Mission/Ministry Strategy. This may require us to name a Mission/Ministry Strategy Committee or designating this project as a Coordinating Council responsibility.
- **South West Presbytery Viability Process:** At the April Presbytery meeting Norm Greene made a well received proposal that the Presbytery engage in a Viability Process. At the June meeting the Presbytery agreed unanimously to engage in the Viability process starting this month. PO Committee members met in July to plan how the PO Committee might undertake this project as the lead Committee in conjunction with the Pastoral Relations Commission.
The Viability Process as proposed and approved is for three purposes:

1. Assist pastoral charges to understand their current status on a viability chart. With this information in hand the congregation, with the assistance of the Pastoral Oversight Committee, will be able to decide how to move forward.
2. The PO Committee plans to obtain funds so that consultant assistance can be provided to congregations where such assistance is required. At our September PO meeting we recommended that Presbytery find \$16,000 so that at least four congregations, approved by the PO Committee, will have funds available to obtain consultancy services in the light of their viability study results. Congregations will contribute financially.
3. Enable SW Presbytery to ascertain the current situation of its pastoral charges so that a Presbytery Mission/Ministry Strategy can be developed.

We are very happy that Norm is now on contract with SW Presbytery to support and enable the work of the PO Committee with special focus on the Viability Process. The Pastoral Oversight Committee intends to act as a steering committee discuss, develop and approve the way forward on this important piece of work.

- **Adding Members to the Committee:** We are pleased to report that the Rev. Doug McLeod will join the Committee and that an interview will be held Thursday with another prospective member. Our challenging work load means that we will continue to be on the look out for new members.

Respectfully submitted, Catherine Smith
and Douglas Varey, Co-Chairs



South West Presbytery – October 9, 2012
2012/2013 – 098

THE UNITED CHURCH OF CANADA SOUTH WEST PRESBYTERY

EDUCATION AND STUDENTS COMMISSION

Tuesday, October 9, 2012 – 1:00 p.m.
at St. Andrew's United Church, Georgetown

Present: Grant Williams, Cindy Cooper, Kelly Thomson, Jessica McCrae, Connie denBok

Regrets: Darren Liepold-Nicholson, Robin Sherman, Leanna Ringler

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Grant Williams called this duly constituted meeting of the Education and Students Commission of South West Presbytery to order to deal with such business as should properly come before it.

The Chair, Grant Williams noted that there was quorum present.

WORSHIP

Jessica McCrae led the Commission in prayer.

APPROVAL OF AGENDA

MOTION by Connie denBok / Jessica McCrae
that the South West Presbytery Education and Students Commission adopt the agenda for this meeting of October 9, 2012 as printed.

CARRIED

APPROVAL OF MINUTES

MOTION by Jessica McCrae / Cindy Cooper
that the Education and Students Commission of South West Presbytery accept the minutes of September 11, 2012 as printed.

CARRIED

CORRESPONDENCE

- Correspondence sent to Liana Di Marco regarding Licensed Lay Worship leader status. No reply has yet been received.

INTERVIEWS

Today the following interviews will take place.
Lynn Wilson
Jeff Bacon

LYNN WILSON CONTINUED AS A CANDIDATE

MOTION by Cindy Cooper / Jessica McCrae

that the Education and Students Commission of South West Presbytery continue Lynn Wilson’s Candidacy status, and interview her in one year’s time and

that the Education and Students Commission recommend that Lynn Wilson seek a certified spiritual director and update us on her progress.

CARRIED

RECOMMEND JEFF BACON TO THE TORONTO CONFERENCE INTERVIEW COMMITTEE FOR ORDINATION

MOTION by Jessica McCrae / Cindy Cooper

that the Education and Students Commission of South West Presbytery recommend Jeff Bacon to the Toronto Conference Interview Board for Ordination.

CARRIED

STUDENT UPDATES

APPENDIX A

NEXT MEETING

The next meeting of the Education and Students Committee will be on Tuesday, November 13, 2012 at Humbercrest United Church.

CLOSING PRAYER

Grant Williams led the Commission in a closing prayer.

ADJOURNMENT

MOTION by Cindy Cooper / Kelly Thomson

that this meeting of the Education and Students Commission of South West Presbytery be adjourned.

CARRIED

Grant Williams
Chairperson

Kelly Thomson
Recording Secretary

EDUCATION AND STUDENTS COMMISSION – SOUTH WEST PRESBYTERY
Updated October 9, 2012

INQUIRERS

NAME / CONTACT	SPONSOR	DISCERNMENT REPS.	COMMENTS
Donna Gileno donnagileno@sympatico.ca 905-791-2238 or 416-735-2707	North Bramalea UC	Rev. Robin Sherman Rev. Kelly Thomson	Discernment Committee underway
Vincent Kingscott kingscottvincent@yahoo.ca 905-873-9787	Norval UC	Rev. Cindy Cooper Rev. Cathy Ellerby	
Ja Uk (Paul) Ku paulku@utoronto.ca 416-871-0483	Forest Grove UC	Rev. Linda Maw Sylvia Powers	Discernment is complete Report is in Planning October 3 CIC interview
Carmen (John) McClelland carman@bhangallaw.com 416-399-2807	North Bramalea UC	Rev. Leicester Bigby Sylvia Powers	Reps appointed - Dec. 9, 2009 Designated Lay Ministry Discernment complete and report is in Planning January 2013 CIC interview
Lawrence Nyarko lawnyayaw@yahoo.ca 647-835-4482	Ghana Calvary Methodist UC	Rev. Darren Liepold Rev. Jessica McCrae	Reps appointed - Sept. 28, 2011 Discernment on hold
Barbara Pennock b.pennock@hotmail.com 416-996-8191	Islington UC	Rev. Christine Smaller Joanne Sternason	Reps appointed - Nov. 15, 2011 Discernment underway Report is being

written

Randy Toy
 rndyty@hotmail.com
 905-792-3193

Emmanuel
 UC

Leanna Ringler
 Rev. Kelly
 Thomson

Reps appointed Sept.
 16, 2009
 Inquirer- License Lay
 Worship Leader

Fraser Williamson
 fargos_auctions@yahoo.ca
 416-318-1595

Home-
 Huttonville
 UC

Rev. Grant
 Williams
 Leanna Ringler

Discernment finished
 and report is being
 written

CANDIDATES

NAME / CONTACT	DECLARED DATE	STATUS	COMMENTS
Jeff Bacon jeff.bacon@sympatico.ca 416-207-0211	April 21, 2010	Candidate for Ordained Ministry	Interviewed in November 2011 Completed CPE May- Aug. 2012 Counselling Sessions completed E and S Ordination Interview scheduled for October 9, 2012 To be Interviewed November 2012 by CIC
Rebekah Duncan beki@roki.ca 416-254-9479	November 15, 2011	Candidate for Ordained Ministry	Interviewed in December 2011 Interviewed in July 2012 for Shorter Course. No updates regarding shorter course inquiry.

South West Presbytery – October 9, 2012
2012/2013 – 102

Sarah Grady grady_sarah@hotmail.com 647-200-5951	June 1, 2011	Candidate for Ordained Ministry	Internship 2012 Annual Interview January 5, 2012 On Internship at Sundridge PC Sept to April 2013
Sandra Jenkinson brightside26@gmail.com 416-768-1099	January 12, 2010	Candidate for Ordained Ministry	Annual interview held December 6, 2011 On Internship at St. Andrew's PC September to April 2013
Richard Johansen rjohansen@cogeco.ca 905-877-2383	January 12, 2010	Applicant for Designated Lay Ministry	Still searching for placement to begin DLM program. Interviewed January 2012 Annual E and S Interview Scheduled for 2013
John Thomas (JT) McNeil jtmacneil@gmail.com 647-801-9807	June 1, 2011	Candidate for Ordained Ministry	Interviewed and Continued as candidate April 17, 2012. Annual E and S Interview Scheduled for 2013
Lynne Wilson lynneellenwilson@hotmail.com 416-254-0531	June 17, 2009	Candidate for Ordained Ministry	Not recommended for ordination Nov. 9, 2011. Annual Interview held January 2012. Continued as a

candidate April 17,
 2012
 E and S Interview for
 Ordination scheduled
 for October 9, 2012
 In appointment full
 time at Lucknow UC

Steven Wickett

**No paperwork
 in Commission
 files**

Interviewed on April
 17, 2012 and
 continued as
 unrecognized DLM
 until AGM in May
 2013

LICENCED LAY WORSHIP LEADERS

NAME / CONTACT	DECLARED DATE	DATE VISITED	INTERVIEWED/ NOTES
Liana Di Marco guitarbabe@hotmail.com 416-434-8294	June 2011	To be visited during Summer 2012	Interviewed by E and S to be LLWL on November 2010. Sept 11, 2012 her status was discontinued
Bonnie Neely bonnie@duskteam.com 905-840-2077	June 2011	March 2012- Kelly	Interviewed by E and S to be LLWL on November 10, 2010. Interviewed on Sept 11, 2012 her status was renewed

South West Presbytery – October 9, 2012
2012/2013 – 104

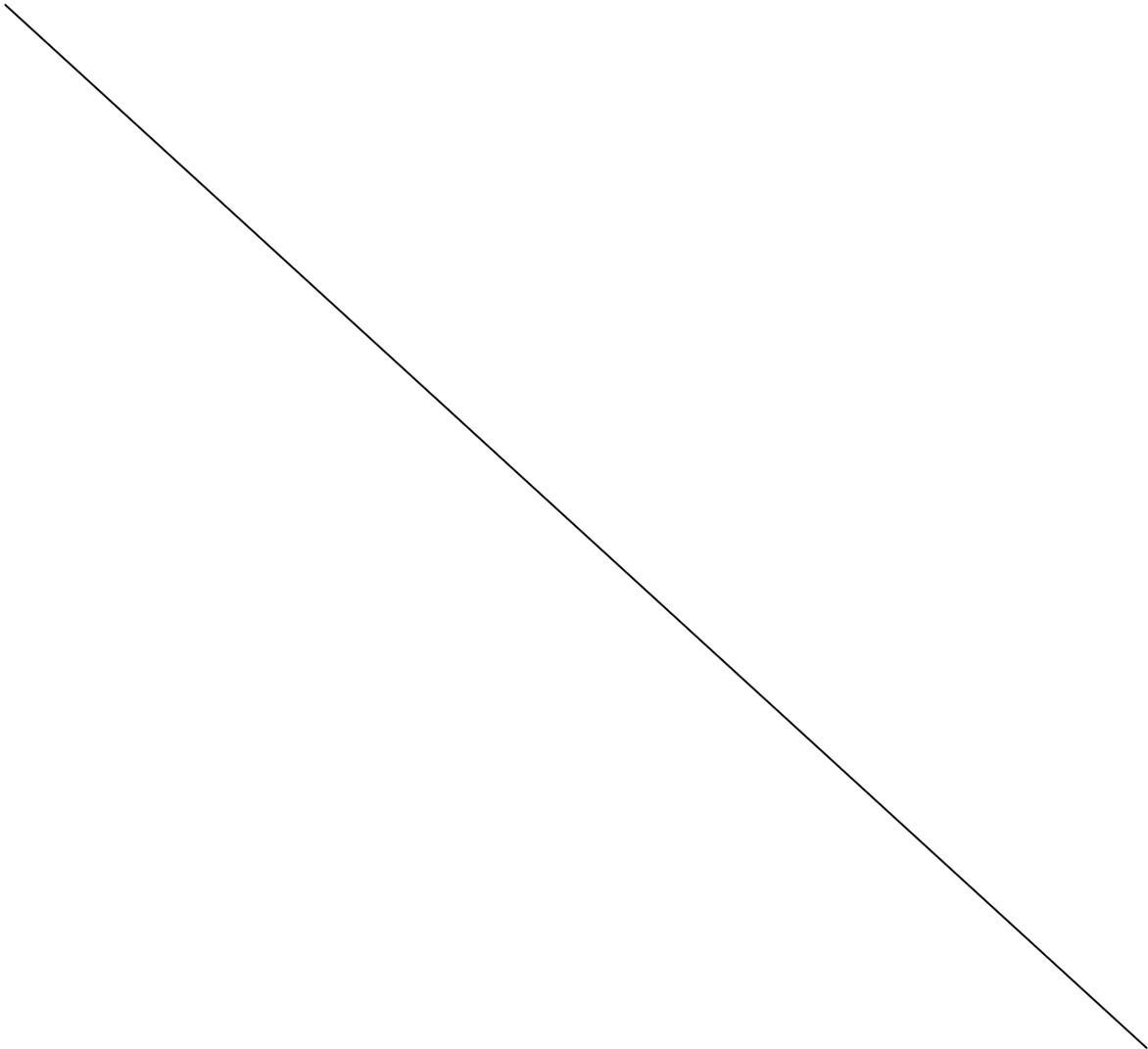
OTHER

NAME / CONTACT

Jonathan Namsoo

INTERVIEWED / NOTES

Interviewed June 12, 2012
Seeking to be endorsed as a
Chaplain.
September 11, 2012 we decided
to not endorse him



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

PASTORAL RELATIONS COMMISSION

October 16, 2012 - 12:00 p.m.

at the South West Presbytery Office ~ 65 Mayall Ave., Toronto

Present: Gail Hamblin, Don Laing, Gordon Conquergood, Cindy Randall, Bob Bingham, Robin Pilkey, Lori Hill, Don Gibson, Linda Maw

Visitor: Elaine Eve (South West Presbytery Administrative Assistant)

Regrets: Sue Cowan, Deanna Wilson, Sheila Campbell, Jo Ann Marriott, Sarah Yoon

CALL TO ORDER

The meeting was called to order at 12:10 p.m. by Chairperson Gail Hamblin.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Gail Hamblin called this duly constituted meeting of the Pastoral Relations Commission of South West Presbytery to order to deal with such business as should properly come before it.

The chair noted that there was quorum present.

WELCOME

Chairperson Gail Hamblin welcomed everyone to the meeting. She advised that Connie denBok has resigned from this Commission and gone to the Education and Students Commission. Doug McLeod has also resigned from this Commission and gone to the Pastoral Oversight Committee.

OPENING DEVOTION

Linda Maw led the meeting in an opening devotion from Mark 10, based on the rich man who asked Jesus how to inherit eternal life. How do we live with ‘open hands’ and not try to control everything? Each day we can try to “choose love, ask love, seek love”.

CHECK IN

Check-in was shared around the table.

APPROVAL OF AGENDA

MOTION by Don Laing / Robin Pilkey

that the Pastoral Relations Commission of South West Presbytery adopt the agenda of today’s meeting of October 16, 2012 as amended by adding ‘VAM policy’ under Business Arising.

CARRIED

APPROVAL OF MINUTES

MOTION by Linda Maw / Lori Hill
that the Pastoral Relations Commission of South West Presbytery accept the minutes of the September 18, 2012 meeting as printed.

CARRIED

CORRESPONDENCE

- Email received from Toronto Conference regarding the legal implications re appointees from Cynthia Gunn – Legal Department United Church of Canada:
The concern centred on what the grounds of termination would be if a minister was not eligible in the first place to be an appointee because their credentials were not first cleared and they were not interviewed by the Conference. (This applies to ministers who are not United Church.) When we do re-appointments we need to ask where we are in the process. We should not approve an appointment until the person's credentials are cleared and the Conference has interviewed the person. There should be a pastoral charge supervisor.
- Email from Runnymede United Church requesting resources/guidelines for former and retired ministers
Deanna Wilson is looking at these to make them more universally applicable; it could then go to Conference for their consideration. Runnymede is aware it is being dealt with.
- Email from John Mathews regarding job opportunities
We responded to Rev. Mathews and said we would keep the cv on file.
- List of names for Toronto Conference interviews on November 21, 2012
Lionel Ketola will be interviewed but we need a report from Linda Maw, Pastoral Charge Supervisor.
- Correspondence from Mayfield United Church regarding the ending of their VAM relationship with Rev. Jeff Davison
This was received for information.
- Joint Needs Assessment report at North Bramalea United Church is finished and we have received it. But the Joint Needs Assessment form has not been received; Sue Cowan has been advised the form is needed.
At the time of this meeting we do not know the results of the Oct. 14, 2012 congregational meeting.

RECEIVING THE JOINT NEEDS ASSESSMENT REPORT FOR NORTH BRAMALEA UNITED CHURCH

MOTION by Don Gibson / Robin Pilkey
that the Pastoral Relations Commission of South West Presbytery receive the North Bramalea United Church Joint Needs Assessment report.

CARRIED

BUSINESS ARISING

Implications for a team ministry when there is a request for a change in pastoral relations – Gail Hamblin and Sheila Campbell

We decided to consider this at the next meeting as people had not had a chance to read the document.

Taiwanese United Church job posting –

Elaine Eve reported that Taiwanese United Church sent a job posting which had not yet been approved; when contacted for details the church advised they had already hired someone. The concern was whether this should be a Congregational Designated Ministry position. Deanna Wilson is following up with them.

Housing Allowance Update – follow up regarding housing allowance letters

It was clarified that Elaine Eve will develop a standard letter to be sent out. We will advise the churches that they can come up with a plan for the timing for increasing the housing allowance.

Northminster United Church / Newtonbrook United Church / Asbury and West United Church conversations –

Deanna Wilson and Norm Greene met with the ministers and the chairs of the boards of these churches; there was full attendance. Elaine Eve advised that the hope of the meeting was that everyone was on the same page; Asbury and West United Church felt their plans were clear and they did not need to be part of this conversation. Deanna Wilson and Norm Greene felt the meeting should have happened a year ago in order to offer direction. Amalgamation will go ahead for 2013; but the report that went to South West Presbytery on the amalgamation was never accepted. Since one congregation will have two full time ministers there will be implications to work out.

Voluntary Associate Minister Policy

South West Presbytery is to review these policies annually; the question was whether they need to be reviewed or renewed? The consensus was that we should renew them this year with the goal of completion in the spring; this will give us a sense of how long the process will take. We affirmed that being in “good standing” means having a current police records check, Sexual Abuse Policy Training and Racial Justice Training. The policy would be sent to VAMs from the South West Presbytery Office. Gail Hamblin will assist Elaine Eve with this.

RENEWAL OF ALL VOLUNTARY ASSOCIATE MINISTERS

MOTION by Robin Pilkey / Don Gibson

that the Pastoral Relations Commission of South West Presbytery renew all Voluntary Associate Ministers by June 2013 to ensure they are in good standing and that we review the process next year.

CARRIED

Interviews that have been completed and dates to be set

- Kent Ward – declined interview
- Sheila Murray - completed

- Harry Oussoren – completed
- Maureen McLeod-Oliver – Cindy Randall and Jo Ann Marriott- scheduled for October 31, 2012

CONGREGATIONAL UPDATES

APPENDIX A

St. Paul's United Church (Brampton): Phil Rodgers is appointed at St. Paul's United Church (Brampton) for 30 hours per week from October 1 2012 to June 30 2013; we are not approving this yet as his continuing education allowance needs to be included in the terms.

Covenanting Services –

St. Paul's United Church (Long Branch) – Henry Poutiainen – October 28, 2012 at 3:00 p.m.

Wesley Mimico United Church – Paul Shepherd – November 4, 2012 at 2:00 p.m.

Runnymede United Church - Katherine Brittain – October 21, 2012 at 2:00 p.m.

- Don Gibson – October 21, 2012 at 2:00 p.m.

Emmanuel Howard Park United Church – Anne Hines – November 25, 2012 at 4:45 p.m.

Immanuel Toronto Korean United Church – Sung Min Jung – waiting on transfer & warrant

– **tentative date** November 18, 2012 at 1:00 p.m.

Parkdale United Church – Doug McLeod – date to be set

Richview United Church – D'thea Webster – waiting on transfer and warrant

OMNIBUS MOTIONS

MOTION by Linda Maw / Bob Bingham

RETAINED ON THE ROLL – RICHARD TAMAS

that the Pastoral Relations Commission of South West Presbytery concurs with the request of Richard Tamas of the Order of Ministry to be Retained on the Roll of Presbytery for the Pastoral Year, July 1, 2012 to June 30, 2013 for the reason of being in search of a call/appointment.

RECORD OF TRANSFER – ALLAN BAKER

that the Pastoral Relations Commission of South West Presbytery transfer Allan Baker, Retired Ordained Minister from South West Presbytery to Toronto Southeast Presbytery both within Toronto Conference effective August 1, 2012.

RECORD OF TRANSFER – CAROLYN MILLER

that the Pastoral Relations Commission of South West Presbytery transfer Carolyn Miller Ordained Minister from Hamilton Presbytery in Hamilton Conference to South West Presbytery in Toronto Conference effective September 21, 2012.

OMNIBUS MOTION CARRIED

NEW BUSINESS

Budget

Gail Hamblin went over the budget items. There was an error in the total; it should read \$6,440.00.

APPROVAL OF PASTORAL RELATIONS COMMISSION'S BUDGET

MOTION by Gordon Conquergood / Robin Pilkey
that the Pastoral Relations Commission of South West Presbytery approve the budget as amended.

CARRIED

Congregational Designated Ministers

We are responsible for the categorization and the discipline of Congregational Designated Minister's but we do not know who they are. We approve the position but not the person. We do not see the performance review and we do not have input. Congregational Designated Ministers are accountable to the church board through the Ministry and Personnel Committee.

We should know who the Congregational Designated Ministers are. We may find out that many people who are now working in churches should be classified as Congregational Designated Ministers. Is this a matter for Pastoral Oversight?

We can find out who the Congregational Designated Ministers are from the Presbytery Staff as they are presently gathering information on staff at churches. We can also ask what other Presbyteries are doing. Gail Hamblin and Deanna Wilson will follow up on this.

POLICE RECORDS CHECK AUTHORIZATION

MOTION by Cindy Randall / Lori Hill
that the Pastoral Relations Commission of South West Presbytery appoint the South West Presbytery Administrative Assistant and Conference Personnel Minister to sign pastoral relations forms pertaining to Police Records Checks.

CARRIED

Interim Ministry Interview

Carol Hancock has interim ministry training, was designated as an interim minister years ago, and is now discerning if she should go into interim ministry. There needs to be a recommendation about re-designation as an interim minister. We felt that a few people should do the interview, rather than the full Pastoral Relations Commission. Don Laing, Gail Hamblin and Cindy Randall volunteered to do this.

Representatives for the Toronto Conference Settlement and Pastoral Relations Committee

We need both a Lay person and a person representing Ministry Personnel. Gail Hamblin will stay on as lay rep. They meet once a year and twice by conference call if needed. Linda Maw volunteered to be the Ministry Personnel representative.

**APPOINTMENT OF LINDA MAW TO THE TORONTO CONFERENCE
SETTLEMENT AND PASTORAL RELATIONS COMMITTEE**

MOTION by Robin Pilkey / Bob Bingham

that the Pastoral Relations Commission of South West Presbytery appoint Linda Maw to be the ministry personnel representative to the Toronto Conference Settlement and Pastoral Relations Committee and,

that Don Gibson be the alternate for the October 23, 2012 meeting if Linda Maw is unable to attend.

CARRIED

ROLE OF PRESBYTERY REPRESENTATIVES ON JOINT NEEDS ASSESSMENT COMMITTEES

Harry Oussoren wants to address the Pastoral Relations Commission with respect to the role of Presbytery representatives on Joint Needs Assessment Committees. We agreed that Gail Hamblin would invite him to the November meeting.

NEXT MEETING

The next meeting will be on November 20, 2012 at 2:30 p.m. at Forest Grove United Church. South West Presbytery meets at Forest Grove United Church that evening. Don Gibson will provide the devotion. This will be a combined meeting with the Pastoral Oversight Committee.

CLOSING PRAYER

Gail Hamblin shared a prayer “Colours of Creation”.

TERMINATION

MOTION by Lori Hill / Don Laing

that this meeting of the South West Presbytery Pastoral Relations Commission be terminated at 3:30 p.m.

CARRIED

Gail Hamblin
Chairperson

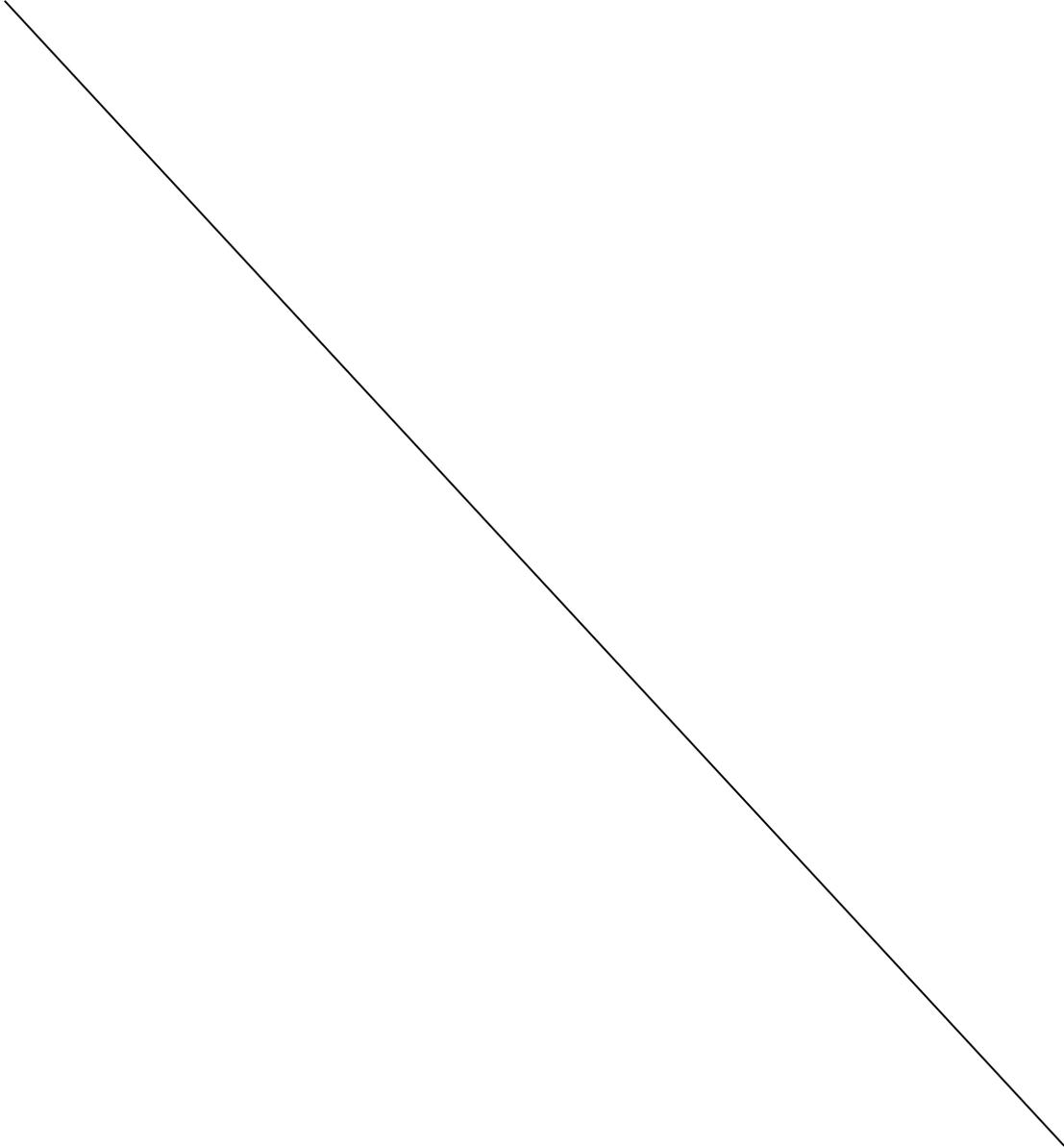
Cindy Randall
Secretary

*** NOTE – UPCOMING MEETINGS**

November 20, 2012 – 2:30 p.m. with Pastoral Oversight – devotion by Don Gibson

December 11, 2012 – 12:00 p.m. – devotion by Sheila Campbell

January 15, 2013 – 12:00 p.m. with Pastoral Oversight – devotion by Bob Bingham
February 19, 2013 – 12:00 p.m. – devotion by Gail Hamblin
March 19, 2013 – 12:00 p.m. with Pastoral Oversight – devotion by Connie denBok
April 16, 2013 – 2:30 p.m. – devotion by Don Laing
May 21, 2013 – 12:00 p.m. with Pastoral Oversight – devotion by Lorraine Hill
June 18, 2013 – 2:30 p.m. – devotion by Sarah Yoon



APPENDIX A

CONGREGATIONAL UPDATES

DATE (updated on October 16, 2012)

CHURCHES NEEDING A JOINT NEEDS ASSESSMENT

CHURCH	ORD.OF MINISTRY REP	LAY REP	Supervisor? Y/N Name	PROGRESS REPORT	COMPLETED	NOTES
Islington	Connie den Bok	Gail Hamblin		Have had three meetings		JNAC agreed to expand their mandate to include the GO project. Michael Shewburg appointed as f/t Supply DLM. CDM to be appointed. Currently receiving answers to their questionnaire.
North Bramalea	Sue Cowan	Mary Sarginson		JNA report completed		JNA report received; we are waiting for accompanying documentation.
St. Bartholomew	Lloyd Paul	Gary Walker	Doug McLeod			Pulpit supply is Kathleen Sorenson who will leave the end of 2012; she is a candidate from Bay of Quinte. She is also providing 1 day a week pastoral care. Looking for interim minister for first 6 mos. of 2013. Doug McLeod is offering guidance and support.
Westminster	Norm Greene	Paul Cook		Have decided to close, no date yet.		Congregation has agreed to disband. Norm Greene was at meeting Oct. 14. We will ask Norm for a report.

CHURCHES NEEDING A JOINT SEARCH

CHURCH	ORD. OF MINIST RY REP	Second REP	Supervisor ? Y / N Name	IN PROGRE SS	COMPLET ED	NOTES
Davenport Perth	Linda Pennock	Bob Bingham	Bob Bingham			Have done interviews and ad is in Observer. Looking for level B.C. OR D for 27 hours per week. Concern re clarifying arrangements with Health Centre. Amy Lee doing sacraments. Sheila Campbell is prepared to offer pastoral care if needed. They are looking for a supply minister.
Royal York Road	Lori Hill	Robin Pilkey		Rev. Lillian Perigoe appointed as of Aug 15, 2012		Committee is interviewing. Ad is in Oct. Observer and will be in Nov. also.

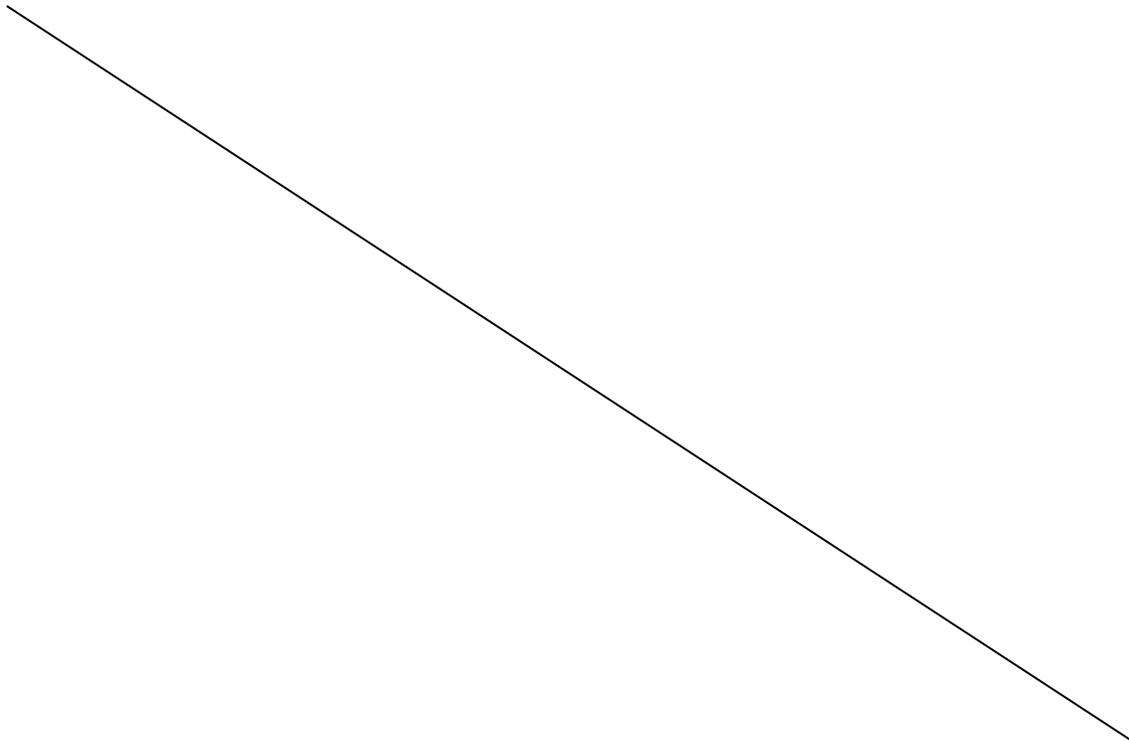
OTHER

Church	ORDER OF MINIST RY REP	LAY REP	SUPERVI SOR? Y/N NAME	PROGRE SS REPORT	COMPLET ED	NOTES
Asbury and West	Sheila Campbell (Transition team)	Steve Lee (Transition team)	Darren Liepold-Nicholson is Interim minister	Have received their building permit and have gone to tender.		Deanna Wilson and Norm Greene followed up in conversations with the 3 church board chairs and reps from Property and Environment, and Presbytery staff for PO and PR. Darren Liepold-Nicholson will be with us in Nov.

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Fairbank			Linda Maw is appointed Pastoral Charge Supervisor. She will provide a written report in November.			Mentor needed for Lionel Ketola, but Lionel has someone he connects with on an informal basis. Norm Hennig-Pereira was suggested as possible mentor.
Ghana Calvary Methodist			David Allen - Supervisor from July 2011 to continue to June 30, 2013. Deanna Wilson to ask David Allen to supply a written report.			Church Leaders are continuing to look at plans for building a manse.
Immanuel Toronto Korean	Sarah Yoon Doug Varey		Sarah Yoon had a very positive ministry role at ITKUC through this process	March 18/12 congregation approved call to Rev. Sung Min Jung. Needs more space for their youth program. Maybe cong. looking for a new home?		Covenanting service to take place- waiting on transfer and warrant. Tentative date for covenanting on Nov. 18.
Meadowvale Korean			Supervisor needed. Deanna Wilson to follow up.	Now on ADP		Will ask National Church for advice about getting supervisors. Gail Hamblin to follow up.
Mount Dennis	Cindy Randall		Cindy Randall to continue as Supervisor	Cong. now worshipping with Central UC	Michael Kooiman is assisting them currently	Bldg. has sold. P & E has approved Mount Dennis plan for the money. Looking at disbanding and

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						integrate with Central, perhaps Fall 2012. Tying up loose ends. Membership transfers being processed.
Newtonbrook / Northminster	James Lepard (Amalgamation/ Implementation team) Oversight Committee should be involved.	(Amalgamation/ Implementation team)				Deanna Wilson and Norm Greene met with them and Asbury and West to clarify relationships.
Onnuri Korean			Need a supervisor	They are delayed in assessment; need to be on ADP		Extended an appointment to Rev. Kim (Hamilton) who needs to apply for admission. PRC should not approve call until Conference interview takes place. His credentials have been cleared. Gail Hamblin to follow up with National Church to get supervisor.
St Paul's Brampton	Deanna Wilson	Gail Hamblin	.	Kent Ward has asked for a change in pastoral relations as of September 30, 2012. He has asked to be retained on the roll of South West Presbytery.		New appointment for Phil Rodgers at 30 hours per week to assist with healing and financial challenges. Possible ¼ time appointment for children and youth to be addressed.
Taiwanese			Need supervisor- will ask Vivian Yarwood.			

South West Presbytery – October 16, 2012 2012/2013 – 116						
Windermere	Linda Maw	Paul Cook (to be confirmed)		Alexa Gilmour appointed Aug 1 for Full time. Linda Pennock appointed Sept. 1 to June 30 2013, 8 hours/week .		The pastoral charge has requested the JNAC proceed in the fall of 2012. Need to restart the JNA process. Discuss this with Oversight Committee
Uganda Martyrs			Don Gibson appointed Supervisor	Deanna Wilson to connect with Charles regarding the appointment as supervisor.		Nov. 18 meeting to vote re Joint trusteeship. They are considering becoming a 2 point charge but work needs to be done around what this means.



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COORDINATING COUNCIL

Meeting held by Conference call
October 22, 2012 - 10:00 a.m.

ATTENDANCE

Present: Eva Breeze, Dale Burkart, Gail Hamblin, Ross Leckie, Bryan Ransom, Catherine Smith, Linda Wheler,

CALL TO ORDER

Bryan Ransom called the meeting to order at 10:05 a.m.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom called this duly constituted meeting of the Coordinating Council of South West Presbytery to order to deal with such business as should properly come before it.

OPENING PRAYER

Bryan Ransom welcomed those present and led the group in prayer.

REVISIT THE SUMMARY SHEET OF ACTIVITIES AND UPDATES REGARDING DAVENPORT-PERTH COMMUNITY CHURCH

Time was spent clarifying questions and offering answers regarding the issue at Davenport Perth Community Church. The dispute is, can the Davenport Perth Community Church lease or allow another religious group or organization to use the space on Sunday without seeking and securing the appropriate approvals for usage from the Davenport Perth Community Health Centre? Thus is Davenport Perth Community Church, in breach of the lease agreement with the Davenport Perth Community Neighbourhood Health Centre? The Coordinating Council of South West Presbytery needs to secure a formal legal reading in writing if Davenport Perth Community Church is in breach of their lease agreement. Therefore the first step is that Coordinating Council of South West Presbytery gives direction to the Chair of Presbytery to seek out the legal counsel required from the National Church office and if unsuccessful the second step is to request the Mission Support and Finance committee to pay legal expenses up to \$1,000 (one thousand dollars) on this matter.

MOTION by Linda Wheler / Ross Leckie

that the Coordinating Council of South West Presbytery give permission to the Chair of Presbytery to seek legal advice from the Legal Department of United Church of Canada regarding the lease agreement held between Davenport Perth Community Church and the Davenport Perth Neighbourhood Community Health Centre and;

that if unsuccessful the second step is to request the Mission Support and Finance Committee to pay legal expenses up to \$1,000 on this matter. CARRIED

MOTION by Gail Hamblin / Eva Breeze

that the Coordinating Council of South West Presbytery approve that the Chair of South West Presbytery be given authority to act upon Section 107 of the United Church Manual (2010) to resolve the matters pertaining to the lease agreement.

CARRIED

MOTION by Catherine Smith / Ross Leckie

that the Coordinating Council of South West Presbytery approve the following directions be acted upon immediately as a result of Section 107 of the United Church of Canada Manual (2010):

that Bob Bingham, supervisor for Davenport Perth Community Church, be the Chair of the Official Board and be present at all essential meetings of the pastoral charge relating to property, finances and the ministry of the congregation and;

that the work of the Joint Search Committee of Davenport Perth Community Church be suspended and;

that South West Presbytery direct the Pastoral Relations Commission to assist Davenport Perth Community Church to select a person for part-time supply for worship, sacrament and pastoral care and;

that the Chair of South West Presbytery and a member from the Property and Environment Commission be given the authority to resolve the lease and water damage dispute in consultation with the Davenport Perth Community Church Board of Trustees, Official Board and the Davenport Perth Community Neighbourhood Health Centre and;

that Coordinating Council of South West Presbytery directs the Pastoral Oversight Committee to review and evaluate the functioning of the committees and the structure of Davenport Perth Community Church and;

that upon the Pastoral Oversight Committee's assessment that if any irregularities exist they are to be corrected to establish an affirming way to ensure that all business is dealt with in a transparent manner and;

the Pastoral Oversight Committee will report their findings and directions taken to resolve any irregularities at the February 2013 Coordinating Council of South West Presbytery meeting and if at that meeting the Pastoral Oversight Committee requires more time to carry out their business the Coordinating Council will hear their proposal and determine next steps and;

that once all actions as outlined above have been met to the satisfaction of the Coordinating Council of South West Presbytery then, and only then, will the Joint Search Committee be reconstituted to continue their search for a part-time minister.

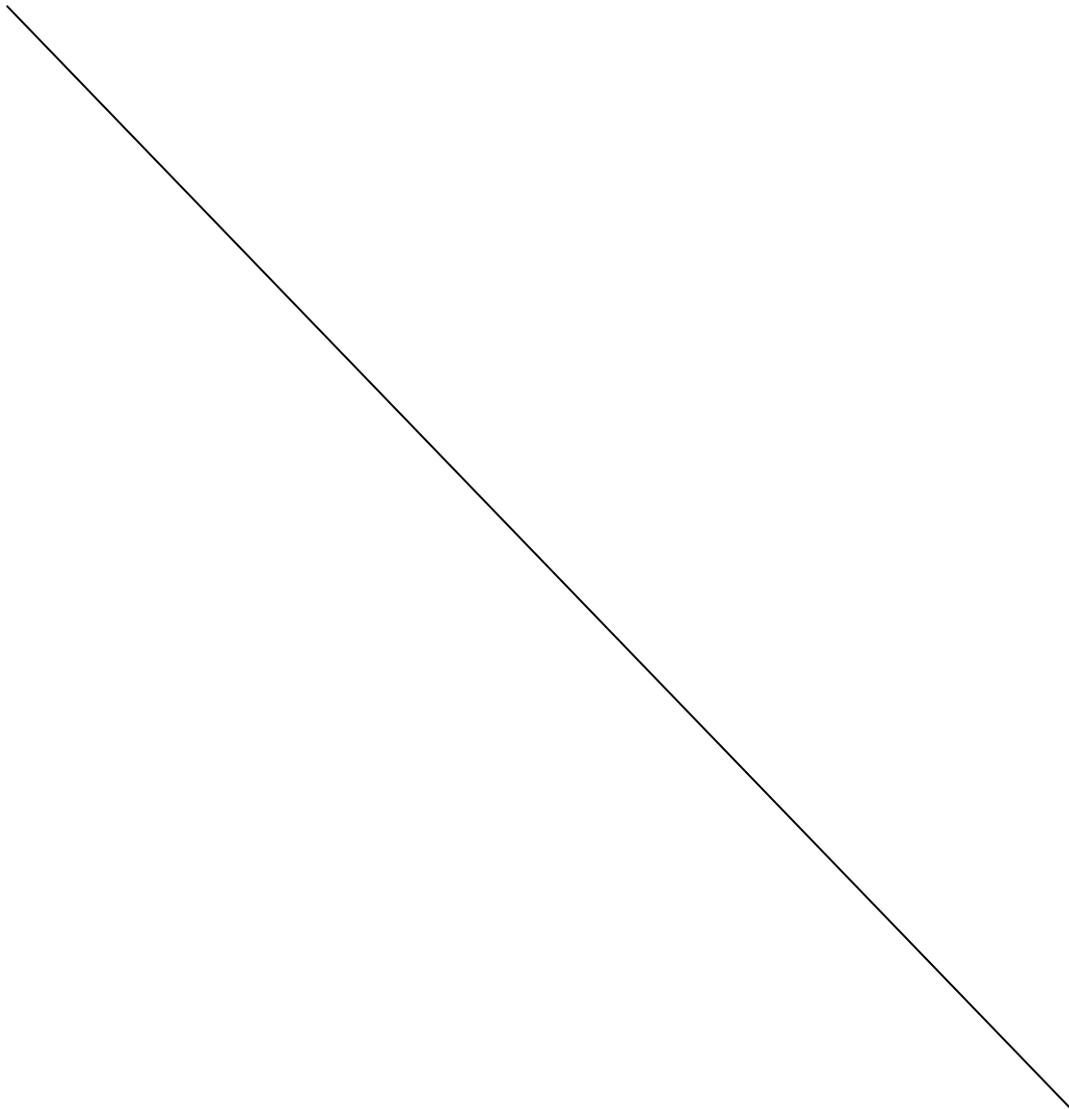
CARRIED

ADJOURNMENT

The business having been complete the meeting was terminated by Bryan Ransom at 11:10 a.m. A closing prayer was shared.

Bryan Ransom
Chair

Bryan Ransom
Acting Secretary



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY
PROPERTY & ENVIRONMENT COMMISSION
October 23, 2012 at 7:00 p.m.
at Lansing United Church, Toronto ON

Present: Paul Kim, Michael Kooiman, James Lepard, Steve Lee, Bryan Ransom (Acting Chair), Ron Ross, Paul Shepherd

Guests: Bryce Gibson, Matt Johnson, Carla Langhorst

Members of the Coordinating Council: Eva Breeze, Brian McIntosh, Catherine Smith

CONSTITUTION OF THE MEETING

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom as acting Chair of the Property and Environment Commission called this duly constituted meeting of the Property and Environment Commission of South West Presbytery to order to deal with such business as should properly come before it.

OPENING PRAYER

Bryan Ransom opened the meeting with prayer.

QUORUM

MOITON by Steve Lee / Michael Kooiman

that all participants at this meeting of the Property and Environment Commission of South West Presbytery be made acting members of the Commission for this meeting.

CARRIED

ORDER OF THE DAY

Introduction to “Edge” presentation by Carla Langhorst related to property issues. Edge’s purpose is being hopeful in move from closing ministries to new ministries. Carla Langhorst introduced Bryce Gibson and Matt Johnson from Colliers Real Estate who is working with “Edge” as a resource.

Bryce Gibson and Matt Johnson made a property resource team presentation which outlined the history with Colliers Real Estate who worked with the British Columbia Conference as property experts both residential and commercial. The resources available to us are both quantitative and qualitative.

The Commission heard the resource team options that are available to churches, which also include lease development.

Bryce Gibson and Matt Johnson presented as a case study at Presteign-Woodbine United Church. They assisted in helping the congregation see the possibilities and potential of the property that would not necessarily have been evident to the congregation and in this case

would allow renewal of the ministry with a look towards sustainability. They were able to present multiple options:

Following the presentation there was a general discussion around issues of historical designation.

WESLEY MIMICO UNITED CHURCH – REDEVELOPMENT REPORT AND RECOMMENDATIONS **APPENDIX A**

We revisited the congregation’s recommendation and the request for the Commission’s approval towards renewal and development that was sent to us on August 1, 2012.

Some discussion around the information we have received from members of the community who are opposed to redevelopment of the site and we also discussed an article in the Toronto Star written about Wesley Mimico United Church’s project.

Prior to meeting the group from Wesley Mimico United Church the Commission had wondered about the sustainability and viability of the congregation.

Those present from Wesley Mimico United Church to present the proposal included: Harry Oussoren, Paul Shepherd, Larry McPhail, Brent Curry, Michael Jones and Laura Baugharmon.

Bryan Ransom outlined that our reason for gathering is to hear the proposal and help with the discernment process.

Harry Oussoren outlined where Wesley Mimico United Church is at with their proposal. He reported that much has taken place since their first “Scenario” was presented last January. It was acknowledged that there has been considerable opposition to the first scenario proposal by the larger community. At the congregational annual meeting on February 19, 2012, there were a number of community members present. During the meeting 25 community members that were present were vocally opposed to the building being changed. As a result of the community’s opposition, a community forum was created to allow the larger community to be involved in the process. Since that time it was recorded that many of those opposed are now on side with the new scenario. There have been examples where those opposed have now come on side.

The Hope and Faith committee, which has been developing a plan for Wesley Mimico United Church has been in formation for four years looking at the building. A variety of assessments of the building have been done, i.e. an environmental assessment, and disability assessment.

It was felt that the larger community did not appreciate the amount of work and thought that was done in preparation for redevelopment.

Moving forward the congregation adopted scenario number two. Two days after a congregational meeting a community forum meeting was held and the consensus was in favour of Wesley Mimico United Church’s scenario number two.

The Property and Environment Commission heard the congregation's financial plan from Pro Forma Financial Plan, dated October 23, 2012. The architect of the project outlined Wesley Mimico United Church's proposal along with conceptual plans for the site.

Questions were then taken:

The Commission asked questions around the funding for this project?

It was stated that fundraising would take place through city grants and foundations. A complicated process of acquiring funds but ultimately purchasers would cover the cost of the renovation.

How will this project translate into a financial viability?

Harry Oussoren outlined a number of initiatives that are being undertaken, i.e. community meals, food bank; see what we are doing as a seed for further ministry. The existing building is a major stumbling block to the ministry. With a more functional building it was believed there would be more opportunity to provide a meaningful ministry.

The timeline for the project was questioned.

File initial planning application at the end of this year 2012. Construction would begin in June 2014.

The Property and Environment Commission looked to the August 1, 2012 report and recommendations. In response the Property and Environment Commission felt that as a good proposal was made. The idea of an incorporated ministry was viewed as positive. The concept of a life lease was also seen as positive.

MOTION by Brian McIntosh / Steve Lee

that the Property and Environment Commission of South West Presbytery approve in principle and re-affirm the discernment process, extensive planning and the direction for a renewed future chosen by Wesley Mimico United Church and, that the Commission encourage Wesley Mimico United Church to continue its process of ministry renewal and to take appropriate steps toward implementing the redevelopment proposal, "repurpose, renew and add" as described in Scenario 2, of the June 23, 2012 report as approved by the congregation.

CARRIED

Paul Shepherd abstained

MOTION by Michael Kooiman / Steve Lee

that the Property and Environment Commission of South West Presbytery authorize the council of Wesley Mimico United Church to make grant applications, to the funding bodies of the United Church of Canada in order to finance the studies, planning, and consulting advice as needed before implementation of the redevelopment proposal can take place and,

to report to South West Presbytery regularly as such arrangements are made and,

authorize the Council and Trustees of Wesley Mimico United Church to propose to the Property and Environment Commission such financial arrangements as may be necessary from time to time including funding bodies.

CARRIED
Paul Shepherd abstained

MOTION by Eva Breeze / Catherine Smith
that the Property and Environment Commission of South West Presbytery authorize the council and trustees to study, with legal assistance as required and in consultation with Toronto Conference, the form and plan for governance associated with the redevelopment proposal with a view to retaining residual property interests for the United Church of Canada and,

to report and recommend next steps to the Wesley Mimico United Church congregation and South West Presbytery when prepared to do so.

CARRIED
Paul Shepherd abstained

VIABILITY STUDY

Catherine Smith raised a question concerning the viability study in the Presbytery that is currently taking place. It was understood that the current study being done by the Pastoral Oversight Committee would still take place.

GRACE UNITED CHURCH

In regards to the application from Grace United Church asking for permission to make interior modification that will provide a revenue stream it was discovered asbestos that needs to be removed. As such they are requesting to make application to the Toronto Conference Renovation Fund for a grant up to \$5,000 for capital projects.

MOTION by Michael Kooiman / Ron Ross
that the Property and Environment Commission of South West Presbytery approve the submission of the application to the Toronto Conference Renovations Fund for the removal of asbestos.

CARRIED

DAVENPORT PERTH COMMUNITY CHURCH

The Property and Environment Commission received a letter from the City of Toronto for application to do repairs to the Neighbourhood Community Health Centre Child Care washrooms. The application was sent back as the request needs to come to Presbytery from the Board of Trustees of the Davenport Perth Community Church.

NEXT MEETING

November 20, 2012 at 7:00 p.m. at Forest Grove United Church

South West Presbytery – October 23, 2012
2012/2013 – 119e

CLOSING PRAYER

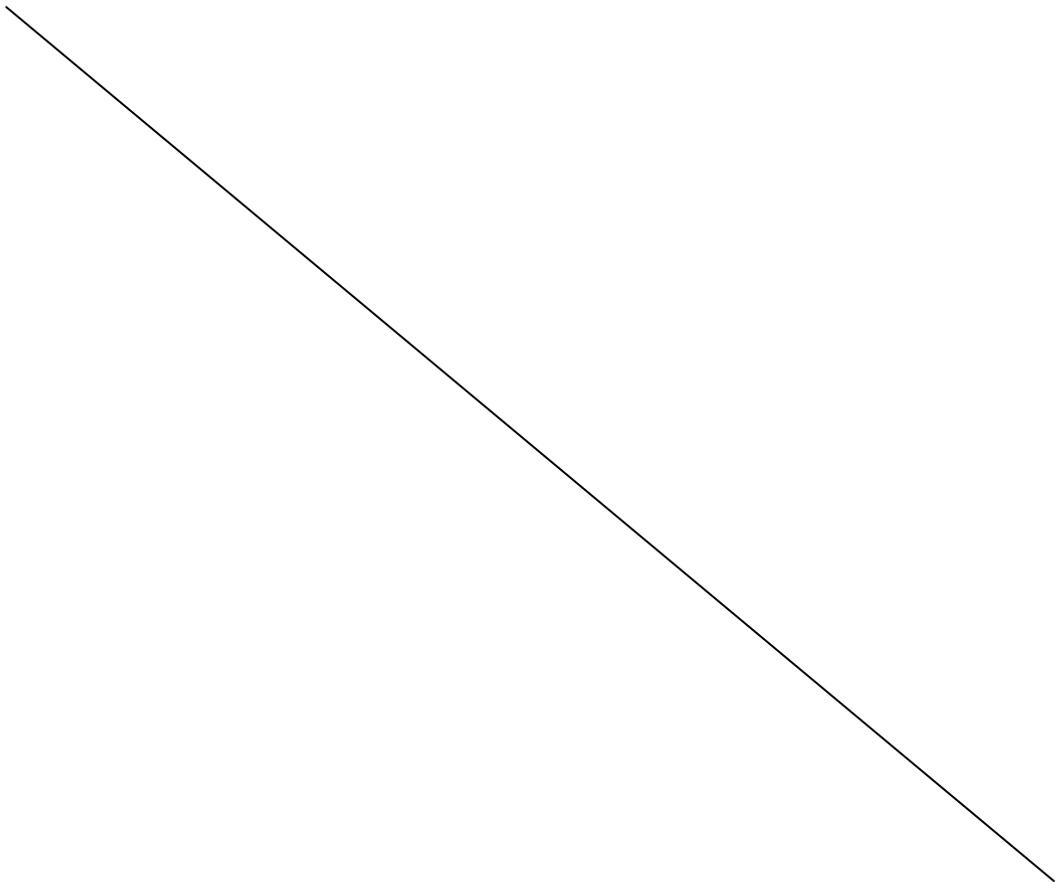
Bryan Ransom closed with prayer.

MOTION TO ADJOURN

MOTION by Paul Shepherd / Michael Kooiman
**that this meeting of the Property and Environment Commission of South West
Presbytery be adjourned at 9:35 p.m.**

Bryan Ransom
Acting Chair

James Lepard
Secretary



APPENDIX A

Wesley Mimico United Church Report and Recommendations to South West Presbytery – Property & Environment Commission August 1, 2012

A. Background

Since June 2008, Wesley Mimico United Church (WMUC) has intentionally been working at discerning God's future for the United Church presence through congregation and property in the Mimico-Lakeshore area.

The Faith & Hope Team (F&H) gives leadership to the congregation in this project by:

- engaging the congregation in various ways to ensure that the work is rooted in aspirations and intentions of the congregation;
- engaging the community around the church in a variety of ways to ensure that the context is taken seriously, including by initiating the Wesley Mimico Community Forum;
- consulting with many individuals and office holders to ensure that pertinent data and possibilities is factored into the renewal process, and
- communicating and consulting with South West Presbytery along the way.

On June 23, 2012, the WMUC congregation overwhelmingly affirmed the report and recommendation of the F&H Team that the property scenario for the future should involve reconfiguring, renewing, and adding to the existing building.

At the June 25th meeting of the neighbourhood Wesley Mimico Community Forum, participants overwhelmingly affirmed the approved scenario and expressed its gratitude for the careful attention the congregation had given to the concerns – esp. heritage issues – the neighbours and City Heritage Department officials had expressed.

The congregational decision included authorizing the F&H Team to proceed with developing a business plan and carrying out various studies required to prepare for actual development. A seed grant from the Canadian Mortgage & Housing Corporation is partially funding this work. Other sources of funding are currently being considered in order to carry out the full range of “soft-cost work” before design and construction can take place. Further decisions by Congregation, Council, and Trustees will be required before construction can begin.

Arriving at these conclusions included:

- four years of assessing and imagining assisted in the past year by a team of consultants – Gibson & Associates. Through the work of the consultants concepts were explored and scenarios researched. Included in this work was research into pertinent subjects, as well as “green” resources of the UCC and other sources. While the congregational decision deals primarily with building and property matters, the approval of scenario 2 was preceded by a various initiatives and ongoing activities related to the life and well-being of the congregation and its participation in God's mission in the Mimico-Lakeshore area.

- Correspondence leading up to a consultation with **South West Presbytery** held on January 18, 2012 at Forest Hill UC, Toronto. The F&H Team presented to the Property and Environment Commission its report on Scenario 1 (tear down most of building, except bell tower and build new) as a possibility for the redevelopment of the property to serve the congregation, the community, and residents in new affordable accommodation. The report also indicated that further scenario building was to be undertaken. The Commission affirmed the congregation in its work, the direction of its efforts, and identified ways of funding these initial planning activities.

B. Ministry, God's Mission, the Future

Since June 2008, the F&H Team and the WMUC congregation as a whole have undertaken numerous initiatives to assess, renew, strengthen, and imagine WMUC ministries – present and future - and to seek input into the directions WMUC is exploring and discerning. Various reports provide detail to what can only briefly be reported here.

1. **WMUC Mission Statement** – This statement undergirds the congregation's life and work. It was reviewed at a congregational workshop held in November 2010 and continues to guide the congregation.

We are an open community of faith, on a journey towards God's shalom, as shown by Jesus of Nazareth. Our journey is one of spiritual awakening and growth, sharing, nurturing and working together, service, worship and celebration.

We take up Jesus' call to live our concern for God's peoples and creation through faithful and caring action in our immediate community and by supporting others elsewhere who act in the spirit of love.

Our Mission is:

- *To become and be known as a centre of faith and action, of care and healing.*
 - *To share in worship that is inclusive, open, welcoming, and meaningful in the context of our place and time.*
 - *To reach out to those around us by providing programs and services that are needed and to join with others who are serving the community.*
 - *To be a joyous people of the Spirit, delightfully reflecting God's love in all that we do and are.*
2. **Congregational Talking Circles** – on April 29 and May 4, 2008, prior to the appointment of the F&H Team, congregational participants were invited to participate in two separate talking circles led by Rev. Linda Wheeler of Islington UC. The aim was to hear participants express their hopes and concerns for the future, recognizing the dramatic changes which have taken place in church and community in the past several decades. From the circles came a strong sense of God's call to be present in the community and a willingness to adapt to the new circumstances in which the congregation finds itself.

3. **Soundings** – The congregation appointed the F&H Team on May 28, 2008. One of the Team’s early actions was to take “soundings” in the community.

Some of this type of work had already been carried out by student intern, now Rev., Carla van Delen in the period October 2005 to February 2006. Her report “Conversations in Community: The Conversation Begins” summarized findings. Twenty-one respondents within the congregation, in community organizations, and other individuals affirmed the ministries of WMUC; encouraged further development of programs, especially building on current activities; pointed to youth needs and young family programming possibilities; highlighted the lack of affordable housing and the needs of low income residents. Enhancing WMUC’s community presence was emphasized.

The F&H Team’s Soundings among neighbours and community leaders confirmed Carla van Delen’s conclusions. The presence of WMUC was deemed very important for the well-being of the community. As both a spiritual oasis and a centre for community service, the community expressed genuine appreciation for the presence and ministries of the congregation. The need for enhanced communication was heard. Repeatedly neighbours expressed appreciation of the annual life-sized Nativity Scene placed on the WMUC lawn as a way of revealing the Gospel in the community.
4. **Census and Environics Profile** – Both of these analytical tools were important in the F&H Team’s assessment of the community WMUC serves. It is to be noted that in a 3 km. radius around the church there is a growing population of over 70,000 residents. This is a widely diverse population ranging from high to low income, living in single family dwellings to hi-rise condos, rental and co-op housing units, many speak non-English first languages, and various social and educational needs are represented. The community is also changing: increased pressure is felt to add hi-rise, hi-cost condo housing units to the area, but without complementary economic development providing employment in the community, and without adequate amenities that foster healthy community. Young families are currently buying out long-term residents, increasing housing needs geared to seniors. WMUC’s current physical space is not currently seen as an attractive venue for young family activities and programs.
5. **Strengthening Workshops** – In the summer of 2010, the F&H Team determined that it was important for any redevelopment of the church property to be preceded by a process aiming to enhance the ministry and mission of the congregation. Five congregational workshops were scheduled, along with a request to congregational members to contribute CFL lights and other paraphernalia for helping to ‘green’ the building and to contribute food products for the Food Bank and Christmas Hamper program. The workshops were in part sparked by the participation of six WMUC folks at the “More Franchises: A Second Cup” national (UCC and Emmanuel College, Toronto) event held in June 2010.

Five areas were addressed in the workshops: communicating; financial stewardship; review of the congregation’s mission statement; outreach or “loving the neighbourhood as God does”; and a concluding workshop assessing and prioritizing the ideas generated in the

workshop for implementation. A wide range of ideas were generated, including the following:

- Remember WMUC's fundamental conviction: God calls us and all to be worshipping, learning, caring community as part of God's eternal longing to bless creation;
 - Create a communication team
 - Use e-mail list serve more intentionally for the congregational Cross Communications newsletter, and for weekly information sharing (Weekly Message created in January 2011)
 - Create a men's coffee gathering (started in September 2012)
 - Invite neighbours to congregation's events, e.g. Crèche dedication at beginning of Advent (first celebration held November 2011); community market event; input into redevelopment plans (Community Forum created March 2012); etc.
 - Deepen spiritual roots and commitment: Study groups in Lent, Advent; children's choir; focus on children planning events (held summer 2011).
 - Organize "House Teams" (based on Kenora's Knox UC model presented at the More Franchises event) to carry out regular functions and integrate newcomers more effectively into the congregation. (initial planning begun, but implementation deferred to fall and winter 2012)
 - Set goals for financial strengthening, e.g. PAR units; balanced budget; special appeal;
 - Keep informing congregation about achievements and their part in financing the ministries (narrative budgeting)
 - Improve communication with community: website upgrade; signage; press releases and community news outlets;
 - Build on current community ministries: community supper – develop children's program; needs survey; food bank – improve venue and consider ways of enhancing service; bread ministry; invite larger participation by neighbouring churches and organizations in these food ministries; recognize the need for decent, affordable housing as a pre-requisite for food security.
 - Cultivate stronger partnerships and network with other faith communities in the Lakeshore; with other non-profit organizations that care about people's well-being.
6. **Joint Needs Assessment** – At the end of December 2010, Rev. Linda Petrides concluded her work at WMUC to become minister of Cosburn UC in the Danforth area of Toronto. A JNAC process was begun as a pre-requisite to the process of searching for a new ordained minister. In the interim, Rev. Dr. Harry Oussoren served as ordained minister (Jan. 1, 2011 to June 30, 2012).

The full range of WMUC's ministries was reviewed. Discussion included the possibility of partnering with other United Church congregations in the area (e.g. St. Paul's Long Branch;

Windermere). The Committee expressed its ongoing openness to such yoking and joint ministry, but circumstances did not make it feasible at this time.

The report of the JNAC was presented for consideration to the congregation at the end of May 2011. The Pastoral Relations Commission for South West Presbytery affirmed the work of the JNAC and the need for ongoing ordained leadership as WMUC continues to serve both participants and community. Presbytery authorized a vacancy for a three-quarter time ordained minister. (Three quarter time was understood as “seasonally adjusted” with an emphasis of work during the busy church months, and less time during the quiet summer months.) A Joint Search Committee undertook the next stage of work resulting in the call of the Rev. Paul Shepherd to serve WMUC as ordained minister, effective September 1, 2012.

7. Engagement Activities – WMUC opened itself to a variety of community engagements and has cultivated partnership relationship with other faith communities and non-profit organizations.

- **Etobicoke-Lakeshore Faith Leaders Network** – in shared initiative with other Mimico clergy (Baptist, Presbyterian, Lutheran, and Roman Catholic), WMUC actively calls together leaders of the 40-plus Etobicoke Lakeshore faith communities to exchange information about their faith communities and be a voice of faith in the community. The Network developed a Shared Housing Values statement to inform “revitalization” efforts in Mimico aiming to substantially add to the population base of the area. The Network is also studying the potential impact of the new South East Detention Centre on the community scheduled to open in November 2012. With the Mimico Baptist and Presbyterian churches, WMUC shares in Good Friday worship, an annual grieving service which includes the Lutheran church, and receives financial and product support from these neighbouring churches for its food ministries.
- **United Churches** – Plans are underway for the ministers of the Lakeshore United Churches to have conversations as a way of sharing information and potential networking between the several United Churches of the Lakeshore area.
- **Mimico Lakeshore Network (MLN)** – In response to large-scale development plans and the City’s “Mimico 20/20 Vision” planning process, WMUC has shared in bringing together and accommodates the regular gathering of representatives from a variety of community groups serving the Lakeshore. The aim of the MLN is to help residents and other stakeholders of the area have their voices heard and to participate more actively in planning and development processes. The Network has been instrumental in making public key information and growing concerns of residents as a way of ensuring that the planning process and all redevelopment projects are responsive to the vision of residents and to criteria for healthy community. The WMUC Mission and Outreach Committee maintains an overview of this work.
- **Partnership Dialogues** – WMUC has initiated conversations with several Lakeshore non-profit organizations with a view to partnering in community services and

facilities. Women's Habitat, Store Front Humber, Lakeshore Arts, the Martin Luther Evangelical Lutheran Church, and LAMP Community Health Centre have all expressed interest in such arrangements, esp. in a renewed facility no longer encumbered by various barriers to accessibility and other limiting conditions in WMUC's facilities.

- **LAMP programs** – WMUC's involvement in food ministries has led it to respond actively to calls for greater food security for Lakeshore area residents. It has hosted and funded a community kitchen program and participated in other initiatives proposed by an inter-organizational Food Security Committee.
- 8. WMUC Outreach Ministries** – As indicated above, WMUC participates actively in a wide variety of ministries in the larger Lakeshore community.
- **Food ministries**
 - Food Bank – on Thursdays from 11 a.m. to 2 p.m. except for the last Thursday of the month and July and August, about 35 household units receive food assistance weekly.
 - Friday Community Supper – every Friday, except during July and August and during the Christmas vacation, between 50 and 80 persons gather for a free (donations received) supper. During the January to April period, 1,152 guests were served. Staffed by a coordinator and various volunteers, including by those required to carry out 'community service' hours for various reasons, adults and children benefit from a good meal and time for conversation. On the third Friday a music program is featured. A rudimentary children's program is operating, but strengthening possibilities are under discussion by the Mission & Outreach Committee.
 - Christmas Food Sharing – hampers for as many as 25 households are distributed in the neighbourhood annually.
 - Nativity Crèche – For the first time in 2011, the annual life-sized Crèche was dedicated with about 75 neighbours present. The outside service of readings and prayers – Good News event - was followed by refreshment served in the sanctuary.
- 9. Complementary Ministries / Programs** – Wesley's current facilities, in spite of accessibility concerns, hosts a number of groups that carry out significant ministries in the service area. These include:
- The Dundas Centre – a day care for cognitively impaired adults
 - Navy League – leadership development program for teens
 - Pathfinders – program for teenage girls
 - Spanish classes
 - Tai Kwan Doo – martial arts training for children and adults (low rental costs permit participation of children of lower income households)

- TOPS – (Take off pounds sensibly) – weight loss support program
- St. Paul’s Restitution Church of God – Sunday School and Worship
- Mimico Lakeshore Network – (see above)

10. Informed Speakers – As part of the 150th Anniversary of the congregation’s presence in Mimico, various speakers have informed the congregation about the context of ministry. Included in 2011 and 2012 were:

- Rob Dalgleish – Executive Director of the General Council’s EDGE initiative
- Russ Ford – Executive Director of LAMP Community Health Centre
- John Currie – Executive officer in Correctional Services Canada
- Cheri Di Novo – UCC Minister and Ontario MPP
- Graeme Hogle – Chair of the Board, Store Front Humber
- Joe Fiorito – Columnist on urban and social issues, Toronto Star
- Kofi Hope – Rhodes Scholar and International Development researcher

11. Community Consulting – In a variety of ways, WMUC has invited the community around it to participate in its processes of renewal. Specific initiatives include:

- The addition of four **community members** to the work of the F&H Team: each community member brings particular gifts and skills that enable the Team to enlarge the scope of its reflections.
- The creation of the **Wesley Mimico Community Forum**: neighbours expressed interest in contributing to WMUC’s processes of renewal and have been invited at key points to contribute ideas and time and talent.
- Consulting with **community leaders**: political leaders, representatives of business and non-profit organizations, and community groups have been invited regularly to advise and respond to WMUC’s process of renewal.
- Individuals: a variety of resource people have shared ideas and advice as the Team has developed scenarios for the future.

Summary

WMUC has undertaken a wide-range of activities to ensure that its renewal process is well-informed, attentive to the context, responsive to real needs, deeply rooted in Gospel values and convictions, and led by the Spirit of Christ.

C. Project Vision Statement

In order to make clear the full scope – ministries and facilities - of WMUC’s renewal project, a Vision Statement was developed in 2012. The Statement follows:

**On the corner of Station Rd. and Mimico Ave. in the heart of Mimico,
led by the Spirit,
we intend to**

**create a sustainable place
where people of diverse backgrounds gather to
encounter the Holy
share faith
express their full humanity;
share bread and drink with the hungry and thirsty in body and soul
be a sanctuary for those in distress;
and
provide space for those who want to be at home in the community.**

**We welcome all people of goodwill
ready to pursue this vision.**

A legacy of over 150 years of serving - a future of centred, caring community.

D. Scenario 4 – Selling the WMUC property and moving or disbanding the congregation

At the meeting of the congregation on June 23rd, the Presbytery representative of the Property & Environment Commission (Rev. Stephen Fetter), raised the question of whether the congregation had adequately considered Scenario 4.

This scenario entailed selling the WMUC property and the congregation deciding either to move to another location or to disband the congregation.

The comments sparked further reflection on activities of the last several years, and on the congregation's commitments and convictions. The sell and disperse scenario could have been seen as a simple solution to a challenging situation. But sober reflection on both the context and on the gifts of participants led the congregation to decide there was a call to ministry in this location and in this area.

The congregation is not ready to embrace scenario 4 for the following reasons:

- **WMUC has a long legacy of being part of the fabric of the Mimico-Lakeshore communities.** It would be more than disappointing to both WMUC participants *and* to the neighbourhood – as heard in the “Conversations in the Community” and the “Soundings” process – were the congregation to abandon the community. The congregation has repeatedly and clearly indicated it does not wish to do this.
- **WMUC is currently making a significant contribution** in a variety of ways to the community. There is every reason to believe that with improved facilities current ministries, including worship attendance, can grow and new ministries can be started by the congregation and in partnership with other organizations and faith communities.
- **There is a large population base** (over 70,000 in a 3 km. radius of the church) which has diverse needs, spiritual concerns, social and political aspirations, and the need for deeper and richer community to which the United Church in general and WMUC in particular can respond and contribute. There is room on the Lakeshore for this

- United Church congregation which embraces the denomination's vision and progressive policies, including same-sex marriage, and which engages the community creatively with the Good News of Christ's love, justice, peace, and hope. To be sure, there are many other communities across Canada with significant needs and opportunities for UCC ministry. But that is no less true and probably more so for the Lakeshore communities where the mix of socio-economic, ethnic, and cultural backgrounds is substantial and the issues facing residents and community groups pressing. The need for socially-engaged faith presence is high – especially as developers and politicians seek to carry out massive redevelopment plans for the area - and WMUC is substantially committed to incarnating the Gospel in the Way of Jesus in this setting.
- **WMUC has and continues to express its openness to partnerships, networking, yoked ministries** with other United Church congregations, with other faith communities, and with other organizations with complementary visions. It has been both a catalyst and an advocate of shared community engagement. Amalgamation with another UCC congregation has not emerged as a promising possibility to better serve the area. Partnerships like that between Trinity St. Paul's UC and *Tafelmusik* were explored, but no high profile partner could be identified for such an arrangement.
- **While it is true that the congregation has become smaller and older** (not unique to WMUC), learning to be an effective and efficient SMALL community has become a focus, even while growing in our capacity to communicate invitingly and include newcomers into the life of the congregation. If smallness were the key criterion for determining whether a congregation should continue to exist or not, then most United Church congregations would fail the test! But small communities have in Christian history accomplished amazing transformational ministries that often large congregations have not been able to contemplate. As a mission-minded community, WMUC is sharing in God's concern for the entire Lakeshore area and by the Spirit's leading will learn to more effectively invite other inquirers and disciples to share in this ministry.
- **WMUC believes that the property asset is already well-used, but could be more effectively utilized with redevelopment.** Redevelopment would provide housing for seniors who wish to continue living in their home community in the post- single-family home stage of their lives. If conversations proceed there may well be two other identifiable groups who will find housing in a comfortable and secure residential facility. (Negotiations re these two groups are underway – hence the confidentiality.) As well, with redevelopment, space is contemplated for use by community partners in order to better serve residents. (Again negotiations are

underway.) And finally, the congregation's own ministries will have a better chance of flourishing with new facilities. It is clearly anticipated that the several food ministries will continue and be enhanced as new possibilities emerge from more usable and attractive space. Worship can be more creative in a space equipped for contemporary possibilities; family-oriented programs can be initiated in space that is bright, modern, ecologically friendly, and welcoming; seniors with mobility limitations will have free access to their church; and most current building-use partners can continue to make WMUC home base.

- **Why not sell the property and find another location to serve as “home-base” for WMUC?** Aside from the obvious fact that congregation and location have been identified for 90 years with number 2 Station Road at Mimico, the heart of the Mimico community, there are few reasons to recommend abandonment of the site. To sell the property might realize \$2 million – only a guesstimate. But whether the congregation could overcome the permanent loss of their “home location” is a serious question. Then there would be need of a substantial sum of money to buy or long-term lease another facility in an appropriate location (assuming this is possible in current real estate conditions) and improve it to accommodate the congregation's various ministries. The sale of the WMUC building to a developer would probably result in yet another hi-end condo development – a situation that seems to say the UCC was more interested in obtaining the highest value for the property than in carrying on and developing substantial local ministries in the area. Whether another congregation of whatever faith heritage would want to purchase the building would depend on how deep the pockets were, given the purchase price plus the estimated \$2 to \$2.5 million of upgrades required to make the building fully serviceable in its current form.
- Concern was heard that **the architectural legacy that might be impaired** if WMUC completes Scenario 2 – “repurpose, renew, add”. While this may be a valid consideration, it is one of many that the F&H Team and the congregation have had to weigh and to balance. No viable, economically sustainable, and ministry-effective solution is evident when the highest priority is to save the building in its current form.

Will this redevelopment further God's reign and the ministry of the UCC? The counterpoint to this question is: Would the abandonment of Mimico-Lakeshore by WMUC and the UCC and the dispersal of its people and assets further God's reign and the ministry of the UCC? WMUC believes that this is a time for the church as a whole and this particular congregation to take risks and to discern the calling of the Spirit. The United Church has a base in the Mimico-Lakeshore community – an area where much is changing, many are

moving into the area, much is needed, and many people are hungry and thirsty for spiritual and material nourishment. As recounted above, there are many good reasons to believe that continuing an active and faithful, if small, congregation has been worthwhile and can continue to be good stewardship and a good mission strategy for SW Presbytery and for the UCC as a whole.

We believe that scenario 4 – sell and disband or relocate – would destroy a lively and effective relationship between WMUC and the community, not contribute substantially to God’s reign in this area, and does not align with the WMUC mission statement and Project Vision statement, nor serve the larger interests of the United Church of Canada.

If the renewal venture in faith were to fail, the United Church would still retain an asset of much greater value and would be able to use the net assets for other purposes within Toronto Conference and South West Presbytery. As a congregation we trust in God’s faithfulness - however our hopes, dreams, and plans evolve.

WMUC will continue to keep South West Presbytery informed about the full range of its renewal project and welcomes the Presbytery’s critical questions but would also welcome encouragement, advice, and support in the renewal project that the congregation is embracing.

E. Recommendations

To that end, several recommendations required for the WMUC planning process to continue were approved by the WMUC Council and Trustees for the Presbytery’s consideration through the Property and Environment Commission. (Approved at a special joint meeting of Council and Trustees, August 1st, 2012).

That South West Presbytery

Re-affirm the discernment process, extensive planning, and the direction for a renewed future chosen by Wesley Mimico United Church pastoral charge and encourage WMUC to continue its process of ministry renewal and to take appropriate steps toward implementing the redevelopment proposal “repurpose, renew, and add” as described in Scenario 2 of the June 23, 2012 Report, as approved by the congregation;

Authorize the Council and Trustees of Wesley Mimico United Church to make such financial arrangements as may be necessary from time to time, including liens on the WMUC property and grant applications to funding bodies, including The United Church of Canada, in order to finance the studies, planning, and consulting advice as needed before implementation of the redevelopment proposal can take place, and to report to the Presbytery regularly as such arrangements are made;

Authorize the Council and Trustees to study, with legal assistance as required and in consultation with Toronto Conference, the form and plan for governance associated with the redevelopment proposal with a view to retaining residual property interests for The United Church of Canada, and to report and recommend next steps to the congregation and South West Presbytery when prepared to do so.

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COMMUNITY MINISTRIES COMMISSION

October 25, 2012 – 10:30 a.m.
at Humber Valley United Church

Present: Mark Winger (Chair), J-T MacNeil (Secretary), Barry Rieder (Community Minister of Jane-Finch Community Ministry), Karen Williams (Community Minister of Davenport-Perth Community Ministry), Brian McIntosh

Regrets: Mark Aitchison, Gail Johnson

WELCOME & OPENING PRAYER

Mark Winger welcomed all to the meeting of the Commission and led the group gathered in a short prayer.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Mark Winger called this duly constituted meeting of the Community Ministries Commission of South West Presbytery to order to deal with such business as should properly come before it.

NEW MEMBERS

Brain McIntosh indicated that he had two new members for the Community Ministries Commission from Bloordale United Church, Velene and Paul Rose. Rev. D'Thea Webster from Richview United Church is also interested in serving on the Commission. Karen Williams indicated that Rev. Basil Coward, from the Davenport Perth Community Ministry Steering Committee, would also be interested in serving on the Commission. Barry Rieder said that any member of the Community Ministries Commission needed only to be members of the United Church of Canada, with a majority of members on any Commission be Presbyters.

All new members will be invited to the next meeting of the Community Ministries Commission.

APPROVAL OF JUNE 15, 2012 MINUTES

MOTION by Mark Winger / J-T MacNeil
that the Community Ministries Commission of South West Presbytery approve the minutes of the June 15, 2012 minutes as printed.

CARRIED

ADP PAYROLL UPDATE

Barry Rieder followed up with the national church, but has received no response. Victoria Ding has sent a monthly invoice statement. Community Ministers should not be receiving lay equivalent rates, but currently are. The national church is still trying to determine how to

handle pensionable earnings for presbytery staff. Ordered national staff pensionable earnings are determined differently from ordered pastoral charge staff. Previous credits will be honoured, if there is any change.

CONTRACTS

MOTION by Brian McIntosh / J-T MacNeil
that the Community Ministries Commission of South West Presbytery approves the appointment of Karen Williams at Davenport Perth Community Ministry, Ordained Minister, from July 1, 2012 to June 30, 2013, full-time, with the following terms for category 8 step 6: Salary \$71,390 per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1,500 per annum, and all other terms according to The Manual.

CARRIED

MOTION by Brian McIntosh / J-T MacNeil
that the Community Ministries Commission of South West Presbytery approves the appointment of Barry Rieder at Jane-Finch Community Ministry, Designated Lay Minister (non-recognized), from July 1, 2012 to June 30, 2013, full-time, with the following terms for category 8 step 6: Salary \$71,390 per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1,500 per annum, and all other terms according to The Manual.

CARRIED

Brian McIntosh suggested that the Continuing Education amounts for the two Community Ministers be reviewed in the coming year (2013/14).

CONTINUING EDUCATION FOR BARRY RIEDER

Barry Rieder would like to take two days in November for reading.

MOTION by Brian McIntosh / J-T MacNeil
that the Community Ministries Commission of South West Presbytery approve Barry Rieder be allowed to take November 1 and 2, 2012, as continuing education days.

CARRIED

SABBATICAL FOR BARRY RIEDER

Barry Rieder would like to take a sabbatical in the spring and summer of 2013 to attend a Vision Quest at the First Nations Retreat Centre. In addition, Barry Rieder would like to continue from there and drive to the Energy from the Edges event in June. Barry Rieder will also be doing some reading and writing.

Barry Rieder will also take some time to discern where God is calling him with regards to community ministry in South West Presbytery. Barry Rieder plans to reflect on his sense of call during this time. There is significant frustration with the perceived level of support from

South West Presbytery. The Community Ministries Commission needs to advocate on behalf of the Community Ministers.

UPDATES FROM DAVENPORT-PERTH COMMUNITY MINISTRY

Karen Williams feels much more rested and ready for work after her sabbatical. The Davenport Perth Neighbourhood Centre/Health Centre is calmer and happier.

Karen Williams has submitted the first draft of her dissertation and plans to defend it in the spring.

The Davenport Perth Community Ministry staff was able to cover well during Karen Williams' sabbatical.

Davenport Perth Community Ministry has received \$25,000 per year for 3 years from 736 Bathurst Outreach Corporation for the Pelham Community Hub. Pelham Community Hub is to be open for 40 weeks per year. In the fall, it will operate for 32 hours per week, and there will be a 7 week summer camp. It will also be used with existing funds to hire a grant writer. There is a possibility that Toronto Community Housing Corporation will return to funding children and youth. This funding will go through Pelham Community Hub, as that model is already working. These new partners will be much appreciated by the community in Pelham Community Hub.

A new accountant will be hired as a consultant to assist with bookkeeping. With the new staff, Karen Williams feels that Pelham Community Hub is more sustainable. Karen Williams will be going into a more executive role with Pelham Community Hub.

The Davenport Perth Neighbourhood and Community Health Centre have invited Karen Williams to return to the board as a member-at-large. Dale Burkart concurs that this is a good time for Karen Williams to return to the board. Karen Williams has always worked closely with the Davenport Perth Neighbourhood and Community Health Centre's community development staff. The Community Ministries Commission supports Karen Williams' acceptance of the Davenport Perth Neighbourhood and Community Health Centre's invitation to return to the board. The Community Ministries Commission does not see this as a conflict of interest.

UPDATES FROM JANE-FINCH COMMUNITY MINISTRY

Barry Rieder presented at More Franchises in June a Micro-Credit workshop and participated in an Occupy Toronto workshop.

There is a beach trip to Rockwood on July 21, 2012, with a full bus.

The Firgrove Tenant Association Board of Directors retreat was at Five Oaks on August 11 – 12, 2012 with 16 people in attendance.

There were 57 Eid gifts given out August 17, 2012 and 1000 backpacks given out on August 22, 2012.

There was a Back to School BBQ on August 30, 2012 with eight \$1,000 scholarships given out.

At the Firgrove Community Learning Centre, \$40,000 from the City Service Development Investment Program with Promoting Education and Community Health approved to go towards salary, \$10,000 was raised by the Painters Union. Support to the Burmese community is being provided through sewing and computer program with \$20,000 from the 736 Outreach Corporation. There was an anniversary event on October 19, 2012. The new Chief Executive Officer with Toronto Community Housing Corporation attended.

The City or Toronto no longer wants dual trustees, and PEACH is not willing to take on full role of trusteeing all funds, supervision of staff and project management. Have until December 31st, 2012, to find another trustee who already receives city funding. The city will not fund a faith based organization.

The Unity BBQ was a great event with over 500 attending on August 26, 2012. Jane-Finch Community Ministry assisted with an additional \$300 since Toronto Community Housing Corporation bailed on \$300 commitment for food at last minute (\$600 total support from Ministry).

The Micro Credit Program is going well. Jane-Finch Community Ministry was able to get a training position for a Business Resource Development worker through the Investing in Neighbourhood program with Social and Employment Services with The City. The position is 30 hours per week at \$12.75 an hour for 52 weeks. The participant is covered with benefits by social services and Jane-Finch Community Ministry is reimbursed all salary costs. Arturo started on August 13, 2012. There is a small business drop-in once a week, support is provided by Schulich School of Business students. Arturo is also doing workshops in community and refining promotional materials. He is involved in a local literacy network planning a Credit Education week in November at local malls and libraries.

Barry Rieder preached at St. Paul's United Church (Long Branch) October 21, 2012, and is doing an Occupy Toronto workshop at a Social Justice event on October 27, 2012.

Barry Rieder was able to secure The Moderator of the United Church of Canada to be a worship resource person for Energy for the Edges Event in June.

NEW BUSINESS

Mission and Service Support

Barry Rieder expressed concern regarding how M&S support is determined, and would like more transparency for the Presbytery in this regard. Currently, the Community Ministries Commission approves the amount, and passes the final total on to Coordinating Council for final approval. Barry Rieder would like to have more collaboration in determining the amounts. Barry Rieder suggested that a Community Ministries Commission member could help present these figures at a Presbytery meeting in a joint report.

Brochures

APPROVAL TO COVER COSTS FOR BROCHURES

MOTION by J-T MacNeil / Brain McIntosh

that the Community Ministries Commission of South West Presbytery approve the expenditure of \$35.90 for brochures.

CARRIED

Lunches

APPROVAL FOR LUNCH EXPENSES FOR THE COMMISSION

MOTION by J-T MacNeil / Brain McIntosh

that the Community Ministries Commission of South West Presbytery approve the expenditures for lunches for the Community Ministries Commission meetings on October 25th, 2012 and in November 2012.

CARRIED

SUSTAINABILITY & INCORPORATION

Presbytery has recommended that the Community Ministers be incorporated. There is some confusion over whether or not proceeds from the sale of buildings can be put towards Presbytery missions. Community Ministries Commission regards other Presbytery missions as equally important. There is no Presbytery plan for sustaining Presbytery ministries or missions. Community Ministries Commission is aware of the conversations about the sustainability of ministries within the Presbytery as a whole. Community Ministries Commission, Community Ministers and representatives from Community Ministries would like to have an opportunity to discuss incorporation with Coordinating Council. Community Ministries Commission supports the idea of collaboration with other groups to support congregational outreach, camps and Community Ministries in South West Presbytery. Any directive at this point is premature. Community Ministries enable Presbytery to put a minister in the community. If the Community Ministries incorporate, they become executive directors who deal with fundraising. Community Ministries Commission will request time at the December 5, 2012 meeting of Coordinating Council to dialogue and work collaboratively for the sustainability of the Presbytery missions and ministries.

NEXT MEETING

Next meeting will be either November 22, 2012 or November 29, 2012. The selection will be done via Doodle poll. There will be a current members meeting at 10:30 a.m. to discuss business, and a new member orientation will be held over lunch at 12:00 p.m. The meeting will be at Humber Valley United Church and lunch to be provided.

The meeting ended with prayer.

ADJOURNMENT

Mark Winger declared the meeting terminated 1:05 p.m.

Mark Winger
Chairperson

J-T MacNeil
Secretary

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COORDINATING COUNCIL

November 7, 2012 - 10:00 a.m.

at the South West Presbytery Office, Toronto

The regular meeting of the South West Presbytery Coordinating Council was called to order at 10:00 a.m. by the Chairperson, Bryan Ransom. A quorum was declared present.

ATTENDANCE

Present: Eva Breeze, Dale Burkart, Norman Dundas, Gail Hamblin, Ross Leckie, Louise Mahood, Brian McIntosh, Neil R. Parker, Bryan Ransom, Catherine Smith (left at lunch time), Doug Varey.

Regrets: Jessica McCrae, Christine Smaller, Linda Wheler. Grant Williams, Mark Winger.

Absent: Susanne VanderLugt

Visitors: Elaine Eve (for part of the meeting)

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom called this duly constituted meeting of the Coordinating Council of South West Presbytery to order to deal with such business as should properly come before it.

WELCOME

Bryan Ransom welcomed all who were present.

WORSHIP

Bryan Ransom circulated a print-out of the parable of the Talents from Matthew 25:14-30. The members of the Coordinating Council were asked to read the passage and consider those portions of it which captured their attention. They were further asked to identify that portion of the text ‘which spoke to them about the rest,’ and why, what the voice was saying to them, the action to which they were being called, and what was their response to that voice. Council members gathered in groups of two or three and discussed their findings. Finally, each group was invited to provide a short summary of the insights shared therein.

Bryan Ransom concluded worship by offering a “post-election-day prayer” by Walter Brueggeman provided by Ross Leckie.

APPROVAL OF AGENDA

The agenda as printed were subject to the following changes:

Business Arising was to include:

- a report from the staff person for pastoral relations (Deanna Wilson)

- an opportunity for a series of questions to and from the Administrative Assistant for South West Presbytery (Elaine Eve)

Reports from Circles were to include:

- a report from UCW representative: henceforth meetings of the Coordinating Council of South West Presbytery will include a report from UCW representative on its agenda
- update on the planning work of South West Presbytery.

MOTION by Ross Leckie / Doug Varey

that the agenda of this November 7, 2012 meeting of the Coordinating Council of South West Presbytery be adopted as printed with the foregoing changes.

CARRIED

APPROVAL OF MINUTES

MOTION by Catherine Smith / Louise Mahood

that the Coordinating Council of South West Presbytery adopt the minutes of the South West Presbytery Coordinating Council meeting of October 3, 2012

CARRIED

MOTION by Dale Burkart / Gail Hamblin

that the Coordinating Council of South West Presbytery adopt the minutes of the conference call meeting of October 22, 2012 as printed.

CARRIED

RECEIVING MINUTES FOR INFORMATION

MOTION by Louise Mahood / Norman Dundas

that the Coordinating Council of South West Presbytery receive for information the minutes of the plenary meeting of South West Presbytery dated September 18, 2012.

CARRIED

CORRESPONDENCE

APPENDIX A

Elaine Eve made an appearance at the meeting to answer questions and seek clarification in regard to the current format of correspondence sent to and received by the Coordinating Council of South West Presbytery.

Brian McIntosh requested a copy of the letter from the General Secretary of General Council (Nora Sanders), in connection with the action of South West Presbytery around the solicitation of proposals calling on Canadian banks to reforms executive compensation policies.

Portions of an e-mail communication from Norm Greene to Deanna Wilson, dated October.1, 2012, were read aloud by Bryan Ransom. An appropriate protocol for the announcement of

disciplinary action toward paid accountable ministry personnel is needed in the event that Presbytery or Conference is compelled to exercise that option. The United Church Manual has not adopted such a protocol in non-legal matters. This prompted considerable discussion.

PROTOCOL WHEN PLACING MINISTRY PERSONNEL UNDER DISCIPLINE

MOTION by Doug Varey / Ross Leckie
that the Coordinating Council of South West Presbytery adopt the protocol whereby the placing of ministry personnel under discipline shall be communicated to the congregational board and thereafter to the congregation at a duly called congregational meeting by designated Presbytery or Conference representative(s).

CARRIED

This motion shall be communicated to Toronto Conference.

Under the rubric of “Miscellaneous” the following were noted:

- the announcement (September 28, 2012) of the Inter-presbytery Workshop for the spring of 2013 would be forwarded to the Mission Support & Finance Committee
- letter introducing the Immunotec Team (October 2, 2012) served to inform the Coordinating Council should it wish the former to conduct talks and seminars on wholeness and wellness for men over the age of 35 concerning prostate complications.
- The Friends of the Observer Fund request for financial support (October 12, 2012), AVEL News (October 13, 2012, and information Regarding the Five Oaks Dinner and Silent Auction Fundraiser (October 11, 2012) would be referred to the Faith Formation Committee.

RECEIVING THE LIST OF CORRESPONDENCE

MOTION by Brian McIntosh / Gail Hamblin
that the Coordinating Council of South West Presbytery receive the list of correspondence received and sent for the period of September 27, 2012 through November 6, 2012.

CARRIED

It was also mentioned that it was the responsibility of the four Commissions to bring correspondence to the attention of the Coordinating Council if necessary.

Bryan Ransom reported a further piece of correspondence was received from Heart Lake United Church on November 6, 2012 in connection with the mortgage and the remaining balance of the loan for roofing repairs and this correspondence will be forwarded to the Property & Environment Commission.

BUSINESS ARISING FROM THE MINUTES

What are the Coordinating Council directives for the work the Pastoral Oversight Committee will carry out with Davenport Perth Community Church?

Doug Varey provided a brief update on the ongoing situation at Davenport-Perth Community Church. The minutes of the meeting of South West Presbytery by conference call on October 22, 2012 will be given to Rev. Douglas McLeod and he will represent the Pastoral Oversight Committee of South West Presbytery at a meeting of the Davenport-Perth congregation on the evening of November 7, 2012. At a previous meeting the Coordinating Council of South West Presbytery had empowered Bryan Ransom to seek legal advice regarding the alleged breach of the terms of the lease between the Davenport Perth Community Church and the Davenport Perth Neighbourhood and Community Health Centre. In response to a question from the Coordinating Council Bryan Ransom indicated that legal advice had been sought from a number of lawyers. However, their opinions were not given in written form and thus the services of barrister and solicitor Joseph Neal were enlisted. Mr. Neal—a specialist in property matters—endorsed the unofficial opinions of the other lawyers in writing and stated that Davenport-Perth Community Church stood in breach of its lease with the Davenport-Perth Neighbourhood and Community Health Centre. The cost incurred was a wisely-spent \$150.00.

The Property & Environment Commission has to clarify the terms of the aforesaid lease and their ramification for the Davenport-Perth congregation. The responsibility of the Pastoral Oversight Committee is to facilitate proper functioning of the administrative structure of that congregation. To wit, effective communication must be established in that congregation and the various office-holders must be given a correct understanding of their responsibilities. One possible solution would be a workshop to that effect.

LUNCH

The Council members sung a grace entitled *For Health and Strength and Daily Food we Give you Thanks O God*.

What are the Coordinating Council directives for the work the Pastoral Oversight Committee will carry out with Davenport Perth Community Church? Continued...

One recommendation presented was a Viability/Life-cycle study with the Board of Davenport-Perth Community Church in January 2013. In particular the Pastoral Oversight Committee would assess the functioning of the congregation and the congregational Board and committees, and identify any significant issues that need to be addressed. Any such issues would be addressed if possible and where appropriate. The Pastoral Oversight Committee would report its assessment to the Coordinating Council at its meeting February 2, 2013 and report any changes undertaken, be those changes requirements of the congregation or ones generally agreeable to it.

DIRECTION FOR THE PASTORAL OVERSIGHT COMMITTEE PERTAINING TO DAVENPORT PERTH COMMUNITY CHURCH

MOTION by Doug Varey / Eva Breeze
that the Coordinating Council of South West Presbytery direct the Pastoral Oversight Committee thereof, in addition to Section E of the motions carried at its conference call meeting of October 22, 2012, conduct a Viability/Life-study at Davenport-Perth Community Church and,
that it provide an interim report at the meeting of the Coordinating Council on February 2, 2013.

CARRIED

AUTHORIZATION GIVEN TO COMMUNICATE LEGAL OPINION

MOTION by Ross Leckie / Gail Hamblin
that the Coordinating Council of South West Presbytery authorize Bryan Ransom to communicate the foregoing legal opinion concerning liability for the water damage to the worship venue rented at Davenport-Perth Community Church.

CARRIED

REPORTS FROM CIRCLES

Program Circle

Youth and Young Adults Committee

Ross Leckie reported that Susie Henderson is helping the Youth and Young Adults Committee to keep South West Presbytery informed of youth and young-adult events.

On November 25, 2012 there is a networking dinner meeting for those involved in youth ministry.

Faith Formation

The Faith Formation Committee will conduct worship at the full-court meeting of South West Presbytery November 20, 2012.

Pastoral Oversight Committee

St. Andrew's United Church

APPENDIX B

The Pastoral Oversight Committee had been working with St. Andrew's United Church, in connection with that congregation's proposal for a change in its administrative structure. Doug Varey circulated a hard copy of a Power-Point presentation and reported that the Pastoral Oversight Committee has reviewed the constitutional changes proposed by St. Andrew's United Church. The Committee agrees that these changes constitute a restructuring that is basically "legitimate and appropriate" although it was noted that one suggestion will be forwarded to the congregation.

APPROVAL OF THE CONSTITUTIONAL CHANGES AT ST. ANDREW'S UNITED CHURCH

MOTION by Douglas Varey / Louise Mahood

that the Coordinating Council of South West Presbytery approve the constitutional changes proposed by St. Andrew’s United Church, Georgetown, which have been examined and approved by the Pastoral Oversight Committee.

**CARRIED
(Ross Leckie abstained)**

Doug Varey further reported that Irene Ty has identified the need for consultation with the Intercultural Committee in the planning process for the Ministry & Mission of South West Presbytery.

Mission Support & Finance Committee

Norman Dundas gave a brief report. He and Brian McIntosh had attended the Toronto Conference Mission Support Consultation November 6, 2012. The appointed task was the distribution of Conference Mission Support funding. In the opinion of Norm Dundas, “South West Presbytery did not fare particularly well.” However, the grants require approval by Conference Executive Committee before they become official.

In addition to that Norm Dundas has received approximately \$105,000.00 in requests from Presbytery but the Mission Support & Finance Committee has only \$54,000.00 in grants from the Presbyteries of Toronto Conference Corporation at its disposal. The Mission Support & Finance Committee will attend to this matter at its meeting of November 14, 2012.

Norm Dundas has sent out notices in connection with assessments to those congregations in arrears for 2012. The only other significant outstanding amount is that of St. Paul’s United Church, Brampton.

The issue of High Park Korean United Church and its payment of assessments was the subject of a brief discussion.

Treasurer’s Report

APPENDIX C

Louise Mahood circulated a hard copy of the report and proceeded to direct the attention of Council members to the Operations Account for South West Presbytery to September 30, 2012. Overall Presbytery expenditures remain within the budget for 2012.

ACCEPTANCE OF THE TREASURER’S REPORT

MOVED by Louise Mahood / Norm Dundas

that the Coordinating Council of South West Presbytery accept the September 30, 2012 report of the Operations Account for South West Presbytery.

CARRIED

Presentation of the Draft Budget for 2013

(included on APPENDIX C)

Louise Mahood, Treasurer for Presbytery, then shared the draft budget process which began in September with applications sent to Committee/Commission Chairs, Circle Chairs, for submission by October 14, 2012. Mission Support and Finance reviewed the partially

finished budget on October 15, 2012. This budget was then circulated to Committee/Commission Chairs and Circle Chairs.

The Mission Support & Finance Committee received Presbytery requests amounting to \$62,500.00 for 2013, but South West Presbytery has been provided a stipend of approximately \$32,000.00. The allotment for “professional services” was noted and reflected the ever-increasing cost of such services. The Mission Support & Finance Committee will also consider adjustment of travel allowances at its next meetings.

RECEIVING THE 2013 DRAFT BUDGET

MOTION by Louise Mahood / Norm Dundas
that the Coordinating Council of South West Presbytery receive the draft budget for 2013 as presented.

CARRIED

Considerable discussion followed this motion. A review of the history of the spending by a Commission/Committee was deemed a necessary criterion for allotment of funds to that Commission/Committee. Moreover, Louise Mahood needed to clarify certain aspects of the 2013 draft budget for Council members.

MOTION by Doug Varey / Ross Leckie
that the Coordinating Council of South West Presbytery increase the budget allocation for Social Justice and World Affairs from \$3,000.00 to \$4,000.00

CARRIED

This amendment prompted further discussion.

MOTION by Doug Varey/Ross Leckie
that the Coordinating Council of South West Presbytery decrease the budget allocation for the North Star Fund from \$10,273.75 to \$9,275.75.00

CARRIED

APPROVAL OF 2013 DRAFT BUDGET

MOTION by Louise Mahood / Norm Dundas
that the Coordinating Council of South West Presbytery approve the draft budget with the following amendments;
Social Justice and World Affairs from \$3,000.00 to \$4,000.00 and
North Star Fund from \$10,273.75 to \$9,275.75.00

CARRIED

The North Star Fund

APPENDIX D

Mission Support and Finance approved establishing *The North Star Fund* to assist with the Presbytery’s viability projects from 2013-2016. The Coordinating Council received the proposal and asked some questions for clarification. The original grant from the former congregation of North Star United Church was \$16,256.00. In 2010, the first use of these

monies covered assessments in arrears. This prevented all congregations facing extra assessment fees in 2011 and 2012. Ideally the fund will return to the \$16,256.00 but for now will begin with \$10,000.00.

ESTABLISHMENT OF THE NORTH STAR FUND

MOTION by Louise Mahood / Norm Dundas
that the Coordinating Council of South West Presbytery approve the Mission Support and Finance Committee initiative to establish *The North Star Fun* for the period of 2013-2016.

CARRIED

MOTION by Norm Dundas / Dale Burkart
that the Coordinating Council of South West Presbytery authorize the Mission Support & Finance Committee to transparent the remaining balance of the Presbytery Operations Account for 2012 into the North Star Fund.

MOTION WITHDRAWN

The Coordinating Council agreed to defer consideration of the issue addressed in the foregoing motion.

Travel Policy

APPENDIX E

TRAVEL POLICY AMENDMENT

MOTION by Louise Mahood / Norm Dundas
that the Coordinating Council of South West Presbytery amend the Presbytery Travel Policy by amending Clause #1 from:
Ministry Personnel in a call, settlement or appointment shall charge travel to presbytery meetings to their pastoral charge or outreach ministry travel expenses;

to:

Ministry Personnel in a call, settlement or appointment shall charge travel for all Presbytery business to their pastoral charge or outreach ministry travel expenses and,

that this policy goes into effect January 1st, 2013.

MOTION by Brian McIntosh / Ross Leckie
that the Coordinating Council table the foregoing motion until its next meeting in February 3013.

**MOTION DEFEATED
ORIGINAL MOTION CARRIED**

Policy for Meals at Presbytery Plenary Meetings [New]

MEAL POLICY FOR PRESBYTERY MEETINGS

MOTION by Louise Mahood / Norm Dundas

that the Coordinating Council of South West Presbytery adopt a *Policy for Meals at Presbytery Plenary Meetings* which states that:

all plenary meetings that include a meal, the minimum fee will be \$12.00 per meal and arranged in advance of the meeting date and,

congregations or catering services will work within a \$12.00 per person budget and,

Presbytery staff will not be responsible for ordering extra food unless directed by the Office Administrator, therefore, presbyters cannot assume ‘extra food’ is available last minute and,

that all other presbyters may choose to bring ‘lunch or dinner’ to the meeting and,

that this policy begins January 1, 2013 and will be reviewed in October 2015.

CARRIED

For Your Information: Compensation Policy – Mission Support & Finance Committee continues to work on establishing guidelines around acceptable expenses for Committees and Commissions.

Louise Mahood indicated that the Mission Support & Finance Committee needs to know which congregations are closing in 2012 because this will have a bearing on congregational assessments.

Brian McIntosh reported that a survey had been distributed requesting congregational contacts for a number of matters. This information will be useful for communities dealing with leadership positions in congregations. Elaine Eve has expressed concerns regarding the publication of e-mails and addresses without explicit permission.

Engagement Circle

The Intercultural & Diverse Communities in Ministry Committee wish to provide input into mission strategy work of South West Presbytery. Specifically, the Committee directed Brian McIntosh to ask the Coordinating Council how their contribution might facilitate the work of that group.

Brian McIntosh made three requests for time on the Agenda from the three Commission(s)//Committee(s) within the Engagement Circle over the course of the year:

- the Intercultural & Diverse Communities in Ministry request time on the agenda of the February, 2013 full-court meeting to lead worship—the theme will be what it means to become an intercultural church/presbytery;
- the Congregational Renewal & Community Development Committee request approximately 30 minutes time on the agenda of the April 3013 full-court meeting for its Report on the Environics study;

- the Social Justice request approximately 10 minutes time on the agenda of the November full-court meeting—if possible—for an update on the work of the national church in connection with the situation in Palestine and Israel

Brian McIntosh announced the Witness to Justice and Peace in the Philippines event with a speaker from our partner denomination The United Church of Christ taking place in the evening of Saturday November 10, 2012 at Northminster United Church. The guest speaker will speak on the issues and the current situation in the Philippines and the cost of Christine witness there.

Program Circle Continued

For the December 2012 Coordinating Council meeting Mark Winger of the Community Ministries Commission has requested time that he might address a number of concerns;

- a brief history of community ministries; what kind of ministries are involved and what they are doing today;
- the differences between these ministries and other outreach initiatives in the Presbytery;
- the visions of these ministries in the short term;
- the coordination of the visions of these ministries and that of Presbytery;
- the current stage in the formulation of the vision of Presbytery;
- the initiatives that are underway to assist us in that process;
- the pros and cons of incorporation versus non-incorporation;
- present sources of funding for these ministries.

The proposal met with a positive response from Council members. Bryan Ransom estimates that an hour will be required for the presentation and will consult further with Mark Winger on the practicalities of the presentation.

Leadership Circle

Nominations, Support for Members & Leadership Development Committee

Ross Leckie for Christine Smaller reported that Lillian Perigoe has agreed to serve on the Property & Environment Commission but it is not yet clear whether or not she is prepared to assume the Chair.

A question was raised concerning eligibility to serve on Presbytery Commissions/Committees. That is, does an individual have to be a member of Presbytery, and if so, can that individual be made a member-at-large. Bryan Ransom agreed to explore the matter further.

NAMING STEPHEN WICKETT A MEMBER AT LARGE

MOTION by Brian McIntosh / Eva Breeze
that the Coordinating Council of South West Presbytery designate Stephen Wickett a member-at-large of South West Presbytery.

CARRIED

Gail Hamblin presented the report.

Cindy Randall now serves as secretary of the Pastoral Relations Commission.

Presbyterial UCW

APPENDIX G

Eva Breeze presented the report.

NEW BUSINESS

Further to the Toronto Conference Mission Support Consultation of November 6, 2012 it has been observed that the northern presbyteries of Toronto Conference have not availed themselves of grants from the Presbyteries of Toronto Conference Corporation. This has placed undue limitations on Toronto Conference mission support. The resentment over this problem was quite apparent from ensuing remarks.

Dale Burkart reported Elaine Eve's concern that there needs to be some follow-up in South West Presbytery in connection with the recent provincial government Bill 168 on bullying.

Norm Dundas mentioned that Louise Mahood will need approximately 45 minutes at the November 20, 2012 full-court meeting of South West Presbytery for the 2013 budget, the North Star Fund and policy issues, and Norm Dundas himself will need 15 minutes regarding the requests FOR funding for the two Community Ministries from the Presbyteries of Toronto Conference Corporation and the Presbytery grant from the net income from the Presbyteries of Toronto Conference Corporation.

The Pastoral Relations Commission is requesting five minutes of time, and Social Justice & World Affairs is requesting ten minutes at the full-court meeting on November 20, 2012

The Edge programme is attempting to facilitate the enlistment of businesses and talent, such as lawyers, commercial services, etc. to assist churches in their congregational life.

CLOSING

Evaluation of meeting

What did we accomplish?

- ongoing attempt to resolve monetary issues
- addressing accountability issues
- suggestions from the Brampton ministers were helpful regarding the handling of the situation at St. Paul's United Church - Brampton

How did we live out our commitment to leading a missional life?

- a good display of talent
- suggestions around the need for Conference to exercise leadership in various areas

Where did you experience God's grace, God's holiness in our time together?

- the Chair's 'calm and efficient chairmanship'
- expression of differences in a respectful manner
- our mutually supportive presence

NEXT MEETING

The next meeting will be on Wednesday, December 5, 2012 at 9:30 a.m. for refreshments with the call to order coming at 10:00 a.m. The meeting will be held at the South West Presbytery office.

CLOSING PRAYER

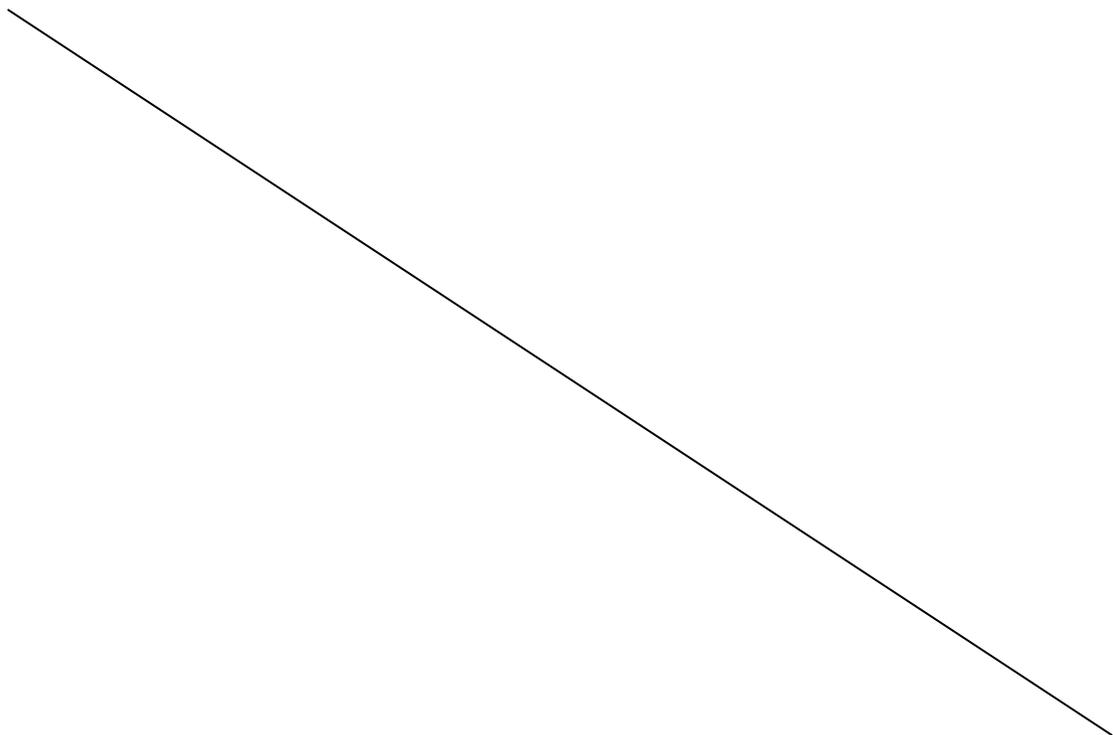
Bryan Ransom offered the closing prayer.

ADJOURNMENT

MOTION by Ross Leckie / Gail Hamblin
that this meeting of the South West Presbytery Coordinating Council be adjourned at 3:09 p.m.

Bryan Ransom - Chairperson

Neil R. Parker - Secretary



APPENDIX A

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

Correspondence – September 27, 2012 – November 6, 2012

RECEIVED

(date in bracket indicates the date the item was received)

GENERAL COUNCIL

- Gifts with Vision: A Gift-Giving Catalogue
- News Release – Prison Chaplains (Oct. 15/12)
- Memo Re-New United Church Crest (Oct. 26/12)
- Welcome to the Moderator's New Blog

TORONTO CONFERENCE

- Leadership Development Program for Children and Youth at the 2013 Annual General Meeting (Sept. 28/12) forwarded to Program Staff
- Dates that the Executive Secretary will be attending Presbytery meetings within Toronto Conference. South West = November 20, 2012 (no action required)

SOUTH WEST PRESBYTERY COORDINATING COUNCIL

- Inquiry from the Administrative Assistant regarding attendance at the November 20, 2012 South West Presbytery meeting
- Response from Nora Sanders General Secretary, General Council regarding the action of South West Presbytery for proposals calling on Canadian Banks to reform Executive compensation practices
- Continuing correspondence regarding the issues at St. Paul's United Church (Brampton) pertaining to the report of Betty Pries (Oct. 16.12)

FAITH FORMATION

- Vacation Bible Camp Grant Report from Kingsway-Lambton United Church

MISSION SUPPORT AND FINANCE

- A Presbyteries of Toronto Conference Corporation Grant Application from Grace United Church (Sept. 27/12)
- Letter from Five Oaks requesting a donation from the Presbyteries in Toronto Conference (Oct. 24/12)

PASTORAL OVERSIGHT COMMITTEE

- Draft motions regarding the creation of a Joint Board of Trustees for Riverside-Emery United Church and Uganda Martyrs United Church congregations
- Letter from Westminster United Church with the motions passed by the congregation to disband (Oct. 21/12)

PRESBYTERIES OF TORONTO CONFERENCE CORPORATION

- Letter requesting one member nominee to complete the term to June 2013 due to the resignation of Bonnie Greene (Oct. 31/12). Forwarded to Nominations.

TORONTO UNITED CHURCH COUNCIL

- Connecting Resources with Ministry – E-News Vol. 9
- Green Awakening Network Newsletter #34, #35 and Special Edition – Invitation to The Oasis
- Sustainable Energy Loans now available (Oct. 29/12)
- Phone call request from TUCC for proof of Presbytery approval regarding the renewal of a mortgage for Onnuri Korean United Church. (Copy of a letter dated April 18, 2012 that was originally sent to Onnuri Korean United Church regarding this has been received by the Presbytery)

MISCELLANEOUS

- Inter-presbytery Stewardship Workshop – Spring 2013 (Sept. 28/12). Forwarded to Program Staff
- Letter introducing the Immunotec Team – provides valuable health and wellness information to the general public (Oct. 2/12)
- Friends of the Observer Fund – requesting financial support (Oct /12)
- AVEL News (Oct. 13/12)
- Five Oaks Dinner and Silent Auction Fundraiser – (Oct. 11/12)

SENT

- Letter to the Board of Trustees at Davenport Perth Community Church regarding the lease agreement issues with the Davenport Perth Neighbourhood Community Health Centre (Oct. 4/12)
- Letter to the Board of Trustees at Davenport Perth Community Church regarding the outstanding issues with the Lease agreement and water damages
- Updates for website to Paul Rochford (web master)
- Letters and Life Cycle survey to the Secretary of the Board/Council and the ministry personnel in South West Presbytery pastoral charges
- Notice to ministry personnel currently in a pastoral charge regarding the work of the Youth and Young Adults Committee

APPENDIX B

St. Andrew's United Church Governance

Current Model - Council Model composed of 19 members:

Chairperson*
Vice-Chairperson*
Secretary*
Treasurer*
Presiding Minister*
Chair or appointee of Building & Maintenance Ministry
Chair or appointee of Christian Education Ministry
Chair or appointee of Communications Ministry
Chair or appointee of Finance Ministry
Chair or appointee of Membership Ministry
Chair or appointee of Nominating Ministry
Chair or appointee of Mission & Outreach Ministry
Chair or appointee of Stewardship Ministry
Chair or appointee of Worship Ministry
Chair or appointee of Ministry & Personnel Ministry
Chair or appointee of the Trustees
Representative of the Choir
Representative of the UCW
Delegate to the Presbytery

*Current Executive Council

Why Change?

- A large amount of people
- Hard to make decisions – not enough permission given to ministries
- Little autonomy within each ministry
- Out of date model as per current trends
- Low morale – people, particularly chairs are burned out
- People have to hold more than 1 role when they Chair a Ministry and represent them on the Council
- Terms often become long commitments for the chairs
- More people serving in office and fewer involved in ministry
- Model is cumbersome – it takes too long to get things done
- Meetings are too long and a quorum of at least 50% is required
- Many people are not prepared to attend monthly meetings and are afraid they will be called to be a Chair – some can only commit to short-term activities.

Current Situation:

Since the last AGM some ministries are without chairs but seem to be functioning, however they do need support and representation at Council. We have been working with a quorum since the last AGM and this number of people appears to be effective (10).

The Executive Council meets on alternate months to streamline items for full Council meetings.

There are still extremely long Council meetings to get things decided, as Council only meets on alternate months.

Proposal:

Renew the model of Governance to a format that works more efficiently and allows the ministries more autonomy to identify needs, come up with creative ideas and allow them to implement those ideas. The outcome will be “permission giving” to the ministries, and a more cohesive and unified approach to visioning and long range planning for St. Andrew’s.

New Model Proposed:

A Streamlined Board of Directors would replace the current Council model (Manual #209). It would be known as The Board of Directors of St. Andrew’s.

This Streamlined Board would fulfill the duties, obligations, and responsibilities of the Church Council as described in The Manual (2010) of the United Church of Canada.

The Board as a group would be responsible for the day-to-day operation of St Andrew’s United Church. The Board would be empowered by the congregation at the AGM to make decisions concerning finances, personnel and other major issues that impact the life and work of the congregation. The Board would consider ideas about growth and direction of the congregation and would ensure proper communication with the congregation.

The Board would report officially to the congregation through the Annual General Meeting (AGM) held typically in early February. The Board would also communicate with the congregation through services of worship, the Sunday bulletin, via the online E-news, News & Views, and any other means determined appropriate.

When the Board identifies issues of significance and importance to the congregation, the Board, through the Chair would call a congregational meeting. The Board would be accountable to the Vision, Mission and Core Values of St. Andrew’s United Church.

Composition:

The Board would include 11 positions including 6 Directors selected from the congregation (one of whom would be selected as Chair):

- Chair of Board (votes only in the event of a tie)
- Director of Facility Management (one vote)
- Director of Congregational Development (one vote)
- Director of Outreach (one vote)

- Director of Stewardship and Special Events (one vote)
- Director who is a Member at Large (one vote)

Other positions:

- Secretary to the Board (one vote)
- Treasure or Vice/Assistant Treasurer (one vote)
- Ministry & Personnel Chair or representative (one vote)
- Trustee Chair or representative (one vote)
- Minister (non-voting)

Terms of Service:

The 6 Directors would be elected to a 2-year term at the AGM of the congregation. Three would be elected one year. The other three would be elected another year. Directors could be elected to a 2-year term and it could be extended to a maximum of one additional year. Having been off the Board for 2 years, any former Director is eligible to be elected again. The Nominating Committee formed within the Board would recommend the slate of Directors each year at the Annual Meeting.

Nominations from the congregation could be submitted to the Nominating Committee in advance of the AGM so that those candidates could be approached and have time to consider if they wish to have their name stand for office. The Nominating Committee when called upon would seek individuals to fill empty positions on the Board or on the Trustee and M&P committees.

The Secretary and Treasurer would be chosen by the Nominating Committee and confirmed at the Annual Meeting as required. A Chair of the Board would be chosen by the Board at the first meeting following the AGM. For 2013 during a time of transition, the Vice-Chair would move up to Chair for this term only.

Meetings:

The Board would meet monthly except for July and August. The Chair could call additional meetings as required.

A quorum at any meeting would be 50% of the voting members.

Responsibilities:

Financial. The Board would ensure effective and responsible financial management of congregational resources. It would strive to ensure that the Congregation lives within its approved annual budget and would deal with exceptional circumstances that arise. The Board would review the Financial Statements of the Church on a monthly basis.

Program Oversight. The Board would provide oversight to all ministries, which would now be known as *Leadership Teams*. Oversight would include providing support, ensuring viability of teams, small groups or programs and ensuring that they are in line with the Vision, Mission and Core Values of St. Andrew's. Board members will not chair team meetings. They would be there for support to the

teams to ensure that they have the resources to carry out their mandates and goals. They would attend team meetings as required. Certain key areas would fall under the direction of the Minister. The Minister would have responsibility for those areas and would keep the Board informed and apprised of the development within those key areas. The Board may assist in any key areas in need of support.

Planning. The Board would set the direction and goals of St. Andrew's United Church. The Board would review the Vision Statement, Mission Statement and Core Values of the congregation to reflect the Congregation's needs and its sense of self and its calling. The Board would meet annually or bi-annually to spend focused time on these planning responsibilities in addition to the 10 planned meetings per year. The Board would seek to encourage the congregation to discover new and different ways of responding to God's call in our lives. The Board would promote the development of new initiatives and would encourage participation in visioning and strategic planning. The Board would support the dreams and visioning to fulfillment.

Communication. Effective and responsible communication is one of the keys to the overall well being of a congregation. The Board would invite and obtain input from the congregation and also provide information on a consistent basis through the communication tools in place and by any other means.

Succession Planning. The Board would set up a Nominations Committee within the Board to plan for new members to join the Board as terms of office are over, or if a replacement is needed.

Ministries and Groups:

To fulfill its Vision and Mission, the congregation of St. Andrew's United Church has a number of Ministries - now to be known as *Leadership Teams*, as well as small groups.

The Leadership Teams and groups would operate on their own. They would develop their goals, work within their budget, and do their ministry in line with the Vision, Mission, and Core Values of St. Andrew's. They would meet as often as needed to do their work, and leadership would be determined within the team as required for specific tasks.

The Leadership Teams and groups would be aligned, to be represented by a Director, or the Minister, through the common goals they share and how their work overlaps or connects. Issues, questions, concerns, or requests could be brought to the Board through any member of the Board.

Team members or group participants would sign up annually for the teams or groups that they feel they have the skills and passion for, and may serve on a team or in a

group as long as they wish. They may serve on more than one team. They can be members or adherents. Their various gifts and talents would be utilized effectively and appreciated whether they were short-term or long-term.

Proposed Alignment of Representation:

The Minister would represent the spiritual nurturing of the Church and be responsive to the Worship Team, Youth and Senior Choirs, and all pastoral care.

The Director of Facility Management would represent the administration and day-to-day operations, and be responsive to the Finance Team, Building and Maintenance Team, Communications Team, Beautification Team and all administrative, promotional and communications activity.

The Director of Congregational Development would represent the spiritual growth of the congregation and be responsive to the Christian Development Team, (adult, youth, and children), Membership Team, District Leaders, UCW, and groups like Bible Study, Living the Questions, Catering, and other social groups.

The Director of Outreach would represent the reaching out with care to the congregation, community and beyond, and be responsive to the Outreach Team, Good Food Box, Community Unity, and the Presbytery Delegate for social issues.

The Director of Stewardship and Special Events would represent the engagement of the congregation in the sharing of our gifts, and be responsive to the Stewardship Team, Special Events Team, and groups organizing fundraising.

Position Descriptions

The Board is mutually accountable, committed to God and to one another, and committed to the Vision, Mission and Core Values of St. Andrew's.

Board members would be supported by the Minister, by other paid staff, by the Leadership Teams and by the congregation.

Board Members:

- Have a commitment to God, St. Andrew's United Church, and the people both within the congregation and the broader community.
- Are active in the life of St. Andrew's and consider it their home for at least 2 years, and are a full member in the United Church of Canada.
- Seek to grow spiritually and support Board members in their own faith journey.
- Understand and live out to the best of their ability, the Vision, Mission and Core Values of St. Andrew's and inspire others to do the same.
- Commit to attend meetings and be prepared to discuss agenda items at those meetings.
- Are prepared to take on certain tasks and responsibilities with respect to the groups, teams, and individuals within the congregation as mutually determined by the Board.

- Encourage and support teams and groups to set measurable and realistic goals and encourage and evaluate these goals with the teams and groups on an ongoing basis, supporting leaders as they monitor progress, perform evaluations, and make changes in programs and services.
- Develop and implement effective communication among Board members, the groups and teams of the Church and the congregation as a whole.
- Resolve conflicts through mutual trust, fostering commitment to the vision for the congregation versus personal goals, attempting to achieve strong bonds within teams and groups.
- Encourage and support personal spiritual growth in teams and groups.
- Attend and learn from leadership development workshop opportunities.

Chair of the Board:

- Is selected from among the members of the Board beginning in 2015 at the first Board meeting following the AGM.
- Determines dates for the Board meetings.
- Ensures that the Secretary distributes meeting notices and minutes.
- Sets the agenda for the Board and provides it to the Secretary in time for distribution prior to the meetings.
- Chairs all Board meetings.
- Is responsible to bring together the Board members to determine the teams, or groups that will be discussed at each meeting.
- Ensures effective communication with the congregation on decisions of the Board.
- Fulfills the duties of a Chairperson to the Official Board as described in The Manual (2010) which states: *“The duty of the Chairperson shall be to preside at meetings, to preserve order, to take the vote, and to announce the decisions of the Official Board. The Chairperson has a vote only in the event of a tie.”*

Treasurer/Assistant Treasurer:

- Is present at all meetings and has one vote.
- Maintains the financial records of the church.
- Handles all accounts payable.
- Oversees the counting of weekly offerings and deposits to the Bank.
- Recommends financial controls, policies and procedures to church teams, or groups.
- Monitors ongoing compliance with approved financial policies and procedures.
- Prepares all government forms and returns as required.
- Ensures distribution of charitable donation receipts before the end of January each year.
- Assists the Finance Team to prepare an annual budget of the church for review by the Board and presents the budget to the congregation at the AGM.
- Attends Finance Team meetings.
- Fulfills all the duties of a Board Team member except that the Treasurer is not required to take on certain tasks with respect to teams, or groups within the congregation.

Secretary of the Board:

- Is present at all Board meetings and has one vote.
- Records the Minutes of all meetings of the Board.
- Prepares and distributes the meeting Minutes in a timely fashion - distributed via email within 10 days of the completion of a meeting.
- Sends meeting reminders in advance of a Board Meeting.
- Fulfills the duties of a Secretary to an Official Board as described in the Manual (2010) that states: *“It is the duty of the official Board to elect a Secretary from among its members. It shall be the duty of the Secretary to keep the record of proceedings, to conduct the correspondence, to preserve all documents, and to transmit the records annually to the Presbytery for review.”*
- Fulfills all the duties of an official Board member except that the Secretary is not required to take on certain tasks and responsibilities with respect to teams, or groups within the congregation.
- Takes minutes and keeps a record of proceedings of all congregational meetings, including the AGM.
- Maintains a Minute Book for Board meetings and another Minute book for all congregational meetings including the Annual Meeting.

Ministry and Personnel Team Members:

- Appointed by the Board as mandated in The Manual (2007).
- M & P Chair attends as a full voting member of the Board and is not required to take on certain tasks and responsibilities with respect to teams, or groups within the congregation.

Trustees:

- Holds the real and personal property of the congregation; that is, the church and any other associated properties.
- Appointed by the Board for an unlimited term. In the event that a Trustee is unable or unwilling to continue with the duties of the office as laid out in The Manual, a successor will be recommended by the Board.
- The Chair of the Trustees attends all Board Meetings as a full voting member and is not required to take on certain tasks and responsibilities with respect to teams, groups within the congregations.

Minister

- The Lead Minister of St. Andrew’s United Church is responsible for the spiritual well-being and spiritual growth of the congregation.
- Meets together and individually with other paid staff of the church as needed to ensure a positive working environment consistent with the Vision, Mission and Core Values of the Congregation.
- Works closely with the Board with respect to all Leadership Teams and groups.
- Is a member of the South West Presbytery and comes under the supervision, jurisdiction and care of the Presbytery.

South West Presbytery Treasurer's Report		Worksheet. Budget 2013 Draft		
General Fund Detailed Income/Expenses				
Categories	2012 Inc/Exp 9/30/2012	2012 Budget [1]	2013 Asks	2013 Draft Budget Proposal [2]
Income				
Carried Forward	\$ 16,016.29	\$ 16,016.29	\$ 234.84	\$ 234.84
Meals and Other Income	\$ 2,636.00	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00
Youth/Young Adults Program Income	\$ 9,065.00			
Assessment Recovery	\$ 10,273.75		\$ 10,273.75	\$ 10,273.75
Conference Stipend	\$ 31,211.25	\$ 31,211.25	\$ 31,680.00	\$ 31,680.00
	\$ 69,202.29	\$ 48,227.54	\$ 43,188.59	\$ 45,188.59
Expenses				
Presbytery/Coord Council Meetings	\$ 12,142.05	\$ 16,217.70	\$ 16,000.00	\$ 12,174.84
Professional Services	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 7,000.00
Contingency	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00
Chaplains	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00
North Star Fund Initiative			\$ 10,273.75	\$ 10,273.75
Program Circle				
Community Ministries Commission	\$ 46.50	\$ 500.00	\$ -	\$ -
Faith Formation	\$ 1,950.00	\$ 5,000.00	\$ 8,000.00	\$ 2,500.00
Mission Support and Finance	\$ -	\$ -	\$ -	\$ -
Pastoral Oversight	\$ 29.40	\$ 575.00	\$ -	\$ -
Property and Environment	\$ -	\$ -	\$ -	\$ -
Youth and Young Adults	\$ 13,454.47	\$ 6,000.00	\$ 6,000.00	\$ 4,500.00
Leadership Circle				
Education and Students	\$ -	\$ -	\$ -	\$ -
Nomination & Leadership Develop.	\$ 250.00	\$ 600.00	\$ -	\$ -
Pastoral Relations	\$ 945.54	\$ 2,500.00	\$ 6,440.00	\$ 1,440.00
Retirees, Pensions & Retained	\$ 275.81	\$ 400.00	\$ 400.00	\$ 300.00
Engagement Circle				
Cong. Renewal & Community Dev.	\$ 345.32	\$ 1,200.00	\$ 1,400.00	\$ 1,000.00
Ethnic and Intercultural Ministries	\$ 445.63	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Social Justice and World Affairs	\$ 4,334.13	\$ 5,000.00	\$ 4,000.00	\$ 3,000.00
Totals	\$ 41,218.85	\$ 47,992.70	\$ 62,513.75	\$ 45,188.59
Income less Expenses	\$ 27,983.44	\$ 234.84	-\$ 19,325.16	\$ -

1. 2012 budget used a large carry forward budget to fund presbytery operations
2. 2013 budget is designed to use our assessment recovery monies for Viability Projects [see resolutions of June 19th, 2012 for further understanding of the Viability Initiatives]

APPENDIX D

THE NORTH STAR FUND -- SOUTH WEST PRESBYTERY

In light of motions of June 19th, 2012, there is a case to be made to designate financial resources to assist both presbytery and congregation viability and mission.

On June 19th, 2012, South West Presbytery approved two motions:

CONGREGATIONAL VIABILITY SELF- ASSESSMENT

- that South West Presbytery agree to the introduction of congregational self-assessment for viability as part of the Triennial Oversight process and;
- train and make available people to assist the congregations with their initial self-assessment and to help them choose an appropriate consultant or means for moving forward, through the Pastoral Oversight Committee with Pastoral Relations and;
- that South West Presbytery develop processes to enable congregations to conclude their life cycle with dignity and that Presbytery identify a team of people skilled in the accompanying congregations that wish to close through that process, through the Oversight Committee with Pastoral Relations and;
- that South West Presbytery develop criteria for providing matching funds for third-party consulting work as a way of encouraging a more rigorous self-assessment of congregational viability for mission.

PRESBYTERY-WIDE VIABILITY ASSESSMENT

- that South West Presbytery embrace the vision of the "PROPOSAL FOR PRESBYTERY VIABILITY ASSESSMENT" of April 12, 2012, to empower and enhance local ministries and;
- that the Pastoral Relations Commission and the Pastoral Oversight Committee accumulate Joint Needs Assessment Committee reports, initial assessments from Triennial visits and fuller assessments as they are completed to develop a Presbytery-wide profile of the viability of its congregations and missions over a three year-period and;
- that South West Presbytery Coordinating Council establish or re-mission a task group to develop a policy for the use of Presbytery's portion of proceeds from the sale of assets of congregations which close, for the use of the future mission of the Presbytery including congregational development and redevelopment and social ministries.

Minutes of June 19, 2012, South West Presbytery

Mission Support and Finance Committee

Since the inception of the new presbytery, Mission Support and Finance Committee are commissioned to:

Promote, animate, encourage and have oversight over the stewardship and financial health of the presbytery and its pastoral charges and community ministries.

- *Promote and animate stewardship growth in pastoral charges.*
- *Support pastoral charges and community ministries on financial and administrative matters upon request or through treasurers' workshops.*
- *Present a budget for the presbytery which shall include the operating expenses of the presbytery and its committees, the conference and presbytery assessment and annual support for other agencies and institutions undertaken by the presbytery. (387)*
- *Make recommendations for mission support and send a representative to conference mission support group.*
- *Have a liaison with the Toronto West Presbytery Corporation or its successor.*
- *Review financial statements of annual reports from pastoral charges and community ministries.*

Most of the Committee's time is spent, vetting the grant and capital use requests of the Corporation for our presbytery, addressing immediate and often urgent concerns and for the last 2 years, assessments in arrears.

The questions yet to be answered for this Committee are:

- ✓ What are the presbytery priorities?
- ✓ Will our financial decisions line up with our presbytery priorities?

The North Star Fund

Since the original mission monies from the former North Star United Church was for local mission, it seems fitting to repurpose these funds for a three [3] year period, from 2013-2016. We suggest this fund be named *The North Star Fund*. The North Star is a fixed and easy to find configuration in our clear nights' sky. The North Star helps place us in creation and on occasion gives us direction when we are lost.

The North Star Fund Operation

- guidelines are stated in the motions of June 12th, 2012.
- decisions on the specific use of the funds will be through the Pastoral Oversight Committee and Pastoral Relations Commission.
- expenses outside the original parameters of The North Star Fund will be approved by the Presbytery Coordinating Council.
- the Presbytery Treasurer will oversee the bookkeeping of the fund and will sign off the expense forms when accompanied with appropriate documentation.

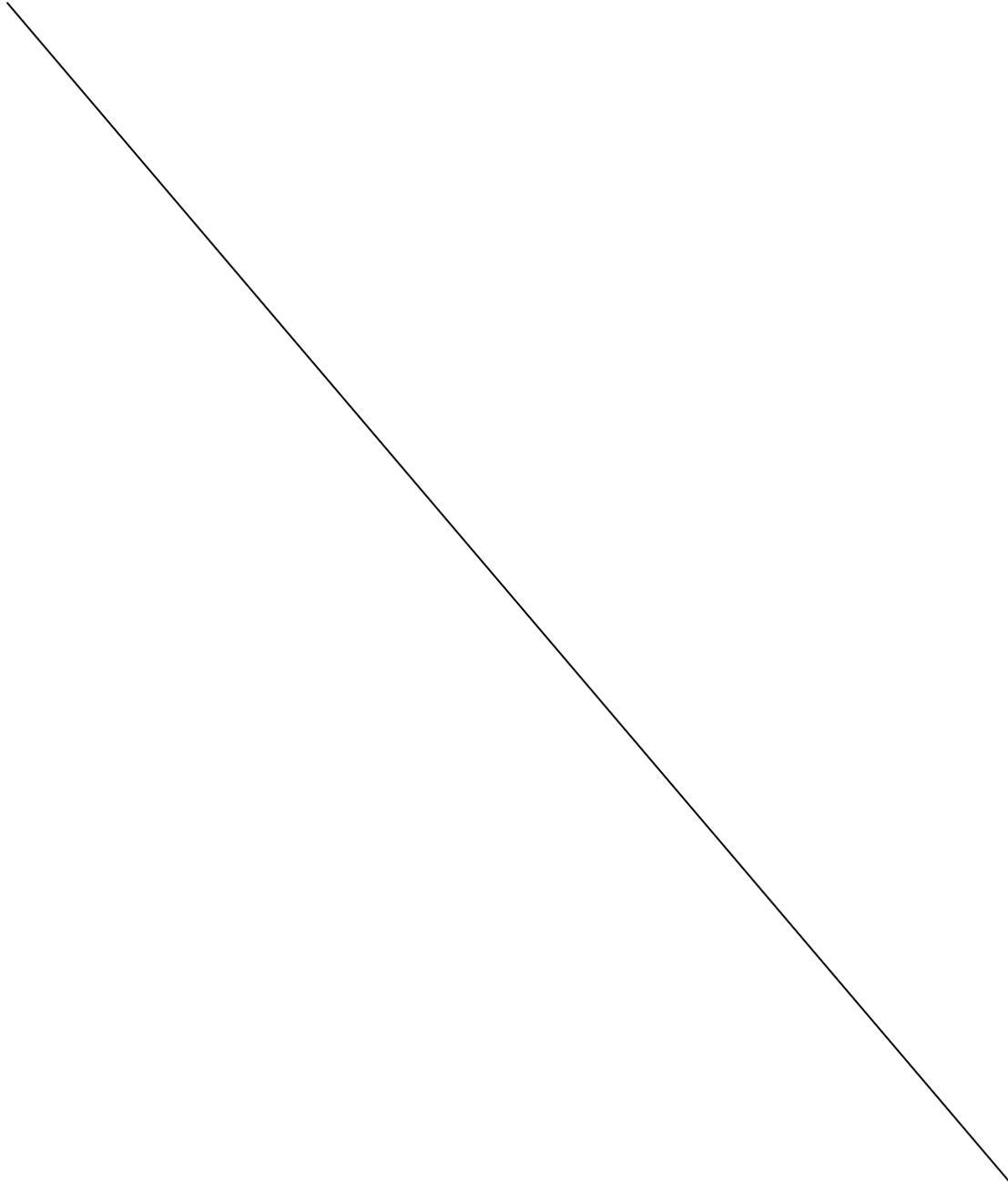
Motions

- Mission Support and Finance Committee request South West Presbytery approve the establishment of 'The North Star Fund' for the period of 2013-2016.

- Mission Support and Finance Committee request the Treasurer allocate the remaining balance from the presbytery 'Operations Account' balance of 2012 be deposited to The North Star Fund.

Starting Balance

\$10,000.00



APPENDIX E

Expense Policies for South West Presbytery

Travel Expense Policy

[Passed, South West Presbytery, September 19, 2009, Page 2009 – 20]

that the travel expense policy for South West Presbytery be the following:

- 1) Ministry Personnel in a call, settlement or appointment shall charge travel to presbytery meetings to their pastoral charge or outreach ministry travel expenses;
- 2) Lay people and Ministry Personnel, not in a call, settlement or appointment, travelling to presbytery meetings may claim travel expenses from the presbytery at the General Council rate;
- 3) Ministry Personnel and lay people may claim for travel from the presbytery related to their work on the various committees and commissions at the General Council rate.

Amend clause #1 from

- 1) Ministry Personnel in a call, settlement or appointment shall charge travel to presbytery meetings to their pastoral charge or outreach ministry travel expenses;

To

- 1) Ministry Personnel in a call, settlement or appointment shall charge travel to *for all presbytery business* to their pastoral charge or outreach ministry travel expenses;

-This policy goes into effect January 1st, 2013

Policy for Meals at Presbytery Plenary Meetings [New Policy]

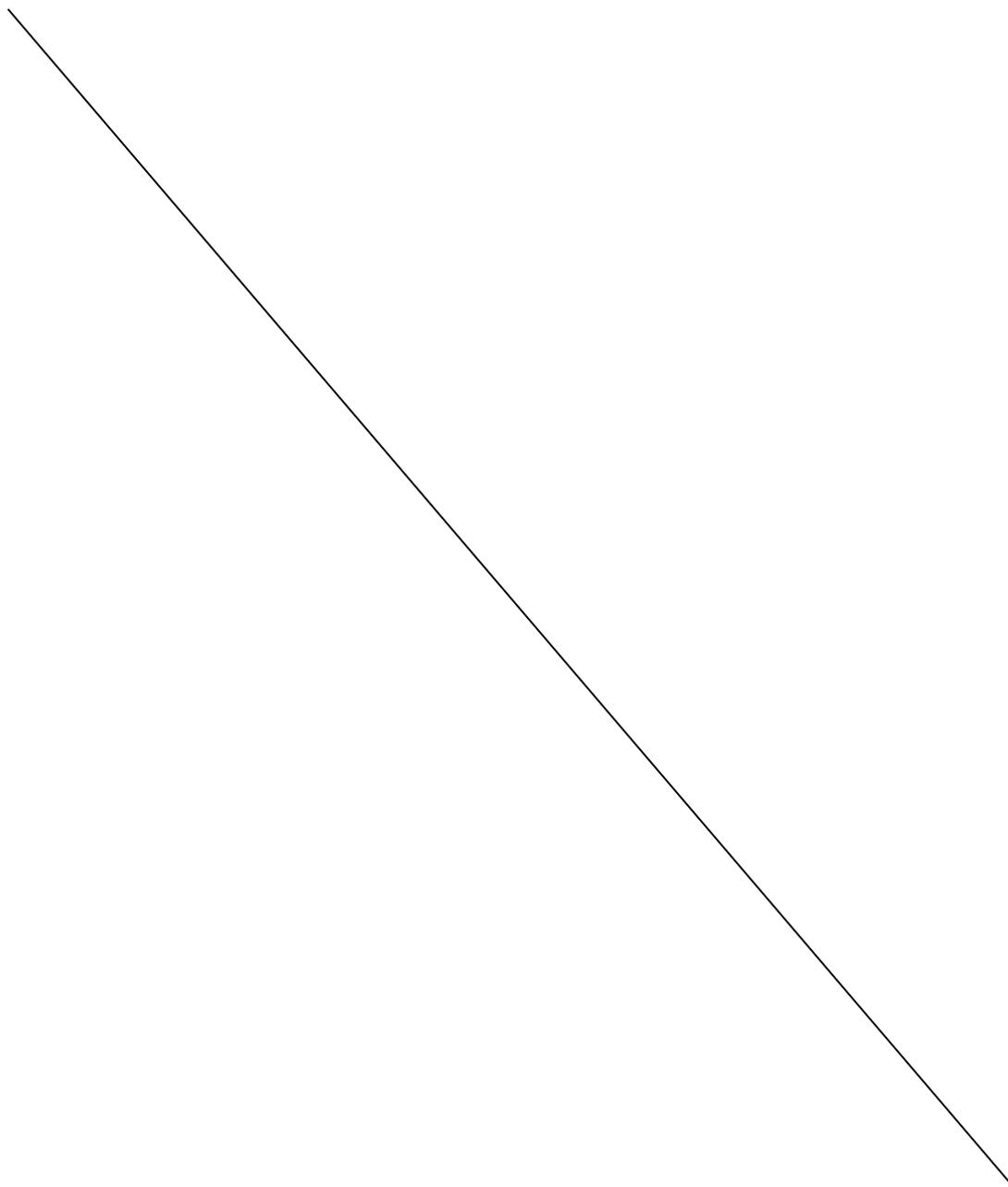
In the past three years, South West Presbytery collected money to cover the cost of meals. In recent times, meals are arranged based on numbers confirmed to attend presbytery office and paid at the time of the meeting. In light of recent budgetary changes for the presbytery the Mission Support and Finances Committee proposes:

1. All presbytery meetings that include a meal, the minimum fee will be \$12.00 per meal and arranged in advance of the meeting date.
2. Congregations or catering services will work within a \$12.00 per person budget.
3. Presbytery staff will not be responsible for ordering extra food unless directed by the chair of presbytery. Therefore, presbyters cannot assume 'extra food' is available last minute.
4. All other presbyters may choose to bring 'lunch or dinner' to the meeting.
5. This policy begins January 1st, 2013 and will be reviewed in October 2015.

Compensation Policy [New Policy]

Funding for South West Presbytery Commissions and Committees should be focused primarily toward projects and activities within the Presbytery. In exceptional circumstances, consideration may be given to projects and activities within the wider church subject to prior approval by the MS & Finance Committee.”

1. Is available for those affiliated with a congregation in South West Presbytery.
i.e. youth attending a retreat organized the presbytery,
2. For honourariums for South West Presbytery activities
3. For activities directly related to the life and work of South West Presbytery
i.e. The Edge Network, More Franchises Conference

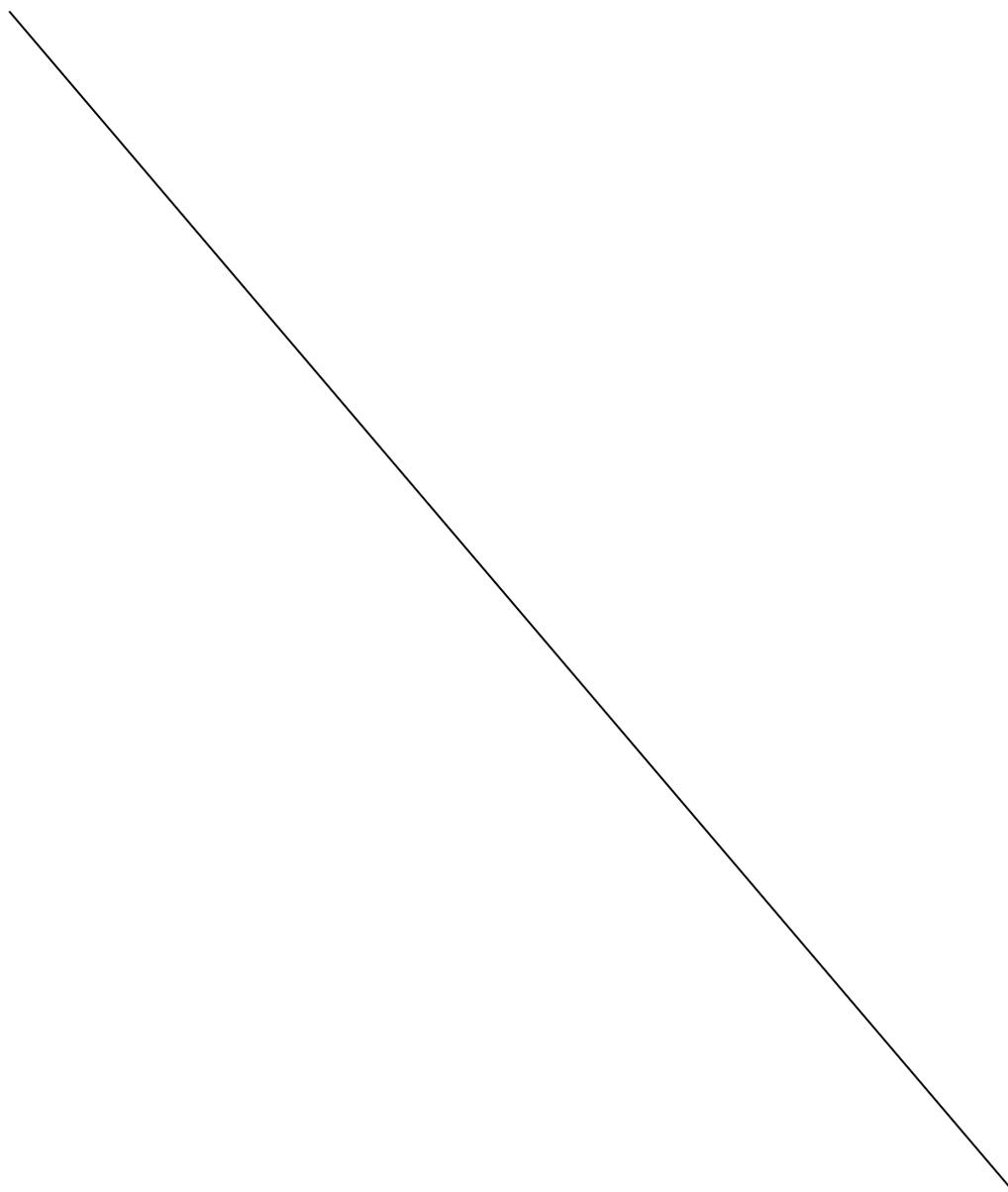


APPENDIX F

REPORT FROM THE PASTORAL RELATIONS COMMISSION TO THE CO- ORDINATING COUNCIL NOVEMBER 7, 2012

1. The PRC received an email from Cynthia Gunn, Toronto Conference. It addressed the legal implications concerning what the grounds for termination would be, if the minister was not eligible in the first place to be an appointee because their credentials were not first cleared and they were not interviewed by the Conference. This applies to ministers who do not belong to the United Church of Canada. When we appoint ministers we need to be aware of where they are in the credentialing process. We should not appoint a person until they are cleared and the Conference has interviewed them. There should be a Pastoral Charge Supervisor in place in these instances. It was noted by the PRC that we have at least 3 ethnic congregations that require a supervisor. We have approached Maki Fushii regarding the need for assistance to find an appropriate person to undertake this role in our Korean churches. She has responded with some suggestions, which we will pursue.
2. The PRC has identified some pastoral charges whose housing allowance should be addressed either because they have not reviewed it within the three year time frame or because the figure is below that which our research indicates that it should be or because the figures for ministers in a team ministry are of differing amounts. A letter has been developed to request from the pastoral charge, a plan for addressing this issue.
3. Northminster and Newtonbrook United Churches are set to amalgamate on June 2013. A meeting was convened by Deanna Wilson and Norm Greene to address outstanding issues.
4. The Pastoral Relations Commission of SW Presbytery has created a policy for VAMs. The consensus was that these appointments are to be renewed with the goal of completion in June 2013. We affirmed that being “in good standing” meant that there is a current police check and that there is evidence that the sexual abuse and racial justice training were complete.
5. We are in the midst of 7 covenanting services.
6. We are responsible for the categorization and discipline of CDMs but we do not know where or who they are, nor are we aware of any information regarding their performance. Susie has sent out a request for information regarding the personnel at each pastoral charge. We will begin with reviewing this information and we will inquire of other PR Commissions as to how they are addressing this issue.
7. We have prepared a draft document for discussion addressing how we might reduce the tension experienced by ministers and congregations where one member of a team has asked for a change of pastoral relations. This document will be discussed in a joint session of the Pastoral Relations Commission and the Pastoral Oversight Committee.

8. At a meeting of the Toronto Conference Settlement and Pastoral Relations Committee, we discussed the development of the VAM policy and its use by other presbyteries. It was concluded that it would be helpful if all policies of this nature could be developed on a conference wide basis.
9. Westminster United Church has voted to disband.
10. Uganda Martyrs are meeting with Don Gibson and Norm Greene to consider the implications of moving to a two point charge.



APPENDIX G

Report from South West Presbyterial UCW

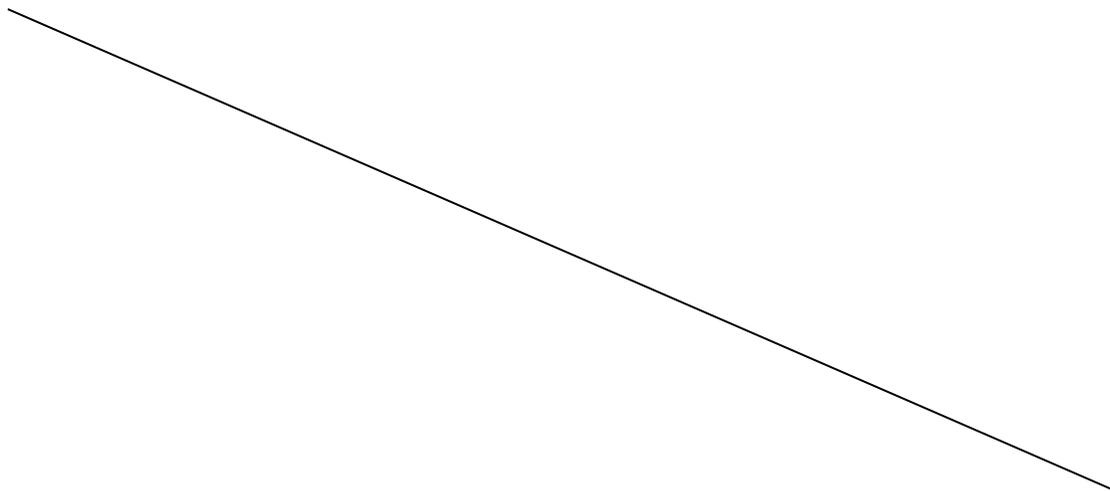
The South West Presbyterial UCW is dysfunctional. The two former Presbyterials of Toronto West and Peel have not united into a cohesive organization. The South West consists of 59 churches and 32 of them have a UCW group. Of the 32 groups only about half of them participate in the functions of the Presbyterial preferring to do their own thing. Our last 2 meetings “President’s Dinner in June and the September Bar-be-que at Sparrow Lake Camp where cancelled due to lack of interest. Our next meeting is scheduled for November 27 at Richview United Church and hopefully some of the ladies will show up.

The Toronto churches won’t offer their facilities because either 1) they are all rented out or 2) the ladies feel that they are too old to arrange the meeting and lunch or 3) the church doesn’t have any parking and 4) they refuse to travel to meetings - they don’t go on the highway.

The Peel churches willingly offer their facilities, but don’t feel that they should be the only participants and get a little frustrated at the lack of interest. These ladies are quite willing to travel. They have been attending Presbyterial meetings regularly and wish to continue

The Presbyterial meetings are an opportunity for the ladies to get together to enjoy fellowship and hear a good speaker, but that doesn’t seem to interest them. The Executive Committee, a group of 12 dedicated ladies has no idea how to entertain and get the interests of these diverse groups. Planning meetings and then cancelling them is frustrating.

Submitted by:
Eva Breeze
President, SW Presbyterial UCW



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

EDUCATION AND STUDENTS COMMISSION

Tuesday November 13, 2012, 1:30 p.m.
at Humbercrest United Church, Toronto

Present: Sheila Mascoll, Jessica McCrae, Cindy Cooper, Darren Liepold-Nicholson, Grant Williams

Regrets: Connie denBok, Kelly Thompson, Robin Sherman

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Jessica McCrae called this duly constituted meeting of the Education and Students Commission of South West Presbytery to order to deal with such business as should properly come before it.

The Chair, Jessica McCrae noted that there was quorum present and welcomed Sheila Mascoll as the newest member to the Commission.

WORSHIP

Worship was led by Jessica McCrae.

APPROVAL OF AGENDA

MOTION by Grant Williams / Cindy Cooper
that the Education and Students Commission of South West Presbytery approve the agenda for this meeting of November 13, 2012 as circulated.

CARRIED

APPROVAL OF MINUTES

Minutes that were taken at the October meeting were not available for us to approve at this meeting.

UPCOMING INTERVIEWS

PAUL KU RECOMMENDED FOR TORONTO CONFERENCE INTERVIEW

MOTION by Grant Williams / Cindy Cooper
that the Education and Students Commission of South West Presbytery recommend Paul Ku be interviewed by the Toronto Conference Interview Committee at the next available time.

CARRIED

CARMEN MCCLELLAND RECOMMENDED FOR TORONTO CONFERENCE INTERVIEW

MOTION by Cindy Cooper / Darren Liepold-Nicholson
that the Education and Students Commission of South West Presbytery recommend Carmen McClelland be interviewed by the Toronto Conference Interview Committee at the next available time.

CARRIED

BUDGET

It was noted that we have two sources of funds available to our Commission. One is a line item budget in the Presbytery budget. In 2012 we had \$0 listed in the Presbytery budget. We also have the student bursary fund. This involves funds collected at Covenanting services. At present this fund stands at \$4,600.

Grant Williams reported that right now, all presbyters may ask to be reimbursed for all travel costs and all expenses incurred on Commission business.

MOTION by Grant Williams / Sheila Mascoll
that the Education and Students Commission of South West Presbytery request a \$500 budget for the year 2013.

CARRIED

CHRISTMAS BURSARIES

MOTION by Grant Williams / Cindy Cooper
that the Education and Students Commission of South West provide our candidates with a \$100 Christmas bursary to be taken from the Education and Students Bursary Fund.

CARRIED

ORDINAND GIFT

MOTION by Grant Williams / Sheila Mascoll
that the Education and Students Commission of South West Presbytery give a gift of \$200 to our ordinand, Jeff Bacon to be taken from the Education and Students Bursary Fund.

CARRIED

LAY LICENSED WORSHIP LEADERS PROCESS

Grant Williams reported that he had recently been in touch with Catherine O'Brien at the General Council offices about the Licensed Lay Worship Leaders process. At present there is a prescribed course of action in place for the candidates in this process but little has been put down on paper to describe the oversight function for Presbytery Education and Students Committees.

We discussed what policies we should adopt as a Presbytery to maintain oversight over our Licensed Lay Worship Leaders. The following things were suggested. Darren Liepold-Nicholson agreed to pass these around and then we can add/amend to this list.

- The candidate must provide a list of places where they have preached in the past year
- The candidate must indicate if future preaching dates have been booked
- The candidate will be expected to preach at least a minimum of three times a year.
- The candidate will be interviewed each year.
- The candidate is to provide three references from churches where they have preached in the previous year.
- The candidate is to submit two written sermons to the South West Presbytery Education and Students Commission.
- The candidate should provide a list of any theological courses taken
- The candidate should provide a list of theological books read

The candidate should also be asked about how they have grown in the past year and how has their call to be a Licensed Lay Worship Leader been reaffirmed in the past year.

Licensed Lay Worship Leaders

Liana Di Marco - Status discontinued September 11, 2012

Bonnie Neely - Status reaffirmed September 11, 2012

STUDENT UPDATES

APPENDIX A

NEXT MEETING

The next meeting will be held at St. Andrew's United Church Georgetown on February 12, 2013 at 10:00 a.m.

ADJOURNMENT

MOTION by Grant Williams / Sheila Mascoll
that the Education and Students Commission of South West Presbytery adjourn this meeting at 3:20 p.m.

CARRIED

Jessica McCrae
Chair

Darren Liepold-Nicholson
Recording Secretary

EDUCATION AND STUDENTS COMMISSION – SOUTH WEST PRESBYTERY
Updated November 13, 2012

INQUIRERS

NAME / CONTACT	SPONSOR	DISCERNMENT REPS.	COMMENTS
Donna Gileno donnagileno@sympatico.ca 905-791-2238 or 416-735-2707	North Bramalea UC	Rev. Robin Sherman Rev. Kelly Thomson	Discernment Committee underway
Vincent Kingscott kingscottvincent@yahoo.ca 905-873-9787	Norval UC	Rev. Cindy Cooper Rev. Cathy Ellerby	First meeting of Discernment Committee November 13, 2012.
Ja Uk (Paul) Ku paulku@utoronto.ca 416-871-0483	Forest Grove UC	Rev. Linda Maw Sylvia Powers	Discernment is complete Report is in. Interview with CIC set for January.
Carmen (John) McClelland carman@bhangallaw.com 416-399-2807	North Bramalea UC	Rev. Leicester Bigby Sylvia Powers	Discernment complete and report is in - recommended as a Designated Lay Ministry Planning January 2013 CIC interview
Lawrence Nyarko lawnyayaw@yahoo.ca 647-835-4482	Ghana Calvary Methodist UC	Rev. Darren Liepold Rev. Jessica McCrae	Reps appointed - Sept. 28, 2011 Discernment underway. Awaiting final decision and letter of understanding between the Bishop of Ghana and UCC.

		South West Presbytery – November 13, 2012 2012/2013 – 159	
Barbara Pennock b.pennock@hotmail.com 416-996-8191	Islington UC	Rev. Christine Smaller Joanne Sternason	Reps appointed - Nov. 15, 2011 Discernment underway Report is being written. Interested in LLWL.
Randy Toy rndyty@hotmail.com 905-792-3193	Emmanuel UC	Leanna Ringler Rev. Kelly Thomson	Reps appointed Sept. 16, 2009 Inquirer- License Lay Worship Leader. Have not heard from him.
Fraser Williamson fargos_auctions@yahoo.ca 416-318-1595	Home-Huttonville UC	Rev. Grant Williams Leanna Ringler	Discernment finished and report is being written

CANDIDATES

NAME / CONTACT	DECLARED DATE	STATUS	COMMENTS
Jeff Bacon jeff.bacon@sympatico.ca 416-207-0211	April 21, 2010	Candidate for Ordained Ministry	Interviewed in November 2011 Completed CPE May-Aug. 2012 Counselling Sessions completed E and S Ordination Interview scheduled for October 9, 2012 To be Interviewed November 2012 by CIC. Commission pleased with his progress.

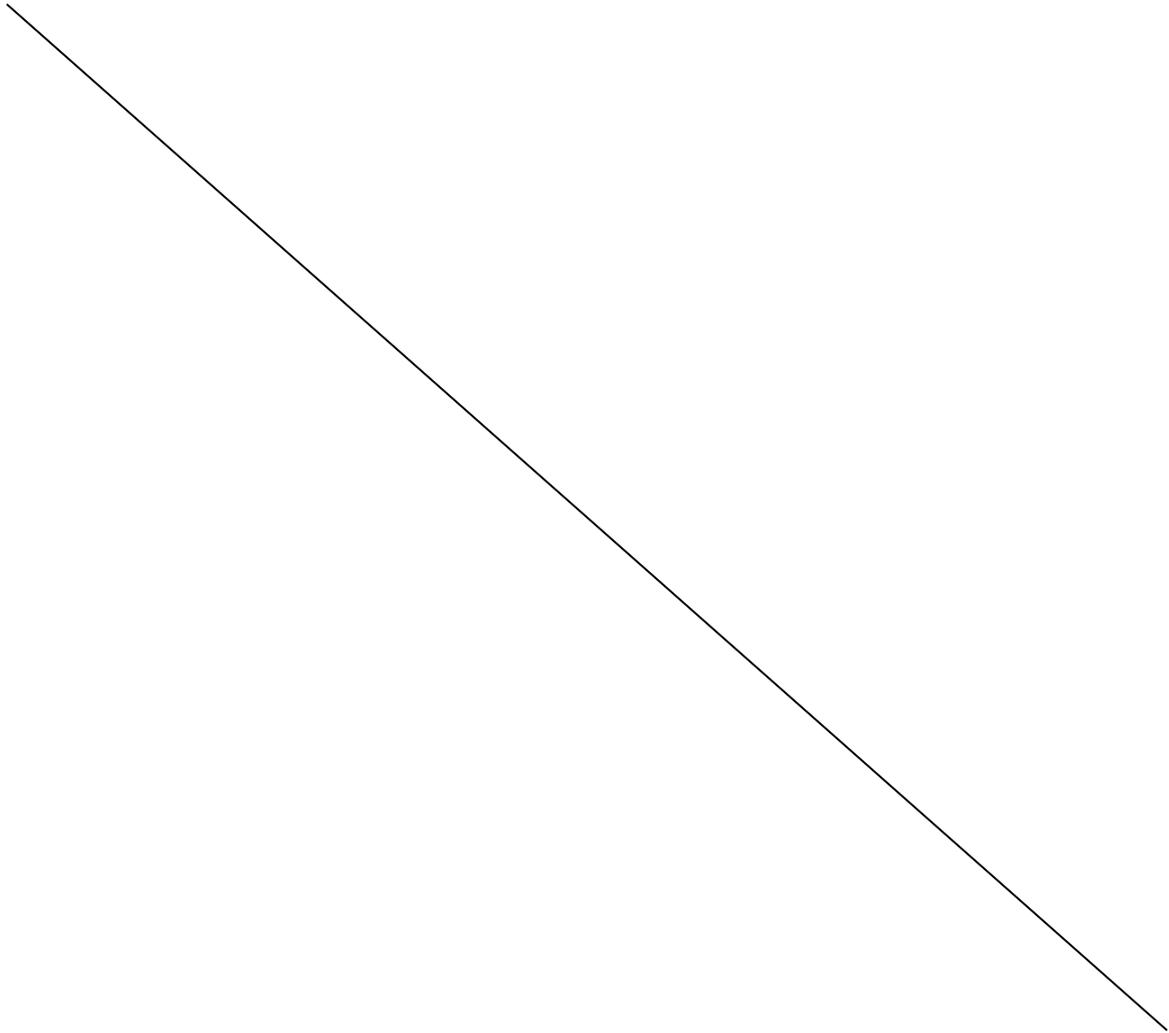
South West Presbytery – November 13, 2012 2012/2013 – 160			
Rebekah Duncan beki@roki.ca 416-254-9479	November 15, 2011	Candidate for Ordained Ministry	Interviewed in December 2011 Interviewed in July 2012 for Shorter Course. She is going to inquire at Emmanuel College regarding requirements for shorter course inquiry.
Sarah Grady grady_sarah@hotmail.com 647-200-5951	June 1, 2011	Candidate for Ordained Ministry	Internship 2012 Annual Interview January 5, 2012 On Internship at Sundridge PC Sept to April 2013 – going well.
Sandra Jenkinson brightside26@gmail.com 416-768-1099	January 12, 2010	Candidate for Ordained Ministry	Annual interview held December 6, 2011 On Internship at St. Andrew's PC September to April 2013 – going well.
Richard Johansen rjohansen@cogeco.ca 905-877-2383	January 12, 2010	Applicant for Designated Lay Ministry	Still searching for placement to begin DLM program. Interviewed January 2012 Annual E and S Interview Scheduled for 2013. Deadline of one year issued to find an appointment.
John Thomas (JT) McNeil jtmacneil@gmail.com 647-801-9807	June 1, 2011	Candidate for Ordained Ministry	Interviewed and Continued as candidate April 17, 2012. Annual E and S

		South West Presbytery – November 13, 2012 2012/2013 – 161	
			Interview Scheduled for 2013. Is continuing work on undergrad.
Lynne Wilson lynneellenwilson@hotmail.com 416-254-0531	June 17, 2009	Candidate for Ordained Ministry	Not recommended for ordination Nov. 9, 2011. Annual Interview held January 2012. Continued as a candidate April 17, 2012 E and S Interview for Ordination scheduled for October 9, 2012 In appointment full time at Lucknow UC. Working with a spiritual director. Looking to go to CIC in November 2013.
Steven Wickett	No paperwork in Commission files		Interviewed on April 17, 2012 and continued as unrecognized DLM until AGM in May 2013. Still seeking an appointment.

LICENCED LAY WORSHIP LEADERS

NAME / CONTACT	DECLARED DATE	DATE VISITED	INTERVIEWED/ NOTES
Liana Di Marco guitarbabe@hotmail.com 416-434-8294	June 2011	To be visited during Summer 2012	Interviewed by E and S to be LLWL on November 2010.

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			Sept 11, 2012 her status was discontinued
Bonnie Neely bonnie@duskteam.com 905-840-2077	June 2011	March 2012- Kelly	Interviewed by E and S to be LLWL on November 10, 2010. Interviewed on Sept 11, 2012 her status was renewed



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

**PASTORAL RELATIONS COMMISSION
COMBINED WITH THE PASTORAL OVERSIGHT COMMITTEE**

November 20, 2012 - 2:30 p.m.
at Forest Grove United Church ~ 43 Forest Grove Drive

Present: Gail Hamblin, Cindy Randall, Jo Ann Marriott, Sarah Yoon, Don Laing, Bob Bingham, Lori Hill, Gordon Conquergood, Robin Pilkey, Don Gibson, Linda Maw, Sheila Campbell

Pastoral Oversight: Maureen McLeod-Oliver, Margaret MacDonald

Staff - Toronto Conference Personnel Minister: Deanna Wilson

Staff - Toronto Conference Pastoral Oversight: Norm Greene

Regrets: Sue Cowan

CALL TO ORDER

The meeting was called to order at 2:30 p.m. by Chairperson Gail Hamblin.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Gail Hamblin called this duly constituted meeting of the Pastoral Relations Commission of South West Presbytery to order to deal with such business as should properly come before it.

The chair noted that there was quorum present.

WELCOME

Gail Hamblin welcomed those present from the Pastoral Relations Commission and the Pastoral Oversight Committee.

OPENING DEVOTION

Don Gibson led the meeting in an opening devotion. He spoke about the changing context for preaching as well as for pastoral relations work. How can we honour where we've been and still be open to where we're going?

APPROVAL OF AGENDA

MOTION by Don Laing / Linda Maw

that the Pastoral Relations Commission of South West Presbytery adopt the agenda of today's meeting of November 20, 2012 as printed.

CARRIED

APPROVAL OF MINUTES

MOTION by Bob Bingham / Lori Hill

that the Pastoral Relations Commission of South West Presbytery accept the minutes of the October 16, 2012 meeting as printed.

CARRIED

CORRESPONDENCE

- Supervisors report recommending ordination for Lionel Ketola from Linda Maw

RECOMMENDATION OF LIONEL KETOLA TO THE TORONTO CONFERENCE INTERVIEW COMMITTEE

MOTION Linda Maw / Jo Ann Marriott

that the Pastoral Relations Commission of South West Presbytery recommends that Rev. Lionel Ketola be interviewed November 21 2012 for admission into the order of ministry of The United Church of Canada in May 2013 pending his completion of the education component of the admission process.

CARRIED

- Update from the national office regarding ADP payroll status of pastoral charges within South West Presbytery
- Email from Dianne Kim of Onnuri Korean United Church explaining their relationship with ADP and that they are set to start up in January 2013.
- Letter sent to Maki Fushii – Communities in Ministry at the United Church of Canada requesting help in finding supervisors for some of the South West Presbytery ethnic ministries, and her response, providing names for our consideration.
- Letters sent to pastoral charges and copies to their ministry personnel regarding housing allowances not being adequate; a template was provided to the Pastoral Relations Commission with blanks where the name of the particular church and the specific monetary amounts would be inserted

Central United Church

Downsview United Church- response received Nov. 15 2012

Emmanuel United Church

Ghana Calvary Methodist United Church

Heart Lake United Church

Home Huttonville Pastoral Charge

Malton: Trinity United Church – response received Nov. 14 2012

Meadowvale Korean United Church

North Runnymede United Church

Norval United Church – response received Nov. 14 2012

Riverside-Emery United Church

St. John's – Glen Williams Pastoral Charge

REQUEST TO POST THE HOUSING ALLOWANCES ON THE SOUTH WEST PRESBYTERY WEBSITE

MOTION by Bob Bingham / Shelia Campbell
that the Pastoral Relations Commission of South West Presbytery request that the South West Presbytery Administrative Assistant post the list of housing allowances on the website

CARRIED

BUSINESS ARISING

Implications for a team ministry when there is a request for a change in pastoral relations – Gail Hamblin & Sheila Campbell

Sheila Campbell reported on the implications that have come out of previous conversations of the Pastoral Relations Commission. We will continue to get input and revise this document as time goes by as ongoing insights will be helpful. Gail Hamblin went through the document to outline the identified issues. Many concerns arise out of not having the appropriate information at the right time. People are bringing understandings from other contexts that do not necessarily apply to the church setting.

We discussed writing to the National Church to ask that such guidelines be included in the Joint Needs Assessment Committee and Joint Search Committee handbooks, and sending a draft to the other presbyteries in Toronto Conference for their consideration.

The National meeting of Conference Personnel Ministers is next week so Deanna Wilson offered to raise this matter at that time.

We also need to work with those in team ministry so that they understand the need to have a conversation with Presbytery or Conference about considering a change of call. We could suggest resources, such as the Conference Personnel Minister. A communication plan needs to be developed for the minister so that all communication is coordinated with the church council or board. Written explanation of the process needs to be given at a congregational meeting. It would be helpful to have information meetings and then a separate meeting to take the vote. A person should be appointed from the congregation to answer questions so there is a clear source of accurate information.

Sheila Campbell and Gail Hamblin will discuss these suggestions and bring forward a revised document. Later on they would consider inviting input from ministry teams in South West Presbytery.

Housing Allowance Update

This was dealt with in correspondence

Interviews completed and dates to be set

- Maureen McLeod-Oliver – Cindy Randall and Jo Ann Marriott completed on Oct 31 2012
- Kent Ward – there was no interview but David Allen met with Kent and this provided some helpful closure.

Taiwanese United Church Job Posting

Deanna Wilson reported that they had posted for a part time youth person, but when Deanna contacted them the job had already been filled.

Congregational Designated Ministers

Elaine Eve was able to determine by searching the past minutes that since July 2009 there have been 5 motions made by the Pastoral Relations Commission regarding pastoral charge's requesting categorization. The motions made pertained to Westway United Church, Taiwanese United Church, Humbercrest United Church, Royal York Road United Church, Islington United Church. Of these 5 pastoral charges there are currently 2 Congregational Designated Ministers in place.

Westway United Church - Erin Strickland – Christian Education

Islington United Church – Meghan Witzel – Christian Support & Ministry for Youth and Young Families

Elaine Eve has added these two names to the Presbytery database.

Budget Report

Gail Hamblin reported that the budget we agreed to was submitted; the Pastoral Relations Commission received \$ 1400.00, but the \$4000 requested for support services to pastoral charges was put into professional services.

PASTORAL OVERSIGHT REPORT

Norm Greene provided a report on various churches:

Riverside Emory has made a proposal to Uganda Martyrs about being a 2 point charge; further negotiation will take place but joint trusteeship is still a possibility. A process is needed to resolve conflict if it arises.

Heart Lake – Things are going well with the consultants who are working with the minister and the church's bills are being paid.

Wesley-Mimico – Pastoral Oversight is overlooking the congregation, the building project and how the minister is coping with this.

Westminster – The congregation voted to disband, but there is no final date yet. The trustees met to look at processes and to assess the value of the building in order to sell it.

Mount Dennis – Pastoral Oversight will follow up about their disbanding.

Viability study is going well. The Coordinating Council is funding some congregations for further study.

OMNIBUS MOTIONS

MOTION by Linda Maw / Robin Pilkey

APPLICATION FOR DESIGNATION AS AN INTERIM MINISTER – CAROL HANCOCK

that the Pastoral Relations Commission of South West Presbytery having received and reviewed the application for designation as an interim minister from Rev. Carol Hancock and,

having completed an interview with the applicants requests the Toronto Conference Interview Board to interview Rev. Carol Hancock as soon as possible.

APPOINTMENT OF AMY LEE AT DAVENPORT PERTH COMMUNITY CHURCH

that the Pastoral Relations Commission of South West Presbytery concur with Davenport Perth Community Church and appoint Amy Lee, Ordained Minister, from November 18, 2012 to February 28, 2013, part time at 27 hours per week, with the following terms for category D: Salary \$25,891 pro-rated per annum, housing allowance \$14,580 pro rated per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$878 per annum, and all other terms according to The Manual and,

that the appointment can be terminated by either the ministry personnel or the pastoral charge with 30 days' notice and that this motion is pending a clear complete Vulnerable Sector Police Records Check.

TRANSFER - AMY LEE

that the Pastoral Relations Commission of South West Presbytery transfer Amy Lee, Ordained Minister from Living Waters Presbytery to South West Presbytery both within Toronto Conference effective November 18, 2012.

APPOINTMENT OF PHILIP RODGERS AT ST. PAUL'S UNITED CHURCH (BRAMPTON)

that the Pastoral Relations Commission of South West Presbytery concur with St. Paul's United Church (Brampton) and appoint Philip Rodgers, Retired Ordained Minister, from October 1, 2012 to June 30, 2013, part time at 30 hours per week, with the following terms for category F: Salary \$30,172.50 pro-rated per annum, housing allowance \$15,000 pro rated per annum, basic telephone \$350 per annum, Continuing Education and Learning Amount \$956.25 pro-rated per annum, 407 ETR travel fees \$3,000 per annum and all other terms according to The Manual.

JOINT NEEDS ASSESSMENT FOR NORTH BRAMALEA UNITED CHURCH

that the Pastoral Relations Commission of South West Presbytery receive the Joint Needs Assessment Report dated October 2012 from North Bramalea United Church and takes the following action to adopt the recommendation to hire a part-time administrator and that no ministerial vacancy be declared at this time.

RECOMMENDATION FOR INTERVIEW FOR YONG SHIK KIM

that the Pastoral Relations Commission of South West Presbytery recommend Yong Shik Kim, Ordained Supply (non-United) to the Toronto Conference Interview Board to be interviewed for appointment within South West Presbytery.

OMNIBUS MOTION CARRIED

CONGREGATIONAL UPDATES

APPENDIX A

Covenanting Services –

Emmanuel Howard Park – Anne Hines – November 25, 2012 at 4:45 p.m.

Immanuel Toronto Korean – Sung Min Jung – waiting on warrant – **tentative date**

December 9 or 16, 2012 at 1:00 p.m.

Parkdale – Doug McLeod – December 2, 2012 at 2:00 p.m.

Richview – D’thea Webster – waiting on warrant

Evaluation of recent covenanting services: this is a service with Presbytery involvement and a sample service is on the website. We discussed the variety in the services and what time might be best to have them. We need to be more pro-active in negotiating dates as early as possible. The representatives on the Joint Search Committee could conduct the service but there remains the problem of who would preside at the worship in the clergy representative’s own congregation. Some Presbytery representatives could be selected to attend and take part in covenanting services.

COVENANTING SERVICE POLICY

MOTION by Norm Greene / Lori Hill

that the Pastoral Relations Commission of South West Presbytery establish a policy for a year to have covenanting services on a Sunday morning immediately after the minister comes and upon receipt of the warrant, with participation by Joint Search Committee representatives

CARRIED

IN CAMERA

St. Bartholomew’s United Church – concerns that were raised during the exit interview needed to be discussed.

MOTION by Cindy Randall / Robin Pilkey

that the Pastoral Relations Commission of South West Presbytery go in camera.

CARRIED

MOTION by Sheila Campbell / Linda Maw

that the Pastoral Relations Commission of South West Presbytery come out of camera.

CARRIED

APPOINTMENT OF BOB BINGHAM AND LINDA PENNOCK TO CONTINUE TO WORK WITH DAVENPORT PERTH COMMUNITY CHURCH

MOTION by Sheila Campbell / Sarah Yoon

that the Pastoral Relations Commission of South West Presbytery appoint Bob Bingham and Linda Pennock to continue to work with Davenport-Perth Community Church and to assist them to get short term supply

CARRIED

Uganda Martyrs United Church

This new congregation has not submitted United Church of Canada statistics so the national office is unable to provide Toronto Conference with the information required to process assessments. Don Gibson indicated he has followed up on this.

Interim Minister's Report from Asbury and West United Church – Rev. Darren Liepold-Nicholson

Darren Liepold-Nicholson reported they had their 200th Anniversary celebration and they got approval for their project; the condominiums are underway. They hope to be back in the building in June/July/August of next year. It is a great relief to the people to have this work started. A book keeper was hired to deal with the complexities of the building project. He reported a real sense of resilience in the congregation. They need to figure out who they will be when they get back to their building, what to change and what to keep the same. Surveys are being done.

There are challenges at the present time to preaching “in someone else’s house”. There is no space to do workshops where they are now. They are thinking about how they will welcome people back to the building, and how to welcome newcomers. The new building will be accessible. There is a lot of hope, but they are tired. Darren Liepold-Nicholson has been doing a lot of pastoral care and listening but is also a cheerleader for the congregation, helping them to see their potential.

NORTHMINSTER UNITED CHURCH/ NEWTONBROOK UNITED CHURCH

Deanna Wilson and Norm Greene reported.

The ministers, chairs of Boards and the Presbytery representatives met together with Deanna Wilson and Norm Greene and got clarity on the complexity of the amalgamation and the relationships involved. The focus is on Northminster along with Newtonbrook and their plan to be amalgamated by June 30 2013. Since the meeting with Board Chairs and Presbytery representatives, Deanna Wilson and Norm Greene have met with the two ministry personnel, Irene Ty and Vivian Yarwood. Pastoral Oversight Committee has become more involved. The Northminster site is in question as to the use of the property at 255 Finch Ave., Toronto. There are many blurred lines with respect to the health of the congregations and Presbytery’s role in that. Immanuel Toronto Korean United Church may be interested in the property; Irene Ty has an idea for a Filipino congregation to be developed; other options are also being discussed. The Pastoral Relations Commission has concerns Norm Greene, Deanna Wilson and Gail Hamblin will meet and consider how to go forward.

NEW BUSINESS

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Ethical Standards for retiring, departing ministers – Deanna Wilson- deferred to December meeting

St. John's United Church, Georgetown – Sue Cowan is willing to be on Joint Needs Assessment Committee; we need a lay rep; Deanna Wilson to report further – deferred to December meeting

Report from the Toronto Conference Settlement and Pastoral Relations Committee – Linda Maw – deferred to December meeting

Orientation of the Pastoral Relations Commission to the new Manual – May 2013 – Cindy Randall- deferred to December meeting

NEXT MEETING

The next meeting will be on December 11, 2012 at the South West Presbytery office. Sheila Campbell will provide the devotion.

CLOSING PRAYER

A closing prayer was offered and shared.

TERMINATION

MOTION by Sheila Campbell / Bob Bingham
that this meeting of the South West Presbytery Pastoral Relations Commission be terminated at 5:35 p.m.

CARRIED

Gail Hamblin
Chairperson

Cindy Randall
Secretary

*** NOTE – UPCOMING MEETINGS**

December 11, 2012 – 12:00 p.m. – devotion by Sheila Campbell

January 15, 2013 – 12:00 p.m. with Pastoral Oversight – devotion by Bob Bingham

February 19, 2013 – 12:00 p.m. – devotion by Gail Hamblin

March 19, 2013 – 12:00 p.m. with Pastoral Oversight – devotion by Connie denBok

April 16, 2013 – 2:30 p.m. – devotion by Don Laing

May 21, 2013 – 12:00 p.m. with Pastoral Oversight – devotion by Lorraine Hill

June 18, 2013 – 2:30 p.m. – devotion by Sarah Yoon

APPENDIX A

CONGREGATIONAL UPDATES

DATE (updated on November 20, 2012)

CHURCHES NEEDING A JOINT NEEDS ASSESSMENT

CHURCH	ORD.OF MINISTRY REP	LAY REP	Supervisor? Y/N Name	PROGRESS REPORT	COMPLETED	NOTES
Islington	Connie den Bok	Gail Hamblin		Have had three meetings		JNAC agreed to expand their mandate to include the GO project. CDM has been appointed. Currently receiving answers to their questionnaire and developing job descriptions
St. Bartholomew	Lloyd Paul	Gary Walker	Doug McLeod			Pulpit supply is Kathleen Sorenson who will leave the end of 2012; she is a candidate from Bay of Quinte. She is also providing 1 day a week pastoral care. Looking for supply minister for first 6 mos. of 2013. Doug McLeod is offering guidance and support.
Westminster	Norm Greene	Paul Cook		Have decided to close, no date yet.		Congregation has agreed to disband. Norm Greene was at meeting Oct. 14.

CHURCHES NEEDING A JOINT SEARCH

CHURCH	ORD. OF MINISTR Y REP	Second REP	Supervisor? Y / N Name	IN PROGRESS	COMPLET ED	NOTES
Davenport Perth	Linda Pennock	Bob Bingham	Bob Bingham			Amy Lee appointed from Nov 18 2012 to Feb. 28 2013, 27 hours/week. JSC

South West Presbytery – November 20, 2012 2012/2013 – 172						has been disbanded until further notice by the Coordinating Council.
Royal York Road	Lori Hill	Robin Pilkey		Rev. Lillian Perigo appointed as of Aug 15, 2012		Committee is interviewing. Ad is in November Observer.

OTHER

Church	ORDER OF MINISTR Y REP	LAY REP	SUPERVISOR? Y/N NAME	PROGRESS REPORT	COMPLET ED	NOTES
Asbury and West	Sheila Campbell (Transition team)	Steve Lee (Transition team)	Darren Liepold- Nicholson is Interim minister	Have received their building permit and have gone to tender.		Deanna Wilson and Norm Greene followed up in conversations with the 3 church board chairs and reps from Property and Environment, and Presbytery staff for Pastoral Oversight and Pastoral Relations. Darren Liepold- Nicholson reported in Nov. Written report on file.
Fairbank			Linda Maw is appointed Pastoral Charge Supervisor. She provided a written report in November, which will be kept on file			Mentor needed for Lionel Ketola, but Lionel has someone he connects with on an informal basis. Norm Hennig- Pereira was suggested as possible mentor. The Pastoral Relations Commission approved the recommendation that Lionel be recommended for interview in Nov. 2012 for admission into the United Church of Canada, following completion of course work.

South West Presbytery – November 20, 2012 2012/2013 – 173						
Ghana Calvary Methodist			David Allen - Supervisor from July 2011 to continue to June 30, 2013. Deanna Wilson to ask David Allen to supply a written report.			Church Leaders are continuing to look at plans for building a manse.
Meadowvale Korean			Supervisor needed. Deanna Wilson to follow up.	Now on ADP		National Church was asked for advice about getting supervisors and provided some names.
Mount Dennis	Cindy Randall		Cindy Randall to continue as Supervisor, until the congregation is formally disbanded.	Cong. now worshiping with Central UC	Michael Kooiman is assisting them currently	Bldg. has sold. P & E has approved Mount Dennis plan for the money. Looking at disbanding, Oversight will follow up on this. Tying up loose ends. Membership transfers being processed. Looking for pastoral care for 10 hours/week.
Newtonbrook / Northminster	James Lepard (Amalgama tion/ Implement ation team) Oversight Committee should be involved.	(Amalgamati on/ Implementa tion team)				Deanna Wilson and Norm Greene met with them and Asbury and West to clarify relationships; they will continue to follow up.
Onnuri Korean			Need a supervisor. Deanna Wilson to approach a possible candidate for supervisor.	They are delayed in assessment; need to be on ADP		Extended an appointment to Rev. Kim (Hamilton) who needs to apply for admission. PRC should not approve call until Conference interview takes place. His credentials have been cleared. Gail

South West Presbytery – November 20, 2012 2012/2013 – 174							
							Hamblin followed up with Maki Fushii at the National Church and received names of possible supervisors.
Taiwanese			Vivian Yarwood.				
Windermere	Linda Maw	(to be confirmed)		Alexa Gilmour appointed Aug 1 for Full time. Linda Pennock appointed Sept. 1 to June 30 2013, 8 hours/week.			The pastoral charge has requested the JNAC proceed in the fall of 2012. Need to restart the JNA process. Discussed this with Oversight Committee
Uganda Martyrs			Don Gibson appointed Supervisor	Deanna Wilson has connected with Charles Olango regarding the appointment as supervisor.			They are considering becoming a 2 point charge with Riverside-Emery but work needs to be done around what this means. Joint trusteeship is also under consideration. Norm Greene and Don Gibson to meet with them about this. Don followed up about getting statistics to process assessments.

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

PROPERTY & ENVIRONMENT COMMISSION

November 20, 2012 at 3:30 p.m.

at Forest Grove United Church, Toronto ON

Present: Acting Chair - Bryan Ransom, Secretary - James Lepard, Steve Lee, Michael Kooiman, Paul Shepherd, Ron Ross.

Members of the Coordinating Council: Ross Leckie, Suzanne Vanderlugt, Louise Mahood

CONSTITUTION OF THE MEETING

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom as acting Chair of the Property and Environment Commission called this duly constituted meeting of the Property and Environment Commission of South West Presbytery to order to deal with such business as should properly come before it.

OPENING PRAYER

James Lepard opened the meeting with prayer.

QUORUM

MOITON by Ron Ross / Steven Lee

that all participants at this meeting of the Property and Environment Commission of South West Presbytery be made acting members of the Commission for this meeting.

CARRIED

APPROVAL OF AGENDA

MOTION by Steven Lee / Ron Ross

that the Property and Environment Commission of South West Presbytery approve the agenda for this November 20, 2012 meeting.

CARRIED

APPROVAL OF MINUTES

MOTION by Michael Kooiman / Paul Shepherd

that the Property and Environment Commission of South West Presbytery approve the minutes of October 23, 2012 as printed.

CARRIED

CORRESPONDENCE

- Received a letter from Kim Fraser (Executive Director – Davenport Perth Neighbourhood and Community Health Centre) requesting approval for renovations to the Davenport Perth Community Church manse (Oct. 22/12)

- Email sent to the Rose Sangster (Finance Manager – Davenport Perth Neighbourhood & Community Health Centre) informing them that requests for renovations made within a pastoral charge property need to come from the Board of Trustees of that congregation (Oct. 24/12)
- Certificate of Trustees asking Consent of Presbytery from Grace United Church for mortgage
- Request of North Bramalea United Church to have Presbytery forgive the obligation to repay the amount borrowed from the Manse Fund
- Letter from the Board of Trustees at Davenport Perth Community Church giving their approval for the washroom renovations within the Davenport Perth Child Care Centre
- Copy of letter originally sent to Onnuri Korean United Church from The Toronto United Church Council regarding the need for the pastoral charge to gain the permission of South West Presbytery to renew their mortgage
- Wesley Mimco United Church

DAVENPORT PERTH COMMUNITY CHURCH – CONSENT FOR RENOVATIONS

The Property and Environment Commission had received a letter from the City of Toronto for application to do repairs to the Davenport Perth Child Care Centre washrooms within the Davenport Perth Neighbourhood and Community Health Centre. The application had been sent back indicating that the request would need to come to Presbytery from the Board of Trustees of the pastoral charge. A letter has been received granting permission for the renovations to take place from the Board of Trustees.

MOTION by Ross Leckie / Ron Ross

that the Property and Environment Commission of South West Presbytery approve the request from Davenport Perth Community Church renovations to the children's washroom area of the Davenport Perth Child Care Centre within the Davenport Perth Neighbourhood and Community Health Centre in the amount of \$43,750.

CARRIED

The Property and Environment Commission has received a request from the Davenport Perth Neighbourhood and Community Health Centre for approval to renovate the manse in order to provide rentable meeting room space for non-profit organizations.

MOTION by Louise Mahood, Susanne VanderLugt

that the Property and Environment Commission of South West Presbytery approves the manse renovations at Davenport Perth Community Church as proposed by the Davenport Perth Neighbourhood and Community Health Centre to provide rentable meeting room space for non-profit organizations in the amount of \$99,200.

CARRIED

A message of confirmation of this decision will be sent by the Secretary.

HEART LAKE UNITED CHURCH – MORTGAGE APPLICATION

APPENDIX A

MOTION by Ron Ross / Paul Shepherd
that the Property and Environment Commission of South West Presbytery approve the mortgage application from Heart Lake United to the Toronto United Church Council with the following terms;

Amount: \$300,000
Term: 20 years
Interest: 0%
Conditions: No payments are required on this mortgage, however, the principal will be due in full if at any time within the 20 year term the congregation ceases to exist, sells the property, or removes itself from The United Church of Canada.

The principal will be considered paid in full on the 20th anniversary date of the mortgage with no further conditions or obligations to be met.

CARRIED

GRACE UNITED CHURCH – MORTGAGE APPLICATION

The Property and Environment Commission has received the Certificate of Trustees Asking Consent of Presbytery to take a \$50,000 mortgage on the property.

MOTION by Ron Ross / Steve Lee

that the Property and Environment Commission of South West Presbytery approves the mortgage request for Grace United Church from Grace Retirement and Community Enterprise Inc. effective November 1, 2012 with the following terms;

Amount: \$50,000
Term: 10 years
Interest: 2.00% for first five years, with the rate for the last five year to be negotiated at the end of the first five years
Conditions: Annual minimum payments of \$5,000 plus interest for the preceding 12 months are required on this loan every November 1, however, the principal will be due in full if at any time within the 10 year term the congregation ceases to exist, sells the property, or removes itself from the United Church of Canada.

CARRIED

NORTH BRAMALEA UNITED CHURCH – MANSE FUND

Correspondence has been received with a request to forgive the money they have borrowed from their Manse Fund. We asked for clarification regarding the amount that was borrowed and the terms. We've asked for more info but at the time of this meeting we have not heard back from North Bramalea United Church.

ONNURI KOREAN UNITED CHURCH

The Property and Environment Commission received notice from Toronto United Church Council regarding their mortgage of \$99,000.00 over the next new 5 year term needs to be approved by South West Presbytery.

MOTION by Susanne VanderLugt / Louise Mahood
that the Property and Environment Commission ask the Mission Support and Finance Committee to explore the possibility of South West Presbytery paying off Onnuri United Church's mortgage with Toronto United Church Council based on the letter of correspondence we received April 18, 2012.

CARRIED

Louise Mahood will consult with Mission Support and Finance Committee.

IMMANUEL TORORNOT KOREAN UNITED CHURCH

A letter has been received asking for a relocation of the existing congregation to the Northminster United Church site. We will defer to this to the Pastoral Oversight Committee and we will consult with David Allen –Toronto Conference Executive Secretary for further advice.

NEW BUSINESS

A conversation regarding the upcoming sale of Westminster United Church regarding Colliers real estate responsibility in selling property to seek maximum value of that property. We will ask Norm Greene to look into the situation on behalf of the Property and Environment Commission.

NEXT MEETING

January 22, 2013 - location to be announced.

CLOSING PRAYER

Bryan Ransom closed with prayer.

MOTION TO ADJOURN

MOTION by Paul Shepherd / Michael Kooiman
that this meeting of the Property and Environment Commission of South West Presbytery be adjourned at 5:16 p.m.

CARRIED

Bryan Ransom
Acting Chair

James Lepard
Secretary

APPENDIX A

Ventures in Mission Restructuring – Governance Suggestions

Original Loan: \$ <u>400,000</u>	Current balance: \$ <u>274,343.⁰¹</u>
<u>OTHER DEBT</u> TUCC LOAN BALANCE: <u>913,502.⁵⁵</u> M+5 DWSD: <u>\$ 30,802.⁹⁶</u> <u>\$ 43,802.⁹⁶</u>	Annual repayment target: \$ _____ (TITHE)
Maximum Projected Amount for Restructured Loan:	Other Debt: \$ <u>43,802.96</u>
	\$ <u>318,145.97</u>

CONGREGATION ACTION

Option 1 – Resolution

No change requested. Resolution may be submitted by Church Board. Congregational meeting not required.

Resolved on behalf of HEARTLAKE UNITED CHURCH that:
(name of congregation)

The congregation continues its VIM repayments so that these funds may be made available to support other capital projects and new ministries across the church.

Option 2 or 3:

Motion may be made by Church Board or Congregation. Congregational meeting is suggested but not required. Congregation requests Trustees act per decision taken.

There will have been a meeting duly called of the Board of Trustees to review the structure of the congregation's Ventures in Mission Loan. Signatures of at least a majority of the Board of Trustees will be recorded on the Ventures in Mission Loan Restructure Agreement document.

MOVED/SECONDED on behalf of HEARTLAKE UNITED CHURCH.
(name of congregation)

and the congregation Board of Trustees that the Ventures in Mission Loan payments constitute a burden and so the congregation requests Option 3.

Signed on Feb 9, 2011 by the Trustees of Heart Lake United Church.

KATRICA H. KELLY
[Signature]

DAVID HAMMETT
[Signature]

Nicole Bouwmeester
Nicole B & T

LOUIS ANDERSON
[Signature]

Page 2 **Ventures in Mission Restructuring – Governance Suggestions, continued**

PRESBYTERY ACTION

Upon review by appropriate Presbytery/district committee, the following motions may be made by Presbytery/district or its Executive.

Option 1 – Resolution

MOVED/SECONDED that the Presbytery (or District) acknowledges and supports the congregation decision to maintain the existing mission tithe commitment.

Option 2 or 3:

MOVED/SECONDED that the Presbytery (or District) supports the relief of debt burden through a restructuring of the VIM loan and recommends the proposed loan restructure for approval by Conference.

AND MOVED/SECONDED that in the event the congregation's ministry ends and building and property is sold, then first call on the proceeds of sale will go towards repayment of the Ventures in Mission Loan plus accrued interest.

AND MOVED/SECONDED:

If no other church buildings or properties within the Presbytery/district are sold, then consideration will be given to allocating a portion of any surplus funds from the proceeds of sale towards repayment of the Ventures in Mission Loan plus accrued interest.

CONFERENCE ACTION

The following may be made by Conference or its Executive.

MOVED/SECONDED that the Conference approves the request of Presbytery/District regarding:

- () debt restructuring
- () other action

IN THE MATTER OF *PT LT 13, CON 1 EAST OF HURONTARIO ST, PART 1, 43R13537, BRAMPTON*

AND IN THE MATTER OF converting a Ventures In Mission loan from the General Council from an active loan to a non-performing charge/mortgage on title.

CERTIFICATE OF TRUSTEES ASKING CONSENT OF PRESBYTY

*The United Church of Canada Act,
The Manual (2010 edition), section 271*

We, the undersigned, do hereby certify that the following is a just and true copy of the resolution duly passed by the Trustees of Heart Lake United Church, a congregation of The United Church of Canada, at a meeting of the Board of Trustees duly held for that purpose at Brampton, on the

9th day of October, 2012.

"Moved by LOUIS ANDERSON, seconded by NICOLE BEAUMESTRE, that the Trustees of Heart Lake United Church, a congregation of The United Church of Canada, having received the direction of the Church Board of the said congregation to do so, request the consent of South West Presbytery to the mortgage of certain Real Property, the legal description of which is *PT LT 13, CON 1 EAST OF HURONTARIO ST, PART 1, 43R13537, BRAMPTON*, and the municipal address of which is *85 SANDALWOOD PARKWAY EAST, BRAMPTON, ON, L6Z 4S3*, pursuant to an agreement between the Board of Trustees of Heart Lake United Church, a congregation of The United Church of Canada, as Chargor, and the General Council of The United Church of Canada, as Chargee, and the Toronto United Church Council, as a party required to give additional consent, dated the 21st day of March, 2012, and subject to Presbytery approval, the terms of which are as follows:

Amount: \$300,000

Term: 20 years

Interest: 0%

Conditions: - No payments are required on this mortgage, however, the principal will be due in full if at any time within the 20 year term the congregation ceases to exist, sells the property, or removes itself from The United Church of Canada.
-The principal will be considered paid in full on the 20th anniversary date of the mortgage with no further conditions or obligations to be met.

Additional consent: The Board of Directors of Toronto United Church Council

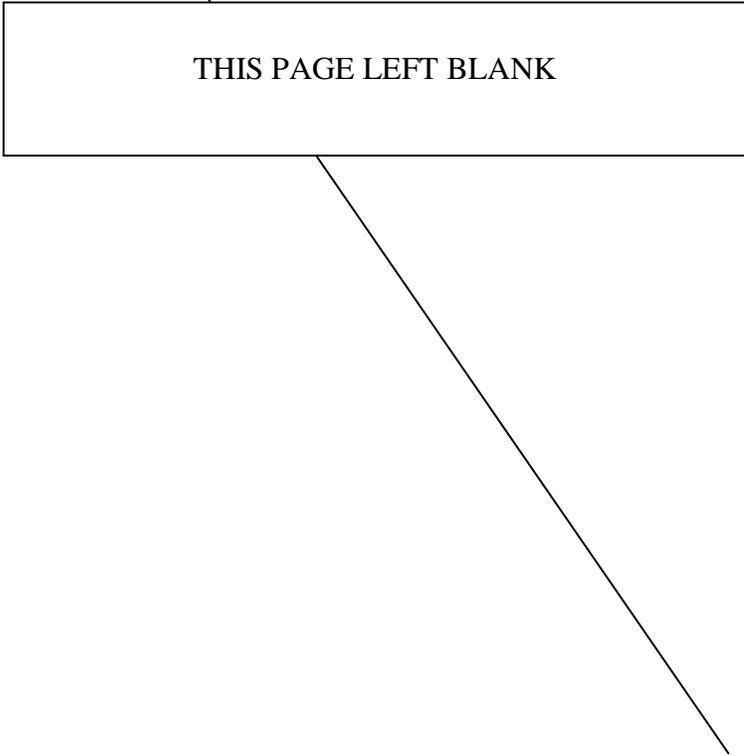
Carried.

and in pursuance of the said resolution, we hereby apply to South West Presbytery for its consent to the mortgage.

Dated this 9th day of October, 2012

(sign/print name) Patricia M. Kelly
Presiding Trustee

(sign/print name) Catherine E. Newton
Secretary, Board of Trustees



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THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

SOUTH WEST PRESBYTERY

November 20, 2012 – 6:45 p.m.
at Forest Grove United Church

The regular meeting of South West Presbytery was called to order at 6:45 p.m. following a catered dinner, Rev. Bryan Ransom presiding. A quorum was present.

ATTENDANCE:

Lay Representatives, Lay Members at Large, and Candidates (not in appointments):

Philip Armstrong, Victoria Ashbourne, Valerie Benson-Steele, Bob Bingham, Joan Carr, Karen Carruthers, Charlie Chun, Linda Coban, Gordon Conquergood, Paul Cook, Betty Cork, Linda Cunningham, Lorna Dixon, Charles Donley, Norman Dundas, Vilia Fera, Lorna Fletcher, Michael Fraser, John Gilbert, Gail Hamblin, Chris Jones, Andrea Journeaux, Paul Kim, Victor Kitagawa, Karen Kowel, Steven Lee, Marty Linton, J-T MacNeil, Donna Magee, Gary Mizener, Lang Moffat, Linda Robinson, Ron Ross, Mary Sarginson, Catherine Smith, Anne Sword, Lois Thompson, Stephen Wickett, Fraser Williamson, Young Hee Yoon (40)

Ministry Personnel Called, Appointed and Retained:

David Allen, Dale Burkart, Sarah Chapman, Cindy Cooper, Connie denBok, Alexa Gilmour, Norm Hennig-Pereira, Anne Hines, Susan Howard, Sheng-Sen (Samson) Hsu, Andrew Hyde, Debbie Johnson, Sung Min Jung, Lionel Ketola, Michael Kooiman, Jean Leckie, Ross Leckie, Amy Lee, Sae Yun Lee, Darren Liepold-Nicholson, Margaret MacDonald, Brian McIntosh, Linda Pennock, Lillian Perigoe, Henry Poutiainen, Coral Prebble, Cindy Randall, Bryan Ransom, Barry Rieder, Paul Shepherd, Robin Sherman, Michael Shewburg, Christine Smaller, Kelly Thomson, Irene Ty, D'thea Webster, Mark Winger, Hyung-Bok Yoon (38)

Ministry Personnel Retired:

Lenore Beecham, Wilma Cade, Eleanor Carr-Moreithi, Alan Craig, Grace Craig, Norm Greene, Don Laing, Linda Levin, Maureen MacLeod-Oliver, Louise Mahood, Linda Maw, Paul Morris, Margaret Nelson, Neil R. Parker, Susanne VanderLugt, Deanna Wilson, Sang Ye (Sarah) Yoon (17)

VISITORS: William Grove

REGRETS:

Lay Representatives, Lay Members at Large, and Candidates (not in appointments):

Peggy Moore, James Pater, Sylvia Powers, Anne Shirley Sutherland (4)

Ministry Personnel Called, Appointed and Retained:

Kathryn Ariss-Pater, Katherine Brittain, Susan Cowan, Catherine Ellarby, Orville Green, Jamie Holtom, Paul Ivany, Doug McLeod, Philip Rodgers, Maryann Skinner, Linda Wheler (11)

Ministry Personnel Retired:

Lutia Lausane, Harry Oussoren (2)

As per The Manual 2010 and as what was decided by the court of South West Presbytery for the pastoral year 2011-2012 “Quorum” means. not less than one-fifth (1/5) of those entitled to vote, of whom at least one-third (1/3) shall be members of the Order of Ministry or Designated Lay Ministers, and at least one-third (1/3) shall be lay members on the roll of Presbytery except those appointed as Designated Lay Ministers.

CONSTITUTION:

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom called this duly constituted meeting of South West Presbytery to order to deal with such business as should properly come before it.

WELCOME

Bryan Ransom welcomed all to the meeting of South West Presbytery and informed the presbyters as to the location of the washrooms.

INTRODUCTION OF NEW MEMBERS

New Presbyters or Visitors

Three new members were introduced to the court: Linda Cobon of Asbury and West United Church, Rev. Amy Lee Presbytery appointed to Davenport-Perth Community Church, Valerie Ashbourne of Westminster United Church. Bryan Ransom also welcomed Executive Secretary of Toronto Conference David Allen.

CORRESPONDING MEMBERS

MOTION by Ross Leckie / Don Laing

that South West Presbytery approve that all visitors at this meeting of South West Presbytery be corresponding members.

CARRIED

SERVICE OF WORSHIP

The Faith Formation Committee led the time of worship.

Part 1

The current church year was quickly drawing to its conclusion and with that members of the court were invited to assemble in table groups and consider what it was like to be at a *Threshold* in life. Hymn 150 MV (*Standing at the Threshold*) was sung followed by a prayer of invocation. The following scripture texts were presented as instances when our forebears in the faith found themselves at a threshold: Exodus 24:8; Matthew 4:1; Revelation 3:20. Each table group was given several questions on which presbyters were directed to reflect. The table groups were then instructed to summarize their ideas in one sentence of ten syllables and submit them to the worship leaders. Part 1 of the worship concluded with a short prayer.

BUSINESS

OUR COMMITMENT AS MEMBERS OF SOUTH WEST PRESBYTERY

The Court recited the following promise.

As God's people we promise to relate to one another with:

**respectfulness, open mindedness,
and the spirit of grace and
forgiveness we have received
in Christ Jesus.**

In our Christian love for one another we will:

**listen to others with our whole selves:
our physical senses, intuition,
imagination and intellect**

not interrupt when others are speaking

speak with respect towards those who breach this commitment

**affirm the deep wisdom of silence and pause,
in order to ponder what others have said**

**leave space for anyone who wishes to speak for the first time before
speaking a second or third time**

hold our beliefs and opinions while respecting others

hold one another in prayer.

APPROVAL OF THE AGENDA

Bryan Ransom requested the following additions to the agenda: an opportunity for the Faith Formation Committee to conduct Part 2 of their worship programme toward the end of the meeting and to present their report after that of the Pastoral Oversight Committee

MOTION by Cindy Randall / Darren Liepold-Nicholson
that South West Presbytery adopt the agenda of this November 20, 2012 meeting as amended.

CARRIED

APPROVAL OF MINUTES

MOTION by Vilia Fera / Lorna Fletcher
that South West Presbytery accept as printed the minutes of the South West Presbytery meeting of September 18, 2012.

CARRIED

RECEIVING MINUTES OF THE COORDINATING COUNCIL FOR INFORMATION

MOTION by Susanne VanderLugt / Dale Burkart
that South West Presbytery receive for information the minutes of the Coordinating Council dated September 5, 2012, October 3, 2012 and October 22, 2012.

CARRIED

REPORTS

PROGRAM CIRCLE - *Mission Support & Finance Committee*

Presentation of the North Star Fund **See South West Presbytery – November 7, 2012
2012/2013 - 147**

This initiative of the Mission Support and Finance Committee is two-fold. First, the former congregation of North Star United Church folded operations in 2010. They sent to the Presbytery the remaining unused grant monies in the amount of 16,256.00 for our use absolutely. In 2010, the first use of these monies covered assessments in arrears. This prevented all congregations facing extra assessment fees in 2011 and 2012. Since the assessment issues are getting resolved, and compliance policies are established to go into effect in 2013, it makes sense that these monies offer opportunities for this Presbytery to fulfil its viability initiatives and setting of mission for congregations.

Therefore, the Mission Support and Finance Committee designed the “The North Star Fund” to assist with the Presbytery's viability projects from 2013 - 2016. The Coordinating Council received and approved the proposal on November 7, 2012 Appendix D. Ideally, the fund will return to the \$16,256.00 but for now will begin with \$10,000.00.

ESTABLISHMENT OF THE NORTH STAR FUND

MOTION by Louise Mahood / Norm Dundas
that South West Presbytery approve the Mission Support and Finance initiative to establish The North Star Fund for the period of 2013 - 2016.

CARRIED

Presentation of the Operation Account for September 30, 2012.

APPENDIX A

The Treasurer spoke to a couple of issues emerging, particularly professional fees costing more now. (1st Column)

MOTION by Louise Mahood / Norm Dundas
that South West Presbytery acceptance the report of the September 30, 2012 Operations Account for South West Presbytery.

CARRIED

Presentation of the 2013 Operations Budget for South West Presbytery

Louise Mahood, Treasurer for the Presbytery shared the draft budget process which began in September with applications sent to Committee/Commission Chairs and Circle Chairs, for submission by October 14, 2012. The Mission Support and Finance Committee reviewed the partially finished budget on October 15, 2012. This budget was then circulated to Committee/

Commission Chairs and Circle Chairs and amended on November 7, 2012 by the Coordinating Council. (**Appendix A - 4th Column**)

MOTION by Louise Mahood / Norm Dundas
that South West Presbytery approve the 2013 draft budget as presented.

MOTION by Mark Winger / John Gilbert
that South West Presbytery approve the amount of \$250.00 for the operating costs of the Property & Environment Commission.

CARRIED
MOTION AS AMENDED CARRIED

Finance Policy – Travel

Travel Policy [Amendment to the current policy]

MOTION by Louise Mahood / Norm Dundas
that South West Presbytery amend Clause 1 of the Presbytery Travel Policy from:

Ministry Personnel in a call, settlement or appointment shall charge travel to Presbytery meetings to their pastoral charge or outreach ministry travel expenses

to be:

Ministry Personnel in a call, settlement or appointment shall charge travel for all Presbytery business to their pastoral charge or outreach ministry travel expenses;

and that this policy will go into effect January 1, 2013.

This motion engendered considerable discussion.

MOTION DEFEATED

Finance Policy – New Policy for Meals at Presbytery Plenary Meetings

MOTION by Louise Mahood / Norm Dundas
that South West Presbytery adopts the 'Policy for Meals at Presbytery Plenary Meetings' which states,

that all Presbytery meetings that include a meal, the minimum fee will be \$15.00 per meal and will be arranged in advance of the meeting date and,

that congregations or catering services will work within a \$15.00 per person budget and,

that Presbytery staff will not be responsible for ordering extra food unless the Administrator chooses to do so for 'guests of the court' and,

therefore presbyters cannot assume 'extra food' is available last minute and, all other presbyters may choose to bring 'lunch or dinner' to the meeting and,

that this policy begins January 1, 2013 and will be reviewed in October 2015.

CARRIED

MOTION by Philip Armstrong / Ross Leckie

that South West Presbytery adopt the proposed “Policy for Meals at Presbytery Plenary meetings” on a trial basis for one year.

MOTION AS AMENDED CARRIED

Compensation Policy

The Mission Support and Finance Committee continue to work on establishing guidelines around acceptable expenses for Committees and Commissions.

Louise Mahood reminded the Court that the new policy for payment of assessment in effect as of January 1, 2013, whereby payments are made by a means of post-dated cheques due January 1.

Mission Support Grants for 2013

The Toronto Conference Mission Support Consultation group met November 6, 2012 and Norm Dundas did not believe that South West Presbytery ‘fared particularly well’. He then reviewed the Mission Support grants for 2013.

MOTION by Norman Dundas / Lang Moffatt

that South West Presbytery approve the revised 2013 funding request of \$105,249.00 for Davenport-Perth Community Ministry and \$100,251.00 for Jane-Finch Ministry and,

request the Presbyteries of Toronto Conference Corporation pay these amounts from the Community Ministries Fund.

Barry Rieder excused himself from the ensuing discussion so as to avoid any possible conflict of interest. In response to a request for clarification Norm Dundas explained that within Presbyteries of Toronto Conference Corporation there existed a separate fund whose express purpose was to provide support for the two community ministries of South West Presbytery. The fund was established for a ten-year period will cease to exist after 2018.

CARRIED

Norm Dundas indicated that even with the above grant there are shortfalls of \$1,971.00 for Davenport-Perth Community Ministry and \$2,087.00 for Jane-Finch Community Ministry. The Mission Support & Finance Committee decided to refer the matter to the Community Ministries Commission for exploration of available options for further action in connection with these shortfalls in funding.

Mission Support & Finance Committee Funding Requests

Norm Dundas reviewed the Mission Support & Finance Committee Funding Requests and Recommendations for South West Presbytery.

Presbyteries of Toronto Conference Corporation holds in trust monies for the four Presbyteries in Toronto Conference. As of August 31, 2012 our balance is \$2,703,543.00. Based on investments we receive an estimate income which for 2013 is \$56,000.00.

The Mission Support and Finance Committee are charged to review and recommend the use or non-use of the income or capital, subject to the ratification of the whole Presbytery. In November, we bring to the Presbytery our recommendations for grants which will use either the income amount or capital of this fund.

For 2013, the Mission Support and Finance Committee agreed to use \$46,500.00 of its income from investments for grants. Further, the Mission Support and Finance Committee opened up to the Presbytery requesting applications for grants.

PRESBYTERIES OF TORONTO CONFERENCE FUND REQUESTS FOR 2013

MOTION by Norman Dundas / Lang Moffat

that South West Presbytery approve the Mission Support & Finance Committee recommendations for 2013 funding for:

Emmanuel-Howard Park United Church – Community Meals	\$8,000
Grace United Church – Community Ministry	\$16,000
Runnymede United Church – Community Meals	\$3,000
Sparrow Lake Camp – Summer Camping	\$5,000
Stonegate Community Ministry – Community Ministry	\$5,500
Uganda Martyrs United Church – Youth Program	\$1,000
Wesley Mimico United Church - Community Meals	\$8,000

and request that the Presbyteries of Toronto Corporation fund these requests from the South West Presbytery Net Annual Revenue Fund.

CARRIED

(Karen Kowal abstained)

Presbyteries of Toronto Conference Corporation Capital Grants

A request for funding from the Presbyteries of Toronto Conference Corporation capital has been submitted by Sparrow Lake Camp in the amount of \$30,000.00 for a special camping project begun last year with youth from Uganda Martyrs United Church. The thinking of the Mission Support & Finance Committee was that it could “seed” the project with a \$10,000.00 grant but extend the option of permitting an additional request for funding to the Presbyteries of Toronto Conference Corporation later in the church year should such a request be necessary.

GRANT FOR SPARROW LAKE CAMP – INTERCULTURAL CAMPING PROJECT

MOTION by Norman Dundas / Lang Moffat

that the South West Presbytery approve the recommendation of the Mission Support & Finance Committee to provide a seed grant of \$10,000.00 to Sparrow Lake Camp for its Intercultural Camping Project and,

that South West Presbytery request the Presbyteries of Toronto Conference Corporation fund this grant from its capital.

CARRIED

Pastoral Oversight Committee

The importance of the work of the Pastoral Oversight Committee was underlined in Doug Varey's presentation, as its members work with approximately a dozen pastoral charges across South West Presbytery. A number of people not currently on the Committee nonetheless work on its behalf and keep it informed regarding the responsibility which these individuals have assumed. The Pastoral Oversight Committee continually looks for positive ways to "strengthen and broaden" the scope of its work. Its primary concern is to maintain a liberal, Protestant presence in the Presbytery and to promote effective ministries so as to render this possible. A mission and ministry strategy for South West Presbytery is a fundamental step toward a realization of that goal and a special committee has been formed for the development and articulation of such a strategy. The current Viability work provided by Norm Greene is a useful contribution in this connection.

Norm Greene re-iterated his concern to view his Viability study in terms of Vitality, insofar as the rationale of the study concerns renewal, redevelopment and revitalization, whilst the term "Viability" might connote closure of congregations in the minds of some people. Thus far his work with the congregations has met with positive response. He is appreciative of the work of Henry Poutiainen in his administration of the questionnaire and the financial support of the Mission Support & Finance Committee by way of the North Star Fund.

Faith Formation Committee

The theme of the "webinar" event of October 26, 2012 with Ched Myers was Luke's Revolutionary Gospel and Norm Hennig-Pereira reported that the event was a success and that the Faith Formation Committee is considering one or more similar events with Ched Myers over the next year.

Again this year the committee will provide an Advent blog at lightreflections.ca. Professor of Contextual Theology at Emmanuel College Natalie Wigg-Stevenson will be the main reflector.

Last year the Faith Formation Committee solicited proposals for a Vacation Bible Camp for a \$350.00 grant. Five such grants were awarded this past summer. These were much appreciated and the Faith Formation Committee is considering a similar plan for 2013.

Finally, a workshop on chronic pain is planned for the New Year and some of the things one can do about it. The event will serve to examine both the medical and the spiritually / faith-based models of approach.

The committee continues to provide Sunday school workshops and adult-educators' workshops.

LEADERSHIP CIRCLE

Nominations, Support for Members & Leadership Development

The Nominations, Support for Members & Leadership Development Committee is establishing a task group for Mission & Vision for South West Presbytery and it will propose a summary mission statement as well as an implementation process. This group is scheduled to report to Presbytery by April 3, 2013 and comprises of Sarah Chapman, Connie denBok, Bonnie Greene, Norm Greene, Michael Kooiman, Karen Kowal and Mark Winger. Christine Smaller continues to solicit involvement in Committees and Commissions.

The two goals for the Committee this year are an increase in:

- lay representation and participation in Presbytery, and
- the level of engagement of existing Presbytery representatives.

MOTION by Christine Smaller / Ross Leckie

that South West Presbytery install Lillian Perigoe as the Chair of the Property & Environment Commission.

CARRIED

Pastoral Relations Commission **See Page South West Presbytery – November 7, 2012**
Gail Hamblin presented the Pastoral Relations Report **2012/2013 - 152**

ENGAGEMENT CIRCLE

Social Justice & World Affairs Committee

General Council Executive considered the letter addressed and approved the recommendations of South West Presbytery in a motion to that effect. The recommendations to them concerned the encouragement of share-holders to file proposals with the major Canadian banks in connection with a policy change within those banks regarding executive compensation packages (see the minutes of South West Presbytery meeting of September 18, 2012). In a written response to South West Presbytery Executive Secretary Nora Sanders advised that Presbytery keep abreast of an investment-policy task group created by the General Council since that task force is examining precisely the share-holder and investment actions proposed by South West Presbytery, along with other actions especially with regard to the resource extraction sector in Canadian mining companies and any investments we may have with those companies. Other possible shareholder actions may come to light in the future. Nora Sanders also noted that Toronto United Church Council and the Presbyteries of Toronto Conference Corporation, as well as other Presbyteries in Toronto Conference might consider similar actions around its own investments.

The Social Justice & World Affairs Committee has kept the Presbytery up to date through the Administrative Assistant Elaine Eve with respect to the on-going work of the Truth & Reconciliation Commission. Brian McIntosh briefly reviewed the Toronto event last June. Lawrence Park Community Church hosted the Committee's first Growing Justice Event in late October 2012 and justice representative of the four Presbyteries of Toronto Conference formed a planning team. One day after the webinar event with Ched Myers that planning team held an event with Myers as guest. Another such event is envisioned one and a half years hence.

Brian McIntosh also talked briefly about the work of the Interfaith Social Assistance Reform Coalition and the Christian Peacemaker teams and mentioned such resources as *Mission & Service Fund at a Glance* and *Seeking Shelter Advent Ecumenical Resource* (KAIROS Canada).

WORSHIP - Part 2

The various table groups were reconvened and participants invited to a time of prayer. The ten-syllable sentences created in Part 1 had been compiled into a multi-verse *Hymn of Thresholds* which was sung to the tune of *For all thy Saints*. Worship concluded with a recitation of the Celtic blessing.

CLOSING

Bryan Ransom thanked the people of Forest Grove United Church for their hospitality in hosting the meeting of South West Presbytery and reminded the court of the upcoming covenanting services.

ADJOURNMENT

MOTION by Steve Lee / Fraser Williamson
that there being no further business this meeting of South West Presbytery be adjourned at 8:55 p.m.

CARRIED

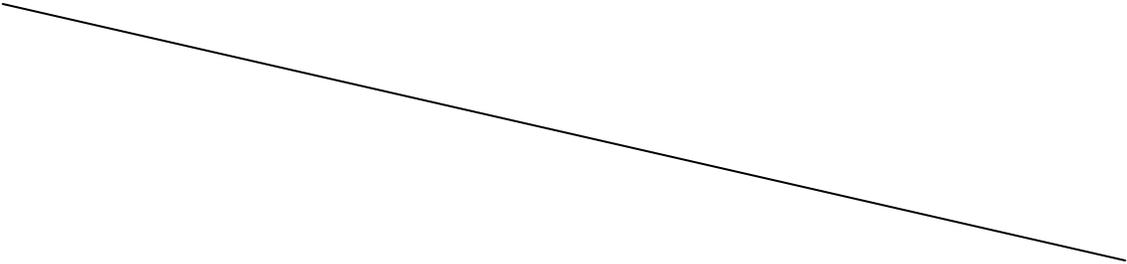
NEXT MEETING

It was noted that the next meeting of South West Presbytery will be held on

**Saturday, February 23, 2013 at 9:00 a.m.
Presbyters are invited to gather for refreshments at 8:30 a.m.
at Emmanuel United Church
420 Balmoral Drive, Brampton**

Bryan Ransom, Chairperson

Neil R. Parker, Secretary



APPENDIX B

South West Presbytery Treasurer's Report		Draft Budget for 2013			
General Fund Detailed Income/Expenses					
Categories	2012 Inc/Exp 9/30/2012	2012 Budget [1]	2013 Asks	2013 Draft Budget Proposal [2]	
Income					
Carried Forward	\$ 16,016.29	\$ 16,016.29	\$ 234.84	\$ 234.84	
Meals and Other Income	\$ 2,636.00	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00	
Youth/Young Adults Program Income	\$ 9,065.00				
Assessment Recovery	\$ 10,273.75		\$ 10,273.75	\$ 10,273.75	
Conference Stipend	\$ 31,211.25	\$ 31,211.25	\$ 31,680.00	\$ 31,680.00	
	\$ 69,202.29	\$ 48,227.54	\$ 43,188.59	\$ 45,188.59	
Expenses					
Presbytery/Coord Council Meetings	\$ 12,142.05	\$ 16,217.70	\$ 16,000.00	\$ 12,174.84	
Professional Services	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 7,000.00	
Contingency	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	
Chaplains	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	
North Star Fund Initiative			\$ 10,273.75	\$ 9,273.75	
Program Circle					
Community Ministries Commission	\$ 46.50	\$ 500.00	\$ -	\$ -	
Faith Formation	\$ 1,950.00	\$ 5,000.00	\$ 8,000.00	\$ 2,500.00	
Mission Support and Finance	\$ -	\$ -	\$ -	\$ -	
Pastoral Oversight	\$ 29.40	\$ 575.00	\$ -	\$ -	
Property and Environment	\$ -	\$ -	\$ -	\$ -	
Youth and Young Adults	\$ 13,454.47	\$ 6,000.00	\$ 6,000.00	\$ 4,500.00	
Leadership Circle					
Education and Students	\$ -	\$ -	\$ -	\$ -	
Nomination & Leadership Develop.	\$ 250.00	\$ 600.00	\$ -	\$ -	
Pastoral Relations	\$ 945.54	\$ 2,500.00	\$ 6,440.00	\$ 1,440.00	
Retirees, Pensions & Retained	\$ 275.81	\$ 400.00	\$ 400.00	\$ 300.00	
Engagement Circle					
Cong. Renewal & Community Dev.	\$ 345.32	\$ 1,200.00	\$ 1,400.00	\$ 1,000.00	
Ethnic and Intercultural Ministries	\$ 445.63	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
Social Justice and World Affairs	\$ 4,334.13	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	
Totals	\$ 41,218.85	\$ 47,992.70	\$ 62,513.75	\$ 45,188.59	
Income less Expenses	\$ 27,983.44	\$ 234.84	-\$ 19,325.16	\$ -	

1. 2012 budget used a large carry forward budget to fund presbytery operations
2. 2013 budget is designed to use our assessment recovery monies for Viability Projects [see resolutions of June 19th, 2012 for further understanding of the Viability Initiatives]

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COMMUNITY MINISTRIES COMMISSION

November 29, 2012 – 10:30 a.m.
at Humber Valley United Church

Present: Mark Winger (Chair), J-T MacNeil (Secretary), Barry Rieder (Community Minister of Jane-Finch Community Ministry), Karen Williams (Community Minister of Davenport-Perth Community Ministry), Brian McIntosh, Basil Coward, Paul Rose, D'thea Webster, Linda Levine

Regrets: Mark Aitchison, Gail Johnson

Visitors: Lorraine Anderson

WELCOME & OPENING

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Mark Winger called this duly constituted meeting of the Community Ministries Commission of South West Presbytery to order to deal with such business as may fall properly before it.

INCORPORATION

Mark Winger had a conversation with Bryan Ransom regarding a presentation made by the Community Ministries Commission to the Coordinating Council to facilitate healthy dialogue. The Community Ministries Commission would discuss the history, evolution, and current mission of the Community Ministries, differences between Community Ministries and other presbytery initiatives, vision and short-term goals, incorporation vs non-incorporation, and current and future funding sources.

Barry Rieder indicated that the Community Ministries are incorporated under the United Church of Canada, but not as individual corporations. The Community Ministries Commission acts as the legal board of directors. Under the previous presbytery, Shalom House investigated self-incorporation. However, given the legal difficulties imposed in self-incorporation, they decided not to self-incorporate. If the Community Ministries did self-incorporate, the boards would have to be 50%+1 United Church members. This would limit the community involvement at the board level. Further, self-incorporation would make the Community Ministries accountable to Toronto Conference. Church funding to Community Ministries only accounts for about 50% of their total funding. If the church isn't funding, then the Community Ministries would become social service organizations. This would change the Community Ministers into Executive Directors, which have a vastly different role. It is very difficult to secure funding for faith-based organizations.

Karen Williams indicated that Davenport-Perth Community Ministry Steering Committee has only one United Church member. Steering Committees need community involvement. Public funding is only possible in conjunction with other organizations who can confirm that the Community Ministries aren't proselytizing. Faith based organizations, such as the

Community Ministries, can pay attention to multi-faith concerns, and advocate with greater ease as required. Public funding requires measurable goals. If the Community Ministries incorporated, they would have to become even more bureaucratic, which leaves less time for the real work of the church.

Lorraine Anderson talked about the impact of incorporation on the Firgrove Community Learning Centre. She had been raised Christian, but had left the church. She did return to a United Church for a brief period, but didn't like the structure of the services. She was able to find personal help at the Community Ministry. People from various walks of life are able to get help from the Community Ministry. The Community Ministry is able to support other faith groups with their festivals. The Community Ministry was able to provide Lorraine Anderson with a sense of connection with the community. There have been few visits from the National Church to the Jane Finch community.

COORDINATING COMMITTEE MEETING DISCUSSION

The format of the presentation to the Coordinating Committee Executive was discussed. It was decided to focus on the structural differences between the Community Ministries and pastoral charges. The Community Ministries were initially established in the three highest poverty neighbourhoods in Toronto West Presbytery. The needs have since changed. Other groups, such as Weston, have large trust-funds to support themselves.

The presentation would be divided as follows:

1. History (Mark Aitchison)
2. Updates for Community Ministries (Karen Williams & Barry Rieder)
3. Community Ministry isn't a Social Service (Karen Williams)
4. Incorporation (Mark Winger)
5. Financial Sustainability (Mark Winger)

A proposal for the distribution of future sales was discussed; 10% to local congregations, 40% to presbytery needs, 50% to Presbyteries of Toronto Conference Corporation. There is a potential for Community Ministries viability. A similar plan should be made by all presbyteries.

If we're ever going to expand these ministries (and potentially more), we need to engage the entire church.

Mount Dennis United Church has submitted a proposal for the distribution of funds from the sale of their property to the Property & Environment Commission. \$500,000 to local community with Mt. Dennis Neighbourhood Centre; \$300,000 to Central United Church; \$2,380,000 to a restricted fund in Presbyteries of Toronto Conference Corporation (PTCC) destined for community outreach; \$30,000 gift to the Mission & Service Fund (M&S). There should be a distribution formula from the Property and Environment Commission to fairly distribute funds from future sales.

M&S Funding

Brian McIntosh made suggestions to Louise Mahood and Norm Dundas regarding M&S consultations. There needs to be an itemizing of applications to match the current benchmarks. The benchmarks are better defined in Toronto Southeast Presbytery and South West Presbytery. There is some confusion as to how separate PTCC and M&S funding are. The balance of the report was tabled for another meeting.

SHORTFALL

Karen Williams was informed of a shortfall in funding from PTCC in the amount of \$2,000.

MINUTES

Brian McIntosh will follow up with Elaine Eve regarding the presbytery policy for distribution of draft and final minutes.

APPROVAL OF OCTOBER 25, 2012 MINUTES

MOTION by Mark Winger / J-T MacNeil
that the Community Ministries Commission of South West Presbytery approve the minutes of the October 25, 2012 minutes as printed.

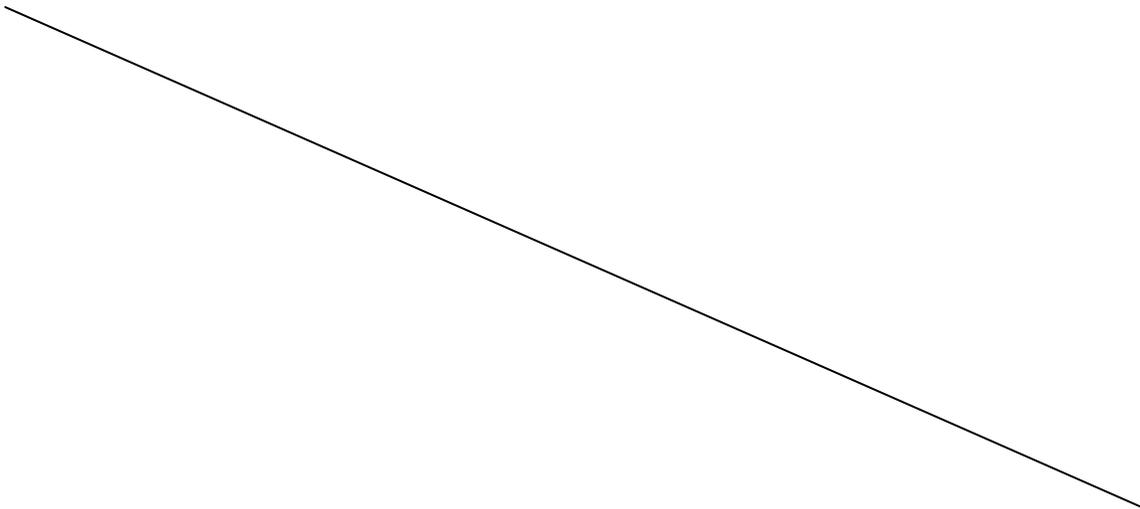
CARRIED

ADJOURNMENT

Mark Winger declared the meeting terminated 11:59 a.m.

Mark Winger
Chairperson

J-T MacNeil
Secretary



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COORDINATING COUNCIL

December 5, 2012 - 10:00 a.m.

at the South West Presbytery Office, Toronto

The regular meeting of the South West Presbytery Coordinating Council was called to order at 10:00 a.m. by the Chairperson, Bryan Ransom. A quorum was declared present.

ATTENDANCE

Present: Dale Burkart, Norman Dundas, Gail Hamblin (left at 2:00 p.m.), Ross Leckie, Louise Mahood, Brian McIntosh, Jessica McCrae, Neil R. Parker, Bryan Ransom, Christine Smaller, Catherine Smith (left at lunch to avoid conflict of interest, returned at 2:05 p.m.), Doug Varey, Linda Wheler, Grant Williams (left at 3:14 p.m.), Mark Winger

Regrets: Eva Breeze, Lillian Perigoe, Susanne VanderLugt

Visitors: Victor Kitagawa, J-T MacNeil, Barry Rieder, Steve Willey, Deanna Wilson (arrived after lunch), Karen Williams

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom called this duly constituted meeting of the Coordinating Council of South West Presbytery to order to deal with such business as should properly come before it.

WELCOME

Bryan Ransom welcomed those present and advised the Council members that a considerable amount of work lay before them and requested that they use their time judiciously.

WORSHIP

The time of worship was led by Ross Leckie and began with a reading of Luke 1:57-79. He noted the angel's differing responses to the doubts expressed by Mary and Zechariah at his announcements of the births of Jesus and John respectively. Zechariah is struck dumb, but Mary is spared any such fate. Members of the Coordinating Council were invited to share plausible explanations for these different responses. Worship concluded with the singing of the hymn *When old Zechariah Saw what God had Done* to the tune of *Away in a Manger*.

INTRODUCTION OF VISITORS

Mark Winger introduced three members from the Community Ministries Commission:

- Secretary J-T MacNeil
- Jane-Finch Community Minister Barry Rieder
- Davenport-Perth Community Minister Karen Williams

MOTION by Ross Leckie / Gail Hamblin

that the Coordinating Council of South West Presbytery designate J-T MacNeil, Barry Rieder and Karen Williams corresponding members of the Court.

CARRIED

Bryan Ransom welcomed the corresponding members.

APPROVAL OF AGENDA

Bryan Ransom called for a member of the Coordinating Council to amend the agenda as indicated in the following motion.

MOTION by Gail Hamblin / Louise Mahood
that the Coordinating Council of South West Presbytery amend the Agenda of this December 5, 2012 meeting as printed so that the Approval of the Listing of Correspondence (Appendix A) and the Business Arising from the minutes be moved so as to follow the presentation of Intercultural & Diverse Communities in Ministry Committee.

CARRIED

Bryan Ransom indicated that the quantity of business before the Court is such that the time normally allotted for lunch must be reduced to thirty minutes.

MOTION by Linda Wheler / Norm Dundas
that the Coordinating Council of South West Presbytery revise the designated time allotted for lunch on the agenda as printed to 12:00 noon to 12:30 p.m.

CARRIED

APPROVAL OF MINUTES

MOTION by Dale Burkart / Ross Leckie
that the Coordinating Council of South West Presbytery adopt the minutes of the South West Presbytery Coordinating Council meeting of November 7, 2012 as printed.

CARRIED

ORDER OF THE DAY

COMMUNITY MINISTRIES COMMISSION - Mark Winger

In this comprehensive presentation Mark Winger sought to enhance the understanding of Council members as to the significance of the Community Ministries in South West Presbytery. Overall the presentation included the following points:

- A brief history of the Community Ministries, how they began and why.
- How the ministries have evolved, the current forms of those ministries, and their probable forms tomorrow.
- What differences might exist between these ministries and other community outreach initiatives within the Presbytery?
-

- What is the vision for these ministries in the short-term and long-term as we move ahead?
- Where do they fit within the vision of the Presbytery? Does Presbytery have a vision?
- Where are we in terms of formulating our vision?
- What initiatives are under way to help us in the process?
- What are the pros and cons pertaining to incorporation vs. non-incorporation?
- Funding sources at present and moving ahead.

Community Ministers Karen Williams and Barry Rieder provided valuable information regarding the Davenport-Perth Community Ministry and Jane-Finch Community Ministry respectively. **APPENDICES A & B**

At the conclusion of the presentation Mark Winger fielded a number of comments and questions from Council members.

On behalf of the Coordinating Council Bryan Ransom thanked Mark Winger, Karen Williams and Barry Rieder for sharing their time and efforts.

AMALGAMATION – NEWTONBROOK UNITED CHURCH AND NORTHMINSTER UNITED CHURCH

Bryan Ransom circulated a confidential report of the Newtonbrook Faith Community Amalgamation Team and asked Council members to review it over lunch. Catherine Smith elected to absent herself from this portion of the meeting so as to avoid a possible conflict of interest.

In October 26, 2011 South West Presbytery had passed a motion to endorse the process of amalgamation between Northminster United Church and Newtonbrook United Church and to implement an amalgamation team which would complete that process by June 30, 2013.

The Intercultural & Diverse Communities in Ministry has been examining ways to support new church ministries and met November 28, 2012. The Filipino Community, Immanuel Toronto Korean United Church, High Park Korean United Church all need a more accessible place. At that meeting they put forward a motion to postpone actions concerning the Northminster United Church's site. Coordinating Council needs to consider what direction to provide to Northminster and Newtonbrook re. amalgamation process

BUSINESS ARISING FROM THE MINUTES

Heart Lake United Church – Mission & Service Fund

Heart Lake United Church and the Property & Environment Commission met and approved their mortgage, in process of examining how to repay the \$30,000.00 Mission & Service Fund debt. Ongoing conversations with Toronto United Church Council and The United Church of Canada as to how that will be managed—take out a loan and institute a payment plan, or indicate their intention to adopt a payment plan without a loan.

Davenport-Perth Community Church – lease agreement

Bryan Ransom reported that the situation at Davenport-Perth Community Church is progressing in a satisfactory manner. He, Doug McLeod and Bob Bingham (acting Chair of the Official Board), met with the Directors and a few key figures from the Davenport-Perth Community Church and the Davenport-Perth Neighbourhood and Community Health Centre on November 19, 2012. The Community Church were informed that it was in breach of its lease agreement with the Davenport – Perth Neighbourhood and Community Health Centre and a written legal opinion to that effect which they were compelled to acknowledge was handed to them. With that the Community Church acknowledged its liability for water damages to the building. Water damage repairs were ultimately paid by Kenyan Global Church. Other concerns were raised at that meeting. One was the need for a set of guidelines for which kinds of religious groups are eligible to rent the building. Moreover, the Kenyan Global Church has been forwarded a letter in which it was informed that it must negotiate a lease for use of the premises with Davenport-Perth Neighbourhood and Community Health Centre alone. Yet another concern was the leasing of the building as a whole to faith communities. All such agreements must involve conversations with the Property & Environment Commission of South West Presbytery. Such conversations did not take place in 2009—the renewal of the lease agreement between the Davenport-Perth Community Church and the Davenport-Perth Neighbourhood and Community Health Centre the case in this instance (2009).

LUNCH

Bryan Ransom provide the blessing.

INTERCULTURAL AND DIVERSE COMMUNITIES IN MINISTRY

Bryan Ransom introduced Steve Willey and Victor Kitagawa who are members of the Intercultural & Diverse Communities in Ministry Committee. The purpose for which these individuals attended this meeting of the Coordinating Council was to provide the necessary background to the following motion which was passed by the Intercultural and Diverse Communities in Ministry Committee at its November 27, 2012 meeting;

MOTION by Cathie Ellarby / Victor Kitagawa

that the Intercultural & Diverse Communities in Ministry Committee ask the Coordinating Council to delay any decision regarding 255 Finch Ave., including the sale of it, until consideration can be given to a proposal that will be coming from the Intercultural & Diverse Communities in Ministry Committee by February 5, 2013.

At the meeting Andrea Journeaux and Irene Ty declared a conflict of interests and thus abstained from voting on this motion.

Steve Willey and Victor Kitagawa indicated that the members of their Committee are fully aware of the on-going negotiations between Northminster United Church and Newtonbrook United Church as well as the agreements and expectations that have arisen from those negotiations. The “Filipino Fellowship” is currently meeting at the Northminster United Church site which is situated strategically within a community with a high concentration of Korean and Filipino people. Hence, the possibility that the Northminster United Church site become the home for a new United Church congregation. Significantly, both the Korean and

Filipino congregations are at home with the theology of the United Church of Canada and accept its missiology and vision for what it strives to be. Moreover, members of the Coordinating Council members were reminded that new church development is a high priority in United Church of Canada, particularly with immigrant communities.

Steve Willey and Victor Kitagawa left the meeting at the conclusion of their presentation

RECOMMENDATION OF THE INTERCULTURAL AND DIVERSE COMMUNITIES IN MINISTRY COMMITTEE TABLED

MOTION by Gail Hamblin / Doug Varey
that the Coordinating Council of South West Presbytery table the foregoing recommendation presented by the Intercultural & Diverse Communities in Ministry Committee.

CARRIED

MOTION TO MOVE INTO CAMERA

MOTION by Mark Winger / Linda Wheler
that this meeting of the South West Presbytery Coordinating Council move into “camera.”

CARRIED

MOTION TO MOVE OUT OF CAMERA

MOTION by Ross Leckie / Louise Mahood
that this meeting of the South West Presbytery Coordinating Council move out of “camera.”

CARRIED

RETURNING TO THE TABLE THE RECOMMENDATION OF THE INTERCULTURAL AND DIVERSE COMMUNITY IN MINISTRY

MOTION by Ross Leckie / Mark Winger
that the Coordinating Council of South West Presbytery return the foregoing motion presented by the Intercultural & Diverse Communities in Ministry Committee to the table.

CARRIED

THE PROCESS OF AMALGAMATION OF NORTHMINSTER UNITED CHURCH & NEWTONBROOK UNITED CHURCH

The amalgamation of Newtonbrook United Church and Northminster United Church had reached a sufficiently advanced stage that the majority of Council members deemed a delay in the process would be ill advised.

DECISION TO NOT ACCEPT RECOMMENATION OF THE INTERCULTURAL AND DIVERSE COMMUNITIES IN MINISTRE

MOTION by Ross Leckie / Gail Hamblin

that the Coordinating Council of South West Presbytery not accept the foregoing recommendation of the Intercultural & Diverse Communities in Ministry Committee, “to delay any decision regarding 255 Finch Ave., including the sale of it.”

CARRIED

However, it was suggested that other sales of church properties, such as that of Westminster United Church, should be deferred pending the endorsement of a mission strategy for South West Presbytery. South West Presbytery has already struck a Mission & Vision task group for the formulation of that mission strategy and in the execution of its mandate must enlist the input of several bodies, including the Property & Environment Commission, as it relates to the disposal of church property assets.

MORATORIUM ON THE SALE OF CHURCH PROPERTY

MOTION by Linda Wheler / Christine Smaller
that the Coordinating Council of South West Presbytery establish a moratorium on the sale of church property until such time as South West Presbytery adopts a clear mission strategy, no later than June 30, 2013 and,

that the moratorium so established does not apply to the Northminster United Church / Newtonbrook United Church amalgamation process.

CARRIED

(Doug Varey and Catherine Smith abstained)

On the matter of disposal of assets from the sale of church properties the following motion was made.

COMMUNITY MINISTRIES COMMISSION PROPOSAL REFERRED TO THE VISION AND MISSION TASK GROUP

MOTION by Brian McIntosh / Norm Dundas
that the Coordinating Council of South West Presbytery refer the proposal that came from the Community Ministries Commission in April regarding the surplus of funds from the sale of church properties within South West Presbytery to the Vision & Mission Task Group for consideration.

CARRIED

The need to encourage further development of a business plan within Cummer Ave. United Church was also mentioned, as was the possibility of referring to the Edge Ministry Leadership Network regarding the development of the sites of the Northminster and Newtonbrook congregations in their overall business plan strategy. Moreover, the Intercultural & Diverse Communities in Ministry Committee needs to know what resources are available to it at Conference level.

CORRESPONDENCE

APPENDIX C

MOTION by Christine Smaller / Jessica McCrae
that the Coordinating Council of South West Presbytery receive the list of correspondence received and sent for the period of November 7, 2012 to December 3, 2012.

CARRIED

REPORTS FROM CIRCLES

Program Circle

Pastoral Oversight Committee

APPENDIX D

Catherine Smith circulated a written summary report of the activities of the Pastoral Oversight Committee for the month of November 2012.

Treasurer's Report

APPENDIX E

Louise Mahood provided a review of the Presbytery Financial Statement for November 30, 2012. Special attention was given to the expenses for professional services and recovery of assessment payments in arrears, Education & Students, Community Ministries, Vacation Bible School and North Star Funds, and the Presbyteries of Toronto Conference Corporation for 2012 and 2013. Presbytery expenses for meals, travel and other operating costs were presented. Expenses for meals possess a problem; to date \$4,800.00 has been spent for the current year against the \$1,500.00 receipts from presbyters for that expense.

Engagement Circle

Brian McIntosh had no business to report. However, he did announce his resignation as Chair of the Engagement Circle and member of the Community Ministries Commission.

Leadership Circle

Nominations, Support for Members & Leadership Development

Christine Smaller expressed a need for representation on the Coordinating Council for the Intercultural & Diverse Communities in Ministry Committee. Another concern was communication with bodies not formally connected with the structures of Presbytery. This concern will be addressed at the next Coordinating Council meeting.

Christine Smaller raised the question whether or not individuals whose members of Commissions or Committees need to be Presbytery representatives. To date, no one has been able to find a Presbytery policy relating this to this matter.

Finally, it is also not clear just who can serve as Chair of a Circle. For example, can a staff person hold this position?

Education & Students

Linda Wheler was pleased to report a new ordinand in Jeff Bacon.

NEW BUSINESS

Bill 168 Training

Elaine Eve reported that Dale Burkart and Kate Young had agreed to facilitate Bill 168 training. However, Kate Young is now a member of another Presbytery, leaving only Dale Burkart. Bill 168 relates to harassment in the work-place. Two representatives of Presbytery are supposed to receive training, and convey that training to the pastoral charges. Bill 168 became law January 1, 2012, but nothing further has transpired. Grant Williams shared the fact that St. Andrew's United Church has already prepared their policy on work-place harassment and would be willing to share this document.

United Church of Canada Pastoral Charge Statistics from Ethnic Ministries

Elaine Eve reported that South West Presbytery is missing some of this information. Such information is the basis for assessments.

Restructuring Review

The Coordinating Council of South West Presbytery decided to consider the Recommendations pursuant to the Restructuring Review at its next meeting in February, 2013.

CLOSING

Evaluation of meeting

- a plethora of business accomplished before 3:30 p.m.
- the Chair was complimented for the quality of his leadership
- Council members in turn were complimented for their mutual support

What did we accomplish?

- update on Community Ministries
- wrestling with amalgamation
- clarification of the work of the Mission & Vision Task Group
- considerable thought invested in the disposal of church real estate

How did we live out our commitment to leading a missional life?

- support given in discernment of what constitutes leading a missional life
- mutual support offered in that process

Where did you experience God's grace, God's holiness in our time together?

- reflection at beginning of meeting
- Karen Williams's distinction between church ministry and social service
- giving "ear" to Ross Leckie
- the Court's handling of Northminster / Newtonbrook amalgamation process
- sharing of "intercultural proposal"

NEXT MEETING

Wednesday February 6, 2013 at 9:30 a.m. for refreshments with the call to order coming at 10:00 a.m. The meeting will be held at the South West Presbytery office.

CLOSING PRAYER

Brian McIntosh offered the closing prayer.

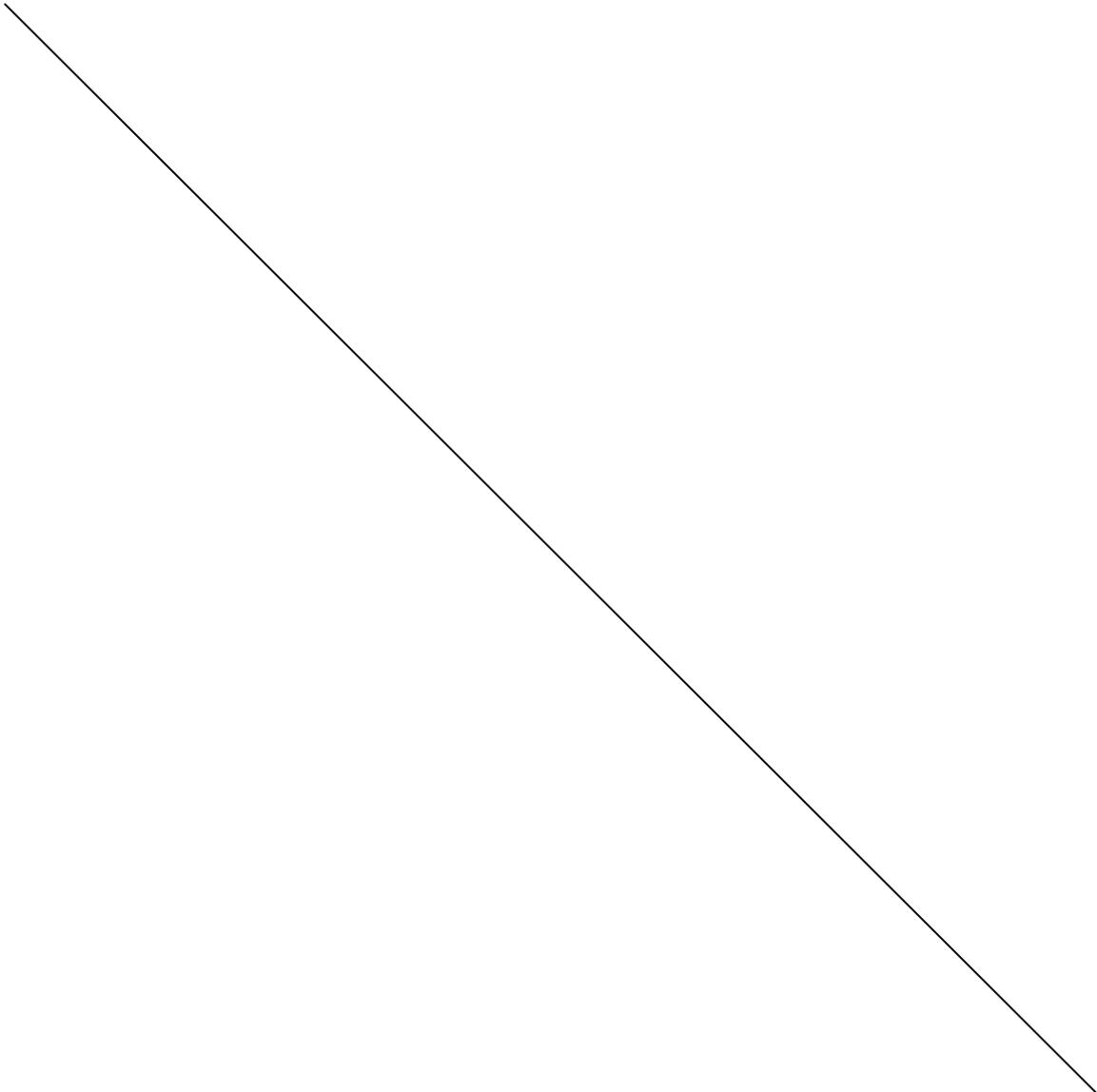
ADJOURNMENT

MOTION by Jessica McCrae / Ross Leckie
**that this meeting of the South West Presbytery Coordinating Council be adjourned
at 3:28 p.m.**

CARRIED

Bryan Ransom - Chairperson

Neil R. Parker - Secretary



APPENDIX A

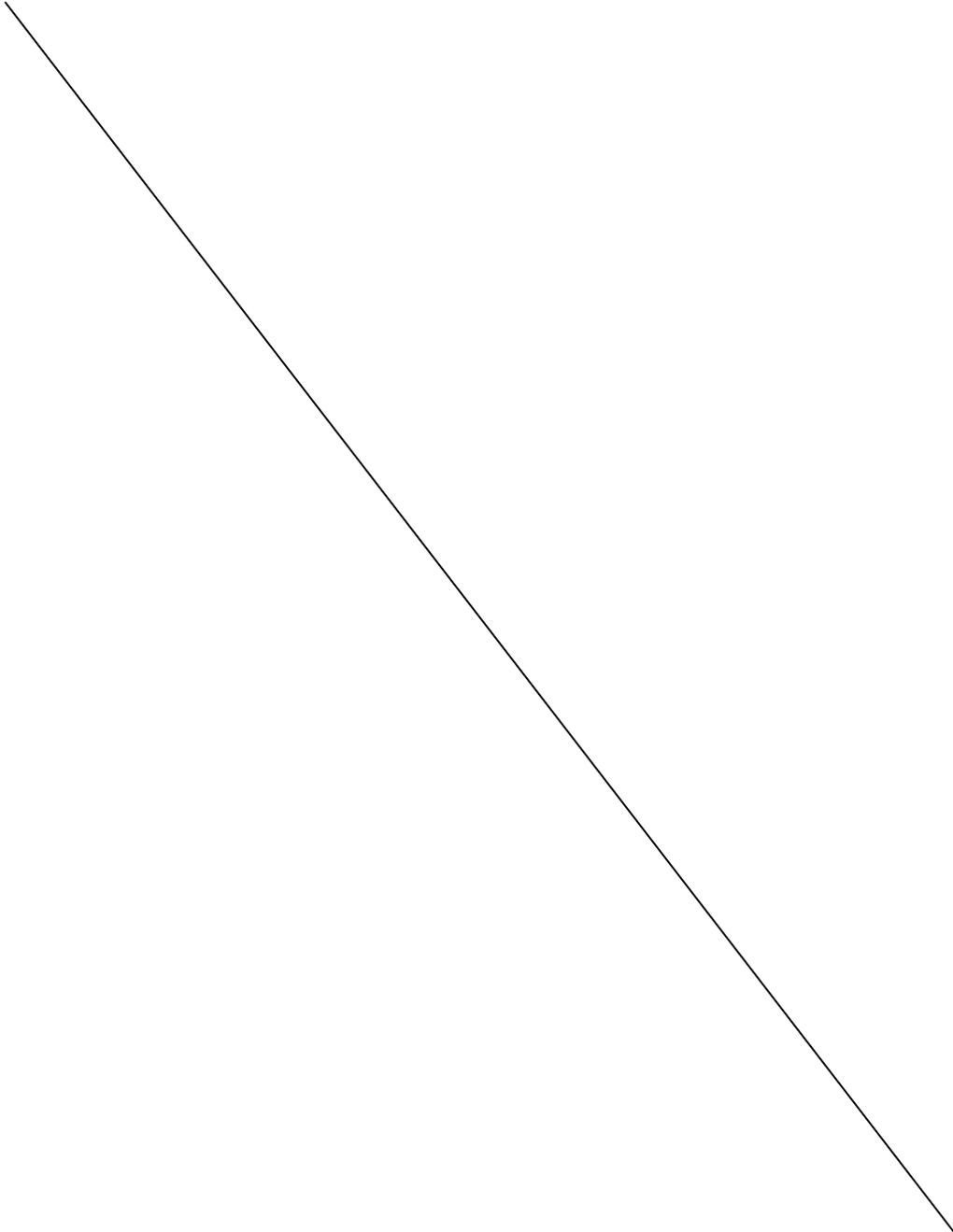
Brief description of Jane Finch Community Ministry

The Jane Finch Community Ministry was established in 1982 by the Toronto West Presbytery of the United Church of Canada in response to issues of poverty within the community and searching out a viable way to stand in solidarity with the community in addressing these needs in a community capacity building approach. Through partnerships, the ministry has been able to provide many meaningful programmes and initiatives such as: recreation programmes for youth, arts and crafts, community & cultural festivals, educational upgrading and employment programmes, income tax clinics, a monthly food bank, community kitchens, student nutrition programs, individual and group support, community organizing and exploration of community economic initiatives.

Current Core programs and activities of the Jane Finch Community Ministry are:

- community organizing and community development support
- in partnership with area residents and local organizations supporting the development of the Firgrove Community Learning Centre
- as part of the Black Creek Community Collaborative supporting the Black Creek Micro Credit program done in conjunction with Access Community Capital Fund where loans and business supports are provided to local entrepreneurs
- in conjunction with the Firgrove Tenant's Association and the Painters Union providing 1,000 backpack filled with school supplies and eight 1,000 scholarships
- provide information, referral and crisis support
- hospital visitation, funerals and memorials
- monthly food day
- income tax clinics with the Chartered Accountants Association
- supporting tenants in their organizing of community trips, festivals celebrations and programs
- over 200 people attend the Festive season celebration
- provide 200 children Chum Christmas gifts with support from Humber Valley and provide about 75 Eid Gifts to celebrate the end of Ramadan.
- this summer 500 people attended the Unity BBQ which is a community lead initiative to promote the end of gun violence
- involved in several Jane Finch and City wide coalitions and networks
- active member of Presbytery and Co- chair the National Community Ministries Reference Committee
- Have 2 staff supported by base budget (1.35 F.T.E.) Minister and Office Administer/Bookkeeper
- Currently have 4 part-time contract staff funded from various grants and programs (between 30 and 4 hours a week) as well as full time summer student and part-time coordinator for the back to school drive program. (Summer student funded through

- Human Resource Development Canada and Coordinator through HST receivable with back packs and supplies)
- Over 40 active volunteers with the ministry
- Base budget of about \$120,00 from church sources and an additional \$120,000 of additional program funding from various sources



APPENDIX B

Community Engagement in Impoverished/Gentrifying Neighbourhoods – Davenport Perth Community Ministry

Characteristic	Church-Funded Ministry Model	Secular/Government-Funded Social Services Agency
Spirituality	<p>Values of Christian faith are central to standing in solidarity with people with greatest barriers to equal participation in all aspects of economic and social life.</p> <p>Conversations about faith with various faith communities fit with a UCC intercultural church vision</p>	<p>Spirituality is not a priority, though social work programs are recognizing that the professionalization of helping led to this deficit.</p> <p>Conversations about faith are usually limited to ‘rights’ and respect for diversity.</p>
Importance of Building Relationships	<p>Given a Christian emphasis on the ‘body’ image of community, and the recognition that God is love and love for one’s neighbour is essential, a relational focus is a natural outgrowth of this vision. This allows for a greater breadth of helping (ie. Can drive someone to a meeting, invite people to my house for staff party) and reduces the stigma of being helped with model of mutual care.</p>	<p>Relationships are primarily those in which there is the ‘helper’ and the ‘helpee’. This professionalization of ‘care’ (with rigid boundaries) and the corresponding hierarchy in relationships reduces the long term likelihood that people ‘helped’ will cease to be dependent on helpers.</p>
One and Many	<p>A Christian vision encourages us towards a practice of community engagement that allows for the community minister to supervise staff and to visit people in the hospital and to accompany someone to court, create a</p>	<p>Emphasis is on the number of clients served, the number of outcomes achieved. Metcalf Foundation, for instance, denied us a grant because our initiative was focused within the boundaries of the Davenport riding. In addition, the emphasis on “the many”</p>

budget...a holistic approach that invites all aspects of community engagement to be consistent with our vision.

means that care is parceled out to many different organizations with limited mandates – increasing the likelihood that most challenged folks will get lost in the maze.

Breaking Bread

Our tradition of ‘breaking bread’ leads to sharing of food together which reduces the gap between those who “have” and those who do “not have”.

Clients are fed by staff who rarely eat with ‘clients’.

Grace and Forgiveness

While staff and volunteers are held to the highest standards of practice, there is also room for staff and volunteers to have a “time of grace” – for discipline, learning and accountability to happen within a supportive environment that allows young adults with many challenges to experience growth and community accountability and increase the likelihood of future employment.

Staff and volunteers are hired on the basis of having the ‘best’ credentials and the ‘best’ experience. This reduces the likelihood that those who have faced the greatest life challenges will find employment. These residents are often made “professional volunteers”.

Leadership

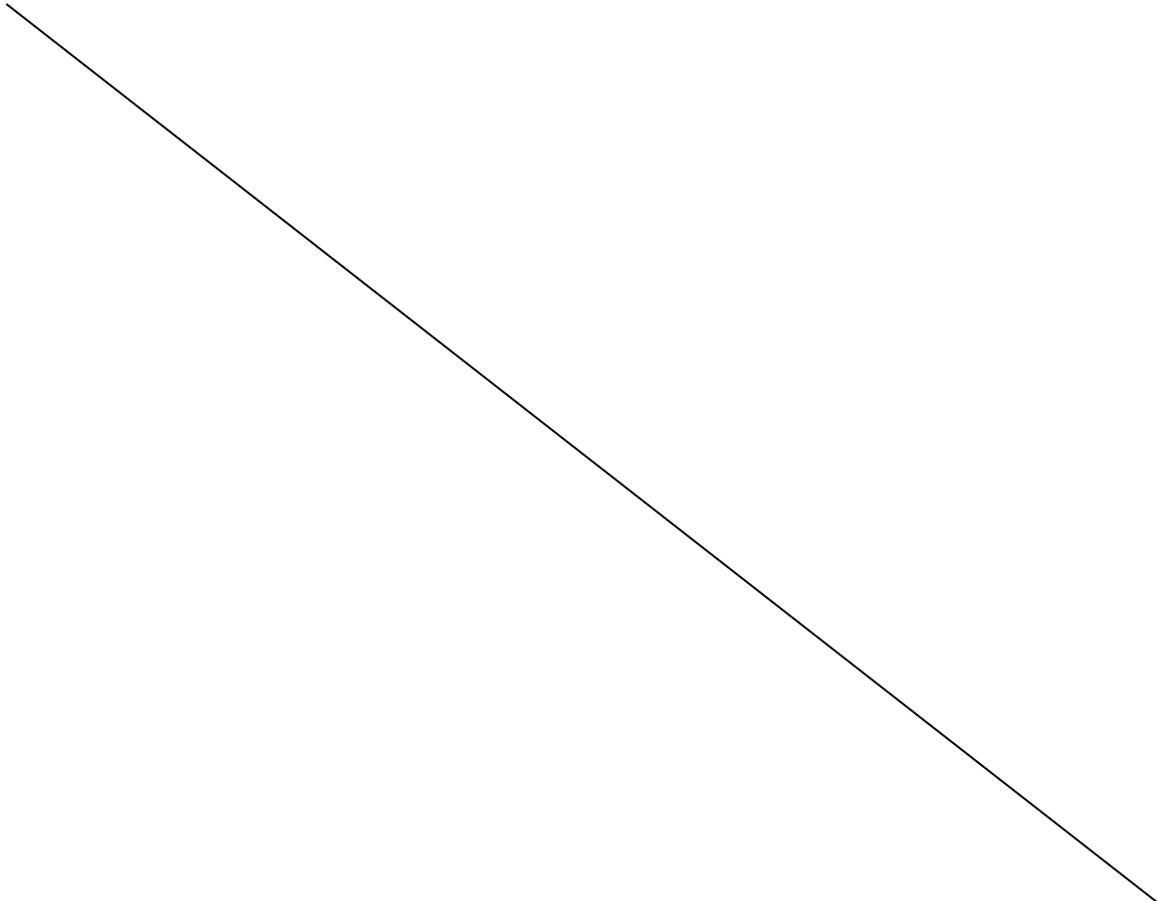
While a community minister must complete many of the tasks of an Executive Director of a small NGO, the ministry model allows for the inclusion of spiritual care, naming ceremonies, memorial services and funerals, marriages within multi-faith and agnostic communities and connection with the larger church.

An Executive Director fulfills only the traditional tasks of an executive director.

**Across Differences to
Interdependence**

The Christian model of 'Body' and Servant model of leadership also emphasizes the responsibility of those who have more wealth/power/ privilege to share with those who have less. This creates a focus on reducing the distance between wealthier and poorer neighbours by creating opportunities for community across these divides. Reduces neighbourhood violence and discrimination.

The traditional social service model has middle class helpers and impoverished clients. Separate meeting spaces, separate training conferences, different 'cultural' values of speech, dress, performance. Maintains and exacerbates the gap between rich and poor.



APPENDIX C

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

Correspondence – September 27, 2012 – November 6, 2012

RECEIVED

(date in bracket indicates the date the item was received)

GENERAL COUNCIL

- Gifts with Vision: A Gift-Giving Catalogue
- News Release – Prison Chaplains (Oct. 15/12)
- Memo Re-New United Church Crest (Oct. 26/12)
- Welcome to the Moderator's New Blog

TORONTO CONFERENCE

- Leadership Development Program for Children and Youth at the 2013 Annual General Meeting (Sept. 28/12) forwarded to Program Staff
- Dates that the Executive Secretary will be attending Presbytery meetings within Toronto Conference. South West = November 20, 2012 (no action required)

SOUTH WEST PRESBYTERY COORDINATING COUNCIL

- Inquiry from the Administrative Assistant regarding attendance at the November 20, 2012 South West Presbytery meeting
- Response from Nora Sanders General Secretary, General Council regarding the action of South West Presbytery for proposals calling on Canadian Banks to reform Executive compensation practices
- Continuing correspondence regarding the issues at St. Paul's United Church (Brampton) pertaining to the report of Betty Pries (Oct. 16.12)

FAITH FORMATION

- Vacation Bible Camp Grant Report from Kingsway-Lambton United Church

MISSION SUPPORT AND FINANCE

- A Presbyteries of Toronto Conference Corporation Grant Application from Grace United Church (Sept. 27/12)
- Letter from Five Oaks requesting a donation from the Presbyteries in Toronto Conference (Oct. 24/12)

PASTORAL OVERSIGHT COMMITTEE

- Draft motions regarding the creation of a Joint Board of Trustees for Riverside-Emery United Church and Uganda Martyrs United Church congregations
- Letter from Westminster United Church with the motions passed by the congregation to disband (Oct. 21/12)

PRESBYTERIES OF TORONTO CONFERENCE CORPORATION

- Letter requesting one member nominee to complete the term to June 2013 due to the resignation of Bonnie Greene (Oct. 31/12). Forwarded to Nominations.

TORONTO UNITED CHURCH COUNCIL

- Connecting Resources with Ministry – E-News Vol. 9
- Green Awakening Network Newsletter #34, #35 and Special Edition – Invitation to The Oasis
- Sustainable Energy Loans now available (Oct. 29/12)
- Phone call request from TUCC for proof of Presbytery approval regarding the renewal of a mortgage for Onnuri Korean United Church. (Copy of a letter dated April 18, 2012 that was originally sent to Onnuri Korean United Church regarding this has been received by the Presbytery)

MISCELLANEOUS

- Inter-presbytery Stewardship Workshop – Spring 2013 (Sept. 28/12). Forwarded to Program Staff
- Letter introducing the Immunotec Team – provides valuable health and wellness information to the general public (Oct. 2/12)
- Friends of the Observer Fund – requesting financial support (Oct /12)
- AVEL News (Oct. 13/12)
- Five Oaks Dinner and Silent Auction Fundraiser – (Oct. 11/12)

SENT

- Letter to the Board of Trustees at Davenport Perth Community Church regarding the lease agreement issues with the Davenport Perth Neighbourhood Community Health Centre (Oct. 4/12)
- Letter to the Board of Trustees at Davenport Perth Community Church regarding the outstanding issues with the Lease agreement and water damages
- Updates for website to Paul Rochford (web master)
- Letters and Life Cycle survey to the Secretary of the Board/Council and the ministry personnel in South West Presbytery pastoral charges
- Notice to ministry personnel currently in a pastoral charge regarding the work of the Youth and Young Adults Committee

APPENDIX D

Summary of Pastoral Oversight Activities November 2012 reported at the South West Presbytery Coordinating Council Meeting December 5, 2012

- **Riverside-Emery and Uganda Martyrs two point charge**
Norm Greene continues to meet and monitor the discussion between the two congregations in his capacity as a volunteer member of the Pastoral Oversight Committee. An important meeting of board members from the congregations is due to happen within a week. One of the issues facing this process is how the “ownership” of the Riverside Emery property will be held and possibly transferred from one congregation to the other. The Pastoral Oversight Committee has raised this question and will refer it to the Property and Environment Commission.
- **Newtonbrook / Northminster (Cummer Avenue United Church) amalgamation**
James Lepard continues as our representative to this process. We are planning to ask someone else to represent the Pastoral Oversight Committee on this one. There may be a conflict of interest issue emerging since Immanuel Toronto Korean United Church, currently worships at Forest Grove United Church (James Lepard’s church), is showing strong interest in relocating to the Northminster site.
The Pastoral Oversight Committee continues to encourage and assist Cummer Avenue United Church in its amalgamation process.
- **Intercultural Ministry Proposal**
Douglas Varey has spent a lot of time on this one in the past month. In short, there is interest on the part of several individuals and, subsequently on the part of the Intercultural and Diversity Committee of the Presbytery, in developing a ministry proposal focused on existing Korean United Church congregations and a potential Pilipino United Church congregation. The Intercultural & Diverse Communities in Ministry Committee has indicated interest in using the current Northminster site at 255 Finch Avenue W as the basis for these ministries. This raises serious questions for the Cummer Avenue United Church amalgamation process. This matter will be before the Coordinating Committee today.
- **South West Presbytery Viability results Update**
The Pastoral Oversight Committee continues to support and encourage Norm Greene in his effective and far reaching Viability Process work. We believe that by the end of January at least 15 congregations will be or will have been actively involved working on the project with Norm and/or Rev. [Henry Poutiainen](#) who is volunteering to work with Norm. The Committee is very appreciative of Henry’s involvement.
We have been impressed at the interest in the Viability Process. With one exception, we have encountered general interest and a willingness on the part of congregations to get involved either with the direct involvement of the staff/volunteer team or on their own. The Pastoral Oversight Committee believes that the results of the Viability Process will be of assistance to the Presbytery Mission/Ministry Strategy process.
- **Davenport Perth Community Church**

Doug McLeod is actively representing the Pastoral Oversight Committee on this important file. He has been attending meetings and working closely with Bob Bingham and Presbytery's Chair. He is currently seeking minutes from several meetings that have occurred and is planning to be in a position to present a report to the February meeting of the Coordinating Council.

- Wesley Mimico United Church

Hugh Reid is representing us in our goal of supporting and encouraging Wesley Mimico's congregation to continue and develop its growth and outreach strategy in parallel with the redevelopment plans that are going ahead.

- North Bramalea United Church - Manse Fund

The Committee has been asked to refer this matter to the Property and Environment Commission for consideration and decision.

- St. Andrew's United Church – Governance Structure

St. Andrew's revised governance structure was approved by the Pastoral Oversight Committee and by the Coordinating Council at its November meeting. These approvals have been communicated to St. Andrew's and the new structure is in the process of being implemented.

- High Park Korean United Church Assessment Fees

Paul Kim and Douglas have been trying to arrange a meeting with representatives of High Park Korean United Church. We have not been successful to this point. High Park Korean United Church has also indicated interest in exploring relocation possibly to the Northminster site and contact information has been forwarded to the congregation so that it can get involved with the Intercultural and Diversity Communities Committee discussions and planning for intercultural ministries.

- Heart Lake United Church Liaison

Norm Greene identified a possible conflict of interest dimension to his work supporting and encouraging the developments at Heart Lake as a volunteer member of the Pastoral Oversight Committee. We have approached Rev. Lloyd Paul and he will take over as the Pastoral Oversight representative.

- Mount Dennis United Church Disbanding

Catherine Smith is in the process of exploring what steps the Committee needs to take to enable the official disbanding of the Mount Dennis United Church congregation. Most members of the congregation have joined Central United Church. Early in the New Year we expect Presbytery will be involved in a final formal meeting at which the disbanding motion will be made.

- Joint Pastoral Relations meeting on Tuesday November 20

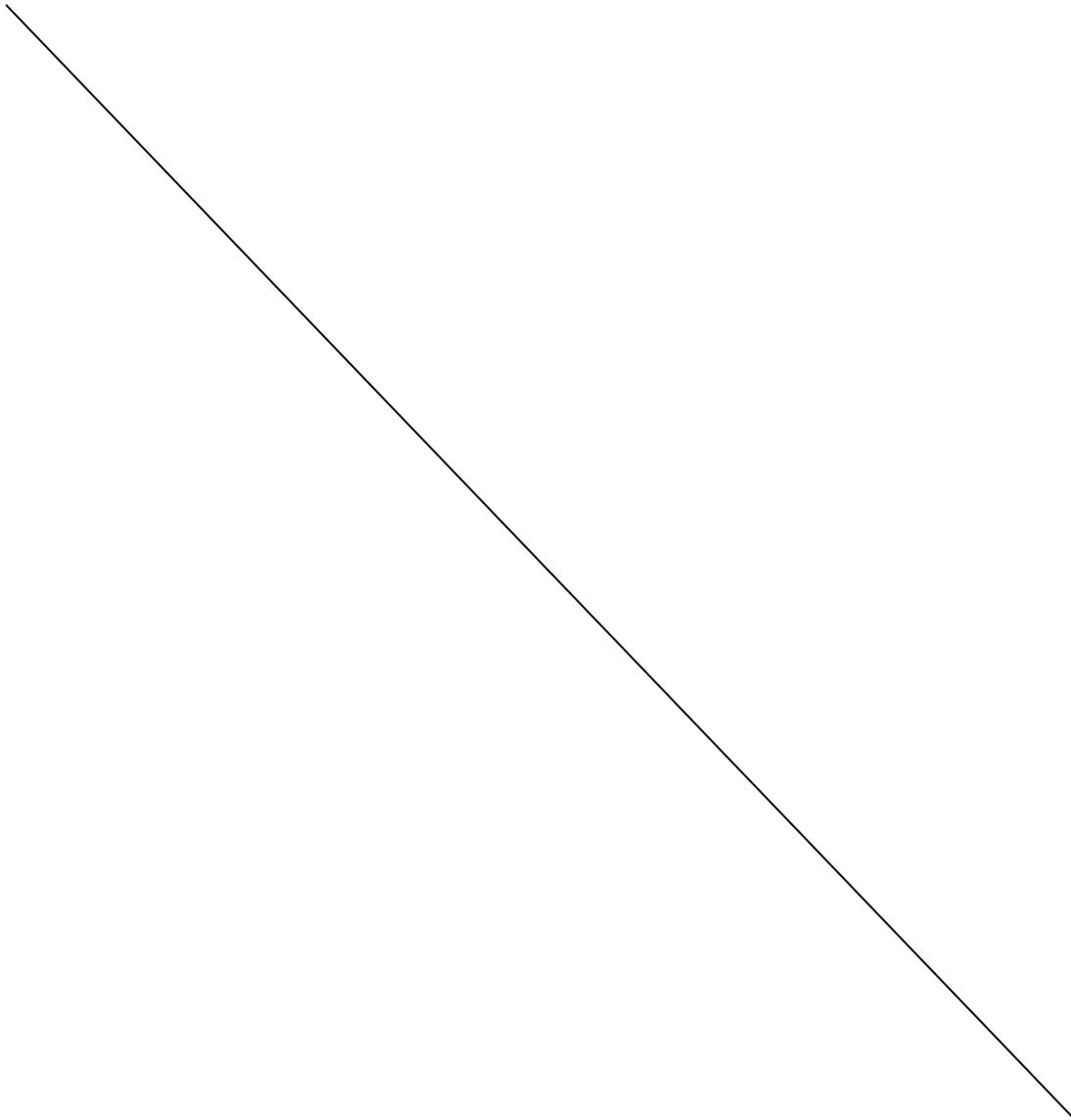
Maureen MacLeod-Oliver and Margaret MacDonald represented the Pastoral Oversight Committee at the joint meeting where several issues relating to the Committee's work were discussed. Thus we were able to contribute to our thoughts and gather opinions and information for Pastoral Oversight deliberations and decision-making.

- Property and Environment Commission meeting on November 20

Although there was no Pastoral Oversight representation at this meeting, there has been follow-up on several items since then.

This summarizes the major items that the Pastoral Oversight Committee has been dealing with in the past month.

Respectfully submitted,
Douglas Varey
Co-Chair.



APPENDIX E

South West Presbytery Treasurer's Report		Financial Statement.Nov.30.2012		
General Fund Detailed Income/Expenses				
Categories	2012 Inc/Exp	2012 Budget [1]	2013 Budget	
Income				
Carried Forward	\$ 16,016.29	\$ 16,016.29	\$	234.84
Meals and Other Income	\$ 3,140.00	\$ 1,000.00	\$	3,000.00
Youth/Young Adults Program Income	\$ 9,065.00			
Assessment Recovery	\$ 16,955.00		\$	10,273.75
Conference Grant	\$ 31,211.25	\$ 31,211.25	\$	31,680.00
	\$ 76,387.54	\$ 48,227.54	\$	45,188.59
Expenses				
Presbytery/Coord Council Meetings	\$ 13,139.18	\$ 16,217.70	\$	12,174.84
Professional Services	\$ 6,000.00	\$ 5,000.00	\$	7,000.00
Contingency	\$ 2,000.00	\$ 2,000.00	\$	1,000.00
Chaplains	\$ -	\$ 2,000.00	\$	1,000.00
North Star Fund Initiative			\$	9,273.75
Default Assessments Paid	\$ 3,212.00			
Program Circle				
Community Ministries Commission	\$ 82.40	\$ 500.00	\$	250.00
Faith Formation	\$ 4,116.58	\$ 5,000.00	\$	2,500.00
Mission Support and Finance	\$ -	\$ -	\$	-
Pastoral Oversight	\$ 29.40	\$ 575.00	\$	-
Property and Environment	\$ -	\$ -	\$	-
Youth and Young Adults	\$ 13,454.47	\$ 6,000.00	\$	4,500.00
Leadership Circle				
Education and Students	\$ -	\$ -	\$	-
Nomination & Leadership Develop.	\$ 250.00	\$ 600.00	\$	-
Pastoral Relations	\$ 945.54	\$ 2,500.00	\$	1,440.00
Retirees, Pensions & Retained	\$ 275.81	\$ 400.00	\$	300.00
Engagement Circle				
Cong. Renewal & Community Dev.	\$ 645.32	\$ 1,200.00	\$	1,000.00
Ethnic and Intercultural Ministries	\$ 445.63	\$ 1,000.00	\$	1,000.00
Social Justice and World Affairs	\$ 4,370.03	\$ 5,000.00	\$	4,000.00
Totals	\$ 48,966.36	\$ 47,992.70	\$	45,438.59
Income less Expenses	\$ 27,421.18	\$ 234.84	-\$	250.00

1. 2012 budget used a large carry forward budget to fund presbytery operations

Other Accounts within Southwest Presbytery: 2011-2012

		November 30th, 2012	
		2011	2012
Education and Students Fund			
Policy and Application of funds is through the E&S Committee	Open. Bal.	\$ 5,606.15	\$ 6,290.47
	Income	\$ 2,984.32	\$ 1,184.75
	Expenses	\$ 2,300.00	\$ 1,505.37
	Current Bal.	\$ 6,290.47	\$ 5,969.85
Community Ministry Fund			
July and Dec. Split the balance between Jane/Finch and Davenport/Perth	Open. Balance	\$ 40.00	\$ 0.03
	Income	\$ 3,594.67	\$ 2,686.50
	Disbursements	\$ 3,634.70	\$ 2,684.50
	Current. Bal.	\$ 0.03	\$ 0.03
Vacation Bible School			
to operate the summer VBS program through the Faith Formation Committee	Open. Balance	\$ -	\$ 21,033.25
	Income	\$ 32,837.00	\$ -
	Expenses	\$ 11,803.75	\$ -
	Current. Bal.	\$ 21,033.25	\$ 21,033.25
The North Star Fund			
	Open. Bal.		
	Income		
	Expenses		
	Current Bal.		

**Presbyteries of Toronto Conference Corporation Grants [PTCC]
South West Presbytery Grants for 2012 and 2013**

		2012	2013
Emmanuel Howard Park United Church	Community Meals	\$ 5,635.00	\$ 8,000.00
Grace Place	Community Ministry	\$ 16,000.00	\$ 16,000.00
Runnymede United Church	Community Meals		\$ 3,000.00
Sparrow Lake Camp	Summer Camping	\$ 10,000.00	\$ 5,000.00
Stonegate Community Ministry	Community Ministry	\$ 3,965.00	\$ 5,500.00
Uganda Martyrs United Church	Youth Programs		\$ 1,000.00
Wesley Mimico United Church	Community Meals	\$ 10,400.00	\$ 8,000.00
		\$ 46,000.00	\$ 46,500.00
PTCC -- South West Presbytery Capital Grant			
Sparrow Lake Camp	Intercultural Camping	\$ 10,000.00	\$ 10,000.00
Onnuri Korean United Church	Operations	\$ 7,438.00	
Heart Lake United Church	Operations	\$ 17,000.00	
		\$ 34,438.00	\$ 10,000.00
PTCC- Community Ministries Fund			
Davenport-Perth Community Ministry		\$ 102,906.00	\$ 105,249.00
Jane Finch Community Ministry		\$ 95,945.00	\$ 100,251.00
		\$ 198,851.00	\$ 205,500.00

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY
PASTORAL RELATIONS COMMISSION

December 11, 2012 - 1:30 p.m.
at the South West Presbytery office ~ 65 Mayall Ave., Toronto

Present: Gail Hamblin, Cindy Randall, Bob Bingham, Sheila Campbell, Don Laing, Sarah Yoon, Don Gibson, Jo Ann Marriott, Lori Hill, Robin Pilkey, Linda Maw

Regrets: Sue Cowan, Gordon Conquergood

Staff - Toronto Conference Personnel Minister: Deanna Wilson

CALL TO ORDER

The meeting was called to order at 1:30 p.m. by Chairperson Gail Hamblin.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Gail Hamblin called this duly constituted meeting of the Pastoral Relations Commission of South West Presbytery to order to deal with such business as should properly come before it.

The chair noted that there was quorum present.

WELCOME

Gail Hamblin welcomed those present.

OPENING DEVOTION

Sheila Campbell led the meeting in an opening devotion, a meditation for Advent on the coming of John the Baptist written by Brian Wren.

APPROVAL OF AGENDA

MOTION by Don Laing/ Linda Maw

that the Pastoral Relations Commission of South West Presbytery adopt the agenda of today's meeting of December 11, 2012 as printed.

CARRIED

APPROVAL OF MINUTES

MOTION by Bob Bingham/ Lori Hill

that the Pastoral Relations Commission of South West Presbytery accept the minutes of the November 20, 2012 meeting as printed.

CARRIED

CORRESPONDENCE

- Motions received from St. John's/Glen Williams Pastoral Charge following the request received from Rev. Kelly Thomson for a change in pastoral relations from full time to part time and the request for a Joint Needs Assessment Committee to be established at the pastoral charge (received Nov. 18/12)
- Copy of letter sent to Rev. Yong Shik Kim (Onnuri Korean United Church) from the Ministry and Employment Unit of the United Church of Canada asking him to update his file with a letter of good standing, current police records check and 3 references prior to his interview with Toronto Conference (received Nov. 19/12)
- Responses received from pastoral charges regarding housing allowances;
 - Home-Huttonville Pastoral Charge – received December 1, 2012 (will remedy starting January 2013)
 - Meadowvale Korean United Church – response received November 25, 2012 (will remedy starting January 2013)
 - North Runnymede United Church – response received November 28, 2012 (asked for more information to which Elaine Eve has responded)
 - Riverside/Emory – response is coming
- Letter regarding matters pertaining to pastoral responsibilities. This will be discussed under the item congregational updates.

BUSINESS ARISING

IMPLICATIONS FOR A TEAM MINISTRY WHEN THERE IS A REQUEST FOR A CHANGE IN PASTORAL RELATIONS **APPENDIX A**

Gail Hamblin & Sheila Campbell reported.

This document supplements what is in *The Manual*; as a next step we will circulate it more broadly for further input. Some editorial changes were discussed but it was decided to leave the document as it is. A footnote will be added to 3 (b) to say that this refers to South West Presbytery of Toronto Conference.

MOTION by Sheila Campbell/ Jo Ann Marriott
that the Pastoral Relations Commission of South West Presbytery send the document dealing with implications for team ministry when there is a request for a change in pastoral relations to the Toronto Conference Personnel Minister and selected ministry personnel for their input.

CARRIED

Bob Bingham abstaining

NORTHMINSTER UNITED CHURCH –NEWTONBROOK UNITED CHURCH AMALGAMATION PROCESS

Deanna Wilson

IN CAMERA DISCUSSION

MOTION by Sheila Campell / Lori Hill
that the Pastoral Relations Commission of South West Presbytery go in camera.

CARRIED

MOTION by Robin Pilkey / Sheila Campbell
that the Pastoral Relations Commission of South West Presbytery move out of camera.

CARRIED

LETTER AND CONVERSATION TO BE ADDRESSED TO REV. IRENE TY

MOTION by Don Gibson / Lori Hill
that the Pastoral Relations Commission of South West Presbytery ask Gail Hamblin to prepare a letter addressed to the Rev. Irene Ty and have a conversation with her at that time.

CARRIED

WINDERMERE UNITED CHURCH

JOINTS NEEDS ASSESSMENT COMMITTEE ESTABLISHED AT WINDERMERE UNITED CHURCH

MOTION by Robin Pilkey / Sheila Campbell
that the Pastoral Relations Commission of South West Presbytery establish a Joint Needs Assessment Committee at Windermere United Church and appoint Linda Maw and Don Laing as the Presbytery representatives.

CARRIED

Gail Hamblin will notify the chair of council at Windermere United Church regarding this information.

CONGREGATIONAL UPDATES

APPENDIX A

JOINT NEEDS ASSESSMENT COMMITTEE - ST. JOHN'S / GLEN WILLIAMS PASTORAL CHARGE

MOTION by Sheila Campbell / Cindy Randall
that the Pastoral Relations Commission of South West Presbytery establish a Joint Needs Assessment Committee at St. John's/ Glen Williams Pastoral Charge and appoint Sue Cowan and Mary Sarginson as the Presbytery representatives.

CARRIED

GRACE UNITED CHURCH

Deanna Wilson and Gail Hamblin are meeting with them tonight to determine their needs.

WESTMINSTER UNITED CHURCH

It was clarified that the date for disbanding will be between January 31, 2013 and June 30, 2013.

COVENANTING SERVICES

Richview United Church – D’thea Webster – waiting for date to be set – tentative
January 2013

NEW BUSINESS

**ETHICAL STANDARDS FOR RETIRED/RETIRING MINISTERS AND THOSE
LEAVING A CALL OR APPOINTMENT**

Deanna Wilson

Joe Ramsay at General Council is working on this item as well; we decided to wait to see what Joe Ramsay has written but would provide him with Deanna Wilson’s material.

MOTION by Sheila Campbell / Don Laing
**that the Pastoral Relations Commission of South West Presbytery table our
document but share it with General Council and use it as a resource in the
meantime.**

CARRIED

**REPORT FROM THE TORONTO CONFERENCE SETTLEMENT AND
PASTORAL RELATIONS COMMITTEE**

Linda Maw reported.

David Allen spoke about effective leadership, with some Presbytery work being transferred to the Conference level. Toronto Conference might be a test Conference for this process. David Allen and Todd McDonald were going to a meeting about this.

Pension plan contributions: employer’s portion may change.

Representatives to a pastoral charge’s Joint Search Committees will now include members and adherents.

Provisional appointments will be permitted to enable ordination or commissioning but only until the next General Council.

Disciplinary action must be suspended during maternity or parental leave.

Background/police checks: scanned and faxed documents will be accepted.

New housing zones will be effective starting 2014.

Conference Personnel Ministers wanted to have common policies, i.e. for letters of good standing.

Resources will be gathered to put on the Conference website so all Presbyteries can access them.

There will be a workshop in May to train Pastoral Relations Committees on the new *Manual*.

Appointments beyond one year: we have a lot of them in Toronto Conference, many are three year appointments; settlement committee has to approve any appointments beyond one year.

Joint Search Committees: if there is inaccurate or missing information on forms, they will be returned to Pastoral Relations Commission chairperson.

Marriage licenses: the church will no longer arrange for temporary licenses for ministry personnel to officiate at a wedding in another denomination's building.

VAM's – A common policy will be drafted and lists will be reviewed annually. Notice is to be given when a marriage license is cancelled.

Amalgamations: Conference Personnel Ministers are to develop a checklist of items for discussion.

ORIENTATION TO THE NEW UNITED CHURCH OF CANADA MANUAL

Cindy Randall outlined that the new *Manual* will be more accessible, in plain language, and organized in a more helpful way. There will be Bubble Commentaries and Bubble Alerts which will assist with understanding the substantive provisions.

MINISTRY AND PERSONNEL COMMITTEE WORKSHOPS

Deanna Wilson

Gail Hamblin and Deanna Wilson will bring a proposal to the next meeting as to how we might organize workshops for Ministry and Personnel Committees. It would be helpful to have committees from similar sized congregations meet together.

NEXT MEETING

The next meeting will be on January 15, 2013 at the South West Presbytery office at noon. Bob Bingham will provide the devotion.

CLOSING PRAYER

A closing prayer was shared.

TERMINATION

MOTION by Sheila Campbell / Don Gibson

that this meeting of the South West Presbytery Pastoral Relations Commission be terminated at 3:35 p.m.

CARRIED

Gail Hamblin
Chairperson

Cindy Randall
Secretary

*** NOTE – UPCOMING MEETINGS**

January 15, 2013 – 12:00 p.m. with Pastoral Oversight – devotion by Bob Bingham

February 19, 2013 – 12:00 p.m. – devotion by Gail Hamblin

March 19, 2013 – 12:00 p.m. with Pastoral Oversight – devotion by Connie denBok

April 16, 2013 – 2:30 p.m. – devotion by Don Laing

May 21, 2013 – 12:00 p.m. with Pastoral Oversight – devotion by Lorraine Hill

June 18, 2013 – 2:30 p.m. – devotion by Sarah Yoon

APPENDIX A

SOUTH WEST PRESBYTERY PASTORAL RELATIONS COMMISSION **A guide to helping with changes in team ministries when there is a request** **for a change in pastoral relations**

When a member of a team requests a change in pastoral relations or a congregation wishes to make a change in the job description, there are some basic understandings of which all parties need to be aware.

They are as follows;

1. A Joint Needs Assessment must take place with the approval of the Pastoral Relations Commission. This may be either a short form or a long form assessment, depending on the circumstances.
2. Any change in one ministerial role has implications for the remaining staff. To quote the Joint Needs Assessment handbook, “The JNAC must determine whether the current ministry personnel are eligible to apply for the new position. Usually, if the Ministry Personnel Description is considerably different from the old position, a vacancy will be declared for the remaining staff, with the current ministry personnel receiving a minimum of 90 days’ notice and being eligible to apply for the new position. If the pastoral charge agrees with the JNAC’s recommendation, there is a request to end the pastoral relations. Usually, the current staff has a right to apply for the new position, but is not automatically assured of the position.”

The United Church of Canada is the only denomination in Canada that was created by an Act of the Federal Parliament. As long as the United Church Canada follows the processes for human resources as outlined in the Manual, and complies with the courts of the church in these processes, these processes supersede provincial employment law. Therefore, the United Church of Canada process by which there is a declaration of a vacancy of the team ministerial roles involved is valid.

3. There are several actions that the Presbytery, the remaining ministerial staff and the pastoral charge would be well advised to take. They are as follows;
 - a) Presbytery representatives should meet soon after the receipt of the request for a change in pastoral relations with all team members, the Chair of the Official Board/Council and members of the Ministry and Personnel Committee to facilitate an open discussion, to explain the process of the JNA and the JSC and outline the various scenarios which could result.
 - b) The remaining minister should have a meeting with the Conference Personnel Minister immediately and make an appointment to discuss options, as soon as that

minister becomes aware that a change in call or pastoral relations has been requested.

- c) The ideal scenario would be for the pastoral charge to look for a supply minister to fill the original vacant position until such time as a new call is secured.
- d) If the vacant position is not to be filled by a supply minister, recommendations should be made for a written agreement to be developed with the remaining member(s) of the team to cover the period in which the JNAC and JSC are operating. This document should include job descriptions and stipulate the length of time that the temporary situation should operate and include a notice period, if needed.
- e) Lay personnel should be appointed to pick up any roles which remain unfilled in the interim.
- f) There should be a communications plan developed (who sends information, what methods, timing etc.) so that the congregation fully understands the process. The M and P committee must communicate the details of the agreement and the Joint Needs Assessment process to the congregation both verbally and in writing at a congregational meeting. They should ensure that the congregation understands that the position of the remaining minister could be affected by the conclusions of the Joint Needs Assessment. Also, the options that the Joint Search Committee has before it should also be communicated at this time.

Communications from the minister and/or the pastoral charge committee chairs to the congregation should go through one person who is identified to the congregation. Mailing lists, email lists, fax numbers and church directory information is the sole property of the congregation, and not the property of the ministerial staff. As such, ministerial staff needs to direct all communications through the designated person.

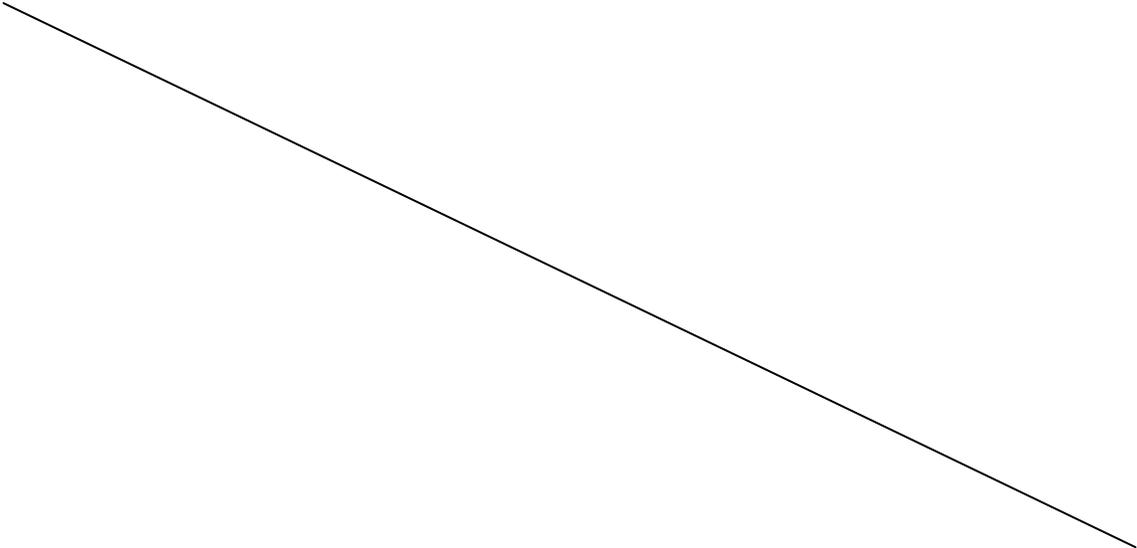
- g) The job description for the temporary role should be posted for all to refer to, including what ministry personnel may not be doing what they did before.
- h) Arrangements need to be made to provide clergy care counselling to the remaining staff.

Implications for the Joint Needs Assessment and Joint Search Committees

1. Where a complex situation is anticipated at the congregational meeting, the JNA Committee may set up an initial meeting for discussion purposes only. This will allow for a full initial discussion of all issues, and allow for clarification prior to a meeting at which the congregation would vote.
2. An additional congregational meeting for the vote would be called.
3. Once the JSC has identified an individual who they are considering calling, be it one new team member or several, JSC needs to discuss how the incumbent or the other minister(s) they are considering calling, is/are to be involved in the call

process. It is recommended that the JSC suspend their activities over a set period of time (even for a month), while the ministry personnel involve themselves in a discussion as to how they would work together. One discussion over a cup of coffee is not considered adequate to determine compatibility. Consideration could be given to using different personality trait testing (e.g. Meyers- Briggs) to help team members understand themselves and each other and how to work together. At such time as the team ministry have come to an agreement, they should present themselves to the JSC with an outline of their plan to work cohesively as a team (including a conflict resolution process).

Suggestions for going forward for JNAC, JSC and M and P Committees

1. Consideration needs to be given in the JNA process to identify future triggers that could initiate significant changes in the team's ministry terms of personnel calls (e.g. givings drop below a certain level) and a process named in advance to address the ensuing process where possible.
 2. M&P need to regularly review team job descriptions (e.g. every two to three years) to determine if their roles have changed significantly and if they have to look at any implications this may have for other members of the team. Congregations need to be reminded of each team member's terms of call on a regular basis.
 3. M&P needs to have regular check- in sessions with ministry personnel to hear their understanding of how they still feel (or don't feel) called to their ministry within their current call. (For example, a minister may offer that they feel that they will minister to at least one more congregation before they retire) This applies to both solo and team ministries.
- 

CONGREGATIONAL UPDATES

DATE (updated on December 11, 2012)

CHURCHES NEEDING A JOINT NEEDS ASSESSMENT

CHURCH	ORD.OF MINISTRY REP	LAY REP	Supervisor? Y/N Name	PROGRESS REPORT	COMPLETED	NOTES
Islington	Connie den Bok	Gail Hamblin		Have had three meetings		JNAC agreed to expand their mandate to include the GO project. CDM has been appointed. Currently compiling answers to their questionnaire and developing job descriptions
St. Bartholomew	Lloyd Paul	Gary Walker	Doug McLeod			Pulpit supply is Kathleen Sorenson who will leave the end of 2012; she is a candidate from Bay of Quinte. She is also providing 1 day a week pastoral care. Looking for supply minister for first 6 mos. of 2013. Doug McLeod is offering guidance and support.
St. John's/ Glen Williams Georgetown	Sue Cowan	Mary Sarginson				JNAC established and presbytery representatives appointed; meetings have begun.
Westminster	Norm Greene	Paul Cook		Have decided to close between January 31 and June 30 2013		Congregation has agreed to disband. Norm Greene was at meeting Oct. 14.
Windermere	Linda Maw	Don Laing (ministry personnel)		Alexa Gilmour appointed Aug 1 for Full time. Linda Pennock appointed Sept. 1 to June 30 2013, 8 hours/week.		Gail Hamblin to notify the Board Chair of the names of the Presbytery reps.

CHURCHES NEEDING A JOINT SEARCH

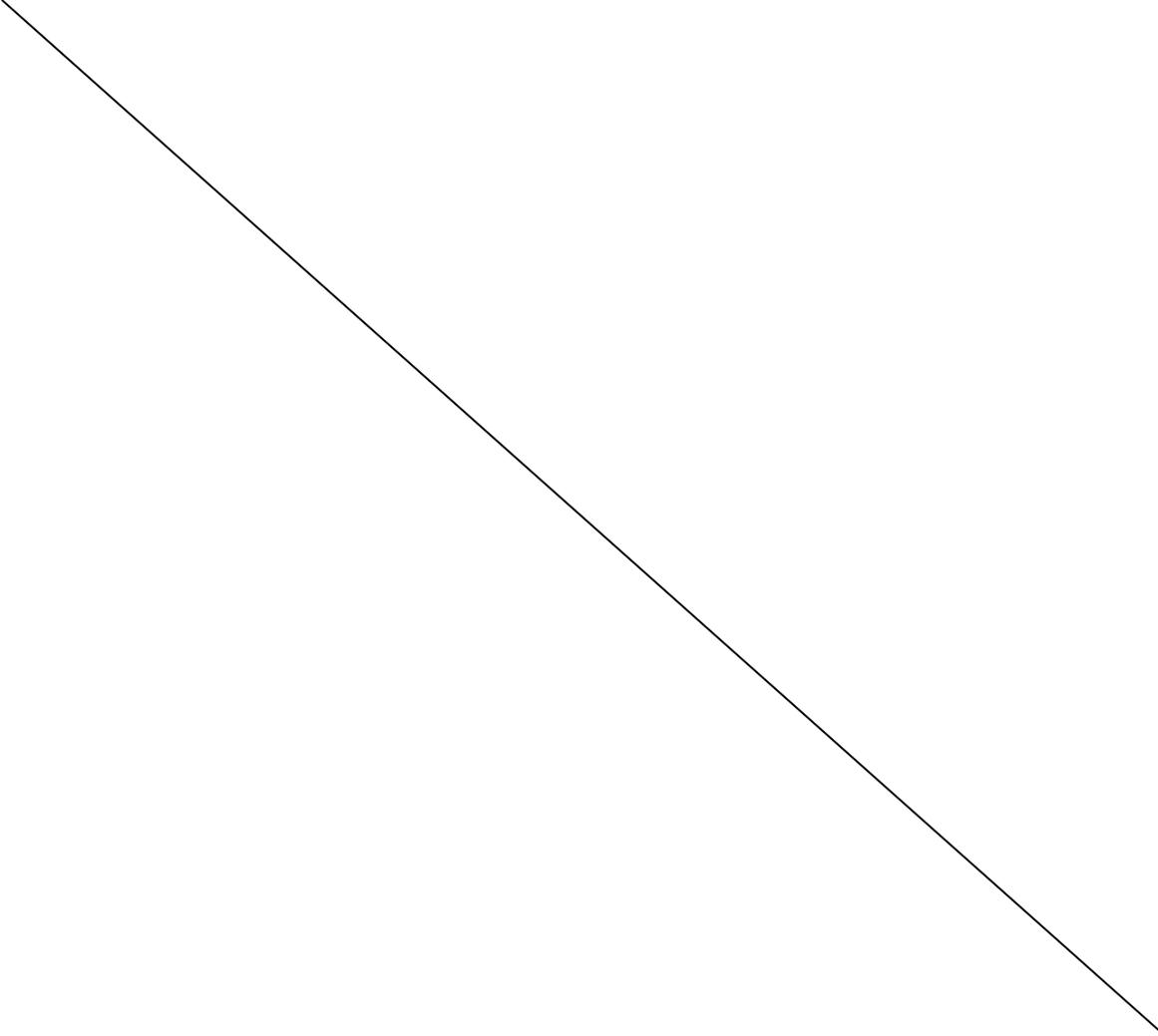
CHURCH	ORD. OF MINISTRY REP	Second REP	Supervisor? Y / N Name	IN PROGRESS	COMPLETE D	NOTES
Davenport Perth	Linda Pennock	Bob Bingham	Bob Bingham			Amy Lee appointed from Nov 18 2012 to Feb. 28 2013, 27 hours/week. The church was in contravention of their lease. Kenyan congregation makes their arrangements now through the Health Unit. JSC has been disbanded until further notice by the Coordinating Council. Amy Lee is meeting with Karen Williams to work things out between the church and the community ministry.
Royal York Road	Lori Hill	Robin Pilkey		Rev. Lillian Perigoe appointed as of Aug 15, 2012		Committee is interviewing prospective candidates.

OTHER

Church	ORDER OF MINISTRY REP	LAY REP	SUPERVISOR? Y/N NAME	PROGRESS REPORT	COMPLETE D	NOTES
Asbury and West	Sheila Campbell (Transition team)	Steve Lee (Transition team)	Darren Liepold-Nicholson is Interim minister	Have received their building permit and have gone to tender.		Deanna Wilson and Norm Greene followed up in conversations with the 3 church board chairs and reps from Property and Environment, and Presbytery staff for Pastoral Oversight and Pastoral Relations. Darren Liepold-Nicholson reported in Nov. Written report on file.
Fairbank			Linda Maw is appointed Pastoral Charge Supervisor. She provided a written report in November, which will be kept on file			Mentor needed for Lionel Ketola, but Lionel has someone he connects with on an informal basis. Norm Hennig-Pereira was suggested as possible mentor. Lionel had his interview in Nov. 2012 for admission into the United Church of

South West Presbytery – December 11, 2012 2012/2013 – 220						
						Canada and was accepted.
Ghana Calvary Methodist			David Allen - Supervisor from July 2011 to continue to June 30, 2013. Deanna Wilson to ask David Allen to supply a written report.			Church Leaders are continuing to look at plans for building a manse.
Meadowvale Korean			Supervisor needed. Deanna Wilson to follow up.	Now on ADP		Deanna is following up with National Church for advice about getting supervisors and provided some names.
Mount Dennis	Cindy Randall		Cindy Randall to continue as Supervisor, until the congregation is formally disbanded.	Cong. now worshiping with Central UC	Michael Kooiman is assisting them currently	Bldg. has sold. P & E has approved Mount Dennis plan for the money. Looking at disbanding, Oversight will follow up on this. Tying up loose ends. Membership transfers being processed. Looking for pastoral care for 10 hours/week.
Newtonbrook / Northminster	James Lepard (Amalgamation/ Implementation team) Oversight Committee should be involved.	(Amalgamation/ Implementation team)				Deanna Wilson and Norm Greene met with them and Asbury and West to clarify relationships; they will continue to follow up.
Onnuri Korean			Need a supervisor. Deanna Wilson to approach a possible candidate for supervisor.	They are delayed in assessment; need to be on ADP		Extended an appointment to Rev. Kim (Hamilton) who needs to apply for admission. PRC should not approve call until Conference interview takes place. His credentials have been cleared. Gail Hamblin followed up with Maki Fushii at the National Church and received names of possible supervisors.
Taiwanese			Vivian Yarwood.			

				South West Presbytery – December 11, 2012 2012/2013 – 221		
Uganda Martyrs			Don Gibson appointed Supervisor	Deanna Wilson has connected with Charles Olango regarding the appointment as supervisor.		Uganda Martyrs decided not to become a 2 point charge with Riverside-Emery, but they have worked out an agreement with one another to have joint trusteeship and to have a conflict resolution process. They also have a time line. Don Gibson has assisted with this. Don followed up about getting statistics to process assessments.



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COORDINATING COUNCIL

Meeting held by Conference call
January 9, 2013 - 11:00 a.m.

ATTENDANCE

Present: Dale Burkart, Catherine Smith, Norm Dundas, Gail Hamblin, Ross Leckie, Louise Mahood, Bryan Ransom, Susanne VanderLugt, Doug Varey, Linda Wheler, Mark Winger .

CALL TO ORDER

Bryan Ransom called the meeting to order at 11:05 a.m.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom called this duly constituted meeting of the Coordinating Council of South West Presbytery to order to deal with such business as should properly come before it.

OPENING PRAYER

An opening prayer was shared.

ORDER OF THE DAY – PROCEED WITH SALE OF WESTMINSTER UNITED CHURCH

The focus of the meeting was solely to deal with the petition made by the Trustees of Westminster United Church requesting the South West Presbytery Coordinating Council to exclude Westminster United Church from the moratorium set in place on December 5, 2012 regarding no further sale of church property until South West Presbytery has a mission and strategy in place of said United Church property within the boundaries of South West Presbytery.

Doug Very provided an update as to where the Westminster United Church congregation is in the process of closure to take effect June 16, 2013. He raised issues of concern regarding the practical and pastoral problems arising from the moratorium place upon Westminster United Church not allowing them to complete the closure process which includes the selling of the Westminster site. Coordinating Council members had the opportunity to direct their questions to Doug Varey regarding the process of closure and selling the Westminster site. At the end of the question period Doug Varey left the conference call.

The Coordinating Council members were once again reminded that the process of closing Westminster United Church had begun over a year ago and under the guidance of Norm Green and the Pastoral Oversight Committee. To prevent the process from moving toward its completion would place further stress upon the Trustees and a congregation who are already grieving loss.

Arising out of a thought provoking discussion, which will continue at the February 6, 2013 Coordinating Council meeting, the wisdom of the court made two motions:

REMOVING THE MORATORIUM ON THE SALE OF CHURCH PROPERTY

MOTION by Susanne VanderLugt / Mark Winger
that the Coordinating Council of South West Presbytery remove the moratorium placed on the sale of Church property within the bounds of South West Presbytery made December 5, 2012, in order for Westminster United Church to continue with the process of closing and the disposing of the property which had begun over a year ago.

CARRIED

REQUESTS FOLLOWING THE PENDING SALE OF WESTMINSTER UNITED CHURCH PROPERTY

MOTION by Mark Winger / Louise Mahood
that the Coordinating Council of South West Presbytery request Westminster United Church to propose a detailed financial plan for the disbursements of up to 10% of the monies received from the sale of the Westminster property and,
that the disbursements of these funds are subject to the review and approval of the Property and Environment Commission and,
that the remaining 90% of the proceeds received from the sale of the Westminster property be placed in trust until a reasonable and workable mission strategy has been agreed upon by South West Presbytery.

CARRIED

ADJOURNMENT

The business having been complete the meeting was terminated by Bryan Ransom at 12:05 p.m. A closing prayer was shared. Everyone was thanked for their time.

Bryan Ransom
Chair

Bryan Ransom
Acting Secretary

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2012/2013 – 224

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

PASTORAL RELATIONS COMMISSION

January 15, 2013 – 12:00 p.m.

at the South West Presbytery office ~ 65 Mayall Ave., Toronto

Present: Gail Hamblin, Cindy Randall, Sarah Yoon, Gordon Conquergood, Bob Bingham, Don Laing, Robin Pilkey, Sheila Campbell, Linda Maw, Sue Cowan, Don Gibson, Lori Hill

Regrets: Jo Ann Marriott

Staff - Toronto Conference Personnel Minister: Deanna Wilson

CALL TO ORDER

The meeting was called to order at 12:00 p.m. by Chairperson Gail Hamblin.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Gail Hamblin called this duly constituted meeting of the Pastoral Relations Commission of South West Presbytery to order to deal with such business as should properly come before it.

The chair noted that there was quorum present.

WELCOME

We wished each other a Happy New Year and the Chair, Gail Hamblin, welcomed everyone to the meeting.

OPENING DEVOTION

Bob Bingham led the meeting in an opening devotion. Bob read Psalm 24 and reflected on a former teacher who asked Bob to learn it prior to her death. He felt she wanted him to know that he, and the world, belonged to God. He read Genesis 1:1, Psalm 24:1, and John 3:16 and reflected on how these three verses sum up what we need to know: it's God's world, we belong to God, and God sent Jesus to save us. Bob then offered grace before our meal.

LUNCH

APPROVAL OF AGENDA

MOTION by Sheila Campbell / Don Laing
that the Pastoral Relations Commission of South West Presbytery adopt the agenda of today's meeting of January 15, 2013 as printed.

CARRIED

APPROVAL OF MINUTES

MOTION by Linda Maw / Sheila Campbell

that the Pastoral Relations Commission of South West Presbytery accept the minutes of the December 11, 2012 meeting as printed.

CARRIED

For clarification with respect to the “Report From The Toronto Conference Settlement and Pastoral Relations Committee” given at the December meeting, that even though scanned and faxed documents are accepted, the actual police check still needs to be received.

CORRESPONDENCE

- Motion from the Board of Grace United Church announcing a congregational meeting to discuss the current pastoral relationships.
- An email from Rev. Sheng Sen (Samson) Hsu requesting a change in pastoral relations effective 90 days following January 6, 2013.

BUSINESS ARISING

HOUSING ALLOWANCE UPDATE

The Pastoral Relations Commission have not received a response from

- Central United Church
- Heart Lake United Church
- Riverside-Emery United Church
- St. John’s / Glen Williams Pastoral Charge
- Emmanuel United Church
- Ghana Calvary Methodist United Church

Bob Bingham will follow up with the churches which have not yet responded.

SELECTION OF A PERSON TO FOLLOW UP ON GATHERING FEED BACK REGARDING THE TEAM MINISTRY DOCUMENT

Sheila Campbell will follow up and solicit feedback on the document. This document was used recently with Grace United Church and proved helpful.

FOLLOW UP ON VOLUNTARY ASSOCIATE MINISTERS REVIEW

Deanna Wilson advised that the VAM review is a Toronto Conference policy; the three Conference Personnel Ministers looked at the wording and decided that all VAM’s should come for review annually, but not all would need to be re-appointed. There are particular questions which are asked of the pastoral charge to make sure they have their own system for review to see if the relationship is working well or not. There should be a letter to the church board or council and to the minister to say that the review is taking place and to indicate the results of that review. We should include the review policy with the letter. There are 17 VAM’s in South West Presbytery. Deanna Wilson will get the names to Gail Hamblin, and then Gail will find some members of the Pastoral Relations Commission to assist with the review process. We will put this on the agenda for September 2013 and re-consider if we need to re-appoint VAM’s yearly or if a review will be enough.

IDENTIFICATION OF APPOINTMENTS GREATER THAN ONE YEAR FOR APPROVAL OF THE TORONTO CONFERENCE SETTLEMENT AND PASTORAL RELATIONS COMMITTEE (SECTION 41.1 (d) of *The Manual*)

Sue Cowan – 7/1/2010 – 6/30/2013
Andrew Hyde – 7/1/2011 – 6/30/2014
Darren Liepold-Nicholson (Interim) – 9/1/2011 – 6/30/2014
Philip Rodgers – 10/1/2012 – 6/30/ 2014
Warren Ball – 7/1/2012 – 6/30/2014

There is also concern with respect to one year appointments that are renewed year after year. We felt that Darren Liepold-Nicholson is in a different category as an Interim Minister. This identification of appointments greater than one year is the work of the Pastoral Oversight Committee who should then advise the Settlement Committee of the results. We will clarify this in February when Pastoral Oversight Committee meets with us.

WEBSITE ETIQUETTE CONVERSATION

Gail Hamblin has discussed website etiquette with the National Church.

MINISTRY AND PERSONNEL COMMITTEE WORKSHOP

Toronto Conference is hosting a Ministry and Personnel Committee workshop on May 2, 2013 at the South West Presbytery office from 9:30 a.m. – 4:00 p.m. with the Rev. Dr. Todd McDonald, Conference Personnel Minister. We are asked to spread the word about this to Ministry and Personnel Committees in our Presbytery. We questioned having this workshop during the week; Deanna Wilson will contact Todd McDonald and see if the workshop might be offered on a Saturday or an evening.

WORKSHOPS FOR REVIEW OF NEW UNITED CHURCH MANUAL

Toronto Conference is hosting a workshop on May 9, 2013 from 10:00 a.m. – 3:00 p.m. at St. John's United Church, Alliston, ON to review the new United Church of Canada Manual.

CONGREGATIONAL UPDATES

APPENDIX A

JOINT NEEDS ASSESSMENT REPORT FROM ST. JOHN'S / GLEN WILLIAMS PASTORAL CHARGE

We are sending the Joint Needs Assessment Report of St. John's/Glen Williams Pastoral Charge back with directions that it be amended to reflect that each ministry personnel gets the full telephone allowance, 5 weeks vacation (5 Sundays), and 3 weeks study leave, as well as to clarify that with two ministry personnel there will be increases pertaining to Pension and Benefits.

MEADOWVALE KOREAN UNITED CHURCH AND ONNURI KOREAN UNITED CHURCH: NEED FOR SUPERVISORS

Deanna Wilson reported that Chris Pullenayegem is our Conference staff person working with ethnic congregations and we want to consider appointing him as special minister for them. This would need to go through David Allen as Executive Secretary and the Coordinating Council for approval.

TAIWANESE UNITED CHURCH

Deanna Wilson reported that Rev. Hsu has requested an early end to his appointment. A Joint Needs Assessment Committee will be needed, although we are not forming it immediately.

WESTMINSTER UNITED CHURCH

The closing service is June 16, 2013.

GRACE UNITED CHURCH

**JOINT NEEDS ASSESSMENT COMMITTEE – GRACE UNITED CHURCH,
BRAMPTON**

MOTION by Robin Pilkey / Sue Cowan

that the Pastoral Relations Commission of South West Presbytery establish a Joint Needs Assessment Committee at Grace United Church, Brampton and appoint Sheila Campbell and Paul Cook as the Presbytery representatives.

CARRIED

COVENANTING SERVICES –

Richview – D’thea Webster – waiting for date to be set – tentative January 2013

OMNIBUS MOTIONS

MOTION by Cindy Randall / Sue Cowan

TRANSFER OF KEN MACDONALD

that the Pastoral Relations Commission of South West Presbytery transfer Ken MacDonald, Ordained Minister from South West Presbytery to Halton Presbytery in Hamilton Conference effective September 10, 2012.

TRANSFER OF JOHN PERIGOE

that the Pastoral Relations Commission of South West Presbytery transfer John Perigoe, Ordained Minister from South West Presbytery to Toronto Southeast Presbytery both in Toronto Conference effective November 6, 2012.

TRANSFER OF SUSANNE VANDERLUGT

that the Pastoral Relations Commission of South West Presbytery transfer Susanne VanderLugt, Ordained Minister from South West Presbytery to Toronto Southeast Presbytery both within Toronto Conference effective March 1, 2013.

RETAINED ON THE ROLL – KENT WARD

that the Pastoral Relations Commission of South West Presbytery concurs with the request of Rev. Kent Ward of the Order of Ministry to be Retained on the Roll of Presbytery effective October 1, 2012 to June 30, 2013 for the reason of being in search of a call/appointment.

TRANSFER OF KENT WARD

that the Pastoral Relations Commission of South West Presbytery transfer Kent Ward, Ordained Minister from South West Presbytery to Northern Waters Presbytery both in Toronto Conference effective January 1, 2013.

OMNIBUS MOTION CARRIED

NEW BUSINESS

CHANGES IN CHURCH STRUCTURE

Deanna Wilson

Deanna Wilson reported discussions have been taking place about pastoral relations work going to the Conference. Toronto Conference may be a test site starting July 1, 2013; we will know more as of February 1, 2013. More work will need to be done annually by pastoral charges on their mission statements.

NEXT MEETING

The next meeting will be on February 19, 2013 at the South West Presbytery office. Gail Hamblin will provide the devotion.

CLOSING PRAYER

Gail Hamblin closed with prayer.

TERMINATION

**MOTION by Sheila Campbell / Robin Pilkey
that this meeting of the South West Presbytery Pastoral Relations Commission be terminated at 2:50 p.m.**

CARRIED

Gail Hamblin
Chairperson

Cindy Randall
Secretary

*** NOTE – UPCOMING MEETINGS**

March 19, 2013 – 12:00 p.m. – devotion by Cindy Randall

April 16, 2013 – 2:30 p.m. with Pastoral Oversight – devotion by Don Laing

May 21, 2013 – 12:00 p.m. – devotion by Lorraine Hill

June 18, 2013 – 2:30 p.m. with Pastoral Oversight – devotion by Gail Hamblin

CONGREGATIONAL UPDATES

DATE (updated on January 15, 2013)

CHURCHES NEEDING A JOINT NEEDS ASSESSMENT

CHURCH	ORDER OF MINISTRY REP	LAY REP	Supervisor? Y/N Name	PROGRESS REPORT	COMPLETED	NOTES
Islington	Connie den Bok	Gail Hamblin		Have had three meetings		Hope to have a draft report by week of Jan 21. JNAC agreed to expand their mandate to include the GO project. CDM has been appointed. Currently compiling answers to their questionnaire and developing job descriptions
St. Bartholomew	Lloyd Paul	Gary Walker	Doug McLeod			Pulpit supply is Kathleen Sorenson who has been continued into 2013; she is a candidate from Bay of Quinte. She is also providing 1 day a week pastoral care. Looking for supply minister for first 6 mos. of 2013. Doug McLeod is offering guidance and support. Hope to have report early Feb.
St. John's/ Glen Williams Georgetown	Sue Cowan	Mary Sarginson				JNA report sent back for some amendments as to the telephone allowance, vacation time and con ed time.
Taiwanese			Vivian Yarwood			Rev. Hsu requested early end to his appointment so jnac is needed.
Westminster	Norm Greene	Paul Cook		Have decided to close June 16 2013.		Congregation has agreed to disband June 16 2013. A broader process is being considered as to what to do with

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							church buildings after closings.
Windermere	Linda Maw	Don Laing (ministry personnel)		Alexa Gilmour appointed Aug 1 for Full time. Linda Pennock appointed Sept. 1 to June 30 2013, 8 hours/week.			Gail Hamblin to notify the Board Chair of the names of the Presbytery reps. Gail will follow up.

CHURCHES NEEDING A JOINT SEARCH

CHURCH	ORD. OF MINISTRY REP	Second REP	Supervisor? Y / N Name	IN PROGRESS	COMPLETE D	NOTES
Davenport Perth	Linda Pennock	Bob Bingham	Bob Bingham			Amy Lee appointed from Nov 18 2012 to Feb. 28 2013; she is meeting with Karen Williams to work things out between the church and the community ministry. The leasing addendum has been clarified but trustees want further legal advice and have not yet signed it. JSC is currently suspended.
Royal York Road	Lori Hill	Robin Pilkey		Rev. Lillian Perigoe appointed as of Aug 15, 2012 for one year.		Committee is interviewing prospective candidates for the first position. There have been very few applications for the second position. Things are moving slowly.

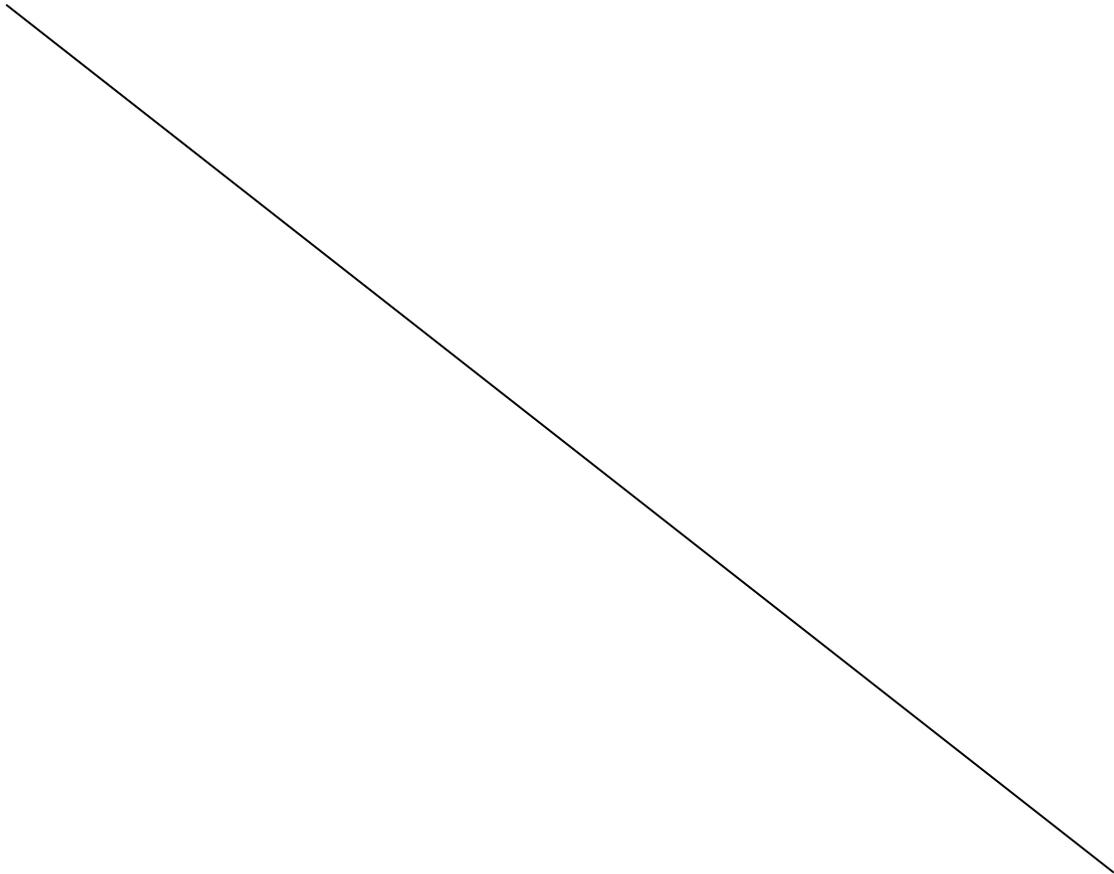
OTHER

Church	ORDER OF MINISTRY REP	LAY REP	SUPERVISOR ? Y/N NAME	PROGRESS REPORT	COMPLETE D	NOTES
Asbury and West	Sheila Campbell (Transition team)	Steve Lee (Transition team)	Darren Liepold-Nicholson is Interim minister	Have received their building permit and have gone to tender.		Deanna Wilson and Norm Greene followed up in conversations with the 3 church board chairs and reps from

					South West Presbytery – January 15, 2013 2012/2013 – 231	
						Property and Environment, and Presbytery staff for Pastoral Oversight and Pastoral Relations. Written report on file from Darren Liepold-Nicholson. Things are more positive now than last November.
Fairbank			Linda Maw is appointed Pastoral Charge Supervisor. She provided a written report in November, which will be kept on file			Mentor needed for Lionel Ketola, but Lionel has someone he connects with on an informal basis. Norm Hennig-Pereira was suggested as possible mentor. Lionel had his interview in Nov. 2012 for admission into the United Church of Canada and was accepted. We need to check finances, update jna report, and see a job description if there is to be a call.
Ghana Calvary Methodist			David Allen - Supervisor from July 2011 to continue to June 30, 2013. David Allen will supply a written report for February.			Church Leaders are continuing to look at plans for building a manse.
Meadowvale Korean			Supervisor needed. Deanna Wilson to follow up.	Now on ADP		Deanna is following up with National Church for advice about getting supervisors and was provided some names but none have accepted. We will consider whether Chris Pullenayegem should be minister for ethnic congregations at least for the short term; this would need approval from Executive Secretary

South West Presbytery – January 15, 2013 2012/2013 – 232							
							and Coordinating Council.
Mount Dennis	Cindy Randall		Cindy Randall to continue as Supervisor, until the congregation is formally disbanded.	Cong. now worshiping with Central UC	Michael Kooiman is assisting them currently		Cindy Randall is following up with Norm Greene re disbanding. He advised Oversight will follow up on this. Tying up loose ends. Membership transfers being processed. Looking for pastoral care for 10 hours/week.
Newtonbrook / Northminster	James Lepard (Amalgamation/ Implementation team) Oversight Committee should be involved.	Cindy Cooper (Amalgamation/ Implementation team)					Deanna Wilson and Norm Greene met with them and Asbury and West to clarify relationships. Pastoral Relations issues have been resolved after a lot of hard work on everyone's part. New church will be called Cummer Avenue United Church.
Onnuri Korean			Need a supervisor. Deanna Wilson to approach a possible candidate for supervisor.	They are delayed in assessment; need to be on ADP			Extended an appointment to Rev. Kim (Hamilton) who needs to apply for admission. PRC should not approve call until Conference interview takes place. His credentials have been cleared. Gail Hamblin followed up with Maki Fushii at the National Church and received names of possible supervisors but none have accepted. We will consider whether Chris Pullenayegem should be minister for ethnic congregations at least for the short term; this would need approval from Executive Secretary and Co-ordinating Council.
Uganda Martyrs			Don Gibson appointed	Deanna Wilson has connected			Uganda Martyrs decided not to

				<p style="text-align: center;">South West Presbytery – January 15, 2013 2012/2013 – 233</p>		
			Supervisor	with Charles Olango regarding the appointment as supervisor.		<p>become a 2 point charge with Riverside-Emery, but they have worked out an agreement with one another to have joint trusteeship and to have a conflict resolution process. Riverside-Emory agreed to give sole trusteeship to Uganda Martyrs in 2014. Trust has been built up. Lots of good work has been done by Sheila Campbell and Don Gibson. The trusteeship matter is to be referred to Pastoral Oversight for follow up.</p>



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY
PROPERTY & ENVIRONMENT COMMISSION
January 22, 2013 at 7:00 p.m.
at Royal York Road United Church, Toronto ON

Present: Lillian Perigoe, James Lepard, Bryan Ransom, Steve Lee, Michael Kooiman, Paul Shepherd, Ron Ross, Paul Kim, George Quainno

Guests: George Watson, Douglas Varey, Harry Oussoren

CONSTITUTION OF THE MEETING

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Lillian Perigoe as Chairperson called this duly constituted meeting of the Property and Environment Commission of South West Presbytery to order to deal with such business as should properly come before it.

Quorum for the meeting was declared.

OPENING PRAYER

Lillian Perigoe opened the meeting with prayer.

INTRODUCTIONS

As Lillian Perigoe is new to the Commission introductions of the Commission members took place.

APPROVAL OF AGENDA

MOTION by Steve Lee / Ron Ross

that the Property and Environment Commission of South West Presbytery approve the agenda for this January 22, 2013 meeting.

CARRIED

APPROVAL OF MINUTES

MOTION by Michael Kooiman / Paul Shepherd

that the Property and Environment Commission of South West Presbytery approve the minutes of November 20, 2012 as printed.

CARRIED

CORRESPONDENCE

- from David Allen re Ghana Calvary Methodist United Church
- from George Watson re North Bramalea United Church
- from Harry Ort re Cummer Avenue United Church
- from George Quainno re Ghana Calvary Methodist United Church manse plans presentation

- Lillian Perigoe reported on a meeting at Metro Hall informing all stake holders regarding changes to some of the areas under development which could impact faith and community groups.

ONNURI KOREAN UNITED CHURCH – APPROVAL OF MORTGAGE RENEWAL

Back in April of 2012 The Toronto United Church Council copied South West Presbytery on a letter being sent to Michael Kim, Chair of the Board of Trustees at Onnuri Korean United Church. The letter was with regard to the need for the pastoral charge to seek Presbytery's approval for their mortgage renewal in the amount of up to \$99,000. To the best of knowledge South West Presbytery never received a request form the pastoral charge for this.

The Toronto United Church Council needed to renew the mortgage but still require from South West Presbytery the approval of the mortgage renewal.

MOTION by Ron Ross / Steve Lee

that the Property and Environment Commission of South West Presbytery approve the mortgage renewal of Onnuri Korean United Church with The Toronto United Church Council effective June 19, 2012 with the following terms;

Amount:	up to \$99,000
Amortization:	5 years
Term:	3 years
Interest:	the Bank of Nova Scotia rate for the term as of the renewal date
Payments:	monthly principal and interest
Approval:	South West Presbytery
Security:	revision to Mortgage if required.

CARRIED

GHANA CALVARY METHODIST UNITED CHURCH

Manse development update will be presented at the February meeting.

CUMMER AVE. (NEWTONBROOK / NORTHMINSTER UNITED CHURCH PLANS

Reviewed the motion presented by Newtonbrook / Northminster United Churches.

The Property & Environment Commission discussed the motion presented to by Newtonbrook and Northminster United Churches (Cummer Avenue United Church) regarding the proceeds from the sale of Northminster United Church. The motion was sent back to Newtonbrook and Northminster United Churches for revisions.

WESTMINSTER UNITED CHURCH – APPROVAL TO LIST PROPERTY

John Latimer, Neil Bellchamber and Barry Street representatives from the Board of Trustees of Westminster United Church came to the meeting seeking approval to sell their building.

They have interviewed two realtors and have chosen realtor John Felice. Mr. Felice has experience in selling other United Churches in the neighborhood.

MOTION by Steve Lee / Paul Shepherd
that the Property and Environment Commission of South West Presbytery approve in principle the listing of Westminster United Church – 69 William Street, Toronto, ON M9N 2G6 with John Felice - Cushman and Wakefield Realty and,
that approval will be granted upon receipt of the Certificate of Trustees.

CARRIED

NORTH BRAMALEA UNITED CHURCH – MANSE FUND LOAN RELEASE

When North Bramalea United Church sold their manse the money was to be kept in a designated trust fund. When they were building the extension to their building they asked the Dufferin – Peel Presbytery if they could borrow that money for the build. This request was approved. At a North Bramalea United Church Ministry Board meeting on August 21, 2012 the following motion was made; Motion: Dixie Chard / Jamie Holtom - that South West Presbytery be asked to forgive the obligation of North Bramalea United Church to repay the amount borrowed from the Manse Fund effective immediately. Carried

MOTION by Ron Ross / Steve Lee
that the Property and Environment Commission of South West Presbytery release North Bramalea United Church from the obligation to repay the \$220,000 loan borrowed from their manse fund.

CARRIED

WESLEY MIMICO UNITED CHURCH – LOAN REQUEST

MOTION by Steve Lee / Paul Kim
that the Property and Environment Commission of South West Presbytery approve pending receipt of appropriate documents Wesley Mimico United Church investing the Manse Trust Funds with the Toronto United Church Council and,
to seek a loan from the Toronto United Church Council for up to \$200,000 (two hundred thousand) secured against the church property and manse trust funds for the purpose of taking next steps in the renewal project.

CARRIED

NEXT MEETING

The next meeting will take place on Tuesday, February 19, 2013 at 7:00 p.m. at the South West Presbytery office.

CLOSING PRAYER

Lillian Perigoe closed with prayer.

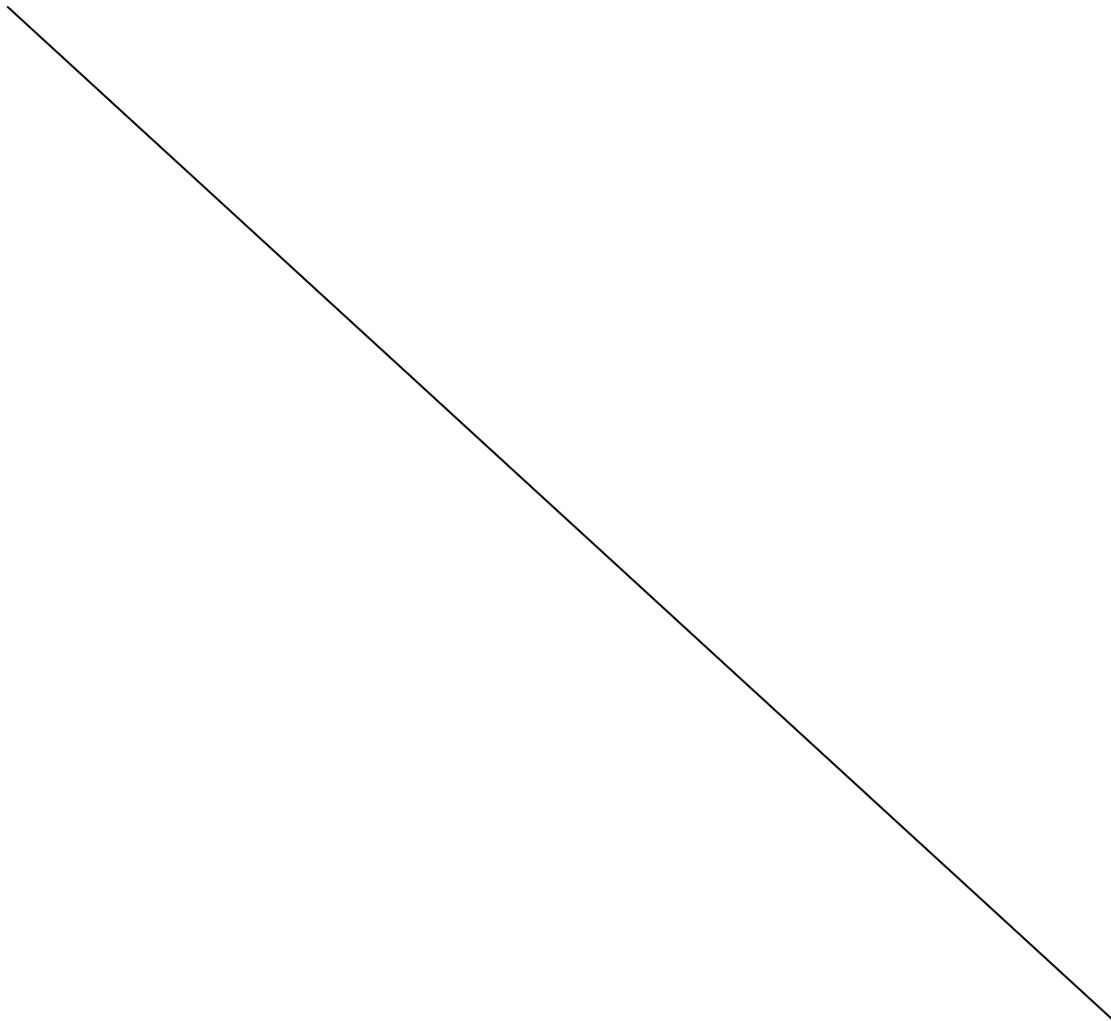
MOTION TO ADJOURN

MOTION by Ron Ross / Michael Kooiman
**that this meeting of the Property and Environment Commission of South West
Presbytery be adjourned at 9:30 p.m.**

CARRIED

Lillian Perigoe
Chair

James Lepard
Secretary



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COORDINATING COUNCIL

February 6, 2013 - 10:00 a.m.

at the South West Presbytery Office, Toronto

ATTENDANCE

Present: Eva Breeze (left at 2 p.m.), Dale Burkart, Gail Hamblin, Ross Leckie, Louise Mahood, Neil R. Parker, Lillian Perigoe, Bryan Ransom, Christine Smaller (arrived after lunch, left at 3:15 p.m.), Catherine Smith, Susanne VanderLugt, Linda Wheler, Grant Williams, Mark Winger

Regrets: Jessica McCrae

Visitors: Doug McLeod (arrived at 11:02 a.m., left at lunch), David Allen, Elaine Eve, Norm Greene, Susie Henderson, Chris Pullenayegem, Deanna Wilson (the foregoing people arrived at 2:22 p.m.),

Absent: Norm Dundas, Doug Varey

WELCOME

Bryan Ransom welcomed everyone in attendance.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom called this duly constituted meeting of the Coordinating Council of South West Presbytery to order to deal with such business as should properly come before it.

The Chair indicated that a quorum was present.

WORSHIP

Bryan Ransom introduced the time of devotion with his reading of the Matthaean account of the Transfiguration (17:1-13 [*The Passage*]) and invited Council members to focus their thought processes on Lent as a time of transformation, i.e. to recall their first transformational experiences that revealed the presence of God in their lives and the response of others to their articulation of such epiphanies. How does one validate the epiphany of others and where does one witness them today?

APPROVAL OF AGENDA

Susanne VanderLugt requested that South West Presbytery recognize her as a corresponding member effective March 1, 2013 through June 30, 2013.

Bryan Ransom needed to lift from the list of correspondence a request from Newtonbrook United Church and Northminster United Church regarding the name for the congregation which came into existence after the amalgamation of those two congregations, and to decide the manner in which South West Presbytery was to address that request, be it the Coordinating Council or the full court.

MOTION by Grant Williams / Susanne VanderLugt
that the Coordinating Council of South West Presbytery adopt the agenda of this February 6, 2013 meeting of the Coordinating Council of South West Presbytery with the foregoing amendments.

CARRIED

APPROVAL OF MINUTES

MOTION by Dale Burkart /Grant Williams
that the Coordinating Council of South West Presbytery adopt the minutes of the South West Presbytery Coordinating Council Meetings of December 5, 2012 and January 9, 2013 as printed.

CARRIED

CORRESPONDENCE

APPENDIX A

MOTION by Louise Mahood / Dale Burkart
that the Coordinating Council of South West Presbytery receive the list of correspondence received and sent for the period of December 4, 2012 to February 1, 2013.

CARRIED

REPORTS FROM CIRCLES

Pastoral Oversight Committee

Pastoral Oversight Committee

APPENDIX B and C

Catherine Smith circulated a hard copy of the Pastoral Oversight Committee update. The progress of the South West Presbytery viability process as indicated by Norm Greene at a recent meeting of the Pastoral Oversight Committee was highlighted, as were the large number of people in attendance at the special Christmas services held at Heart Lake United Church, and the imminent closures of Mount Dennis United Church and Westminster United Church.

She was further questioned in relation to the re-assignment of trusteeship for the property at 2799 Weston Rd. Presently the Trustees of Riverside-Emery United Church maintain the property at 2799 Weston Rd. and the congregation of Uganda Martyrs United Church rents the building. The matter engendered considerable discussion.

CORRESPONDING MEMBER

MOTION by Mark Winger / Louise Mahood
that Coordinating Council of South West Presbytery designate Susanne VanderLugt a corresponding member of South West Presbytery from March 1, 2013 to June 30, 2013.

CARRIED

Pastoral Oversight Committee continued

**AGREEMENT BETWEEN RIVERSIDE-EMERY UNITED CHURCH AND
UGANDA MARTYRS UNITED CHURCH**

MOTION by Catherine Smith / Ross Leckie

that the Coordinating Council of South West Presbytery recommend that South West Presbytery adopt the following proposal in its entirety:

Communication and consultation between Uganda Martyrs United Church of Canada and Riverside-Emery United Church shall continue to occur through the Liaison Committee composed of representatives from each congregation. Meetings dates and minutes will be published for both congregations information. This shall be the venue for discussion for all issues. Should the Liaison Committee not be able to reach an agreement, Pastoral Oversight will provide guidance and direction and,

Uganda Martyrs United Church of Canada shall pay all expenses relating to the maintenance, upkeep, utilities and improvements of the church building at 2799 Weston Road, Toronto, Ontario and,

Uganda Martyrs United Church of Canada shall manage all work (volunteer or paid) relating to the maintenance, upkeep, utilities and improvements of the church building at 2799 Weston Road, Toronto, Ontario and,

all monies collected from the rentals at 2799 Weston Road, Toronto, Ontario shall be received by the Uganda Martyrs United Church of Canada and,

Riverside-Emery United Church shall continue to worship at 11:00 a.m. (10:30 a.m. summer hours) Sundays until otherwise decided and,

Uganda Martyrs United Church of Canada shall continue to worship at 4:00 p.m. Sundays until otherwise decided and,

each congregation shall continue to use the church building at the times and areas they currently use. Any changes will be directed to the Liaison Committee for their direction and approval and,

neither congregation will pay for the use of the church building and,

each congregation's minister shall continue to have exclusive use of their offices and, the manse fund of approximately \$280,000 is not part of the joint or sole trusteeship and income from this fund is for the sole use of Riverside-Emery United Church and,

upon approval by Presbytery, the two congregations will have joint trusteeship of 2799 Weston Road. In 2014 (date to be decided but it was suggested that it be Riverside-Emery United Church's Anniversary in November 2014), we will move to Uganda Martyrs United Church of Canada having sole trusteeship of the building (none of the other terms of the agreement will change at that point) and,

members of Riverside-Emery United Church shall continue to be able to use the church at no charge for weddings and funerals, with no end date for this usage.

CARRIED

(Gail Hamblin opted to abstain from vote)

Treasurer's Report

APPENDIX D

Louise Mahood reported that the financials of South West Presbytery were good as of December 31, 2012. The income was \$76,387.54 and the expenses \$56,597.63, with a surplus of \$19,789.91. This was largely due to the fact that a significant portion of overdue assessments had been recovered. However, expenses for Presbytery/Coordinating Council meetings exceeded the amount budgeted for that purpose; the reason for the shortfall was that there had been an unusually high submission for mileage for the month of December.

TRANSFER OF FUNDS TO THE NORTH STAR FUND

MOTION by Louise Mahood / Susanne VanderLugt
that the Coordinating Council of South West Presbytery withdraw \$16,955.00 from the general fund of South West Presbytery and credit that amount to the North Star Fund.

CARRIED

Louise Mahood also highlighted the fact the Presbyteries of Toronto Conference Corporation had approved the South West Presbytery grants for 2012 and 2013. Her general forecast was that this year the Presbytery would not have to expend the amount of time and energy for the collection of assessments that it did in 2012.

Leadership Circle - Linda Wheler

INCREASE TO BUDGET AMOUNT FOR THE RETIREES, PENSIONS AND RETAINED COMMITTEE

MOTION by Louise Mahood / Linda Wheler
that the Coordinating Council of South West Presbytery increase the funds budgeted for the operating expenses of the Retirees, Pensions and Retained Committee in 2013 from \$300.00 to \$400.00.

CARRIED

Education and Students Commission

The coming year will see significant changes in the internship program. Specifically the funding formulae will be revisited, as will the process of matching students to pastoral charges. Moreover, pastoral charges will pay that portion of the salary of student ministerial supply in excess of \$10,000.00 provided by the national church, as well as travel and other expenses associated with the execution of ministerial responsibilities. This change in policy will obviously have implications for those pastoral charges wishing to enlist the services of the student intern.

Of late, Grant Williams and others have observed that a number of inquirers have elected to exit the traditional process leading to ordination at the end of or partway through the discernment process. Other forms of ministry officially recognized by the United Church of Canada appear to offer such individuals greater possibilities for the fulfillment of their particular calling.

ORDER OF THE DAY

Davenport Perth Community Church

APPENDIX E

The purpose of this order of the day was to provide the members of the Coordinating Council a review of the progress of Rev. Doug McLeod's work with the congregation of Davenport-Perth Community Church and the issues confronting that congregation. Bryan Ransom welcomed Rev. McLeod to the meeting and thanked him for his attendance.

DOUG MCLEOD – CORRESPONDING MEMBER

MOTION by Mark Winger /Ross Leckie
that the Coordinating Council of South West Presbytery designate Doug McLeod a corresponding member of the court.

CARRIED

In October of 2012 the Coordinating Council of South West Presbytery directed the Pastoral Oversight Committee to assess the long-standing conflict(s) within the congregation of Davenport-Perth Community Church as well as administrative structure and the functioning thereof. A member of the Pastoral Oversight Committee was to make that assessment and report his/her findings to the Pastoral Oversight Committee. The Pastoral Oversight Committee in turn was to make concrete recommendations to the Coordinating Council based on those findings. Committee member Doug McLeod was delegated the responsibility for the assessment. At this meeting he highlighted his findings and the recommendations of the Pastoral Oversight Committee pursuant to those findings.

Doug McLeod observed that Rev. Amy Lee has been a positive influence on the Davenport-Perth Community Church congregation. She is well received by the congregation and has demonstrated commitment and provided effective leadership with strong pastoral skills. Also noted were her agenda items for the remainder of the year and her positive plans for the future of the church. Pastoral charge supervisor Bob Bingham has been particularly constructive in providing guidance regarding administrative procedures such as proper procedure at meetings, recording of minutes and safe-keeping of legal documents such as lease agreements.

Council members offered a number of insights in response to Doug McLeod's report.

RECOMMENDATIONS FOR DAVENPORT-PERTH COMMUNITY CHURCH

MOTION by Susanne Vanderlugt / Louise Mahood
that the coordinating Council of South West Presbytery adopt the following recommendations:

**the Board or Board representatives meet *quarterly* with the Davenport-Perth Neighbourhood and Community Health Centre to discuss building issues and it is imperative that the incumbent minister be present at these meetings and,
the renewal of the appointment of Rev. Amy Lee until August 31, 2013 and,**

South West Presbytery provides on-going support for Rev. Amy Lee —possibly through another order of ministry person and,

Bob Bingham remain as Board chair until June 30 2013 and,

the Joint Search Committee resume its work at the advice of the Coordinating Council of South West Presbytery and,

Pastoral Oversight continues to monitor the Davenport-Perth Community Church and,

the removal of a certain individual from all administrative activities of the Davenport-Perth Community Church, including membership on the Official Board, the Board of Trustees and the Board of the Davenport-Perth Neighbourhood and Community Health Centre.

CARRIED

(Lillian Perigoe abstained from the vote)

Bryan Ransom thanked Doug McLeod for his work with the Davenport-Perth congregation and thereafter invited Council members to join him in the singing of the hymn *In the Bulb there is a Flower* (VU 703).

REPORT FROM CIRCLES (continued)

Leadership Circle

Pastoral Relations Commission

APPENDIX F

Gail Hamblin guided Council members through the report from the Pastoral Relations Commission. Thereafter, she requested the meeting proceed into “camera.”

MOTION TO MOVE INTO CAMERA

MOTION by Mark Winger / Susanne VanderLugt
that this meeting of the Coordinating Council of South West Presbytery proceed into "camera."

CARRIED

MOTION TO MOVE OUT OF CAMERA

MOTION by Gail Hamblin / Mark Winger
that this meeting of the Coordinating Council of South West Presbytery proceed out of "camera."

CARRIED

LUNCH

REPORTS FROM CIRCLES (continued)

Presbyterial United Church Women’s Report

Eva Breeze presented a brief synopsis of the last meeting of the South West Presbyterian United Church Women in the Fireside Room of Ghana Calvary Methodist United Church. The guest speaker was Deanna Wilson and she was accompanied by Elaine Eve. She was informative and fielded a number of questions. Lunch was a brown-bag affair. In attendance were thirty-one women from thirty-two congregations where the United Church Women are active. The bulk of participation is that of the old Dufferin-Peel Presbytery with some participation of Etobicoke. The rest of Toronto has shown negligible participation. Thus future meeting will alternate between old Dufferin-Peel and Etobicoke. Next meetings will take place at Emmanuel United Church in Brampton and Richview United Church in Etobicoke. New president is from Richview United Church, new secretary from Emmanuel United Church.

SECOND ORDER OF THE DAY

MOTION by Mark Winger / Dale Burkart
that the Coordinating Council of South West Presbytery designate David Allen, Elaine Eve, Norm Greene, Susie Henderson, Chris Pullenayegem, Deanna Wilson corresponding members of the court.

CARRIED

David Allen circulated three reports to members of the Council.

Restructuring review recommendation #3 re staffing - preliminary report from David Allen.

APPENDIX G

Study of the ethnic congregations under the pastoral care of South West Presbytery of the United Church of Canada

APPENDIX H

The Toronto Conference policy entitled *Relationship to Staff*.

David Allen's agenda was as follows:

1. A review of how the staffing complement was determined and how the current position descriptions came into place.
2. Information and learning from the other meetings I have had regarding staffing in the other three Presbyteries.
3. Discussion of Chris Pullenayegem's report.
4. Discussion about the potential move of pastoral relations from Presbytery to the Conference. This is a direction approved by last summer's General Council meeting. A new main role for Presbytery will be helping congregations/ministries to identify their mission. Another major role for Presbytery (as identified by the General Council) is that Presbyteries will focus on creating healthy pastoral relationships and on nurture and support of Ministry Personnel. Toronto Conference is a possible site for a trial run of this new policy before church-wide implementation.
5. Future staffing. The staff will be present for most of the time, but depart for this section of the meeting. In this connection South West Presbytery needs to articulate a statement of its mission.

David Allen and Chris Pullenayegem proceeded to discuss the document in a step-by-step manner. Both presentations engendered many comments and questions. However, neither the Council members nor David Allen himself explicitly addressed the policy entitled *Relationship to Staff*.

David Allen made a number of suggestions around the extension and/or reformulation of the contracts for Norm Greene, Chris Pullenayegem and Deanna Wilson. Council members were in general agreement with these and David Allen will communicate these in future correspondence.

REPORTS FROM CIRCLES (continued)

Nominations, Support for Members & Development Committee

Christine Smaller expressed concern over the insufficient number of members on the various Commissions and Committees of the Presbytery. To address the problem she intends to make the following proposal at the next meeting of the Coordinating Council: she will move that only members of Commissions are required to be members of the Presbytery, but that any individual in the church should be eligible to serve on a Committee.

Property & Environment Commission - Lillian Perigoe

Nothing new to report.

LIFTED CORRESPONDENCE

Bryan Ransom lifted from the list of correspondence received the communication from Newtonbrook United Church and Northminster United Church regarding the name for the congregation which comes into existence July 1, 2013 after the amalgamation of the aforesaid congregations: the emergent congregation to lead requests that its name be Cummer Avenue United Church. The Chairman delivered the communication to Elaine Eve and was of the opinion that the matter should be addressed at a full-court meeting of Presbytery.

NEW BUSINESS

MOTION TO MOVE INTO CAMERA

MOTION by Louise Mahood / Gail Hamblin
that this meeting of the Coordinating Council South West Presbytery proceed into "camera."

CARRIED

MOTION TO MOVE OUT OF CAMERA

MOTION by Louise Mahood / Mark Winger
that this meeting of the Coordinating Council South West Presbytery proceed out of "camera."

CARRIED

Davenport-Perth Community Church

Bryan Ransom broached the subject of the formal removal of Mr. Bruce Miner from all administrative activities of Davenport-Perth Community Church. The Council members were informed that a similar action had been undertaken at Woodgreen United Church a number of years ago and that inquiries should be made as to the measures enacted in that case.

**CORRESPONDENCE TO BRUCE MINER REGARDING POSITION AT
DAVENPORT-PERTH COMMUNITY CHURCH**

MOTION by Mark Winger / Catherine Smith
that the Coordinating Council of South West Presbytery empower its chairman Bryan Ransom to inform Mr. Bruce Miner in writing that he is removed from all administrative activities in connection with Davenport-Perth Community Church and from membership on the Board of Davenport-Perth Community Health Centre forthwith.

CARRIED

The letter to that effect will be drafted in consultation with David Allen and all relevant parties will receive a copy of it.

CLOSING

Evaluation of Meeting

What did we accomplish?

How did we live out our commitment to leading a missional life?

- the members of the Council reached a number of difficult decisions which may not be well received, but to which we nonetheless must remain committed.

Where did you experience God's grace, God's holiness in our time together?

- the council "came together" over many difficult issues, "new things" and changes;
- the discernment evidenced in Chris Pullenayegem's report as the church struggles to understand some of the factors which serve to inhibit ministry;
- the conversation around the work of Norm Greene and Deanna Wilson, the Council's affirmation of their work and a continuation of it.

CLOSING PRAYER

Chairman Bryan Ransom offered the closing prayer.

ADJOURNMENT

MOTION by Grant Williams / Catherine Smith
that this meeting of the South West Presbytery Coordinating Council be adjourned at 3: 06 p.m.

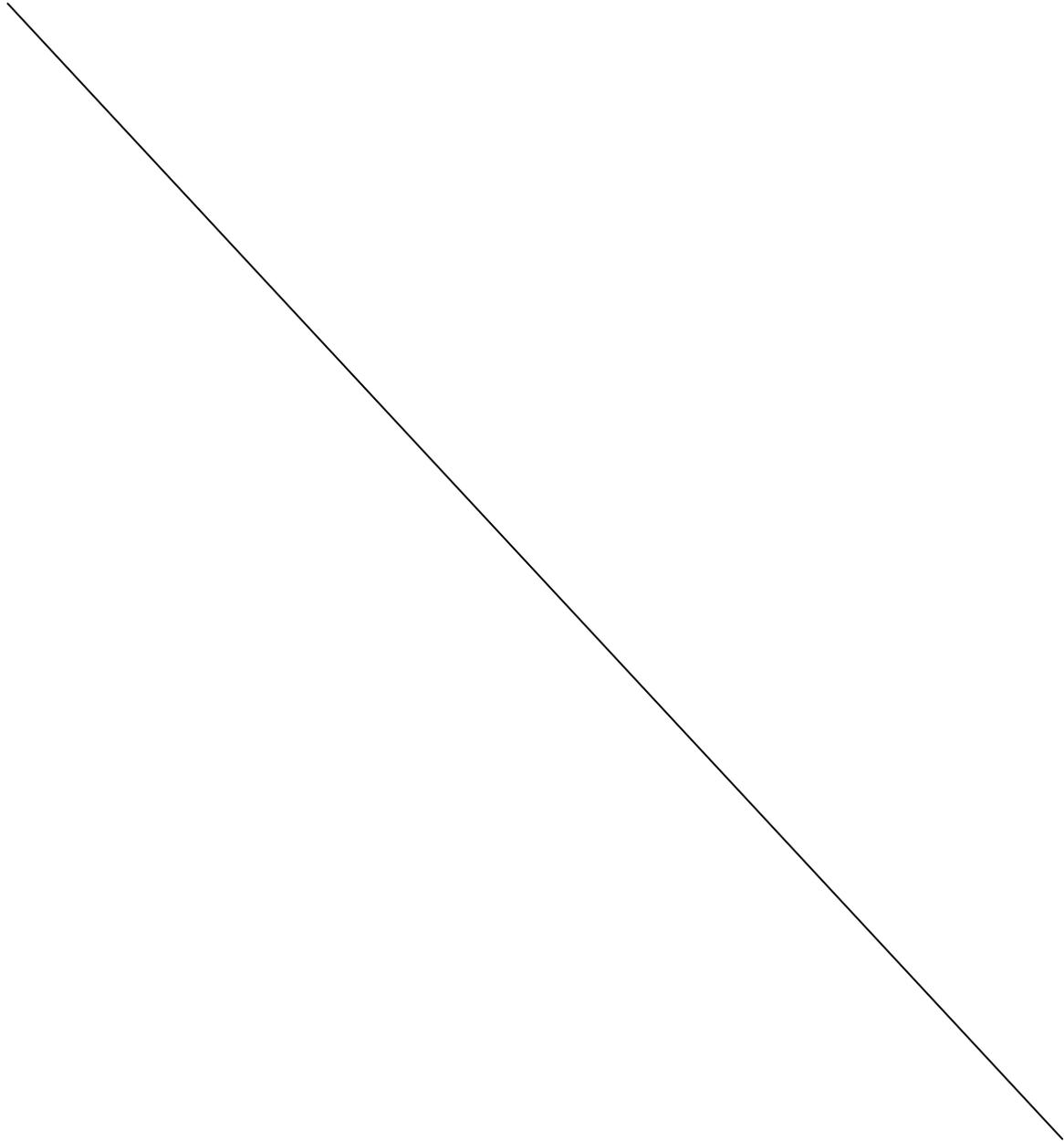
CARRIED

NEXT MEETING

Wednesday, March 6, 2013 at 9:30 a.m. for refreshments with the Call to Order coming at 10:00 a.m.; the meeting will be held at the South West Presbytery office.

Bryan Ransom - Chairperson

Neil R. Parker - Secretary



APPENDIX A

The United Church of Canada * South West Presbytery Correspondence – December 4, 2012 – February 1, 2013

Received

(date in bracket indicates the date the item was received)

General Council

- letter from Comprehensive Review Task Group Chair (Dec. 13/12)
- residential schools update (Dec. 17/12)
- moderator invites acts of hope and encouragement (Jan. 8/13)
- pastoral charge statistics for 2011 to appear in the 2012 Year Book (Jan. 21/13)
- admission circulation list (this will need to be on the Agenda of the February plenary meeting)
- message from the United Church Health Services Society regarding the shortage of doctors in North Western British Columbia (Jan. 28/13)

Toronto Conference

- e-mail to presbytery secretaries regarding the 89th Annual Meeting 2013 Presbytery Reports Due April 15, 2013 (Dec. 14/13)
- Toronto Conference President's letter regarding Bill-45 regarding Aboriginal Treaty Rights (Jan. 8/13)

South West Presbytery Coordinating Council

- e-mail from David Allen requesting Agenda time at the February 6, 2013 meeting of the Coordinating Council to have the staffing conversation (Dec. 5/12)
- letter from Westminster United Church regarding the motion made by the Coordinating Council on December 5, 2012 requesting the motion to be amended (Dec. 12/13)

Faith Formation

- 2013 Vacation Bible Camp grant request from Downsview United Church (Jan. 11/13)

Presbyteries of Toronto Conference Corporation

- President's Report To the Presbyteries (Nov. 1/12)

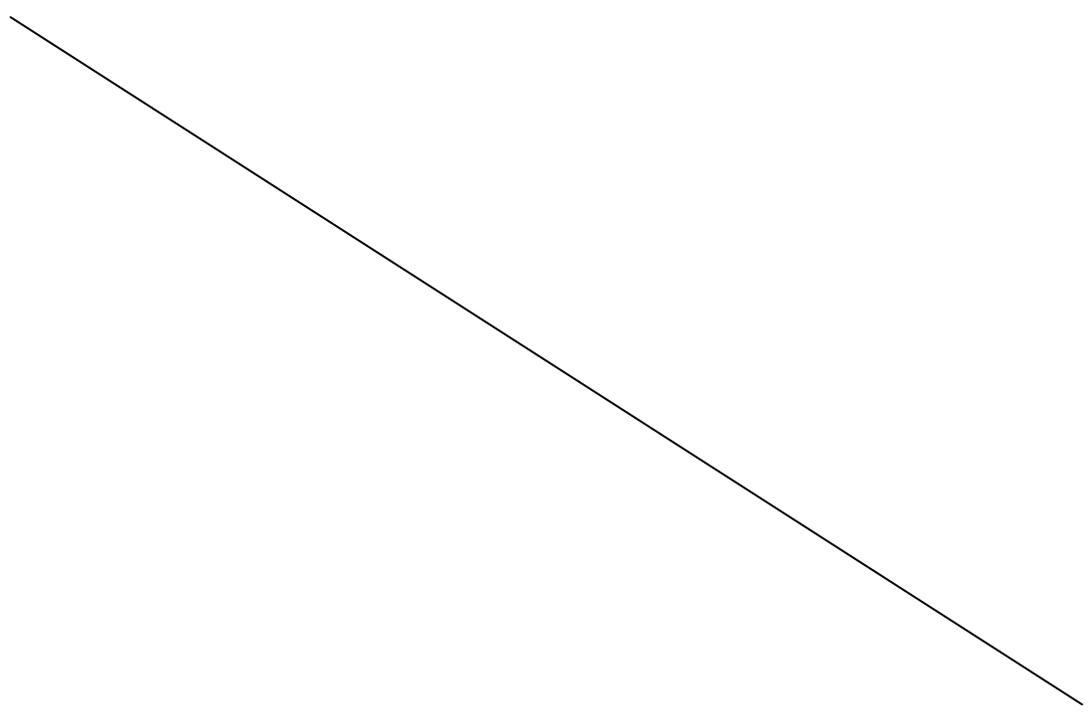
Toronto United Church Council

- Merry Christmas Greeting (Dec. 13/12)
- Green Awakening Network – Network News #37 (Dec. 5/12); Happy Green New Year (Jan. 9/13)
- connecting resources with ministry; a sustainable future takes a bit of energy (Jan. 10/13)
- Green Awakening Network – An Oasis in February: Midwinter Renewal with the Green Awakening Network (Jan. 23/13)

Miscellaneous

- Avel News – January 2013 (Jan. 7/13)
- Hamilton Conference Info Package (Jan. 14/13)
- New Ministries – Diaconal Ministry Newsletter – Fall 2012 (Jan. 14/13)

Sent

- letter to Dale Burkart regarding intentions around Bill – 168 Training (Dec. 10/120)
 - updates for website to Paul Rochford (Web Master)
 - Youth And Young Adults Network Network News
 - notice by e-mail of the Faith Formation Committee's Advent blog
 - upcoming events/workshops
 - request for pastoral charges to submit two copies of their 2012 Annual Reports
 - Toronto Conference Youth Program Leadership Application to Pastoral Charges
 - Financial Development Officer – Marilyn Matthews' bulletin insert sample for the month of February
 - notice to pastoral charges that have yet to submit their Accessibility Policies, Practices and Procedures
 - notice to pastoral charges that are able to add Presbytery Representatives for their congregation(s)
 - call for nominations to the United Church Task Group on Adoptions
- 

APPENDIX B

Pastoral Oversight Committee Update Report to the Coordinating Council February 6, 2012

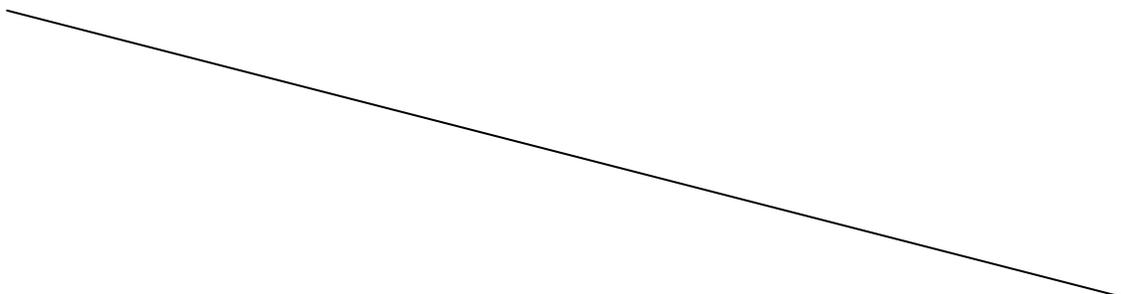
Members of the Coordinating Council, here is a brief account of the various projects and pastoral charge involvements the Pastoral Oversight Committee has been working with since the Council last met. (In alphabetical order)

- Annual Report guidelines have been circulated to all pastoral charges by the PO Committee and Douglas Varey led a workshop on preparing annual reports at the South West Presbytery office in early January. Two congregations were represented. The workshop information can be made available to others upon request.
- Accessibility Policy, Practices and Procedures based on Province of Ontario regulations information has been sent to pastoral charges and the PO Committee will be following up to provide additional guidance and assistance.
- Davenport Perth Community Church is receiving close, careful support and supervision by Bob Bingham and by Doug McLeod of the PO Committee. You will have Doug's Report before you today.
- Heart Lake United Church is proceeding in a positive and effective manner with its renewal process. The Committee plans to have a more detailed up-date available for the Council at our next meeting. Lloyd Paul is making monthly contact with Robin Sherman to provide a listening ear and support as required.
- High Park Korean United Church has paid up its outstanding assessment fees at the request of the PO Committee through Douglas Varey and Paul Kim. The congregation indicated interest in the 255 Finch Ave. W. site, but after conversations with the PO Committee and ITKUC decided not to pursue the matter.
- Immanuel Toronto Korean United Church has indicated the congregation's interest in relocating to the site at 255 Finch Ave. W. Immanuel Toronto Korean United Church had conversations with High Park Korean United Church and with the Intercultural and Diversity Committee and finally concluded it did not have the wherewithal to make an offer on the property. Immanuel Toronto Korean United Church will continue to consider its location. The Pastoral Oversight Committee has encouraged the congregation to make a wise decision with dispatch because the current uncertainty is impacting its relationship with its current host, Forest Grove UC.
- Intercultural and Diversity Communities in Ministry Committee of the Presbytery has been in touch with the Pastoral Oversight Committee because of its desire to ensure that the needs and interests of intercultural congregations and associations with regard to possible meeting places is taken into consideration by the Church's governing bodies. The Intercultural & Diverse Communities in Ministry Committee has been provided with guidance by Douglas Varey.

- Mount Dennis United Church was sold last spring and many of the members have joined Central United Church, Weston. Mount Dennis United Church requires an official disbanding motion and Catherine Smith will speak to that matter at today's Council meeting.
- Newtonbrook/Northminster (Cummer Avenue United Church) amalgamation process is proceeding. Presbytery staff and representatives of the Pastoral Oversight Committee and the Pastoral Relations Commission have been involved in addressing issues as they arose. The timeline for amalgamation continues to be July 1, 2013.
- Riverside-Emery and Uganda Martyrs United Church congregations have worked out an arrangement with the assistance of Norm Greene to transfer responsibility for the property at 2799 Weston Rd. to the Trustees of Uganda Martyrs United Church. The proposal for this exchange of responsibility will be before the Coordinating Council at today's meeting.
- South West Presbytery Viability Process is proceeding in an energetic and positive way with overwhelmingly positive responses from a wide variety of pastoral charges. Norm Greene is assisted in this work by Henry Poutiainen of St. Paul's Long Branch United Church.
- Wesley Mimico United Church has gained the Pastoral Oversight Committee's attention because the congregation is exploring involvement in a major redevelopment plan while desiring to strengthen and grow the congregation's ministry. Hugh Reid has been keeping in touch with Paul Shepherd.
- Westminster United Church, Weston will disband effective the end of June, 2013. The PO Committee has worked with the congregation leading up to its make this sad and difficult decision. Norm Greene chaired the congregational meeting. Westminster UC requests that South West Presbytery conduct a Closing Service for the congregation on Sunday, June 16th.

The Pastoral Oversight Committee has been involved in a wide variety of issues and situations. We are able to do this because of committed Committee members and adjunct members. We will benefit from the Coordinating Council's thoughts and suggestions. With thanks,

Douglas Varey and Catherine Smith



APPENDIX C

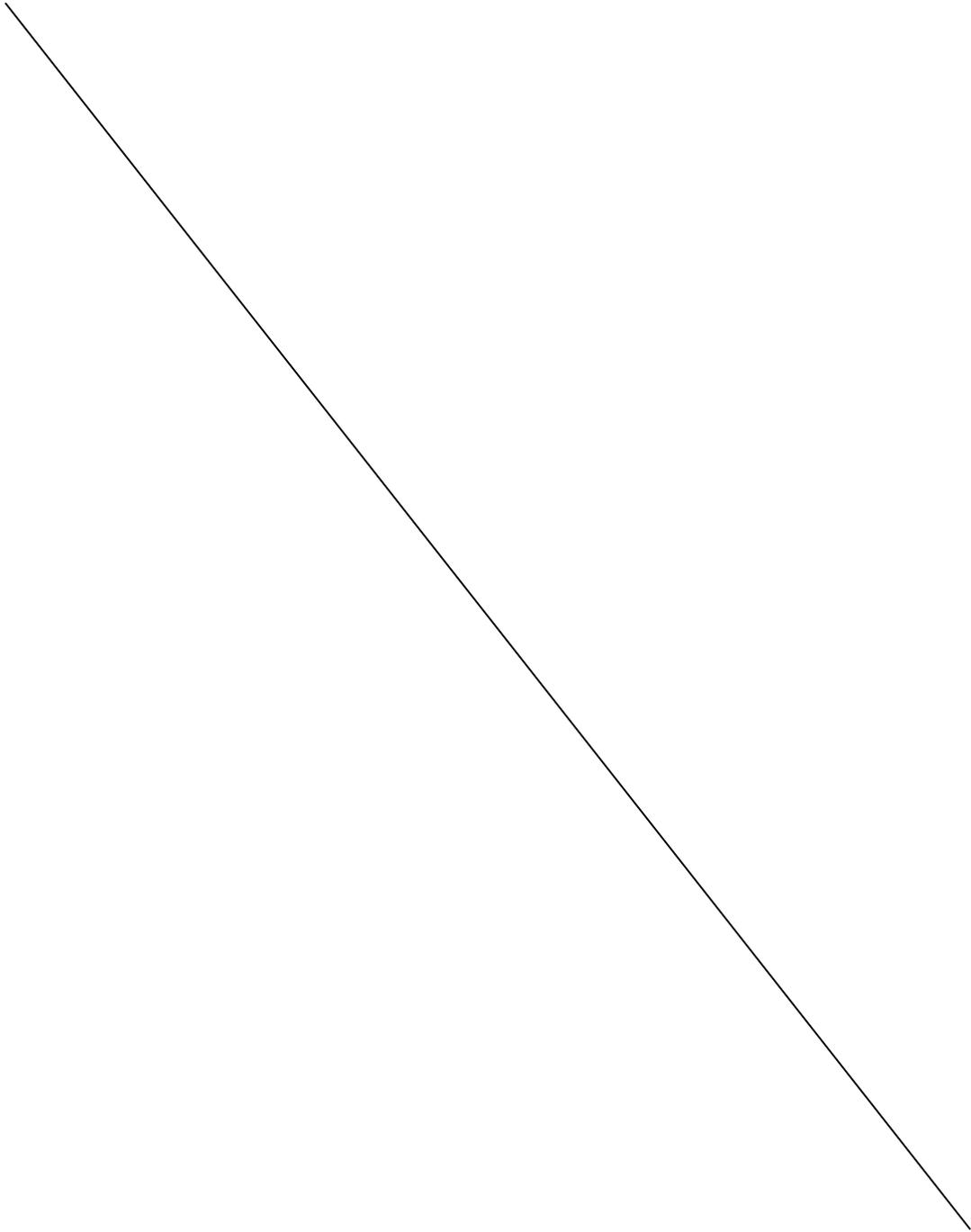
Riverside-Emery United Church & Uganda Martyrs United Church Agreement

On December 4, 2012, members of both Riverside-Emery and Uganda Martyrs United Churches met to discuss how best we can move forward with each congregation supporting the other. Presbytery representatives included Norm Greene from Pastoral Oversight and Don Gibson, Supervisor for the Uganda Martyrs United Church.

At that time, we all agreed that we would approach our respective congregations with the following proposal, to be ratified at congregational meetings of each congregation. Each congregation will vote on an identical proposal. Then the two congregations will jointly approach Presbytery for approval.

1. Communication and consultation between Uganda Martyrs United Church and Riverside-Emery United Church shall continue to occur through the Liaison Committee composed of representatives from each congregation. Meetings dates and minutes will be published for both congregations information. This shall be the venue for discussion for all issues. Should the Liaison Committee not be able to reach an agreement, Pastoral Oversight will provide guidance and direction.
2. Uganda Martyrs United Church of Canada shall pay all expenses relating to the maintenance, upkeep, utilities and improvements of the church building at 2799 Weston Road, Toronto, Ontario.
3. Uganda Martyrs United Church of Canada shall manage all work (volunteer or paid) relating to the maintenance, upkeep, utilities and improvements of the church building at 2799 Weston Road, Toronto, Ontario.
4. All monies collected from the rentals at 2799 Weston Road, Toronto, Ontario shall be received by the Uganda Martyrs United Church of Canada.
5. Riverside-Emery United Church shall continue to worship at 11:00 am (10:30 summer hours) Sundays until otherwise decided.
6. Uganda Martyrs United Church of Canada shall continue to worship at 4:00 pm Sundays until otherwise decided.
7. Each congregation shall continue to use the church building at the times and areas they currently use. Any changes will be directed to the Liaison Committee for their direction and approval.
8. Neither congregation will pay for the use of the church building.
9. Each congregation's minister shall continue to have exclusive use of their offices.
10. The manse fund of approximately \$280,000 is not part of the joint or sole trusteeship and income from this fund is for the sole use of Riverside-Emery UC.
11. Upon approval by Presbytery, the two congregations will have joint trusteeship of 2799 Weston Road. In 2014 (date to be decided but it was suggested that it be Riverside-Emery United Church's Anniversary in November 2014), we will move to

- 12 Uganda Martyrs United Church having sole trusteeship of the building. None of the other terms of the agreement will change at that point.
- 13 Members of Riverside-Emery United Church shall continue to be able to use the church at no charge for weddings and funerals, with no end date for this usage.



APPENDIX D

South West Presbytery Treasurer's Report		December 31st, 2012		
General Fund Detailed Income/Expenses		Preliminary Reconciliation		
Categories	2012 Inc/Exp	2012 Budget [1]	2013 Inc/Exp	2013 Budget
Income				
Carried Forward	\$ 16,016.29	\$ 16,016.29		\$ 234.84
Meals and Other Income	\$ 3,040.00	\$ 1,000.00		\$ 3,000.00
Youth/Young Adults Program Income	\$ 9,165.00			
Assessment Recovery	\$ 16,955.00			\$ 10,273.75
Conference Grant	\$ 31,211.25	\$ 31,211.25		\$ 31,680.00
	\$ 76,387.54	\$ 48,227.54		\$ 45,188.59
Expenses				
Presbytery/Coord Council Meetings	\$ 17,681.09	\$ 16,217.70		\$ 12,174.84
Professional Services	\$ 7,155.90	\$ 5,000.00		\$ 7,000.00
Contingency	\$ 2,000.00	\$ 2,000.00		\$ 1,000.00
Chaplains	\$ -	\$ 2,000.00		\$ 1,000.00
North Star Fund Initiative				\$ 9,273.75
Default Assessments Paid	\$ 3,212.00			
Program Circle				
Community Ministries Commission	\$ 326.42	\$ 500.00		\$ 250.00
Faith Formation	\$ 4,616.58	\$ 5,000.00		\$ 2,500.00
Mission Support and Finance	\$ -	\$ -		\$ -
Pastoral Oversight	\$ 29.40	\$ 575.00		\$ -
Property and Environment	\$ -	\$ -		\$ -
Youth and Young Adults	\$ 13,454.47	\$ 6,000.00		\$ 4,500.00
Leadership Circle				
Education and Students	\$ -	\$ -		\$ -
Nomination & Leadership Develop.	\$ 250.00	\$ 600.00		\$ -
Pastoral Relations	\$ 945.54	\$ 2,500.00		\$ 1,440.00
Retirees, Pensions & Retained	\$ 275.81	\$ 400.00		\$ 300.00
Engagement Circle				
Cong. Renewal & Community Dev.	\$ 1,212.22	\$ 1,200.00		\$ 1,000.00
Ethnic and Intercultural Ministries	\$ 634.05	\$ 1,000.00		\$ 1,000.00
Social Justice and World Affairs	\$ 4,804.15	\$ 5,000.00		\$ 4,000.00
Totals	\$ 56,597.63	\$ 47,992.70		\$ 45,438.59
Income less Expenses	\$ 19,789.91	\$ 234.84		-\$ 250.00

APPENDIX E

“The Coordinating Council of South West Presbytery directs the Pastoral Oversight Committee to review and evaluate the functioning of the committees and the structure of Davenport Perth Community Church and;

that upon the Pastoral Oversight Committee’s assessment that if any irregularities exist they are to be corrected to establish an affirming way to ensure that all business is dealt with in a transparent manner and;

the Pastoral Oversight Committee will report their findings and directions taken to resolve any irregularities at the February 2013 Coordinating Council of South West Presbytery meeting and if at that meeting the Pastoral Oversight Committee requires more time to carry out their business the Coordinating Council will hear their proposal and determine next steps.”

Minute Keeping

I have examined the Minutes of the Official Board meetings of November 21, 2010, January 2011 (no date), February 5, 2012, Septembers 18, 2011, October 21, 2012, Joint Search Committee meeting August 14 (no year stated). Annual Reports for 2008 - 2011.

I have attended two Official Board meetings and have had weekly contact with Bob Bingham, the pastoral charge supervisor and Official Board chair.

Observation: I was informed that most of the minutes were lost due to computer problems. Trustee minutes requested have also been lost.

In some instances the minutes are sparse with few details. For example the November 7, 2012 minutes were re-done by Bob Bingham. Formal motions were absent as well as important details of the meeting. *I don’t think there is any maliciousness in this but a genuine unfamiliarity with proper minute taking.* Generally speaking, the minutes appear to be more thorough when a staff member is present. Bob Bingham has been coaching the Board secretary on proper minute taking.

I did not receive *any* copies of the Board of Trustees minutes. The only Trustee records available to me were the Trustee’s Annual Financial Report. Much to our surprise it was discovered that the Trustees had no appointed secretary.

This has been remedied.

Poor record keeping has been the source of much administrative confusion in the church. It is difficult to make informed decisions when documentation is missing.

Recommendations:

1. In light of computer crashes, the Board should ensure that all Board minutes are backed up and readily accessible to the board secretary and chair. **Hard copies of the board minutes** should be collated and stored in a safe place.
2. Ministerial staff or the appointed Presbytery representative should be present at meetings of the Official Board and Trustees.

3. Minutes are inconsistent. Adoption of the minutes of previous meetings should be included in the agenda, read and approved prior to committee reports and new business.
4. Written Committee reports should be attached to the Official Board Minutes.
5. Official Board minutes should contain greater detail. For example, action plans on items should be included in specific items in the minutes—Who? When?
6. Trustee's actions should be properly recorded by the secretary, hard copies made and stored in a safe place.
7. All documentation should be stored in a safe place in a central location.

Church Structure

Davenport-Perth Community Church is a small congregation. There is not an abundance of committees. The issue is the same leaders wearing different hats.

Recommendations:

1. It is difficult to recruit new leaders from such a small community. In any case, the church could be intentional in identifying new leaders.

Procedures and Practices

Observations: There seems to be genuine unfamiliarity with United Church procedure and practices

Recommendations:

1. The Church Board and Committees should have a copy of the Manual readily available at all meetings.
2. Trustees should have a copy of the handbook for Trustees readily available at all meetings.
3. A workshop in Board/Trustee procedure would be helpful.

The Lease with The Davenport-Perth Neighbourhood and Community Health Centre

The relationship between the church and the Davenport-Perth Neighbourhood and Community Health Centre is poor. The lease between it and the Community Centre is a constant sore point. The Official Board and the Trustees seem either to be unfamiliar with the terms of the lease or the terms are misunderstood. Misinformation is also an issue. For instance, at the time the church rented worship space to the Global Kenyan community, the Board was informed that it did have the authority to lease. This turned out to be inaccurate which caused further friction between the church and the Health Centre. There are also different legal interpretations of the lease terms. Recently the Trustees were asked to sign an Addendum confirming the church to be in error for subletting the worship space. This added fuel to the fire. The Trustees opted to seek legal advice. Their lawyer says the wording of lease is open to interpretation so the Trustees opted not to sign the addendum. The fact that the Trustees only have a working copy of lease, not the final draft, has complicated matters.

Recommendations:

1. An official copy of the lease should be made available to the chair of Trustees and the Official Board.

Final Observations

I am impressed with the ministry being carried on at Davenport-Perth Community Church. Attendance is up. Ministry plans for the year are in place. This has largely been due to the leadership of Rev. Amy Lee. She has already begun dealing with many of the administrative concerns in this report. She is well loved and is a good match for the church. Presbytery should have confidence in her leadership.

At the same time, Davenport-Perth Community Church is a church in conflict. Conflict in itself is not a bad thing when it is managed. The conflict here however is on-going. The source of this conflict is largely the Health Centre.

Davenport-Perth Community Church has expressed frustration with the terms of the lease and what they perceive to be a general lack of cooperation by the Health Centre over building issues.

There is also some concern with Presbytery's "interference" in the church's affairs. Both, they believe, are hindering the church's ministry.

Heightened emotions have led to a 'spirit of confrontation' by many members who make it difficult to resolve issues.

Presbytery has made inroads into stabilizing the church under Bob Bingham's leadership. Rev Amy Lee's appointment is welcomed. Progress is being made. Yet issues with the Health Centre continue to preoccupy the thoughts of many board members.

Recommendations:

The question was asked at the February 3, 2103 Board meeting, "How can South West Presbytery help you deal with this conflict?" There was a notable change in attitude from the previous meeting. A plea was made by one of the key leaders for a "spirit of co-operation."

In light of this:

1. It was suggested by the Board itself that the Board or Board representatives meet *quarterly* with the Davenport-Perth Neighbourhood and Community Health Centre to discuss building issues. It is imperative that the minister be present at these meetings.

Further Recommendations:

2. The Trustees and the Official Board begin preparing for the lease renewal in 2014.
3. The renewal of the appointment of Rev. Amy Lee.
4. On-going support for Rev. Amy Lee by South West Presbytery. Perhaps another order of ministry person?
5. Bob Bingham remains as Board chair until April 30, 2013.
6. That the Joint Search Committee resume its work at the advice of the Coordinating Council of South West Presbytery.
7. Pastoral Oversight continues to monitor the Davenport-Perth Community Church.

Respectfully submitted - Doug McLeod

APPENDIX F

REPORT OF THE PASTORAL RELATIONS COMMISSION TO THE COORDINATING COUNCIL - FEBRUARY 2013

1. **HOUSING ALLOWANCE** - 12 letters sent to pastoral charges whose housing allowances were not considered adequate based on our own research in this area. All have complied by raising their allowances.
2. **Supervision of Ethnic Congregations** - Sarah Yoon has agreed to supervise two ethnic churches with the support of the Pastoral Relations Commission.
3. **IMPLICATIONS FOR A TEAM MINISTRY WHEN THERE IS A REQUEST FOR A CHANGE IN PASTORAL RELATIONS** either from the clergy or the congregation - This document is complete but Rev. Sheila Campbell will be asking specific teams to comment before we produce the final document. In our opinion, the process as outlined in number 17 of the guide lines for a Joint Needs Assessment Committee will continue to be troublesome for clergy, no matter how we try to prepare them. However, when we used a power point presentation for one church, as an educational tool, it seemed to assist the congregation to understand how the process works and why it is set up that way.
4. **COVENANTING SERVICES** - For one year we would like to experiment with having covenanting services during a morning service. At that time we would evaluate the process. If the Chair of the Coordinating Council is not available, then the presiding minister would be the ministerial Presbytery representative to the Joint Search Committee. Our hope is that the congregation would be more involved in this process if it was held during a regular morning service.
5. **MINISTRY AND PERSONNEL WORKSHOPS IN MAY** - We plan to offer Ministry and Personnel workshops in May in response to a request of those who attended the Joint Needs Assessment workshops held in 2011.
5. **NORTHMINSTER AND NEWTONBROOK UNITED CHURCH AMALGAMATION** - Deanna Wilson and Norm Green have met with the Chairs of the Boards, including Asbury and West and their ministers in order to determine how the process was working and what was needed to support them in the process. They will provide on-going support.
6. **GENERAL COMMENTS** - Deanna Wilson and I are working to meet directly with any congregations that appear to have the beginnings of an issue that could prove difficult if left to develop further. We feel that prevention is a better approach than trying to manage situations that are well beyond reasonable help before we intervene.
7. **VOLUNTARY ASSOCIATE MINISTERS - REVIEW OF THE VAMS IN SOUTH WEST PRESBYTERY** - We hope to review the status of all VAMS by June of this year.

APPENDIX G

Restructuring review recommendation #3 re staffing - preliminary report from David Allen

The June Executive assigned restructuring recommendation #3 to the executive secretary to prepare a report for the September meeting of the Executive.

Recommendation #3. Develop better methods of collaborating with presbyteries in matters of goal-setting, performance measurement and accountability for staff.

In the United Church of Canada staffing structure, a high degree of collaboration and transparency is required among the three parties (presbyteries, staff and executive secretary) in managing expectations in staffing and matching skill sets to the work required.

There are four aspects to this recommendation:

1. collaborating with Presbyteries;
2. goal-setting;
3. performance measurement;
4. accountability.

Background: When the restructuring process was underway, the 2007 Conference annual meeting determined that the staff complement would include administrative support in the Conference office, and staff assigned to each Presbytery in the following complement – 1.5 program level positions plus one full-time administrative position. The Staffing Commission consulted with the four “virtual” Presbyteries in 2008-2009 to determine the Presbyteries’ priorities re position descriptions. At the same time, the Commission on the Role and Composition of the Conference Executive instituted a staff relations policy now found at p. 4-3 of the current Executive policy handbook. That policy outlines issues such as supervision, assignment of work, and performance management.

Toward the end of the first year following restructuring, I travelled to each Presbytery to meet with the appropriate people designated by the Presbytery. The purpose was to talk about how things were going with the staff and how the position descriptions reflected the early needs of the “real”, not “virtual” Presbyteries. At that stage, changes were minor, because everyone was still figuring out how the new structure worked.

In year two of the restructured system, I conducted performance reviews with all staff. I requested that each Presbytery provide eight to 10 names of people who could comment on the staff person’s performance. The review also took a look at the position descriptions to see whether further changes were warranted. The response from the Presbyteries was, frankly, disappointing. Some did not provide all the names requested, and many of those

named to fill out evaluations did not do so. Feedback was received and given to staff, and minor changes were made to the position descriptions. Some people expressed surprise that changes would have been made, though the process had been communicated to the Presbyteries in advance.

Concurrent with the performance reviews, General Council was implementing a goal setting process for all staff. This resulted in good conversations with all staff. Some goals were set, and the follow-up on those goals took place during regular staff supervision. General Council has largely gone quiet on the goal-setting process.

In 2011/2012 I was on sabbatical and the review of the restructuring was taking place, so no changes were made as a result of performance reviews or supervision. In one case, a Presbytery worked on its structure, with the result that conversations are underway about how those structural changes will affect position descriptions.

Steps taken:

1. Discussions with staff: At the staff retreat in late August, I consulted with the staff on these issues. We discussed all of the restructuring recommendations. We also spent time on the staff relations policy, and talked about collaboration, goal-setting, performance management and accountability. Most of the comments related to the staff deployed to the Presbyteries.

Some of the desires/suggestions that emerged:

- There needs to be greater clarity about what authority the staff have. Some of the issues/questions/comments included:
 - Is there any freedom for staff action apart from the details written into the position descriptions?
 - Can staff take initiative, e.g. when there are crises in congregations, or do they always go through the established structures?
 - Could there be a parallel in the Presbyteries to the policy governance model followed by the Conference wherein the executive secretary has a great deal of scope for creativity within established boundaries?
 - Could staff “supervise” volunteers”?
 - Do staff have the authority to enforce compliance, e.g. police records checks, or edit Presbytery material when there are obvious errors?
 - How does the staff provide expertise and corporate memory to help Presbyteries to establish policies and procedures?
 - The summary of the discussion was that a) there needs to be more authority to get the work done; b) more authority to take initiative could translate into more staff time (though there was also a feeling that early intervention could reduce time for staff and volunteers later); c) having

staff limitations” similar to executive secretary limitations would be very helpful.

- All levels of the church need to have a better sense of what “oversight” entails?
- How can the Presbyteries use the gifts of the staff to build capacity, e.g. developing leadership, succession planning, nominations, providing resources, having oversight/taking action when Presbytery committees are not functioning?
- Re discontinuing the use of the word “program”, the staff were not of one mind, like everyone else. One possibility would be to have a generic title such as “Conference minister supporting the work of X Presbytery”. The position description would then outline the kind of support being sought from and being offered by the staff person.

Some suggestions were made regarding goal setting, performance measurement and accountability.

Goal setting

- Continue to have interactive Presbytery round table discussions, but expand them so more people are part of the conversation
- Name specific measureable items for evaluation
- Give staff freedom to implement goals
- Allow staff to exercise leadership.

Performance measurement

- Define expectations in advance
- Build on collaborative success
- Invite comments from Presbytery meetings
- Have more personal engagement; use a 360 degree performance management system
- Simplify the position descriptions to lessen the defined areas, thus allowing more freedom

Accountability

- Improve communication and reporting, e.g. provide information to a wider audience than just the Presbytery chair and secretary
- Provide staff reports on a regular basis similar to the executive secretary reports
- Define who speaks for the Presbytery

2. Discussions with Presbyteries: a) On October 4 I will meet with the chairs and secretaries to discuss this report as well as the staff relations policy on p. 4-3. b) I have already scheduled a meeting with the Executive of Northern Waters Presbytery to discuss staffing-related issues, i.e. collaboration, staff positions, etc. I will set similar meetings with the other

three Presbyteries. My feeling is that the Presbyteries are much better able now to identify their staffing priorities.

3. Clarity of roles re contract staff: One of the “fuzzy” aspects of staffing is contract staff. Currently, three Presbyteries have named the need for extra staffing in various areas, e.g. social justice, mission development, youth, and ethnic ministries. While Presbyteries have named the needs and, in some cases, have found the necessary funding, the issue of supervision and responsibility has not always been clear. On that basis, there seems to be an emerging pattern:

From time to time Presbytery may wish to engage contract staff for specific, short-term projects. The Conference provides administrative support and ensures that all human resources policies are applied.

Role of the Presbytery

1. Identifies the need for the position and the source of funds to pay for the position.
2. Informs the Conference executive secretary that a position may be created.
3. Develops a position description.
4. Ensures that proper salary scale, benefits, allowances, etc. are covered within the proposed budget.
5. Ensures that the position description states that UCC HR policies apply.
6. Sets up a search and selection committee.
7. Advertises the position.
8. Conducts interviews and approves the candidate.
9. Conducts performance reviews during the term of the contract.
10. Ensures consultation with executive secretary over any disciplinary issues (required).

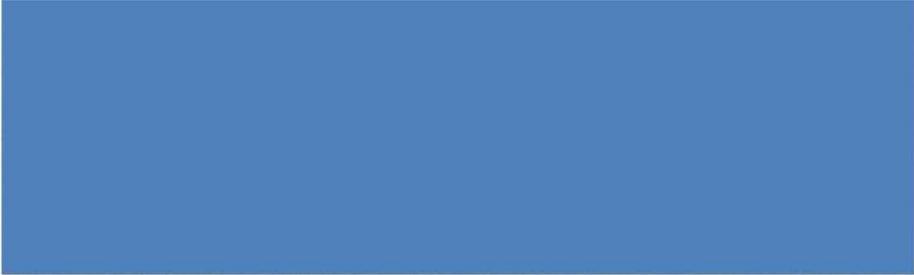
Role of Conference (through executive secretary)

1. Is available for consultation on position description, HR policies, hiring process, etc.
2. Prepares the paperwork to effect the hiring.
3. Arranges for the contract person to go on GC payroll.
4. Must be involved in disciplinary issues, with authority to effect termination.

Next steps:

1. The Executive will discuss this preliminary report.
2. The chairs and secretaries will have discussion October 4.
3. A more definitive report, if required, will be presented to the November meeting of the Executive.

APPENDIX H



Study of the ethnic congregations under the pastoral care of the South West Presbytery of the United Church of Canada

Terms of endearment: terms of engagement

The purpose of this research is to collect and analyze information that would result in a better understanding of the context, challenges and issues facing the presbytery and its ethnic congregations and lead to recommendations on how best to deal with them.

1/31/2013

Appreciation

Grateful appreciation is expressed to the members of the advisory team without whose guidance, support and wisdom this report would not have been a reality.

Thank you to:

Rev Irene Ty

Rev Steve Willey

Rev Jong Bok Kim

Thank you also to all those who were interviewed and gave of their time to provide the information that helped compile this report.

Report prepared and submitted by: Chris Pullenayegem

Tel: 905 787 8532

chrispullenayegem@gmail.com

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1. Abstract

Introduction

Statement of the Problem

The geographic boundaries of the South West Presbytery are characterized by significant ethnic and cultural diversity. It has nine ethnic congregations under its charge, some of which are served by ministry personnel from other countries and denominations. Although many people within these congregations speak English, for most, English is a second language. Local church business may be conducted in more than one language. In some cases the Presbytery is required to name Supervising Ministers for the congregations, but the pool of available people is small, especially given language restrictions. As much as the South West Presbytery seeks to serve these ethnic congregations and see them grow and flourish, it is severely constrained by a lack of knowledge and understanding of the cultural differences and behaviours that exist between them that have the potential to distort communication, perception and trust; critical factors in developing a sustained and healthy relationship.

Significance of the Problem (and historical background)

In the United Church (and the Church in general) in Canada, the greatest potential for growth is in and through the ethnic congregations. The future of the church lies in the faithful and wise stewardship of resources (both people and material) in facilitating this growth and building a strong and vibrant denomination. This assumption is based on the fact that the “majority white” congregations and general population in Canada are in a state of decline (or nil growth) and that immigrants are expected to be the largest contributors to population growth over the foreseeable future. The added element is that it is within the immigrant population that we see the greatest yearning for religious pursuits, Christianity being one of these. Ethnic congregations within the United Church of Canada have grown steadily over the years, primarily due to increased immigration from majority world countries.

A proper understanding of the realities and challenges that ethnic congregations face is a necessary first step in the process of developing this potential that God has committed to us. However this is not an easy task. Diverse cultural frameworks and perspectives, language (and meaning), assumptions, polity, values and diverse worldviews contribute to a complex denominational challenge that requires vision, wisdom, patience and grace in dealing with such challenges.

Purpose

The purpose of this research is to help the South West Presbytery (Toronto Conference) of the United Church of Canada understand, appreciate and get a better sense of how it can serve and best fulfill its responsibilities to the ethnic congregations within its purview.

Limitations

1. Communication: language, accent
2. Conveyance of meaning
3. Lack of time to build relationship/trust with interviewees
4. Negative perceptions

5. Lack of responses to survey
6. The report does not highlight individual needs of congregations.

Definition of Terms

ADP – ADP is a company that was chosen as the service provider for the Pastoral Charge Payroll Service of the United Church of Canada

Denomination – used interchangeably with presbytery, conference and General Council

Ethnic ministry (EM) – refers to those homogeneous congregations that are made up of a single ethnic “non-Caucasian” group or are heavily weighted towards a particular “visible minority” community

High context/power distance - a cultural value orientation that values context (for ex: formality) and accepts unequal distribution of power based on age, status etc.

Majority world – term that describes the non-western, “developing” world

One and half generation – those who immigrated to Canada as children but spent most of their childhood and adult years in Canada

Second generation – those born in Canada to immigrant parents

Supervising minister – ministers who volunteer to be assigned to ethnic congregations to provide support and advice to its leadership.

2. Review of Related Literature

The following written reports and articles provide useful background and context for this particular research project. Some of the recommendations and strategies for addressing ethnic ministry development in the United Church of Canada are the same as those highlighted in this research paper.

- A Report on Racial Ethnic Minority Ministries in The United Church of Canada 2008 - Intercultural & Diverse Communities in Ministry Unit
- Charting the New Terrain: Christianity and Ethnicity in Canada – Paul Bramadat and David Seliak
- A guidebook for planting new congregations in the United Church of Christ – Evangelical ministry team
- Report GCE13 – REF PC PMM 18 2012 – Associate Relationships with Migrant Church Communities - The Executive of the General Council

3. Design of the Study

Although the study includes some quantitative data (congregational census gathered through surveys), the data collected and used for this study is mostly qualitative and gathered first hand (by personal interview). The study uses the Describe –Interpret –Evaluate process to analyze the data gathered and lists recommendations based on the analysis and the researchers knowledge of the processes and structures of the denomination. Appropriate interventions and strategies in the form of recommendations are provided at the end to address some of the issues that have been highlighted in this report.

Sources of Data

- Congregational (lay) leaders
- Ministers
- Denominational leaders and staff

Instruments of Data Gathering

- Written survey
- Direct interview (individual and group)

4. Summary of Data

The raw data has been gathered, synthesized and organized thematically. The information provided is a compilation of opinions and responses gathered from all those interviewed. However these do not necessarily express the opinion of all. Individual and specific challenges and issues faced by congregations are not included as part of the data presented.

Positives: Many positive features emerged from the research. These serve to strengthen and consolidate the relationship of the ethnic congregations with the denomination.

- Inclusive denomination willing to accommodate divergent views/positions
- Ethnic leaders appreciate being able to practice own “brand” of theology without judgement
- Availability of buildings (assets) that can be used to grow ethnic congregations
- Denomination that is willing to donate/offer resources to grow ethnic ministries
- Encouragement of ethnic groups to maintain and nurture their own cultural identity without pressure to assimilate into the majority culture. Thus “church” means much more than gathering for “worship”; it also means gathering to celebrate community and life together.
- Denominational intentionality to move towards growing inter-cultural congregations
- Most councils are attentive to gender balance evidenced by the number of women serving on them.
- Ethnic congregations are best placed to reach out to immigrant populations and communities in ways that the majority congregations are not.
- Ethnic congregations practice and model “hospitality” in new and creative ways that may be a model for the rest.

- Some ethnic congregations have successfully integrated into the life and embraced the ethos of the UCC, thus identifying fully as UCC congregations
- Expressions of respect and appreciation for denominational/presbytery leaders

Perceptions

- Some ethnic leaders describe their experience with the denomination as that of being treated as “step-children”
- That the presbytery is a “policing” body and not necessarily seen as being sensitive to the differences and specific needs of ethnic ministries.
- Some denominational leaders perceive EM leaders and congregations as aloof, uncooperative and unwilling to observe the polity of the UCC.
- Status of supervising minister in a “high context/power distance” culture is perceived as high.

Communication and conflict resolution

- Language and meaning – limited communication across cultures leads to limited engagement (both ways – i.e. presbytery representative to attend an EM service or EM pastor to attend presbytery meetings, tri-annual General Councils meetings etc) and ability to serve. Exacerbates homogeneity and insularity
- Communication – media: email may not be preferred as primary media and written reports (to denomination) are not given priority or seen as important.
- Contact – phone numbers change frequently, in some cases the church voice mail is full and in one case there is no official phone contact at all.
- Triangulation of communication between EM, Presbytery and General Council office leads to confusion about lines of accountability and faulty perceptions. When ethnic congregations begin a new ministry, their first contact is the General Council office. Once agreements have been worked out, EM become the responsibility of and operate under the purview of the presbytery. In a high power distance culture this delineation of functions is not easily understood or accepted and may lead to communication and relational issues.
- Some ministers from overseas have hardly time to learn English/French. True for some of the first generation migrants as well. However the operations manual of the UCC is in English. Denominational meetings are also held in English.
- Problem solving/conflict resolution strategies vary across cultures. These differences make the work of mediation across cultural boundaries difficult.
- Language (English) learning capacity and/or motivation of ethnic pastors to learn English are an impediment to becoming admittands.

Polity and theology

- Not all EMs embrace the theological stance of the UCC, in particular the position on same sex marriage and the de-emphasis of evangelistic outreach (as is commonly understood). Results in some EMs preferring to be left alone; not engaged with the denominational activities. “Many of

our congregations are feeling increasingly isolated from the larger church due to language and theological and cultural issues”¹

- There are differences and separation between culturally similar churches (i.e. Korean) too.
- UCC polity of regular(annual) turnover of presbytery representatives is not favourable to cultures that value relationship based ministry (as against task based)
- Theology: Most ministers still come from overseas, bringing their culture and contextualized theology with them. Many issues result. There seems to be a two way distrust of theology. There is a lack of understanding of the historical framing of denominational values and principles churches and ministry due to the “disconnect” that foreign born and educated ministers experience. *“Almost all the Ministry Personnel serving Racial ethnic congregations are from overseas, and although they represent denominations consistent with the historical stream of the United Church (Presbyterians, Methodist and Congregationalist), they do not completely share the same space in the theological landscape”².*
- Some of the issues are not culturally oriented; they are just polity, organizational and process issues. Cultural differences/perceptions just exacerbate them.
- Reality is that very few ethnic ministers are able to effectively minister outside their own cultural congregations for many reasons such as language, lack of cultural understanding and flexibility.
- Expectation of denomination is that EM will adopt and embrace polity and rules of engagement of UCC –this is not necessarily the current reality

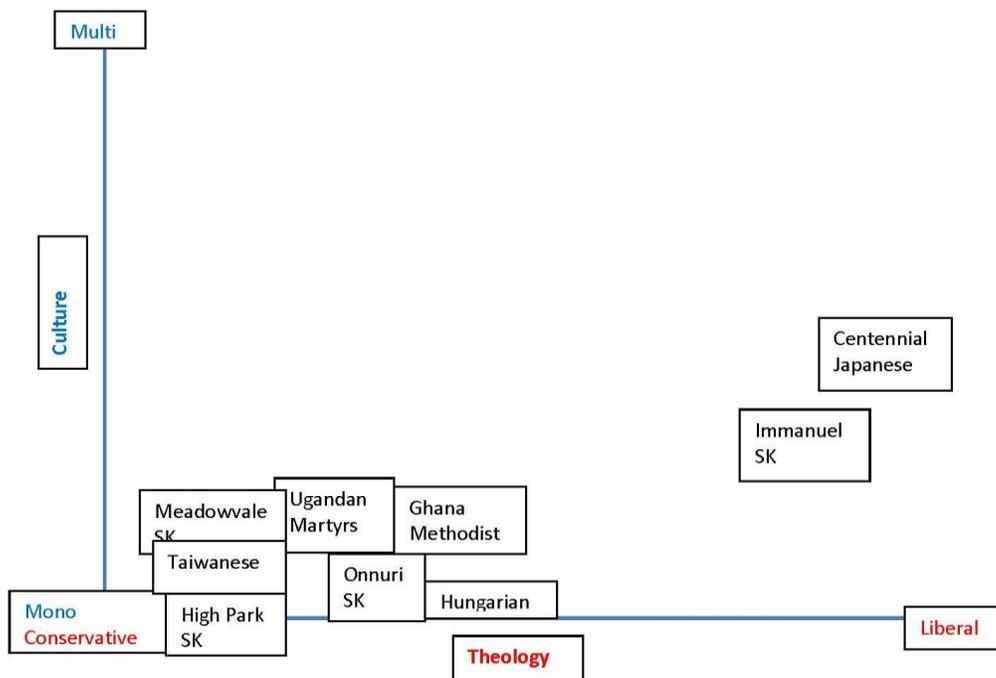
¹ A Report on Racial Ethnic Minority Ministries in The United Church of Canada 2008 - Intercultural & Diverse Communities in Ministry Unit

² ibid

Identity and belongingness

Ethnic congregations identify themselves across a wide continuum. Here is a visual of how churches are placed on a grid of (conservative-liberal) theological stance vs (mono-multi cultural) axes. *Most ethnic churches are clustered around a mono-cultural, theologically conservative identity.*

Chart 1 – Theology-Culture



- Some have dual identity (UCC and home/sending church)
- Others do not identify fully with the UCC
- Some identify fully and are seeking to integrate and participate fully
- Others try to keep secret (within their community), their association with the UCC. " *It is true to say that the Church's commitment to the full inclusion of sexual minorities is a huge stumbling*

*block for some Ethnic Minority folks – they also see it as a challenge for reaching people from their cultural communities”.*³

- It would seem that theology rather than culture seems to exert a more significant impact on the sense of “belongingness and identity” than culture. Anglo congregations too would be spread out horizontally across the theological axis.
- EM congregations expect to be treated equally: i.e. as “family” eating at the main table, not in the servants quarters
- Most ethnic congregations tend to be homogenous in ethnicity, culture and age. They cater to first generation immigrants who are looking for a similar cultural experience as the one they came from. This gives rise to two problems: The first is that they are mono-cultural and not inclusive of other cultures and secondly, are unable to accommodate the Canadian culture of their children
- There is an expectation that the presbytery would facilitate the integration of new immigrants into Canada.

Future growth

- Most Christian immigrants from South Korea (SK) are Presbyterian and so seek Presbyterian churches. They avoid the UCC due to their theologically liberal/inclusive stance, particularly that on sexual orientation and marriage and the resulting “awkwardness” that comes with being associated with the UCC (as perceived by other South Koreans). Implications are: small immigrant community to draw from in terms of church growth, in spite of relatively large immigrant (SK) population. Their highest potential going into the future seems to be the 1 ½ and second gen SK youth who have grown up “Canadian” and are used to living in a pluralistic culture; those unfortunately whom the first generation congregants have neither created nor permitted space for, in their churches.
- African churches on the other hand have no such issues arising from denominational allegiances of immigrants in their home country. Hence the African churches act as cultural and social community centres to immigrants and resultantly envisage significant growth in the future.
- Seven out of nine churches are in “maintenance” or decline mode, with no plans for the future and intentionality around growth.
- There is an expectation that the Presbytery should take the lead and put resources into helping ethnic churches plant more churches

Governance, structure and leadership

- Local Council seems to have full supervisory authority over pastor; from initial recruitment and calling, to daily supervision. Although the denomination has a part to play in the “search and recruit” phase of hiring a new immigrant pastor, in reality their engagement seems to be extremely limited due to language and cultural constraints.
- The ethnic unit of the UCC (denomination) has been the official arm (the brokers) of the UCC in dealing with ethnic congregations who want to start up in Canada. Given this direct contact

³ ibid

with the UCC national office, the presbytery (which gets engaged at a later stage) is perceived (by some ethnic congregations) as exercising only a “policing” function. i.e. expecting accountability without the required relationship (cultural expectation). Because the interactions are mainly around resolving “issues” or during business meetings and contribute to reinforcing the perception. The South West Presbytery is trying to address this through their intercultural committee.

- UCC is a “process” church not necessarily a doctrinal or confessional church. Hence holding agencies and congregations accountable to standards is not an operational paradigm.
- Local churches are autonomous in practice and sometimes observe polity in the breach
- Transference of fully admitted ethnic ministers between ethnic congregations may not work very well especially because most ethnic churches are culturally homogenous. For ex, a SK minister might not be able to fully serve an African congregation.
- The Supervising minister is a volunteer position. Presently there aren’t many volunteering for reasons such as lack of time, cultural and language knowledge and fear.
- Ethnic ministers expect to have the same standards of licensing requirements as “Anglo” pastors who go from North America to serve in other “majority world” countries. They find the current licensing process too long, tedious and cumbersome.

Finances

- Some ethnic congregations continue to struggle financially. Others may not have the resources to meet budgets if they are set according to Canadian standards i.e. may have local agreements with pastors for instance, to employ them at sub-par rates.
- The “ADP system” of payroll services does not seem to be met with much enthusiasm by some congregations. Although reasons for this may need further investigation, one of them might be around language and communication.
- There is resistance to the “assessment fee” being calculated on the basis of the number of adherents. This too needs further investigation.
- EM expect that the presbytery will financially assist congregations that are finding it hard to meet their budgets

General/Administrative

- Many new ministers need help with settling in, after arriving in Canada. There are practical issues that need to be taken care of such as medical insurance. On one occasion the lack of medical insurance (before OHIP kicked in) has placed a minister in huge personal debt.
- Congregations are trustees of building and property. They are NOT owners. For reasons of cost (mainly) some EM do not want to give their buildings up although many are mismatched with their space (too few in too large a building). Some are even located in areas where the worshipping community drives in from a distance. i.e. there are hardly any members who live in proximity of the church.
- In the Korean community, three congregations desire to move into the vacant space created by the closing of the Northminister congregation at Finch and Yonge. One of them, Immanuel UC has already submitted a proposal.

5. Analysis of data and recommendations

(Note: Italicized paragraphs are those that come under the purview of General Council. However the Conference should initiate a conversation on these as part of its effort to implement these recommendations)

Communication and conflict resolution

- Establish an effective communications protocol with clear lines of communication between ethnic ministries and the Presbytery on all matters. Direct communication with the General Council office regarding matters that properly belong to presbytery should be discouraged as it will only serve to undermine the role of the presbytery.
- *Develop policy around the need for immigrant, foreign language speaking ministers who intend living in Canada for more than five years, to acquire a certain level of proficiency in English and/or French that would help them integrate into the life of the wider church (and Canada). Conference may facilitate this by supplying training and financial resources for this purpose.*
- Conflict is a given in any congregation and dealing with it is always challenging. Most often, the presbytery is called in as a mediator or assumes this role unilaterally. In dealing with ethnic congregations however, this task becomes even more complex. Having staff or access to resource persons who understand cultural differences and are able to bring that knowledge and skill into the mediation process is highly desirable and would go a long way in lowering anxiety and perhaps even mediating the conflict in a helpful way.

Polity and theology

- Develop a presbytery leadership structure that would ensure some length of continuity of leadership so that trust and relationship building that takes precedence over “task” may be facilitated. Either a three year term for the executive or institute a process where the Vice-chair becomes Chair becomes Past chair so that one person would remain on the committee for at least three consecutive years. Other options may be considered too.
- *Institute a requirement that every incoming immigrant ethnic minister undergoes an orientation to Canadian life and expectations (Canada 101) and United Church Polity, history, governance, perspectives etc (UCC 101).*
- *Have terms of engagement between denomination and “start-up” ethnic congregations written, translated (if necessary), understood and signed.*

Identity and belongingness

- This particular issue requires an in-depth look at what constitutes identity. It lies outside the scope of presbytery and therefore has been named as one requiring further investigation in Section 6 below.

Future growth

- Congregations should be strongly “encouraged” to develop 3-5 year plans to take them into a hoped for (or inevitable) future, whether it be demise, growth, change of focus etc.. Being in “maintenance” mode as many are, over a prolonged period of time, does not serve anyone; themselves, its leaders and the denomination. Part of this process is for congregations to assess

themselves and their ministry effectiveness and employ tools such as the SWOT analysis and/or appreciative inquiry to assist them. Presbytery should take the initiative in this.

- Intentional movement towards transformational and not transactional partnerships between the denomination and ethnic congregations.

Governance, structure and leadership

- *As far as is practically possible, at least a summarized version (or main headings) of the policy manual should be translated into Korean. A fully translated manual of subscription (in Korean) to be given to the church councils explaining policies around calling and credentialing a minister and associated polities of the church etc. This to be understood and applied before a minister leaves his/her country for Canada.*
- Give the inter-cultural committee more authority, visibility, financial resources and expand its mandate to include facilitating a bi-monthly EM pastors group to promote fellowship, collegiality, and provide a forum for discussing common issues and leadership development training, etc. This would be a good place for the chair of presbytery to engage with ethnic leaders, outside of regular “business type” meetings.
- Review the role and purpose of the supervising minister. Perhaps explore the benefit of having an ex-missionary (to that particular country) be the liaison that the supervising minister position seeks to establish.
- Presbytery is brought into the process from the outset of negotiating an agreement with an ethnic ministry that wants to establish a congregation in a particular region. Ensure that presbytery is party to all communications and processes.
- Have a culturally competent coaching and mentoring resource for the Toronto conference. Ethnic pastors need ongoing coaching as they often find themselves in stressful and challenging places/situations.
- *Anglo pastors and council members to undergo regular cross cultural training to become familiar with EM cultures and practices.*

Finances

- Develop financial resources to assist congregations based on a definite plan for growth and ministry (see section “Future growth” above)

General/Administrative

- Vacant buildings are assigned to ethnic congregations not on a first-come-first-served basis but on the basis of a well-defined mission and growth strategy/plan that fits the overall denominational and conference mission and service vision and strategy. Congregations would appreciate the support of presbytery in securing alternate facilities in locations that would enhance growth in ministry. In addition, the policy around designating building for sale or use should be reviewed in terms of denominational M&S strategy. Sometimes the value of a building may not be measured in terms of “real estate dollars” but the potential to expand Gods Kingdom and shape communities in that area.

- Presbytery should take a more proactive role in ensuring that ethnic pastors receive fair compensation
- Provide staffing resources to meet needs for coaching, mentoring, mediating (cross cultural), liaising, leadership development and strategic planning etc. This resource would also provide support and continuity to presbytery, the Intercultural Committee and other agencies of the conference involved with Ethnic congregations.
- Assign staff to meet, discuss and suggest interventions for specific issues faced by specific ethnic congregations.
- Plan next step strategies to build ownership and support in moving forward, among all stakeholders.
- Develop a strategy for implementing the recommendations (revised in necessary) in this report

7. Recommendations and questions for further action and/or investigation

(Note: For consideration by General Council)

- It seems that, for a number of valid reasons, the denomination (at the conference/presbytery level) is not very good at engaging with ethnic congregations. Denominational experience with Aboriginal ministries may offer some best practices, at least at a structural level. How would the “lessons learned” from the aboriginal issue serve to shape or inform our discussion on EM?
- What are the factors that affect identity and belonging-ness? In terms of assessing identity, what similarities (to ethnic congregations) would there be if an “Anglo “congregation was theologically conservative? Would they be equally “distant” from the UCC? How do we measure their posture towards the UCC? How much of identity is wrapped up in theology and how much in ethnicity and culture?
- Does the ADP payroll servicing system work for ethnic congregations and does it need to be reviewed? Does the “assessment fee” system need to be reviewed?
- Language: religious work permits are granted by Canadian Immigration officials who do not insist on a level of language competency (English or French) that is otherwise required for economic immigrants or for domestic live-in care givers for example. This is because religious workers are expected to work with a specific religious group who may not require proficiency in either of Canada’s official languages. However, as in the case of many congregations, if a minister has intentions of remaining in Canada for an extended period (say over five years) and/or making Canada his/her adoptive country, should there be a requirement (or at least a written commitment) to learn English and/or French? This addresses two concerns: It helps the integration process of the minister and his/her ability to engage in wider denominational matters and it helps the denomination to communicate with and include meaningfully, the minister in its activities/deliberations etc..
- Historically, transferring full admittands between congregations has not been that difficult due to their familiarity with a common language: English and/or French. The same cannot be said of some ethnic ministers to day who speak (and sometimes struggle to speak) these as second

languages. On one hand while exposure to other “ethnic and cultural” congregations may be of huge value to a minister, it may on the other hand not serve the host congregation well. Given the way search committees function (autonomously), the congregation’s interests would rightly, always be paramount. Consequently, unless foreign trained immigrant ministers have high English/French proficiency or there is a dearth of ministers, one cannot foresee a future for well meaning, reasonably “language proficient” immigrant ministers being called to serve congregations other than their own ethnicity. Would it be beneficial to explore the practice of regularly rotating ministers among congregations within a given presbytery? How might this facilitate or not, the cross cultural awareness and experience of congregations, especially in a multi-ethnic and multi-religious city such as Toronto?

- Review licensing processes and explore other options such as the position of minister associate with internship or probation. The researcher understands that such a review is being done. Is there another intermediate position that may be developed/instituted? What are the needs in terms of the new intercultural reality?
- The wide theological spectrum of congregations within the denomination and the clustering of most ethnic congregations around the “conservative” end of this continuum begs the question “should this be left as is or does the denomination want the picture to look different?” The answer to the question will determine the strategies that follow. The reality is that ethnic congregations do not necessarily imply or predicate the growth of inter-cultural congregations, as can be seen in the chart on page 6. The report GCE13 – REF PC PMM 18 2012 – Associate Relationships with Migrant Church Communities submitted at the 41st General Council in 2012 goes some ways in addressing this issue, but more needs to be done.

7. Summary and Conclusions

The South West Presbytery of the Toronto Conference of the United Church in Canada seeks to understand, appreciate and get a better sense of how it can serve and best fulfill its responsibilities to the ethnic congregations under its charge, while simultaneously learning and disseminating to the “majority Anglo” congregations best practices and methods with regard to engaging with immigrant communities and church growth. The purpose of this research is to collect and analyze information that would result in a better understanding of the context, challenges and issues facing the presbytery and its ethnic congregations and lead to recommendations on how best to deal with them.

Major findings

1. At least five of nine ethnic congregations do not identify or feel a sense of belonging with the rest of the churches and denomination. This issue becomes more difficult to address due to the denomination not being a doctrinal or confessional church.
2. That theological differences seem to impact this sense of isolation more than culture, although culture exacerbates it
3. For cultures that are “relationship based”, the perception that the presbytery is primarily a supervisory “policing body” is very real. This has implications on the level of trust between them.

4. Ethnic ministers who have been in Canada over five years still struggle with acquiring proficiency in Canada's official languages thus impeding their progress to becoming full admittands and more engaged in matters of the larger church and denomination.
5. Although church polity states otherwise, in reality the process of recruiting ethnic minsters has been the proactive efforts of local (ethnic congregational) councils due to language and cultural constraints.

There are issues that need to be addressed at both the denominational (General Council) and the conference level. Recommendations regarding the former are in the form of questions and suggestions for further research/investigation. Recommendations that the presbytery and conference can take are detailed above and it is the hope that strategies to implement all or most of these will result.

Although the issues have been separated and organized thematically, these are all inter-connected and need to be addressed holistically, using a systems approach to problem solving. It is the author's hope that this paper will give rise to and facilitate a vibrant, vigorous and flourishing ethnic ministry within the South West Presbytery and the broader church.

Respectfully submitted,

Chris Pullenayegem

Attachments:

- South West Presbytery - terms of contract
- Report on Racial Ethnic Minority Ministries in The United Church of Canada 2008 - Intercultural & Diverse Communities in Ministry Unit
- Survey instrument
- Questionnaire for pastors
- Ethnic ministry profile

THE UNITED CHURCH OF CANADA *SOUTH WEST PRESBYTERY

EDUCATION AND STUDENTS COMMISSION

Tuesday, February 19, 2013 – 1:00 p.m.
at St. Andrew's United Church - Georgetown

Present: Connie denBok, Sheila Mascoll, Cindy Cooper, Darren Liepold-Nicholson, Grant Williams, Robin Sherman

Regrets: Jessica McCrae

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Grant Williams called this duly constituted meeting of the Education and Students Commission of South West Presbytery to order to deal with such business as should properly come before it.

The chair noted that there was quorum present.

WORSHIP

Opening worship was led by Sheila Mascoll.

APPROVAL OF AGENDA

MOTION by Darren Liepold-Nicholson / Cindy Cooper
that the South West Presbytery Education and Students Commission adopt the agenda for this meeting of February 19, 2013 as printed.

CARRIED

APPROVAL OF MINUTES

MOTION by Cindy Cooper / Darren Liepold-Nicholson
that the Education and Students Commission of South West Presbytery accept the minutes of October 9, 2012 and November 13, 2012 as printed.

CARRIED

CORRESPONDENCE

- Thank you cards were received from Beki Duncan, Lynne Wilson, Sandra Jenkinson and Jeff Bacon for the gifts received at Christmas time.

UPDATE ON STUDENTS

The list was reviewed and updated.

APPENDIX A

INTERVIEWS

The Education and Students Commission met with Paul Ku for approval as a candidate for ordained ministry.

APPROVAL OF PAUL KU AS A CANDIDATE FOR ORDAINED MINISTRY

MOTION by Sheila Mascoll / Connie denBok
that the Education and Students Commission of South West Presbytery approve Paul Ku as a candidate for ordained ministry in the United Church of Canada.

CARRIED

The Education and Students Commission met with Carmen McClelland as a candidate for Designated Lay Minister.

RECOMMENDATIONS FOR CARMEN MCCLELLAND

MOTION by Connie denBok / Sheila Mascoll
that the Education and Students Commission of South West Presbytery recommends that Carmen McClelland seek spiritual direction from the Loyola House in Guelph for a period of one year and,
that Carmen McClelland be mentored by Darren Liepold-Nicholson for that year in quarterly meetings.

CARRIED

The Education and Students Commission met with Richard Johansen for his annual interview.

APPROVAL AND RECOMMENDATIONS FOR RICHARD JOHANSEN

MOTION by Sheila Mascoll / Connie denBok
that the Education and Students Commission of South West Presbytery approves Richard Johansen continue in the Designated Lay Minister process and,
that the Education & Students Commission recommends that Richard Johansen submit a plan of action within four (4) months to be done in the next year.

CARRIED

The Education and Students Commission met with Fraser Williamson for his interview before going to the Toronto Conference Interview Committee on March 6, 2013.

NEW BUSINESS

Alderwood United Church has made an application to be an Internship site.

NOTE: Connie denBok removed herself from the discussion.

RECOMMENDATION OF ALDERWOOD UNITED CHURCH AS AN INTERNSHIP SITE

MOTION by Darren Liepold-Nicholson / Kelly Thomson

that the Education and Students Commission of South West Presbytery recommend Alderwood United Church as an Internship learning site.

CARRIED

NEXT MEETING

The next meeting of the Education and Students Commission will be on March 19, 2013 1:00 p.m. at Humbercrest United Church.

CLOSING PRAYER

The meeting closed in prayer.

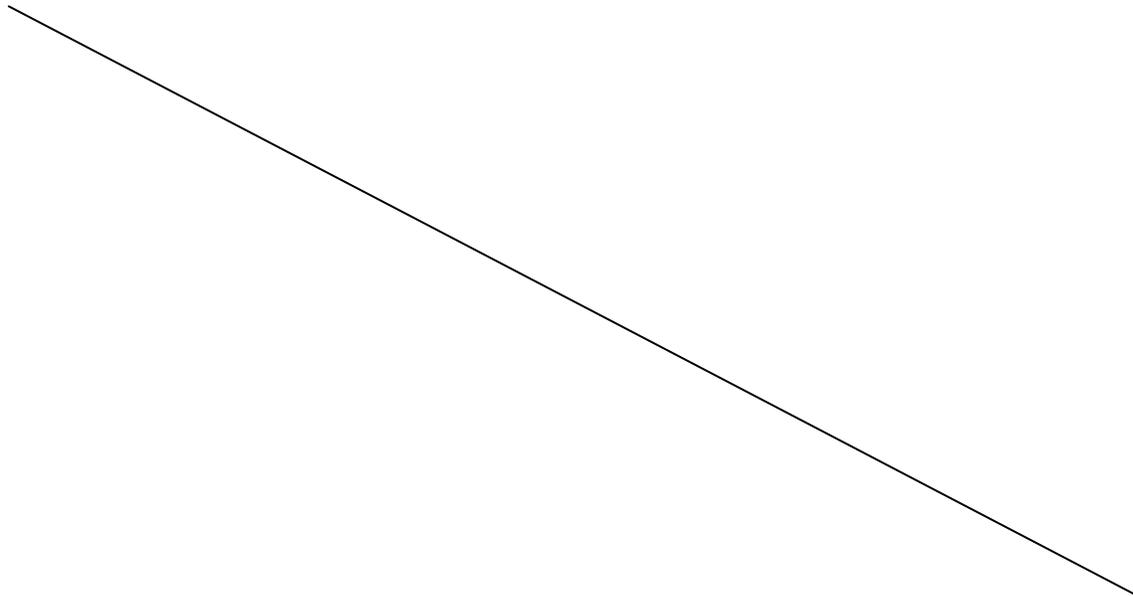
ADJOURNMENT

MOTION by Connie denBok / Cindy Cooper
that this meeting of the Education and Students Commission of South West Presbytery be adjourned at 5:00 p.m.

CARRIED

Grant Williams
Chair

Grant Williams
Recording Secretary



EDUCATION AND STUDENTS COMMISSION – SOUTH WEST PRESBYTERY
February 18, 2013

INQUIRERS

NAME / CONTACT	SPONSOR	DISCERNMENT REPS.	COMMENTS
Donna Gileno donnagilano@sympatico.ca 905-791-2238 416-735-2707	North Bramalea UC	Rev. Robin Sherman Rev. Kelly Thomson	3 meetings completed
Vincent Kinscott kingscottvincent@yahoo.ca 905-873-9787	Norval UC	Rev. Cindy Cooper Rev. Cathie Ellerby	2 meetings completed
Ja Uk (Paul) Ku paulku@utoronto.ca 416-871-0483	Forest Grove UC	Rev. Linda Maw Sylvia Powers	Discernment Complete Was CIC interviewed on January '13 for Ordained Interviewed Feb 19 2013 Made a candidate for OM
Carman McClelland carman@mcclellandandlaw.com 416-399-2807	North Bramalea UC	Rev. Leicester Bigby Sylvia Powers	Discernment Complete Was CIC Interviewed on January '13 for DLM Interviewed Feb 19 2013 Made condition to seek spiritual direction from Loyola House
Lawrence Nyarko lawnyayaw@yahoo.ca 647-835-4482	Ghana Calvary Methodist UC	Rev. Darren Liepold Rev. Jessica McCrae	Reps appointed - Sept. 28, 2011 Discernment underway
Randy Toy rndyty@hotmail.com 905-792-3193	Emmanuel UC	Leanna Ringler Rev. Kelly Thomson	DLM Lay License Worship Leader Required to take CAPPE Interviewed September '12

South West Presbytery – February 19, 2013 2012/2013 – 280		Rev. Grant Williams Leanna Ringler	Discernment is Complete Interviewed by E& S Feb 19, '13 Will be interviewed by CIC on March 6 To be interviewed in March/ April for candidacy
Fraser Williamson fargos_auctions@yahoo.ca 416-318-1595	Home- Huttonville UC		

CANDIDATES

NAME / CONTACT	DECLARED DATE	STATUS	COMMENTS
Jeff Bacon jeff.bacon@sympatico.ca 416-207-0211	April 21, 2010	Candidate for Ordained Ministry	Final CIC interview on November 21 2012 Ready for Ordination
Rebekah Duncan beki@roki.ca 416-254-9479	November 15, 2011	Candidate for Ordained Ministry	Interviewed in December 2011 In no educational program
Sarah Grady grady_sarah@hotmail.com 647-200-5951	June 1, 2011	Candidate for Ordained Ministry	Internship 2012-2013 at Sundridge P.C. Annual Interview January 5, 2012
Sandra Jenkinson brightside26@gmail.com 416-768-1099	January 12, 2010	Candidate for Ordained Ministry	Annual interview held December 6, 2011 Internship 2012-2013 at St. Andrew's, TO
Richard Johansen rjohansen@cogeco.ca 905-877-2383	Started Process on Sept. 17, 2008 Declared January 12, 2010	Applicant for DLM	Still searching for placement to begin DLM program. Interviewed January 2012 Interviewed Feb 19, 2013 Made condition for him to do look at options to proceed in DLM or change to OM stream

		South West Presbytery – February 19, 2013 2012/2013 – 281	
John Thomas (JT) McNeil jtmacneil@gmail.com 647-801-9807	June 1, 2011	Candidate for Ordained Ministry	To be interviewed March 2013 Continued as candidate April 17, 2012. Still Completing Undergrad
Lynne Wilson lynneellenwilson@hotmail.com 416-254-0531	June 17, 2009	Candidate for Ordained Ministry	Interviewed by E and S Oct. '12 Not recommended for ordination Sent her to Spiritual Direction – Under apt at Lucknow P.C.
Stephen Wickett Stephenwickett2@gmail.com 416-621-7773 416-859-1781	Started Process on Sept. 3, 2005 Declared January 16, 2007	Applicant for DLM	DLM Seeking appointment continued in the DLM process until AGM in 2013 To be interviewed in March 2013

LICENCED LAY WORSHIP LEADERS

NAME / CONTACT	DECLARED DATE	DATE VISITED	INTERVIEWED
Barbara Pennock b.pennock@hotmail.com 416-996-8191	Islington UC	Rev. Christine Smaller Joanne Sternason	Discernment Complete Report indicates Lay ministry Planning to be a LLWL
Bonnie Neely bonnie@duskteam.com 905-840-2077	June 2011	March 2012 July 2012 October 2012 St. Andrew's	Interviewed and Status was Renewed Sept. 11, 2012

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

**PASTORAL RELATIONS COMMISSION
COMBINED WITH THE PASTORAL OVERSIGHT COMMITTEE**

February 19, 2013 – 12:00 p.m.
at the South West Presbytery office ~ 65 Mayall Ave., Toronto

Present: Gail Hamblin, Cindy Randall, Sarah Yoon, Gordon Conquergood, Don Laing, Sue Cowan, Sheila Campbell, Bob Bingham, Robin Pilkey, Linda Maw, Don Gibson, Lori Hill

Pastoral Oversight: Maureen McLeod-Oliver

Regrets: Jo Ann Marriott (Pastoral Relations)
Catherine Smith, Douglas Varey (Pastoral Oversight)

Staff: Toronto Conference Personnel Minister: Deanna Wilson
Toronto Conference Minister for Pastoral Oversight: Norm Greene

CALL TO ORDER

The meeting was called to order at 12:00 p.m. by Chairperson Gail Hamblin.

WELCOME

Gail Hamblin welcomed everyone to the meeting.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Gail Hamblin called this duly constituted meeting of the Pastoral Relations Commission of South West Presbytery to order to deal with such business as should properly come before it.

The chair noted that there was quorum present.

OPENING DEVOTION

Sarah Yoon led the meeting in an opening devotion. She reflected on worst experiences and best experiences: namely the Korean War and her time of internship; and the welcome she has received in the Church. She shared her enthusiasm and love for God and The United Church of Canada.

LUNCH

APPROVAL OF AGENDA

MOTION by Robin Pilkey / Linda Maw

that the Pastoral Relations Commission of South West Presbytery adopt the agenda of today's meeting of February 19, 2013 as amended, with the addition to the Correspondence of someone to serve on the Steering Committee for implementation

of the ethnic ministries document by Chris Pullenayegam, and to adjust the order of the day for Phil Rodgers to be with us.

CARRIED

APPROVAL OF MINUTES

MOTION by Don Laing/ Robin Pilkey
that the Pastoral Relations Commission of South West Presbytery accept the Minutes of the January 16, 2013 meeting as printed.

CARRIED

CORRESPONDENCE

- Ministry Compensation Communication – letter to Students regarding changes coming into effect on January 1, 2014 from Heather Brady (Program Assistant Ministry and Employment Unit); this was sent to our Commission earlier
- Elaine Eve sent a response to Doug Houston Chair Ministry and Personnel at Emmanuel United Church (Brampton) in response to their response regarding the housing allowance being paid
- Record of Appointment form for Kathleen Sorensen at St. Bartholomew's United Church (Brampton) – being held and will not be approved until ADP is set up
- Correspondence from Rev. Dr. Michael Kooiman at Central United Church regarding sabbatical starting April 1, 2013 to June 15, 2013; needs church Board approval and Supervisor appointed by Pastoral Relations
- Correspondence with Lee Corlett at The United Church of Canada regarding the status of St. Bartholomew's United Church with ADP. Response received indicating that no contact has been made by the pastoral charge to begin this process.
- Faxed Record of Appointment for Brian Elcombe at Central United Church – form received but incomplete; with Michael Kooiman's sabbatical, Central has requested Lang Moffat as Pastoral charge Supervisor.
- The council at Asbury and West United Church are requesting that the Rev. Darren Liepold-Nicholson's appointment as Interim Minister be extended until June 30, 2015. We have requested the necessary paperwork for approval at the March meeting.
- Request for a change in pastoral relations for Rev. Jean Leckie at Grace United Church effective June 30, 2013.
- At the recommendation of Rev. Doug MacLeod to the Coordinating Council of South West Presbytery that the appointment of Rev. Amy Lee at Davenport Perth Community Church be extended until August 31, 2013.

BUSINESS ARISING

HOUSING ALLOWANCE UPDATE – Bob Bingham

Bob Bingham reported on the status of the communications with various churches regarding housing allowance:

- Emmanuel United Church – waiting on follow up
- Central United Church – will provide increase

- Downsview United Church – will provide increase
- Ghana-Calvary United Church and Meadowvale Korean United Church – Chris Pullenayegem to follow up
- Heart Lake United Church– are increasing the housing allowance in stages
- Home-Huttonville United Church – will provide increase
- Trinity United Church (Malton) – will provide increase
- North Runnymede United Church – will provide increase
- Norval United Church – will provide increase
- Riverside-Emery United Church – will provide increase
- St. John's/ Glen Williams United Church (Georgetown) – will provide increase

We are grateful to Bob Bingham and to Elaine Eve for following up on this.

SELECTION OF A PERSON TO FOLLOW UP ON GATHERING FEED BACK REGARDING THE TEAM MINISTRY DOCUMENT

Sheila Campbell – No report at this time.

FOLLOW UP ON VOLUNTARY ASSOCIATE MINISTERS REVIEW

Deanna Wilson passed out a list that Elaine Eve prepared of our current VAM's in South West; the document outlines the process for following up; meanwhile we await the Conference policy. We will discuss this again in March.

IDENTIFICATION OF APPOINTMENTS THAT GO BEYOND JUNE 30 FOR APPROVAL OF THE TORONTO CONFERENCE SETTLEMENT AND PASTORAL RELATIONS COMMITTEE (SECTION 41.1 (d) of the Manual)

All pastoral charges making appointments that will be extending past June 30 are required to have their forms to the Pastoral Relations Commission by their April 16, 2013 meeting. These appointments need to be approved by the Toronto Conference Settlement and Pastoral Relations Committee.

Designated Lay Ministers are appointed annually; if the appointment extends beyond one year the pastoral charge is then required to have a Pastoral Oversight visit with the Church Board/Council and the ministry personnel who is to be appointed. Toronto Conference Settlement and Pastoral Relations Committee will then consider whether to approve the appointment; their next meeting is set for May 9, 2013.

Norm Greene asked that a letter be sent to Catherine Smith and Douglas Varey requesting them to set up visits where there are DLM appointments for longer than one year. Gail Hamblin will follow up on this.

WEBSITE ETIQUETTE CONVERSATION

We are continuing to monitor this item. Gail Hamblin outlined what has transpired to date.

MOTION by Cindy Randall / Sheila Campbell

that the Pastoral Relations Commission of South West Presbytery request Gail Hamblin contact Cynthia Gunn, Legal Counsel at National, to request that she write a cease and desist letter to the parties responsible for this website, with copies of that letter to go to Rev. Maureen McLeod-Oliver and the board of St. Bartholomew's United Church.

CARRIED

CHANGES IN STRUCTURE/EFFECTIVE LEADERSHIP POLICY UPDATE

Deanna Wilson reported that beginning July 1, 2013 Toronto Conference will be a test site for the new model of Pastoral Relations work being given to Conference staff, as developed by the General Council and approved in 2012. The new process depends on each pastoral charge doing an annual review of their mission to be ready for any changes in the pastoral relationship; develop job descriptions to fulfill their mission as expressed in a living document and given to the Conference Personnel Minister who will then help the church set up a Search Committee as well as work to find 'match' options to be interviewed by the Search Committee. The work of the congregation's Ministry and Personnel Committee remains vital. Further information will be forthcoming in these next months.

MINISTRY AND PERSONNEL COMMITTEE WORKSHOPS

Toronto Conference (Todd MacDonald) is hosting 4 Ministry and Personnel Committee workshops in April and May throughout the Conference, with options of either Thursdays or Saturdays at different locales. Our South West Presbytery area workshop is on Thursday, May 2, 2013 at the South West Presbytery office from 9:30 a.m. – 4:00 p.m. Flyers were distributed and will also be available at the Presbytery meeting this Saturday, February 23, 2013. We hope to inform/invite each of our M and P Committees to urge them to attend a workshop.

WORKSHOPS FOR REVIEW OF NEW UNITED CHURCH MANUAL

Toronto Conference is hosting a free workshop on May 9, 2013 from 10:00 a.m. – 3:00 p.m. at St. John's United Church, Alliston, ON to review the new United Church of Canada Manual. Those wishing to attend need to sign up for this on the Toronto Conference website to ensure a place.

CONGREGATIONAL UPDATES – attached to the Record of Proceedings **APPENDIX A**

GRACE UNITED CHURCH

Sheila Campbell reported that the Joint Needs Assessment Committee initially wanted to do a short-form report, but it has been determined that there needs to be a full Joint Needs Assessment. Rev. Jean Leckie has since asked for a change in pastoral relations. The Joint Needs Assessment Committee has to continue since there is a request for a change in pastoral relations and also since the congregation asked for one. We considered options for going forward. More people are needed for the Joint Needs Assessment Committee as there have been resignations from the Joint Needs Assessment Committee, so this will be followed up.

JOINT NEEDS ASSESSMENT REPORT FROM ST. JOHN'S / GLEN WILLIAMS PASTORAL CHARGE

MOTION by Sheila Campbell / Don Laing
that the Pastoral Relations Commission of South West Presbytery receive the Joint Needs Assessment report for St. John's / Glen Williams Pastoral Charge and, approve the recommendations to change the terms of the call for Rev. Kelly Thomson from full time to part time based on 20 hours per week and, approve a second part time ministry position based on 20 hours per week to be filled by appointment.

CARRIED

ORDER OF THE DAY

**ST. PAUL'S UNITED CHURCH (BRAMPTON) –
Transition Report – REV. PHIL RODGERS**

Rev. Rodgers is at St. Paul's United Church 30 hours a week, from last October (2012) to June 30 2014, appointed to help with healing and getting finances in order following an intense mediation process last spring amid a lot of conflict. Their Joint Needs Assessment (June, 2012) was shelved in order to address their immediate needs for reconciliation and financial order. Phil reports things are generally going as well as can be expected, and they are moving forward; some people have left. They request an increase in staffing to appoint a half time person for family/youth/pastoral care work. A congregational meeting is called for March 3, 2013 (Gail Hamblin / Deanna Wilson chairing) to re-establish the Joint Needs Assessment Committee that will review/update the JNA Report. The church's debt is slowly being paid off. Conversations have taken place between the Brampton Main Street corridor United Churches: St. Paul's, Grace, and St. Bartholomew's to explore common opportunities for ministry; they are all in some stage of needs assessment and have agreed to request that each JNA Report and new minister being called should name in the position description a spirit of cooperation to continue these initiatives. Generally there is a feeling of optimism at St. Paul's.

**ST. BARTHOLOMEW'S UNITED CHURCH –
JOINT NEEDS ASSESSMENT REPORT (DRAFT) – GARY WALKER**

The DRAFT recommendation of the report was considered by members of the joint meeting of Pastoral Relations Commission and the Oversight Committee. Various options were considered The secretary will provide notes from this meeting for use in future discussions. It was decided that Deanna Wilson, Don Gibson, Norm Greene, and Robin Pilkey meet with the Joint Needs Assessment Committee to further discuss the options outlined in the discussion.

JOINT NEEDS ASSESSMENT REPORT FROM ISLINGTON PASTORAL CHARGE

We received the Joint Needs Assessment report with the changes we suggested. The wording of the recommendations on pages 10 and 12 are different and need to be aligned.

MOTION by Sheila Campbell / Bob Bingham
that the Pastoral Relations Commission of South West Presbytery recommend that the Joint Needs Assessment Report of Islington United Church be sent to a congregational meeting for their consideration.

CARRIED

OMNIBUS MOTIONS

MOTION by Sheila Campbell / Linda Maw

RECORD OF APPOINTMENT – YONG SHIK KIM

that the Pastoral Relations Commission of South West Presbytery concurs with the request of Onnuri Korean United Church appoint Yong Shik Kim, Ordained Supply non-United, from May 1, 2012 to June 30, 2013, part-time at 33.6 hours per week, with the following terms for category F: Salary \$30,000 per annum, housing allowance \$24,000 per annum, Continuing Education and Learning Amount \$1,250 per annum, other \$3,000 per annum and all other terms according to *The Manual*.

RECORD OF APPOINTMENT – SUSAN GARROD-SCHUSTER

that the Pastoral Relations Commission of South West Presbytery concurs with the request of St. John's / Glen Williams Pastoral Charge and appoint Rev. Susan Garrod-Schuster, Retired Ordained Minister, from February 25, 2013 to June 30, 2014, part-time at 20 hours per week, with the following terms for category F: Salary pro-rated \$28,750 per annum, housing allowance pro-rated \$10,250 per annum, basic telephone \$350 per annum, Continuing Education and Learning Amount pro-rated \$750 per annum, and all other terms according to *The Manual* and, that this appointment be approved by the Toronto Conference Settlement and Pastoral Relations Committee.

CHANGE TO THE TERMS OF CALL FOR KELLY THOMSON

that the Pastoral Relations Commission of South West Presbytery concurs with the request of St. John's / Glen Williams Pastoral Charge and approve the call to Rev. Kelly Thomson, Ordained Minister, effective February 25, 2013, part time at 20 hours per week, with the following terms for Category F: Salary \$20, 500 pro-rated per annum, housing allowance \$10,250 pro-rated per annum, basic telephone \$350_ per annum, Continuing Education and Learning Amount\$750 pro-rated per annum and all other terms according to *The Manual* and, that this motion be pending a clear Vulnerable Sector Police Records Check.

TRANSFER OF REV. SUNG CHUL CHOI

that the Pastoral Relations Commission of South West Presbytery transfer Rev. Sung Chul Choi, retired Ordained Minister from South West Presbytery in Toronto Conference to Calgary Presbytery in Alberta & Northwest Conference effective January 1, 2013.

RECEIVE FOR INFORMATION – SABBATICAL APPROVAL FOR REV. MICHAEL KOOIMAN

that the Pastoral Relations Commission of South West Presbytery receive for information the approved sabbatical time for Rev. Dr. Michael Kooiman at Central United Church effective April 1, 2013 to June 16, 2013.

APPOINTMENT OF REV. AMY LEE TO DAVENPORT PERTH COMMUNITY CHURCH

that the Pastoral Relations Commission of South West Presbytery upon recommendation of the Coordinating Council of South West Presbytery appoint Rev. Amy Lee, Ordained Minister to Davenport Perth Community Church from March 1, 2013 to August 31, 2013 part time at 27 hours per week with the following terms for Category D; salary pro-rated \$25,891 per annum; housing allowance pro-rated \$14,580 per annum; basic telephone \$600 per annum; continuing education pro-rated \$878 per annum; and all other terms according to *The Manual*.

REQUEST FOR A CHANGE IN PASTORAL RELATIONS FOR REV. JEAN LECKIE

that the Pastoral Relations Commission approve the request for a change in pastoral relations for Rev. Jean Leckie of Grace United Church effective June 30, 2013
OMNIBUS MOTION CARRIED

APPOINTMENT OF A PASTORAL CHARGE SUPERVISOR AT CENTRAL UNITED CHURCH

After some discussion it was determined that it would be suitable to appoint Lang Moffat, a lay person at Central United Church, as Pastoral Charge Supervisor during the period of Rev. Dr. Michael Kooiman's sabbatical due to Mr. Moffat's years of experience in the church.

MOTION by Lori Hill / Sheila Campbell

that the Pastoral Relations Commission of South West Presbytery appoint Lang Moffat as the pastoral charge supervisor for Central United Church from April 1, 2013 to June 16, 2013 during the sabbatical of Rev. Dr. Michael Kooiman.

CARRIED

NEW BUSINESS

SUPERVISORS NEEDED TO COVER SABBATICALS CENTRAL UNITED CHURCH – Lang Moffat will be the Pastoral Charge Supervisor; this was dealt with in a motion.

RIVERSIDE-EMERY UNITED CHURCH

They will only have one council meeting while Sheila is away, and they will not vote on policies until Rev. Sheila Campbell returns. Rev. Lori Hill will attend if she is needed.

EXTENSION OF CONTRACTS

Norm Greene’s and Deanna Wilson’s contracts are extended until June 30, 2014; Chris Pullenayegem will stay on as well but the term is not as yet set. We will consider how we will incorporate his report on ethnic ministries at a future meeting. Coordinating Council needs to decide what they will do with the recommendations.

STEERING COMMITTEE – NEED FOR MEMBER

A Steering Committee will work with Chris Pullenayegem on how to implement his recommendations regarding ethnic ministries. Sheila Campbell will let us know if she will sit on this committee.

NEWLY ORDAINED MINISTERS

Robin Pilkey inquired if we have followed up with the new ministers. Sheila Campbell reported there is a social gathering for new ministers and experienced clergy. Oversight has kept in touch with the new people.

PASTORAL OVERSIGHT

Norm Greene talked briefly about Mount Dennis United Church, Davenport-Perth United Church, Immanuel Toronto Korean United Church, Westminster United Church, Uganda Martyrs and Riverside-Emery United Churches, and the ongoing work with the Brampton churches.

NEXT MEETING

The next meeting will be on March 19, 2013 at the South West Presbytery office. Cindy Randall will provide the devotion.

CLOSING PRAYER

Gail Hamblin closed with prayer.

TERMINATION

MOTION by Sheila Campbell / Cindy Randall
that this meeting of the South West Presbytery Pastoral Relations Commission be terminated at 4:55 p.m.

CARRIED

Gail Hamblin
Chairperson

Cindy Randall
Secretary

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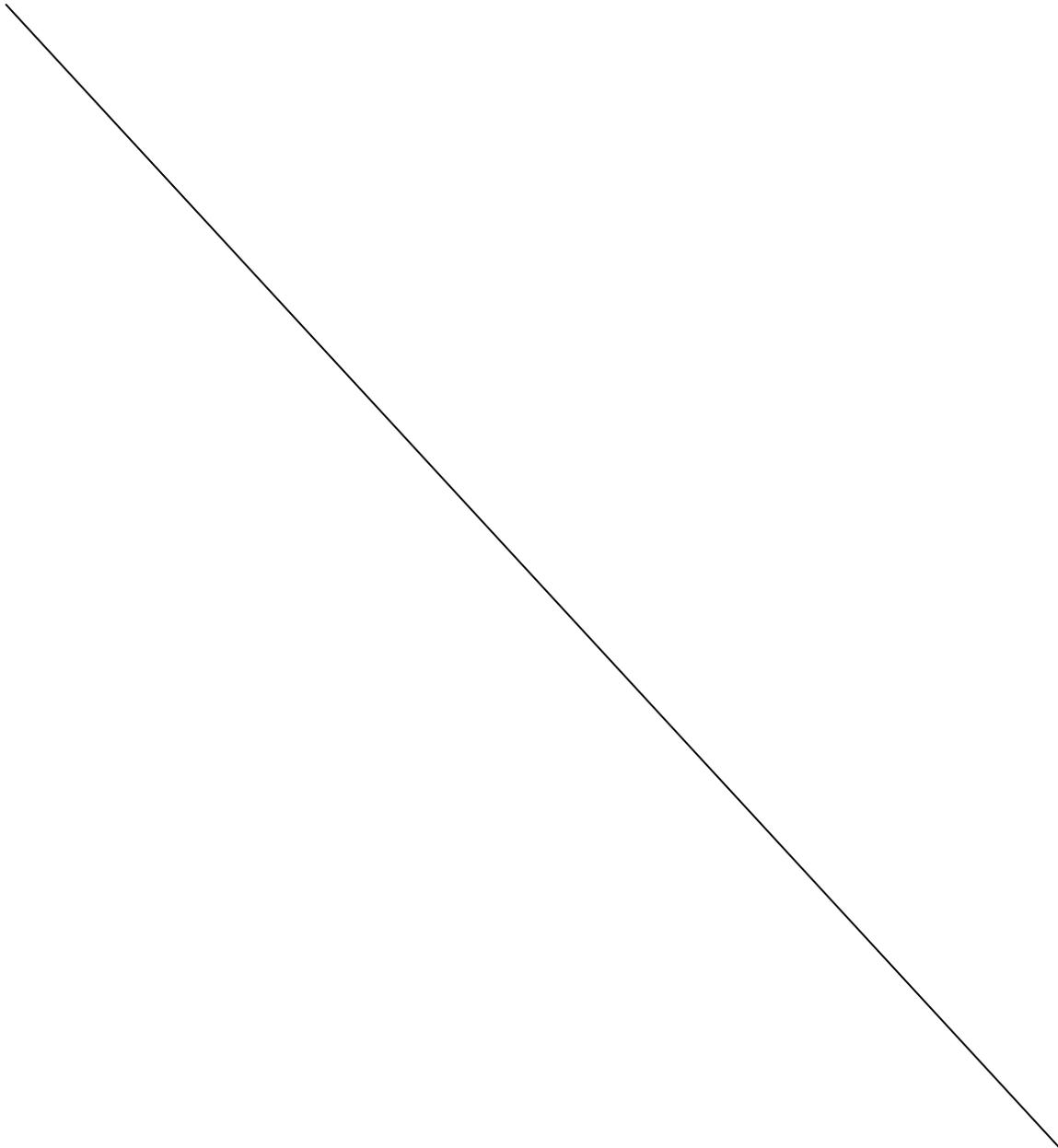
*** NOTE – UPCOMING MEETINGS**

March 19, 2013- 12:00 p.m. - devotion Cindy Randall

April 16, 2013 – 2:30 p.m. with Pastoral Oversight – devotion by Don Laing

May 21, 2013 – 12:00 p.m. – devotion by Lori Hill

June 18, 2013 – 2:30 p.m. with Pastoral Oversight – devotion by Gail Hamblin



CONGREGATIONAL UPDATES

DATE (updated on February 19, 2013)

CHURCHES NEEDING A JOINT NEEDS ASSESSMENT

CHURCH	ORDER OF MINISTRY REP	LAY REP	Supervisor? Y/N Name	PROGRESS REPORT	COMPLETED	NOTES
Islington	Connie den Bok	Gail Hamblin				We have seen the report; it will go to the congregation in April.
St. Bartholomew	Lloyd Paul	Gary Walker	Doug McLeod	Not on ADP		Pulpit supply is Kathleen Sorensen who has been continued into 2013; she is a candidate from Bay of Quinte. She is also providing 1 day a week pastoral care. Doug McLeod is offering guidance and support. Saw draft JNA report, heard from lay rep Gary Walker, and from Deanna Wilson on concerns around Kathleen's candidacy status. Deanna Wilson, Norm Greene, Don Gibson, and Robin Pilkey will meet with Kathleen and with the Joint Needs Assessment Committee
St. Paul's - Brampton	Cindy Randall	Gail Hamblin				starting JNA process again; have had first meeting with chair Rich Deakin
Taiwanese			Vivian Yarwood			Rev. Hsu requested early end to his appointment, the Board accepted this. We need the necessary paperwork and to set up a Joint

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							Needs Assessment Committee.
Westminster	Norm Greene	Paul Cook		Have decided to close June 16 2013.			Congregation has agreed to disband June 16 2013. A broader process is being considered as to what to do with church buildings after closings. Rev. Dr. Anne Simmonds is assisting the congregation with grief work. The building is for sale.
Windermere	Linda Maw	Don Laing (ministry personnel)		Alexa Gilmour appointed Aug 1 for Full time. Linda Pennock appointed Sept. 1 to June 30 2013, 8 hours/week.			JNAC to start March 9, they have a committee ready to go.

CHURCHES NEEDING A JOINT SEARCH

CHURCH	ORD. OF MINISTRY REP	Second REP	Supervisor? Y / N Name	IN PROGRESS	COMPLETED	NOTES
Davenport Perth	Linda Pennock	Bob Bingham	Bob Bingham			Amy Lee appointed from Nov 18 2012 to Feb. 28 2013; they want to extend her appointment to August 31, 2013, which we approved. The leasing addendum has been signed; health centre needs to also sign. JSC is currently suspended.
Royal York Road	Lori Hill	Robin Pilkey		Rev. Lillian Perigoe appointed as of Aug 15,		Second interviews are starting.

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				2012 for one year.		

OTHER

Church	ORDER OF MINISTRY REP	LAY REP	SUPERVISOR? Y/N NAME	PROGRESS REPORT	COMPLETED	NOTES
Asbury and West	Sheila Campbell (Transition team)	Steve Lee (Transition team)	Darren Liepold-Nicholson is Interim minister	Have received their building permit and have gone to tender.		They wish to extend Darren Liepold-Nicholson's appointment as interim; we will await the paperwork. Written report on file from Darren Liepold-Nicholson. Things are more positive now than last November. They expect to be in their new church, fall 2013.
Fairbank			Linda Maw is appointed Pastoral Charge Supervisor. She provided a written report in November, which will be kept on file			Had annual meeting; Lionel had his interview in Nov. 2012 for admission into the United Church of Canada and was approved pending completion of his required education courses. We need to check finances, update JNA report, and see a job description if there is to be a call.
Ghana Calvary Methodist			David Allen -Supervisor from July 2011 to continue to June 30, 2013. David Allen sent a written report in February			Church Leaders are continuing to look at plans for building a manse. Had covenanting service on Jan 6. Bishop will visit in May. Chris Pullenayegem will assist with relationship with ethnic congregations
Grace	Sheila Campbell	Paul Cooke		The JNA Committee has met		

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				twice. They will add three new members to their committee following the resignation of some members.		
Meadowvale Korean			Supervisor needed. Deanna Wilson to follow up.	Now on ADP		Deanna Wilson is following up with National Church for advice about getting supervisors and was provided some names but none have accepted. We will consider whether Chris Pullenayegem should be minister for ethnic congregations at least for the short term; this would need approval from Executive Secretary and Coordinating Council.
Mount Dennis	Cindy Randall		Cindy Randall to continue as Supervisor, until the congregation is formally disbanded.	Cong. now worshiping with Central UC	Michael Kooiman is assisting them currently	Norm Greene advised Oversight will follow up on disbanding. Tying up loose ends. Membership transfers being processed. Seeking a person to do pastoral care for 10 hours/week, working out of Central.
Newtonbrook / Northminster	James Lepard (Amalgamation / Implementation team) Oversight Committee should be involved.	Cindy Cooper (Amalgamation / Implementation team)				Deanna Wilson and Norm Greene met with them and Asbury and West to clarify relationships. Pastoral Relations issues have been resolved after a lot of hard work on everyone's part. New church will be called Cummer Avenue United

				South West Presbytery – February 19, 2013 2012/2013 – 295		
						Church. Rev. Irene Ty and Rev. Vivian Yarwood need to be re-appointed as of July 1 2013 and are working on their job descriptions.
Onnuri Korean			Need a supervisor. Deanna Wilson to approach a possible candidate for supervisor.			Sarah Yoon and Deanna Wilson will attend congregational meeting. Extended an appointment to Rev. Kim (Hamilton). His credentials have been cleared. He does not need to apply for admission. He can remain an Ordained Supply (non-United) as long as he is serving an ethnic ministry. He has had his Conference interview. We will consider whether Chris Pullenayegem should be minister for ethnic congregations at least for the short term; this would need approval from Executive Secretary and Co-ordinating Council.
Uganda Martyrs			Don Gibson appointed Supervisor	Deanna Wilson has connected with Charles Olango regarding the appointment as supervisor.		Uganda Martyrs decided not to become a 2 point charge with Riverside-Emery. The motion re joint trusteeship was brought to Presbytery on February 23 2013 and was carried. Don Gibson is working with Uganda-Martyrs on a 3 year budget. Will consult National on how to move forward with this congregation.

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY
PROPERTY & ENVIRONMENT COMMISSION
February 19, 2013 at 7:00 p.m.
at 65 Mayall Ave.

Present: Paul Kim, Steve Lee, Lillian Perigoe, George Quainoo, Ron Ross, Paul Shepherd

Guests: Members of Ghana Calvary Methodist United Church & of Newtonbrook/
Northminster United Churches

Regrets: Michael Kooiman, James Lepard, Gary Mizener

CONSTITUTION OF THE MEETING

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Lillian Perigoe, as Chairperson. called this duly constituted meeting of the Property and Environment Commission of South West Presbytery to order to deal with such business as should properly come before it.

Quorum for the meeting was declared.

OPENING PRAYER

Lillian offered the ‘Lenten Prayer’, at Voices United #110.

APPROVAL OF AGENDA

MOTION by Steve Lee / Paul Shepherd
that the Property and Environment Commission of South West Presbytery approve the agenda for this February 19, 2013 meeting.

CARRIED

APPROVAL OF MINUTES

MOTION by Paul Shepherd / Ron Ross
that the Property and Environment Commission of South West Presbytery approve the minutes of January 22, 2012, as printed.

CARRIED

CORRESPONDENCE

- From Harry Ort regarding Newtonbrook/Northminster & ‘Cummer Ave.’ United Churches requesting an opportunity to meet with the Commission; they are on the agenda for this meeting.
- From Barbara Puckering regarding Newtonbrook / Northminster & ‘Cummer Ave.’ United Churches: the suggested change of name for the new congregation and church to ‘Cummer Avenue United Church’ was noted and approved by the Commission, and will be reported to Presbytery (see motion below).

- From George Quainoo regarding Ghana Calvary Methodist United Church, in preparation for the presentation at tonight's meeting
- From Louise Mahood re Sparrow Lake Camp needs - Ron Ross spoke with Vince Alfano and reports: 'the camps are owned by Toronto United Church Council, leased for \$2 a year, to be operated by their own Board of directors that are answerable to Toronto Conference Executive. If they needed to borrow \$100,000 or more then they would need authorization from the Toronto Conference Executive. No action needed by us'. (Lillian spoke to Louise at the meeting on Feb. 23)
- From Douglas Varey regarding High Park Korean United Church / Northminster United Church. Lillian will contact Sam Cha at High Park Korean United Church.

ORDERS OF THE DAY:

GHANA CALVARY METHODIST UNITED CHURCH - Re Manse planning.

George Quainoo invited a delegation from the congregation to join the meeting. They made a helpful presentation about plans for rebuilding the manse, located at 63 Mayall Ave., North York which is currently not fit for use. A congregational meeting has approved the plan and an architectural design, but some changes are needed to meet neighbourhood requirements (i.e reducing the size of the planned balcony). A budget of \$400,000 has been suggested, and a loan will be sought to cover the costs. Municipal approval has been sought, with architectural designs and documentation forwarded to the City of Toronto. Quotes will be forthcoming. Questions emerged about the possibility of placing two houses on the property, and about selling the lot and buying a home in the neighbourhood. The congregation feels strongly that the property needs to be within walking distance of the church, noting that ministry will probably change every 5 years, with new ministry personnel probably lacking an Ontario driver's license. Steve Lee will explore the possibility of dividing the property.

MOTION by Steve Lee / Paul Kim

that the Property and Environment Commission supports the plans in principle, but will need to look again at the final plan, once municipal approval is given, and a builders' estimate is available.

CARRIED

'CUMMER AVE' – NORTHMINSTER/ NEWTONBROOK UNITED CHURCHES:

Harry Ort (from Newtonbrook United Church) and Jim Acheson (from Northminster United Church) met with the Commission to explore questions and process from this point. The new name of the amalgamated congregations will be 'Cummer Ave. United Church'. The Commission agreed. (See motion below). The property at 255 Finch Ave. will be put up for sale as soon as approval is granted. They have as yet not made an arrangement with any realtor. Question: The Manual, section #268, requires that Presbytery 'must declare as surplus the part or parts of the property of the amalgamating Pastoral Charges or Congregations determined by the Presbytery no longer to be needed'. What action(s) are required? The representatives were asked to provide a request, including estimated proceeds and costs and to return with that information.

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An assessment of the organs of the two congregations has been made, and, as a result, it is planned to move the (newer) organ from Northminster United Church to the new church when Northminster is closed.

Questions were asked about the comments about ‘loss of rental income’ at Northminster United Church, before any sale was completed. There had been some concern about that matter, but it appears that the current tenants wish to remain as long as possible. We also discussed plans for renewed/ expanded Outreach ministry at Cummer Ave. and the investment of proceeds from the sale to support those plans.

Paul Kim suggested, and it was agreed, that if the congregations find themselves running into the possibility of a loss of income, they should return to the Commission, which has no desire to see a new congregation with an operational deficit.

Harry Ort and Jim Acheson left the meeting.

APPROVAL OF NAME OF AMALGAMATED CONGREGATIONS OF NORTHMINSTER AND NEWTONBROOK UNITED CHURCHES

MOTION by Steve Lee / George Quainoo

that the Property and Environment Commission of South West Presbytery approve the name of ‘Cummer Avenue United Church’ for the newly amalgamated church (formerly Newtonbrook / Northminster United Churches), to be located at 53 Cummer Ave.

CARRIED

NEW BUSINESS

The correspondence between Doug Varey, Pastoral Oversight, and High Park Korean United Church regarding the new information they had received about the value of their property (260 High Park Ave., north of Bloor West, south of Dundas) and their subsequently renewed interest in 255 Finch) invoked renewed speculation about High Park Korean United Church’s possible future. It was decided we should ask for a realtor’s evaluations of the two properties, and noted that we might contact Colliers or Cushman and Wakefield, both recommended commercial real estate companies, and/or seek out John Filice, (Cushman and Wakefield), also recommended after several church evaluations.

NEXT MEETINGS

The Commission will meet on March 19, at 65 Mayall Ave., 7:00 – 9:30 p.m.

The meeting of April 16, 2013 will be postponed because of a South West Presbytery plenary meeting that night. It will take place, instead, on April 23, at 65 Mayall Ave., 7:00 – 9:30 p.m.

CLOSING PRAYER

A closing prayer from Voices United #915 was offered by Lillian Perigoe.

ADJOURNMENT

MOTION by Ron Ross / Paul Kim

that the Property and Environment Commission meeting be adjourned at 9:30 p.m.

CARRIED

Lillian Perigoe

Chair and Acting Secretary

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COORDINATING COUNCIL

February 20, 2013 at 9:30 a.m.

Conference Call Meeting

The regular meeting of the South West Presbytery Coordinating Council was called to order at 9:35 a.m. by the Chairperson, Bryan Ransom. A quorum was declared present.

ATTENDANCE

Present: Norman Dundas, Ross Leckie, Louise Mahood, Neil R. Parker, Lillian Perigoe, Bryan Ransom, Doug Varey, Grant Williams, Mark Winger.

WORSHIP

Bryan Ransom opened the meeting with a prayer.

PURPOSE OF THE MEETING

The purpose of the meeting was to revisit a decision ratified at the meeting of Coordinating Council of South West Presbytery February 6, 2013. That is to say, it was decided that a certain individual be removed from all administrative functions in connection with Davenport- Perth Community Church. On subsequent research by Bryan Ransom it has been determined that removal of a person from the administrative activities of a congregation requires a 333 Review in accordance with *The Manual* of the United Church of Canada. At this point, the Coordinating Council appeared to be confronted with two options: (a) do nothing, or (b) strengthen the recommendations presented to the Coordinating Council of South West Presbytery on February 6, 2013 as stated in the Pastoral Oversight Review. It was generally agreed that doing nothing is not an acceptable option. At the Coordinating Council meeting of February 6, 2013 it was quite apparent that the 333 Review was not an action that Council members were prepared to undertake at this time. One problem with a 333 Review is that it is an arduous and time-consuming process and the present state of affairs at Davenport-Perth Community Church has deteriorated to the point that it demands immediate action. Another difficulty with a 333 Review is that interviews with all members of the congregation are required and has the potential to subject that congregation to even more hurt than it has already experienced. Implementation of the 333 Review remains a third option, but it would be instituted as a last resort only. Moreover, South West Presbytery can still adopt the measures proposed in the aforesaid Pastoral Oversight Review without a 333 Review.

Bryan Ransom plans to meet with Pastoral Oversight representative - Doug McLeod, Ministry Personnel - Rev. Amy Lee and Pastoral Charge Supervisor - Bob Bingham and inform them as to the expectations of South West Presbytery including those relating to the restructuring of the church. In connection with the latter, Presbytery needs to affirm Amy Lee in her roles as successor to Bob Bingham as Chair of the Board and as current Chair of the Board of Trustees. Rev. Amy Lee has been well accepted by the Davenport Perth

congregation. Her task is a challenging one and it is important that she receive the necessary support both personally and professionally. Enlisting the services of a non-Presbytery mentor/coach such as Tim Elliott would be profitable to this end as would further training in the interim ministry.

MOTION by Louise Mahood / Grant Williams
that the Coordinating Council of South West Presbytery table the motion pertaining to Davenport Perth Community Church made on February 6, 2013.

CARRIED

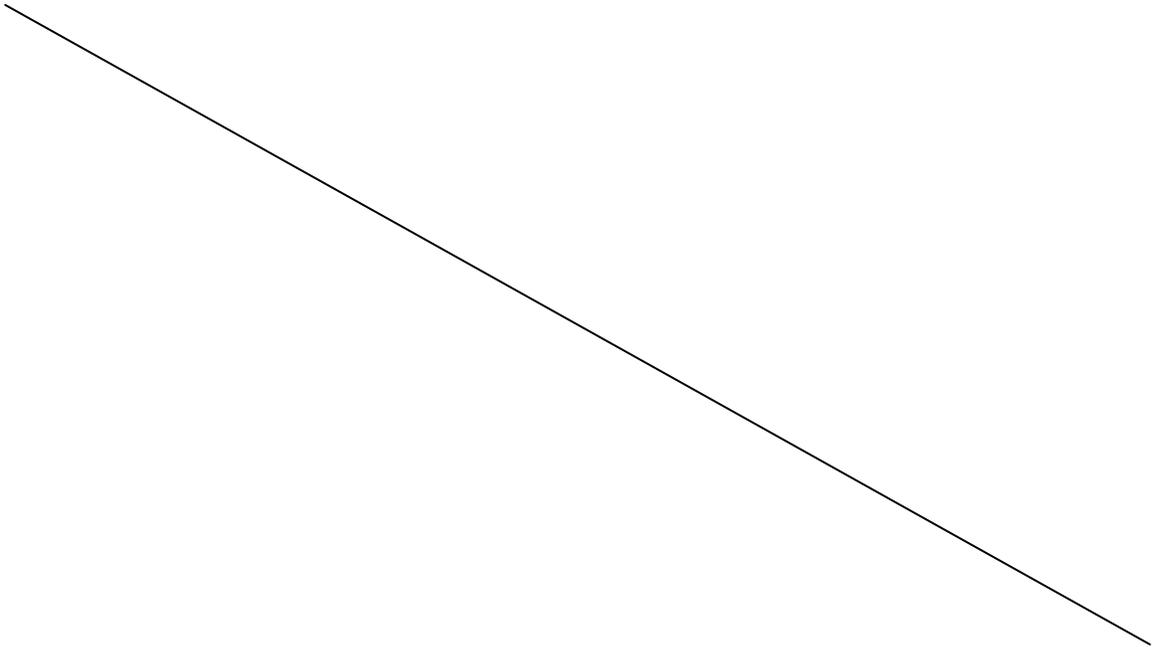
It was generally agreed that the Coordinating Council continue to support the initiatives of the Pastoral Oversight Committee regarding Davenport Perth Community Church—that is, as long as such initiatives do not involve legal difficulties.

MOTION by Mark Winger / Grant Williams
that this meeting of Coordinating Council of South West Presbytery be adjourned at 9:58 a.m.

CARRIED

Bryan Ransom - Chairperson

Neil R. Parker - Secretary



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COMMUNITY MINISTRIES COMMISSION

February 22, 2013 – 10:30 a.m.
at Humber Valley United Church

Present: Mark Winger (Chair), J-T MacNeil (Secretary), Barry Rieder (Community Minister of Jane-Finch Community Ministry), Karen Williams (Community Minister of Davenport-Perth Community Ministry), Paul Rose, D'thea Webster, Linda Levine

Regrets: Mark Aitchison, Gail Johnson, Basil Coward

WELCOME & OPENING

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Mark Winger called this duly constituted meeting of the Community Ministries Commission of South West Presbytery to order to deal with such business as may fall properly before it.

APPROVAL OF NOVEMBER 29, 2012 MINUTES

MOTION by D'thea Webster / J-T MacNeil
that the Community Ministries Commission of South West Presbytery approve the minutes of the November 29, 2012 minutes as printed.

CARRIED

JANE FINCH COMMUNITY MINISTRY REPORTS

Barry Rieder reported on the shooting that occurred in the Jane-Finch area while on vacation for his father's 80th birthday. He also reported on the vigil that had been held, and on the work that Jane Finch Community Ministry and its community partners had undertaken to help members of the community. Barry Rieder acknowledged the personal pastoral care he's been receiving during this time.

Barry Rieder submitted his annual report, work plans, and budget for 2013. These items had previously been reviewed by the Jane Finch Community Ministry, who had approved them. There was some discussion on the expenditure charts, as it was felt that they may not properly represent the amount of resources being spent on programming.

MOTION by D'thea Webster / J-T MacNeil
that the Community Ministries Commission of South West Presbytery approve the budget and work plan for Barry Rieder.

CARRIED

Barry Rieder reported on the status of the 736 Bathurst Outreach Corporation grants.

Barry Rieder is currently eligible for sabbatical, and plans to take that beginning in April. He will use continuing education and vacation time to extend it until near the end of July, so that he can participate in some of the summer event in the Jane-Finch community.

DEVOTIONAL

Mark Winger shared a devotional reading with the group.

DAVENPORT-PERTH COMMUNITY MINISTRY REPORTS

Karen Williams reported that her computer system was experiencing difficulties, and would provide the budgets and work plans as soon as the situation was restored.

Karen Williams also reported that the grant writer had voluntarily terminated her contract early. It was the opinion of the Community Ministries Commission that the grant writer not be paid for work that was not completed. As a result of this, Karen will hold off on the Ontario Trillium Fund grant until July.

The working relationship between Davenport-Perth Community Church and Davenport-Perth Community Ministry has improved significantly, but there are still some problem to address. Karen is enjoying a better working relationship with the current Interim Minister at Davenport-Perth Community Church.

Karen Williams will be applying to Green Shield, Rainbow Family, Temerity, and Westminster for approximated \$76,000 to expand the programs available from the Pelham Community Hub. The plan is to partner with Toronto Public Health to provide health awareness programming during school vacations for children and youth in the Pelham area.

Karen Williams will be applying to Rotary for funding to expand the learning lab programming at Pelham Community Hub and provide leadership skills to members of the community.

Karen Williams will be applying to the Ontario Trillium Fund to strengthen the leadership at Pelham Community Hub and Davenport-Perth Community Ministry. This will allow Karen to focus more on ministry in the community.

MOTION by Linda Levine / Paul Rose
**that the Community Ministries Commission of South West Presbytery approve
Karen Williams' plan to apply for grant funding.**

CARRIED

PRESBYTERY UPDATES

The next full court meeting of South West Presbytery is February 23, 2013 at Emmanuel United Church. Mark Winger indicated that Community Ministries Commission will not have dedicated time on the agenda, but will be able to offer a short report during the Circle updates. He also reported on the progress being made by the Mission Strategy Committee, who would present a report at the next Presbytery meeting.

NEXT MEETING

The next meeting will be at Humber Valley United Church at 10:00 a.m. on April 10, 2013.

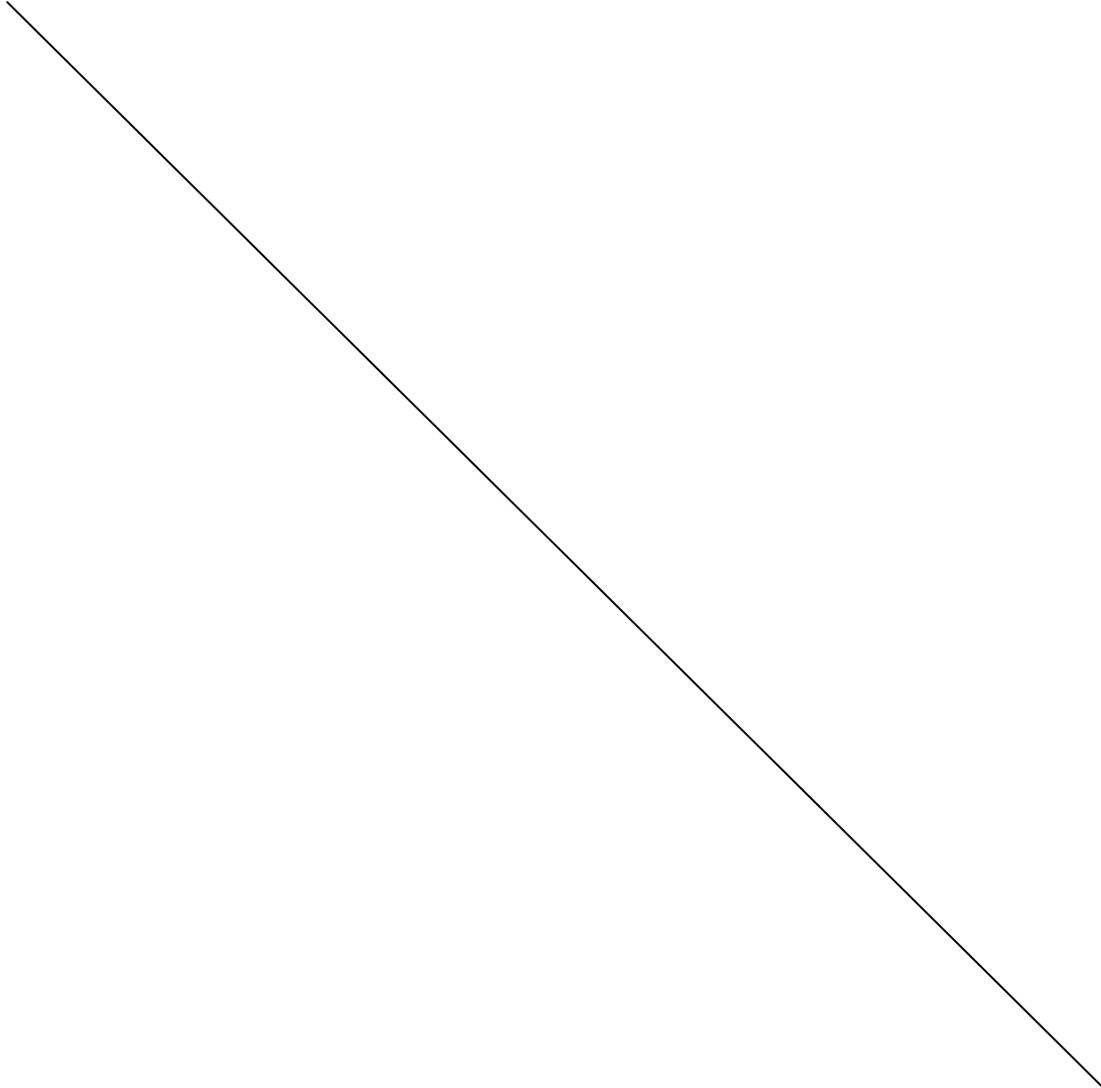
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ADJOURNMENT

Mark Winger declared the meeting terminated at 12:33 PM

Mark Winger
Chairperson

J-T MacNeil
Secretary



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

SOUTH WEST PRESBYTERY

February 23, 2013 – 9:00 a.m.
at Emmanuel United Church, Brampton, ON

The regular meeting of South West Presbytery was called to order at 9:00 a.m. following refreshments prepared by Emmanuel United Church. Rev. Bryan Ransom was presiding. A quorum was present.

ATTENDANCE:

Lay Representatives, Lay Members at Large, and Candidates (not in appointments):

Victoria Ashbourne, Carole Bennett, Valerie Benson-Steele, Joan Carr, Karen Carruthers, Sam Cha, Linda Cobon, Gordon Conquergood, Betty Cork, Linda Cunningham, Lorna Dixon, Charles Donley, Vilia Fera, John Gilbert, Gail Hamblin, Gail Johnson, Chris Jones, Andrea Journeaux, Victor Kitagawa, Karen Kowal, Youngmi Lee, J-T MacNeil, Donna Magee, Lang Moffat, Peggy Moore, Tim Pater, Andrew Piper, Sarah Piper, Sylvia Powers, Linda Robinson, Ron Ross, Mary Sarginson, Anne Shirley Sutherland, Anne Sword, Lois Thompson, Margaret Walbank (36)

Ministry Personnel Called, Appointed and Retained:

David Allen, Kathryn Arris-Pater, Sheila Campbell, Cindy Cooper, Susan Cowan, Connie denBok, Catherine Ellarby, Carol Hancock, Norm Henning-Pereira, Andrew Hyde, Lionel Ketola, Michael Kooiman, Jean Leckie, Ross Leckie, Amy Lee, Sae Yun Lee, Darren Liepold-Nicholson, Margaret MacDonald, Brian McIntosh, Doug McLeod, Dr-Graft Obiri, Charles Olango, Lillian Perigoe, Henry Poutiainen, Cindy Randall, Bryan Ransom, Barry Rieder, Paul Shepherd, Robin Sherman, Irene Ty, D'thea Webster, Stephen Willey, Grant Williams, Karen Williams, Mark Winger. (35)

Ministry Personnel Retired:

Lenore Beecham, Eleanor Carr-Moreithi, Alan Craig, Grace Craig, Norm Greene, Don Laing, Linda Levin, Maureen MacLeod-Oliver, Louise Mahood, Linda Maw, Margaret Nelson, Harry Oussoren, Neil R. Parker, Deanna Wilson, Sarah Yoon. (15)

VISITORS: Elaine Eve, Geoffrey Kiggundu, Brenda McCurdy, D'Graft Obiri Jr. (4)

REGRETS:

Lay Representatives, Lay Members at Large, and Candidates (not in appointments):

Philip Armstrong, Jeff Bacon, Virginia Beane, Eva Breeze, Norman Dundas, Ann Fraser, Michael Fraser, Steve Lee, Donald MacInnes, Gary Mizener, Bonnie Neeley, Allan Petrie, Robin Pilkey, Stephen Wickett, Fraser Williamson. (15)

Ministry Personnel Called, Appointed and Retained:

Katherine Brittain, Dale Burkart, Stephen Fetter, Alexa Gilmour, Orville Green, Kerri Hagerman, Susan Howard, Paul Ivany, Debbie Johnson, Sung Min Jung, Shinji Kawano, James Lepard, Jo Ann Marriott, Jessica McCrae, Linda Pennock, Coral Prebble, Michael

Shewburg, Maryann Skinner, Christine Smaller, Glenn Smith, Linda Wheler, Paul Wilson
(22)

Ministry Personnel Retired:

Susan Garrod-Schuster, Paul Morris. (2)

As per The Manual 2010 and as what was decided by the court of South West Presbytery for the pastoral year 2011-2012 “Quorum” means. not less than one-fifth (1/5) of those entitled to vote, of whom at least one-third (1/3) shall be members of the Order of Ministry or Designated Lay Ministers, and at least one-third (1/3) shall be lay members on the roll of Presbytery except those appointed as Designated Lay Ministers.

CONSTITUTION:

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom called this duly constituted meeting of South West Presbytery to order to deal with such business as should properly come before it.

WELCOME

Incumbent minister Rev. Sue Cowan introduced herself, welcomed all to Emmanuel United Church and indicated the location of the washrooms.

SERVICE OF WORSHIP

Bryan Ransom lit the Christ candle in recognition that those in attendance symbolized the Body of Christ working together with one another in the name of Christ. Thereafter he invited the Intercultural and Diverse Communities in Ministry Committee to come forward and lead the Court in the first segment of a two-part service of worship, which began with singing of the hymn *Make a Joyful Noise: Psalm 100* (VU 820).

The cosmopolitan makeup of contemporary urban society offers numerous challenges as well as opportunities for Christian ministry. One of the most important of these is the all-too-often sense of alienation experienced by people of cultures and ethnicities different from our own. Members of the Court were asked to reflect upon the ways in which we may have wittingly or unwittingly contributed to the problem. Interestingly Jesus himself had to address this problem in his encounter with the Syro-Phoenician woman (Mark 7: 24-30; par.).

WORKSHOP

The Intercultural and Diverse Communities in Ministry Committee began its presentation with the following definition of intercultural (from *Beloved Community* by an early 20th century theologian):

This is what we aspire to: every person and culture is allowed to stand in full identity and dignity of difference. All are allowed to stand in mutual, respectful, equitable relationship, fully aware of and able to live our own culture with dignity. Each is aware of his/her own identity and its potential impact on others. Each can stand beside another with adequate space for his/her identity and full dignity fully his/herself.

Rev. Irene Ty invited Court members to reflect on the implications of that definition in small groups.

Thereafter Steve Willey provided an explanation of what is and is not meant by culture. The metaphor of an iceberg was employed to indicate that culture involves more of what is not readily apparent than is, and that what operates below the “waterline”—i.e. subconsciously—can have a more profound influence. Three models of cultural interaction were outlined:

1. Multi-cultural model: affirmation of one’s roots and celebration of one another’s distinctive cuisine, dress, music, dance, etc.—such “above-the-water” expressions of culture interact on a superficial level.
2. Cross-cultural model: intentional formation of interpersonal relationships between cultural entities involves sharing, listening, openness to change, etc.—programmes of education serve to facilitate such interaction. However, there often exists a power disparity between the dominant and the more marginalized group.
3. Intercultural model: mutual supportive relationships between and among diverse cultural entities: deep relationship-building, is the hallmark of such interaction, not survival—deep connections and interactions, mutual respect and learning from one another. Between the diverse cultural entities there exists a “comprehensive mutuality” among or a level playing field and such a context serves to engender a reciprocity and equality and thereby everyone learns from one another.

Rev. Cathie Ellarby then invited the members of the Court to form small groups and identify those characteristics of our “dominant white culture” that pose a barrier to the establishment of a genuinely intercultural model and some of the ways those barriers might be removed. The intention was to provide presbyters with a compilation of these characteristics that could be shared with their respective congregations. Members of the Court were asked to consider what implications the adoption of an intercultural vision would have for our Presbytery and the congregations within it—both challenges and opportunities. One such implication would be support and nurture of our ethnic-specific congregations. Rev. Charles Olango came and shared his personal experience of life within an ethnic-specific congregation. At the conclusion of the workshop the Court read a prayer of affirmation and commitment in unison.

Bryan Ransom thanked the Intercultural and Diverse Communities in Ministry Committee for their leadership in both the time of worship and in their workshop on the intercultural church, both of which were challenging and thought-provoking.

BUSINESS

OUR COMMITMENT AS MEMBERS OF SOUTH WEST PRESBYTERY

The Court recited the following promise.

As God's people we promise to relate to one another with:

**respectfulness, open mindedness,
and the spirit of grace and
forgiveness we have received
in Christ Jesus.**

In our Christian love for one another we will:

**listen to others with our whole selves:
our physical senses, intuition,
imagination and intellect**

not interrupt when others are speaking

speak with respect towards those who breach this commitment

**affirm the deep wisdom of silence and pause,
in order to ponder what others have said**

**leave space for anyone who wishes to speak for the first time before
speaking a second or third time**

hold our beliefs and opinions while respecting others

hold one another in prayer.

APPROVAL OF THE AGENDA

MOTION by John Gilbert / Doug McLeod
**that South West Presbytery adopt the agenda of this February 23, 2013 meeting as
printed.**

CARRIED

INTRODUCTION OF NEW MEMBERS

New Presbyters or Visitors

Andrew Piper and Sarah Piper new lay presbyters from St. Andrew's United Church.

Youngmi Lee the new lay presbyter from Immanuel Toronto Korean United Church.

Tim Pater from North Runnymede United Church.

Geoffrey Kiggundu from Uganda Martyrs United Church.

D-Graft Obiri Jr. from Ghana Calvary Methodist United Church here to provide drumming during worship.

Brenda McCurdy - intern at St. Andrew's United Church.

CORRESPONDING MEMBERS

MOTION by Andrea Journeaux / Sylvia Powers
**that South West Presbytery approve that all visitors at this meeting of South West
Presbytery be corresponding members.**

CARRIED

APPROVAL OF MINUTES

MOTION by Cathie Ellarby / Cindy Randall
**that South West Presbytery accept as printed the minutes of the South West
Presbytery meeting of November 20, 2012.**

CARRIED

RECEIVING MINUTES OF THE COORDINATING COUNCIL FOR INFORMATION

MOTION by Bob Bingham / Brian McIntosh
that South West Presbytery receive for information the minutes of the Coordinating Council dated November 7, 2012, December 5, 2012 and January 9, 2013.

CARRIED

REPORTS OF THE CIRCLES

Program Circle – Ross Leckie

Community Ministries Commission – Mark Winger

Mark Winger announced that Brian McIntosh has stepped down as a member of the Community Ministries Commission and thanked him for his years of service as such. In *lieu* of Christine Smaller who was absent he expressed her intention that four new members be added to the Commission. Hence the

MEMBERS NAMED TO THE COMMUNITY MINISTRIES COMMISSION

MOTION by Mark Winger / Brian McIntosh
that South West Presbytery name Basil Coward, Linda Levin, Paul Rose and D’thea Webster as members of the Community Ministries Commission.

CARRIED

Mark Winger then invited Barry Rieder (Jane-Finch Ministry) and Karen Williams (Davenport-Perth Community Ministry) to share the recent developments in connection with their respective ministries.

Barry Rieder, the Jane Finch Community Minister mentioned that while he was on holidays in Calgary a 15-year-old was fatally shot in the Firgrove community where the Jane-Finch Community Ministry is located. He was shot accidentally by a 17-year-old who was his best friend. The Jane Finch Crisis Response Network, which Barry is part of, mobilized extremely quickly in providing support to the community and family. Barry came back to Toronto on Wednesday for a candle vigil in which 200 people, in single file, walked through the community with candles and eventually ended up at the Oakdale Community Centre 500 strong. There tributes and grief support was offered and the evening ended with people being fed with food from the boy's favourite restaurant. Barry asked for prayers for the community during this trying time of a double tragedy.

On a positive note Barry highlighted a magazine called "Boss" which was produced by Jane-Finch youth and copies were made available to Presbyters for a free will donation.

Davenport-Perth Community Minister Karen Williams outlined several recent and upcoming events. On a sad note the Pelham Community marked the first anniversary of the loss of Bernie Brown to cancer on February 21, 2013. This past fall Davenport- Perth Community Ministry received the first instalment of \$25,000.00 from the 736 Baptist Outreach Corporation. This allowed the ministry to expand its hours of operation at the Pelham Community Hub in Pelham Park Gardens, a community housing residential site. With that

donation the Hub is open five days a week and approximately 125 children and youth access the centre. Fifteen of those young people are participating in an exchange: fourteen Cree youth from northern Saskatchewan are visiting during March break, and the Pelham youth will visit the northern Saskatchewan community in May. April 5, 2013 is the *We Defeat the Winter Blues* event: a Brazilian band will be featured and the youth from Pelham will be performing in a coffee-house format—a fund-raiser for the Clean Train Coalition and the Pelham Hub. In June the Community Ministry is assuming the lead in staging a Pride event around issues of sexuality and gender identity.

Faith Formation Committee – Norm Hennig-Pereira

The Lenten Block Party project is in its third year. In the first two years the focus was the different gospels, but for Lent 2013 the theme is spiritual practices undertaken by various contributors. During the first week Susie Henderson did a “photo gratitude journal.” The second week the focus is not on biblical texts as in other years, but in this case Homer’s *Iliad* and his *Odyssey*.

Mission Support & Finance – Louise Mahood (in *lieu* of Norm Dundas)

The end of the year 2012 found the South West Presbytery finances around operating expenses in quite good order. Firstly, the Committee is pleased to report that all mission grants endorsed by the Mission Support & Finance Committee and forwarded to the Presbyteries of Toronto Conference Corporation have been approved. Secondly, Presbytery at the end of 2012 saw an income of approximately \$78,000.00. Here the Pastoral Oversight Committee played a major role in the recovery of assessment payment arrears. The efforts of that Committee effected the payment of a considerable portion of the assessments. The Mission Support & Finance Committee is currently reviewing the degree of compliance or lack thereof with the new system of post-dated cheques. Operation expenses totalled roughly 56,000.00 and in this connection credit is due to the good stewardship of the various Commission/Committee Chairs and other presbyters generally. Thus Presbytery found itself with a balance just shy of some \$20,000.00. At the Coordinating Council meeting of November, 2012 it was decided that the North Star Fund would open with \$10,000.00 in light of its healthy financial situation. This fund serves to support work around Mission Discernment/Vitality. The Coordinating Council at its February, 2013 meeting decided to increase the holdings of the North Star Fund to \$16,255.00.

Pastoral Oversight Committee

Rev. Doug Varey circulated two documents among the members of South West Presbytery:

1. The Riverside-Emery United Church & Uganda Martyrs United Church Property Management Agreement; **APPENDIX A**
2. The Pastoral Oversight Committee Report to the Presbytery. **APPENDIX B**

Doug Varey provided a brief history of the relationship between Riverside-Emery United Church and Uganda Martyrs United Church, the consultations from which the proposed property agreement between the two congregations emerged and clarified several of the implications of that agreement. He expressed appreciation for the work of both Norm Greene of the Pastoral Oversight Committee and Don Gibson, the supervising pastor of

Uganda Martyrs United Church. The Coordinating Council of South West Presbytery has reviewed this agreement and finds itself in general agreement with it. Hence the

PROPERTY MANAGEMENT AGREEMENT FOR RIVERSIDE-EMERY AND UGANDA MARTYRS UNITED CHURCHES

MOTION by Doug Varey / Ross Leckie

that South West Presbytery approve the Riverside-Emery United Church & Uganda Martyrs United Church Property Management Agreement.

CARRIED

Ross Leckie then commended the Pastoral Oversight Committee Report to the members of the Court for perusal.

Property and Environment Commission - Lillian Perigoe

Effective July 1, 2013 the newly amalgamated congregations of Newtonbrook United Church and Northminster United Church will begin worshipping together as Cummer Avenue United Church. The new name was approved this month by the Property and Environment Commission.

Youth & Young Adults Committee

Andrew Hyde announced the following upcoming events:

- Second Youth and Young Adults Worship Service: Saturday March 2, 2013 7:30-9:00 p.m. at Emmanuel United Church, Brampton
- Presbytery Youth Retreat first weekend of May at Sparrow Lake Camp. Congregations who do not have young people still may sponsor young persons from other congregations for this event. Further information may be obtained from Hannah Lyle, the youth leader at Bloordale United Church.
- Rendezvous 2014 will take place in Winnipeg.

Two announcements from the Program Circle:

- KAIROS Canada is sponsoring *The First Nations Story Past and Present* the event: Saturday March 2, 2013 at St. Matthews Anglican Church, 3962 Bloor St. W. in Etobicoke. The two guest speakers will be First-Nations Story-teller John Rice and Andrea Chrisjohn
- Ross Leckie also put in a plug for Vision TV.

Leadership Circle

Pastoral Relations Commission – Gail Hamblin

Court members were asked to pick up a flyer for upcoming Ministry & Personnel Committee workshops in April and May and ensure that the chairs of these Committees received a copy. In its meetings with Joint Needs Assessment Committees the Pastoral Relations Commission has received a number of queries concerning the role and responsibilities of Ministry & Personnel Committees. The key question is how committee members can provide important feedback to ministry personnel or other paid staff members in a positive and constructive way.

CORRESPONDENCE LIFTED

The Chair read the following list of names of ministers to be admitted or re-admitted to the Order of Ministry of the United Church of Canada as circulated by the Ministry & Employment Unit of the General Council.

**MINISTERS TO BE RECOMMENDED FOR ADMISSION
FROM OTHER DENOMINATIONS TO THE ORDER OF MINISTRY IN
THE UNITED CHURCH OF CANADA
CIRCULATION LIST
November 2012**

Name	Denomination	Recommending Conference
Cho, Kwang-Beom	Presbyterian Church in the Republic of Korea (PROK)	Manitoba and Northwestern Ontario
Crowell , Andrew Sarty	Convention of Atlantic Baptist Churches	Hamilton
Doucette, Jeff	Roman Catholic Church	Bay of Quinte
Douglas-Walfall, Paul Anthony	Methodist Church in the Caribbean and the Americas	Alberta and Northwest Conference
Ketola, Lionel	Extraordinary Lutheran Ministries (ELM)	Toronto
Maben, Alwin Jayaveera	Church of South India	Alberta and Northwest Conference
Neff, John Peter (Jon)	Presbyterian Church in Canada	Toronto

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New, Christopher Trevor Allen.	Moravian Church of American North Province	Alberta and Northwest Conference
Potter, Trevor Idwal	United Methodist Church, USA	Alberta and Northwest Conference
Self Ransdell, R. Kathryn	United Methodist Church, USA	British Columbia
Sang -Won Cha	General Assembly of Presbyterian Church in Korea	British Columbia
Taiel Yang	Presbyterian Church in the Republic of Korean (PROK)	Manitoba and Northwestern Ontario

**MINISTERS TO BE RECOMMENDED FOR RE-ADMISSION TO THE ORDER OF
MINISTRY IN THE UNITED CHURCH OF CANADA
November 2012**

Name	Recommending Presbytery/District/Conference
Armstrong, Patricia	Toronto
Hofman, Michelle	Bay of Quinte
Kasirye-Musoke, Alexander	London

The Chair asked the court if there were any objections with any of the names just read.

Any Presbytery/District wishing to raise an objection should communicate any concerns about any individual directly to that person's recommending Conference. The objection must

be in writing and include supporting documentation and be sent to the Executive Secretary of the Conference.

MISSION STRATEGY PRESENTATION

APPENDIX C

Connie denBok began the presentation by thanking the Coordinating Council of South West Presbytery for its decision to appoint the Task Group on Vision/Mission. The mandate given to this Committee was the articulation of a vision for the Presbytery and whatever other tasks might be associated with that assignment. The task group gave a preliminary report on its work thus far. Thereafter members of the Court were given an opportunity to record their feedback on file cards which were to be collected afterwards. The presentation concluded with an announcement of the members of the Task Group: Sarah Chapman, Bonnie Greene, Norm Greene, Michael Kooiman, Karen Kowell and Mark Winger. Members of the Court gave a hearty round of applause and Bryan Ransom thanked the group for the fine presentation.

NEW BUSINESS

Membership of Roll of Conference

APPENDIX D

MOTION by D'thea Webster / Darren Leipold-Nicholson
that in accordance with Section 410(e) of *The Manual*, South West Presbytery elects the current listing of lay members as persons eligible at attend the 89th annual meeting of Toronto Conference (2013) as voting members.

CARRIED

General Announcements

- Darren Liepold-Nicholson of Asbury and West United Church issued an invitation to its rededication service October 20, 2013.
- Monday April 22, 2013 at Metropolitan United Church - Toronto United Church Council holds its Fifth Annual Heart & Vision Awards Concert.
- Registration for Sparrow Lake Camp is now taking place and congregations are asked to consider sending children to camp and/or sponsoring children from other congregations to attend.

WORSHIP – Part Two

The following songs were sung by the Court:

- *Sing Thanks to Our God* (Many Languages) Words & Music by Amy Lee
- *We Are Many, We Are One* (Intercultural Version) Words by Wenh-In Ng, Music by Amy Lee
- *Know That God Is Good* (MV 104)
- *Alleluia Ee* Words are traditional Ghanaian, Music (desc.&harm.) by Amy Lee

Irene Ty announced the following:

- Tuesday and Wednesday April 16-17 *Courageous Conversations about Race*
- June 9-15 at Toronto School of Theology *Deepening Understanding for Intercultural Ministry* Canadian Churches for the Local Ministries organization

- October 24, 2013 the United Church of Canada holds its Third Intercultural Conference *Behold One Another* in Nova Scotia.

Irene Ty also shared an intercessory prayer.

On behalf of the Court Bryan Ransom thanked the Intercultural and Diverse Communities in Ministry Committee for their contribution to the meeting.

ADJOURNMENT

There being no further business Bryan Ransom terminated the meeting with a commissioning and blessing.

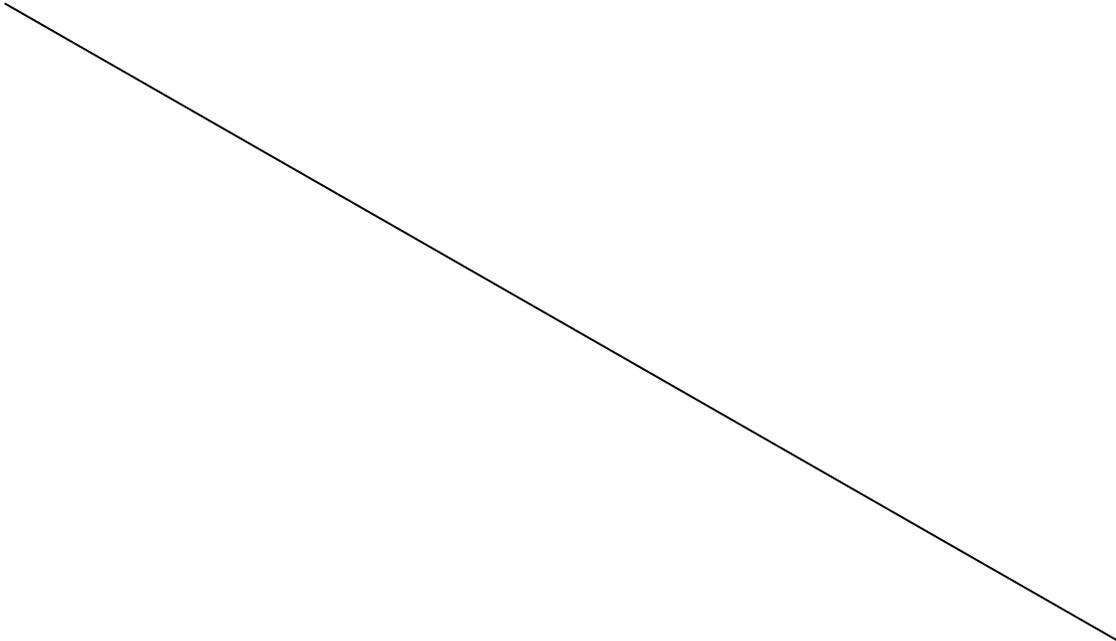
NEXT MEETING

It was noted that the next meeting of South West Presbytery will be held on

**Tuesday, April 16, 2013 at 6:45 p.m.
Presbyters are invited to gather for dinner at 5:30 p.m.
Location to be announced**

Bryan Ransom, Chairperson

Neil R. Parker, Secretary



APPENDIX A

Riverside-Emery United Church & Uganda Martyrs United Church Property Management Agreement

Riverside-Emery and Uganda Martyrs United Churches have been sharing the church property at 2799 Weston Rd. for several years. At the initiative of Riverside-Emery United Church, conversations have been held and decisions made regarding the management of the property. The conversations have resulted in an Agreement approved by both congregations regarding the management of the property at 2799 Weston Rd. Here are the clauses which will be effective upon the date of South West Presbytery's approval of this Agreement:

1. Communication and consultation between Uganda Martyrs United Church (UMUC) and Riverside-Emery United Church (REUC) shall continue to occur through the Liaison Committee. Should the Liaison Committee **not** be able to reach an agreement, the Presbytery's Pastoral Oversight Committee will provide guidance and direction.
2. UMUC shall pay all expenses relating to the maintenance, upkeep, utilities and improvement of the church building at 2799 Weston Rd.
3. UMUC shall manage all work (volunteer or paid) relating to the maintenance, upkeep, utilities and improvements of the church building at 2799 Weston Rd.
4. All monies collected from rentals at 2799 Weston Rd. shall be received by UMUC.
5. REUC shall continue to worship at 11:00 a.m. (10:30 a.m. during Summer hours) Sundays until otherwise decided. UMUC shall continue to worship at 4 pm Sundays until otherwise decided.
6. Each congregation shall continue to use the church building at the times and in the areas they currently use. Any changes will be directed to the Liaison Committee for their direction and approval. Neither congregation will pay for the use of the church building.
7. Each congregation's minister shall continue to have exclusive use of their offices.
8. The manse fund of approximately \$280,000 is not part of the joint or sole trusteeship and income from this fund is for the sole use of REUC.
9. Members of REUC shall continue to be able to use the church at no charge for weddings and funerals with no end date for this usage.
10. Upon approval by Presbytery, the two congregations will have joint trusteeship of 2799 Weston Rd. until 2014 (date to be decided, but possibly REUC Anniversary in November 2014) when we will move to UMUC having sole trusteeship of the building. None of the other terms of the agreement will change at that point.

The Pastoral Oversight Committee has been actively engaged in conversations leading to this Agreement and the Coordinating Council has reviewed the Agreement and concurred with it.

APPENDIX B

Pastoral Oversight Committee

South West Presbytery
United Church of Canada

Committee's Mission Statement

Provide oversight of pastoral charges and community ministries including review of records and triennial visits. (*The Manual* 332)

Where appropriate work closely with the Congregational Renewal and Community Development Committee.

Recommend that visits be conducted using clusters of three churches visiting each other. Initiate where necessary the discipline of a pastoral charge. (333)

Recommend new pastoral charges. (330)

Recommend the acceptance of a congregation into the Presbytery. (331)

Recommend the amalgamation, realignment, reconstitution, relocation or disbanding of a pastoral charge, congregation or mission. (334)

Encourage participation in Presbytery by lay and ordered people

South West Presbytery Handbook

Pastoral Oversight Committee Report to South West Presbytery Meeting

February 23, 2012

Members of South West Presbytery here is a brief account of the various projects and pastoral charge involvements the Pastoral Oversight Committee has undertaken since the Presbytery last met. (In alphabetical order)

- Annual Report guidelines have been circulated to all pastoral charges by the PO Committee and Douglas Varey led a workshop on preparing annual reports at the South West Presbytery office in early January. Two congregations were represented. The workshop information can be made available to others upon request.
- Accessibility Policy, Practices and Procedures related to Province of Ontario regulations has been sent to pastoral charges and the PO Committee will be following up to provide additional guidance and assistance so that congregations take steps necessary to fulfill the provincial legislation.

- Davenport Perth Community Church is, at the request of the Coordinating Council, receiving close, careful support and supervision by several members including by Doug McLeod of the PO Committee. Doug has submitted his report on Davenport Perth CC to the Coordinating Council and the oversight of the pastoral charge continues.
- Heart Lake United Church is proceeding in a positive and effective manner with its renewal process. Lloyd Paul is making monthly contact with Robin Sherman to provide a listening ear and support as required. Quarterly financial reports will be submitted to the Coordinating Council.
- High Park Korean United Church has paid up its outstanding assessment fees at the request of the PO Committee through Douglas Varey and Paul Kim. The congregation has indicated interest in relocating and is beginning conversations with the Property and Environment Commission.
- Immanuel Toronto Korean United Church has indicated an interest in relocating to an alternative site closer to Young and Finch. ITKUC had conversations with High Park Korean United Church and with the Intercultural and Diversity Committee and finally concluded it did not have the wherewithal to make an offer on a property. Paul Kim and Douglas Varey of the PO Committee have encouraged the congregation to make its decision regarding location as soon as possible because uncertainty may impact its relationship with its current host, Forest Grove UC.
- Intercultural and Diverse Communities in Ministry Committee of the Presbytery has indicated its desire to ensure that the needs and interests of intercultural congregations and associations with regard to possible meeting places is taken into consideration by the Church's governing bodies. This committee has been provided with guidance by Douglas Varey and the Coordinating Council.
- Mount Dennis United Church was sold a year ago and many of the members have joined Central United Church, Weston. Mount Dennis UC requires an official disbanding motion and Catherine Smith is preparing a report and proposal for the April Presbytery meeting.
- Newtonbrook/Northminster (Cummer Avenue United Church) amalgamation process is proceeding. Presbytery staff, James Lepard and members of the PO Committee and the Pastoral Relations Commission have been involved in addressing issues as they arise. The timeline for amalgamation continues to be July 1, 2013.

- Riverside–Emery and Uganda Martyrs United Church congregations have worked out an arrangement, assisted by Norm Greene, to transfer responsibility for the management of the church property at 2799 Weston Rd. to the Trustees of Uganda Martyrs UC. The proposal for this exchange of responsibility has been discussed and approved by the Coordinating Council. It will come before today's Presbytery meeting.
- St. Andrews United Church, Georgetown has had its constitutional changes reviewed and approved.
- South West Presbytery Viability Process is proceeding in an energetic and positive way with overwhelmingly positive responses from a wide variety of pastoral charges. Norm Greene is assisted in this work by Henry Poutiainen.
- Wesley Mimico United Church is exploring a major redevelopment plan while working to strengthen and grow the congregation's ministry. Hugh Reid is the PO Committee's liaison with the ministry at Wesley Mimico.
- Westminster United Church, Weston will disband effective the end of June, 2013. The PO Committee's Norm Greene worked with the congregation leading up to its sad and difficult decision. Westminster UC requests that South West Presbytery conduct a Closing Service for the congregation on Sunday, June 16th.

The Pastoral Oversight Committee has been involved in a wide variety of issues and situations in South West Presbytery. We are able to fulfill our responsibilities because of the commitment of Committee Members and adjunct Associates. We appreciate Presbytery's thoughts and suggestions. With thanks,

Douglas Varey and Catherine Smith
Co-Chairs

Committee Members

Ann Fraser
Norm Greene
Paul Kim
Margaret MacDonald
Maureen MacLeod-Oliver
Doug McLeod
Hugh Reid

Associates

James Lepard
Lloyd Paul
Henry Poutiainen

APPENDIX C

Proposed Policy Framework, Mission Statement and Policies on Congregational Properties, Community Ministries and the Use of Funds from Surplus Properties (Phase 1)

1. Proposed Mission Statement and Mission Values for South West Presbytery

South West Presbytery exists to foster the work of congregations, community ministries and camps, as they follow the living God into the neighbourhoods within Presbytery bounds.

South West Presbytery's mission will reflect these mission values:

God is at work within the bounds of SW Presbytery and we will be too.

Authentic listening

Transparency

Diversity of ministries in a changing environment

Re-integration of Christian faith and outreach in its ministries

Hope, joy, fun and delight in its life

Diverse spiritual gifts

Collaborative relationships

2. Mission framework regarding Presbytery Resources

God calls South West Presbytery and its Pastoral Charges to be active participants in God's transforming and renewing mission to bless all creation

As disciples of Jesus, led by the Spirit, we are called to form worshipping and serving communities and to address the injustice and suffering of people in our Presbytery area, including the most vulnerable of our society.

South West Presbytery affirms that church property and buildings belong to God and are mission assets entrusted to the church for the advancement of God's realm in both word and action.

The mission of the Presbytery includes: maintaining vital Pastoral Charges, revitalizing Pastoral Charges, developing new Pastoral Charge (both historical and immigrant) and maintaining and developing stand-alone and Pastoral Charge-based community ministries.

South West Presbytery is responsible to ensure that it has an overview of the ministry needs within its bounds. Within that framework it is responsible for managing the properties presently within its bounds and its financial assets, ensuring that these mission assets are well-deployed and expanded for the use of existing and future ministries.

3. Policies regarding existing congregational properties

- i. Use and sale of land, and use of funds from sale of properties to fit the mission of Presbytery;
- ii. Decisions regarding sales to be taken on a Presbytery and church-wide basis, rather than piece-meal;

4. Policies regarding new congregational properties

- i. Research and provide for new forms of church development;
- ii. Secure land or a base of operations for new congregations, for new immigrant congregations, and for experimental forms of church development.

5. Policies regarding properties that are surplus to the needs of United Church congregations

- i. Retain land zoned as "institutional: worship sites" as a priority; the sale of properties is to be a last-resort; further elaboration in phase 2.

6. Policies regarding properties within the bounds of presbytery

- i. Create a property corporation (accountable to Presbytery) to act on Presbytery's behalf with respect to existing and needed properties.

7. Policies regarding community ministries

- i. Ensure community ministry within Presbytery bounds fits its mission framework and priorities;
- ii. Create a comprehensive database of all community ministries within the bounds of Presbytery;
- iii. Ensure that community ministries are equipped with a base of operations and long-term funding adequate to the mission;
- iv. Establish the South West Presbytery Outreach Corporation (accountable to Presbytery) with responsibilities to:
 - a) oversee existing presbytery Community Ministries and to generate new funding sources from government, corporations, foundations and church and individual donors;
 - b) serve as an umbrella corporation, giving the necessary structure and coordination and support to congregation-based outreach and United Church Incorporated ministries within South West Presbytery;
 - c) provide encouragement, resource, and training for congregation-based outreach and community engagement.

8. Policies regarding funds from the sale of surplus properties

- i. In amalgamations and mergers, a minimum of 15% of funds from sale of properties goes to Presbytery for its capital fund;
- ii. On disbanding, congregation may recommend use of up to 10% of funds from sale with presbytery approval;
- iii. 5% of every million of Presbytery assets from sales is to be reserved for new church development, community ministry, leadership development, training and mentoring for partner immigrant leadership and for research on twinning or incubating immigrant churches with historic churches, and for subsidizing new church starts.
- iv. The balance of the funds and interest from the sale of surplus properties will be allocated by Presbytery for sustaining and initiating community ministry, purchasing land for congregational ministry and providing staffing and management of the corporations named above in a manner that protects the capital assets of Presbytery.

Task Group on Vision/Mission for South West Presbytery February 23, 2013

Please send feedback or questions to the working group through: Connie denBok (docbok@rogers.com), or Norman Greene (ngreene@united-church.ca)

APPENDIX D

SOUTH WEST PRESBYTERY LAY MEMBERSHIP - February 23, 2013

Last Name	First Name	Member Status
Arase	Franklin	Lay
Armstrong	Phillip	Lay
Ashbourne	Victoria	Lay
Beane	Virginia	Lay
Bennett	Carole	Lay
Benson-Steele	Valerie	Lay
Bingham	Bob	Lay
Breeze	Eva	UCW Presbyterian
Cambridge	Rosalind	Lay
Carr	Joan	Lay
Carruthers	Karen	Lay
Cha	Sam	Alternate Lay
Chi	Chae	Lay
Chung	Hae Choon	Lay
Coban	Linda	Lay
Conquergood	Gordon	Lay
Cook	Paul	Lay
Cork	Betty	Lay
Csikasz	Laszlo	Lay
Cunningham	Linda	Lay
Dixon	Lorna	Lay
Donley	Charles	Lay
Dundas	Norm	Lay
Engel	Margaret	Lay
Fera	Vilia	Lay
Fletcher	Lorna	Lay
Fraser	Ann	Lay
Fraser	Michael	Lay
Gilbart	John	Lay Member at Large
Grant	John	Lay
Hamblin	Gail	Lay
Ichiyen	Henry	Lay
Johnson	Gail	Lay
Jones	Chris	Lay
Journeaux	Andrea	Lay
Kim	Paul	Lay
Kitagawa	Victor	Lay Member at Large
Kowal	Karen	Lay

Lee	Joon	Lay
Lee	Steve	Lay
Linton	Marty	Lay
MacInnes	Don	Lay
Magee	Donna	Lay
Mascoll	Sheila	Lay
Miller	Win	Alternate Lay
Mizener	Gary	Lay
Moffat	Lang	Lay
Moore	Peggy	Lay
Mounstevan	Joyce	Lay
Neely	Bonnie	Lay
Nyarko	Francis	Lay
Owusu-Afriyie	Rita	Lay Member at Large
Pater	James	Lay
Petrie	Allan	Lay
Pilkey	Robin	Lay
Piper	Andrew	Lay
Piper	Sarah	Lay
Powers	Sylvia	Lay
Quainoo	George	Lay Member at Large
Ringler	Leanna	Lay
Robinson	Linda	Lay
Robinson	Tina	Alternate Lay
Rose	Paul	Lay
Ross	Ron	Lay
Sarginson	Mary	Lay
Savage	Peggy	Lay
Sawyer	Ruth	Lay
Shikaze	Kaz	Lay
Smith	Catherine	Lay
Storey	Margaret	Alternate Lay
Sutherland	Anne Shirley	Conference Staff
Sword	Anne	Lay
Thompson	Lois	Lay Member at Large
Walbank	Margaret	Lay
Wang	Charles	Lay
Wickett	Stephen	Lay Member at Large
Williamson	Fraser	Lay
Wood Daly	Mike	Lay

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COORDINATING COUNCIL

March 6, 2013 - 10:00 a.m.
at the South West Presbytery Office, Toronto

The regular meeting of the South West Presbytery Coordinating Council was called to order at 10:10 a.m. by the Chairperson, Bryan Ransom. A quorum was declared present.

ATTENDANCE

Present: Dale Burkart, Gail Hamblin (arrived at 11:00 a.m.), Ross Leckie, Louise Mahood, Jessica McCrae (left at 2:00 p.m.), Neil R Parker, Lillian Perigoe, Bryan Ransom, Christine Smaller (left at 1:00 p.m.), Catherine Smith, Doug Varey (left at 2:00 p.m.), Susanne VanderLugt (left at 12:00 p.m.), Linda Wheler (left at 2:00 p.m.)

Regrets: Eva Breeze, Norman Dundas, Mark Winger

Visitors: David Allen (at 11:00 a.m.)

WELCOME

Bryan Ransom welcomed everyone in attendance at 10:10 a.m.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom called this duly constituted meeting of the Coordinating Council of South West Presbytery to order to deal with such business as should properly come before it.

WORSHIP

In view of a somewhat late start Bryan Ransom elected to conduct a shorter time of worship. The Scripture text for the following Sunday was that of the Prodigal Son in Luke 15:11-32. Each member of the Council was invited to retell the story with innovations of his/her own choice. The emergent narration was what might be considered a form of oral targum on Jesus's parable, and the Council generally found the exercise not only self-revealing but also quite amusing. Indeed Jesus's story bespeaks a real-life experience and its timeless quality enables it to resonate with its hearers today. This "targumic" retelling of the parable was followed by a three-part reflection. In the first part members of the Council were asked to hark back to their teenage years and recall the way in which their hearing of the parable of the Prodigal Son affected them at that time and their feelings in connection with that experience. In the second Council members were invited to share their reactions to the story some years later. The second inevitably spilt over to the third part—i.e. how the parable speaks to members now in their role as parents.

Bryan Ransom concluded the time of worship with a prayer.

APPROVAL OF AGENDA

MOTION by Doug Varey / Ross Leckie
that the agenda of this March 6, 2013 meeting of the Coordinating Council of South West Presbytery be adopted as printed.

CARRIED

APPROVAL OF MINUTES

With further information that has been received the Coordinating Council made the following motion.

MOTION by Doug Varey / Ross Leckie
that the Coordinating Council of South West Presbytery re-table the motion pertaining to the Davenport-Perth Community Church that is recorded on page 5 of the draft record of proceedings for the Coordinating Council meeting of February 6, 2013.

CARRIED

Reconsideration of the final clause of the forgoing motion served to engender a number of questions regarding correct procedure. With that the Court sought direction from David Allen. After sufficient clarification there arose the following

MOTION by Doug Varey / Linda Wheler
that the Coordinating Council of South West Presbytery include the name of the individual in the clause under consideration in the official record of proceedings for the meeting of the Coordinating Council meeting of February 6, 2013, but that the minutes for distribution to the general membership of South West Presbytery via the web-site include only the reference to “a certain individual.”

CARRIED

MOTION by Louise Mahood / Doug Varey
that the Coordinating Council of South West Presbytery adopt the minutes of the South West Presbytery Coordinating Council meeting of February 6, 2013, and;
that the South West Presbytery Coordinating Council meeting of February 20, 2013 via teleconference call with inaccuracies duly removed and modified as above.

CARRIED

CORRESPONDENCE

APPENDIX A

Bryan Ransom brought forward two items of correspondence for consideration by the Council:

- a. Bob Bingham’s update on the situation with Davenport-Perth Community Church following the Annual Meeting of that church **APPENDIX B**
- b. The request from the Pastoral Relations Commission for funds for mediation at St. Bartholomew’s United Church in Brampton.

In connection with the first item of correspondence, resolution of the majority of issues it appears to be progressing satisfactorily. However, the relationship between the Davenport-Perth Community Ministry and the Davenport-Perth Community Church remains a matter of concern. Members of the Council discussed the second item at considerable length, entrusted any further action regarding the matter described therein to the wisdom of the Pastoral Relations Commission and expressed the need to provide Rev. Amy Lee support and encouragement.

Members of the Council discussed the second item at considerable length, entrusted any further action regarding the matter described therein to the wisdom of the Pastoral Relations Commission and expressed the need to provide Rev. Maureen Macleod-Oliver support and encouragement.

MOTION by Linda Wheler / Catherine Smith
that the Coordinating Council of South West Presbytery receive the list of correspondence received and sent for the period of February 2, 2013 to March 4, 2013.
CARRIED

Nominations, Support for Members & Leadership Development – Christine Smaller
Presbytery Membership:

We have encouraged congregations to fill their allotted membership spots and this has resulted in a recent increase of Presbytery members. We will continue our efforts to ensure the remaining congregations do so. Efforts are continuing to ensure that all Presbytery members are assigned to a Committee, Commission or are making themselves available for time limited tasks, such as Discernment Committees.

Presbytery Handbook:

The handbook is in need of review. It would be helpful to determine whether this should be done piece meal (for example reviewing the unclear membership requirements for Community Ministries) or as a whole.

Current Vacancies:

- Conference Interview Board: Diaconal Minister
- Chair, Engagement Circle
- Presbyteries of Toronto Conference Corporation (candidate pending)
- Sparrow Lake, Board Member

Upcoming Vacancies:

- Coordinating Council, Secretary
- Chair Elect
- Congregational Renewal and Community Development, Member

MOTION by Christine Smaller / Louise Mahood
**that South West Presbytery amend the current handbook as follows: page 4, second "Note" which now reads: *Note: members of Commissions must be members of the United Church of Canada* Be changed to include as follows:
*Note: and members of Commissions must be members of South West Presbytery.***

CARRIED

At a staff meeting earlier this morning the matter of secretarial help came up for discussion. It was suggested that the Administrative Assistant would assume the responsibility of recording the proceedings of Presbytery meetings. The result of this reassignment of stenographic responsibility would not mean the elimination of the position of Presbytery Secretary. However, the Administrative Assistant would attend all Presbytery meetings and provide input on proper policy and procedure. Moreover, the distribution of minutes would be quicker than it now is. The foregoing change would also facilitate recruitment of people to assume the position of Presbytery Secretary.

MOTION by Christine Smaller / Dale Burkhart
that the Coordinating Council of South West Presbytery request Toronto Conference to provide increased staff support to the Presbytery in the form of secretarial assistance and,

request the attendance of the Administrative Assistant of South West Presbytery at meetings of the full court of Presbytery and of the Coordinating Council for the purpose of offering advice on matters of policy and procedure during those meetings and to take the minutes.

CARRIED (Jessica McCrae abstained)

LUNCH

Christine Smaller offered the blessing.

BUSINESS ARISING

Coordinating Council heard the report on Ethnic Congregations from Chris Pullenayegem at its meeting February 6, 2013. However there was not made a motion to receive the report at that meeting.

MOTION by Gail Hamblin / Catherine Smith
that the Coordinating Council of South West Presbytery received the report entitled “Study of the ethnic congregations under the pastoral care of the South West Presbytery of the United Church of Canada”.

CARRIED

Discussion of the report and its recommendations will take place at the Coordinating Council meeting of April 3, 2013.

REPORTS FROM CIRCLES

Program Circle - Ross Leckie

Property & Environment Commission

Lillian Perigoe had nothing official to report, but did mention that the business arising from the amalgamation of Northminster United Church and Newtonbrook United Church is proceeding satisfactorily. One or two Council members re-iterated the concern that the Commission should have representation from the intercultural communities of the Presbytery.

Pastoral Oversight Committee – Catherine Smith

At the April meeting of South West Presbytery the Pastoral Oversight Committee will bring forward a motion to disband Mount Dennis United Church. Norm Greene has been doing work with the people of Mount Dennis United Church: supervising Pastor Cindy Randall is currently overseeing the termination of the congregation's affairs from the administrative standpoint.

Mission Support & Finance Committee – Louise Mahood

The committee met after the Presbytery meeting of February 23, 2013. Further to that morning's presentation to the full court of Presbytery Norm Greene and Connie denBok were advised of the Committee's knowledge of individuals who were well-versed in property matters and offering their services.

In the past grants from Presbyteries of Toronto Conference Corporation had been assigned according to the predetermined order of priority. However there was some uncertainty over whether or not this policy was currently operative. In connection with this matter the Mission Support & Finance Committee is considering the daylong event for themselves, in which the year would be laid out and it will be explained who does what and why.

William Grove had specified that Sparrow Lake Camp could accommodate up to forty-five children subsidized each year. Louise Mahood provided a break-down on how the costs incurred are covered. The Board is in dire need of talent and marketing, needs to happen. However, Sparrow Lake Camp is currently in the black. A workshop is in the offing and some \$90,000.00 must be raised to make it feasible—efforts are now underway. Louise Mahood expressed concern that information about the camp is not being disseminated, e.g. Susie Henderson's "awesome" blog on how to "plug in" to Sparrow Lake Camp. Council members indicated that such information is normally received during the latter half of the month of March. Louise Mahood agreed to explore ways of having information regarding the camp available earlier.

Engagement Circle

Bryan Ransom received an e-mail in which the Coordinating Council was asked to consider representation of the Intercultural & Diverse Communities in Ministry Committee on the Council, and the presence of some of its members at meetings during which decisions relating to ethnic ministries, etc. are made. For example, it was thought by the Committee that the presence of their members during the discussion concerning the extension/continuation of the work of Christopher Pullenayegem would have been helpful. A number of Council members expressed their viewpoints. Bryan Ransom believed that the Intercultural & Diverse Communities in Ministry Committee wishes to effect a heightening of awareness of and sensitivity to intercultural needs on the part of Coordinating Council, particularly at this time.

MOTION by Doug Varey / Gail Hamblin

that the Coordinating Council of South West Presbytery have the Chair of South West Presbytery ask the Chair of the Intercultural & Diverse Communities in Ministry Committee to seek from the Committee a member to act as Coordinator of

the South West Presbytery Engagement Circle, with the understanding that the issues of the Intercultural & Diverse Communities in Ministry Committee can be brought to the Coordinating Council through the Coordinator position.

The motion and its possible ramification, as well as alternative measures were discussed at length.

MOTION WITHDRAWN

MOTION by Doug Varey / Gail Hamblin

that the Coordinating Council of South West Presbytery request the Intercultural & Diverse Communities in Ministry Committee to appoint a representative to the Coordinating Council effective at its next meeting April 3, 2013 and,

that the status of this position be referred to the eventual review process of the administrative structure of the Coordinating Council.

CARRIED

Leadership Circle

Education & Student Commission – Jessica McCrae

A certain Paul Ku has been interviewed with a view to possible ordination, as were Carmen McClelland and Richard Johansen in the Designated Lay Minister stream. Two discernment committees are currently in progress and, at least one in the offing.

Pastoral Relations Commission – Gail Hamblin

One Joint Needs Assessment Committee report received by the Pastoral Relations Commission has recommended the call of a student to full-time ministry. However the student's requirements will not be completed for another two years. Student in question subsequently went to the National Office and consulted with person in charge of that area and discuss his/her further requirements. The recommendation could not be endorsed. A delegation of four individuals from the Pastoral Relations Commission plan to meet with the Joint Needs Assessment Committee to discuss what recommendations should be made given in light of the circumstances.

One appointment extending beyond 2013 has been discussed, that of Sue Cowan. The Pastoral Oversight Committee has agreed to visit Emmanuel United Church and Sue Cowan, Designated Lay Minister before the Commission undertakes further action.

At the last full-court meeting of Presbytery there was distributed a flyer concerning an educational event around Pastoral Relations Committees.

St. Paul's United Church (Brampton) decided to "shelve" their Joint Needs Assessment since a period of healing and reconciliation was deemed necessary in view of the developments at the congregation in recent years. Rev. Phil Rogers attended the last Pastoral Relations Commission meeting and indicated that the congregation was ready to reconvene the Joint Needs Assessment Committee. Deanna Wilson and Gail Hamblin attended a congregational meeting during which it was decided to take the Joint Needs Assessment "off the shelf" and a newly formed committee will be constituted in order to update it in connection with the

financial situation and any other relevant information needed. It is to be hoped that the task will be concluded by the end of April. Phil Rogers does not wish to extend his appointment beyond September 2013.

Islington United Church completed a Joint Needs Assessment which will come before its congregation in April.

Grace United Church is currently conducting a Joint Needs Assessment.

The amalgamation of Northminster United Church and Newtonbrook United Church is proceeding satisfactorily with the assistance of Deanna Wilson and Norm Greene.

Lang Moffat has been appointed supervisor at Central United Church whilst Michael Kooiman is on a three-month sabbatical—it was acknowledged that the appointment of a congregational member as its Supervisor is unusual, but Lang Moffat possesses special expertise in the mechanics of Presbytery.

Sheila Campbell of Riverside-Emery Pastoral Charge will be on sabbatical for a three month period beginning in May 2013. Lori Hill has offered to attend meetings at the pastoral charge should the need arise.

NEW BUSINESS

Further Discussion concerning Recent Developments at the Davenport-Perth Community Church

Bryan Ransom informed the Council that the appointment of Rev. Amy Lee at Davenport-Perth Community Church has been extended to the end of August 2013. In his meeting with Bob Bingham, Doug McLeod and Amy Lee it was considered a “charitable” gesture to conduct an evaluation of the activity of the Davenport-Perth Community Church in April in light of the positive manner in which the congregation has moved forward of late and to re-establish their Joint Search Committee in May. With a view to such an evaluation Bryan Ransom thought it advisable to invite Doug McLeod to Coordinating Council once again, perhaps in May, 2013.

Upcoming Presentations

1. The Education & Student Commission of South West Presbytery is requesting 30 to 40 minutes on the agenda of the April full-court meeting for a presentation on the different streams of ministry and the processes associated with them.
2. The staff of South West Presbytery is requesting 1 1/2 to 2 hours on the agenda of the June Coordinating Council meeting.
3. Westminster United Church requests it’s disbanding service at 2:00 p.m. June 16, 2013.

Discussion regarding the Intercultural & Diverse Communities in Ministry Committee Presentation at the Full-Court Meeting of February 23, 2013

The worship generally garnered a positive reaction. However the responses to the workshop were varied. Some members of the Court thought the presentation was informative and thought-provoking especially those located on the further reaches of the Greater Toronto Area. Moreover, it was agreed that feedback from presbyters would serve to help in planning

future presentations of this kind.

CLOSING

Evaluation of Meeting

What did we accomplish?

- the worship was “outstanding”
- the Court dealt with two significant congregational issues
- business was conducted efficiently with respect to time

How did we live out our commitment to leading a missional life?

- demonstration of care and concern to congregations and people in the Presbytery generally
- Louise Mahood’s discussion about Sparrow Lake Camp

Where did you experience God’s grace, God’s holiness in our time together?

- worship
- discussions over lunch
- expression of appreciation for efforts and results in addressing issues at Davenport-Perth Community Church
- the lack of need for apology for the use of colourful language
- much pain was revealed around discussion of the parable of the Prodigal Son

NEXT MEETING

Wednesday April 3, 2013 at 9:30 a.m. for refreshments with the call to order coming at 10:00 a.m. The meeting will be held at the South West Presbytery office.

CLOSING PRAYER

Bryan Ransom concluded the meeting with a prayer.

ADJOURNMENT

MOTION by Gail Hamblin / Louise Mahood

that this meeting of the South West Presbytery Coordinating Council be adjourned at 2:12 p.m.

Bryan Ransom - Chairperson

Neil R. Parker - Secretary

APPENDIX A

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY Correspondence –February 2, 2013 – March 1, 2013

RECEIVED

(date in bracket indicates the date the item was received)

GENERAL COUNCIL

- Church Says Limits to Freedom of Religion Are Reasonable (Feb. 27/13)

SOUTH WEST PRESBYTERY COORDINATING COUNCIL

- Request from the Pastoral Relations Commission for funds for mediation
- Update following the Annual Meeting at Davenport Perth Community Church

TORONTO UNITED CHURCH COUNCIL

- “Going Solar” online workshop on Feb. 27, 2013 (Feb. 15/13)
- Green Awakening Network – 5th Annual Green Awakening /Greening Sacred Spaces Forum “Make the Leap” (Feb. 19/13)
- Notice of the 120th Annual Meeting and request to appoint two Members for a term of one year. (Feb. 25/13)
- Advertisement for the Heart and Vision 2013: Honouring Margaret Atwood and the Hon. William G. Davis (Jan. 23/13)

MISCELLANEOUS

- Five Oaks Newsletter (Feb. 5/13)
- Five Oaks Spring Programs (Feb. 25/13)

SENT

- Updates for website to Paul Rochford (web master)
- Youth and Young Adults Network Network News
- Notice by email of the Faith Formation Committee’s Lenten Blog
- World Day of Prayer – locations and service times

APPENDIX B

Update on the Situation at Davenport-Perth Community Church following the Annual Meeting of that Church from Bob Bingham

Greetings All

On Sunday March 3rd we had the Annual Meeting of Davenport-Perth Community Church. The meeting followed the church service and was well attended. It was a great meeting with participation by several members. Several new members were elected to the Official Board and all the previous members of the Board are still members. Faith Adams, the secretary of the Board, was also elected as a member of the Board of Trustees. Faith has informally agreed to be secretary of the Board of Trustees along with being secretary of the Official Board. Rev. Doug McLeod of Pastoral Oversight and I have had discussions with Faith about how minutes of church meetings should be done and kept for church records now and in the future.

As per a previous discussion with members representing the Coordinating Council and a recommendation from Pastoral Oversight we at DPCC had a discussion about Chair of the Official Board and Chair of the Board of Trustees and the role of the minister in chairing those Boards. It was moved by Bruce Miner, the former Chair of the Board, that Rev. Amy Lee be elected as Chair of the Official Board. The motion was seconded and carried. Bruce then moved that Rev. Amy Lee be elected as Chair of the Board of Trustees. It was also seconded and the motion was carried.

Amy will be having meetings of the Official Board and Board of Trustees in the near future to elect the other members of the Executive on both Boards. I anticipate that Hannah Oladepo will be elected vice chair of the Official Board and Florrie Dalglish will be elected vice chair of the Board of Trustees. Florrie was chair of that Board prior to Amy being elected to that position on Sunday. I have mentioned Hannah's and Florrie's names as many people reading this e-mail know who they are. These are the names that I anticipate but others could be elected instead of them

It should be noted that Bruce Miner did an excellent job in organizing the preparation and printing of the Annual Report.

Many positive things have happened at DPCC since October 22, 2012 when the Coordinating Council enacted upon Section 107 of the Manual.

- a) I completed my time as Chair of the Official Board when with the support of the Coordinating Council the congregation elected Rev. Amy Lee as the Chair of the Official Board. I am still remaining as Supervisor of the Congregation.
- b) Rev. Amy Lee was appointed Supply Minister and recently reappointed as Supply Minister. I have Rev. Lee's reappointment form signed by her and the secretary of the Official Board and I will give it to Elaine Eve when I am at the Conference Interview Committee on Wednesday of this week. The congregation and the Boards are looking forward to the time when the JSC is reactivated and Rev. Lee can be called to their Church.
- c) The leasing issue was resolved.
- d) The water damage issue was resolved.
- e) The Pastoral Oversight Committee has had an active and positive relationship with several people at DPCC. I understand that there is still some work to be done but much as been accomplished.
- f) Rev. Linda Pennock has been actively involved with activities at DPCC. Recently she arranged a coffee time meeting with Rev. Amy Lee and Rev. Karen Williams, the Community Minister. We are working at developing a positive relationship between the Community Church and the Community Ministry.
- g) We are building a more positive relationship with the Davenport-Perth Neighbourhood Community Health Centre.

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

PASTORAL RELATIONS COMMISSION

March 19, 2013 – 12:00 p.m.

at the South West Presbytery office ~ 65 Mayall Ave., Toronto

Present: Gail Hamblin, Gordon Conquergood, Don Gibson, Don Laing, Linda Maw, Sheila Campbell, Sarah Yoon, Bob Bingham, Lori Hill, Robin Pilkey, Cindy Randall.

Regrets: Sue Cowan, Jo Ann Marriott.

Staff: Toronto Conference Personnel Minister: Deanna Wilson

CALL TO ORDER

The meeting was called to order at 12:20 p.m. by Chairperson Gail Hamblin.

WELCOME

Gail Hamblin welcomed all present to the meeting and apologized that she and Cindy Randall were detained due to another meeting that morning.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Gail Hamblin called this duly constituted meeting of the Pastoral Relations Commission of South West Presbytery to order to deal with such business as should properly come before it.

The chair noted that there was quorum present.

OPENING DEVOTION

Cindy Randall led the meeting in an opening devotion based on the Palm Sunday reading of Jesus' entry into Jerusalem on a donkey. She shared a story about a stubborn donkey as we remembered that this good animal also bore the pregnant Mary to Bethlehem and likely looked on as Jesus was born.

LUNCH

APPROVAL OF AGENDA

MOTION by Sheila Campbell /Don Laing
that the Pastoral Relations Commission of South West Presbytery adopt the agenda of today's meeting of March 19, 2013 as printed.

CARRIED

APPROVAL OF MINUTES

MOTION by Linda Maw / Robin Pilkey
that the Pastoral Relations Commission of South West Presbytery accept the

minutes of the February 19, 2013 meeting as printed.

CARRIED

CORRESPONDENCE

- Correspondence between Taiwanese United Church and Deanna Wilson regarding their next steps for a new minister; they are not ready yet for a Joint Needs Assessment.
- E-mails between Michael Kooiman and Deanna Wilson regarding 10 hour pastoral position at Central United Church considering a number of applicants
- Jessica McCrae inquiring about possible resumption of Joint Needs Assessment at Humbercrest for the second position.
- Onnuri Korean United Church's Presbytery representative requesting Pastoral Charge Supervisor be appointed at Onnuri; Sarah Yoon has agreed to do this.

APPOINTMENT OF A PASTORAL CHARGE SUPERVISOR – SARAH YOON

MOTION by Sheila Campbell / Linda Maw

that the Pastoral Relations Commission of South West Presbytery appoint Sarah Yoon as Pastoral Charge Supervisor at Onnuri Korean United Church.

CARRIED

- Westminster United Church Ministry and Personnel representative requesting advice from Robin Pilkey and the Conference Personnel Minister regarding the role of a grief consultant; this has been clarified. We still need to clarify who will pay for this; we understand that Westminster United Church is to pay for this position but Elaine Eve or Deanna Wilson will follow up.
- Correspondence regarding the inappropriate web-site: Gail Hamblin gave an update. St. Bartholomew's United Church could acknowledge the unofficial website in their Joint Needs Assessment report and state that it does not accurately represent them currently; we will await feedback from St. Bartholomew's Church Council as to their decision.
- Correspondence from Ministry and Personnel representative at Grace United Church re: Joint Needs Assessment and Ministry and Personnel concerns. Sheila Campbell gave an update; the Joint Needs Assessment Committee was to have more members appointed, and they have got one more to date. Another meeting is called to work on the job description; Gail Hamblin, Sheila Campbell and Paul Cooke are meeting with Council on April 2. This situation raises once again the difficulties of team ministry when one team member leaves.

BUSINESS ARISING

HOUSING ALLOWANCE UPDATE

The Pastoral Relations Commission have not received a response from

- Emmanuel United Church – waiting on follow up

SELECTION OF A PERSON TO FOLLOW UP ON GATHERING FEED BACK REGARDING THE TEAM MINISTRY DOCUMENT

Sheila Campbell is using Survey Monkey to get feedback and will send the survey out to those in team ministry.

FOLLOW UP ON VOLUNTARY ASSOCIATE MINISTERS REVIEW

We await the Conference VAM policy due in June.

IDENTIFICATION OF APPOINTMENTS THAT GO BEYOND JUNE 30 FOR APPROVAL OF THE TORONTO CONFERENCE SETTLEMENT AND PASTORAL RELATIONS COMMITTEE (SECTION 41.1 (d) of the Manual)

Norm Greene had asked that a letter be sent to Catherine Smith and Douglas Varey requesting them to set up visits where there are Designated Lay Minister appointments that extend beyond June 30. Gail Hamblin reported there is no process outlined in The Manual, so she advised Catherine Smith and Doug Varey to devise their own process and questions and to make recommendations.

CHANGES IN PRESBYTERY STRUCTURE/EFFECTIVE LEADERSHIP POLICY UPDATE – Deanna Wilson

Toronto Conference is a test site; the present Pastoral Relations Commission will be disbanded as of June 30, 2013. Planning is under way now for the new structure and the approach will evolve over the coming year.

MINISTRY AND PERSONNEL COMMITTEE WORKSHOPS

Toronto Conference is hosting 4 Ministry and Personnel Committee workshops in April and May throughout the Conference, with options of either Thursdays or Saturdays at different locales. Our South West Presbytery area workshop is on Thursday, May 2, 2013 at the South West Presbytery office from 9:30 a.m. – 4:00 p.m. It would be helpful to have a few members of the Pastoral Relations Commission in attendance to assist that day. Posters have been distributed to each of the pastoral charges. Follow up phone calls would be helpful to ensure that there will be representation from all pastoral charges present. There are currently 5 people from South West Presbytery registered to attend a workshop – 4 from Humbervale United Church and 1 from St. Paul's United Church (Brampton).

MANUAL WORKSHOPS

Toronto Conference is hosting a workshop to orient people to the new Manual. This will take place Thursday May 9, 2013 at St. John's United Church in Alliston, from 10 a.m. to 2:30 p.m. Those wishing to attend should register on line.

STEERING COMMITTEE ON ETHNIC MINISTRIES IMPLEMENTATION DOCUMENT

Sheila Campbell agreed to be the representative.

CONGREGATIONAL UPDATES

APPENDIX A

NORTHMINSTER UNITED CHURCH/NEWTONBROOK UNITED CHURCH
JOB DESCRIPTIONS

MOTION by Sheila Campbell/ Linda Maw
that the Pastoral Relations Commission of South West Presbytery request that Rev. Irene Ty and Rev. Vivian Yarwood along with their Ministry and Personnel representatives meet with some people, selected by the Pastoral Relations Commission, who are experienced in amalgamations in order to develop meaningful job descriptions that address the challenges of being in amalgamated congregations.

CARRIED

SALARY PARTICULARS

We looked at the salary particulars provided for Rev. Irene Ty and Rev. Vivian Yarwood and noted a number of concerns.

MOTION by Bob Bingham/ Lori Hill
that the Pastoral Relations Commission of South West Presbytery ask Deanna Wilson to take our concerns back to the Cummer Avenue United Church Ministry and Personnel representative.

CARRIED

ST. BARTHOLOMEW'S UNITED CHURCH

Deanna Wilson reported on the situation with the current supply minister was discussed and there will be ongoing conversations as she has not yet made a decision about her future path. Deanna Wilson and Norm Greene, as well as the Presbytery representatives on the Joint Needs Assessment, will keep us informed.

APPOINTMENT OF ORVILLE GREEN TO LANSING UNITED CHURCH

MOTION by Cindy Randall / Robin Pilkey
that the Pastoral Relations Commission of South West Presbytery concurs with the request of Lansing United Church and appoint Orville Green, Designated Lay Minister non-recognized, from July 1, 2013 to June 30, 2014, part-time at 15 hours per week, with the following terms for category D: Salary \$13,639.20 pro-rated per annum, housing allowance \$9,000 pro-rated per annum, basic telephone as submitted monthly, Continuing Education and Learning Amount \$1,300 per annum, and all other terms according to *The Manual*.

CARRIED

NEW BUSINESS

Healthy Boundaries Workshop

Deanna Wilson attended this workshop led by Marie Fortune; Marie has helped many in the church understand healthy boundaries. Often crisis results because boundaries are crossed.

Sexual Abuse Workshops can be accessed on line. We briefly discussed how to deal with unwanted advances from congregants.

Covenanting Services – In regards to the offering not being forwarded to Education and Students -Gail Hamblin reported that two churches did not forward the offering to Education and Students after the covenanting services; no one person is delegated to take the offering back to the Conference Office. We discussed whether the Chair of Presbytery should do this or delegate the task; or a person from the Joint Search Committee could do this if attending the service. If the covenanting is at a morning services there should be a separate envelope for the money that is to be directed to Education and Students. The Education and Students Committee should send a representative and make sure that person takes the money.

MOTION by Robin Pilkey / Sheila Campbell
that the Pastoral Relations Commission of South West Presbytery ask Cindy Randall to contact the churches involved and ask them to submit the offering intended for Education and Students.

CARRIED

MOTION by Sheila Campbell / Robin Pilkey
that the Pastoral Relations Commission of South West Presbytery ask Gail Hamblin to invite Education and Students to design envelopes for use at covenanting services and,
ask the person officiating at the covenanting service to collect the offering and bring it back for the Education and Students Fund.

CARRIED

Health and Safety Committee and Workplace Hazardous Materials Information System training for sextons

Gail Hamblin reported there was a concern that sextons were not following WHMIS (Workplace Hazardous Materials Information System) training for various tasks around the church. They can refuse work that is unsafe. We should consider a Presbytery wide safety session for all sextons/caretakers so they are aware of WHMIS training. There was discussion about whether people working in churches are under contract or are employees. Does WSIB (Workplace Safety and Insurance Board) cover them? We will refer this to Property and Environment for their consideration Canadian Standards Association may provide someone to do training. Gail Hamblin will follow up on this.

Cummer Avenue United Church – job descriptions

We referred this back to Ministry and Personnel. (Discussion appears under Newtonbrook/Northminster)

Amalgamation Checklist

We looked at this list which outlines considerations for amalgamations.

St. Paul's United Church, Brampton – half-time position

Since the Joint Needs Assessment Committee is starting up its work again, we could approve this job description for them at this time. Rev. Phil Rodgers is there $\frac{3}{4}$ time as transitional minister. We will ask them to remove the requirement for a driver's license. We noted a heavy requirement for worship and preaching and concluded it was too much for half-time.

MOTION by Cindy Randall/ Sheila Campbell

that the Pastoral Relations Commission of South West Presbytery approve the half-time job description for St. Paul's United Church, Brampton, with the following amendments: under "Christian Development" change "developments" to "develops"; under "Preaching and Worship" remove "preach as required in the absence of the full time minister"; under "Skills and Qualifications" remove the requirement to have a valid driver's license and be able to operate a motor vehicle.

CARRIED

Deanna Wilson will forward this information to Mary Sarginson.

NEXT MEETING

The next meeting will be on April 16, 2013 and will be a combined meeting with the Pastoral Oversight Committee. This is the same day as the next Presbytery meeting; the location is still to be determined. We decided to meet at 2:30 p.m. prior to the Presbytery meeting. Deanna Wilson will bring supper. Don Laing will provide the devotion.

June 2013 – We will consider celebration ideas for June 18 if we are disbanding as a Commission. Since this is the same day as the Presbytery meeting and our meeting with Pastoral Oversight, we will give some thought to shifting the date for our celebration.

CLOSING PRAYER

Gail Hamblin closed with a blessing.

TERMINATION

MOTION by Lori Hill / Bob Bingham

that this meeting of the South West Presbytery Pastoral Relations Commission be terminated at 3:20 p.m.

CARRIED

Gail Hamblin - Chairperson

Cindy Randall - Secretary

*** NOTE – UPCOMING MEETINGS**

May 21, 2013 – 12:00 p.m. – with Pastoral Oversight devotion by Lori Hill

June 18, 2013 – 2:30 p.m. – devotion by Gail Hamblin

CONGREGATIONAL UPDATES

DATE (updated on March 19, 2013)

CHURCHES NEEDING A JOINT NEEDS ASSESSMENT

CHURCH	ORDER OF MINISTRY REP	LAY REP	Supervisor? Y/N Name	PROGRESS REPORT	COMPLETED	NOTES
Grace	Sheila Campbell	Paul Cooke		The JNA Committee has met twice. They will add one member to their committee following the resignation of some members.		We noted the difficulties that arise when one member of a team leaves.
Islington	Connie den Bok	Gail Hamblin				We have seen the report; it will go to the congregation in April. Connie den Bok will chair the meeting
St. Bartholomew	Lloyd Paul	Gary Walker	Doug McLeod	There is a revised draft jna report.		Gary Walker presented draft JNA report to PRC and POC in Feb. Gary and Lloyd were pleased with the PRC dealings with St. Bart's . Concerns re KS's candidacy: she has no ministry status and has til June to decide what she will do. Deanna Wilson and Norm Greene met with KS and a rep from National. They later met with the Joint Needs Assessment Committee to let them know; they were upset with the UCC process. They revised draft JNA report; this needs to go to their board. They request ft vacancy declared for ordained, commissioned or DLM and want to know if KS could be a DLM. There is another person who is qualified

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						and would go there. Conversations are ongoing with 3 main Brampton churches; draft JNA report will mention this. We are asked to read revised draft JNA report and give feedback to Deanna.
St. Paul's - Brampton	Cindy Randall	Gail Hamblin				Starting JNA process again; have had first meeting with chair Rich Deakin; interviewed Phil Rodgers.
Taiwanese			Vivian Yarwood			Rev. Hsu requested early end to his appointment, the Board accepted this. We need the necessary paperwork and to set up a Joint Needs Assessment Committee.
Westminster	Norm Greene	Paul Cook		Have decided to close June 16 2013.		Congregation has agreed to disband June 16 2013. A broader process is being considered as to what to do with church buildings after closings. Rev. Dr. Anne Simmonds is assisting the congregation with grief work. The building is for sale.
Windermere	Linda Maw	Don Laing (ministry personnel)		Alexa Gilmour appointed Aug 1 for Full time. Linda Pennock appointed Sept. 1 to June 30 2013, 8 hours/week.		JNAC started March 9, 2013 and things went well; the JNA process should involve some visioning for Windermere.

CHURCHES NEEDING A JOINT SEARCH

CHURCH	ORD. OF MINISTRY REP	Second REP	Supervisor? Y / N Name	IN PROGRESS	COMP-LETED	NOTES
Davenport Perth	Linda Pennock	Bob Bingham	Bob Bingham			Amy Lee appointed to August 31, 2013, which we approved. The leasing addendum has been signed; health centre needs to also sign. JSC is currently suspended. Amy Lee is chair of board and chair of trustees. Amy and Bob working with Health Centre to build good relationship; also working with Karen Williams of Community Ministry.
Royal York Road	Lori Hill	Robin Pilkey		Rev. Lillian Perigoe appointed as of Aug 15, 2012 till June 30, 2013		Close to issuing a call; still unsure with respect to 2 nd position

OTHER

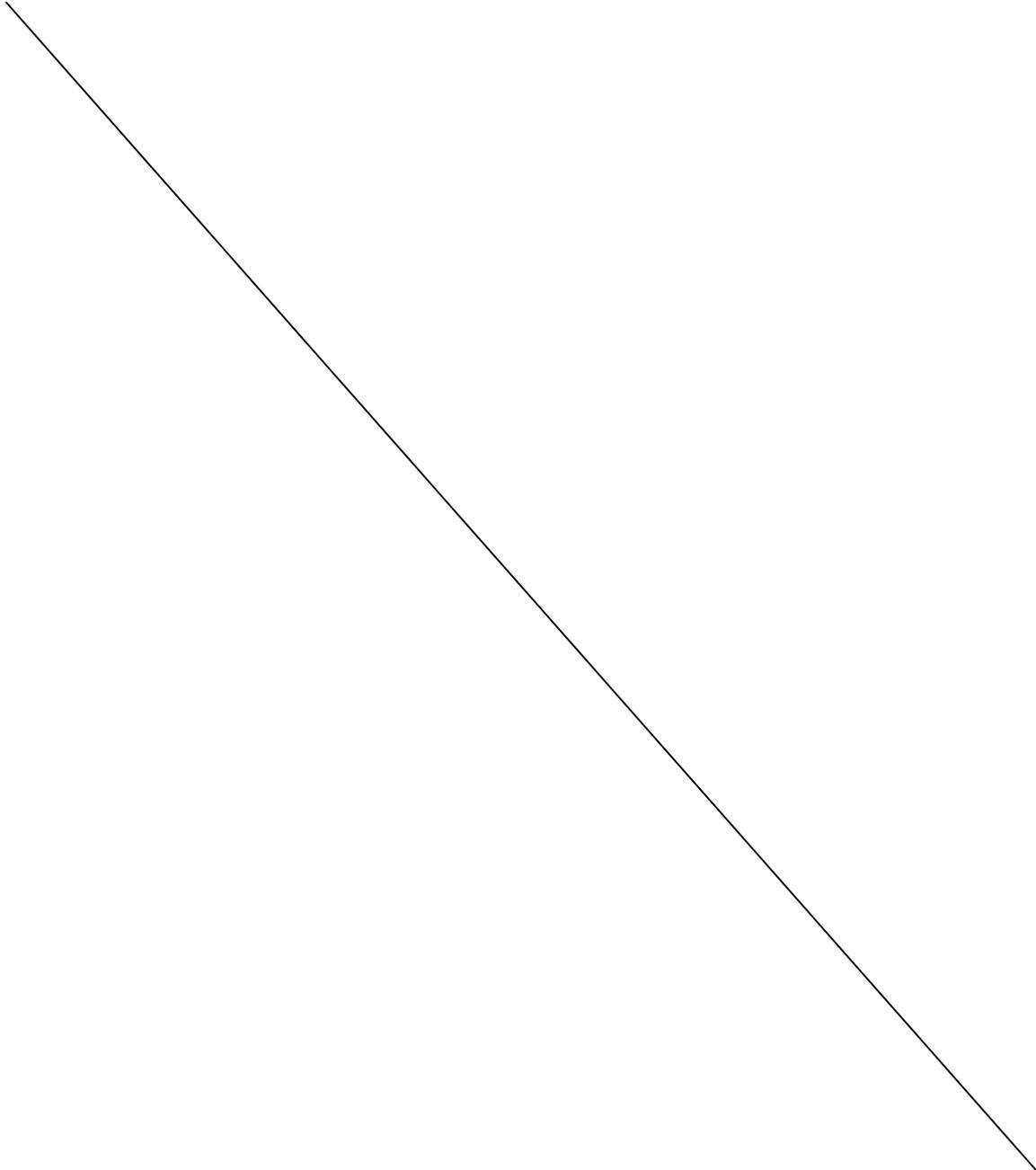
Church	ORDER OF MINISTRY REP	LAY REP	SUPERVISOR? Y/N NAME	PROGRESS REPORT	COMP-LETED	NOTES
Asbury and West	Sheila Campbell (Transition team)	Steve Lee (Transition team)	Darren Liepold-Nicholson is Interim minister	Have received their building permit and have gone to tender.		They wish to extend Darren Liepold-Nicholson's appointment as interim; we will await the paperwork. Written report on file from Darren Liepold-Nicholson. Things are more positive now than last November. They expect to be in their new church,

				South West Presbytery – March 19, 2013 2012/2013 – 339		
						August 2013.
Fairbank			Linda Maw is appointed Pastoral Charge Supervisor. She provided a written report in November, which will be kept on file			Had annual meeting; Lionel had his interview in Nov. 2012 for admission into the United Church of Canada and was approved pending completion of his required education courses. We need to check finances, update JNA report, and see a job description if there is to be a call. Lionel's appointment ends June 30; Linda is not sure of his future plans.
Ghana Calvary Methodist			David Allen -Supervisor from July 2011 to continue to June 30, 2013. David Allen sent a written report in February 2013			Church Leaders are continuing to look at plans for building a manse. Had covenanting service on Jan 6. Bishop will visit in May. Chris Pullenayegem will assist with relationship with ethnic congregations
Meadowvale Korean			Supervisor needed. Deanna Wilson to follow up.	Now on ADP		Deanna Wilson is following up with National Church for advice about getting supervisors and was provided some names but none have accepted. We will consider whether Chris Pullenayegem should be minister for ethnic congregations at least for the short term; this would need approval from Executive Secretary and Coordinating Council.

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Mount Dennis	Cindy Randall		Cindy Randall to continue as Supervisor, until the congregation is formally disbanded.	Cong. now worshiping with Central UC	Michael Kooiman is assisting them currently	Norm Greene advised Oversight will follow up on disbanding. Tying up loose ends. Membership transfers being processed. Seeking a person to do pastoral care for 10 hours/week, working out of Central.
Newtonbrook / Northminster	James Lepard (Amalgamation / Implementation team) Oversight Committee should be involved.	Cindy Cooper (Amalgamation/ Implementation team)				Deanna Wilson and Norm Greene met with them and Asbury and West to clarify relationships. Pastoral Relations issues have been resolved. New church will be called Cummer Avenue United Church. Rev. Irene Ty and Rev. Vivian Yarwood need to be re- appointed as of July 1 2013 and we have their job descriptions. Salary, housing allowances, and con ed need to be the same. Concern whether there is enough in job description re amalgamation work. We now have document to consult re amalgamations. Rev. Ty and Rev. Yarwood need to meet with others who are experienced in amalgamations to develop meaningful job descriptions.

<p>Onnuri Korean</p>			<p>Sarah Yoon</p>	<p>South West Presbytery – March 19, 2013 2012/2013 – 341</p>		<p>Sarah Yoon and Deanna Wilson attended congregational meeting. Appointment extended to Rev. Kim (Hamilton). His credentials have been cleared. He does not need to apply for admission. He can remain an Ordained Supply (non-United) as long as he is serving an ethnic ministry. He has had his Conference interview. We will consider whether Chris Pullenayegem should be supervisor for ethnic congregations at least for the short term; this would need approval from Executive Secretary and Coordinating Council. Sarah Yoon was appointed Pastoral Charge Supervisor.</p>
<p>Uganda Martyrs</p>			<p>Don Gibson</p>		<p>Uganda Martyrs decided not to become a 2 point charge with Riverside-Emery. The motion re joint trusteeship was brought to Presbytery on February 23 2013 and was carried. Don Gibson is working with Uganda-Martyrs on a 3 year budget to be finished the end of March; will determine how much time Charles Olango will be</p>	

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							there (likely half time). Will consult National and Conference on how to move forward with this congregation.



THE UNITED CHURCH OF CANADA SOUTH WEST PRESBYTERY

EDUCATION AND STUDENTS COMMISSION

Tuesday, March 19, 2013 – 1:00 p.m.
at Humbercrest United Church

Present: Grant Williams, Jessica McCrae, Cindy Cooper, Robin Sherman,
Connie denBok, Darren Liepold-Nicholson, Sheila Mascoll, Kelly Thomson

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Jessica McCrae called this duly constituted meeting of the Education and Students Commission of South West Presbytery to order to deal with such business as should properly come before it.

The chair noted that there was quorum present.

WORSHIP

Darren Liepold-Nicholson led the Commission in worship.

APPROVAL OF AGENDA

MOTION by Robin Sherman / Darren Liepold-Nicholson
that the South West Presbytery Education and Students Commission adopt the agenda for this meeting of March 19, 2013 as printed.

CARRIED

APPROVAL OF MINUTES

MOTION by Cindy Cooper / Grant Williams
that the Education and Students Commission of South West Presbytery accept the minutes of February 19, 2013 as amended.

CARRIED

INTERVIEWS

The Education and Students Commission met with Fraser Williamson as a candidate for Ordered Ministry. Following the interviews, the following motion was made:

APPROVAL OF FRASER WILLIAMSON AS A CANDIDATE FOR ORDAINED MINISTRY

MOTION by Robin Sherman / Sheila Mascoll
that the Education and Students Commission of South West Presbytery approve Fraser Williamson as a candidate for Ordained Ministry.

CARRIED

The Education and Students Commission met with John Thomas MacNeil as a candidate for Ordered Ministry. Following the interviews, the following motion was made:

CONTINUED CANDIDACY FOR JOHN THOMAS MACNEIL

MOTION by Cindy Cooper / Connie denBok
that the Education and Students Commission of South West Presbytery continue John Thomas MacNeil’s candidacy for Ordained Ministry.

CARRIED

INTERNSHIP APPLICATION FOR FRASER WILLIAMSON

MOTION by Darren Liepold-Nicholson / Robin Sherman
that the Education and Students Commission of South West Presbytery approve the internship application for Fraser Williamson, pending the receiving of his police records check.

CARRIED

STUDENT UPDATES

The list was received and updated. No changes were made.

NEXT MEETING

The next meeting of the Education and Students Committee will be on Tuesday, May 7, 2013 at 1:00 p.m. at the South West Presbytery Office.

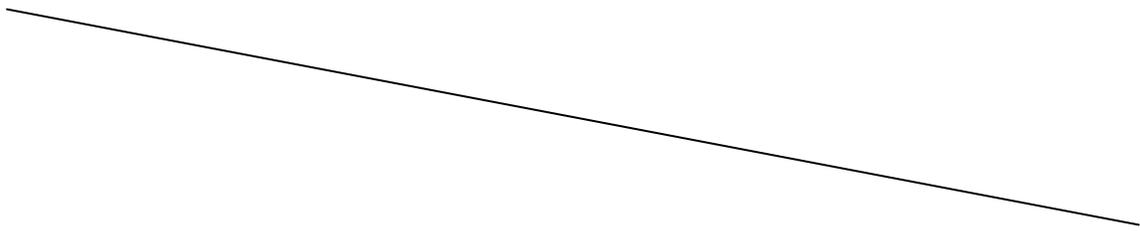
ADJOURNMENT

MOTION by Grant Williams / Darren Liepold-Nicholson
that this meeting of the Education and Students Commission of South West Presbytery by adjourned at 3:48 p.m.

CARRIED

Jessica McCrae – Chair

Kelly Thomson – Recording Secretary



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

PROPERTY & ENVIRONMENT COMMISSION

March 19, 2013 at 7:00 p.m.

at the South West Presbytery office ~ 65 Mayall Ave., Toronto

Present: Lillian Perigoe, James Lepard, Steve Lee, Paul Shepherd, Ron Ross, Paul Kim,
George Quainoo

Guests: Members of Northminster / Newtonbrook (Cummer Avenue) United Churches

Regrets: Michael Kooiman

CONSTITUTION OF THE MEETING

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Lillian Perigoe as Chairperson called this duly constituted meeting of the Property and Environment Commission of South West Presbytery to order to deal with such business as should properly come before it.

Quorum for the meeting was declared.

OPENING PRAYER

Lillian Perigoe opened the meeting in prayer.

APPROVAL OF AGENDA

MOTION by Ron Ross / Steve Lee

that the Property and Environment Commission of South West Presbytery approve the agenda for this March 19, 2013 meeting.

CARRIED

APPROVAL OF MINUTES

MOTION by Ron Ross / Paul Kim

that the Property and Environment Commission of South West Presbytery approve the minutes of February 19, 2013, as printed.

CARRIED

CORRESPONDENCE

High Park Korean United Church - regarding their proposal to sell High Park United Church and then purchase the 255 Finch Ave., West property. Discussion took place.

The Property and Environment Commission had an independent assessment done and based on that assessment done by Cushman Wakefield they estimated that the property was worth between six and seven and a half million dollars, noting however, that it is a heritage property.

This possibility is still being explored.

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Paul Kim will be in conversation with Norm Greene and Catherine Smith regarding the viability and ability of High Park United Church.

WESTMINSTER UNITED CHURCH OFFER OF SALE

Cushman and Wakefield received an offer to purchase Westminster United Church for \$3,900,000.

FAIRBANK UNITED CHURCH

Paul Kim has consulted with Fairbank United Church to help them with their accessibility.

GHANA CALVARY METHODIST UNITED CHURCH UPDATE

The congregation is looking at replacing the existing manse at 63 Mayall Avenue, Downsview, ON in the hope of renovating it so that it would be a suitable manse for the church. Reported that the architectural plans have been submitted and approved by the city and will now look into the cost of building and then will proceed.

WESLEY MIMICO UNITED CHURCH

Regarding application to the United Church Corporation, we'd encourage them to make application to Mission Support.

Toronto United Church Council has received the appropriate documentation to process their loan. Lillian Perigoe will contact Vince Alfano to let Toronto United Church Council know Property & Environment approves.

ORDER OF THE DAY

Harry Ort and Michael Stainton representatives from the Taiwanese United Church regarding the plans for Cummer Avenue United Church shared the fact that the two congregations have been sharing space for thirty years and are looking to formalize their relationship. Questions were raised regarding trusteeship, they are hoping for more dialogue around the building, use and need for space.

Once Northminster United Church advises us of their representatives the Property and Environment Commission will arrange for a property evaluation of the Finch Avenue property by Colliers and Cushman and Wakefield.

NEXT MEETING

The meeting of April 16, 2013 will be postponed because of a South West Presbytery plenary meeting that night. Suggested date and time: April 23, 2013 at 65 Mayall Ave., 7:00 p.m.

CLOSING PRAYER

The meeting closed in prayer.

ADJOURNMENT - Lillian Perigoe declared the meeting adjourned at 9:00 p.m.

Lillian Perigoe, Chair

James Lepard, Secretary

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COORDINATING COUNCIL

April 3, 2013 - 10:00 a.m.

at the South West Presbytery Office, Toronto

The regular meeting of the South West Presbytery Coordinating Council was called to order at 10:00 a.m. by the Chairperson, Bryan Ransom. A quorum was declared present.

ATTENDANCE

Present: Dale Burkart, Norman Dundas, Gail Hamblin (arrived at 10:55 a.m.), Victor Kitagawa, Ross Leckie, Louise Mahood, Neil R. Parker, Lillian Perigoe, Bryan Ransom, Christine Smaller, Catherine Smith (arrived at 10:55 a.m.), Susanne VanderLugt, Doug Varey (arrived at 10:10 a.m.), Linda Wheler, Grant Williams (arrived at 10:10 a.m.), Mark Winger.

Regrets: Jessica McCrae

Absent: Eva Breeze

WELCOME

Bryan Ransom welcomed everyone present, in particular, Victor Kitagawa who began his role as the representative for the Intercultural & Diverse Communities in Ministry Committee on the Coordinating Council of South West Presbytery. Members of the Council introduced themselves and announced their responsibilities.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Bryan Ransom called this duly constituted meeting of the Coordinating Council of South West Presbytery to order to deal with such business as should properly come before it.

WORSHIP

Bryan Ransom distributed golf balls to each of the Council members, asked them to identify three features relating to their particular golf balls and share their observations. He then read the gospel text concerning Jesus' belated post-resurrection to Thomas (John 21:24-30). Council members were then instructed to repeat the foregoing exercise with the golf balls. The lesson drawn from this activity was that ball, despite its outward appearance, was a symbol of its potential—a hole in one, a 445 yard drive, etc. Similarly, the story of Thomas served to emphasise the importance of our hope encapsulated in the resurrection event, not merely its “physicality.” Yet another analogy between playing golf and Thomas' “seeing” was the fact that participation in both experiences requires privilege not universally enjoyed. In light of this analogy we come to recognise how privileged we have been in our faith journey. Bryan Ransom concluded the time of worship with a prayer.

APPROVAL OF AGENDA

MOTION by Ross Leckie / Dale Burkart
that the agenda of this April 3, 2013 meeting of the Coordinating Council of South West Presbytery be adopted as printed.

CARRIED

APPROVAL OF MINUTES

MOTION by Louise Mahood / Mark Winger
that the Coordinating Council of South West Presbytery receive for information the minutes of the South West Presbytery meeting of February 23, 2013 as printed.

CARRIED

MOTION by Linda Wheler / Christine Smaller
that the Coordinating Council of South West Presbytery adopt the minutes of the South West Presbytery Coordinating Council meeting of March 6, 2013.

CARRIED

CORRESPONDENCE

APPENDIX A

In a letter dated March 15, 2013 Mount Dennis United Church forwarded South West Presbytery a request to disband the congregation. This letter was lifted from the correspondence for discussion.

PRESENT MOTION TO DISBAND MOUNT DENNIS UNITED CHURCH

MOTION by Douglas Varey / Lillian Perigoe
that the Coordinating Council of South West Presbytery bring a motion before South West Presbytery at its full-court meeting of April 16, 2013 to the effect that South West Presbytery officially disband the congregation of Mount Dennis United Church effective forthwith.

CARRIED

(Louise Mahood abstained from the vote)

The adoption of the preceding motion was followed by a brief review and assessment of the process involved in this disbandment of Mount Dennis United Church. The Pastoral Oversight Committee expressed the need for ready access to a clear statement of the protocol for disbanding or amalgamation of congregation. To that end notification on a church website or some other visible location were mentioned as viable options.

MOTION TO ACCEPT THE LIST OF CORRESPONDENCE

MOTION by Linda Wheler / Dale Burkart
that the Coordinating Council of South West Presbytery receive the list of correspondence received and sent for the period of March 4, 2013 to March 28, 2013.

CARRIED

ORDER OF THE DAY

The Coordinating Council members were asked to direct their attention toward Chris Pullenayegem's report entitled *Study of the Ethnic Congregations under the Pastoral Care of the South West Presbytery of the United Church of Canada*. At the Council meeting of February 6, 2013 Chris Pullenayegem had outlined the content of the report and its underlying rationale. The task before the members of the Council was to determine the manner in which the recommendations of the report would be implemented if in fact their implementation be feasible. Bryan Ransom's approach was to examine the recommendations on pages 12-14, decide which ones were most important, and initiate discussion therefrom. A considerable amount of photo-copying was necessary and with that the Council decided that it would hear reports from the Circles in the meantime.

REPORTS FROM CIRCLES

Program Circle – Ross Leckie

Community Ministries Commission – Mark Winger

Barry Rieder of the Jane-Finch Community Ministry is considering a sabbatical over the summer. Mark Winger plans a meeting with Karen Williams of the Davenport-Perth Community Ministry this coming week.

Faith Formation Committee – Ross Leckie reporting

At the last full-court meeting of Presbytery Norman Hennig-Pereira had provided valuable information about the Lenten meditation series blog.

Mission Support & Finance Committee

Treasurer's Report

APPENDIX B

Louise Mahood began by directing Council's attention to the print-out of the Treasure's Report for March 26, 2013.

The bottom of column #1 of the General Fund Detailed Income/Expenses indicates a closing balance of approximately \$3,500.00, an amount reflecting the transfer of roughly \$16,250.00 to the North Star Fund. The year 2013 opened with a credit line of about 30,500.00 (bottom of column #2). Thus far this year Presbytery has received some monies including the grant, and the concentration of expenses thus far has been operation of the Court including travel and food. The Youth & Young Adults are travelling to Sparrow Lake Camp for a retreat shortly—this will involves fees going out as well as coming in. At the end of March we have a credit balance of approximately \$30,000.00, most of which is “already spent.” Louise Mahood then reviewed Transfer Accounts within Presbytery: 2011-2013 on page 2 of the hand-out. All of the Presbyteries of Toronto Conference Corporation grants were approved and have since been appropriately disbursed.

It was finally reported that there has been a70% compliance among pastoral charges to the new system of payment of assessments by means of a series of post-dated cheques.

Mission Support & Finance Committee

Chairman's Report – Norm Dundas

Wesley-Mimico United Church is exploring a massive redevelopment of its property.

The church currently has a line of credit for \$200,000.00 from Toronto United Church Council, of which \$50,000.00 has been borrowed. At this time Wesley-Mimico United Church is applying for a grant of \$50,000.00 from Presbyteries of Toronto Conference Corporation to offset the interest accrued on the loan. The Mission Support & Finance Committee gave the request serious consideration, but in light of the fact that South West Presbytery has not formulated its mission/vision statement, it could not give its approval at this time. Nonetheless the Committee at its last meeting saw fit to contribute up to \$2,000.00 for one year to offset interest charges on the \$50,000.00 line of credit from Toronto United Church Council. This agreement would be reviewed yearly.

MOTION RE GRANT APPROVAL FOR WESLEY-MIMICO UNITED CHURCH

MOTION by Norman Dundas / Lillian Perigoe
that on the recommendation of the Mission Support and Finance Committee that the Coordinating Council approve a grant to Wesley-Mimico United Church of up to \$2,000.00 for one year to pay the interest on a Toronto United Church Council line of credit of up to \$50,000, subject to periodic review.

The motion engendered considerable discussion.

CARRIED

It was also reported that the Mission Support & Finance Committee has been unable to find the offering monies from two of the recent covenanting services. The Committee recommends that a special offering envelope for offerings be distributed with the orders of service for future covenanting services.

Norman Dundas also received a letter from Rosalind Cammidge to the effect that she would like to become involved with the Mission Support & Finance Committee once again. The Committee has responded with an e-mail of welcome.

A mission grant request dated October 19, 2012 had temporarily gone astray and will be presented to Presbytery at its next meeting.

Pastoral Oversight Committee – Doug Varey

APPENDIX C

The Pastoral Oversight Committee met April 3, 2013. Doug Varey highlighted a number of items in his report. Firstly, in connection with the Korean United Church congregations, it was noted that a number of them believe it would be advantageous to be located in the Yonge St./Finch Ave. area. This would result in three Korean United Church congregations within a five-kilometre radius. Thus there arises issues of viability—a Pastoral Oversight concern. Evidently, the congregations believe themselves to be significantly different though the degree of difference between them may or may not be as large as those constituents believe. The churches under consideration might well benefit from a dialogue under the auspices of the Intercultural & Diverse Communities in Ministry Committee. At this time High Park Korean United Church proposes the sale of its current site and the purchase of the site at 255 Finch Ave. W.: the Property & Environment Commission is currently providing oversight of these negotiations.

Secondly Council's attention was directed to the South West Presbytery Viability Process. Doug Varey raised the following question: on completion of a viability study how does Presbytery assist congregation in their use of the data in connection with appropriate future planning? Thus far no congregations have made inquiries about the funds which South West Presbytery has made available to them. For that reason Norm Greene has adjusted his presentations with a view to emphasising the availability of these funds.

Finally, Doug Varey pointed out information on the redevelopment plans of Wesley-Mimico United Church.

Engagement Circle

Nothing to report.

Leadership Circle

Linda Wheler indicated that Marty Linton has resigned as Chair of the Retirees, Pensions & Retained Committee.

Pastoral Relations Commission – Gail Hamblin

Reverends Irene Ty and Vivian Yarwood have been instructed to provide job descriptions prior to July 1, 2013 when they assume their respective positions. These job descriptions would have to include provisions for addressing whatever issues might arise within an amalgamated congregation. To this extent the Pastoral Relations Commission will select knowledgeable individuals to assist in the formulation of those documents.

In two recent covenanting services Gail Hamblin reported that the offerings had gone missing and the Commission endorses the idea of providing specially marked envelopes for offerings at those services. She speculated that a specific individual should forward the offerings to Presbytery, but Bryan Ransom had indicated that the presiding minister was charged with that responsibility. It was decided that the Secretary of South West Presbytery should contact the aforesaid congregations.

Sextons and caretakers employed by churches do not currently have health and safety standards such as those endorsed by the Canadian Safety Standards Association for individuals engaged in such work. On that, one can contact Workplace Hazardous Materials Information System. A Presbytery-sponsored educational session for church sextons and caretakers would be one way of fulfilling that need. At this time, Gail Hamblin was not clear whose responsibility in Presbytery it would be for health and safety, but Bryan Ransom thought it should lie within the purview to the Pastoral Oversight Committee. It was further suggested that a member of the Ministry & Personnel and the Property Committees also be present at a health and safety educational event. Members of Council mentioned a number of several additional sources of information regarding health and safety standards.

Finally, it was announced that St. Paul's United Church in Brampton has resumed its Joint Needs Assessment process and the committee charged with the task will likely report to their Council this coming May.

LUNCH

Mark Winger led the Court in the singing of *For Health and Strength and Daily Food*.

REPORTS FROM CIRCLES (continued)

Education & Students Commission – Grant Williams

Grant Williams reported that Fraser Williamson has been approved as a candidate for ordained ministry. Fraser Williamson has been a lay representative for Home-Huttonville Pastoral Charge; he is currently in his second year of study at Emmanuel College and is the Presbytery's sole candidate who will apply for an internship. This year Alderwood United Church becomes an internship site and will figure in the national matching process at the end of April.

The inordinate amount of time spent on administrative paper-work was a matter of concern for the Education & Students Commission. For that reason Commission members have at times been unable to address other important matters. So as to reduce the volume of such administrative work such as the recording of minutes and so forth, a

REQUEST FOR AN AMENDMENT TO THE JOB DESCRIPTION FOR THE ADMINISTRATIVE ASSISTANT

MOTION by Grant Williams / Linda Wheler

that South West Presbytery request Toronto Conference to amend the job description of the Administrative Assistant to attend the meetings of the Education & Students Commission and,

to record the minutes and do the administrative work of that Commission.

Considerable discussion ensued.

CARRIED

Grant Williams announced that he and Jessica McCrae are resigning as Co-Chairs of the Education & Students Commission effective June 30, 2013, but both will continue to serve on the Commission.

MISCELLANEOUS

December 14, 2012 David Allen forwarded a high-level questionnaire to Chairs, Secretaries and Administrative Assistants of Toronto Conference—Chairs of Commissions/Committees were copied in as well. Responses were to be returned by March 22, 2013. Further to that request Bryan Ransom indicated that developments have been such as to have precluded a timely response by the sub-committee entrusted with this task. He will report the current state of affairs to David Allen. For example, the Presbytery has not yet formulated its mission statement.

At the leadership workshop in Brampton on April 2, 2013 it was announced that the moderator is willing to schedule a full-day visit with South West Presbytery at the rise of Conference of 2013 and that of 2014. What is needed is some idea of what the Council wishes the Moderator to do amongst us at that time. Responses are to be into the Moderator's office by May 15, 2013.

**APPOINTMENT OF A COMMITTEE TO PLAN EVENT WITH THE
MODERATOR**

MOTION by Gail Hamblin / Ross Leckie
that the Coordinating Council of South West Presbytery appoint Mark Winger and Dale Burkart to be part of a committee, with the power to add to its membership, to plan a one-day event with the Moderator.

CARRIED

In 2014 the General Council grant to Toronto Conference will be reduced by approximately \$40,000.00. The shortfall will have to be covered by Presbyteries so that Conference can continue its work. One suggestion was that monies from sales of church properties might be re-allocated accordingly.

**MOTION RECOMMENDING COORDINATING COUNCIL TO APPROVE AN
ALTERNATIVE COMMITTEE STRUCTURE AT DAVENPORT-PERTH
COMMUNITY CHURCH**

A communication from Bob Bingham and Doug McLeod was forwarded to members of the Coordinating Council in connection with its recommendations concerning the administrative functioning of Davenport-Perth Community Church and the Davenport-Perth Neighbourhood Community and Health Centre. These recommendations were adopted by the Coordinating Council at its February 6, 2013 meeting. What is now recommended is an “alternative Committee Structure at Davenport-Perth Community Church.

MOTION by Louise Mahood / Mark Winger
that the Coordinating Council of South West Presbytery recommends an alternative Committee structure relationship between Davenport-Perth Community Church and the Davenport-Perth Neighbourhood Community and Health Centre and,
that the new Committee structure would meet at least quarterly where the concerns of both the Davenport-Perth Community Church and the Davenport-Perth Neighbourhood Community and Health Centre can be raised and heard and when appropriate be acted upon and,
that this proposed Committee would replace having the Davenport-Perth Community Church members sitting on the Davenport-Perth Neighbourhood Community and Health Centre Board of Directors and would remove the South West Presbytery representative to the Board and,
that the representatives on the new Committee would include the Davenport-Perth Community Church minister and a member of the Board of Trustees along with equal representation from the Davenport-Perth Neighbourhood Community and Health Centre and,
that the Davenport-Perth Community Church will still have communication with the Davenport-Perth Neighbourhood Community and Health Centre including but not limited to property matters requiring the Davenport-Perth Community Church Board of Trustees and South West Presbytery approval.

CARRIED

The Coordinating Council of South West Presbytery will not appoint a Presbytery representative to the Davenport-Perth Community Church Council.

NEW BUSINESS

APPROVAL TO EDIT THE RECORD OF PROCEEDINGS

MOTION by Ross Leckie / Dale Burkart
that the Coordinating Council of South West Presbytery give the authority to assemble and format the 2012 – 2013 Record of Proceedings to the South West Presbytery Administrative Assistant.

CARRIED

Richview United Church will host the April 16, 2013 meeting of South West Presbytery. Supper is at 5:30 p.m. and the meeting 7:00 p.m.

ORDER OF THE DAY (continued)

Clear lines of communication between ethnic ministries and Presbytery are the responsibility of the Intercultural & Diverse Communities in Ministry Committee. Two-way communication needs to be a commitment. Enlistment of bilingual volunteers would be useful, but the lack of availability continues to be a major problem. The establishment of guidelines might be helpful.

In view of the fact that David Allen had assembled a task group responsible for the implementation of the various recommendations, the question was raised as to why the Coordinating Council was addressing itself to the matter of implementation. However, it was noted that the implementation task group needed to know just what the Coordinating Council identified as its expectations of that task group.

One institutional tendency to which the United Church of Canada allegedly has not been immune in the past is that of doing the "paper-work" but not following up with tangible application. This or that study or task force turns out to be of no consequence.

In light of a lengthy discussion it was agreed that the recommendation of Chris Pullenayegem's report be forwarded to the implementation task group and ask them—in consultation with members of ethnic congregations—to identify those recommendations to which they would assign the highest priority. One suggested emphasis was that of "Identity and Belongingness." Bryan Ransom will also consult with Chris Pullenayegem.

CLOSING

Evaluation of meeting

What did we accomplish?

- the worship around golf balls was meaningful
- the Council members attempted to envision beyond what was before them and identify what was hopeful, both in the intercultural report and the property matters

How did we live out our commitment to leading a missional life?

- the Court was challenged to discover just what constituted a missional life
- the fact that we can experience God's grace in the struggles over motions and the business of the day

Where did you experience God's grace, God's holiness in our time together?

- discussions of identity and inclusiveness
- Victor Kitagawa's story, good meal together, laughter
- progress towards resolution of the Davenport-Perth issues
- the property situation at Westminster United Church looks to be two days until resolution
- Victor Kitagawa's presence: honesty, sharing, forthrightness
- ability to work together

NEXT MEETING

The next meeting is Wednesday, May 1, 2013 at 9:30 a.m. for refreshments with the call to order coming at 10:00 a.m. Since the Toronto Conference Interview Committee meets also on this day the meeting will be held in the Fireside Room of Ghana Calvary Methodist United Church.

CLOSING PRAYER

Bryan Ransom closed the meeting with a prayer.

ADJOURNMENT

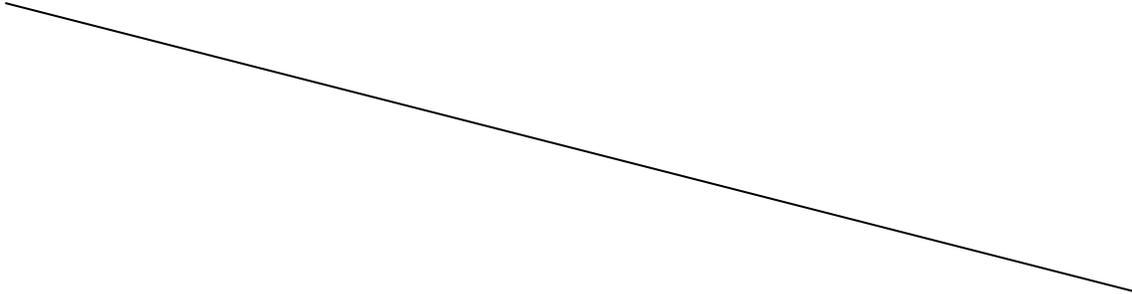
MOTION by Ross Leckie / Dale Burkart

that this meeting of the South West Presbytery Coordinating Council be adjourned at 2:44 p.m.

CARRIED

Bryan Ransom - Chairperson

Neil R. Parker - Secretary



APPENDIX A

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

Correspondence – March 4, 2013 – March 28, 2013

RECEIVED

(date in bracket indicates the date the item was received)

GENERAL COUNCIL

- 2012 Mission and Service Fund Campaign results (Mar. 8/13)
- The United Church of Canada's Toronto Archives is Moving (Mar. 12/13)

TORONTO CONFERENCE

- Notice of upcoming Ministry and Personnel Committee Workshop – Providing Feedback: Conversations for New Life – April 26 or 27 or May 2 or May 4, 2013

SOUTH WEST PRESBYTERY COORDINATING COUNCIL

- Letter from Mount Dennis United Church requesting Presbytery to disband the congregation (Mar. 15/13)
- Thank you from Stonegate Ministry for the Mission Grant (Mar. 27/13)

TORONTO UNITED CHURCH COUNCIL

- Connecting Resources with Ministry: Make the Leap (Mar. 6/13)
- Green Awakening Network – 5th Annual Green Awakening /Greening Sacred Spaces Forum “Make the Leap” (Mar. 6/13)
- Green Awakening Network – Spring Greening: Upcoming Green Events and Announcements (Mar. 15/13)
- Green Awakening Network – “Making the Leap: Hope for a Sustainable World” March 23, 2013 (Mar. 21/13)
- Advertisement for the Heart and Vision 2013: Honouring Margaret Atwood and the Hon. William G. Davis (Mar. 27/13)
- Green Awakening Network – How to Save Your Church Energy and Money (Mar. 27/13)
- E-News #41 (Mar. 28/13)

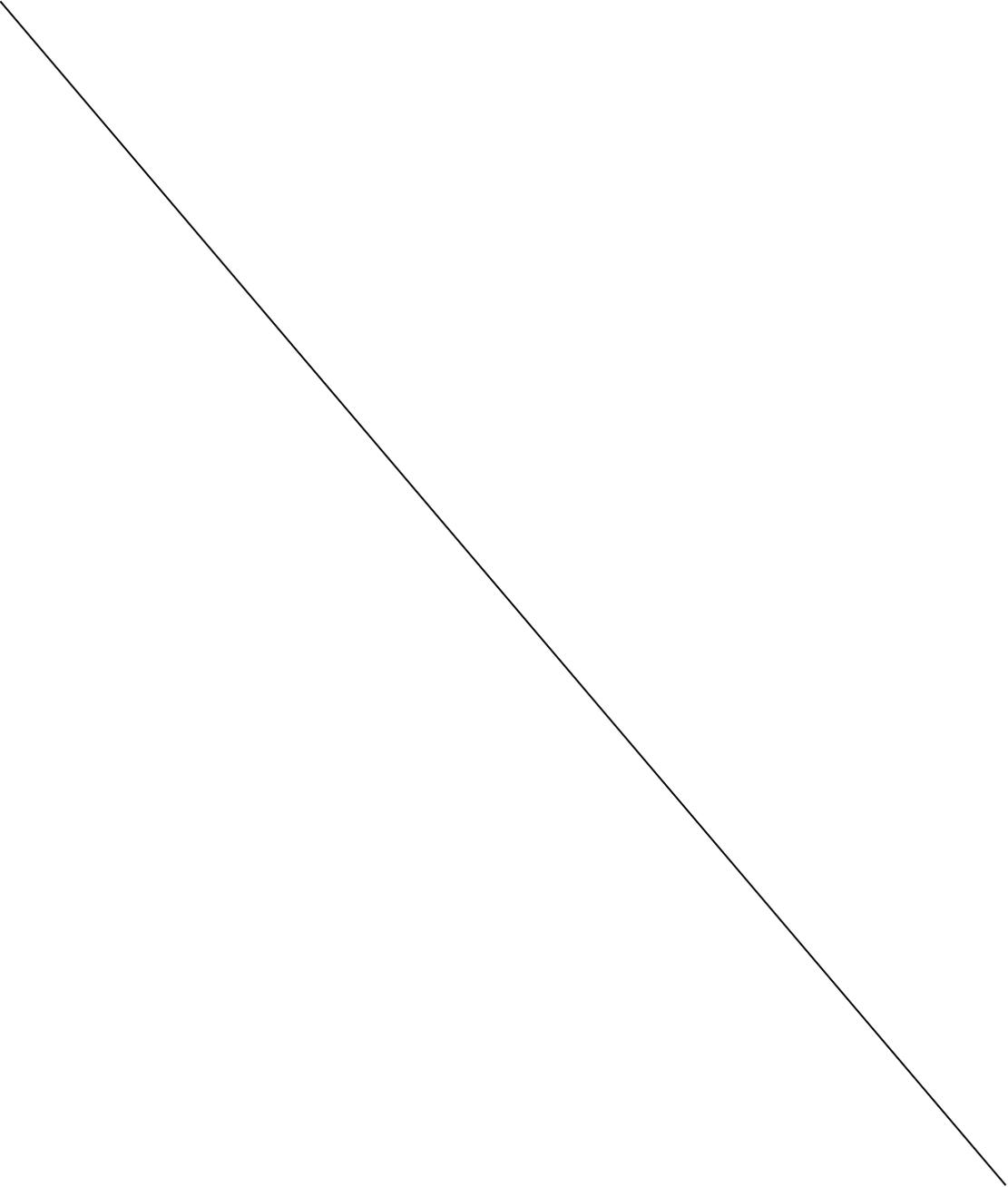
PRESBYTERIES OF TORONTO CONFERENCE CORPORATION

- Request for Presbytery nominations for one Director and three Members (Mar. 20/13 (Given to Nominations)

MISCELLANEOUS

- United Action for Justice – “Water is More Precious than Gold” tour – Toronto Public Event (Mar. 5/13)
- Victoria University in the University of Toronto – Emmanuel Days 2013 – The Rise of the Post Human: Where is the Gospel (Mar. 6/13)
- Five Oaks – Work/Fun Camp April 15 – 17, 2013 (Mar. 20/13)
- Five Oaks Summer / Fall 2013 brochure (Mar. 25/13)

SENT

- Updates for website to Paul Rochford (web master)
 - Notice by email of the Faith Formation Committee's Lenten Blog
 - Letter to Hon. Kathleen Wynne from the Social Justice and World Affairs Committee regarding the Social Assistant Review
- 

APPENDIX B

South West Presbytery Treasurer's Report		March 26th, 2013		
General Fund Detailed Income/Expenses				
Categories	2012 Inc/Exp	2013 Inc/Exp	2013 Budget	
Income				
Carried Forward	\$ 16,016.29	\$ 3,534.91	\$ 3,534.91	
Meals and Other Income	\$ 3,040.00	\$ 80.00	\$ 3,000.00	
Youth/Young Adults Program Income	\$ 9,165.00	\$ 125.00		
North Star Fund	\$ 16,955.00			
Conference Grant	\$ 31,211.25	\$ 31,680.00	\$ 31,680.00	
	\$ 76,387.54	\$ 35,419.91	\$ 38,214.91	
Expenses				
Presbytery/Coord Council Meetings	\$ 17,681.09	\$ 1,595.26	\$ 12,174.84	
Professional Services	\$ 7,155.90		\$ 7,000.00	
Contingency	\$ 2,000.00		\$ 1,000.00	
Chaplains	\$ -		\$ 1,000.00	
North Star Fund Initiative				
Default Assessments Paid	\$ 3,212.00			
Program Circle				
Community Ministries Commission	\$ 326.42		\$ 250.00	
Faith Formation	\$ 4,616.58		\$ 2,500.00	
Mission Support and Finance	\$ -		\$ -	
Pastoral Oversight	\$ 29.40		\$ -	
Property and Environment	\$ -		\$ -	
Youth and Young Adults	\$ 13,454.47	\$ 3,363.61	\$ 4,500.00	
Leadership Circle				
Education and Students	\$ -		\$ -	
Nomination & Leadership Develop.	\$ 250.00		\$ -	
Pastoral Relations	\$ 945.54		\$ 1,440.00	
Retirees, Pensions & Retained	\$ 275.81		\$ 400.00	
Engagement Circle				
Cong. Renewal & Community Dev.	\$ 1,212.22		\$ 1,000.00	
Ethnic and Intercultural Ministries	\$ 634.05		\$ 1,000.00	
Social Justice and World Affairs	\$ 4,804.15		\$ 4,000.00	
Totals	\$ 56,597.63	\$ 4,958.87	\$ 36,264.84	
<hr/>				
Income less Expenses	\$ 19,789.91	\$ 30,461.04	\$ 1,950.07	
North Star Fund	-\$ 16,255.00			
Amended Closing Balance for 2012	\$ 3,534.91			

Other Accounts within Southwest Presbytery: 2011-2013 **March 26th, 2013**

	2011	2012	2013
Education and Students Fund			
Open. Bal. \$	5,606.15	\$ 6,290.47	\$ 5,494.85
Income \$	2,984.32	\$ 1,309.75	\$ 226.50
Expenses \$	2,300.00	\$ 2,105.37	
Current Bal. \$	6,290.47	\$ 5,494.85	\$ 5,721.35

Community Ministry Fund

Open. Balance \$	40.00	\$ -	\$ 260.00
Income \$	3,594.67	\$ 2,946.50	\$ 797.33
Disbursements \$	3,634.70	\$ 2,666.50	
Current. Bal. \$	0.03	\$ 260.00	\$ 1,057.33

Vacation Bible School

Open. Balance \$	-	\$ 21,033.25	\$ 21,033.25
Income \$	32,837.00	\$ -	
Expenses \$	11,803.75	\$ -	
Current. Bal. \$	21,033.25	\$ 21,033.25	

The North Star Fund

Open. Balance			\$ 16,255.00
Income			
Expenses			
Current Bal.			

Presbyteries of Toronto Conference Corporation Grants [PTCC]

South West Presbytery Grants for 2012 and 2013 **2012** **2013**

Emmanuel Howard Park United Church	Community Meals	\$ 5,635.00	\$ 8,000.00
Grace Place	Community Ministry	\$ 16,000.00	\$ 16,000.00
Runnymede United Church	Community Meals		\$ 3,000.00
Sparrow Lake Camp	Summer Camping	\$ 10,000.00	\$ 5,000.00
Stonegate Community Ministry	Community Ministry	\$ 3,965.00	\$ 5,500.00
Uganda Martyrs United Church	Youth Programs		\$ 1,000.00
Wesley Mimico United Church	Community Meals	\$ 10,400.00	\$ 8,000.00
		\$ 46,000.00	\$ 46,500.00

PTCC -- South West Presbytery Capital Grant

Sparrow Lake Camp	Intercultural Campir	\$ 10,000.00	\$ 10,000.00
Onnuri Korean United Church	Operations	\$ 7,438.00	
Heart Lake United Church	Operations	\$ 17,000.00	
		\$ 34,438.00	\$ 10,000.00

PTCC- Community Ministries Fund

Davenport-Perth Community Ministry		\$ 102,906.00	\$ 105,249.00
Jane Finch Community Ministry		\$ 95,945.00	\$ 100,251.00
		\$ 198,851.00	\$ 205,500.00

APPENDIX C

Pastoral Oversight Committee

South West Presbytery
United Church of Canada

Committee's Mission Statement

Provide oversight of pastoral charges and community ministries including review of records and triennial visits. (*The Manual* 332)

Where appropriate work closely with the Congregational Renewal and Community Development Committee.

Recommend that visits be conducted using clusters of three churches visiting each other.

Initiate where necessary the discipline of a pastoral charge. (333)

Recommend new pastoral charges. (330) Recommend the acceptance of a congregation into the Presbytery. (331) Recommend the amalgamation, realignment, reconstitution, relocation or disbanding of a pastoral charge, congregation or mission. (334)

Encourage participation in Presbytery by lay and ordered people

South West Presbytery Handbook

Pastoral Oversight Committee Report to Coordinating Council

April 3, 2013

The Pastoral Oversight Committee met last evening. Here is a brief account of the various projects and pastoral charge involvements the Committee has undertaken since we last met. (In alphabetical order)

- Accessibility Policy, Practices and Procedures related to Province of Ontario regulations, requires pastoral charges to report on accessibility. Paul Kim is following up to provide additional guidance and assistance so that congregations take steps necessary to fulfill the provincial legislation. Our plan is to present at the June Presbytery meeting and request compliance by the September meeting.
- Annual Report reviews will begin under Catherine Smith's supervision now that deadline for receiving same has passed.
- Davenport Perth Community Church has come a long way. Doug McLeod reported that there have been significant structure and leadership changes at DPCC. Relationships are being built, lease arrangements improved and the supply minister supported. He will make a final Pastoral Oversight report to the Coordinating Council in May.
- Designated Lay Minister Catherine Smith will conduct a Designated Lay Minister confirmation meeting at Emmanuel United Church, Brampton in May.

- Ethnic Ministries Steering Committee will be joined by Ann Fraser representing the Pastoral Oversight Committee.
- Harassment Bill 168 requires pastoral charge education and training. Catherine Smith is planning workshop presentations possibly before June 30.
- Heart Lake United Church Lloyd Paul continues making monthly contact with Robin Sherman and the news is good. Community outreach, faith development and stewardship/fiscal accountability are happening. Douglas Varey will begin receiving financial statements within the month and forward same to the Coordinating Council.
- High Park Korean United Church, Immanuel Toronto Korean United Church and the wider Korean United Church of Canada community have indicated interest in locating closer to Finch and Yonge. Information was provided for our discussion of High Park Korean United Church's desire to sell its site and purchase 255 Finch Ave W. The Property and Environment Commission is exploring this possibility. Douglas will consult with Immanuel Toronto Korean United Church about their plans and their relationship with Forest Grove United Church. The Committee believes Korean congregations should be in conversation, but we will not initiate such discussions at this time.
- Mission/Ministry Strategy plans were updated by Norm Greene. The presentation at Presbytery elicited important feedback.
- Mount Dennis United Church requires an official disbanding motion and Catherine Smith is presenting a proposal at today's Coordinating Council meeting for the April Presbytery meeting.
- Newtonbrook/Northminster (Cummer Avenue United Church) amalgamation process is proceeding. James Lepard is our rep. We sense there will be a huge sigh of relief when July 1, 2013 rolls around.
- Resources and Guidelines for Congregational Amalgamation and Disbanding will be developed so that the Presbytery can provide guidance to pastoral charges engaged in same.
- Riverside-Emery and Uganda Martyrs United Churches received approval regarding trustee transfer for the 2799 Weston Rd. property at the last Presbytery meeting.
- South West Presbytery Viability Process is proceeding energetically with positive responses from a wide variety of pastoral charges. Norm Greene is assisted in this work by Henry Poutiainen. Twenty-one studies have been completed. One key question is,

"How do we encourage and assist congregations to use the data for appropriate future planning?"

- Wesley-Mimico United Church is continuing with redevelopment plans. Hugh Reid has been in regular contact with Rev. Paul Shepherd. Paul, Hugh and Douglas will meet this month to ensure that the congregational issues are receiving due attention.
- Westminster United Church, Weston is for sale and has received a strong indication of interest. The Trustees have been in regular contact with the P and E Commission and the congregation's plans to disband will occur before June 30.

The Pastoral Oversight Committee has been involved in a wide variety of issues and situations in South West Presbytery. We are able to fulfill our responsibilities because of the commitment of Committee Members and adjunct Associates. We appreciate the Coordinating Council's thoughts and suggestions. With thanks,

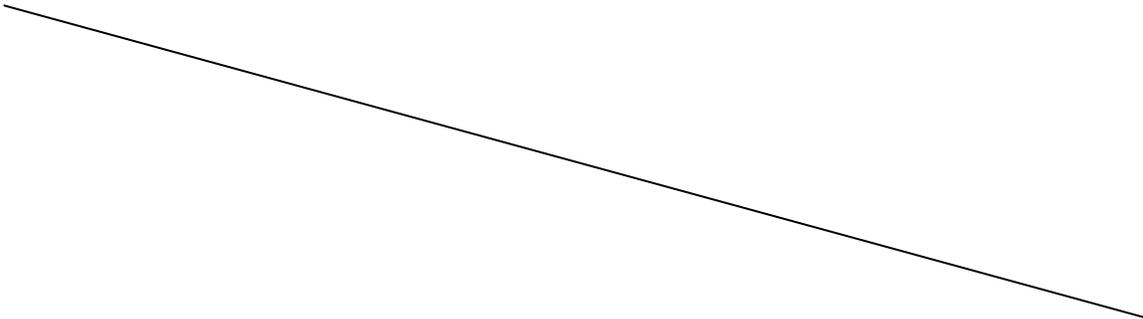
Douglas Varey and Catherine Smith
Co-Chairs

Committee Members

Ann Fraser
Norm Greene (staff)
Paul Kim
Margaret MacDonald
Maureen MacLeod-Oliver
Doug McLeod
Hugh Reid

Associates

James Lepard
Lloyd Paul
Henry Poutiainen



THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

COMMUNITY MINISTRIES COMMISSION

April 16, 2013 – 6:12 p.m.
at Richview United Church

Present: Mark Winger (Chair), J-T MacNeil (Secretary), Barry Rieder (Community Minister of Jane-Finch Community Ministry), Mark Aitchison, Linda Levin, D'thea Webster.

Regrets: Karen Williams (Community Minister of Davenport-Perth Community Ministry), Basil Coward, Gail Johnson, Paul Rose.

WELCOME & OPENING PRAYER

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in him, Mark Winger called this duly constituted meeting of the Community Ministries Commission of South West Presbytery to order to deal with such business as may fall properly before it.

MINUTES

Barry Rieder suggested that the work plans be added as appendices.

APPROVAL OF FEBRUARY 22, 2012 MINUTES

MOTION by D'Thea Webster / J-T MacNeil
that the Community Ministries Commission of South West Presbytery approve the minutes of the February 22, 2012 minutes as printed.

CARRIED

CONTRACT APPROVALS

APPOINTMENT OF KAREN WILLIAMS TO DAVENPORT PERTH COMMUNITY MINISTRY

MOTION by Linda Levin / Mark Aitchison
that the Community Ministries Commission of South West Presbytery approves the appointment of Karen Williams at Davenport Perth Community Ministry, Ordained Minister, from July 1, 2013 to June 30, 2014, full-time, with the following terms for category 8 step 6: Salary \$73,460.12 per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1,500 per annum, and all other terms according to *The Manual*.

CARRIED

APPOINTMENT OF BARRY RIEDER TO JANE FINCH COMMUNITY MINISTRY

MOTION by J-T MacNeil / Mark Aitchison
that the Community Ministries Commission of South West Presbytery approves the appointment of Barry Rieder at Jane-Finch Community Ministry, Designated Lay Minister (non-recognized), from July 1, 2013 to June 30, 2014, full-time, with the following terms for category 8 step 6: Salary \$73,460.12 per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1,500 per annum, and all other terms according to The Manual.

CARRIED

2013 BUDGETS

Davenport-Perth Community Ministry budget has already been reviewed by the Davenport-Perth Community Ministry Steering Committee. There were some issues in understanding the data sent from Karen Williams. Further, Karen Williams was having computer troubles over the past month. As a result, discussion was tabled until the next meeting.

Jane-Finch Community Ministry brought actuals for 2012, and a revised 2013 budget, and proposed 2014 budget. Staff salary recovery has decreased since Jane-Finch Community Ministry isn't looking after Firgrove Community Learning Centre anymore. Jane-Finch Community Ministry will ask for \$4,200 from Mission and Service. Anything that isn't granted from Mission and Service will be covered by Presbyteries of Toronto Conference Corporation. Congregational support has been adjusted downwards as a result of recent trends.

MOTION by J-T MacNeil / Linda Levin
that the Community Ministries Commission of South West Presbytery approve Jane-Finch Community Ministry's 2013 budget for \$225,234.

CARRIED

MOTION by Mark Aitchison / D'thea Webster
that the Community Ministries Commission of South West Presbytery approve Jane-Finch Community Ministry's request for \$4,200 from Mission and Service.

CARRIED

GRANT REQUESTS

Barry Rieder is applying to 736 Outreach for \$20,000 to build up their Century/Thistle town Fund. Century/Thistle town Fund is used for discretionary expenses in the community. In addition, the Neighbourhood Action Partnership Youth Employment Committee is requesting \$10,000 per year from 736 Outreach, with Jane-Finch Community Ministry providing some oversight support in this.

MOTION by Mark Aitchison / Linda Levin
that the Community Ministries Commission of South West Presbytery approve Jane-Finch Community Ministry's request for \$20,000 from Century/Thistle town Fund.

CARRIED

BARRY RIEDER'S SABBATICAL

Linda Levin challenged Barry Rieder to prioritize his time during his sabbatical. Barry Rieder indicated that the Vision Quest is his priority for his sabbatical. He has already started work on this. Barry Rieder will also work on reflecting on what he has accomplished, and what needs to be done in his ministry. Barry Rieder will also spend some time with his family. Barry Rieder has a team set up to cover his duties while on sabbatical.

MOTION by J-T MacNeil / D'thea Webster
that the Community Ministries Commission of South West Presbytery approve Barry Rieder's sabbatical, with blessings.

CARRIED

PRESBYTERIES OF TORONTO CONFERENCE CORPORATION REQUESTS

Barry Rieder would like \$2,500 from Presbyteries of Toronto Conference Corporation to support some modest extra staffing while on sabbatical. Barry Rieder would also like \$2,935 from Presbyteries of Toronto Conference Corporation to cover congregational giving shortages.

MOTION by Mark Aitchison / Linda Levin
that the Community Ministries Commission of South West Presbytery approve Jane-Finch Community Ministry's request for \$2,500 from Presbyteries of Toronto Conference Corporation to cover staffing cost while Barry Rieder is on sabbatical.

CARRIED

MOTION by D'thea Webster / Mark Aitchison
that the Community Ministries Commission of South West Presbytery approve Jane-Finch Community Ministry's request for \$2,935 from Presbyteries of Toronto Conference Corporation to cover congregational giving shortages.

CARRIED

DAVENPORT-PERTH COMMUNITY MINISTRY WORK PLAN

Karen Williams has submitted a work plan for 2013. She will be working on the following goals:

1. Raise an additional \$160,000 to hire a program coordinator, IT consultant, financial administrator.
2. Improve publicity of Davenport-Perth Community Ministry and Pelham Community Hub.
3. Strengthen and explain financial and Human Resource framework.
4. Other items in job description.

Further discussion was tabled until the next meeting.

MOTION by Linda Levin / Mark Aitchison

South West Presbytery – April 16, 2013
2012/2013 – 364

that the Community Ministries Commission of South West Presbytery approve Karen Williams's request for vacation on June 3-7, 2013, June 10-11, 2013, and June 17-19, 2013 and;

continuing education June 12-15, 2013.

CARRIED

NEXT MEETING

The next meeting will be at Humber Valley United Church at a date to be determined by Doodle poll.

ADJOURNMENT

Mark Winger declared the meeting terminated at 6:57 p.m.

Mark Winger
Chairperson

J-T MacNeil
Secretary

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

**PASTORAL RELATIONS COMMISSION
COMBINED WITH THE PASTORAL OVERSIGHT COMMITTEE**

April 16, 2013 – 2:30 p.m.- 5 p.m.
at the South West Presbytery office ~ 65 Mayall Ave., Toronto

Present: Gail Hamblin, Don Laing, Gordon Conquergood, Bob Bingham, Sarah Yoon,
Don Gibson, Robin Pilkey, Linda Maw, Cindy Randall

Pastoral Oversight: Margaret MacDonald

Regrets: Sheila Campbell, Lori Hill, Jo Ann Marriott, Sue Cowan (Pastoral Relations)
Maureen McLeod-Oliver (Pastoral Oversight)

Staff: Toronto Conference Personnel Minister: Deanna Wilson
Toronto Conference Minister for Pastoral Oversight: Norm Greene

CALL TO ORDER

The meeting was called to order at 2:30 p.m. by Chairperson Gail Hamblin.

WELCOME

The chair Gail Hamblin welcomed everyone to the meeting.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Gail Hamblin called this duly constituted meeting of the Pastoral Relations Commission of South West Presbytery to order to deal with such business as should properly come before it.

The chair noted that there was quorum present.

OPENING DEVOTION

Don Laing led the meeting in an opening devotion. He noted this coming Sunday was Good Shepherd Sunday and read a passage from Revelation with the image of Christ as the Lamb at the centre of the throne.

APPROVAL OF AGENDA

MOTION by Don Laing/Bob Bingham
that the Pastoral Relations Commission of South West Presbytery adopt the agenda of today's meeting of April 16, 2013 as printed.

CARRIED

APPROVAL OF MINUTES

MOTION by Bob Bingham/ Robin Pilkey
that the Pastoral Relations Commission of South West Presbytery accept the

minutes of the March 19, 2013 meeting as printed.

CARRIED

CORRESPONDENCE

- Correspondence with Humbercrest United Church regarding looking once again at filling the second position at the pastoral charge (Mar. 11/13); they will use their recent Joint Needs Assessment report as a way to go forward
- Sent the amalgamation webinar notes to Newtonbrook and Northminster United Churches (Mar. 16/13)
- Correspondence with Rev. Vivian Yarwood and Rev. Irene Ty regarding position descriptions (Mar. 21/13); they are working on this and will have a whole section of the position descriptions devoted to amalgamation work
- Update from St. Paul's United Church (Brampton) regarding declaring the vacancy for the half time position (Mar 18/13); there is a question whether they will have the funds to do this
- Response from Immanuel Toronto Korean United Church and Emmanuel-Howard Park United Church via Cindy Randall regarding the covenanting service offering (March 20 and April 11/13); the offering from Immanuel Toronto Korean United Church was sent to Mission and Service and Emmanuel-Howard Park United Church had no offering; Education and Students will now have a special envelope to collect the offering at covenanting services
- Alternate Committee Structure Relationship with Davenport Perth Neighbourhood Community and Health Centre (Mar. 23/13)
- Letter to Asbury and West United Church regarding the appointment for Darren Liepold-Nicholson indicating that once the 2014 salary schedule is distributed we will approve the appointment (Mar. 25/13)
- A request for a change in pastoral relations from Rev. Doug Varey effective June 30, 2013 (Apr. 2/13)
- Questions for clarification from the Joint Search Committee at Royal York Road United Church (Apr. 8/13) * Response sent by Elaine Eve (Apr. 10/13)
- Correspondence from Rev. Cindy Cooper at Centennial – Japanese United Church and Oriole-York Mills United Church regarding the very beginning steps for amalgamation between the two congregations; both Deanna Wilson and Norm Greene have been in touch to advise how they might go forward.

BUSINESS ARISING

HOUSING ALLOWANCE UPDATE

The Pastoral Relations Commission have not received a response from

- Emmanuel United Church – waiting on follow up

**ST. PAUL'S UNITED CHURCH, ST. BARTHOLOMEW'S UNITED CHURCH,
AND GRACE UNITED CHURCH (BRAMPTON) DISCUSSION**

Deanna Wilson and Norm Greene have met with all three churches. They are currently working on Joint Needs Assessments now. On Sunday April 21 2013 there will be a meeting of the Joint Needs Assessment chairs and Presbytery representatives, board chairs, and some Conference staff to look at creative ways of collaborating and cooperating.

HEALTH AND SAFETY COMMITTEE/ WORKPLACE HAZARDOUS MATERIALS INFORMATION SYSTEM TRAINING FOR SEXTONS

This was discussed at the Coordinating Council and was referred to the Pastoral Oversight Committee.

DESIGNATED LAY MINISTER APPOINTMENTS THAT GO BEYOND JUNE 30 FOR APPROVAL OF THE TORONTO CONFERENCE SETTLEMENT AND PASTORAL RELATIONS COMMITTEE UPDATE

A meeting has been arranged at Emmanuel United Church (Brampton) by Catherine Smith. We will discuss this under new business.

CHANGES IN PRESBYTERY STRUCTURE/EFFECTIVE LEADERSHIP POLICY UPDATE

We will be involved in mission planning with congregations and working out how best to make matches between congregations and ministry personnel. We gave Norm Greene some suggestions as to areas that would need to be considered.

MINISTRY AND PERSONNEL COMMITTEE WORKSHOPS

Toronto Conference is hosting 4 Ministry and Personnel Committee workshops in April and May throughout the Conference, with options of either Thursdays or Saturdays at different locales. Our South West Presbytery area workshop is on Thursday, May 2, 2013 at the South West Presbytery office from 9:30 a.m. – 4:00 p.m. It would be helpful to have a few members of the Pastoral Relations Commission in attendance to assist that day. Posters have been distributed to each of the pastoral charges. Follow up phone calls will be arranged to ensure that there will be representation from all pastoral charges present. We will speak to our own congregations.

There are currently 7 people from South West Presbytery registered to attend a workshop. These include representatives from Humbervale United Church, Martin Grove United Church and St. Paul's United Church (Brampton).

PASTORAL RELATIONS COMMISSION CELEBRATION/PARTY – DATE AND LOCATION TO BE DETERMINED

Our last Pastoral Relations Commission meeting is on June 18, the same day as Presbytery meets. We proposed the date of Thursday June 20, 2013 at the Yacht Club or at Gail Hamblin's home for our party. Gail Hamblin will confirm the date and location with us at a later time.

CONGREGATIONAL UPDATES

APPENDIX A

ISLINGTON UNITED CHURCH – INCREASE OF GO PROJECT MINISTER'S HOURS

MOTION by Don Gibson/Linda Maw

that the Pastoral Relations Commission of South West Presbytery approve the request of Islington United Church to increase the Go Project Minister's hours over a three year period to a maximum of 40 hours, as the program expands and with appropriate ongoing notification and approval of the Pastoral Relations Commission.

CARRIED

WINDERMERE UNITED CHURCH

The Pastoral Relations Commission will ask the treasurer to have another look at their financial figures but they can go ahead and present the draft Joint Needs Assessment report to their council. Norm Greene will also look at the financial picture and will provide a report to the Pastoral Relations Commission at their next meeting.

EMMANUEL UNITED CHURCH

We noted that an appointment may be for longer than one year.

UGANDA MARTYRS UNITED CHURCH

Don Gibson raised the point that in general we need to be sensitive in various areas of church life when working and interacting with ethnic congregations who may not be familiar with United Church of Canada policy and process. Charles Olango, who is serving in leadership with Uganda Martyrs United Church, is being urged to look at a learning assessment with the goal of moving towards qualification as a Designated Lay Minister. Work remains to be done to clarify if this is to remain a part-time position or could possibly be full-time, and also to clarify the job description. It was noted that there are many good and very capable leaders within this congregation.

NEWTONBROOK/NORTHMINSTER UNITED CHURCH

Cindy Cooper and James Lepard are on the Amalgamation Implementation Team and need to be re-appointed. Deanna Wilson will ask them if they are willing to stay on to help with the transition.

OMNIBUS MOTIONS

MOTION by Cindy Randall/Robin Pilkey

TRANSFER FOR - REV. PATRICIA LAWSON-PAUL

that the Pastoral Relations Commission of South West Presbytery transfer Rev. Patricia Lawson Paul, Ordained Minister Charge from South West Presbytery in Toronto Conference to Hamilton Presbytery in Hamilton Conference effective March 1, 2013.

REQUEST FOR A CHANGE IN PASTORAL RELATIONS - REV. DOUG VAREY

that the Pastoral Relations Commission of South West Presbytery approve the request for a change in pastoral relations for Rev. Doug Varey effective June 30, 2013.

OMNIBUS MOTION CARRIED

NEW BUSINESS

The following appointments need to be renewed. The pastoral charges should be reminded of the need to have paperwork completed and returned to the South West Presbytery office. We will ask Elaine Eve to phone these people.

Cowan, Susan – Emmanuel United Church

Gilmour, Alexa – Windermere United Church: the Joint Needs Assessment report recommends changing her appointment to a call

Ketola, Lionel – Fairbank United Church

Kim, Yong Shik – Onnuri United Church

Lee, Sae Yun – High Park Korean United Church

Perigoe, Lillian – Royal York Road United Church

Shewburg, Michael – Islington United Church

Winsor, David – Kingsway Lambton United Church

Yoon, Hyung Bok – Meadowvale Korean United Church

REPORT RE ETHNIC MINISTRIES FOLLOW-UP

This report is coming to the Presbytery meeting this evening.

**VOLUNTARY ASSOCIATE MINISTERS POLICY FROM TORONTO
CONFERENCE SETTLEMENT AND PASTORAL RELATIONS COMMITTEE**

Some adjustments were made to our policy to make it Conference wide. A lapse of three years is required before ministry personnel can become a VAM. Presbytery is to review all VAM appointments yearly. A consultation process with the current minister should be included on the first and second pages. The VAM applies to the church board or council. The Joint Search Committee should discuss the VAM policy with the candidate(s) before it concludes its work. The Pastoral Relations Commission feels the policy was developed for a reason and that reason still exists. We recommend changing the approval of cancellation of marriage licences from Presbytery to Conference. The pastoral charge action should be the first step in the outline. If this is approved, it may be best to have all the VAM's approved afresh.

EXIT INTERVIEWS: REV. JEAN LECKIE AND REV. DOUG VAREY

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Don Gibson agreed to interview Jean Leckie; Lori Hill will be asked if she would be willing to be the other interviewer. Bob Bingham agreed to interview Doug Varey; Sue Cowan will be asked if she would be willing to be the other interviewer.

NEXT MEETING

The next meeting will be on May 21, 2013 beginning at 12:00 p.m. Lori Hill will provide the devotion.

CLOSING PRAYER

Margaret MacDonald closed with prayer and asked a blessing on our meal.

TERMINATION

MOTION by Linda Maw/Cindy Randall
that this meeting of the South West Presbytery Pastoral Relations Commission be terminated at 5:03 p.m.

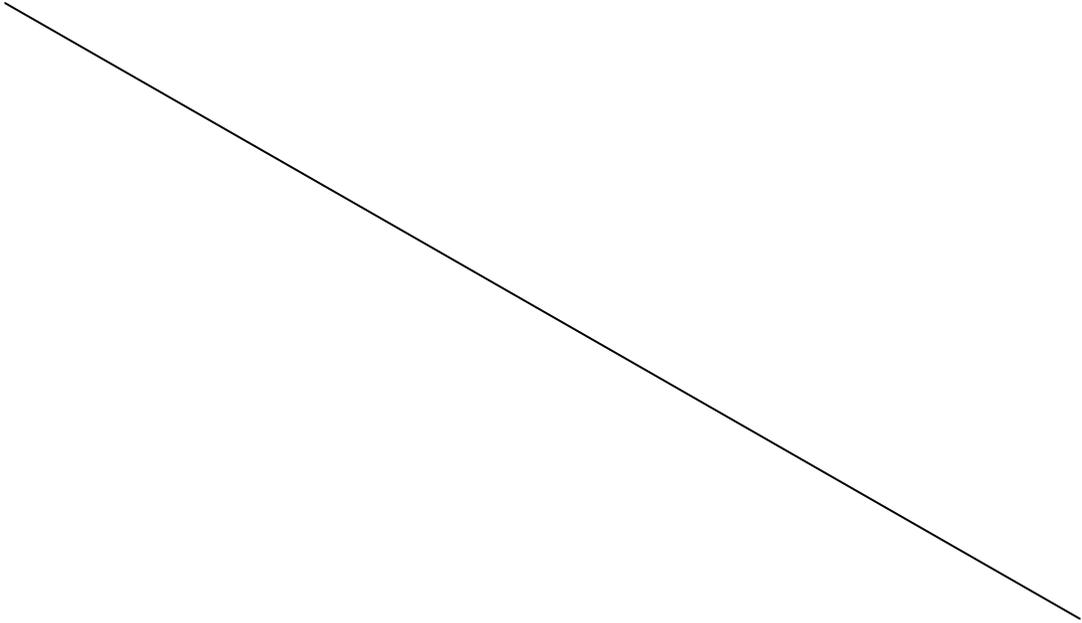
CARRIED

Gail Hamblin
Chairperson

Cindy Randall
Secretary

*** NOTE – UPCOMING MEETINGS**

June 18, 2013 – 2:30 p.m. with Pastoral Oversight – devotion by Gail Hamblin



CONGREGATIONAL UPDATES

DATE (updated on April 16, 2013)

CHURCHES NEEDING A JOINT NEEDS ASSESSMENT

CHURCH	ORDER OF MINISTRY REP	LAY REP	Supervisor? Y/N Name	PROGRESS REPORT	COMPLETED	NOTES
Grace	Sheila Campbell	Paul Cooke		The JNA Committee continues to meet. They have added one member to their committee following the resignation of some members.		We noted the difficulties that arise when one member of a team leaves. Grace is meeting with St. Paul's and St. Bartholomew's to discuss collaboration. We considered their full time position description and it was felt the workload was quite high.
Islington	Connie den Bok	Gail Hamblin				We have seen the report; it will go to the congregation in April. Connie den Bok will chair the meeting. They want approval for the GO project minister to have full time hours over the course of 3 years as the project is expands.
St. Bartholomew	Lloyd Paul	Gary Walker	Doug McLeod	There is a revised draft JNA report.		We can expect the draft Joint Needs Assessment Report in early June and then a vacancy will be declared for the position. KS has left Bay of Quinte and wants to start afresh as an inquirer at St. Bartholomew's. Conversations

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							are ongoing with St. Paul's and Grace; draft JNA report will mention this.
St. Paul's - Brampton	Cindy Randall	Gail Hamblin					Starting JNA process again; meetings underway with chair Rich Deakin; interviewed Phil Rodgers. Hope to be done end of April and present to council in May 7 and congregation in early June. Conversations are ongoing with Grace and St. Bartholomew's.
Taiwanese			Vivian Yarwood				Rev. Hsu requested early end to his appointment, the Board accepted this. We need the necessary paperwork and to set up a Joint Needs Assessment Committee. They are looking for a supply.
Westminster	Norm Greene	Paul Cook		Have decided to close June 16 2013.			Congregation has agreed to disband June 16 2013. A broader process is being considered as to what to do with church buildings after closings. Rev. Dr. Anne Simmonds is

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						assisting the congregation with grief work. The building is for sale.
Windermere	Linda Maw	Don Laing (ministry personnel)		Alexa Gilmour appointed Aug 1 for Full time. Linda Pennock appointed Sept. 1 to June 30 2013, 8 hours/week.		JNAC started March 9, 2013 and things went well; the JNA process should involve some visioning for Windermere. There is some concern as to whether a full time position could be supported. We will ask them to check financial figures and Norm Greene will check into that as well. They would like Alexa's appointment to be a call.

CHURCHES NEEDING A JOINT SEARCH

CHURCH	ORD. OF MINISTRY REP	Second REP	Supervisor? Y / N Name	IN PROGRESS	COMPLETED	NOTES
Davenport Perth	Linda Pennock	Bob Bingham	Bob Bingham			Amy Lee appointed to August 31, 2013, which we approved. The health centre will pay a monthly amount to the church. JSC is currently suspended. Coordinating Council has been involved in clarifying the relationship. Amy Lee is

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						chair of board and chair of trustees. Amy and Bob working with Health Centre to build good relationship; also working with Karen Williams of Community Ministry.
Royal York Road	Lori Hill	Robin Pilkey		Rev. Lillian Perigoe appointed as of Aug 15, 2012 till June 30, 2013		Congregational meeting set for April 28 to call a full time minister; still working on 2 nd position.

OTHER

Church	ORDER OF MINISTRY REP	LAY REP	SUPERVISOR? Y/N NAME	PROGRESS REPORT	COMPLETED	NOTES
Asbury and West	Sheila Campbell (Transition team)	Steve Lee (Transition team)	Darren Liepold-Nicholson is Interim minister	Have received their building permit and have gone to tender.		They wish to extend Darren Liepold-Nicholson's appointment as interim; we will await the paperwork. Written report on file from Darren Liepold-Nicholson. Things are more positive now than last November. They expect to be in their new church, August 2013.
Fairbank			Linda Maw is appointed Pastoral Charge Supervisor. She provided a written			Had annual meeting; Lionel had his interview in Nov. 2012 for admission into the United Church of

			report in November, which will be kept on file			Canada and was approved pending completion of his required education courses. We need to check finances, update JNA report, and see a job description if there is to be a call. Lionel's appointment ends June 30; Linda met with Lionel and board chair and he would like to stay on in an appointment. Council wants a year appointment. We can approve it once he is officially admitted into the UCC.
Ghana Calvary Methodist			David Allen -Supervisor from July 2011 to continue to June 30, 2013. David Allen sent a written report in February 2013			Church Leaders are continuing to look at plans for building a manse. Had covenanting service on Jan 6. Bishop will visit in May. Chris Pullenayegem will assist with relationship with ethnic congregations
Meadowvale Korean			Supervisor needed. Deanna Wilson to follow up.	Now on ADP		Deanna Wilson is following up with National Church for advice about getting supervisors and was provided some names but none have

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						accepted. We will consider whether Chris Pullenayegem should be minister for ethnic congregations at least for the short term; this would need approval from Executive Secretary and Coordinating Council.
Mount Dennis	Cindy Randall		Cindy Randall to continue as Supervisor, until the congregation is formally disbanded.	Cong. now worshiping with Central UC	Michael Kooiman is assisting them currently	Norm Greene advised Oversight will follow up on disbanding. Tying up loose ends. Membership transfers being processed. Seeking a person to do pastoral care for 10 hours/week, working out of Central. Some records need to be sent to Presbytery.
Newtonbrook / Northminster	James Lepard (Amalgamation/ Implementation team) Oversight Committee should be involved.	Cindy Cooper (Amalgamation / Implementation team)				Deanna Wilson and Norm Greene met with them and Asbury and West to clarify relationships. Pastoral Relations issues have been resolved. New church will be called Cumber Avenue United Church. Rev. Irene Ty and Rev. Vivian Yarwood need to be re-appointed as of

						<p>July 1 2013 and we have their job descriptions. Salary, housing allowances, and continuing education need to be the same. Concern whether there is enough in job description re amalgamation work. We now have document to consult re amalgamations . Rev. Ty and Rev. Yarwood need to meet with others who are experienced in amalgamations to develop meaningful job descriptions. Should Cindy and James stay on once amalgamated church starts? Deanna Wilson will follow up with them.</p>
Onnuri Korean			Sarah Yoon			<p>Sarah Yoon and Deanna Wilson attended congregational meeting. Appointment extended to Rev. Kim (Hamilton). His credentials have been cleared. He does not need to apply for admission. He can remain an Ordained Supply (non-United) as long</p>

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						eventually qualifying as a DLM. Don noted the need to be sensitive when working with ethnic congregations who may be unfamiliar with UCC policy and procedure.

