

Toronto Southeast Presbytery - 2015-2016
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Toronto Southeast Presbytery
Pastoral Relations and Ministry Support Team
Minutes of the Meeting held on August 11, 2015
5:30 p.m. by Conference Call.

Chair: Fran Ota **Note taker:** Beth Moore

Present: Larry Beech, Beverley Bennett, John Joseph Mastandrea, Beth Moore, Fran Ota, **Staff:** Dale Hildebrand

Regrets: Harvey Bride, Edith-Ann Shantz, Anne Shirley Sutherland

1. **Call to Order and Prayer** – Fran Ota called the meeting to order and opened the meeting with a prayer.

2. **Minutes of June 25, 2015** meeting - MOTION: Beth Moore/John Joseph Mastandrea - Moved that the minutes of the June 25, 2015 meeting be approved. CARRIED.

3. **Leaside United Church** – Fran Ota advised that the Mission Articulation Program team had approved the church's Mission Articulation Plan. The Position Description was reviewed and it was agreed that it generally reflected the mission objectives identified in the MAP report.

MOTION: John Joseph Mastandrea/Beverley Bennett - Moved that the Leaside position description be approved.

CARRIED.

MOTION: John Joseph Mastandrea/ Beth Moore - Moved that a vacancy be declared at Leaside United for the position outlined in the position description and that Dale Hildebrand be authorized to sign the pastoral relations forms on behalf of the PRMS Team.

CARRIED.

4. **Role of PRMST** – Fran reported that she had attended a meeting that morning with Marg Walker, who is now Chairing the reconstituted Congregational Health Team and Anne Shirley Sutherland. She said that there had been a lot of discussion about how the issue of the financial health of congregations should be addressed when the MAP report and position description are being reviewed in preparation for the declaration of a vacancy. She suggested that a three year financial projection should be requested as an accompaniment to the MAP or the position description and recommended that a discussion of this issue and plans for a joint meeting with the Congregational Health Team be agenda items for the September meeting of the PRMST.

5. **Malvern Emmanuel United Church** – Fran advised that she had accepted an appointment to the Keswick-Ravenshoe Pastoral Charge in Living Waters Presbytery and would therefore be leaving Toronto Southeast Presbytery and resigning her Presbytery positions. She reported that Rev. Joan Smith had recently moved back to Toronto and was willing to assume the position of Pastoral Charge Supervisor at Malvern Emmanuel United Church.

MOTION: Larry Beech/Beverley Bennett – Moved that **Rev. Joan Smith** be appointed as the **Pastoral Charge Supervisor** of Malvern Emmanuel United Church.

CARRIED.

It was noted that Ian O'Neill will be leaving his ministry appointment at Malvern Emmanuel United Church at the end of June, 2016 as he needs to complete his internship and cannot do it at that church. The congregation needs to complete its MAP report during the upcoming church year so that a vacancy can be declared when he leaves.

6. **Bathurst Street United Church** – The Team was advised that Cameron Watts is an admittand who will be providing ministry at Bathurst Street United Church during Ralph Wushke's sabbatical from September 1 to December 31, 2015. Martha ter Kuile is willing to serve as his mentor but is not able to take on the role of Pastoral Charge Supervisor. John Joseph agreed to contact **Frances Combs**, who is a Voluntary Associate Minister at the church, to see if she is willing to serve as **Pastoral Charge Supervisor**. It was agreed by consensus to appoint her to this role provided that she is willing to accept the position. Beth Moore agreed to forward a copy of the Pastoral Charge Supervisor handbook to John Joseph so that he could provide it to her.
7. **Birchcliff Bluffs United Church** – The Team was advised that the congregation was intending to request the appointment of a ministry student, Kelly Colwell, to provide supply ministry from September 21 to November 22, 2015 and that a Pastoral Charge Supervisor was therefore required. Beth Moore advised that Rev. Leslee Alfano had agreed to serve in that role.

MOTION: John Joseph Mastandrea/Beverley Bennett - Moved that **Rev. Leslee Alfano** be appointed as **Pastoral Charge Supervisor** of Birchcliff Bluffs United Church, beginning immediately and continuing until November 22, 2015.

CARRIED.

8. Other Business:

PRMST Chair – Fran advised that John Joseph had agreed to serve as Acting Chair of the Pastoral Relations and Ministry Support Team during her 10 month appointment to the Keswick-Ravenshoe Pastoral Charge. It was noted that more Team members are urgently needed and that Randy Naylor, as Chair of Nominations, would be approaching potential Team members. A few names were suggested.

September 15 Presbytery Meeting – The Team is responsible for leading worship and presenting an accountability report at the September 15 Presbytery meeting. Fran Ota advised that she would attend the meeting and that she has prepared a draft of a worship service and presentation incorporated together, with five or six of Sylvia Dunstan’s hymns featured. It was noted that we need to confirm the length of the presentation, as five or six hymns will take up more than half an hour themselves unless we just sing one or two verses of each. It was agreed that the presentation would be finalized at the September meeting of the Team.

9. **Manor Road United Church** – The congregation needs a representative of the Team to chair a congregational meeting on Sunday, August 16, 2015 which was being held to deal with some financial issues.

MOTION: Larry Beech/Beth Moore – Moved that Joan Cavers be appointed to chair the congregational meeting at Manor Road United Church on August 16, 2015.

CARRIED.

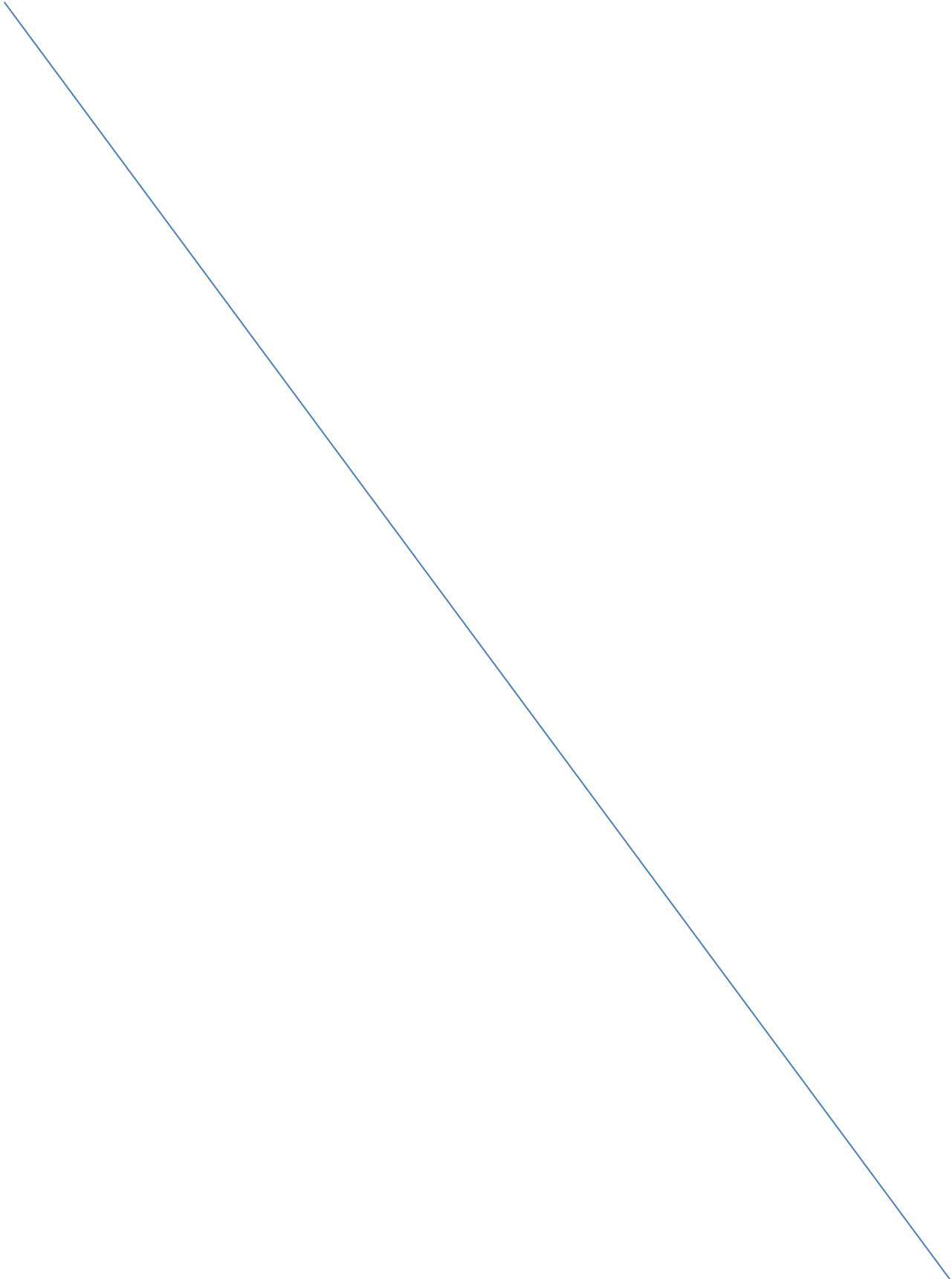
10. **Next meeting:** Tuesday, September 8 – Pot luck supper at 6 pm followed by meeting.
(Note: The meeting has been rescheduled to Tuesday, September 1.

There being no further business, at 6:00 pm the Chair declared the meeting adjourned. Larry Beech closed the meeting with a prayer.

Fran Ota, Chair

Beth Moore, Secretary

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Toronto Southeast Presbytery
Pastoral Relations and Ministry Support Team
Minutes of the Meeting held on September 1, 2015
at 963 Pharmacy Avenue, Toronto - 6:30 p.m.

Chair: John Joseph Mastandrea **Note taker:** Beth Moore

Present: Beverley Bennett, John Joseph Mastandrea, Beth Moore, Edith-Ann Shantz

Staff: Anne Shirley Sutherland

Regrets: Larry Beech

1. Call to Order and Prayer:

John Joseph Mastandrea called the meeting to order and Edith-Ann Shantz opened the meeting with a prayer.

2. Minutes of August 11, 2015 meeting:

MOTION: Beth Moore/Beverley Bennett-

Moved that the minutes of the August 11, 2015 meeting be approved.

CARRIED.

3. Beginning a new Church year – How do we want to work together?

- Importance of confidentiality – Anne Shirley Sutherland noted that the issue of confidentiality regarding pastoral relations matters discussed at meetings of Presbytery Committees and Teams had recently been discussed at a meeting of Conference staff. She agreed to check whether any of the committees dealing with pastoral relations matters in other Presbyteries have developed policies on confidentiality.

- Effective Leadership Program – Anne Shirley Sutherland reported that the Conference staff have been working on developing a better understanding of each staff person's role regarding pastoral relations matters and the completion and processing of forms so as to avoid duplication and make the process more efficient. It was agreed that there would be a more detailed discussion of the Effective Leadership Program at the next Team meeting.

- Congregational Health Team – Anne Shirley Sutherland advised that the reconstituted Team chaired by Marg Walker would be having its first meeting on September 2, 2015 and that a joint meeting between the PRMST and the CHT can be arranged once they have met and worked out how they will carry out their mandate.

4. Reviewing grid of all local ministry units:

The grid showing the status of the local ministry units in the Presbytery was reviewed and updates were provided concerning some congregations.

5. Approval of Presbytery Appointed Ministries - Chaplaincies:

The Chair advised that the chaplaincies of Joan Silcox-Smith at North York General Hospital, Peter Thompson at St. Michael's Hospital and Marc Doucet at the University Health Network had previously been approved as Presbytery Appointed Ministries but that there were several other Ministers serving as chaplains whose appointments had not been approved.

MOTION: Edith-Ann Shantz/Beverley Bennett: Moved that **Anne-Louise Jannaway's** chaplaincy appointment at **St. Michael's Hospital** be approved as a Presbytery-recognized ministry.

CARRIED.

MOTION: Beverley Bennett/Edith-Ann Shantz: Moved that **John Taylor's** chaplaincy appointment at **Rouge Valley Health System** (Centenary Hospital) be approved as a Presbytery-recognized ministry.

CARRIED.

MOTION: Beth Moore/Beverley Bennett: Moved that **Linda Kuschnik's** chaplaincy appointment at **Toronto General Hospital** be approved as a Presbytery-recognized ministry.

CARRIED.

MOTION: Edith-Ann Shantz/Beverley Bennett: Moved that **Bill Ford's** chaplaincy appointment at **Sunnybrook Health Sciences Centre** be approved as a Presbytery-recognized ministry.

CARRIED.

MOTION: Beverley Bennett/Beth Moore: Moved that **Ron Nickle's** chaplaincy appointment at the **City of Toronto Fire Department** be approved as a Presbytery-recognized ministry.

CARRIED.

John Joseph Mastandrea asked Beth Moore to take the Chair for the following motion as he was in a conflict of interest with respect to it:

MOTION: Beverley Bennett/Edith-Ann Shantz: Moved that **John Joseph Mastandrea's** chaplaincy appointment at **Toronto Police Services** be approved as a Presbytery-recognized ministry.

CARRIED.

John Joseph Mastandrea returned to the Chair.

MOTION: Beverley Bennett/Beth Moore: Moved that **Ralph Wushke's** appointment as ecumenical chaplain at the **University of Toronto** be approved as a Presbytery-recognized ministry.

CARRIED.

6. Update on conversation about doing due diligence with respect to congregations with vacancies:

The Team was advised that a meeting had been held between Fran Ota, as Chair of the PRMST, Marg Walker as Chair of the Congregational Health Team, Conference staff and members of the Ministry Articulation Plan Team to discuss the process leading to the declaration of a vacancy. It was agreed that there was a gap in the current process in that a review of the congregation's financial position was not included in any step of the process. It was agreed that in future when a congregation is requesting the declaration of a vacancy, the MAP Team will include a financial review as part of its review of the congregation's MAP report. If the MAP report and financial review are satisfactory, the PRMST will be requested to proceed with the declaration of a vacancy.

7. Preparing for an inter-presbytery conversation with Settlement and Pastoral Relations on the issue of multiple appointments:

Anne Shirley Sutherland reported that questions had arisen concerning the practice of reappointing a supply Minister at the request of a congregation after the initial one year appointment rather than moving to the declaration of a vacancy and a call. She noted that a meeting of Conference staff and committee representatives would be held on October 27, 2015 to discuss this issue.

8. New Business –

a. Presbytery meeting on September 15, 2015:

The Team was informed that the PRMST would not be leading worship at the Presbytery meeting on September 15, 2015. John Joseph Mastandrea advised that the Team had been given about 10 minutes of agenda time and that he would introduce the recently appointed Presbytery chaplains and ask them each to speak in order to inform Presbyters about their role.

b. Meeting Schedule for church year:

October 6, 2015 - 5:30 pm - conference call

November 3, 2015 - joint meeting with Congregational Health Team (to be confirmed)
6 pm – Presbytery office - pot luck supper followed by meeting

December 8, 2015 – 5:30 pm - conference call

January 5, 2016 – 5:30 pm - conference call

February 2, 2016 – 6 pm - Presbytery office – pot luck supper followed by meeting

March 1, 2016 – 5:30 pm - conference call

April 5, 2016 – 5:30 pm - conference call

May 3, 2016 – 6pm - Presbytery office – pot luck supper followed by meeting

June 7, 2016 – 5:30 pm - conference call

c. Exit Interviews –

The process for conducting exit interviews and the question of who receives the results was discussed. It was suggested that the interviews should be done in conjunction with a representative of the Congregational Health Team and that the results should be retained by the Congregational Health Team. It was also suggested that the results be reviewed by the PRMST once a year as a group to see what we can learn from them. This is a topic that could be discussed at the joint meeting with the CHT.

d. Retired Ministers Event – October 21, 2015 –

A copy of the invitation to a retired Ministers' event organized by Allan Baker and Nancy Hardy was distributed for information.

9. Next meeting: Tuesday, October 6, 2015 – 5:30 pm – conference call.

There being no further business, at 7:20 pm the Chair declared the meeting adjourned. Anne Shirley Sutherland closed the meeting with a prayer.

Chair: John Joseph Mastandrea

Note-taker: Beth Moore

**The Vision of Toronto Southeast Presbytery is
to enable and support good, faithful and healthy communities of faith
within our member Pastoral Charges
and to provide opportunities for cross-congregational initiatives
where individuals from Congregations with shared calls to specific ministries may work together.**

**Toronto Conference
Toronto Southeast Presbytery
Minutes of the Executive Meeting**

Date: Tuesday, September 8th, 2015

Time: 4:00 pm – 6:00 pm

Place: Apps Room, 963 Pharmacy Avenue, Scarborough, Ontario.

Present: Paul Hutchison (Secretary), Randy Naylor (Past-Chair, Nominating), Clyde Harris (Treasurer), Lynella Reid-James (Member-at-large), Sharon Aylsworth (Member-at-Large), Hannah Lee (Member-at-Large), **Staff: TSP:** Anne Shirley Sutherland

Regrets: David McMaster (Member-at-Large), Martha ter Kuile (Chair)

Quorum was achieved.

Call to Order Randy Naylor

Randy welcomed us to the table to gather again and opened the meeting with prayer. We did a check-in of how summer went.

Agenda Review

MOTION: Paul Hutchison / Clyde Harris that the agenda be accepted as presented ...

CARRIED.

Previous Minutes:

MOTION: Paul Hutchison / Lynella Reid-James that the minutes of the June 9, 2015 Executive meeting be approved as presented.

CARRIED.

MOTION: Paul Hutchison / Sharon Aylsworth that the June 16, 2015 minutes of the Plenary of Toronto Southeast Presbytery be received.

CARRIED.

Communications Report

Survey didn't lead to an obvious/expected answer – 101 responses was an excellent rate of return. Did not point to a clear way forward.

How can we create the templates suggested... do we have those skills "in house" or is that a task to hire in.

MOTION: Clyde Harris / Lynella Reid-James That the Executive of Toronto Southeast Presbytery

1. Accept the Report of the Communications Task group
2. Ask Paul to connect with the task group to see how they can support the fulfilment of these tasks
3. Approve a budget of up to \$2,000.00 to be available to create any templates and to train the staff to use them.
4. To hear back by the November Executive meeting.

CARRIED.

There remains a concern about the prep time provided from information being circulated and our needing to make decisions.

Funding Developing / Redeveloping Ministries

How do we consider funding a new initiative, new ministries or help redevelop traditional ones. The ideas for new ministries is starting funding for small projects.

MOTION: Hannah Lee / Clyde Harris That the Executive of Toronto Southeast Presbytery ask Tom Clark & Anne Shirley Sutherland, with support from the Nominations team to find suitable people to create a task group with a mandate to consider funding plans for new or renewing ministries, giving priority to the Tamil Ministry; and that the Task Group develop fuller "Terms of Reference" which would be brought to the executive for approval.

CARRIED.

Finance Report & Budgeting Process: (Clyde Harris)

MOTION: Clyde Harris / Sharon Aylsworth That the Executive of Toronto Southeast Presbytery, on the recommendation of the Treasurer accept the financial report dated August 31, 2015 as presented and circulate it to the court for approval.

CARRIED.

Assessments are in good shape.

A poster was circulated for U-Talks one of our PTCC funded events.

Correspondence

	Date	Topic	Action
1	June 18/15	Effective Leadership Report (email – D Allen)	For information
2	June 24/15	Five Oaks Redevelopment	FYI
3	June 24/15	UCC – Outstanding PC Stats 2014	Wendy Chasing
4	June 26/15	PTCC – re approved June grants	FYI
5	July 30/15	Massey Centre – thank you	FYI
6	Aug 4/15	Tamil update	Fyi
7	Aug 12/15	Massey Centre AGM invitation	Fyi
8	Sept 7/15	Memo re Funding Ministries	Action requested

MOTION: Paul Hutchison / Sharon Aylsworth That the correspondence log be accepted for information and action taken as indicated.

CARRIED.

Adjournment

With the agenda complete, the chair declared the meeting adjourned and closed the meeting with prayer at 5:17pm..

NEXT MEETING: Tuesday, October 13th, 4-6:30pm at 963 Pharmacy Ave.

Rev. Dr. Randy Naylor
Chair: Toronto Southeast Presbytery

Rev. Dr. Paul Hutchison
Secretary: Toronto Southeast Presbytery

**THE UNITED CHURCH OF CANADA
TORONTO SOUTHEAST PRESBYTERY
FINANCE AND PROPERTY TEAM**

Minutes of the meeting of the Finance and Property Team of Toronto Southeast Presbytery, held on Monday, September 14, 2015 at 4:00 p.m. at Toronto Southeast Presbytery Offices, 963 Pharmacy Ave., Scarborough, Ontario, with Thomas Clarke, Chair, presiding.

PRESENT: Thomas Clarke (Chair), Fred Angus, Joan Chinnery, Clyde Harris, Al Morson, Rev Johmann Kwong, Aubrey Peterson, Winston Roach, Nick Walker, Anne Shirley Sutherland (Staff Support).

REGRETS: Wayne White

CALL TO ORDER

Tom Clarke called the meeting to order at 4:05 pm

DEVOTION

The devotion was led by Tom Clarke. He spoke about the harvest from his garden and provided us with samples - beets, carrots, cherry tomatoes, Swiss chard and rhubarb. He equated the gardening cycle is to church life – it is necessary to decide what type of harvest is desired before developing a plan. Just like a garden trusts that nature (sun, rain, animals) will provide the necessities of life to grow, so does a church trust that there will be a harvest at the end of its endeavours. Tom closed with a prayer from Isaiah 61:11.

APPOINTMENT OF SECRETARY

Fred Angus volunteered to provide minutes for this meeting.

1. Approval of Agenda

There was one change to the previously circulated agenda which will be addressed by Thomas Clarke and Anne Shirley Sutherland under Other.

MOVED and SECONDED that the agenda be approved as amended.

MOTION CARRIED

2. Approval of Minutes

The draft minutes of the June 8, 2015 meeting were circulated – no corrections required.

MOVED by Nick Walker and SECONDED by Johmann Kwong that the minutes of June 08, 2015 be approved.

MOTION CARRIED

3. Business Arising

- i. **Update re City Initiatives on use of church property:** Tom Clarke reported that there has been no response by the City of Toronto to date.
- ii. **Follow-up on Values and Insurance data:** Al Morson – no update to report.
- iii. **Property Taxes – follow up to Toronto Southeast Presbytery letter of July 7th** (copy of letter attached as Appendix “A”). Excerpts from Section 9.2 of the Financial Handbook for Congregations (2010) – Property Tax, are attached as Appendix “B”.

Because of a recent City of Toronto realty tax assessment to Manor Road United Church, the Finance and Property Team decided to publicize this risk which has been ignored by many churches in the past. If a church, as landlord, enters into a commercial lease with a for-profit tenant, it could

be assessed property taxes on its commercial activity. Manor Road United Church was recently assessed \$14,259 in property taxes because a Montessori school was one of its long-term tenants. Manor Road has taken steps to manage its risk in all future leases.

4. Treasurer's Report

- i. **End of Year 2014:** Clyde Harris reported that he was still waiting details necessary to confirm his 2014 end of year statement.
- ii. **Current Year to Date - 2015:** Clyde Harris submitted his report for the period January 01 – August 31 2015 for information, attached herewith as Appendix "C".
- iii. **Assessments:** No report this month
- iv. **Other:** Clyde advised that there will be a Church Rental Policies seminar to be held at St. Andrew's Presbyterian Church, Ajax, on October 24 2015. Ten local ministry units of Toronto Southeast Presbytery have signed up for this activity.

5. New Business

- i. **4:45 Order of the Day – St. Mathew's United Church (SMUC) Re-Development Planning:** Two employees from Edge, Carla Langhorst and Kris Tavella were welcomed to the meeting. Carla, Manager of New Initiatives at Edge, is also a recent member of SMUC and in this connection introduced SMUC's visioning with respect to engaging existing and future community partners in economic opportunities, (28-30 renters), so that SMUC can become financially sustainable. SMUC hopes to raise \$7-\$8 million in order to pay for renovations (\$5 million) and provide a \$2-\$3 million investment pool to fund future programming costs. SMUC has a membership/adherent base of 120-150 persons and averages 50 persons at most Sunday services.

Team members were provided with a copy of Carla's e-mail of September 3, 2015 to Tom Clarke which introduces this topic, attached as Appendix "D"; and a copy of the SMUC Request For Information (RFI) Responses received by SMUC from seven developers. The RFI Responses is attached as Appendix "E". The team was also presented with excerpts, (primarily financial), from SMUC's 2014 Annual Report and its 2015 budget. Discussion ensued about the use of manse funds and the short timeline of five years to translate a vision into reality. The Chair thanked Carla and Chris for their presentation and they left the meeting.

6. Updates on Other Property and Financial Matters

- i. **Metropolitan United Church (Met):** Correspondence was received from Met's Chair of Trustees that it has accepted a Letter of Interest from another developer, Concept Properties Ltd., concerning the redevelopment potential of Met's property. It would appear that negotiations with Verdiroc Development Corporation, Met's existing developer, have been suspended.
- ii. **Closure of Sale of Manor Road United Church to City of Toronto:** The sale did not close in July as expected and is being held up pending the completion of a due diligence report by the City of Toronto concerning easement rights with respect to water lines under the property to be transferred. It is expected that this delay will be short term.
- iii. **PTCC correspondence:** Copies were provided to the team members for information only and have not been appended to these minutes

7. Other

1. **October meeting date:** The team's scheduled meetings normally occur on the second Monday of the month. However, because Thanksgiving falls on the second Monday in October, our October meeting date was rescheduled to October 19th. This date is no longer

acceptable because it is the date of the Federal Election Day. Discussion ensued and consensus reached that an October meeting could be suspended unless a pressing matter were to arise.

- 2. Vice-chair position:** Thomas Clarke advised that he may not be available to chair the next meeting and suggested that the team consider electing a vice-chair person on a permanent basis. No person was willing to stand and it was suggested that a member could be appointed to conduct a team meeting if the Chair was unavailable to do so and that this could be done on a meeting-by-meeting basis.
- 3.** Anne Shirley Sutherland briefly reported that she and Tom Clarke have put forth a proposal to the Executive to establish, **TASK GROUP TO PLAN WITH NEW AND REDEVELOPING MINISTRIES**. Specifically, the request is “That the Executive of Toronto Southeast Presbytery create a Working Group to consider funding plans for new or renewing ministries, giving priority to the Tamil Ministry; and that the Task Group develop fuller “Terms of Reference” which would be brought to the Executive for approval.”
- 8. Adjournment –** There being no further business the Chair declared the meeting ended at 6:00 pm. The Chair closed with a benediction from Thessalonians.

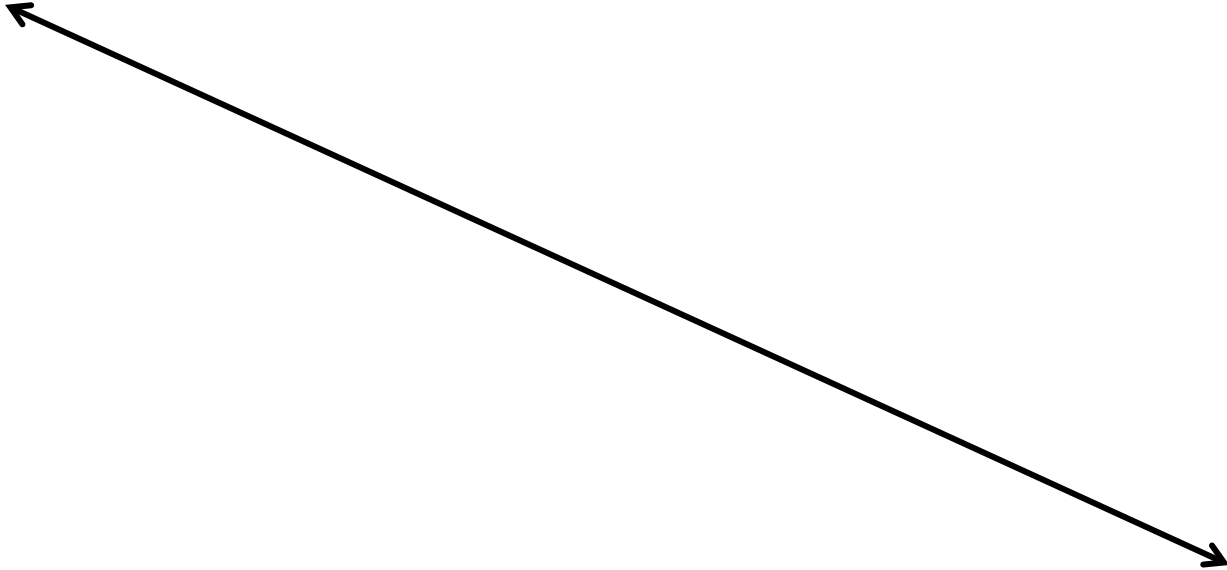
Thomas Clarke
Chair

Fred Angus
Secretary

Next Meetings:

Monday, November 09, 2015 4:00 pm to 6:30 pm
Monday, December 14, 2015 4:00 pm to 6:30 pm

Devotion: Fred Angus
Devotion: Volunteer required





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**TORONTO SOUTHEAST PRESBYTERY
FINANCE AND PROPERTY TEAM
963 Pharmacy Avenue
Scarborough, ON M1R 2G5**

July 7, 2015

**To: Chairs of the Governing Bodies, Boards of Trustees and Property Committees and Ministry Personnel,
Congregations of Toronto Southeast Presbytery**

**From: Thomas Clarke
Chair, Finance and Property Team
Toronto Southeast Presbytery**

**Re: 1. Taxes on Church Property
2. New Ministerial Salary Plan and Manse Funds**

Although the summer lull is upon us, I want to provide you with some information that could be important for your congregation plans and administration in the coming year and into the future.

1. TAXES ON CHURCH PROPERTY:

We take for granted that property taxes are not assessed on our churches but in fact some use of church properties can lead to them being assessed and liable for municipal taxes. This has happened in other municipal jurisdictions and recently a congregation in this presbytery received an assessment notice.

Background: That this can happen should not be a surprise and you will find an excellent summary of the situation in the Financial Handbook for Congregations 2010 which can be downloaded from The United Church of Canada General Council website via this link:

<http://www.united-church.ca/files/handbooks/financial.pdf> . *Chapter 9 Paying Taxes* starts on page 175. As the handbook explains provincial law general exempts places of worship from municipal property taxes and that extends to uses of the property generally understood to be a related activity of a worship community, things like religious education, fellowship, community service, etc. The exemption, however, depends not on who owns the property but the use of the property. In particular where a part of the church property is rented or leased primarily for income purposes, it may draw the attention of the assessor and as a result be assessed for tax purposes.

Assessment is the responsibility of MPAC (Municipal Property Assessment Corporation) the same folks who assess our homes. We are not aware that MPAC is aggressively targeting church properties but their attention may be drawn to your congregational property if you have had a major renovation

APPENDIX A: TSP July 7 2015 Letter to Chairs of Governing Bodies, etc.

requiring a building permit or you make inquiries about the tax status of the property.

What If You Are Assessed: If your property is assessed you may be able to appeal the amount of assessment based on the percentage of space and time it is used for church related uses vs non-church related uses. This may reduce the assessment but it is unlikely that the assessment will be removed completely. It may or may not make a difference if the tenant is a charity or a not-for-profit corporation.

Can You Protect Yourself: For some time Finance and Property has recommended that when congregations undertake leases or use of space agreements, they include a clause making the tenant or user of the space responsible for any taxes that may accrue from that use. Here are two such sample clauses.

- *If, after the date hereof, the Church is required to pay municipal taxes on the whole of its property or the part thereof which is used by XXXXX XXXXXX Inc. then XXXXX XXXXXX Inc. shall, when so required by the Church, forthwith pay to the Church, XXXXX XXXXXX Inc.'s proportionate share of such tax as reasonably determined by the Church, plus HST thereon, in addition to the compensation otherwise payable by XXXXX XXXXXX Inc. hereunder.*
- *In the event that the Landlord is required to pay realty taxes on all or any part of the Property or the Landlord's insurance premiums are increased due to the operations of the Tenant at the Premises, the Tenant shall be responsible for the payment of such realty taxes and/or the amount of the increase in insurance premiums and the amounts payable shall be paid to the Landlord as Additional Rent. If, during the Term or any Renewal Term, the Landlord is required by law to collect and remit Harmonized Sales Tax or any other taxes on the Rent, the Tenant shall pay such taxes to the Landlord in addition to the Rent.*

Sharing Information About Assessment: The Finance and Property Team of Toronto Southeast Presbytery would like to hear from any congregation in the Presbytery that has been assessed for property tax. In particular we want to receive any details of the assessment notice, of the determination of the amount of assessment and of any appeal of that assessment. This information will be compiled and be available on request to any congregation who may be facing similar circumstances.

2. **NEW MINISTERIAL SALARY PLAN AND MANSE FUNDS**

Congregations who are known to have "manse funds" have already been advised of this matter. This information is provided here in case there are congregations who are not on the list of "manse funds." If this information raises questions, please contact the undersigned.

The Finance and Property Team recently addressed the question of what happens to

The mission of Toronto Conference is to strengthen Congregations, Pastoral Charges, Outreach Ministries, and Missions to be faithful followers of Jesus Christ.



APPENDIX A: TSP July 7 2015 Letter to Chairs of Governing Bodies, etc.

“manse funds”; i.e., funds held by congregations, usually and properly the Trustees, from sale of manses or other assets where the income is to be used to support the costs of housing allowances, when housing allowances are no longer part of The United Church of Canada new ministerial salary plan. Since the restricted use of these funds was originally established by presbytery, only the current presbytery can alter that restriction. In matters of congregational property and assets, Finance and Property is mandated to act for the Presbytery and Trustees are to take direction from the Presbytery.

At its meeting of May 11, 2015, Finance and Property adopted the following motion:

That where Toronto Southeast Presbytery or a predecessor presbytery has restricted the use of a fund to the payment or support of a ministers housing allowance solely or in part:

- 1. That effective the cessation of payment by the congregation of a ministerial housing allowance, the restriction is amended to remove reference to “housing allowance” and to replace any such reference with “ministerial salary or salaries”,***
- 2. That all presbytery restrictions on the use of capital will remain unchanged,***
- 3. That congregational Trustees are directed to note this direction in their records,***
- 4. That where congregational Trustees wish Presbytery to adopt a motion specific to the fund they hold and its historic restriction, they be invited to forward such a request including the wording of the historic restriction to the Finance and Property Team, and***
- 5. That the Chair of the Finance and Property will write to the Trustees of the aforementioned congregations advising them of this motion.***

If this is new information and your congregation holds such funds this motion applies and it would be appropriate to add the congregation to those listed as holding “manse funds.” In that event please contact me through the Presbytery Office.

Thank you for your continuing attention to the work of your congregations. May it be blessed with joy and success.

Yours in Christ:



Thomas Clarke
Chair, Finance and Property Team
Toronto Southeast Presbytery

The mission of Toronto Conference is to strengthen Congregations, Pastoral Charges, Outreach Ministries, and Missions to be faithful followers of Jesus Christ.



Excerpts from the Financial Handbook for Congregations (2010) – pages 175 - 177

9.2 Property Tax

Congregations do not “own” the property on which their church stands. The property is instead held “in trust” for The United Church of Canada according to the Trusts of Model Deed in *The Manual*. In this way, each congregation of the United Church theoretically owns property nationwide.

9. Paying Taxes

However, the local congregation is the body with whom local government communicates about assessment for property taxes, lot levies, user fees for services, utilities, and fines for breaches of bylaws.

In terms of congregations as property owners, assessment and taxation practices vary widely across the country. Pastoral charges and related bodies that are reviewing their own specific situations need to examine local bylaws to determine exactly how they are treated.

In general, church properties are exempt from or pay minimal property tax.

9.2.1 What Taxes?

Local governments may generate revenue through

- flat-rate water or utility charges
- special levies on assessed property
- mandatory user fees for services such as garbage pickup, parks, and recreation
- licences or fees related to regulated activity
- lot levies on new developments to fund local infrastructure costs
- call-out charges for police, fire, or ambulance service
- fines for breaches of bylaws

There are two types of property tax assessments: (1) general and (2) special levies or assessments, which generate revenue to finance particular projects. Local officials may circulate detailed assessment notices to all occupants of assessable properties, even those that are indirectly affected, or they may issue general summaries only to the owners of property.

A municipality is likely to place a congregation’s properties on the tax-exempt list or to provide tax relief on general property taxes. It is least likely to do this on user fees. Practice varies on specific levies. Congregations are wise to monitor local developments. In some areas, municipalities routinely review their assessment rolls and issue assessment notices to all ratepayers, including churches. A congregation that receives an assessment notice in a routine review may wish to confirm with local officials that it remains on the municipal list of exempt properties. Being exempt from property tax at some point does not necessarily mean a congregation will always be exempt from property taxes on buildings used for church-related purposes.

9.2.2 On What?

The basis for taxing property is its use, not its ownership. Local officials provide categories of use in planning or assessment bylaws or in the more specific wording of zoning and tax bylaws. Because the basis for taxing a property or exempting it from taxes is use, it is crucial that the activity that goes on in church properties be scrutinized.

In all provinces, congregational or church-related properties are exempt from property tax if they are used as “places of worship” or “cemeteries.” Despite the narrow terms used in the law, congregations can use their properties for other religious purposes without jeopardizing the tax-

APPENDIX B: Extract from Financial Handbook for Congregations (2010) – Section 9, Property

exempt status of their property—for example, for Christian education, fellowship, and service or outreach activity. This is true even if the municipality classifies a building's official use as community recreation or cultural usage for assessment purposes.

Using other properties for religious purposes is more complicated. Residential use is generally taxed, so manses are taxed in most provinces. Some programs—midweek groups or recreation programs, for example—may look very much like programs run by non-church groups, whose use of properties is taxed. In municipalities that tax properties used for recreation or by private clubs, local authorities may not distinguish between churches and private clubs for the purposes of taxing properties.

Congregations may also find their property taxed in areas where authorities tax service and education activity, such as daycare, Montessori schools, tutoring, retraining, or economic development work. Congregations may also be taxed on some of the uses of buildings used for both religious and non-religious purposes. For example, in some communities, congregations have redeveloped their properties to provide for both non-profit and commercial uses in addition to the traditional religious use. Congregations that do this increasingly find that they do not escape property taxes on “non-religious” uses of their property.

9.2.3 For What?

Local revenues pay for local government services: planning and development, roads, utilities, emergency fire, police, public health, environmental, sewer, solid waste disposal, and a range of local recreational or general civic activity. Local revenue is supplemented by provincial and federal government grants in transfers that are often called the “MUSH” (municipalities, universities, schools, and hospitals), and “grants-in-lieu” (of taxes) paid by Crown bodies.

The funding of education or social services remains the key variable in local taxes. Each province allocates the tax burden of financing these activities differently, with some relying more on general revenue sources and less on local property taxes, and vice versa. Local school boards and councils exercise some discretion. Different ways of building their budgets determine the total tax burden, the rate, and the base in general or specific levies.

The “downloading” of work and responsibility from provincial to local governments puts additional pressure on municipalities to raise more money. So, properties that have been exempt from the local tax base, including congregational properties, are under review, especially where congregations also depend on the services that are supported by local revenues.

APPENDIX B: Extract from Financial Handbook for Congregations (2010) – Section 9, Property

Toronto Southeast Presbytery Financial Report 2015			
	ACTUALS to August 31st	BUDGET to December 31st, 2015	
REVENUE			
Grant from Toronto Conference	\$ 32,637.00	\$ 32,637.00	
Plenary Meeting Donations	\$ 1,467.75	\$ 3,000.00	
Workshops (registration/Lunch)	\$ 13.50	\$ -	
Multi-Faith calendars	<u>\$ 96.00</u>	<u>\$ -</u>	
TOTAL REVENUE	\$ 34,214.25	\$ 35,637.00	
EXPENSES			
Executive			
Executive	\$ 850.59	\$ 3,000.00	
Program Planning	\$ 1,740.08	\$ 5,000.00	
Agenda Planning	\$ 2,508.14	\$ 5,500.00	
Nominations	\$ -	\$ 1,000.00	
Communications	<u>\$ -</u>	<u>\$ 500.00</u>	
Total Executive	\$ 5,098.81	\$ 15,000.00	
Commissions			
Finance and Property	\$ -	\$ 500.00	
Pastoral Relations	\$ 1,366.90	\$ 1,000.00	
Education and Students	<u>\$ 1,035.20</u>	<u>\$ 1,700.00</u>	
Total Commissions	\$ 2,402.10	\$ 3,200.00	
Programs			
Outreach and Mission Support	\$ 869.50	\$ 600.00	
Congregational Health	\$ -	\$ 5,000.00	
Pastoral Oversight	\$ -	\$ -	
Youth Network	\$ 299.36	\$ 1,000.00	
Justice and Global Issues	\$ 3,663.67	\$ 4,300.00	
Inter Church Inter Faith	\$ 2,850.00	\$ 4,750.00	
Mission Strategy	<u>\$ 339.76</u>	<u>\$ 500.00</u>	
Total Programs	\$ 8,022.29	\$ 16,150.00	
Travel			
Plenary Travel	\$ -	\$ 100.00	
Committee Travel	<u>\$ 130.72</u>	<u>\$ 500.00</u>	
Total Travel	\$ 130.72	\$ 600.00	
Unallocated Expenses	<u>\$ 154.71</u>	<u>\$ -</u>	
TOTAL EXPENSES	\$ 15,808.63	\$ 34,950.00	
NET INCOME OVER EXPENSES (loss)	\$ 18,405.62	\$ 687.00	

	From Surplus	Brought Forward	Interest/Grants Donations	Transfers	Payments	Fund Totals
Operating Fund	2014 Surplus \$ 17,127.58					\$ 18,405.62
Details as shown above						
Special Projects						
Social Justice Project	\$ -	\$ 85,572.74	\$ -	\$ -	\$ 29,120.81	\$ 56,451.93
East End Project	\$ -	\$ 14,502.91	\$ -	\$ -	\$ 5,889.36	\$ 8,613.55
West Don Project	\$ -	\$ 38,706.21	\$ 61,500.00	\$ -	\$ 30,425.36	\$ 69,780.85
PTCC Annual Net Revenue	\$ -	\$ 9,000.00	\$ -	\$ -	\$ -	\$ 9,000.00
Presbytery Urgent Need Fund	\$ -	\$ 35,000.00	\$ 5,000.00	\$ -	\$ -	\$ 40,000.00
Congregational Health Grants	\$ -	\$ -	\$ 25,000.00	\$ -	\$ 3,376.46	\$ 21,623.54
Effective Leadership	\$ -	\$ 30,329.18	\$ -	\$ -	\$ 16,695.55	\$ 13,633.63
Contingency Reserve Fund	\$ 14,548.50	\$ 18,640.77	\$ -	\$ -	\$ 10,670.00	\$ 22,519.27
min. 10% of budget plus unallocated surplus						
Legal and Conflict Mitigation Fund	\$ 2,579.08	\$ 17,420.92	\$ -	\$ -	\$ -	\$ 20,000.00
max. \$20,000 allocated 50% of excess surplus						
Outreach Fund	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00
max. \$5,000 allocated 25% of excess surplus						
Education and Student Fund	\$ -	\$ 6,111.15	\$ 1,242.25	\$ -	\$ 2,211.92	\$ 5,141.48
max. \$2,000 allocated 10% of excess surplus						
						<u>\$ 290,169.87</u>

APPENDIX C: Financial Report to August 31, 2015

Good morning Tom.

I'm looking forward to reconnecting with you & the Team on Sept 14th. My plan for the agenda is to tell our story, answer questions, and begin to actively involve Presbytery in the next steps.

We have been having some exciting discussions this year with our congregation doing a lot of work on our vision & mission, investigating new ways to reach out to the community, and also framing what the future might look like.

We are working through 2 processes that will connect in the near future, an REOI & an RFI. *Neither of these have any legal implications on St Matthew's.*

The REOI - Request for Expressions of Interest - was directed to our existing community partners, our own congregation, and new community organizations that may have a use for our community space. This is to help us understand our existing and future needs of community space as we further investigate redevelopment and renovation opportunities. From this work, we are building out our current and future building requirements and those financial implications. This has been viewed as a separate project from any redevelopment opportunity with the thought process on making this financially sustainable and continuing to serve our long term partnerships.

The RFI - Request for Information - was focused on identifying any developers that would be interested in the St Matthew's property in either a sales, lease or joint venture. By starting with this process, we have identified that there are 7 interested parties;

1. Options for Homes
2. St Clares Multifairts
3. Southbridge (not yet summarized)
4. Urban Fabric Development
5. Northrup (not yet summarized)
6. Sorbara
7. The United Church of Canada

We have collected their RFI information and as a team are now discerning which organizations are the best fit with St Matthew's. I've attached a brief summary of the parties that have expressed interest in moving forward in an RFP process if this is the direction we end up taking.

Both of these processes are based on groundwork in order to help Presbytery & St Matthew's pave a clear path forward.

Based on our meeting in 2 weeks, it may make sense to continue to schedule us on the agenda every 6 months to ensure that we keep Southeast Presbytery engaged in this work.

St Matthew's RFI Responses

Options for Homes

Sent an overview & proposal by email.

- Non profit
- Second mortgages to make home ownership affordable
- Partnership with Unitarian Commons
- 10 previous projects in various sizes
- Estimating 100,000 sq ft usage, 8000 sq ft for church use, and remaining 92,000 sq ft at \$280/sq ft is approximately \$5M

Northrop

Sent in an overview & delivered RFI by mail.

- For profit
- Multiple large sized projects

Sorbara

- For profit
- 75-85% Residential & 15-25% commercial/community use
- Founded in 1942
- Singles, young couples, young families
- Below market unlikely based on the size of the project. Market study would be needed.
- Preference to own land or work in a joint venture
- Average pricing would be \$400,000 - \$500,000 at 700 to 800 sq ft
- Have worked with Toronto Arts Council, Artscape, and OCAD
- Focus is on young families & children
- Have done 6 other projects that are directly similar
- 1 project in the works

Southbridge

Sent in an overview & delivered RFI by mail.

- Long term care projects

St. Clare's Multifaith

- Non profit
- 4 residential apartment building
- Estimated 1998
- Low income families & singles or recently homeless/precariously housed
- 16 partner organizations to help with the integration

APPENDIX E: St. Mathew's United Church – RFI Responses

- Would be housing with space for the Hippo Daycare
- 25% at market, 25% shallow subsidy, and 50% rent supplement to meet ODSP
- 5% would have roll in showers, all would have wider entrances & bathrooms to make them visitable
- Want to own or lease (prefer to own)
- No current projects under construction
- Lot of thought put into the number of units and the costing for this

United Church – EDGE

- Non profit
- Established 2011
- Mixed use development that keeps with the heritage & integrity of the existing structure
- 80-90% residential, 10-20% commercial/social enterprise
- Affordable & market mixed
700 sq ft x \$600 = \$420,000
- Leverage the land to assist in ministry development
- 3 goals: retain ownership, quadruple bottom line, ongoing revenue stream
- No current projects completed in this model

Urban Fabric Development

- For profit
- 40 / 20 years experience – this is a conglomerate of 3 different organizations working together. Collectively they have broad experience including apartments and affordable rental units
- Families, couples, singles is main audience
- Respectful urban intensification with retail on main level, residential, and integrated community uses
- 10-20% accessible
- 20-30 projects completed with 3 underway currently

Toronto Southeast Presbytery Education and Students Commission
Minutes Tuesday September 15, 2015
Toronto Southeast Presbytery office- 2:00 pm

Present: June Cavers, Bruce Galbraith, Lorna Joblin, Pam Lock, Joan McCalmont, Kathryn Moase, Norm Seli, Paul Stott, Marney Winn, Ila Vaculik, Ella Taylor-Walsh

Regrets: Andrew Cassidy, Craig Donnelly (on leave), Joan Silcox-Smith, Dale Hildebrand (ex officio)

Welcome: Paul Stott

Devotional: Pam Lock led a responsive reading of *A Litany of the Hurried Life*, an original text from Barbara Bate, slightly adapted by Don Saliers, that ended with: "Help us live in your time: our times are in your hand."

Business Meeting

MOTION: Norm Seli / Lorna Joblin: to approve today's agenda as circulated.

CARRIED.

MOTION: Ila Vaculik / Ella Taylor-Walsh: to approve E&S minutes of May 19, 2015 as circulated.

CARRIED.

Business Arising:

E&S members chose meeting dates during which they would give both the opening devotional and closing blessing.

Correspondence:

- June 2015: **Karen Rodman** sent her sincere thanks to the E&S team for journeying with her over the past years and for the gift certificate to start her professional library. After being ordained to a position at the Sault Ste Marie, she terminated her pastoral relationship with them after 2 months and is looking for a job.
 - By Consensus, it was agreed that E&S ask Paul Stott to write a draft letter to be sent to the Executive Secretaries of London and Toronto Conferences, expressing our concern over a situation like this and requesting their input as to whether there are any learnings from this type of situation. E&S members will review the letter before it goes out.
 - By Consensus it was agreed that if a candidate is planning their own internship, we will give careful consideration to E&S's relationship with the evaluators and look at asking for at least one half of the internship to be done in our presbytery.
- **Glen Greenwood** wishes to be recognized as an LLWL. After reviewing Glen's educational qualifications and experience, E&S has him scheduled for a November interview.
- **Cynthia Stretton** will be joining E&S in October, 2015. We look forward to working with her and to having her experience and skills here.
- **Kelly Colwell** is serving as student supply at Birchcliff Bluffs, Sept 1 to Dec 31, 2015.

- Former candidates **Meriel Simpson** (OM) at Cosburn and Emily Gordon (OM) at Trinity St Paul's, both until Dec 31, 2015.
- **Craig Donnelly** is ill and on leave. E&S members signed a card to Craig with our prayers and best wishes on his road to recovery
- Final Ordination Interview Questions were sent to all E&S members. Thank you Lorna Joblin and Ella Taylor-Walsh for your work on completing this work.

Interview Motions:

MOTION: Ila Vaculik /Joan McCalmont

That the Education and Students Commission of Toronto Southeast Presbytery continue to support **Cynthia O'Connell's** Candidacy for Ministry in the United Church of Canada.

CARRIED.

MOTION: Ella Taylor-Walsh / Bruce Galbraith

That the Education and Students Commission of Toronto Southeast Presbytery recommends **Linda Newnham** for Toronto Conference ordination in 2016 subject to satisfactory completion of her internship and obtaining her testamur.

CARRIED.

MOTION: Norm Seli / Marney Winn

That the Education and Students Commission of Toronto Southeast Presbytery, having receiving the request from Toronto Chinese Pastoral Charge, recommends **Calin Lau** for the next Conference Interview Board interview as an inquirer moving to candidacy.

CARRIED.

Other Business:

- TSP plenary dates:
 - Sept 15, 2015 at TSP office:
 - Nov 17, 2015 at College St UC-(Bathurst & College) E&S to meet at TSP office.
 - Jan 19, 2016 CRC 40 Oak St E&S to meet at TSP office
 - March 15, 2016 TSP office
 - June 21, 2016 TSP Office-nominations Report—E&S to meet at TSP office

E&S meetings are at 1:00 pm, except when there is a presbytery plenary AT THE PRESBYTERY OFFICE, when the meetings are at 2:00pm. Check each agenda carefully.

- All TSP meetings are usually timed for 5:30 gathering and Meal, 6:50 Gathering Music, 7pm Call to order/welcome/opening Hymn 7:15 business 7:30 order of the day 8:30 Worship; 9pm adjournment
- The book *Listen to the Squawking Chicken* by Elaine Lui was recommended for our reading as we try to meet the interview needs of multicultural students.

Next Meeting: Tues October 20, 2015 1:00 pm business meeting at the presbytery office, devotions and closing blessing: Norm Seli.

Possible interviewees, all for annual check-in:

- Maya Brathwaite C(Andrew)
- Elizabeth Kiff C (Andrew)
- Janet Zenwirt: C (Andrew & Joan)

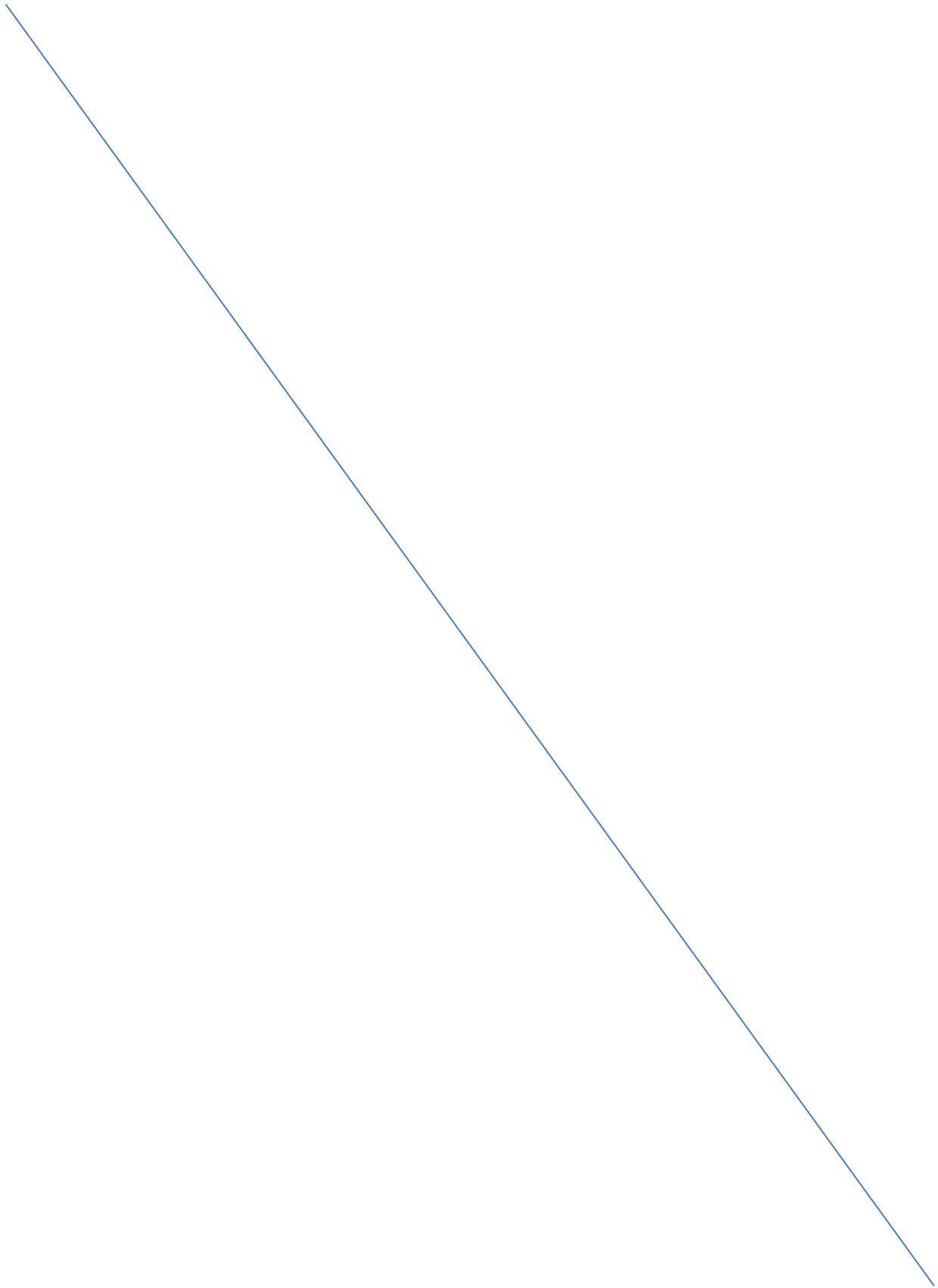
Closing: June read a closing prayer thanking God for many blessings, asking for strength of blessings and God's presence with us.

Adjourn: 5:30pm

June Cavers, Co-Chair, Note-taker

Paul Stott, Co-Chair

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The Vision of Toronto Southeast Presbytery is
to enable and support good, faithful and healthy communities of faith
within our member Pastoral Charges
and to provide opportunities for cross-congregational initiatives
where individuals from Congregations with shared calls to specific ministries
may work together.

Toronto Conference, Toronto Southeast Presbytery

Minutes of the Plenary Meeting

Date: Tuesday, September 15, 2015

Attendees: See Appendix A Attendees 103; Regrets 33

Opening & Welcome

Martha welcomed everyone to the meeting and introduced Alan Lai as the pianist this evening.

Opening Hymn - MV1 Let Us Build a House

Constitution of the Court – Rev. Dr. Martha ter Kuile

The meeting was called to order at 7:05 for the business that should properly come before us.

Governance Motions

It is moved that Toronto Southeast Presbytery:

1. Approve the agenda as circulated
2. grant the privileges of corresponding membership to all visitors to this meeting
3. empower the Executive from the rise of this meeting until the next regular meeting to act on behalf of Toronto Southeast Presbytery with a recommendation from the appropriate standing committee wherever possible.
4. Approve that the minutes of the Plenary meeting of June 16, 2015 be accepted as corrected.
5. Accept the Finance Report dated Aug 31, 2015

OMNIBUS MOTION moved by Paul Hutchison, seconded by Michael Cottrell that the Toronto Southeast Presbytery approve the governance motions as presented

CARRIED.

Welcome Guests

- Anne Creighton – president of PFLAG
- Alicia Cox – Bloor St - Intern
- Anne Dionisio – Jubilee - Intern
- Evan Smith (Toronto Urban Native Ministry)
- Rosalie Bradley – New Presbyterian President

New to the Presbytery / New positions

NEW MINISTERS:

- Barry King (Kingston Rd.)
- Neil Young (St. Andrews)
- Rose Ann Vita (Presteign-Woodbine)
- Cynthia O'Connell (student supply -Glebe Rd)
- Cameron Watts (Admittand - Bathurst St.)
- Ruth Noble (LW) (UCC M&S Engagement Coordinator)

RETIRED MINISTERS:

- Joan Smith (Manitou),
- John Mathew (Hamilton)
- Chin-Hung Cheung, (Hamilton)

Coming Soon ! to our Presbytery (Transfers in Process)

- Gordon Postill (coming from BQ)
- David MacDonald (coming from PEI)

Thoughts and Prayers

- Mary Joseph on her recent hip surgery

Nominations Report

Addition of Cynthia O'Connell to the Mission & Outreach Committee

Note of vacancies in the following positions:

- a) Chair-elect of Presbytery
- b) Co-chair (2) Pastoral Relations Committee
- c) Communications Task Group (2)

MOTION: Randy Naylor / Paul Hutchison

That the Nominations Team Report be accepted as presented.

CARRIED.

Presentation of Presbytery Chaplains

John Joseph Mastandrea from Pastoral Relations introduced the new chaplains to the plenary. He describes them as a pastor to the pastors.

Joyce Kelly & Michael Cottrell both introduced themselves to the court.

Retirees

Martha let the presbyters know about our upcoming get-together on the 21st of October at St. Andrew's United Church.

Syrian Refugees

Robin Wardlaw gave an update of what can be happening around refugee work in this presbytery and beyond.

Many congregations have had conversation and it seems almost a dozen are moving forward with plans. It was an opportunity for congregations to see where other conversations are taking place.

A circular entitled Solidarity with Refugees from South West Presbytery Social Justice Committee will be sent out electronically to all presbyters.

AURA will be holding workshops... the information will be circulated to the court.

Wendy is collecting resources and information on a new page on the presbytery website.

Covenanting services

Sunday Sept 20th at 1:30 Lawrence Park, with John Suk and Eric Bacon

Sunday Sept 27th at 1:30 Kingston Road with Barry King.

Prayer

Martha drew the presbytery together in a time of prayer.

Reading – Isaiah 58: 7-12**Hymn – MV 161: I Have Called You By Your Name**

AFFIRM 101

- Tom Clark gave an introduction of the Conference's Affirming Process
- Anne Creighton, president of PFLAG
- Their work focusses on support, education and Outreach
- Anne Hepburn formally offered our thanks

Hymn – MV 12 Come Touch Our Hearts

Communion Service

Adjourn

Anne Hepburn moved that the meeting be adjourned

CARRIED.

Commissioning and Benediction

With the motion carried Martha declared the meeting adjourned at 8:57 p.m. and closed the meeting with a benediction.

Rev. Dr. Martha ter Kuile
Chair: Toronto Southeast Presbytery

Rev. Dr. Paul Hutchison
Secretary: Toronto Southeast Presbytery

ATTENDING (103)

Last Name	First Name	Primary Affiliation	Presbytery Status
Allan	David	Manor Road UC	Lay Rep / Candidate
Angus	Fred	Glen Rhodes UC	Lay Rep
Aylsworth	Sharon	TSE	Lay Member at Large
Baker-Graf	Hedy	Knob Hill UC	Lay Rep
Bartlett	George	Bloor Street UC	Lay Rep
Basil	Milton	West Ellesmere Community	Ministry Personnel
Baskin	Beth	TSE	Staff
Bennett	Beverley	College Street UC	Lay Rep
Bourassa-Burke	Nicole	Kimbourne Park UC	Lay Rep
Bradley	Rosalie	TSE Presbyterial (UCW)	Lay Rep
Bride	Harvey	Jubilee UC	Lay Rep
Brown	John	TSE	Ministry Personnel
Cammidge	Richard	TSE	Ministry Personnel
Cavers	June	Northlea UC	Lay Rep
Chinnery	Joan	Ebenezer UC	Lay Rep
Clarke	Tom	Fairlawn Avenue UC	Lay Rep
Comish	Sue	Lawrence Park Community	Lay Rep
Cowley	Lorraine	St. Matthew's UC	Lay Rep
Cox	Alicia	Bloor Street UC	Student Intern
Creighton	Anne	PFLAG	GUEST Speaker
Dale	Karen	Beach UC	Ministry Personnel
Dionisio	Anne	Jubilee UC	Student Intern
Doucet	Marc	UHN	Ministry Personnel
duCharme	Douglas	Northlea UC	Ministry Personnel
Edwards	Barbara	Dentonia Park UC	Lay Rep
Elcombe	Brian	St. Paul's, Scarborough UC	Guest
Elcombe	Lea	St. Paul's, Scarborough UC	Lay Rep
Ewart	Ron	TSE	Ministry Personnel
Galbraith	Bruce	Scarborough Bluffs UC	Lay Rep
Greenwood	Glen	St. Mark's UC	Lay Rep
Hall	Alan	TSE	Ministry Personnel
Harris	Clyde	TSE	Lay Member at Large
Henville	Michael	St. John's, Scarborough UC	Lay Rep
Hepburn	Anne	Eglwys Dewi Sant UC	Ministry Personnel
Hildebrand	Dale	Toronto Conference	Staff / CPM
Hodgson	Lauren	St. Matthew's UC	Ministry Personnel
Howes	Ann	Scarborough Bluffs UC	Ministry Personnel
Hur	Won	Ebenezer UC	Ministry Personnel
Hutchinson	Roger	Trinity-St. Paul's UC	Lay Rep
Hutchison	Paul	St. Mark's UC	Ministry Personnel
Ince	Jeff	Metropolitan UC	Lay Rep
Joblin	Lorna	TSE	Ministry Personnel
Johnston	Ian	Kingston Road UC	Lay Rep
Jung	Hae-Bin	Alpha Korean UC	Ministry Personnel
Kelly	Joyce	TSE	Ministry Personnel

Appendix A – Attendees and Regrets**ATTENDING continued...**

Last Name	First Name	Primary Affiliation	Presbytery Status
Kim	Hoon	Saint Luke's UC	Ministry Personnel
King	Barry	Kingston Road UC	Ministry Personnel
Kwong	Johmann	Toronto Chinese UC	Ministry Personnel
Lai	Alan	Toronto Chinese UC	Ministry Personnel
Lee	Jean	Metropolitan UC	Lay Rep
Lee	John	Dentonia Park UC	Ministry Personnel
Lock	Pam	TSE	Lay Member at Large
Mastandrea	John Joseph	Metropolitan UC	Ministry Personnel
McCalmont	Joan	TSE	Ministry Personnel
McKibbin	Jim	TSE	LLWL / GC42 Commissioner
McLeod	Bruce	TSE	Ministry Personnel
Meredith	Diane	Bathurst Street UC	Alternate Lay Rep
Metcalf	Rob	Fairlawn Avenue UC	Ministry Personnel
Metcalf	Sue	Fairlawn Avenue UC	Guest
Miller	Sarah	Eastminster UC	Ministry Personnel
Miller	Wendy	TSE	Staff / Admin
Moase	Kathryn	TSE	Lay Member at Large
Moore	Beth	Birchcliff Bluffs UC	Lay Rep
Moore	Kevin	TSE	Missioner / Inquirer
Morson	Flo	Eglinton St. George's UC	Lay Rep
Naylor	Randy	Parkwoods UC	Ministry Personnel
Ng	Wenh-In	TSE	Ministry Personnel
O'Connell	Cynthia	Glebe Road UC	Cand. under Appt.
Olson	Leigh	Church of the Master UC	Ministry Personnel
Palin	Jennifer	The Donway Covenant UC	Ministry Personnel
Petrides	Linda	Kimbourne Park UC	Ministry Personnel
Philipson	Kristin	Rosedale UC	Ministry Personnel
Piper	Ann	Manor Road UC	Lay Rep
Ramkeesoon	Ken	TSE	Ministry Personnel
Roach	Winston	Eastminster UC	Lay Rep
Roth	Genie	Presteign-Woodbine UC	Lay Rep
Schneider	Debra	Manor Road UC	Ministry Personnel
Scott	Cynthia	Metropolitan UC	Ministry Personnel
Selby	Rob	Knox Agincourt UC	Ministry Personnel
Seli	Norm	Jubilee UC	Ministry Personnel
Shantz	Edith-Ann	Don Mills-Thorncliffe Park PC	Ministry Personnel
Simpson	Meriel	Cosburn UC	Ministry Personnel
Smith	Evan	Toronto Urban Native Ministry	Guest
Smith	Joan	TSE	Ministry Personnel
Smith	Vicki	Church of the Master UC	Lay Rep
Soplet	Gordon	Rosedale UC	Lay Rep
Spencer	Malcolm	Glen Rhodes UC	Ministry Personnel
Stott	Paul	Trinity-St. Paul's UC	Lay Rep
Suk	John	Lawrence Park Community	Ministry Personnel
Sutherland	Anne Shirley	Toronto Conference	Staff

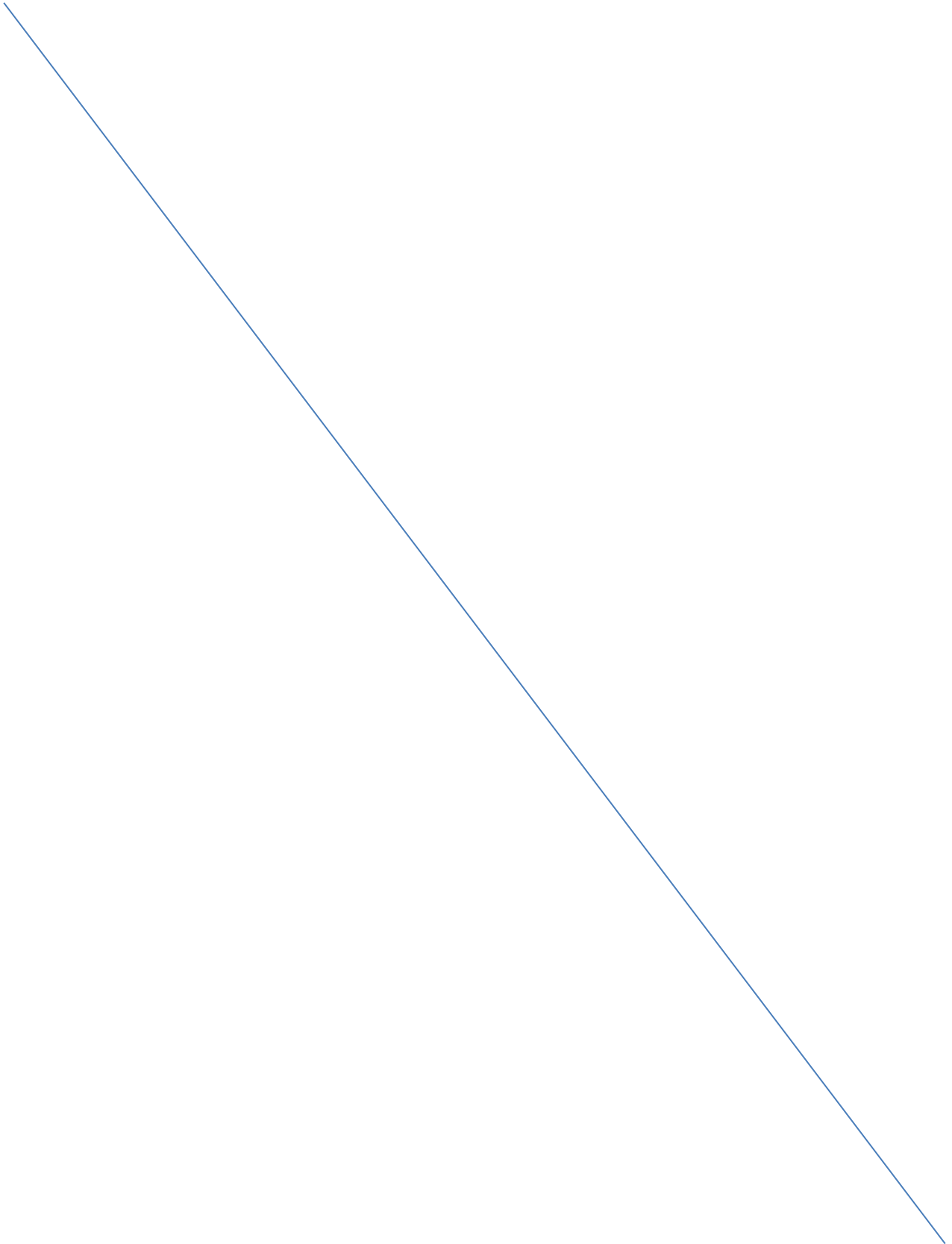
ATTENDING continued...

Last Name	First Name	Primary Affiliation	Presbytery Status
Tam	Wing-Haan	Toronto Chinese UC	Lay Rep
Taylor-Walsh	Ella	TSE	Ministry Personnel
ter Kuile	Martha	Bloor Street UC	Ministry Personnel
Terry	Clarice	Eglwys Dewi Sant UC	Lay Rep
Thompson	Jimmy	Saint Luke's UC	Lay Rep
Varey	Doug	TSE	Ministry Personnel
Voogd	Bruce	Toronto Christian Resource Centre	Lay Rep
Vosper	Gretta	West Hill UC	Ministry Personnel
Walker	Marg	Knox Agincourt UC	Lay Rep
Wardlaw	Robin	Glen Rhodes UC	Ministry Personnel
White	Christopher	Fairlawn Avenue UC	Ministry Personnel
Wigle	Ron	Parkwoods UC	Lay Rep
Winn	Marney	Beach UC	Lay Rep

Appendix A – Attendees and Regrets**REGRETS (33):**

Last Name	First Name	Primary Affiliation	Presbytery Status
Aitken	Jo	Rosedale UC	Lay Rep
Amos	Dorothy	Toronto SE Presbyterial (UCW)	Alternate Lay Rep
Baker	Allan	TSE	Ministry Personnel
Beech	Larry	Jubilee UC	Ministry Personnel
Brooks	Barry	TSE	Ministry Personnel
Clark	Pat	Victoria Park UC	Lay Rep
Evan-Jones	Sandra	TSE	Ministry Personnel
Hardy	Nancy	TSE	Ministry Personnel
Hunnisett	Jean	Timothy Eaton Memorial	Ministry Personnel
Jannaway	Annie	Leaside UC	Ministry Personnel
Joseph	Mary	Bedford Park UC	Ministry Personnel
King	John	West Hill UC	Lay Rep
McMaster	David	Timothy Eaton Memorial	Ministry Personnel
McNaughton	Peter	TSE	Ministry Personnel
Morson	Alan	Eglinton St. George's UC	Lay Rep
Moy	Ken	Malvern-Emmanuel UC	Ministry Personnel
O'Neill	Ian	Malvern-Emmanuel UC	Cand. under Appt.
Palmer	Carmen	TSE	Candidate
Perigoe	Lillian	TSE	Ministry Personnel
Peterson	Aubrey	Eglinton St. George's UC	Lay Rep
Pope	Marion	TSE	Ministry Personnel
Reid-James	Lynella	Knox Agincourt UC	Lay Rep
Scott	Bill	Don Mills-Thorncliffe Park PC	Lay Rep
Stirling	Andrew	Timothy Eaton Memorial	Ministry Personnel
Taylor	John	TSE	Ministry Personnel
Thompson	Peter	TSE	Ministry Personnel
Vita	Rose Ann	Presteign-Woodbine UC	Ministry Personnel
Walker	Nick	PTCC	Guest
Wang	John	Bathurst Street UC	Lay Rep
Welwood	Doug	Bloor Street UC	Lay Rep
White	Barbara	TSE	Ministry Personnel
White	Wayne	Bedford Park UC	Lay Rep
Young	Neil	St. Andrew's UC	Ministry Personnel

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**Toronto Southeast Presbytery
Pastoral Relations and Ministry Support Team
Minutes of the Meeting held on October 6, 2015
by Conference Call - 5:30 p.m.**

Chair: John Joseph Mastandrea **Note taker:** Beth Moore

Present: Beverley Bennett, John Joseph Mastandrea, Beth Moore, Edith-Ann Shantz

Staff: Anne Shirley Sutherland

Regrets: Larry Beech

1. Call to Order and Prayer:

John Joseph Mastandrea called the meeting to order and opened the meeting with a prayer.

2. Minutes of September 1, 2015 meeting:

MOTION: Beth Moore/Beverley Bennett that the minutes of the September 1, 2015 meeting be approved with the spelling correction of Beverley's name.

CARRIED.

3. Reviewing grid of all local ministry units:

The grid showing the status of the local ministry units in the Presbytery was reviewed and updates were provided concerning some congregations.

4. Approval of Position Description – Trinity-St. Paul's United Church

MOTION: Edith-Ann Shantz/Beth Moore that the Minister's position description be approved.

CARRIED.

5. Appointment of Pastoral Charge Supervisor – Hope United Church

MOTION: Beth Moore/Edith-Ann Shantz that Malcolm Spencer be appointed as the Pastoral Charge Supervisor of Hope United Church.

CARRIED.

6. Conversation about Ministry Positions and Congregational Health

- Anne Shirley Sutherland reported that the Toronto Conference Settlement and Pastoral Relations Committee was questioning the practice of reappointing a supply Minister at the request of a congregation after the initial one year appointment rather than moving to the declaration of a vacancy and a call.
- It was agreed that John Joseph Mastandrea and Beth Moore on behalf of the PRMST and Marg Walker on behalf of the Congregational Health Team would attend a meeting of Conference staff and committee representatives on October 27, 2015 from noon to 3 pm at the Conference Office to discuss this issue.

7. Other Business

- Anne Shirley Sutherland provided updates with respect to some congregations in the Presbytery who are in pastoral relations processes. She noted that some Presbyteries have policies that an appointment of a Minister who is serving alone in a congregation may not be for less than 20 hours per week but that in one congregation a student Minister has been appointed for only 12 hours per week.
- It was agreed that at its next meeting the Team should discuss whether such a policy should be adopted by the Presbytery and whether it is within the PRMST's mandate or the mandate of the Executive or another body to adopt the policy.

8. Next meeting: Joint meeting with the Congregational Health Team

Tuesday, November 3, 2015 – 6:00 pm for dinner; 6:30 pm – meeting begins.

Anne Shirley Sutherland advised that she would not be able to be at the meeting but that Dale Hildebrand would attend.

*Agenda item for joint meeting from September 1, 2015 meeting – **Exit Interviews** – when should they be conducted and what process should be put in place for conducting them?*

There being no further business, at 6:15 pm the Chair declared the meeting adjourned.

Edith- Ann Shantz closed the meeting with a prayer.

John Joseph Mastandrea, Chair

Beth Moore, Secretary

**The Vision of Toronto Southeast Presbytery is
to enable and support good, faithful and healthy communities of faith
within our member Pastoral Charges
and to provide opportunities for cross-congregational initiatives
where individuals from Congregations with shared calls to specific ministries may work together.**

**Toronto Conference
Toronto Southeast Presbytery
Minutes of the Executive Meeting**

Date: Tuesday, October 13th, 2015
Time: 4:00 pm – 6:00 pm
Place: Apps Room, 963 Pharmacy Avenue, Scarborough, Ontario.

Present:

Martha ter Kuile (Chair), Paul Hutchison (Secretary), Randy Naylor (Past-Chair, Nominating), Clyde Harris (Treasurer), Lynella Reid-James (Member-at-large), Hannah Lee (Member-at-Large), Sharon Aylsworth (Member-at-Large), David McMaster (Member-at-Large)

Staff: TSP: Anne Shirley Sutherland
Quorum was achieved.

Call to Order Martha ter Kuile

Martha constituted the court then acknowledged that we gather upon the traditional territories of the Mississauga Anishinaabe, Haudenosaunee and Wendat indigenous peoples, who still cry out for justice

We had a check-in around what we are thankful for.

Martha opened the meeting with prayer.

Agenda & Minutes

MOTION: Paul Hutchison / Clyde Harris that the agenda be accepted as presented.

CARRIED.

MOTION: Paul Hutchison / Hannah Lee that the minutes of the September 8, 2015 Executive meeting be approved as presented.

CARRIED.

MOTION: Paul Hutchison / Sharon Aylsworth that the September 15, 2015 minutes of the Plenary of Toronto Southeast Presbytery be received.

CARRIED.

Update on Congregational Health

Anne Shirley gave us a quick update on the process as the team continues to grow in its ministry in the presbytery.

This team holds what would have previously been called Pastoral Oversight functions as well as the Mission Articulation Process in Toronto Southeast Presbytery.

They are being intentional about building as many relationships as possible. They have been for a site visit at Deer Park.

They are collecting stories of the presbytery to possibly share at plenary meetings.

They have a list of five congregations to see in early winter and will be at College Street in November.

Anne Shirley expects that we will have completed 85% of the MAP's before Christmas.

They are setup to do the 'due diligence' piece of pastoral relations and congregational health work - to look at the finances of the congregation before signing off on MAP's that will be used in declaring a vacancy.

The overall piece for the MAP process was \$50,000, there is more money left, but no application had been made for Phase 2 even though the Executive approved it. Anne Shirley will get the application for the balance of funds underway.

There was some feedback about how the processes worked in some congregations that there are different levels of depth and they create a document that builds with time.

There is a question around the four presbyteries coming together for the second level iterations that would be consistent across the conference.

She and Tom are working to get the New and Developing Ministries set up and operational

Congregational Events Day

Lillian Daniel for Friday February 12 afternoon – for those in ministry leadership. preaching and worship experience in the evening.

Saturday the 13th for Congregational event

Moderator's Visit

With the installation of The Right Rev. Jordan Cantwell as Moderator, her term has begun. Normally, in the first year of the triennium, the moderator is present in the Conference. Each conference has access to her for about six days. The question is how we might best engage her in our ministry in Toronto Southeast. Paul will forward the information from the Moderator's advisory committee of her preferences.

Compliance:

There is a list of compliance issues for congregations and there is a conversation underway to get a report-card piece to help support the compliance issues.

Mission Support Grant Recommendations

Deborah Hart, Vicki Smith, Ron Wigle were present from the Mission and Outreach Team

These recommendations will go to the plenary for approval in November.

Name of Organization	Recommendation	Description of Program
Anglican United Refugee Alliance (AURA) 2723 St. Clair Ave. E.	2015 Funding: \$35,160 2016 Request: \$35,000 Recommend: <u>\$35,000</u>	AURA provides support and education to churches in Toronto Conference wishing to sponsor refugees or otherwise engage in refugee issues. Working with 45 churches, AURA handled files related to more than 170 refugees in 2014. The workload is higher than ever in 2015. The requested funding will be used to maintain the ministry.
Christian Resource Centre (CRC) 40 Oaks Street	2015 Funding: \$21,000 2016 Request: \$25,000 Recommend: <u>\$21,000</u>	CRC provides a wide variety of social service and community support programs in Regent Park. They had partnered with local organizations to provide nutritious food for community. Requested funding will be used for partial funding of salaries of their staff.
Ecumenical Chaplaincy at the University of Toronto (ECUT) 59 St. George Street	2015 Funding: \$9,000 2016 Request: \$9,000 Recommend: <u>\$9,000</u>	ECUT provides pastoral care, fellowship and education to U of T students at the downtown & Scarborough campuses. The requested funding will be used to support chaplain salaries (especially for a part-time position in Scarborough campus) and innovative programming for the multi-faith communities. We have observed that ECUT's operation overhead is kept at a minimum.

Fred Victor Mission 145 Queen Street East	2015 Funding: \$3,000 2016 Request: \$5,000 Recommend: \$3,000	Fred Victor provides housing and community support programs. The requested funding will be used for "Open House Drop-in and Support" services, which provides ID replacement, helping with banking through credit union, use of computers, healthy snacks, eye glasses, legal help, etc. In 2014 they started partnering with Street Health to provide low-barrier nursing care. About a thousand people use this service annually.
Massey Centre for Women 1102 Broadview Ave	2015 Funding: \$4,500 2016 Request: \$10,000 Recommend: \$4,500	Massey works with needy mothers and children. Last year's funding was for support towards staff skills upgrade to continue to support the maternal-infant mental health program. This year the funding goes towards assisting the young parents to resume high school education.
Mount Sinai Hospital 600 University Ave.	2015 Funding: \$9,000 2016 Request: \$16,447 Recommend: \$9,000	Mt. Sinai provides chaplaincy services to patients, families and staff. The requested funding is to partially fund salary of the ecumenical chaplain. (Anglican church is funding one chaplain at equivalence of 2-day full-time, and Mt. Sinai and United Church together are funding another 2-day equivalence position.)
Rouge Valley Health System 2867 Ellesmere Rd.	2015 Funding: \$6,000 2016 Request: \$7,000 Recommend: \$6,000	Rouge Valley provides chaplaincy services to patients, families and staff. The hospital is providing full funding 2 full-time and 1 casual chaplains. The requested funding from UCC is used towards salary of one part-time chaplain in the bereavement service.
St. Matthew's Bracondale House 707 St. Clair Ave. W.	2015 Funding: \$1,000 2016 Request \$1,000 Recommend: \$1,000	St. Matthew's Bracondale provides housing and other support services to seniors. The requested funding will be used in Seniors Eating Well program and will also maintain the historic connection with the UCC.
Tamil United Church Mission 963 Pharmacy Avenue	2015 Funding: \$25,000 2016 Request: \$38,579 Recommend: \$21,500	Tamil United was established by Presbytery in 2011. The requested funding will be used for the minister's salary and benefits. Unlike the previous ¾ time staff, the Mission now has a ½ time minister.
Toronto East General Hospital 825 Coxwell Ave.	2015 Funding: \$4,000 2016 Request: \$6,500 Recommend: \$4,000	Toronto East General provides chaplaincy services to staff. They had launched an innovative "the Compassionate Fatigue Program". The requested funding will be used towards the salary of a part-time chaplain.
Toronto Urban Native Ministry (TUNM) 40 Oaks Street	2015 Funding: \$42,000 2016 Request: \$42,000 Recommend: \$42,000	TUNM provides worship, pastoral care and links to social services to at risk natives in the city, particularly those who are homeless. This ministry also has an Anglican minister and an outreach worker. The requested funding will be used for the UCC minister's salary.

The total granted to southeast in 2015 was \$159,660

Applications for 2016 is \$195,000

This document suggest \$156,000

Conference availability is \$285,000 + \$75,000 extra for one year

How do we reduce this to that level in another year.

There is an oversight process moving forward with the Tamil Mission

There have been no new requests and there have been none dropped off of the list

MOTION: Randy Naylor / David McMaster – that the Toronto Southeast Presbytery Executive approve the recommendation of the Mission and Outreach Team for the 2016 Mission Support Grant applications as presented to the Executive dated October 13, 2015.

CARRIED.

Mission Support Criteria for Consideration

Deborah led us through a conversation around the decreasing funding from the national church and how to move towards the 2017 reduction. We are not certain if 2017 will be reduced to a \$0.00 level. Deborah will get us more information as soon as she can.

Finance Report & Budgeting Process: (Clyde Harris)

No financial report this month. Clyde will be working to get the budgeting process underway for next year. The executive will need to submit a budget as well

Future Planning

The General Council remits will need a significant amount of time for the Plenary to process. Martha and Paul had wondered about processing the remits over several meetings of the plenary, but the remits are intimately connected to each other and might need to be processed together.

The Plenary normally meets on the 3rd Tuesday of the month based on our governance documents. The executive may need to establish a meeting plan for the 2016/2017 Presbytery year to include a meeting that will give us a significant block of time to plan the next year's meeting schedule.

Possibilities... A Saturday... a Sunday afternoon... there is a real concern that presbyters will not participate in this longer event. If we do not have quorum at that longer meeting, the remits will have been deemed to have failed in that the Presbytery would not submit a result in favour of the remit.

Another question: how will we support the presbyters when they take this to their congregations? There will be significant resources coming from the national church for both the presbyteries and congregations to process the remits.

In addition, there will need to be some non-voting sessions (information nights) provided for the conversations.

Correspondence

	Date Received	Topic	Action
1	Sept 21/15	Mission and Service resources	FYI
2	Sept 30/15	PTCC – fund balances	FYI
3	Oct 1/15	T Wiles-Bell – report on Youth Retreat	FYI
4	Oct 13/15	Chairs & Secretaries Meeting Notes	FYI
5	Oct 13/15	TRC Calls to Action (Chairs & Secretaries Meeting)	FYI
6	Oct 13/15	Gifts with Vision Resource (Philanthropy)	FYI

MOTION: Paul Hutchison / Sharon Aylsworth That the correspondence be accepted for information.

CARRIED.

Adjournment

With the agenda complete, the chair declared the meeting adjourned and asked Randy Naylor to close the meeting with prayer.

Martha ter Kuile
Chair: Toronto Southeast Presbytery

Paul Hutchison
Secretary: Toronto Southeast Presbytery

**THE UNITED CHURCH OF CANADA
TORONTO SOUTHEAST PRESBYTERY
FINANCE AND PROPERTY TEAM**

Minutes of the meeting of the Finance and Property Team of Toronto Southeast Presbytery, held on Friday, October 16, 2015 at 9:30 a.m. by Conference Call with Thomas Clarke, Chair, presiding.

PRESENT: Thomas Clarke (Chair), Fred Angus, Joan Chinnery, Clyde Harris, Al Morson, Aubrey Peterson, Nick Walker, Wayne White, Anne Shirley Sutherland (Staff Support)

REGRETS: Rev Johmann Kwong, Winston Roach

CALL TO ORDER

Tom Clarke called the meeting to order at 9:30 a.m. with a brief prayer

APPOINTMENT OF SECRETARY

The Chair asked Fred Angus to provide minutes for this meeting.

1. Approval of Agenda:

MOVED by Aubrey Peterson and **SECONDED** by Al Morson that the agenda previously circulated be approved as corrected in order to eliminate item 5, Adjournment.

MOTION CARRIED

2. Approval of Minutes:

Consideration of the minutes of the September 14, 2105 meeting is deferred to the November 9, 2015 regular meeting.

3. Approval of Bedford Park United Church (BPUC) request re reinvestment of funds from the sale of church lands:

The Chair noted that BPUC Trustees are holding the net proceeds of sale of 100 Ranleigh in the amount of \$4,997,754.94 pending the presentation of a plan of distribution for the approval of the TSP Finance and Property Team, (F&P). The F&P motion of November 3, 2014, approving the sale and preliminary distribution, directed that the funds be held *“in secure accounts and investment instruments that are short term (not longer than 6 months or cashable on short notice) and that are not subject to capital loss”*. The funds were initially invested in 3 equal T-Bills with terms of 6, 9 and 12 months. As the T-Bills matured the interest rate available dropped. BPUC advised that the June maturity was put into Toronto United Church Council (TUCC) Investing in Ministries Fund (5 year term yielding approximately 4%). This appears to have been done without consulting F& P. BPUC is asking that the second T-Bill be reinvested in other instruments and for a longer term as per their resolution in Appendix A.

Questions were raised by the F&P team members about:

- i. How will the risk of capital loss be mitigated?
- ii. Are the TUCC investments locked in?
- iii. What kind of guarantees are available in the bond market?
- iv. Is there a final overall plan about the use of the \$4.9 million proceeds of sale?

The original draft motion was presented to the team for consideration. It was discussed and redrafted.

The revised draft was presented for the Team’s approval. Wayne White declared a conflict of interest and indicated that he would abstain from voting. The motion was duly moved and seconded and there being no further discussion it was put to the vote and carried.

MOTION RE REQUEST OF BEDFORD PARK UNITED CHURCH RE VARIANCE TO PERMITTED INVESTMENT OF FUNDS FROM SALE OF CHURCH PROPERTY

WHEREAS the Finance and Property Team in its motion of November 3, 2014 directed the Trustees of Bedford Park United Church (BPUC) to hold the balance of net proceeds of the sale of 100 Ranleigh Avenue in the amount of \$4,997,759.94, pending the presentation of a plan of distribution for the approval of Finance and Property Team, “in secure accounts and investments that are short term (not longer than 6 months or cashable on short notice) and that are not subject to capital loss”, AND

WHEREAS the Trustees of BPUC have requested by letter dated October 15, 2015 that the direction be varied to permit consideration for investment in provincially guaranteed GIC’s and bonds as well as blue chip corporate bonds and higher yielding investments with terms of up to 3 years, AND

WHEREAS the Trustees of BPUC have already committed one-third to the Investing in Ministry Fund of Toronto United Church Council for five years,

IT IS MOVED BY Clyde Harris AND SECONDED BY Nick Walker that Finance and Property Team

- 1. Approve the request of the Trustees, AND**
- 2. Thereby vary the direction given to the Trustees of BPUC in the motion of November 4, 2014 to permit holding the net proceeds of sales in secure investment instruments of terms up to 3 years or cashable without loss of any of the original investment including provincially guaranteed GIC’s and bonds as well as investment grade corporate bonds subject to the condition that the first call on any income generated by the investment of the balance of net proceeds of sale will be to make up any loss of the original capital, AND**
- 3. Directs the Trustees to provide the Finance and Property Team annually the December 31st statement of the investment portfolio which holds the balance of net proceeds of sale, until such time as a plan of disposition of the proceeds of sale is received and approved.**

MOTION CARRIED

The Chair thanked all participants for their help in drafting the above motion.

- 4. There being no further business the Chair declared the meeting terminated at 10:17 a.m. and closed with a benediction.**

Thomas Clarke
Chair

Fred Angus
Secretary

Next Meetings:

Monday, November 9, 2015	4:00 pm to 6:30 pm	Devotion: Fred Angus
Monday, December 14, 2015	4:00 pm to 6:30 pm	Devotion: Volunteer required

Bedford Park United Church

3230 Yonge Street, Suite 1011, Toronto ON, M4N3P6

hnewman@bedfordparkunitedchurch.ca

www.bedfordparkunitedchurch.ca

416-485-8046

Rev. Mary Joseph, Minister

October 15, 2015

Thomas Clarke

Chair, Finance & Property Team

Toronto Southeast Presbytery

963 Pharmacy Ave.

Toronto, ON M1R 2G5

Dear Tom:

**Re: Bedford Park United Church Investments
Variance on the Investment Restrictions**

Ref: (a) Motion passed by the Finance & Property Committee of Toronto SE Presbytery on 3rd November 2014

(b) Email from D. Joyce to T. Clarke dated October 5, 2015

The following is a formal request from the TRUSTEES of Bedford Park United Church ("BPUC") to consider our request for a variance to the investment restrictions as set out in your motion (ref. a).

As background you may recall that in keeping with your requirement for "... Investment

instruments that are short term and that are not subject to capital loss....", in Dec/14 the BPUC Trustees invested \$4971K in Fed. Gov. T-Bills, 1/3 of that amount in each nominally 6 month, 9 month term (payed 0.59%) and 12 month term (paying 0.84%). Following a discussion on or about the 24th of April 2015, between D. Carlton (Chair of BPUC Trustees) and yourself the 6 month T-Bill (\$66M) that came due on the 2nd of July 2015 was reinvested at TUCC (5 year Term) and is expected to pay interest in the range of 4%.

The T-Bill interest rates available now are significantly lower than they were in Dec./14. For example 9 month Federal Gov. T-Bills are only paying 0.088% and 12 month T-Bills are paying 0.14%. In view of these very low rates, we felt we had no option but to look at the expansion of the investment criteria in order to get a reasonable rate of return, otherwise we could/would be criticized for irresponsible investment management.

In order to reinvest the 2nd of those T-Bills (\$1,66M) that came due on the 27th Sept/15, we want to:

- (a) as regards capital preservation, in addition to GIC's that fall under the CDIC insurance coverage of \$100K per financial institution/division, investigate the use of Provincially guaranteed GIC's and bonds as well as bonds from corporate blue chip companies (eg. one of the federally regulated Canadian banks). I am quite sure we can structure a portfolio for the full amount that will be in complete compliance with your requirement for capital preservation.
- (b) as regards investment term – in order to achieve a higher investment rate of interest, we want to extend the time frame to consider the use of investment instruments with a range of terms of 1, 2 and 3 years. During these longer terms the use of, for example monthly GIC's would provide a steady flow of investment income.

Your approval of these changes is respectfully requested.
Yours truly,



Diane Carlton

Chair BPUC Trustees

Cc: Marcia Camaraille

Doug Joyce, Chair of PUC Board
Mary Joseph, Minister

Toronto Southeast Presbytery Education and Students Commission
Minutes Tuesday October 20, 2015
Toronto Southeast Presbytery office- 1:00 pm

Present: June Cavers, Bruce Galbraith, Lorna Joblin, Pam Lock, Joan McCalmont, Norm Seli, Paul Stott, Cynthia Stretton, Ila Vaculik, Ella Taylor-Walsh, Marney Winn, Dale Hildebrand ex-officio

Regrets: Andrew Cassidy, Craig Donnelly (on leave), Kathryn Moase, Joan Silcox-Smith,

Welcome: Paul Stott

Devotional: Norm Seli led us in devotion with a practice and a thought, enabling those present to let go of daily concerns until after this meeting and to envision today as a new day. As Thomas Aquinas recognized that our hopes and inspirations are a reflection of God's spirit, we asked God to inspire us to great things: embracing, loving and changing the world in Jesus name.

Business Meeting

MOTION: Ella Taylor-Walsh / Bruce Galbraith: to approve today's agenda as circulated with a few changes.

CARRIED.

MOTION: Norm Seli / Ila Vaculik:
to approve E&S minutes of September 15, 2015 as amended to include the correction of the devotional book name: *Listen to the Squawking Chicken*.

CARRIED.

Business Arising:

When E&S has approved inquirers for candidacy and they are successful at their CIC interview, with no recommendations, E&S will pass a motion to receive them as candidates without interviewing them again. That being so we make the following motions:

MOTION: Ella Taylor-Walsh / Pam Lock
that Toronto Southeast Presbytery Education and Students Commission receive **Calin Lau as a Candidate for Ordered Ministry** following his Oct 7, 2015 successful CIC interview.

CARRIED.

MOTION: Lorna Joblin / Marney Winn
that Toronto Southeast Presbytery Education and Students Commission receive **Stephen Milton as a Candidate for Ordered Ministry** following his Oct 7, 2015 successful CIC interview.

CARRIED.

Interviews Motions:

MOTION: Ila Vaculik/Marney Winn

That Toronto Southeast Presbytery Education and Students Commission continue to support Roberta Howey as a Candidate for Ordered Ministry.

CARRIED.

MOTION: Cynthia Stretton/Bruce Galbraith

That Toronto Southeast Presbytery Education and Students Commission continue to support Maya Brathwaite as a Candidate for Ordered Ministry.

CARRIED.

Other Business:

It has been E&S policy that the E&S liaison accompany the Candidate to CIC interviews because they know the students and can say that the person is presenting themselves as the real person. E&S still needs to be sensitive to CIC needs for our members as interviewers, particularly as team leaders. We try to have different people interview a particular candidate each time so that someone should be available as a backup accompanier if necessary. Usually E&S members do not accompany students to E&S interviews.

Timing of agendas and notices of interviews

To date E&S has set up interviews 2-3 weeks ahead. However, recently some interviewees have had difficulty attending with this limited notice. E&S will now set up interviews quarterly to enable interviewees to better plan and prepare. We will ask candidates to consult with their liaisons if scheduled times don't work for them. We will try it for one year and review it after that time.

Next Meeting: Tues November 17, 2015

1:00 pm E&S business meeting at TSP office

5:30pm Plenary Dinner: (*Please RSVP to Wendy*) College St United Church, 454 College St.

7:00pm Call to Order

Paul and Ella will be able to drive members down to the College St. area.

Reflection and closing--Kathryn Moase

Possible interviewees:

- Andrew Blake-(Chris, Mary)-- LLWL-1st year renewal LLWL
- Kathryn, Andrew, Cynthia,
- Glen Greenwood application for LLWL---Ila, Bruce, Pam
- Calin Lau-C(Ila)-interview on internship learning goals—Norm, Lorna, Joan McCalmont
- Janet Zenwirt C (Joan S/S) Ella, Marney, (Paul/June?)

Closing: Norm Seli dismissed the members with a blessing.

Adjourn: 3:40pm

**Toronto Southeast Presbytery
Pastoral Relations and Ministry Support Team
Minutes of November 3, 2015**

Chair: John Joseph Mastandrea
Secretary: Beth Moore
Present: John Joseph Mastandrea, Beth Moore, Edith-Ann Shantz
Staff: Dale Hildebrand
Regrets: Larry Beech, Beverley Bennett, Harvey Bride

1. Call to Order and Prayer:

John Joseph Mastandrea called the meeting to order and Edith-Ann Shantz opened the meeting with a prayer.

2. Minutes of October 6, 2015 meeting:

MOTION: Edith-Ann Shantz / Beth Moore: that the minutes of the October 6, 2015 conference call meeting be approved.

CARRIED.

3. Ratification of email vote re Leaside position description

MOTION: Beth Moore / Edith-Ann Shantz: that the motion passed by an email vote on October 8, 2015 approving the Minister's position description for Leaside United Church be ratified.

CARRIED.

4. Tamil Mission

MOTION: Edith-Ann Shantz / John Joseph Mastandrea: that the position description for the Minister be approved, subject to the congregation adjusting the time allocations to allow for 8 hours per week for worship.

CARRIED.

5. There and Back Again – Nov. 12. 2015

Conference Workshop on Affirming Ministry – John Joseph Mastandrea said that he would not be able to attend the workshop. The other members of the Team were not able to attend either.

6. New Business

John Joseph Mastandrea noted that the Team's 2016 budget request needed to be submitted to the Finance and Property Team.

MOTION: Beth Moore/Edith-Ann Shantz: that the Team request a budget allocation of \$3,500.00 for 2016 which will include payment for the chaplains' honorariums and expenses.

CARRIED.

- 7. Retired Ministers** – A list of retired Ministers in the Presbytery was received by the Team. Edith-Ann asked what responsibility the Team has with respect to retired Ministers. It was noted that an invitation to an event to be held on October 21, 2015 for retired Ministers had been sent out in early October. Nobody present knew how that event had gone. It was agreed that this item of business would be deferred to a future meeting.

8. **Next meeting:** Tuesday, December 8, 2015 – 5:30 pm – conference call.

There being no further business, the Chair declared the meeting adjourned. Edith-Ann Shantz closed the meeting with prayer at 8:35 pm.

John Joseph Mastandrea, Chair

Beth Moore, Secretary

Meeting Schedule for balance of church year:

December 8, 2015 – 5:30 pm - conference call

January 5, 2016 – 5:30 pm - conference call

February 2, 2016 – 5:30 pm – conference call (change to conference call from meeting)

March 1, 2016 – 6:00 pm – change to pot luck supper followed by meeting (was to have been conference call – joint meeting with Congregational Health Team)

April 5, 2016 – 5:30 pm - conference call

May 3, 2016 – 6pm - Presbytery office – pot luck supper followed by meeting

June 7, 2016 – 5:30 pm - conference call

**THE UNITED CHURCH OF CANADA
TORONTO SOUTHEAST PRESBYTERY
FINANCE AND PROPERTY TEAM**

Minutes of the meeting of the Finance and Property Team of Toronto Southeast Presbytery, held on Monday, November 9, 2015 at 4:00 p.m. at Toronto Southeast Presbytery Offices, 963 Pharmacy Ave., Scarborough, Ontario, with Thomas Clarke, Chair, presiding.

PRESENT: Thomas Clarke (Chair), Fred Angus, Rev Johmann Kwong, Aubrey Peterson, Winston Roach, Wayne White,

REGRETS: Joan Chinnery, Clyde Harris, Al Morson, Nick Walker, Anne Shirley Sutherland (Staff Support).

CALL TO ORDER

Tom Clarke called the meeting to order at 4:05 pm

DEVOTION

Fred Angus read several passages from the book, "Loonie, Crazy Talk about Faith and Finances". The author, John VanDuzer, writes about the lure to buy more stuff and our love/hate relationship with money and the disconnect between how we spend our time and money – stewardship!

APPOINTMENT OF SECRETARY

Fred Angus volunteered to provide minutes for this meeting.

1. Approval of Agenda

MOTION: Aubrey Peterson/Winston Roach that the draft Agenda circulated in advance be approved.

CARRIED

2. Approval of Minutes of September 14, 2015 meeting

The draft minutes of the September 14, 2015 meeting were circulated, discussed, and amendments noted.

MOTION: Winston Roach/Aubrey Peterson that the minutes of the September 17, 2015 meeting as amended be approved.

CARRIED

3. Approval of Minutes of October 16, 2015 conference call meeting

MOTION: Aubrey Peterson/Wayne White that the minutes of the October 16, 2015 meeting as circulated be approved.

CARRIED

4. Business Arising

- i. **Update re City Initiatives on use of church property:** Tom Clarke reported that there has been no response by the City of Toronto to date.

5. Treasurer's Report

- i. **End of Year 2014:** Clyde Harris was not available for comment. Tom Clarke reported that Clyde is still waiting details from Toronto Conference necessary to complete the 2014 TSP end of year statement.

- ii. **Current Year to Date - 2015:** Clyde Harris submitted an interim report for the period January 01 – October 22, 2015 for information. A suggestion was made that, because Clyde Harris was not at this meeting, discussion be deferred until our next scheduled meeting.

MOTION: Aubrey Peterson/Wayne White that the financial report for the period January 01 – October 22, 2015 be received and discussion deferred to the November scheduled meeting.

CARRIED

- iii. **Assessments:** No report this month

6. New Business

- i. **4:35 PM Order of the Day – Glen Rhodes United Church (GRUC) Re-Financial Concerns and Future:** The Chair welcomed Rev. Robin Wardlaw and Ann Temple, GRUC Chair of Council, to the meeting. Tom prefaced his remarks by describing this part of the meeting as a discussion between Glen Rhodes and the F&P Team. He noted at the outset that GRUC's PTCC grant application was received on October 22, 2015 and has been turned down by the PTCC Review Team as being premature. The PTCC Review Team's refusal to recommend approval does not preclude another application at a future date after further deliberation by GRUC.

Team members were provided with a copies of GRUC's 4-yr financial forecast, and the Annual Reports for 2014 and 2013. These copies have not been appended to these minutes because they were received as familiarization documents for the team members' use.

Ann Temple reviewed the GRUC 4-yr financial forecast, noting that unrestricted cash reserves will likely be extinguished sometime in 2017 or 2018 unless manse funds can be accessed for operating costs, excluding clergy salaries. This prompted a question from a team member who asked for clarification about the encroachment of capital in the manse funds. GRUC admitted that manse funds have, for many years, been used to pay that portion of the minister's salary attributable to the housing allowance amount, regardless if from manse fund principal or interest. Tom Clarke reminded Glen Rhodes about the TSP letter of July 7, 2015 sent to all pastoral charges which, in part, discusses "New Ministerial Salary Plan and Manse Funds" and reminds local ministry units that the capital portion of manse funds is, under normal circumstances, expected to be preserved.

Other questions followed:

- i. What is the fair value cost of the GRUC food programme? (Approximately \$350,000 per annum if the notional cost of volunteer time valued at minimum wage is considered).
- ii. Has the GRUC congregation considered an amalgamation or other similar model to extend its life?
- iii. GRUC is in a covenanting relationship with five or six other East End United churches; however, no covenanting relationship currently exists between these East End United churches and Toronto Southeast Presbytery. If such a relationship were to exist, would Presbytery funds be available to assist in a new way of doing church?
- iv. Has the GRUC executive approached outside agencies such as the City of Toronto to determine if financial assistance for its food bank programme is available?
- v. Has the congregation considered selling its building and moving to a new location in order to sustain its food bank programme?
- vi. Has the congregation investigated other sources of capital grants to assist with renovations to its building in order to be fully accessible? These types of grants may be available from the United Church and others, such as the Trillium Fund.

The Chair thanked the two GRUC guests for their candour and encouraged them to continue to look at alternative solutions and to return with future proposals. The guests departed.

7. Updates on Other Property and Financial Matters

- i. Closure of Sale of Manor Road United Church (MRUC) to City of Toronto and Property Tax Issue:** Correspondence was received from Jill Stapp, MRUC Chair of Trustees advising that the sale of their two lots to the City of Toronto closed on November 4th 2015. Jill 's memo also indicated that:

- Tender documents have been forwarded to the construction trades and construction is expected to begin early January 2016.
- The MRUC Chair of Outreach will be contacting the TSP F&P Team to discuss ways by which the \$125,000 proceeds of sale allocated to the MRUC outreach programmes can be used.
- The lease of space to Caterpillar & Co. has not been signed pending clarification of a potential property tax assessment by the Municipal Property Assessment Corporation, (MPAC). MRUC has included a clause in its lease passing any property tax liability to its tenant but Caterpillar is unwilling to commit to this lease until it has clarification from MPAC.
- MRUC has engaged a law firm to act on its behalf with respect to any negotiations it has with MPAC. It has had an initial meeting with MPAC and negotiations are ongoing.

- ii. Request from Wexford Heights United Church to attend a Trustees' meeting Sunday November 22 to answer questions and clarify the process re severance and sale of manse:** Tom Clarke agreed to attend on behalf of the TSP F& P Team and suggested that other team members might wish to attend. Aubrey Peterson and Wayne White indicated their intention to accompany Tom.

- iii. PTCC Grant Requests to be submitted to Plenary:** Grants have been reviewed by the PTCC Review Team and the F&P Chair is satisfied that funds are available:

- \$7,200 from the 2015 5% Capital Grant to support College Street United Church's Portuguese Ministry – Pontes De Graca Church.
- \$15,000 from the 2016 5% Capital Grant to support the completion of Toronto Southeast Presbytery's MAP programme.

- 8. Adjournment –** There being no further business the Chair declared the meeting ended at 6:07 pm and closed with a benediction.

Thomas Clarke
Chair

Fred Angus
Secretary

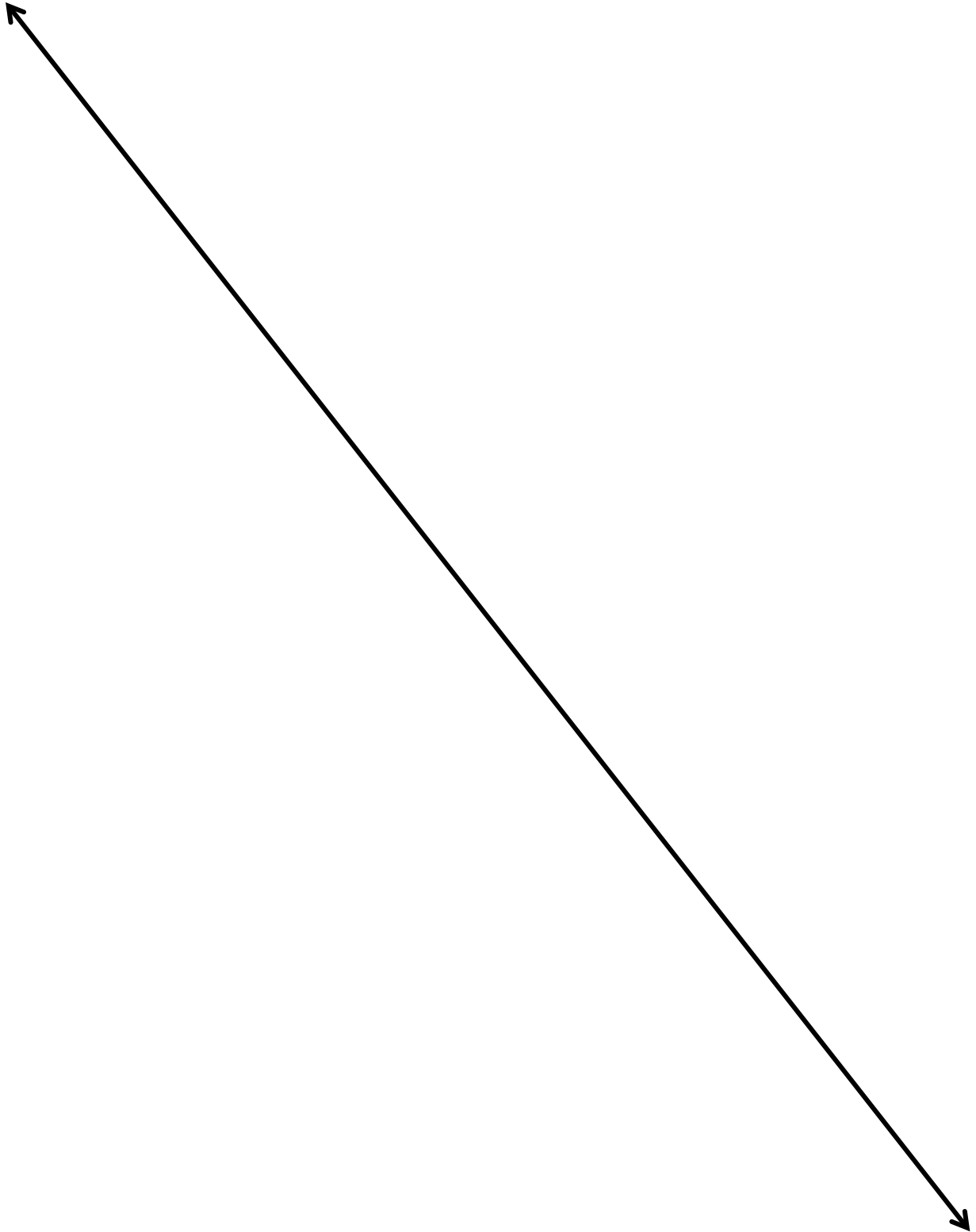
Next Meetings:

Monday, December 14, 2015
Monday, January 11, 2016

4:00 pm to 6:30 pm
4:00 pm to 6:30 pm

Devotion: Aubrey Peterson
Devotion: Volunteer required

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**The Vision of Toronto Southeast Presbytery is
to enable and support good, faithful and healthy communities of faith
within our member Pastoral Charges
and to provide opportunities for cross-congregational initiatives
where individuals from Congregations with shared calls to specific ministries may work together.**

**Toronto Conference
Toronto Southeast Presbytery
Minutes of the Executive Meeting**

Date: Tuesday, November 10th, 2015
Time: 4:00 pm – 6:00 pm
Place: Apps Room, 963 Pharmacy Avenue, Scarborough, Ontario.

Present:

Martha ter Kuile (Chair)
Paul Hutchison (Secretary),
Randy Naylor (Past-Chair, Nominating),
Lynella Reid-James (Member-at-large),
David McMaster (Member-at-Large)

Corresponding Members:

Regrets: Clyde Harris (Treasurer), Sharon Aylsworth (Member-at-Large), Hannah Lee (Member-at-Large) **Staff:** TSP: Anne Shirley Sutherland

Quorum was achieved.

Call to Order Randy Naylor

Randy called the meeting to order and opened with prayer in the absence of the chair (in traffic).

Agenda Review

MOTION: Paul Hutchison / David McMaster that the agenda be accepted as presented ...

CARRIED.

Request to change presbyteries – Heritage United Church

We have received a letter from Heritage United about moving to our Presbytery as they relate more to an urban setting. The decision rests with Toronto Conference, we are only asked if we are in agreement.

MOTION: David McMaster / Paul Hutchison that Toronto Southeast Presbytery Support the request of Heritage United Church to transfer to our presbytery.

CARRIED.

Request for Coverage at Ebenezer United

Rev. Won Hur is unable to be present at the congregation's board meeting on the 24th of November. We have asked Randy Naylor to arrange for someone to be present on our behalf.

Finance Report & Budgeting Process: (Clyde Harris)

MOTION: Lynella Reid James / David McMaster That the executive of Toronto Southeast Presbytery, on the recommendation of the Finance and Property team accept the financial report dated October 22nd 2015 as presented and circulate it to the court for approval.

CARRIED.**Correspondence**

	Date Received	Topic	Action
1	Oct 21/15	J Maltby – re Right Relations	Paul will talk to Anne Shirley to respond... we need a champion in our presbytery to engage this.
2	Nov 3/15	Congregational Health Team Rpt	FYI
3	Nov 5/15	D Allen – re Moderator Visits	FYI
4	Oct 8/15	Request to change presbyteries	Motion complete
5	Nov 6/15	D Allen – additional refugee grants	FYI
6	Nov 6/15	D Allen – 2016-17 presbytery oversight visits	FYI

MOTION: Paul Hutchison / Lynella Reid James That the correspondence be accepted for information and action taken as indicated.

CARRIED.

	Topic	Action
A	Treasurer's Report to Oct 22	Plenary for approval
B	Nominations Report (Randy Naylor)	Plenary for approval
C	Mission Support Grant FINAL Recommendations	Plenary for information
D	Events Planning Team: 3 minutes for a brief update on plans to date	FYI
E	Report from PTCC Team	Plenary for approval
F	Appointing a presbyter to attend Ebenezer Board Meeting – Nov 24 th 7:30pm	Motion

Congregational Health:

The first congregational visit has been completed to Deer Park. Four additional visits are in progress in December and January / February.

The PR & CH Teams met on November 3 and had a good beginning conversation.

Nominations: Interim Report

Randy Naylor gave us an update as follows:

1. Pastoral Relations – The Rev. Dr. John Joseph Mastandrea as Chair (from interim-chair)
2. Tamil United Church – Advisory Committee
 - a. The Rev. Rob Selby
 - b. Ms. Pamela Lock, lay
 - c. Congregational Treasurer from another congregation (TBA)
3. Lay representative to Conference Settlement Committee – Loreen Naylor – will need to be name a member at large of the court.
4. ICIF: Jeffrey Ince, lay

5. E&S - two vacancies, male, one OM, one lay
6. Communication task group (new, to implement plan approved by Executive; 4-5 members)
 - a. The Rev. Meriel Simpson
 - b. (under contact)
7. Chair-elect (under contact)
8. Property and Finance: Chair-elect
9. Nominations committee – 2 vacancies
10. Looking ahead – OM rep to Conference Executive

Ceding the chair

With the arrival of Martha ter Kuile, Randy Naylor ceded the chair, with our thanks.

Presbytery Events Committee: Lillian Daniel event Feb 12 -13, 2016

Friday 3pm at Christ Church Deer Park

Spiritual but not Religious Movement: what this means for ministry, how to feel confident that you are at home in the Religious Room. How do we speak about or what to say to people as to why spiritual is not enough and how not to succumb to that social pressure. (audience mostly OM)

5pm Social and Dinner

7pm Worship, (Deer Park United) with 45 min sermon by Lillian (mixed OM and Lay)

Saturday 10 AM (part of 9-3 congregational day) Key note 90 minutes with Q&A

Congregational Day: Saturday Feb 13, 2016 9am – 3 pm “Giving Testimony”

Ross Inglis, Worship, Lillian Daniels, workshops, lunch, book display etc.

Other Events

Series on Pastoral Visiting with Five Oaks Leadership

April 2016 Peter Rollins, confirmed, possibly one all-day event

October, 2016 Roger Nishioka, Columbia TS, young adult ministry(ies)

Preaching Stewardship - AS in discussion with M&O; in response to feedback from newly ordained and commissioned

Report from PTCC Review Team

The team received 3 applications and made the following recommendations:

1. **College Street PTCC application for \$7,200 be APPROVED** as a 5% Capital Grant from 2015.
2. **Toronto Southeast Presbytery MAP PTCC application for \$15,000 be APPROVED** as a 5% of Capital Grant in the year **2016**.
3. **Glen Rhodes UC PTCC** application as submitted on October 22, 2015 is **not being recommended for approval** or any action as the Review Team believes it to be “premature”. Over the next four (4) to five (5) months there is to be:
 - a. A review of future capital costs at Glen Rhodes with the help of TUCC staff,
 - b. Further exploration and the conclusion of the Glen Rhodes “Church Futures Program” with the assistance of Janet Marshall of TUCC, and
 - c. Further deliberations among the participants in the East End discussions, and possible discussion on approaches to community outreach in the area.

The outcomes from these activities at Glen Rhodes UC will most probably change the original PTCC application. The rejection of the October 22 PTCC grant application does not preclude Glen Rhodes UC from submitting a future PTCC grant application in 2016 at the conclusion of the processes previously mentioned.

MOTION: Randy Naylor / Luella Reid James that the executive of Toronto Southeast presbytery, at the recommendation of the PTCC review team accept the three recommendations and forward them to the plenary for approval.

CARRIED.

Moderator's visit

To be coordinated with Presbytery Events Committee. Still room for a conversation to find the right event to ask her to come to.... Perhaps with the visit with Nishioka in the fall – a youth and young adult event.

They will look at other fall events dates... This will go to the presbytery events group.

Vospers Review Update

Martha gave a thumbnail sketch of where things stand in the review process with Gretta.

How do we engage the congregation to show support?

Do we help the presbytery engage?

Mission Support Grants 2016 Approved Amounts

We have received for information the report of the meeting this afternoon and will send it to the plenary for information.

Upcoming Meetings

How do we process the work of the remits?

Can we divide them into two separate presbytery meetings? Would we be able to book an alternative October or November if we needed to?

Conference Oversight Visits

The conference has named a team to design the process for next year. Martha will offer some feedback.

Adjournment

With the agenda complete, the chair declared the meeting adjourned and closed the meeting with prayer.

Rev. Dr. Martha ter Kuile
Chair: Toronto Southeast Presbytery

Rev. Dr. Paul Hutchison
Secretary: Toronto Southeast Presbytery

**Toronto Southeast Presbytery Education and Students Commission
Minutes Tuesday November 17, 2015
Toronto Southeast Presbytery office- 1:00 pm**

Present: June Cavers, Bruce Galbraith, Pam Lock, Joan McCalmont, Kathryn Moase, Paul Stott, Cynthia Stretton, Ila Vaculik, Ella Taylor-Walsh, Marney Winn, Dale Hildebrand (ex officio).

Regrets: Andrew Cassidy, Craig Donnelly (on leave), Lorna Joblin, Norm Seli, Joan Silcox-Smith, Lorna Joblin.

Welcome: Paul Stott

Devotional: Kathryn Moase read from the book *Worship in the City* by Nancy Elizabeth Hardy. She read a prayer by David Allan, asking the God of our streets and cities for a balanced approach to all situations.

Business Meeting

MOTION: Pam Lock/Bruce Galbraith: to approve today's agenda as circulated and amended
CARRIED.

MOTION: Cynthia Stretton/Ila Vaculik: To approve the E&S minutes of October 20, 2015 as circulated.
CARRIED.

Correspondence:

From Catherine O'Brien of General Council Office staff, forwarded by Dale Hildebrand, regarding changes to Education and Students processes: The Candidacy Pathway changes approved at General Council 42 (2015) need to be approved by remit before they are implemented. Current processes remain in effect, except for those Conferences approved for candidacy pathway pilot projects. Any changes, if enacted through remit, would not take effect before 2018.

Business arising

Paul reported on a conversation with Wanda Chin, Emmanuel College registrar. For students who become candidates before graduation, we get annual reports, and on graduation the students receive the testamur. For those who become a candidate after achieving their MDiv, we do not receive any academic information from the College, nor do such students automatically receive the testamur. These candidates should apply for ordination through the General Council Office by September of the year before they seek ordination. General Council Office then contacts Emmanuel or other college they attended which is authorized to provide UCC testamurs. That contact triggers feedback from the college to E&S regarding any concerns for their ministry and the granting of their testamur.

Sunday Supply: Greg Daly and Janet Zenwirt have asked to be added to the list. We should also add our LLWLs

The new E&S interview booking strategy has been well received to date. We will continue inviting interviewees several months ahead of their interview to aid them in their planning. There is still some time to interview on an "as needed" basis.

Interview Motions:

MOTION: Joan McCalmont/ Ella Taylor Walsh: that Toronto Southeast Presbytery Education and Students Commission grant a Licensed Lay Worship Leader Certificate to Glen Greenwood effective until the end of November, 2016.

CARRIED.

MOTION: Cynthia Stretton/Bruce Galbraith: that Toronto Southeast Presbytery Education and Students Commission continues to support the candidacy of Calin Lau and encourages him to seek a student supply appointment until September 2016, and to enter the national matching process for an internship beginning in September, 2016.

CARRIED.

MOTION: Ila Vaculik/ Marney Winn: that Toronto Southeast Presbytery Education and Students Commission continues to support the candidacy of Janet Zenwirt.

CARRIED.**Next Meeting: December 8, 2015**

Reflection and closing--Ila Vaculik

Christmas potluck: 12 noon luncheon, 1:00 p.m. business meeting start, 2:00 p.m. interviews. Please advise if you will not be attending so that Paul and June can plan the menu. Co-chairs will bring the main course, team members are asked to bring their choice of starter, salad, or dessert.

Possible Interviews:

Andrew Blake--postponed by E&S from this meeting

Elizabeth Kiff (Andrew Cassidy)-- annual review

Closing:

Kathryn Moase drew the meeting to a close with an inspiring reading from Worship in the City to see us on our way.

Adjourn: 3:40 pm

 Paul Stott, Co-Chair

June Cavers, Co-Chair / Note-taker

The Vision of Toronto Southeast Presbytery is
to enable and support good, faithful and healthy communities of faith
within our member Pastoral Charges
and to provide opportunities for cross-congregational initiatives
where individuals from Congregations with shared calls to specific ministries
may work together.

Toronto Conference, Toronto Southeast Presbytery

Minutes of the Plenary Meeting

Date: Tuesday, November 17, 2015

Attendees: See Appendix A

GATHERING Hymn – MV8 - And on this Path

Opening Hymn – Do we dare

1	Do we dare	eat the produce of the hills
	do we dare	touch the gifts of the Earth
	do we dare	dip our feet in the oil
	do we dare	try God's new thing? do we dare?

**as for me and my house we serve the Lord
let the soles of our feet touch the rivers we ford
baptism blessings for our new beginning
yes me and my house we dare - to serve the Lord**

2	Do we dare	see the spring inside the rock?
	do we dare	count the stars overhead
	do we dare	cross the river into promise
	do we dare	try God's new thing? do we dare?

3	Do we dare	let the grain die in winter
	do we dare	feel the sun once again
	do we dare	spread the seed in a new place
	do we dare	try God's new thing? do we dare?

Words and Music by Wanda Stride copyright 2015
Written for GC42 used with permission for worship in the United Church of Canada

Acknowledgement of the Land

As we gather, we acknowledge that we gather upon the traditional territories of the Mississauga Anishnaabeg, Haudenosaunee and Wendat indigenous peoples the original nations of this land, who continue to cry out for justice

Opening, Welcome, Constitution of the Court – Rev. Dr. Martha ter Kuile

The meeting was called to order at 7:11 for the business that should properly come before us.

Welcome – New Lay Reps GOVERNANCE MOTIONS

It is moved that TS Presbytery:

- Approve the agenda as circulated
- grant the privileges of corresponding membership to all visitors to this meeting
- empower the Executive from the rise of this meeting until the next regular meeting to act on behalf of Toronto Southeast Presbytery with a recommendation from the appropriate standing committee wherever possible.
- Approve that the minutes of the Plenary meeting of Sept. 15, 2015 be accepted as

corrected.

- Approve the Finance Report dated October 22, 2015
- Approve the Nominations Report of November 10th, (below)

OMNIBUS MOTION Paul Hutchison / Paul Stott that the Toronto Southeast presbytery approve the governance motions as presented

CARRIED.

Nominations Report

1. Pastoral Relations – The Rev. Dr. John Joseph Mastandrea as Chair (from interim-chair)
2. Tamil United Church – Advisory Committee
 - a. The Rev. Rob Selby
 - b. Ms. Pamela Lock, lay
 - c. Congregational Treasurer from another congregation (TBA)
3. Lay representative to Conference Settlement Committee Loreen Naylor
 - a. Loreen Naylor as Lay Member at Large of Toronto Southeast Presbytery
4. ICIF: Jeffrey Ince, lay
5. E&S - two vacancies, male, one OM, one lay
6. Communication task group (new, to implement plan approved by Executive; 4-5 members)
 - a. The Rev. Meriel Simpson
 - b. (under contact)
7. Chair-elect (under contact)
8. Property and Finance: Chair-elect
9. Nominations committee – 2 vacancies
10. Looking ahead – OM rep to Conference Executive

Welcome Guests

- Andrew Aitchison – musician

Goodbye to...

- Genie Roth, lay rep for Presteign-Woodbine
- Matthew Airhart, lay rep for St. Andrew's

New to the Presbytery / New positions

- NEW MINISTERS: David MacDonald (Leaside)
- NEW LAY REP: Luba Rascheff (Bloor St.)
- NEW LAY REP: Kevin Moore (St. Andrew's)

Thoughts and Prayers

- Timothy Eaton – on the death of Ken Reucassel, former Chair
- Lillian Perigoe – torn ligament in her leg

Notice – Chaplaincy Resignation

- Joyce Kelly has resigned as chaplain as she will be moving to Guelph, we wish her our best. Michael Cotrell continues to serve as chaplain

Celebrations

- Glenn Greenwood – new Licensed Lay Worship Leader
- Congratulations to the DR. Carmen Palmer on the completion of her PhD.

Prayer

Martha drew us into a time of silence to reflect on the struggle in the world, in Paris, and Baghdad and Beirut. We ask that you will surround us with your love, that you will teach us with your love.

Portuguese Ministry Update – Ricardo Silva

Ricardo showed a video of the ministry of the congregation and for our support of their Portuguese ministry in the Presbytery.

It is an inclusive church... that has made a home as a ministry of College Street United Church. it is called “Bridges of Grace” making connections one by one.

There are 60 students in their ESL class

Three members of the congregation spoke of how this ministry has changed their life.

Martha spoke of the hospitality of this community – and offered our appreciation to College Street and the Pontes de Graça for their hospitality.

UCC China Trip – Alan Lai (Toronto Chinese UC)

The United Church of Canada is leaving for China with a 22 person team next week. This visit, to the China Christian Council is to help open a window for deepening church-to-church engagement and presents an opportunity for the United Church, to understand china through encounters with Chinese Christians. Please pray for this delegation.

Trip blog: <https://chinadelegationucc.wordpress.com>

2016 Approved Mission Support Grants

Extension of Toronto Southeast Presbytery Mission Articulation Project (MAP)

MOTION: June Cavers / Lynella Reid-James that Toronto Southeast presbytery on the recommendation of the executive approve the “Up to 5% of Capital Grant” PTCC Application for \$15,000 to the Congregational Health Team to continue the Mission Articulation work.



CARRIED.

College St. for Portuguese Ministry

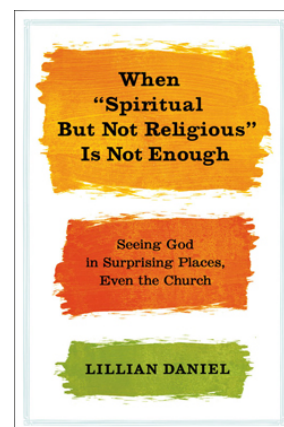
MOTION: Michael Cottrell / Sharon Aylsworth that Toronto Southeast Presbytery on the recommendation of the executive approve the “Up to 5% of Capital Grant” PTCC Application for \$7,200 to College St. United to continue to support the mission of Pontes de Graça , a mission of College Street United.

CARRIED.

SAVE THE DATE! Feb 12 & 13, 2016

Friday Feb. 12 – for clergy
When Spiritual But Not Religious is Not Enough

Saturday Feb. 13 - Congregational Day by
Presbytery Events Planning Team with
Keynote Speaker: Rev. Dr. Lillian Daniel
[VIDEO CLIP of Lillian Daniel:](#)
<https://www.youtube.com/watch?v=zhOyyHQpcC8>



2016 Approved Mission Support Grants

Ron Wigle spoke of the amounts that have been approved (at the Conference level) for the Mission grants for 2016

The Toronto Conference covered the \$75,000 reduction that came from the national church. The available grant money continues to be reduced by the National Church.

Toronto Conference distributed \$360,549 in our Conference.

Our thanks go out to the Mission Support team of the presbytery for their many hours work with the organizational connections and the application paperwork.

The Toronto Southeast presbytery total is \$156,000

General Council 42 - ORDER OF THE DAY – Report from the GC Commissioners

Music was provided by Andrew Aitchison - <http://www.andrewaitchison.ca/>

Call to Worship/Daily Covenant – Hannah Lee

In multiple languages

Call to worship integrating the seven promises of the daily covenant

Integrating a moment of acknowledgement of the land and indigenous territory?

Opening Prayer – Lauren Hodgson

A paper fish was given to each person for their reflections and prayers

Holy One, you call us to be brave,
to stand up in the face of injustice,
to speak out, yelling loudly,
when a loud voice is what's needed.

In this moment, you present us with so many opportunities to be brave.

And yet, you call us to be tender –
open to listen to the voice of all others,
and open to moments of profound transformation and true reconciliation.

So, we take a deep breath, in and out,
connecting with you, Our Source,

Inspiring Spirit, wind of change, and we ask you to make us brave,

and keep us tender.

Bless us anew in this time together,

For, we know, that surely you are here.

We pray this in the name of Jesus, your Mystery, your Wisdom, your Glory. Amen.

(prayer written by Lauren for GC42 pilgrimage booklet, and led by Maya Landell during GC42 worship)



Sharing Story and Reporting Back

Each commissioner gave personal affirmations of something meaningful... sharing a symbol to represent what they are speaking about, and adding their symbol to the evolving creation of the worship table

Comprehensive Review – Jim McKibbin, Martha ter Kuile & Kathryn Moase

Open with "Fishing for the Future" <https://www.youtube.com/watch?v=4EphaaTyF5s>

CR1 & CR2: Chasing the Spirit & Aboriginal Ministries

CR3-CR7, CR9: Three Council Model

Jim commented that we each may not be happy with all aspects of the final report, but how do we embrace this as the best solutions we have and find ways to best make it fit for the church as a whole going forward

CR8, CR10, CR14: Funding

Include update & flagging of remits (which should be available pre-Christmas)

Commend as resource the following documents:

Toronto Conference Proposals

<https://torontoconference.ca/torontosoutheast/downloads/notice-pm-2015-11-17-tc-proposals-gc42-actions.pdf>

& GC42 actions taken

<https://torontoconference.ca/torontosoutheast/downloads/notice-pm-2015-11-17-gc42-decisions.pdf>

& CRTG final document

http://252171b255e88fd7c65a-dec189f157202212a76b23fc4d185c40.r92.cf2.rackcdn.com/gc42_crtg_final.pdf

This section closed with 30 second **video clip of final comp review vote:**

<https://www.youtube.com/watch?v=s7Bbj8ahi4U>

We joined our voices to Sing: MV #138, My Love Colours outside the Lines

Time to Lament:

Experience at GC42 and church's commitment to disability – Sharon Aylsworth

Sing: MV #144, Like a Healing Stream

Time to Celebrate: Michael Cottrell, Paul Stott, Dan Benson, Lauren Hodgson

Full communion/mutual agreements (UCC-USA, PROK, UCCP – United Church of Christ, Philippines)

Moments that lead towards reconciliation: ceremony when we were gifted with tobacco

One order of ministry

Justice: divestment & Israel/Palestine

Involvement of Youth & Pilgrimage leading up to GC42

New Moderator

Hannah Lee introduced the Closing Celebration section with a video clip of the new moderator The Right Reverend Jordan Cantwell.

<https://www.youtube.com/watch?v=gasDK-Q2ne8>

Pastoral Prayers

Lauren Hodgson & Hannah Lee led us in prayer

We joined our voices to sing: *A New Creed* – music by Andrew Aitcheson

(http://www.united-church.ca/files/planning/seasons/churchunion_new-creed2015.pdf)

Benediction

Martha offered a benediction.

Adjourn

There being no further business, the chair declared the meeting adjourned at 9:24 pm.

2015-2016 Meetings

Tues. January 19th – HOST: Mission & Outreach at CRC

Tues. March 15th – HOST: Inter-church Inter-faith (Hindu Temple)

Tues. June 21st – HOST: Congregational Health

Rev. Dr. Martha ter Kuile
Chair: Toronto Southeast Presbytery

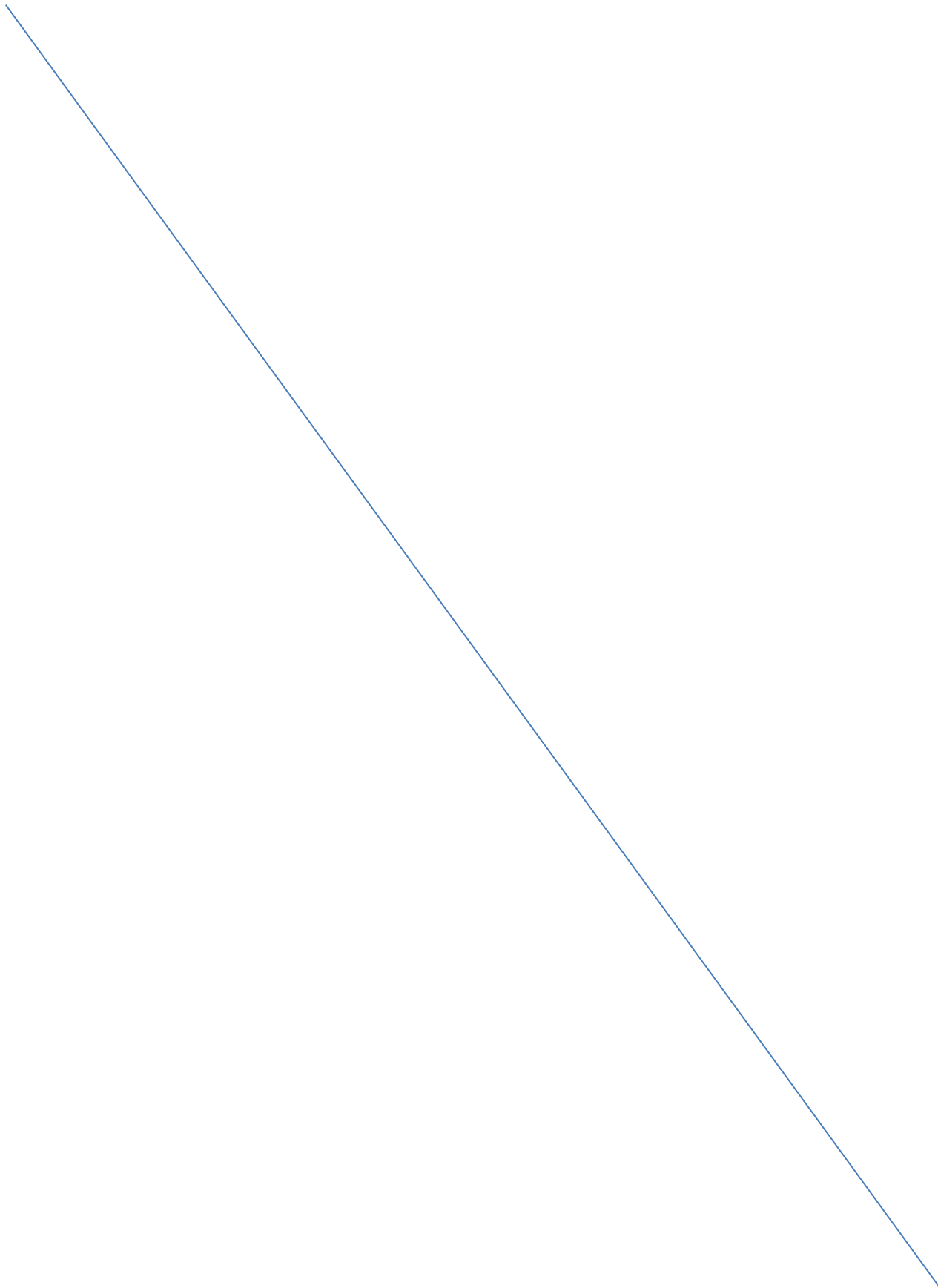
Rev. Dr. Paul Hutchison
Secretary: Toronto Southeast Presbytery

Last Name	First Name		Affiliation
Aitchison	Andrew	Guest	Musician
Aitken	Jo	Lay Rep	Rosedale
Allan	David	Lay Rep	Manor Road
Amos	Dorothy	Alternate Lay Rep	Toronto SE Presbyterial (UCW)
Angus	Fred	Lay Rep	Glen Rhodes
Aylsworth	Sharon	Lay Member at Large	TSE
Baker-Graf	Hedy	Lay Rep	Knob Hill
Baskin	Beth	Staff	TSE
Bennett	Beverley	Lay Rep	College Street
Benson	Daniel	Ministry Personnel	St. Paul's, Scarborough UC
Blair	Michael	Ministry Personnel	Bloor Street
Blake	Andrew	Alternate Lay Rep	Don Mills-Thorncliffe Park PC
Bradley	Rosalie	Lay Rep	Toronto SE Presbyterial (UCW)
Brathwaite	Maya	Candidate	TSE
Brown	John	Ministry Personnel	TSE
Cavers	June	Lay Rep	Northlea
Colwell	Kelly	Cand. under Appt.	Birchcliff Bluffs UC
Comish	Sue	Lay Rep	Lawrence Park Community
Cox	Alicia	Intern	Bloor Street
Daly	Gregory	Candidate	TSE
Dionisio	Anne	Intern	Jubilee
Doucet	Marc	Ministry Personnel	Beach
duCharme	Douglas	Ministry Personnel	Northlea
Ewart	Ron	Ministry Personnel	Toronto Council
Gabourel	Frank	Ministry Personnel	TSE
Galbraith	Bruce	Lay Rep	Scarborough Bluffs UC
Gibson	Joan	Lay Rep	Malvern-Emmanuel UC
Gordon	Emily	Ministry Personnel	Trinity-St. Paul's UC
Graham	Fred	Lay Rep	Deer Park
Gray	Inglis	Lay Rep	St. Paul's, Scarborough UC
Greenwood	Glen	Lay Rep	St. Mark's
Hall	Alan	Ministry Personnel	Etobicoke, The o
Hart	Deborah	Ministry Personnel	Deer Park
Hodgson	Lauren	Ministry Personnel	St. Matthew's
Hoffman	Nettie	Ministry Personnel	TSE
Hutchison	Paul	Ministry Personnel	St. Mark's
James	Manley	Lay Member at Large	TSE
Johnson	Sheryl	Ministry Personnel	Fairlawn Avenue
Johnston	Ian	Lay Rep	Kingston Road
Jung	Hae-Bin	Ministry Personnel	Alpha Korean
King	John	Lay Rep	West Hill
Lai	Alan	Ministry Personnel	Toronto Chinese
Lee	Hannah	Ministry Personnel	Knob Hill
Lee	Jean	Lay Rep	Metropolitan

Last Name	First Name		Affiliation
Lee	John	Ministry Personnel	Dentonia Park
Levan	Chris	Ministry Personnel	College Street
Lock	Pam	Lay Member at Large	TSE
McKibbin	Jim	GC42 Commissioner	TSE
Metcalfe	Rob	Ministry Personnel	Fairlawn Avenue
Metcalfe	Sue	Guest	Fairlawn Avenue
Miller	Sarah	Ministry Personnel	Eastminster
Miller	Wendy	Staff	TSE
Moase	Kathryn	Lay Member at Large	TSE
Moore	Beth	Lay Rep	Birchcliff Bluffs UC
Moore	Kevin	Lay Rep	St. Andrew's
Morson	Alan	Lay Rep	Eglinton St. George's UC
Morson	Flo	Lay Rep	Eglinton St. George's UC
Naylor	Randy	Ministry Personnel	Parkwoods
Ng	Wenh-In	Ministry Personnel	TSE
Noble	Ruth	Ministry Personnel	TSE
O'Connell	Cynthia	Cand. under Appt.	Glebe Road
Palin	Jennifer	Ministry Personnel	The Donway Covenant UC
Palmer	Carmen	Candidate	TSE
Piper	Ann	Lay Rep	Manor Road
Rascheff	Luba	Lay Rep	Bloor Street
Reid-James	Lynella	Lay Rep	Knox Agincourt UC
Ridley	Walter	Ministry Personnel	TSE
Scott	Cynthia	Ministry Personnel	Metropolitan
Silva	Ricardo	Ministry Personnel	College Street
Simpson	Meriel	Ministry Personnel	Cosburn
Smith	Evan	Guest / Ministry Personnel	Toronto Urban Native Ministry
Smith	Vicki	Lay Rep	Church of the Master UC
Soplet	Gordon	Lay Rep	Rosedale
Spencer	Malcolm	Ministry Personnel	Glen Rhodes
Stott	Paul	Lay Rep	Trinity-St. Paul's UC
Stroud	Randy	Lay Rep	St. Mark's
Sutherland	Anne Shirley	Staff	TSE
Taylor-Walsh	Ella	Ministry Personnel	TSE
ter Kuile	Martha	Ministry Personnel	Bloor Street
Thompson	Jimmy	Lay Rep	Saint Luke's
Voogd	Bruce	Lay Rep	Toronto Christian Resource Cen
Wardlaw	Robin	Ministry Personnel	Glen Rhodes
Watts	Cameron	Ministry Personnel	Bathurst Street
Welwood	Doug	Lay Rep	Bloor Street
Whitaker	Marni	Lay Rep	Timothy Eaton Memorial
White	Barbara	Ministry Personnel	TSE
White	Wayne	Lay Rep	Bedford Park
Wigle	Ron	Lay Rep	Parkwoods
Winn	Marney	Lay Rep	Beach
Young	Neil	Ministry Personnel	St. Andrew's

Last Name	First Name		Affiliation
Bartlett	George	Lay Rep	Bloor Street
Bride	Harvey	Lay Rep	Jubilee
Brooks	Barry	Ministry Personnel	TSE
Chinnery	Joan	Lay Rep	Ebenezer
Clark	Pat	Lay Rep	Victoria Park UC
Clarke	Tom	Lay Rep	Fairlawn Avenue
Evan-Jones	Sandra	Ministry Personnel	TSE
Harris	Clyde	Lay Member at Large	TSE
Hepburn	Anne	Ministry Personnel	Eglwys Dewi Sant
Hildebrand	Dale	Staff	Toronto Conference
Hur	Won	Ministry Personnel	Ebenezer
Hutchinson	Roger	Lay Rep	Trinity-St. Paul's UC
Ince	Jeff	Lay Rep	Metropolitan
Joblin	Lorna	Ministry Personnel	TSE
Joseph	Mary	Ministry Personnel	Bedford Park
Kelly	Joyce	Ministry Personnel	TSE
King	Barry	Ministry Personnel	Kingston Road
MacDonald	David	Ministry Personnel	Leaside
Manson	Ian	Ministry Personnel	St. John's, Scarborough UC
Mastandrea	John Joseph	Ministry Personnel	Metropolitan
Mathew	John	Ministry Personnel	TSE
McLeod	Bruce	Ministry Personnel	TSE
McMaster	David	Ministry Personnel	Timothy Eaton Memorial
McNaughton	Peter	Ministry Personnel	TSE
Olson	Leigh	Ministry Personnel	Church of the Master UC
Perigoe	Lillian	Ministry Personnel	TSE
Pope	Marion	Ministry Personnel	TSE
Selby	Rob	Ministry Personnel	Knox Agincourt UC
Seli	Norm	Ministry Personnel	Jubilee
Smith	Joan	Ministry Personnel	TSE
Taylor	John	Ministry Personnel	Centenary Hospital
Thompson	Peter	Ministry Personnel	St. Michael's Hospital
VanderLugt	Susanne	Ministry Personnel	TSE
Vita	Rose Ann	Ministry Personnel	Presteign-Woodbine UC
Vosper	Gretta	Ministry Personnel	West Hill
Walker	Marg	Lay Rep	Knox Agincourt UC
Walker	Nick	Corporation	PTCC
White	Christopher	Ministry Personnel	Fairlawn Avenue
Zenwirt	Janet	Candidate	TSE

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Toronto Southeast Presbytery Education and Students Commission
Minutes Tuesday December 8, 2015
Toronto Southeast Presbytery office- 1:00 pm

Present: Andrew Cassidy, June Cavers, Bruce Galbraith, Lorna Joblin, Pam Lock, Kathryn Moase, Paul Stott, Cynthia Stretton, Ila Vaculik, Ella Taylor-Walsh, Marney Winn, Dale Hildebrand ex officio

Regrets: Craig Donnelly (on leave), Joan McCalmont, Norm Seli, Joan Silcox-Smith,

Welcome: Paul Stott

Devotional: Ila Vaculik welcomed us with readings on the meaning of Christmas including a poem *The Second Coming* by Yeats and a note on the article on the last page of December 2015 Observer. In the article, at Christmas time in addition to the joy, Craig Donnelly addressed that we can be witnesses of the raw agony that accompanies all of us. We all come home to God no matter what happens in our lives.

Business Meeting:

MOTION: Bruce Galbraith/Andrew Cassidy: to approve today's agenda as written
CARRIED.

MOTION: Cynthia Stretton/Ila Vaculik: to approve E&S minutes of November 17, 2015 as corrected. (Lorna Joblin listed twice in regrets)
CARRIED.

- re: CIC minutes Wed Nov 18, 2015: Linda Newnham's CIC interview was successful. Upon completion of a successful internship (which is due to be completed by Dec 31, 2015) she is recommended for spring 2016 ordination.
- Dale Hildebrand forwarded Grant Williams e-mail regarding pastoral charge applications for Conference internship grants. The procedure is now incorporated in the Toronto Conference procedure manual.

Business arising:

A budget request for the same funds as last year, \$1,700, was made. E&S mentioned the possibility of training on intercultural lens for our committee and possibly E&S members in other presbyteries.

Wendy has put together a matrix of each candidate's interviewers. It is the co-chairs' purpose to expose interviewees to as many different interviewers as possible. In addition, this should give E&S a wider range of accompaniers for CIC interviews.

Interviews:

Andrew Blake-- LLWL-Accompanier Edith Ann Shantz,

MOTION: Ila Vaculik/Marney Winn

Upon consideration of the of LLWL self-assessment form TS-LLWL001 and conversation with congregational contact, that Toronto Southeast Presbytery Education and Students Commission renew the LLWL licence of Andrew Blake for the 2016 year until December 31, 2016.

CARRIED.

After some discussion it was decided to ask LLWLs to submit a list of their preaching assignments six months into their licensing period. The co-chairs will then ask someone from the E&S team who knows the LLWL to follow up with telephone contact if it is thought necessary or desirable.

Elizabeth Kiff - Candidate (Andrew Cassidy- liaison)-- annual review
Accompanier Carol Hennigar

MOTION: Cynthia Stretton/Ella Taylor-Walsh

Having considered her Candidate self-Assessment Form CAN 205, that Toronto Southeast Presbytery Education and Students Commission continue to support the candidacy of Elizabeth Kiff.

CARRIED.

Next Meeting: Tues January 19, 2016

- reflection and closing-- Bruce Galbraith
- 1:00 p.m. start, 2:00 p.m. interviews, followed by TSP plenary at CRC – 40 Oak St.
- Possible Interviews
 - David Allan C: (Ella Taylor-Walsh)-internship goals and annual review
 - Lee-Ann Ahlstrom (Bruce Galbraith, Kathryn Moase) from inquirer to candidate
 - Greg Daly C: (Pam Lock) - internship goals and annual review

Closing:

Ila Vaculik closed with an advent prayer about Christ's love being born again in the city, from the book *Worship in the City* by Nancy Elizabeth Hardy.

Adjourn-3:15pm

**Toronto Southeast Presbytery
Pastoral Relations and Ministry Support Team
Minutes of the Meeting held on December 8, 2015
by Conference Call - 5:30 p.m.**

Chair: John Joseph Mastandrea **Note taker:** Beth Moore

Present: Larry Beech, Beverley Bennett, John Joseph Mastandrea, Beth Moore,
Edith- Ann Shantz

Staff: Anne Shirley Sutherland

1. Call to Order and Prayer:

John Joseph Mastandrea called the meeting to order and opened the meeting with a prayer.

2. Minutes of November 3, 2015 meeting:

MOTION: Beth Moore/Beverley Bennett

Moved that the minutes of the November 3, 2015 meeting be approved.

CARRIED.

3. Tamil United Church mission:

MOTION: Larry Beech/Edith Ann- Shantz

Moved that Toronto Southeast Presbytery Pastoral Relations and Ministry Support Team appoint Rob Selby as pastoral charge supervisor for the Tamil United Church Mission, effective immediately.

CARRIED.

4. Northlea United Church:

MOTION: Edith-Ann Shantz/Larry Beech

Moved that the position description submitted by Northlea United Church be approved.

CARRIED.

MOTION: Beverley Bennett/Beth Moore

Moved that a vacancy for a full-time Minister be declared at Northlea United Church effective as of November 23, 2015.

CARRIED.

5. Rosedale United Church:

MOTION: Larry Beech/Edith-Ann Shantz

Moved that Anne Simmonds be appointed as a Voluntary Associate Minister at Rosedale United Church.

CARRIED.

6. Trinity-St. Paul's United Church:

MOTION: Beth Moore/Larry Beech

Moved that Edith-Ann Shantz and Beverley Bennett be appointed as the Presbytery representatives to the Interim Ministry Transition Team at Trinity-St. Paul's United Church.

CARRIED.

7. Wexford Heights United Church:

MOTION: Edith-Ann Shantz/Larry Beech

Moved that Toronto Southeast Presbytery Pastoral Relations and Ministry Support Team approve the supply position description for Wexford Heights United Church.

CARRIED.

Anne Shirley Sutherland advised that a Pastoral Charge Supervisor was needed because Kelly Colwell, a student, was providing supply ministry. Beth Moore agreed to ask Leslee Alfano if she would be willing to serve as the Pastoral Charge Supervisor.

MOTION: Beth Moore/Edith-Ann Shantz

Moved that John Joseph Mastandrea be authorized to approve the appointment of a Pastoral charge Supervisor on behalf of the PRMST.

CARRIED.

[Note: Leslee Alfano has agreed to accept the appointment and the appointment has been approved by John Joseph Mastandrea on behalf of the PRMST.]

8. Beach United Church:

MOTION: Beth Moore/Beverley Bennett

Moved that the position description for a full-time supply Minister at Beach United Church from January 1, 2016 to June 30, 2016 be approved.

CARRIED.

9. Malvern Emmanuel United Church:

The PRMST was advised that London Conference had terminated the candidacy of Ian O'Neill and that, as a result, Toronto Conference was forced to terminate his appointment to Malvern Emmanuel United Church. Anne Shirley Sutherland advised that the decision to terminate the employment was the Toronto Conference Executive's responsibility but that Toronto Conference was asking for comments from Presbytery. It was noted that the congregation had not been given any prior notice of the decision or opportunity for input but would potentially be responsible for reimbursing the Presbytery for 90 days' pay in lieu of notice for Ian. The Team expressed concern for Ian and the congregation and requested further information about the situation.

10. Reviewing grid of all local ministry units:

The review of the grid was deferred to the next meeting.

11. Budget:

MOTION: Beth Moore/Larry Beech

Moved that the Pastoral Relations and Ministry Support Team request a budget allocation of \$4,000.00, which will include payment of the honoraria and expenses of the chaplains, for 2016.

CARRIED.

12. Other Business:

It was agreed that the issues of Mentors for Admittands, Reviews re Interim Ministers/Ministries and VAMs at St. Andrew's would be deferred to a future meeting.

Anne Shirley Sutherland asked, on behalf of Dale Hildebrand, whether an exit interview for Cameron Watts, who was providing supply ministry during a sabbatical at Bathurst Street United Church, was required. The Team agreed that an exit interview would not be necessary.

13. Next meeting:

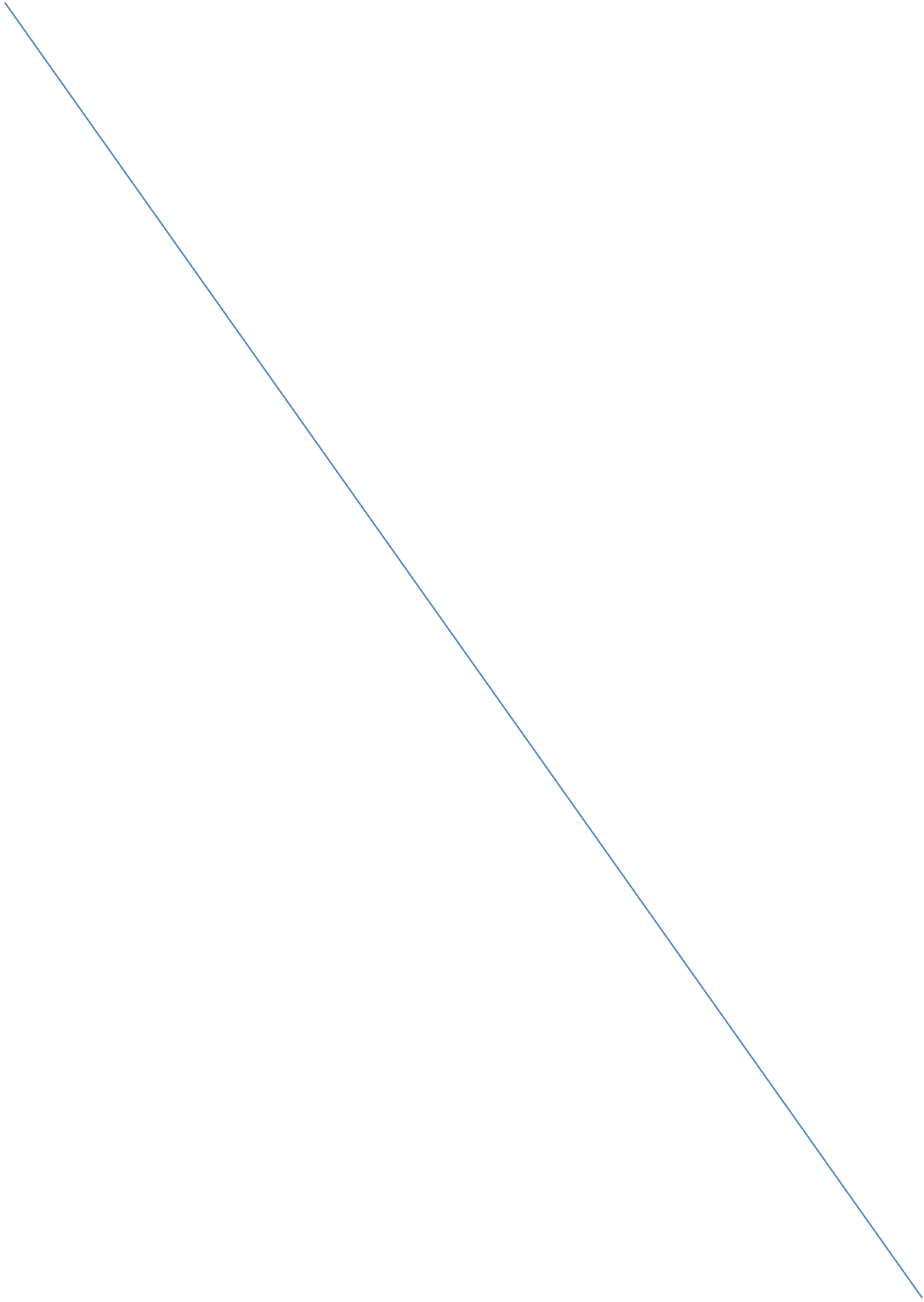
Tuesday, January 5, 2016 – Conference Call to be held at the call of the Chair if required in order to deal with urgent matters.

There being no further business, at 6:15 pm the Chair declared the meeting adjourned. Anne Shirley Sutherland closed the meeting with a prayer.

John Joseph Mastandrea, Chair

Beth Moore, Secretary

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**THE UNITED CHURCH OF CANADA
TORONTO SOUTHEAST PRESBYTERY
FINANCE AND PROPERTY TEAM**

Minutes of the meeting of the Finance and Property Team of Toronto Southeast Presbytery, held on Monday, December 14, 2015 at 4:00 p.m. at Toronto Southeast Presbytery Offices, 963 Pharmacy Ave., Scarborough, Ontario, with Anne Shirley Sutherland, presiding.

PRESENT: Anne Shirley Sutherland (Acting Chair), Fred Angus, Joan Chinnery, Clyde Harris, Al Morson, Rev Johmann Kwong, Aubrey Peterson, Winston Roach, Nick Walker, Wayne White,

REGRETS: Thomas Clarke (Chair).

CALL TO ORDER

Anne Shirley Sutherland called the meeting to order at 4:10 pm and advised those present that the Chair, Thomas Clarke, would not be in attendance because he was recently hospitalized and had asked Anne Shirley to chair the meeting on his behalf. Accordingly, Anne Shirley asked the team members to endorse Tom's request and also to confirm that Fred Angus has agreed to provide minutes for this meeting.

APPOINTMENT OF ACTING CHAIR and APPOINTMENT OF SECRETARY

MOTION: Al Morson/Nick Walker that Anne Shirley Sutherland act as chair for this meeting, and Fred Angus act as secretary for this meeting. **CARRIED**

DEVOTION

Aubrey Peterson provided a devotion based on Proverbs 4, v. 25 & 26 – a father's wise instruction. "Keep looking straight ahead, without turning aside. Know where you are headed, and you will stay on solid ground" (Contemporary English Version). Aubrey lead us in prayer, seeking guidance for this evening's work, and care for our Chair, Tom Clarke, as he recovers his health.

1. Approval of Agenda

Anne Shirley Sutherland advised that she was in receipt of two items of new business. She requested that the agenda be amended to consider the requests received from Dewi Sant Welsh United Church, (DSUC), and Knob Hill United Church, (KHUC). These two items had not been circulated to team members prior to the meeting.

MOTION: Winston Roach/Johmann Kwong that the draft Agenda circulated in advance be amended to include the DSUC request and the KHUC request as new business.

CARRIED.

2. Approval of Minutes of November 09, 2015 meeting

MOTION: Fred Angus/Johmann Kwong that the minutes of the November 09, 2015 meeting as circulated be approved.

CARRIED.

3. Business Arising

- i. **Update re City Initiatives on use of church property:** Anne Shirley Sutherland reported that there has been no response by the City of Toronto to date.

- ii. **Wexford Heights United Church (WHUC) Trustees meeting of Sunday, November 22, 2015:** Wayne White reported that he and Tom Clarke attended the WHUC Trustees meeting to answer questions and clarify the process re a possible severance and sale of the WHUC manse. A legal issue might arise because of the use of a shared driveway by the manse and the church-owned cemetery, Zion-Wexford Cemetery. WHUC's investigation is on-going.

4. Treasurer's Report

- i. **End of Year 2014:** Clyde Harris reported that he is still waiting for some information from Toronto Conference in order to close the books.
- ii. **Current Year to Date – 2015:** Clyde Harris submitted an interim financial report for the period January 01 – November 30, 2015 for consideration.

MOTION: Clyde Harris/Nick Walker that the financial report for the period January 01 – November 30, 2015 be forwarded to Executive.

CARRIED.

- iii. **Assessments:** Clyde Harris reported that two local ministry units were slow payers.
 - Lawrence Park Community Church is behind two payments.
 - Wexford Heights United Church pays monthly but is slow paying.

5. New Business

- i. **2016 Budget:** Clyde Harris submitted a Toronto Southeast Presbytery 2016 draft budget for our consideration. Discussion ensued and consensus was reached on revisions. Clyde was directed to submit a revised budget to Executive to reflect revenues of \$36,000 and expenses of \$43,600. The \$7,600 deficit will be covered by the Contingency Reserve Fund.

MOTION: Nick Walker /Al Morson that the revised 2016 budget reflecting a deficit of \$7,600 be approved.

CARRIED.

- ii. **College Street United Church (CSUC) request for approval of Toronto Conference Property Renovation Fund grant:** CSUC has applied for a \$5,000 grant from Toronto Conference Property Renovation Fund (Accessibility) to assist with washroom renovations in order to comply with current accessibility standards – copy of application attached as Appendix "B". The Team is satisfied that the application is in order and accordingly approves the application

MOTION: Nick Walker / Wayne White that having reviewed the accessibility grant application by College Street United Church in the amount of \$5,000 from the Toronto Conference Property Renovation Fund, the Finance and Property Team, acting for Toronto Southeast Presbytery, approves said application and directs the Treasurer to sign the necessary approval.

CARRIED.

The Treasurer completed the document which Anne Shirley Sutherland will convey to the Presbytery Administrator to be forwarded to Toronto Conference.

- iii. **Dewi Sant Welsh United Church (DSWUC) request for approval of Toronto Conference Property Renovation Fund grant:** DSWUC has applied for a \$5,000 grant from Toronto Conference Property Renovation Fund (Accessibility) to assist with a feasibility study of its facilities in order to comply with current accessibility standards – copy of application attached as Appendix "C". The Team determined that the application is incomplete and therefore only gave a conditional approval; subject to the Presbytery Administrator receiving the missing documentation.

MOTION: Winston Roach /Aubrey Peterson that having reviewed the accessibility grant application by Dewi Sant Welsh United Church in the amount of \$5,000 from the Toronto Conference Property Renovation Fund, the Finance and Property Team, acting for Toronto Southeast Presbytery, approves said application subject to confirmation by the Presbytery Administrator that a copy of the DSWUC Accessibility Policy has been filed with Presbytery and directs the Treasurer to sign the necessary approval.

CARRIED.

The Treasurer completed the document which Anne Shirley Sutherland will convey to the Presbytery Administrator to be forwarded to Toronto Conference upon completion of the missing documentation.

- iv. **Knob Hill United Church (KHUC) request to be named a potential beneficiary under the terms of the Glen Ayr Seniors Transportation Fund:** An informal request was received from Brian Coker, KHUC Chair of Finance, that, because a member of its congregation who was formerly a member of Glen Ayr United Church qualifies for transportation assistance, an application is made herewith. The terms of reference for the fund require that Presbytery establish and maintain a list of congregations who would be potential beneficiaries of the fund. Toronto United Church Council then deals with the grant request. Executive of Presbytery has delegated the administration of the fund to Finance and Property. KHUC appears to have met the necessary conditions and the application is hereby approved.

MOTION: Joan Chinnery /Clyde Harris, that Finance and Property approve the request of Knob Hill United that it be named a potential beneficiary under the terms of the Glen Ayr Seniors Transportation Fund.

CARRIED.

- v. **Order of the Day – Beach United Church (BUC) Presentation and Request re Development of their south lot as a parking lot:** The Acting Chair welcomed Leigh Bowser, Chair of Council, and Chris Bell, Treasurer, to the meeting. Background materials had been received by the Team prior to the meeting. Team members were already familiar with BUC's concept to repurpose its vacant land because there had been previous meetings with the Team where BUC divulged its development plans, one of which is to convert its vacant land into a parking lot. The purpose of this meeting is to finalize this plan. BUC requires Presbytery approval pursuant to TSP policy # 2010-004 and TSP Property Guidelines and Procedures (2011) - the \$179,000 cost estimate exceeds Presbytery's \$100,000 ceiling. Discussion ensued and consensus reached that this request be approved and a motion to this effect was suggested.

WHEREAS Beach United Church Council and Congregation have determined to undertake a major project of parking lot development at an estimated cost of \$179,000, AND

WHEREAS The Manual (2013) Section G 2.2 and G 2.3 and requires that Trustees seek approval for major renovations and the policy of Toronto Southeast Presbytery has defined a major renovation as \$100,000 or more, AND

WHEREAS the Trustees of Beach United Church, having been directed by THE COUNCIL to do so and meeting on December 8, 2015, have requested the approval of Toronto Southeast Presbytery to proceed with this major repair as per a copy of the trustees resolution dated December 8, 2015 and attached as Appendix "D", AND

WHEREAS the Finance and Property Team is mandated to act for Toronto Southeast

**Presbytery in matters of congregational property requiring the approval of the
Presbytery in accordance with The Manual 2013 Section G 2.2 and G 2.3,**

MOTION: Wayne White / Winston Roach that that Finance and Property Team of Toronto Southeast Presbytery approve the request of the Trustees of Beach United Church to proceed with the vacant land development of converting it into a parking lot at an estimated cost of \$179,000.

CARRIED.

- 6. Adjournment** – There being no further business the Acting Chair declared the meeting ended at 5:50 pm and closed with a benediction.

Anne Shirley Sutherland
Acting Chair

Fred Angus
Secretary

Next Meetings:

Monday, January 11, 2016

4:00 pm to 6:30 pm

Devotion:

Joan Chinnery

Monday, February 8, 2016

4:00 pm to 6:30 pm

Devotion:

Volunteer required

Appendix “A” – Financial Report for the period January 1, 2015 – November 30, 2015

Toronto Southeast Presbytery						
Financial Report						
2015						
	ACTUALS			BUDGET		
	to November 30th, 2015			to December 31st, 2015		
REVENUE						
Grant from Toronto Conference	\$	32,637.00		\$	32,637.00	
Plenary Meeting Donations	\$	2,726.00		\$	3,000.00	
Workshops (registration/Lunch)	\$	13.50		\$	-	
Multi-Faith calendars	\$	96.00		\$	-	
TOTAL REVENUE		<u>\$ 35,472.50</u>			<u>\$ 35,637.00</u>	
EXPENSES						
Executive						
Executive	\$	1,716.36		\$	3,000.00	
Program Planning	\$	2,692.34		\$	5,000.00	
Agenda Planning	\$	3,647.67		\$	5,500.00	
Nominations	\$	-		\$	1,000.00	
Communications	\$	573.31		\$	500.00	
Total Executive		<u>\$ 8,629.68</u>			<u>\$ 15,000.00</u>	
Commissions						
Finance and Property	\$	108.10		\$	500.00	
Pastoral Relations	\$	1,850.57		\$	1,000.00	
Education and Students	\$	1,035.20		\$	1,700.00	
Total Commissions		<u>\$ 2,993.87</u>			<u>\$ 3,200.00</u>	
Programs						
Outreach and Mission Support	\$	869.50		\$	600.00	
Congregational Health	\$	-		\$	5,000.00	
Pastoral Oversight	\$	-		\$	-	
Youth Network	\$	336.94		\$	1,000.00	
Justice and Global Issues	\$	3,777.96		\$	4,300.00	
Inter Church Inter Faith	\$	3,700.00		\$	4,750.00	
Mission Strategy	\$	444.26		\$	500.00	
Total Programs		<u>\$ 9,128.66</u>			<u>\$ 16,150.00</u>	
Travel						
Plenary Travel	\$	-		\$	100.00	
Committee Travel	\$	130.72		\$	500.00	
Total Travel		<u>\$ 130.72</u>			<u>\$ 600.00</u>	
Unallocated Expenses	\$	154.71		\$	-	
TOTAL EXPENSES		<u>\$ 21,037.64</u>			<u>\$ 34,950.00</u>	
NET INCOME OVER EXPENSES (loss)		<u>\$ 14,434.86</u>			<u>\$ 687.00</u>	
<hr/>						
		From	Brought	Interest/Grants		Fund
		Surplus	Forward	Donations	Transfers	Payments
						Totals
	2014 Surplus	\$ 17,127.58				
Operating Fund						\$ 14,434.86
Details as shown above						
Contingency Reserve Fund		\$ 14,548.50	\$ 18,640.77	\$ -	\$ -	\$ 10,670.00
min. 10% of budget plus unallocated surplus						
Legal and Conflict Mitigation Fund		\$ 2,579.08	\$ 17,420.92	\$ -	\$ -	\$ -
max. \$20,000 allocated 50% of excess surplus						
Outreach Fund		\$ -	\$ 5,000.00	\$ -	\$ -	\$ -
max. \$5,000 allocated 25% of excess surplus						
Education and Student Fund		\$ -	\$ 6,111.15	\$ 1,717.10	\$ -	\$ 2,211.92
max. \$2,000 allocated 10% of excess surplus						
Special Projects - Grants						
Social Justice Project	\$	-	\$ 85,572.74	\$ -	\$ -	\$ 45,990.36
East End Project	\$	-	\$ 14,502.91	\$ -	\$ -	\$ 10,731.53
West Don Project	\$	-	\$ 38,706.21	\$ 82,000.00	\$ -	\$ 50,226.58
PTCC Annual Net Revenue	\$	-	\$ 9,000.00	\$ -	\$ -	\$ -
Presbytery Urgent Need Fund	\$	-	\$ 35,000.00	\$ 5,000.00	\$ -	\$ -
Congregational Health Grants	\$	-	\$ -	\$ 25,000.00	\$ -	\$ 7,184.66
Effective Leadership	\$	-	\$ 30,329.18	\$ -	\$ -	\$ 18,044.23
						<u>\$ 260,504.14</u>

Appendix "B" – Application by College Street United Church for a \$5,000 capital grant from Toronto Conference Property Renovation Fund, (page 1)

JB COPY

Toronto Conference Property Renovation Fund Application Form Pastoral Charge Outreach Ministry

THE PURPOSE OF THIS FUND IS TO ASSIST MINISTRIES TO COME INTO COMPLIANCE WITH THE FOLLOWING ONTARIO PROVINCIAL LEGISLATION:

- Accessibility for Ontarians with Disabilities Act (AODA)
- Occupational Health and Safety Act and the Designated Substances Regulation for Asbestos

This fund will:

- Provide dollar-for-dollar matching grants in two categories:
 - Grants up to \$1,000.00 for small projects
 - Grants up to \$5,000 for capital projects
- Each congregation of multi-point Pastoral Charges are eligible to submit separate applications.
- Each congregation is eligible to submit an application for both accessibility projects and asbestos related costs.
- Supporting documents **must** accompany your application:
 - Copy of Accessibility Policy (to be confirmed by Presbytery)
 - Canada Revenue Agency printout showing charitable number
 - Written Quotes and/invoices for project(s)
 - Description of Project(s)

Applicant's Contact Information			
Name of Congregation and/or Pastoral Charge or Outreach Ministry	COLLEGE STREET UNITED CHURCH		
Name of applying Congregation/Pastoral Charge or Outreach Ministry	Mailing address: 454 COLLEGE STREET		
	City: TORONTO	Province: ON	Postal code: M6A 1A1
	Contact person: GORDON BROWN	Phone: 416-924-6445	E-mail: brownage@sympatico.ca
	Canada Revenue Agency number:		
Presbytery:	SOUTH-EAST		

Financial Information:		
Total cost of Project	\$ INITIAL ESTIMATE \$60,000	Type of Project: (please choose one): Accessibility <input checked="" type="checkbox"/> Asbestos <input type="checkbox"/>
Please provide a brief description of the project. Quotations must accompany the application. UPGRADE FACILITIES TO CURRENT ACCESSIBILITY STANDARDS (NUGEI)		

Appendix “B” – Application by College Street United Church for a \$5,000 capital grant from Toronto Conference Property Renovation Fund, (page 2)

Congregation Action	
Date: DECEMBER 6, 2015	Authorized Signature from Pastoral Charge/Ministry: ORIGINAL SIGNED BY MTA ✓
Please Print Name: MARGARET THEIS	Contact email and telephone number: secretary@collegestunited.com (416-929-3019)
Presbytery Action	
The foregoing application, including the confirmation of the necessary information (including but not limited to the accessibility policy), was duly considered by a Committee/Commission/Plenary of _____ Presbytery and approved.	
Date of meeting:	Authorized Signature for Presbytery
Name of Presbytery Committee/Commission:	Please Print Name:

Conference Action	
Date Application Received:	Amount Approved:
Signature of financial administrator:	

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NOTE 1:

THE CONGREGATION WAS SUCCESSFUL IN ITS APPLICATION FOR A FEDERAL GOVERNMENT "ACCESSIBILITY IMPROVEMENT PROJECT" GRANT, IN THE AMOUNT OF \$40,950 TOWARDS THE INITIAL PROJECT ESTIMATE OF \$60,000.

THE CONGREGATION IS CURRENTLY FUNDRAISING TO COVER THE INITIAL ESTIMATE BALANCE OF \$19,050, PLUS FORECAST COST INCREASES FOR THE ACCESSIBLE WASHROOM UPGRADES.

INFORMATION IN THE ATTACHMENTS SUPPORTS THE INITIAL PROJECT ESTIMATE.



Appendix “C” – Application by Dewi Sant Welsh United Church for a \$5,000 capital grant from Toronto Conference Property Renovation Fund, (page 1)

Toronto Conference Property Renovation Fund Application Form Pastoral Charge Outreach Ministry

THE PURPOSE OF THIS FUND IS TO ASSIST MINISTRIES TO COME INTO COMPLIANCE WITH THE FOLLOWING ONTARIO PROVINCIAL LEGISLATION:

- **Accessibility for Ontarians with Disabilities Act (AODA)**
- **Occupational Health and Safety Act and the Designated Substances Regulation for Asbestos**

This fund will:

- Provide dollar-for-dollar matching grants in two categories:
 - Grants up to \$1,000.00 for small projects
 - Grants up to \$5,000 for capital projects
- Each congregation of multi-point Pastoral Charges are eligible to submit separate applications.
- Each congregation is eligible to submit an application for both accessibility projects and asbestos related costs.
- Supporting documents **must** accompany your application:
 - Copy of Accessibility Policy (to be confirmed by Presbytery)
 - Canada Revenue Agency printout showing charitable number
 - Written Quotes and/invoices for project(s)
 - Description of Project(s)

Applicant's Contact Information			
Name of Congregation and/or Pastoral Charge or Outreach Ministry	Dewi Sant Welsh United Church		
Name of applying Congregation/Pastoral Charge or Outreach Ministry	Mailing address: 33 Melrose Avenue		
	City: Toronto	Province: ON	Postal code: M5M 1Y6
	Contact person:	Phone: 416-485-7583	
		E-mail: info@dewisant.com	
	Canada Revenue Agency number: 11888 4972 RR 0001		
Presbytery: TSE			

Financial Information:	
Total cost of Project	\$9,772.88
Type of Project: (please choose one):	Accessibility <input checked="" type="checkbox"/> Asbestos <input type="checkbox"/>
Please provide a brief description of the project. Quotations must accompany the application.	
Feasibility Study	

Appendix "C" – Application by Dewi Sant Welsh United Church for a \$5,000 capital grant from Toronto Conference Property Renovation Fund, (page 2)

Congregation Action	
Date: DEC 6/15	Authorized Signature from Pastoral Charge/Ministry: <i>Elizabeth Stroud</i>
Please Print Name: ELIZABETH STROUD	Contact email and telephone number: 416 465 1814
Presbytery Action	
The foregoing application, including the confirmation of the necessary information (including but not limited to the accessibility policy), was duly considered by a Committee/Commission/Plenary of _____ Presbytery and approved.	
Date of meeting:	Authorized Signature for Presbytery <i>Elizabeth Stroud</i>
Name of Presbytery Committee/Commission: STEWARDS CHAIR.	Please Print Name: ELIZABETH STROUD
Conference Action	
Date Application Received:	Amount Approved:
Signature of financial administrator:	

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Arleigh Quesnelle Dec 6/15
ARLEIGH QUESNELLE 416-483-6870.

Elizabeth Stroud

Appendix “D” – Resolution from Beach United Church Board of Trustees dated December 8, 2015



**Resolution from Beach United Church Board of Trustees
December 8, 2015**

WHEREAS financial sustainability is one of Beach United Church’s ministry goals, AND

WHEREAS the development of the south portion of the Beach United Church property as a parking lot has potential to assist with long-term financial sustainability, AND

WHEREAS improved financial sustainability will make it possible for Beach United Church to embark on other ministry initiatives, including work on the issues of affordable housing and homelessness, AND

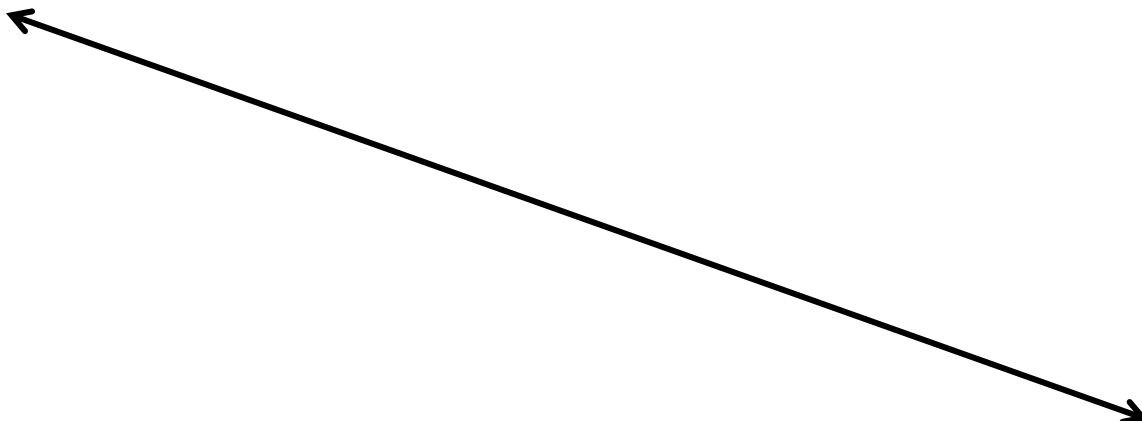
WHEREAS a parking lot on the Beach United Church property will also support our current ministries by improving accessibility, AND

WHEREAS the Council and Congregation of Beach United Church have voted in support of the development of the south portion of Beach United Church’s property for a parking lot,

THEREFORE the Beach United Church Board of Trustees hereby requests Toronto Southeast Presbytery’s approval of and guidance with the development of the south portion of the Beach United Church property as a parking lot.

Certified to be a true copy of a resolution passed by the Board of Trustees of Beach United Church on December 8, 2015.

**Barry Watson
Chair of Board of Trustees**



**THE UNITED CHURCH OF CANADA
TORONTO SOUTHEAST PRESBYTERY
FINANCE AND PROPERTY TEAM**

Minutes of the meeting of the Finance and Property Team of Toronto Southeast Presbytery, held on Monday, January 11, 2016 at 4:00 p.m. at Toronto Southeast Presbytery Offices, 963 Pharmacy Ave., Scarborough, Ontario, with Thomas Clarke, Chair, presiding.

PRESENT: Thomas Clarke (Chair), Fred Angus, Joan Chinnery, Clyde Harris, Rev Johmann Kwong, Al Morson, Aubrey Peterson, Winston Roach, Wayne White, Anne Shirley Sutherland (Staff Support).

REGRETS: Nick Walker.

CALL TO ORDER

Tom Clarke was welcomed back and called the meeting to order at 4:10 pm

DEVOTION

Joan Chinnery read several passages from the book, “Real Good Church: How Our Church Came Back from the Dead, and Yours Can, Too”, written by Rev. Molly Phinney Baskette. Rev. Baskette is the lead pastor of the United Church of Christ, First Church Somerville, MA. This book, about congregation revitalization, is a practical manual about everything that First Church Somerville did over a decade to reverse its death spiral and become a healthy, stable, spirited, and robust community. Rev. Baskette writes with an easygoing style and a sense of humour. One particular passage that Joan read piqued the team’s interest and prompted a member to ask for a repeat about leadership skill – “disappointing people at the rate they can tolerate”. Joan closed the devotion with a prayer.

APPOINTMENT OF SECRETARY

Fred Angus volunteered to provide minutes for this meeting.

1. Approval of Agenda

Tom Clarke advised that he was in receipt of two requests for grants from The Presbyteries of Toronto Conference Corporation (PTCC) that he wished to add to the agenda under the heading, “Other”. These two items were not circulated to team members prior to the meeting.

There was consensus that the draft Agenda as previously circulated be amended to include the two PTCC requests.

2. Approval of Minutes of December 14, 2015 meeting

MOTION: Fred Angus/Winston Roach: To approve the December 14, 2015 F & P minutes as circulated.

CARRIED.

The Chair advised all in attendance that there was an error in the above minutes with respect to the reference about the two transportation funds monitored by Presbytery. These two funds; “Glen Ayr Seniors Transportation Fund” and “Iondale Heights Seniors Transportation Fund”, are separate from each other and further, that the request from Knob Hill United Church should only be referenced to the Glen Ayr Seniors Transportation Fund.

Discussion ensued and it was agreed that the December 14, 2015 minutes should be amended to remove the notations about the Iondale Heights Transportation Fund from the December 14th minutes and that the minutes of the January 11, 2016 meeting note this correction.

MOTION: Clyde Harris/Al Morson that the minutes of the December 14, 2015 meeting be amended to remove all references to the Iondale Heights Transportation Fund.

CARRIED.

3. Business Arising

- i. **Update re City Initiatives on use of church property:** Tom reported that there has been no response by the City of Toronto to date.
- ii. **2016 Budget:** Clyde Harris, TSP Treasurer, submitted an update to the 2016 TSP budget presented at our last meeting – revised from a deficit of \$7,600 to a deficit of \$11,074. Copies of the revised budget, (attached as Appendix A), were distributed for discussion. Questions were raised about the Team's oversight role and its encouragement to committees to carry out their plans. A motion to recommend submission to the TSP Executive was suggested.

MOTION: Clyde Harris / Al Morson that the Finance and Property Team approves the 2016 TSP budget and recommends it to the Toronto Southeast Presbytery Executive.

CARRIED.

4. Treasurer's Report

- i. **End of Year 2014:** Clyde Harris reported that he is still waiting for some information from Toronto Conference in order to close the books.
- ii. **Current Year to Date – 2015:** Clyde Harris submitted a preliminary financial report for the year ended December 31, 2015 for consideration, (attached as Appendix B).

MOTION: Aubrey Peterson / Johmann Kwong that the preliminary financial report for the year ended December 31, 2015 be received.

CARRIED.

- iii. **Assessments:** Clyde Harris reported that three local ministry units were slow payers.
 - Wexford Heights United Church pays monthly and advises that "cheques are in the mail".
 - Metropolitan United Church is behind one payment. Metropolitan has been contacted and has promised to pay.
 - Glen Rhodes United Church is behind one payment. Glen Rhodes advised that payment was made in November and promised to replace it if the original is not found.

5. Update

- i. **Malvern Emmanuel United Church (MEUC) change in pastoral relations**
MEUC requests financial assistance as a result of an unanticipated change in its pastoral relations with its student supply minister because of an event precipitated by London Conference. Toronto Conference was advised by London Conference that the student's candidacy had been terminated and, consequently, was forced to terminate his appointment to MEUC. This change in the MEUC pastoral relations was approved by Toronto Conference Settlement and Pastoral Relations Committee on December 15, 2015. Presbytery has advised MEUC to pay the student 90 days pay in lieu of notice. Accordingly, MEUC hereby requests financial assistance to reimburse it for the cost of the termination pay settlement and the extra (replacement) cost of weekend supply to March 15, 2016. Team members questioned if the estimated \$4,000 cost to reimburse MEUC for supply should be shared by London Conference, Toronto Conference, and Toronto Southeast Presbytery. Toronto Conference has suggested that the costs be shared \$1,500 Toronto Conference and \$2,500 Toronto Southeast Presbytery.

MOTION: Wayne White / Winston Roach that the Finance and Property Team recommends to the Toronto Southeast Presbytery Executive that Malvern Emmanuel United Church be paid \$2,500 from the Presbytery Fund for Congregations in Urgent Need to cover thirteen weeks of weekend supply during the severance period of their former student minister.

CARRIED.

6. New Business

- i. **Order of the Day – Lawrence Park Community Church (LPCC) Presentation and Request re Redevelopment of their south parking lot:** The Chair welcomed two visitors from LPCC, Blaine Tigert, Chair of Council, and Doug Steiner, Chair, Board of Trustees. Blaine introduced the topic; a request for approval to proceed with a lease/repair plan to revitalize its 72 space commercial parking lot at the south-west corner of Bayview and Dawlish Avenues. This proposal does not include the small 22-car parking lot adjacent to the church. The commercial parking lot is currently leased to Sunnybrook Hospital weekdays for the use of its staff. Sunnybrook has excess parking space on its own grounds and has expressed an interest to terminate its lease with LPCC. This can be done by either party on 60-days notice. The commercial parking lot also requires substantial repair.

LPCC has reviewed its options and determined that it would be more beneficial to enter into a new arrangement with another parking lot operator, Toronto Parking Authority. (TPA). A TPA lease would provide the following benefits:

- A substantial increase in annual net revenue earned, (4-5 times current level).
- TPA will provide financing at a 5% interest rate, repayable over five years, which will permit paving and lighting repairs to occur at an estimated cost of \$155,000).
- TPA will provide project management to effect the necessary repairs.
- TPA will provide day-to-day parking lot management at a reasonable rate.
- Parking spaces can be set aside for church use on a flexible basis, (an increase in church parking space that is not otherwise available).
- LPCC will be able to replenish some of its trustee funds.

Team members found the proposal acceptable and suggested that a motion is in order. The Team Chair indicated that the purpose of today's meeting was to approve LPCC's request to enter into a management fee contract with TPA and to draw up a lease. He cautioned the visitors that LPCC must return to Finance and Property to obtain its formal approval prior to executing the lease.

MOTION RE LAWRENCE PARK COMMUNITY CHURCH (LPCC) PARKING LOT

WHEREAS the Trustees (TRUSTEES) of Lawrence Park Community Church, having been directed by the Church Council at its meeting of November 24, 2015 to do so, have determined to enter into an agreement with Toronto Parking Authority (TPA) for the upgrade and operation of the south parking lot of LPCC, AND

WHEREAS the said TRUSTEES, meeting on January 8, 2016, have by resolution (attached as Appendix C) requested the consent of Toronto Southeast Presbytery to enter into a leasing agreement with Toronto Parking Authority, to make the necessary repairs and funding arrangements. AND

WHEREAS the Finance and Property Team of Toronto Southeast Presbytery has reviewed the leasing agreement and other documentation in support of this project, AND

WHEREAS the Finance and Property Team of Toronto Southeast Presbytery is mandated to act for Presbytery in matters of congregational property THE MANUAL 2013 G2.3, including leases, and major renovations,

IT IS MOVED BY AI Morson AND SECONDED BY Joan Chinnery, that Toronto Southeast Presbytery consents to the request of the Trustees of Lawrence Park Community Church

1. **To enter into a leasing agreement with the Toronto Parking Authority for a term of five years with an option of a further 5 years under terms set out in the TPA Management Fee Proposal Document provided;**
2. **To undertake necessary repairs to the parking lot, including but not limited to paving, curb work, lighting, plantings) at an estimated cost of \$155,000 to be funded by (TPA) as a loan at 5% interest repayable at any time without penalty over 5 years;**
3. **To use the annual revenue of the lease to the benefit of LPCC as set out in the resolution of the TRUSTEES as follows:**
 - a. **The first \$150,000 of net proceeds of the lease received in each fiscal year will accrue to the operating funds of LPCC;**
 - b. **Not more than 66 2/3rds of any net proceeds of the lease in excess of the above \$150,000 in the same time period will accrue to the operating funds of LPCC;**
 - c. **Any balance remaining from the net proceeds of the lease in each fiscal period will accrue to the funds held by the TRUSTEES.**

The Chair thanked the visitors for their participation and they left the meeting.

7. Other

- i. **The Presbyteries of Toronto Conference Corporation (PTCC) United Church – Amending Agreement to the Operating Agreement.** The Chair advised team members that PTCC required an update to the existing operating agreement between PTCC and each of the four presbyteries of Toronto Conference. Consequently, an amending agreement will be presented to the Toronto Southeast Presbytery January 19th plenary for its approval. The team received this item for information purposes only.
- ii. **PTCC Grant Applications.** Two grant applications have been received and are reported to Finance and Property for information.
 - a. From Anne Shirley Sutherland on behalf of Presbytery for \$10,000 as an Up to 5% Capital Grant to move forward on the “Hope Initiative” to identify new ministries in that facility. Anne Shirley briefly outlined the history and nature of the request.
 - b. U-Talks (formerly “Ideas Festival”) is requesting \$3,333 to complete a three event session sponsored by three congregations, Ebenezer United Church, Toronto Chinese United Church, and Knox United Church, Agincourt. The initial grant request was for \$5,000 but only 1/3 was approved by Presbytery pending a review of the first event. The remaining two events are scheduled February and May and Presbytery will be requesting that the balance of funds now be released.

These requests will be reviewed by Executive and Executive may decide to bring to the Presbytery January 19th plenary for approval.

The purpose of bringing PTCC grant requests to Finance and Property is to allow us to exercise oversight of this source of funding and, if necessary, advising on the availability of funds to meet the grant requests.

8. Adjournment – There being no further business, the Chair declared the meeting ended at 6:15 pm and closed with a benediction.

Thomas Clarke
Chair

Fred Angus
Secretary

Next Meetings:

Monday, February 8, 2016

4:00 pm to 6:30 pm

Devotion:

Wayne White

Monday, March 14, 2016

4:00 pm to 6:30 pm

Devotion:

Volunteer required

Appendix A – Toronto Southeast Presbytery 2016 Budget

**Toronto Southeast Presbytery
2016 Budget with Comparisons**

	ACTUALS			Preliminary		Budget	
	2011	2012	2013	2014	2015	2015	2016
REVENUE							
Grant from Toronto Conference	\$ 30,000.00	\$ 31,211.25	\$ 31,680.00	\$ 32,155.00	\$ 32,637.00	\$ 32,637.00	\$ 33,126.00
Plenary Meeting Donations	\$ 2,879.35	\$ 3,051.50	\$ 2,768.00	\$ 2,806.50	\$ 2,726.00	\$ 3,000.00	\$ 3,000.00
Workshops (Registrations)	\$ 525.00	\$ 347.23	\$ -	\$ -	\$ 13.50	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ 605.00	\$ -	\$ 375.00	\$ 96.00	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUE	\$ 33,404.35	\$ 35,214.98	\$ 34,448.00	\$ 35,336.50	\$ 35,472.50	\$ 35,637.00	\$ 36,126.00
EXPENSES							
Executive							
Executive	\$ 4,537.53	\$ 1,616.69	\$ 1,826.58	\$ 641.59	\$ 1,716.36	\$ 3,000.00	\$ 2,500.00
Governance Review	\$ -	\$ 1,069.36	\$ 78.00	\$ -	\$ -	\$ -	\$ -
Program Planning	\$ -	\$ -	\$ 3,000.00	\$ 1,777.24	\$ 2,490.08	\$ 5,000.00	\$ 5,000.00
Agenda Planning	\$ 4,983.03	\$ 4,120.38	\$ 4,132.39	\$ 5,213.84	\$ 4,622.67	\$ 5,500.00	\$ 6,000.00
Nominations	\$ -	\$ -	\$ 704.00	\$ 130.72	\$ -	\$ 1,000.00	\$ 1,000.00
Communications	\$ 280.65	\$ 833.92	\$ -	\$ -	\$ 573.31	\$ 500.00	\$ 500.00
Total Executive	\$ 9,801.21	\$ 7,640.35	\$ 9,740.97	\$ 7,763.39	\$ 9,402.42	\$ 15,000.00	\$ 15,000.00
Commissions							
Finance and Property	\$ 35.00	\$ 65.48	\$ 557.87	\$ 71.79	\$ 108.10	\$ 500.00	\$ 500.00
Pastoral Relations	\$ 2,433.12	\$ 22.88	\$ 38.46	\$ 315.45	\$ 1,850.57	\$ 1,000.00	\$ 4,000.00
Education and Students	\$ 236.59	\$ 500.00	\$ 815.10	\$ 138.62	\$ 1,035.20	\$ 1,700.00	\$ 1,700.00
Total Commissions	\$ 2,704.71	\$ 588.36	\$ 1,411.43	\$ 525.86	\$ 2,993.87	\$ 3,200.00	\$ 6,200.00
Programs							
Outreach and Mission Support	\$ 42.27	\$ 350.56	\$ 372.00	\$ -	\$ 916.65	\$ 600.00	\$ 1,700.00
Congregational Health	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 6,800.00
Pastoral Oversight	\$ 1,404.68	\$ -	\$ 60.56	\$ 37.97	\$ -	\$ -	\$ -
Youth Network****	\$ 719.29	\$ 2,607.92	\$ 735.84	\$ 1,108.00	\$ 1,603.08	\$ 1,000.00	\$ 5,000.00
Justice and Global Issues	\$ 2,872.43	\$ 4,528.09	\$ 1,725.00	\$ 2,083.88	\$ 3,977.96	\$ 4,300.00	\$ 4,500.00
Inter Church Inter Faith	\$ 2,400.00	\$ 3,266.47	\$ 2,200.00	\$ 4,318.68	\$ 3,853.55	\$ 4,750.00	\$ 5,500.00
Mission Strategy	\$ -	\$ 1,460.00	\$ 1,384.76	\$ -	\$ 444.26	\$ 500.00	\$ 2,000.00
Total Programs	\$ 7,438.67	\$ 12,213.04	\$ 6,478.16	\$ 7,548.53	\$ 10,795.50	\$ 16,150.00	\$ 25,500.00
Travel**							
Plenary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00
Committee	\$ -	\$ 1,377.04	\$ 1,209.16	\$ 239.36	\$ 130.72	\$ 500.00	\$ 400.00
Total Travel	\$ -	\$ 1,377.04	\$ 1,209.16	\$ 239.36	\$ 130.72	\$ 600.00	\$ 500.00
Executive Allocation re Moderator's Visit***	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Unallocated Expenses	\$ 98.03	\$ 97.97	\$ -	\$ -	\$ 154.71	\$ -	\$ -
TOTAL EXPENSES	\$ 20,042.62	\$ 26,916.76	\$ 18,839.72	\$ 16,077.14	\$ 23,477.22	\$ 34,950.00	\$ 47,200.00
NET INCOME OVER EXPENSES (loss)	\$ 13,361.73	\$ 8,298.22	\$ 15,608.28	\$ 19,259.36	\$ 11,995.28	\$ 687.00	\$ -11,074.00

** Travel was a part of the Team expenses prior to 2012

*** Moderator's visit scheduled for 2014

**** Congregation Life and Youth name change in 2013

Appendix B – Preliminary Financial Report for the year ended December 31, 2015

**Toronto Southeast Presbytery
Financial Report
2015**

	ACTUALS (Preliminary) to December 31st, 2015	BUDGET to December 31st, 2015	
REVENUE			
Grant from Toronto Conference	\$ 32,637.00	\$ 32,637.00	
Plenary Meeting Donations	\$ 2,726.00	\$ 3,000.00	
Workshops (registration/Lunch)	\$ 13.50	\$ -	
Multi-Faith calendars	\$ 96.00	\$ -	
TOTAL REVENUE	<u>\$ 35,472.50</u>	<u>\$ 35,637.00</u>	*
EXPENSES			
Executive			
Executive	\$ 1,716.36	\$ 3,000.00	
Program Planning	\$ 2,490.08	\$ 5,000.00	
Agenda Planning	\$ 4,622.67	\$ 5,500.00	*
Nominations	\$ -	\$ 1,000.00	
Communications	\$ 573.31	\$ 500.00	
Total Executive	<u>\$ 9,402.42</u>	<u>\$ 15,000.00</u>	
Commissions			
Finance and Property	\$ 108.10	\$ 500.00	
Pastoral Relations	\$ 1,850.57	\$ 1,000.00	
Education and Students	\$ 1,035.20	\$ 1,700.00	
Total Commissions	<u>\$ 2,993.87</u>	<u>\$ 3,200.00</u>	
Programs			
Outreach and Mission Support	\$ 916.65	\$ 600.00	
Congregational Health	\$ -	\$ 5,000.00	
Pastoral Oversight	\$ -	\$ -	
Youth Network	\$ 1,603.08	\$ 1,000.00	
Justice and Global Issues	\$ 3,977.96	\$ 4,300.00	
Inter Church Inter Faith	\$ 3,853.55	\$ 4,750.00	
Mission Strategy	\$ 444.26	\$ 500.00	
Total Programs	<u>\$ 10,795.50</u>	<u>\$ 16,150.00</u>	
Travel			
Plenary Travel	\$ -	\$ 100.00	
Committee Travel	\$ 130.72	\$ 500.00	
Total Travel	<u>\$ 130.72</u>	<u>\$ 600.00</u>	
Unallocated Expenses	<u>\$ 154.71</u>	<u>\$ -</u>	
TOTAL EXPENSES	<u>\$ 23,477.22</u>	<u>\$ 34,950.00</u>	
NET INCOME OVER EXPENSES (loss)	<u>\$ 11,995.28</u>	<u>\$ 687.00</u>	

	From Surplus	Brought Forward	Interest/Grants Donations	Transfers	Payments	Fund Totals	
2014 Surplus	\$ 17,127.58						
Operating Fund						\$ 11,995.28	
Details as shown above							
Contingency Reserve Fund	\$ 14,548.50	\$ 18,640.77	\$ -	\$ -	\$ 10,670.00	\$ 22,519.27	*
min. 10% of budget plus unallocated surplus							
Legal and Conflict Mitigation Fund	\$ 2,579.08	\$ 17,420.92	\$ -	\$ -	\$ -	\$ 20,000.00	*
max. \$20,000 allocated 50% of excess surplus							
Outreach Fund	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00	*
max. \$5,000 allocated 25% of excess surplus							
Education and Student Fund	\$ -	\$ 6,111.15	\$ 1,717.10	\$ -	\$ 2,211.92	\$ 5,616.33	*
max. \$2,000 allocated 10% of excess surplus							
Special Projects - Grants							
Social Justice Project	\$ -	\$ 85,572.74	\$ -	\$ -	\$ 50,303.93	\$ 35,268.81	*
East End Project	\$ -	\$ 14,502.91	\$ -	\$ -	\$ 12,848.57	\$ 1,654.34	*
West Don Project	\$ -	\$ 38,706.21	\$ 83,000.00	\$ -	\$ 55,612.54	\$ 66,093.67	*
PTCC Annual Net Revenue	\$ -	\$ 9,000.00	\$ -	\$ -	\$ -	\$ 9,000.00	*
Presbytery Urgent Need Fund	\$ -	\$ 35,000.00	\$ 5,000.00	\$ -	\$ -	\$ 40,000.00	*
Congregational Health Grants	\$ -	\$ -	\$ 25,000.00	\$ -	\$ 10,399.35	\$ 14,600.65	*
Effective Leadership	\$ -	\$ 30,329.18	\$ -	\$ -	\$ 20,840.63	\$ 9,488.55	*
						<u>\$ 241,236.90</u>	

Appendix C – Resolution passed by the Trustees of the congregation of Lawrence Park Community Church the 8th day of January, 2016

Lawrence Park Community Church

2180 Bayview Avenue

North York, Ontario

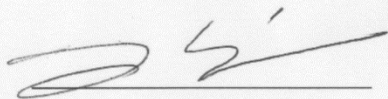
M4N 3K7

Whereas the Trustees of the congregation of Lawrence Park Community Church (the "Church") have determined to enter into a leasing agreement with the Toronto Parking Authority and to conduct the necessary repairs to the parking lot (paving, curb work, lighting, plantings) as set out in the attached project description and scope of work, and

Whereas the Church Council of the Church at its meeting of November 24, 2015 has directed the Trustees to seek the approval of Toronto Southeast Presbytery for major renovation to the real property of the congregation,

Therefore it is resolved that (i) we the Trustees of the congregation of the Church hereby request the consent of Toronto Southeast Presbytery to enter into a leasing agreement with the Toronto Parking Authority and conduct the necessary repairs to the parking lot (paving, curb work, lighting, plantings), a major renovation as set out in the attached (TPA Management Fee Proposal document) for a total cost of \$155,000 to be funded by the Toronto Parking Authority (with repayment over 5 years at a 5% interest rate per annum) and (ii) this request is made on the understanding that the first \$150,000 of the net proceeds received in each fiscal calendar year by the Church from this leasing arrangement form part of the operating funds of the Church and that not more than 66 2/3rds of any additional net proceeds from this agreement to the Church over the same time period, form part of such operating funds with the balance to be paid in trust to augment the existing funds held by the Trustees.

CERTIFIED to be a true copy of a resolution passed by the Trustees of the congregation of Lawrence Park Community Church the 8th day of January, 2016.



Doug Steiner

Chair, Board of Trustees

Lawrence Park Community Church

**The Vision of Toronto Southeast Presbytery is
to enable and support good, faithful and healthy communities of faith
within our member Pastoral Charges
and to provide opportunities for cross-congregational initiatives
where individuals from Congregations with shared calls to specific ministries may work together.**

**Toronto Conference
Toronto Southeast Presbytery
Minutes of the Executive Meeting**

Date: Tuesday, January 12th, 2016
Time: 4:00 pm – 6:00 pm
Place: Apps Room, 963 Pharmacy Avenue, Scarborough, Ontario.

Present:

Paul Hutchison (Secretary), Randy Naylor (Past-Chair, Nominating), Clyde Harris (Treasurer), Lynella Reid-James (Member-at-large), Hannah Lee (Member-at-Large), Sharon Aylsworth (Member-at-Large), **Staff:** TSP: Anne Shirley Sutherland

Regrets:

Martha ter Kuile (Chair), David McMaster (Member-at-Large)

Quorum was achieved.

Call to Order Randy Naylor

Martha has had a death in the family and has asked Randy to step in for the month of January as chair. After a quick check-in, Randy opened the meeting with prayer.

Agenda Review

MOTION: Paul Hutchison / Clyde Harris that the agenda be accepted as adjusted.

CARRIED.

Previous Minutes:

MOTION: Paul Hutchison / Lynella Reid-James that the minutes of the October 13, 2015 Executive meeting be approved as presented.

CARRIED.

MOTION: Paul Hutchison / Sharon Aylsworth that the minutes of the November 10, 2015 Executive meeting be approved as presented.

CARRIED.

MOTION: Paul Hutchison / Sharon Aylsworth that the November 17, 2015 minutes of the Plenary of Toronto Southeast Presbytery be received.

CARRIED.

PTCC Grant Recommendations

Ron Wigle and Vicky Smith were present to go over the recommendations for 11 applications from the PTCC Annual Income Grants. They have two applications on hold – pending the receipt of more information for the applications (with funds still available to cover the applications as needed)

There was a question about the four presbytery – shared responsibilities for AURA and the

possibility of each presbytery contributing to provide this support from the PTCC funding.

MOTION: Paul Hutchison / Sharon Aylsworth That the Executive of Toronto Southeast Presbytery on the recommendation of the Mission and Outreach Team, support the disbursement plan provided for the PTCC annual Income Grants of \$91,000 plus the St. Enoch's Fund of \$8,956 dated January 11, 2016 and circulate it to the Plenary for approval.

CARRIED.

We give our thanks to Ron and Vicki and the team behind them that has done a wonderful piece of work.

Terms of Reference – Leadership and New Development Fund – Summary – Doug Welwood

Doug walked us through a 13 item summary document and lots of positive feedback was offered and received.

Next steps: The Terms of Reference will be revised and the PTCC operating agreement negotiated. By June, Presbytery plenary approves or rejects revised Terms of Reference and appoints two persons to the Grant Review Committee.

Seoul Presbytery Visit

Toronto Conference Executive had a conference call to discuss a proposed exchange visit between Seoul Presbytery of the Presbyterian Church in the Republic of South Korea and Toronto Conference.

David Allen is asking Toronto Southeast Presbytery to find out whether we are interested in participating in this exchange visit by being involved financially, and by naming three people (not now, but later with criteria still to be developed, though it is likely that at least one of the three would be a young person). In round terms you'd be committing approximately \$10,000 to the exchange. Toronto Conference will cover the cost of the return visit.

David is asking us to get back to him by January 15, 2016. As the motion indicates, the trip will include participants from the presbyteries that offer financial assistance.

MOTION: Sharon Aylsworth / Hannah Lee That the Executive of Toronto Southeast Presbytery commit to be a financial supporter of Toronto Conference's exchange visit with the Seoul Presbytery of the Presbyterian Church in the Republic of South Korea.

CARRIED.

Anne Shirley will work up an application for PTCC funding to cover the amount.

PTCC 5% applications

U-Talks Application

MOTION: Sharon Aylsworth/Hannah Lee that the Executive of Toronto Southeast Presbytery at the recommendation of the PTCC Review team, forward the application for the next sessions of the U-Talks conversations for approval to the Plenary.

CARRIED.

Danforth & Main

MOTION: Sharon Aylsworth/Hannah Lee that the Executive of Toronto Southeast Presbytery at the recommendation of the PTCC Review team, forward the application for a study of the possibility of a new ministry at the corner of Main and Danforth for approval to the Plenary.

CARRIED.

Treasurer's Report

Finance Report & Budgeting Process: (Clyde Harris)

MOTION: Clyde Harris / Lynella Reid-James That the Executive of Toronto Southeast Presbytery, on the recommendation of the Finance and Property team accept the 2016 Budget as presented and circulate it to the court for approval.

CARRIED.

Motion – Malvern Emmanuel and Question from PTCC

The candidacy of the student minister at Malvern was withdrawn by his home conference, and he is no longer serving at Malvern as of the end of December. The congregation is responsible for 90 days' notice, it has been agreed that Finance and Property will put \$2500 towards that fee from the presbyteries Congregations in Urgent Need Fund as a grant. Toronto Conference will provide \$1500 towards the \$4000 cost.

Nominations

We are still searching for a chair-elect – suggestions gratefully received.

John Brown, Presbytery Rep to Conference Exec (OM) will end his term in April of 2016 and will need to be replaced.

Future Planning Meetings –

Planning is underway for conversations around the number of regions at the meeting next week

Amending the PTCC Agreement

MOTION: Paul Hutchison / Clyde Harris That the Executive of Toronto Southeast Presbytery recommend the amendment of the PTCC agreement to the plenary for approval:

1.1 Article 4.1 of the Operating Agreement which formerly read:

4.1 Proceeds from the Sale of Surplus Real Property through Toronto Conference

PTCC and the Founding Presbyteries acknowledge and agree that proceeds from the sale of surplus real property or personal property transferred from TC to PTCC for the use of the Founding Presbyteries shall be divided equally between the Founding Presbyteries and allocated by PTCC to their individual Accounts.

is hereby deleted and replaced with the following section:

4.1 Proceeds from the Sale of Surplus Real Property through Toronto Conference

PTCC and the Founding Presbyteries acknowledge and agree that proceeds from the sale of surplus real property or personal property transferred from TC to PTCC for the use of the Founding Presbyteries shall be allocated among the Founding Presbyteries and allocated by PTCC to their individual Accounts as directed by TC from time to time.

Directing the Chair and Secretary of the court to sign the document to that affect.

CARRIED.

Correspondence

	Date Received	Topic	Action
1	Nov 20 / 15	D Allen – re Seoul Exchange	Approved above
2	Nov 24 /15	Tor Conf Exec Minutes of Nov 20/15	Name presbyters for Seoul exchange /arrange funding.
3	Nov 30/15	D Allen / Nora Sanders – Consultation on # regions	Happening at Plenary
4	Dec 4/15	D Allen – memo to Admins re 2016 AGM	FYI
5	Dec 4/15	D Allen – memo to Presbytery Secretaries re 2016 AGM	Anne-Shirley to Draft
6	Dec 16/15	PTCC Amending agreement	Motion to plenary
7	Jan 4/16	Copies of Minutes for Mission	FYI
8	Jan 6/16	Regent Park Community Ministry quarterly report	FYI
9	Jan 8/16	D Allen: Update on Seoul Exchange	(See #1)

MOTION: Paul Hutchison / Lynella Reid-James That the correspondence log be accepted for information and action taken as indicated.

CARRIED.

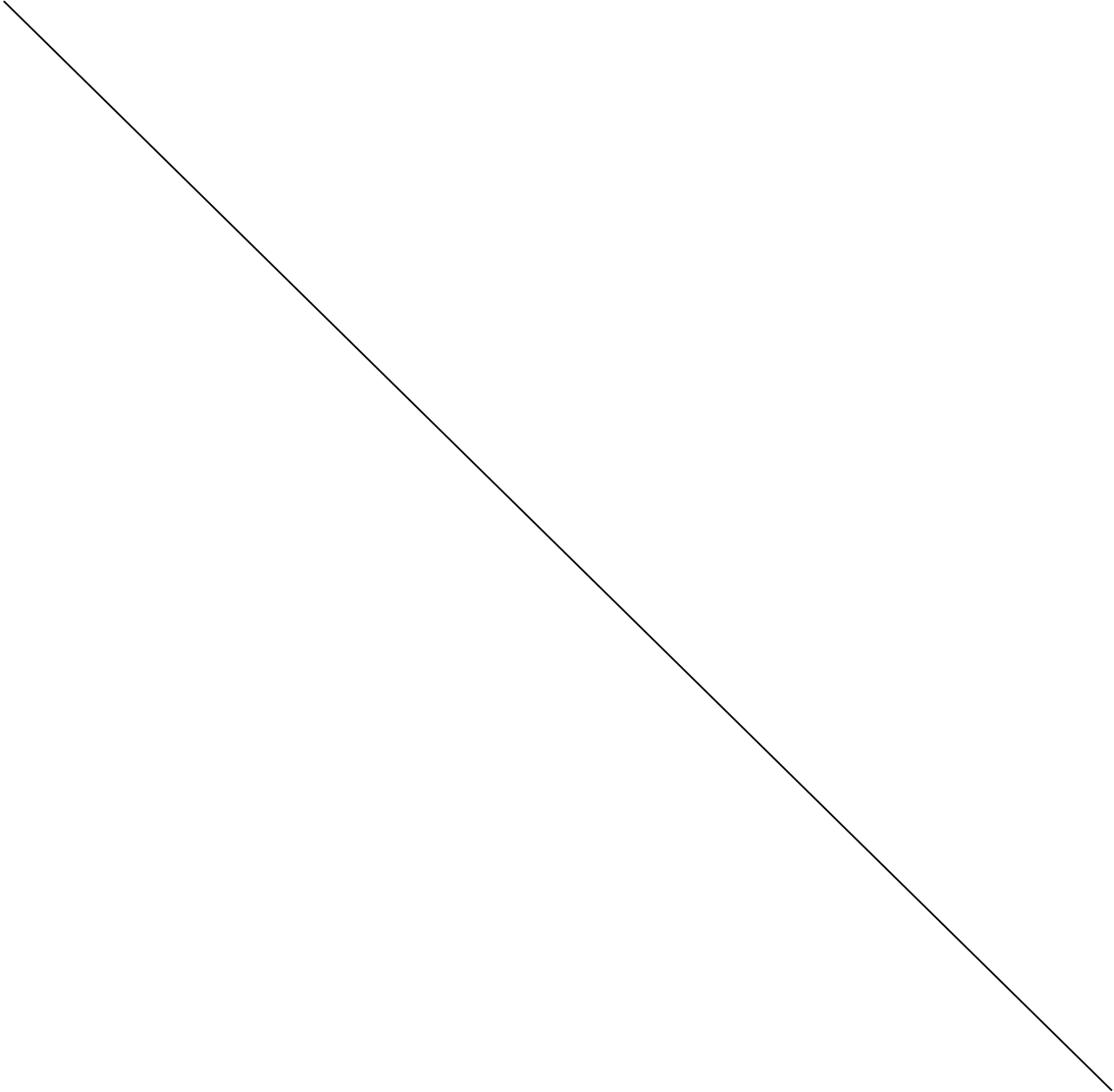
Adjournment

With the agenda complete, the chair declared the meeting adjourned and closed the meeting with prayer. At 6:40pm

**NEXT MEETING: Tuesday, February 2nd, 4-6:30pm at 963 Pharmacy Ave.
_____ to lead worship.**

Rev. Dr. Randy Naylor
Chair: Toronto Southeast Presbytery

Rev. Dr. Paul Hutchison
Secretary: Toronto Southeast Presbytery



Toronto Southeast Presbytery Education and Students Commission
Minutes of Tuesday January 19, 2016
Toronto Southeast Presbytery office- 1:00 pm

Present: June Cavers, Bruce Galbraith, Lorna Joblin, Pam Lock, Joan McCalmont, Norm Seli, Paul Stott, Cynthia Stretton, Ila Vaculik, Ella Taylor-Walsh, Dale Hildebrand ex officio

Regrets: Craig Donnelly (on leave), Kathryn Moase, Joan Silcox-Smith, Marney Winn

Welcome: Paul Stott

Devotional: Bruce Galbraith read of someone seeing beauty in ballerinas on the way to work. The daily diet of beauty was soul food for the rest of the day. A steady diet of junk food, that is the terrors of the world, is bad for the soul. He quoted John O'Donohue, who advised in *Beauty the Invisible Embrace*, that beauty gives us a sense of completion. Our whole perspective changes when connecting to the beauty and grandeur of life. We are challenged to feed our soul by being intentional about taking in the call of beauty in each other and in our daily lives.

Business Meeting

MOTION: Lorna Joblin / Cynthia Stretton: to approve today's agenda as written

CARRIED.

MOTION: Ila Vaculik / Bruce Galbraith: to approve E&S minutes of December 8th, 2015 as circulated.

CARRIED.

Correspondence:

- received Dec 14, 2015—e-mail from Andrew Blake thanking interview team and Wendy for his LLWL licence renewal interview
- e-mail from Catherine O'Brien forwarded by Dale Hildebrand stating that Supervised Ministry Education prior to ordination is required by our polity, and can't be waived by an E&S Committee
- request from Janet Zenwirt requesting funding for Capacitor training

MOTION: Cynthia Stretton / Ella Taylor Walsh: that E&S request \$800 for the Capacitor training from the E&S Fund for Janet Zenwirt.

CARRIED.

- Andrew Cassidy's resignation: June already sent an e-mail to Andrew and copied to Paul.
 - Paul will write a letter from the committee accepting his resignation with regret and thanking him for his many years of E&S service.
 - To continue Andrew's work, Ila Vaculik will remain the sole presbytery representative on Ruth Pentinga's discernment committee. Ruth is near the end of her discernment and Ila is able to carry on.
 - Elizabeth Kiff, Candidate: Cynthia Stretton will take over as liaison for Elizabeth.
- Calin Lau is in Calgary—E&S will do the paperwork to approve his Student Supply appointment and forward it to Calgary Presbytery.

Update Master List

Alcris Limongi: Ella Taylor-Walsh: Alcris is returning to Toronto from Venezuela in February 2016. Ella will continue to work with Alcris and Wendy re paper work and expectations.

Allison Piercey: Ella Taylor-Walsh: The intention is that the discernment committee will have the final report to the LMU for an E&S interview in May.

Interview Motions

MOTION: Norm Seli / Cynthia Stretton
that the Education and Students Commission of Toronto Southeast Presbytery continues to support the candidacy of **David Allan** and supports his internship learning goals.
CARRIED.

MOTION: Ella Taylor-Walsh / Lorna Joblin
That the Education and Students Commission of Toronto Southeast Presbytery, having received the application of Lee-Ann Ahlstrom to be received as a candidate for ministry, the report of the discernment committee and recommendation from Jubilee United Church, supports **Lee-Ann Ahlstrom** moving from Inquirer to Candidate and recommends her to the Conference Interview Commission to be interviewed on March 2, 2016 to assess her for candidacy.
CARRIED.

MOTION: Ila Vaculik / Bruce Galbraith:
That the Education and Students Commission of Toronto Southeast Presbytery continues to support the candidacy of **Greg Daly** and supports his internship learning goals.
CARRIED.

MOTION: Norm Seli / Ila Vaculik
That TSP E&S Commission approve **Greg Daly's appointment** to St Mark's pastoral charge (12 hours per week) effective March 29, 2016 for a period of 3 months.
CARRIED.

Next Meeting: Tues Feb 16, 2016, 1:00 p.m. start, 2:00 p.m. interviews

- reflection and closing--Marney Winn
- Possible Interviews:
 - Kelly Colwell-C (Joan McCalmont) - annual Candidate review
 - Janet Zenwirt - Internship goals

Other Business

Announcement Ila Vaculik: Feb 27, 9:30 a.m. – 3:30 p.m. at Emmanuel College-**Singing for Justice with Dan Damon**, details at <http://www.sochs.org/>

Closing: Bruce Galbraith

Bruce quoted from Changing the World, Just Love, The author felt like doing her part to change the world. She found that her life was better when she gave thanks, complimented herself in the mirror, and smiled at others. She reminds us that we were born and continue to be this amazing little being with boundless love to share with the world.

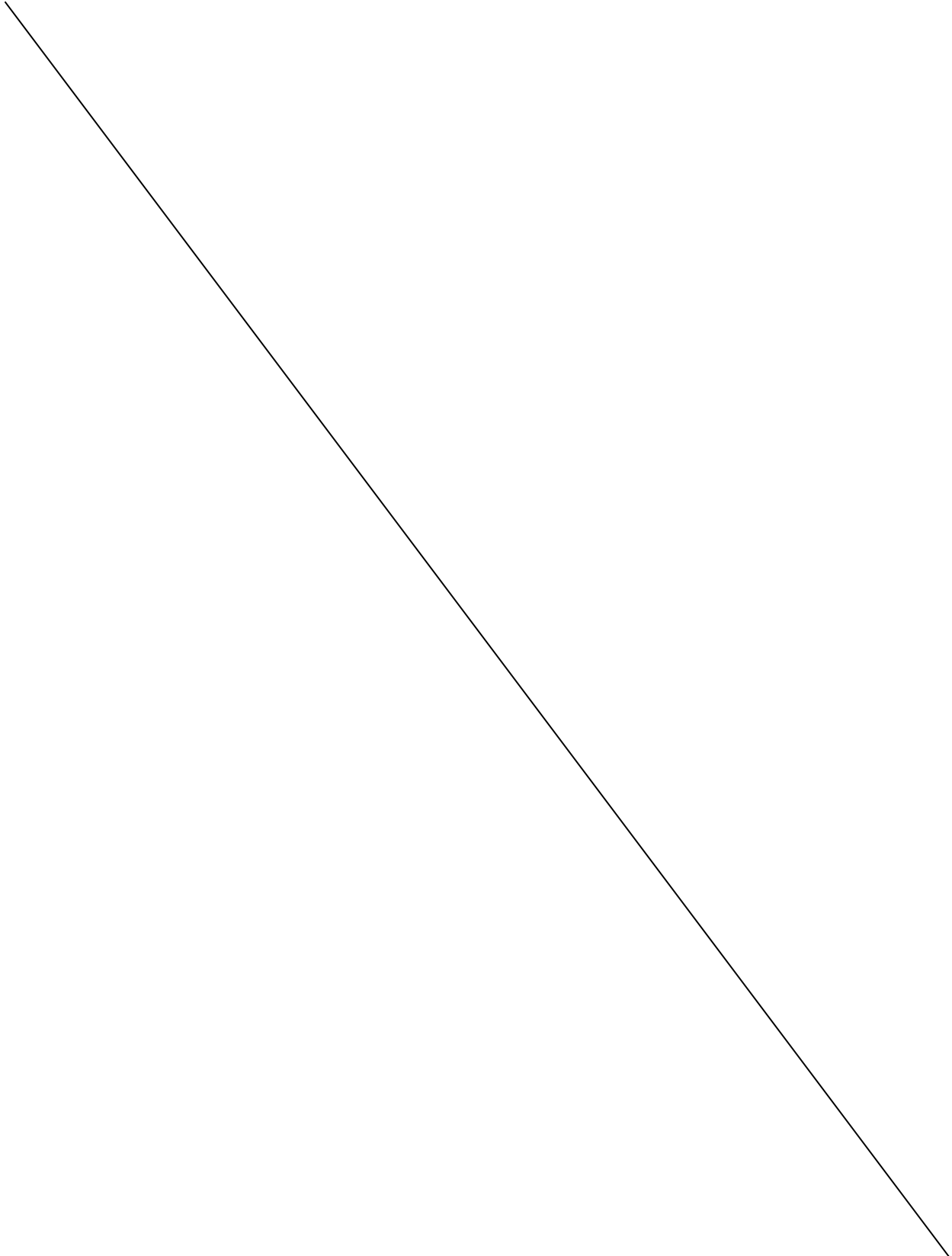
Bruce also quoted Rob Bell, founder of a large USA church who wrote a short prayer for the New Year, praying that we experience love as wide as the sky and as small as the crack in your heart, that love wins.

Adjournment 4:00 p.m.

Paul Stott, co-chair

June Cavers, co-chair / secretary

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The Vision of Toronto Southeast Presbytery is
to enable and support good, faithful and healthy communities of faith
within our member Pastoral Charges
and to provide opportunities for cross-congregational initiatives
where individuals from Congregations with shared calls to specific ministries
may work together.

Toronto Conference, Toronto Southeast Presbytery

Minutes of the Plenary Meeting

Date: Tuesday, January 19, 2015

Attendees: See Appendix A

Hymn A Light is Gleaming vs, 1,2,4 VU 82

Opening & Welcome

Acknowledgement of the Land

As we gather, we acknowledge that we gather upon the traditional territories of the Mississauga Anishnaabeg, Haudenosaunee and Wendat indigenous peoples the original nations of this land, who continue to cry out for justice.

Constitution of the Court –Randy Naylor

The meeting was called to order at 7:00 for the business that should properly come before us.

GOVERNANCE MOTIONS

It is moved that TS Presbytery:

Approve the agenda as ADJUSTED

grant the privileges of corresponding membership to all visitors to this meeting

empower the Executive from the rise of this meeting until the next regular meeting to act on behalf of Toronto Southeast Presbytery with a recommendation from the appropriate standing committee wherever possible.

Approve that the minutes of the Plenary meeting of Nov. 17, 2015 be accepted as corrected.

Accept the Finance Report dated December 31, 2015

That we approve the Nominations report as circulated. Including naming Glen Greenwood as the new co-chair of Mission and Outreach

MOTION 1: Omnibus motion moved by Paul Hutchison, seconded by Beth Moore that the TSP approve the governance motions as presented

CARRIED.

Welcome Guests

Maureen Lewis (Moorelands)

Diane Saunders (Ebenezer)

Claire Barcik (CRC)

David Allen – Executive Secretary

Goodbye to...

Connie Capes-Leslie, transferred to London Conference

Val Noakes, transferred to Living Waters Presbytery

New Ministers in the Presbytery

Judith Gilliland (Trinity-St. Paul's) - regrets for tonight

Christine Smaller (Birchcliff Bluffs) - regrets for tonight

Thoughts and Prayers

Martha ter Kuile on the death of her granddaughter

Barry King on the death of his nephew

The chair drew us into a moment of prayer as we began.

Welcome to CRC

Claire Barcik –Executive Director of CRC gave us a bit of background about the ministry of the CRC – there are always opportunities for them to partner with congregations and groups.

She gave us lots of information of what is happening

62,000 healthy breakfasts and lunches

\$9760 worth of food from local farmers to serve in meal programs

3,488 visits to our clothing program

579 visitors to the knitting classes

200 volunteers contributed 29,428 hours of volunteer hours

100 people live in stable, deeply affordable housing

Lois Wilson spoke about the work continuing in supporting faith growth in the west Don Ministry

Bruce Voogd gave an update on an event that is coming up:

DINE and DISCOVER for FAITH COMMUNITIES – Apr 28 at CRC, 40 Oaks

- Enjoy a delicious meal prepared by our Community Kitchen staff
- Hear stories told by our participants and tenants
- Learn about what is happening at CRC
- Find out how your faith community can be part of the work of CRC
- Have a tour of our facilities
- RSVP to Bruce Voogd by April 21 to let him know if you are coming and how many guests you will be bringing. You can reach him at 416-363-4234 ext 238 or at brucev@tcrc.ca

Welcome to Regent Park Community Ministry– Kevin Moore

Kevin has been here since November of 2013. He leads a Friday afternoon chapel service many others share in leading the services as well. A life journey's group meet on Saturday or Sunday afternoon to share their faith story and discussion to follow. They also run a pubology group at the Paintbox, a theologian presents and a conversation ensues.

Sureya Ibrahim came in as a community partner to talk about her work in the community centre and she greatly celebrated Kevin's gifts in supporting interfaith work in Regent Park. A big part of the work remains around a catering collective – learning and supporting new job skills. That first group that Kevin booked food from has now fed 200 different events.

UCC Admissions

The Chair read the names out to the court asking that any concerns need to be forwarded in writing to the secretary

Kevin Douglas Sprong - Saskatchewan from The Methodist Church of Southern Africa

Jun Hyok Chon - Alberta NW from the Presbyterian Church in the Republic of Korea

Vosper Review Process

As there has been a lot of media and church interest in the review of the ministry of Gretta Vosper, David Allen was asked to provide a brief update on the procedure being followed and the current state of that process.

David brought greetings from Rev. Brian Ransom, President of Conference and the Conference staff across the Conference.

GCE Remits – David gave us an update that the remit information should be out in February with the first remits being due in June of 2017.

GCE42 # of Regions Jim McKibbin

GCE has asked for a straw poll of ideas for how many regions will be part of the restructuring process within the United Church. There are currently two options under consideration either about 12 regions or about 40 regions.

Please contact Jim for information jim.mckibbin@rogers.com

PTCC Application U-Talks (Ideas Festival-Addendum)

MOTION 2: Paul Hutchison / Robin Wardlaw that Toronto Southeast Presbytery on the recommendation of the Executive, approve the 5% PTCC Application for \$3,300 to Ebenezer United Church for the next sessions of the U-Talks conversations, an addendum to the Ideas Festival PTCC Grant.

CARRIED.

PTCC Application Main /Danforth

MOTION 3: Paul Hutchison / Sharon Aylsworth that Toronto Southeast Presbytery on the recommendation of the Executive approve the 5% PTCC Application for \$10,000 to Toronto Conference for a study of the possibility of a new ministry at the corner of Main and Danforth as presented.

CARRIED.

Amending the PTCC Agreement

MOTION: Paul Hutchison / Clyde Harris That Toronto Southeast Presbytery on the recommendation of the executive approve the amendment of the PTCC agreement:

1.1 Article 4.1 of the Operating Agreement which formerly read:

4.1 Proceeds from the Sale of Surplus Real Property through Toronto Conference

PTCC and the Founding Presbyteries acknowledge and agree that proceeds from the sale of surplus real property or personal property transferred from TC to PTCC for the use of the Founding Presbyteries shall be divided equally between the Founding Presbyteries and allocated by PTCC to their individual Accounts.

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Directing the Chair and Secretary of the court to sign the document to that affect.

CARRIED.

A question was raised wondering if we have done any thinking about what the future of those funds could be with the organizational change before us.

Budget Presentation Clyde Harris

Clyde offered us insight into the upcoming budget ideas for the Presbytery – each year we seem to underspend on our budget, the idea this year is to say YES to many opportunities make room for it to work out, if we spend it all, we have enough of a surplus from previous years that can make that potential deficit up. He challenged us to spend all that is budgeted to carry out the ministry opportunities requested and approved.

MOTION 4: Clyde Harris / Fred Angus that the 2016 Operating Budget for Toronto Southeast Presbytery be approved as presented both in narrative and as part of the financial statement. The Budget has a total revenue of \$36,126 and a total expense of \$47,200 for the year 2016.

CARRIED.

Presbytery Assessment

MOTION 5: Clyde Harris / Fred Angus that the Toronto Southeast Presbytery assessment of its pastoral charges be the amount of the Toronto Conference assessment only, calculated for each pastoral charge in accordance with the Toronto Conference assessment formula, and request that Toronto Conference invoice the pastoral charges directly on behalf of the Presbytery.

CARRIED.

Congregational Day & Day for Worship Leaders - with Speaker Lillian Daniel

- Anne Shirley Sutherland

Feb 12 – Worship Leaders – Christ Church Deer Park 2:30pm Workshop, 5pm reception, 6pm dinner 7:30 pm worship at Deer Park United Church.

Feb 13 – Congregational Day Workshop - All Welcome – TSE Presbytery Office 9am-3pm

Hymn We Are Pilgrims Verses 1,2,6 VU 595

Mission & Outreach Team

John Wang, Ron Wigle – co-chairs, Vicki Smith – secretary, Hedy Baker-Graf, Pat Clark, Glen Greenwood, Deborah Hart, Manley James, Flo Morson, Cynthia O'Connell, Rob Selby, Malcolm Spencer

Introduction: Vicki Smith

Opening Prayer: Glen Greenwood

Scriptures: Micah 6: 6-8 & Isaiah 58: 6-14 - Hedy Baker-Graf

Presentation: Moorelands - Maureen Lewis, Director of Development & Communications

I The Lord of Sea and Sky, verse 1 - VU 509

Presentation: Fred Victor - Deb Hart & Flo Morson

I The Lord of Sea and Sky, verse 2 - VU 509

Presentation: Toronto Urban Native Ministry - Evan Smith

I The Lord of Sea and Sky, verse 3 - VU 509

Scripture Reading: Matthew 25: 31-40 - Hedy Baker-Graf

Presentation of Motions: John Wang and Ron Wigle (Co-Chairs)

MOTION 6: Massey Centre for Women: John Wang / Ron Wigle that Toronto Southeast Presbytery approve a 2016 PTCC grant of \$5,500 to Massey Centre.

CARRIED.

MOTION 7: Ecumenical Chaplaincy at U of T (ECUT): John Wang / Ron Wigle that Toronto Southeast Presbytery approve a 2016 PTCC grant of \$14,000 to ECUT.

CARRIED.

MOTION 8: Fred Victor Centre: John Wang / Ron Wigle that Toronto Southeast Presbytery approve a 2016 PTCC grant of \$3,000 to Fred Victor Centre.

CARRIED.

MOTION 9: Moorelands Community Services: John Wang / Ron Wigle that Toronto Southeast Presbytery approve a 2016 PTCC grant of \$4,500 to Moorelands Community Services.

CARRIED.

MOTION: 10 Tamil United Church Mission: John Wang / Ron Wigle that Toronto Southeast Presbytery approve a 2016 PTCC grant of \$18,000 to Tamil United Church Mission.

CARRIED.

MOTION 11: Lake Scugog Camp: John Wang / Ron Wigle that Toronto Southeast Presbytery approve a 2016 PTCC grant of \$10,000 to Lake Scugog Camp.

CARRIED.

MOTION 12: CRC (Christian Resource Centre): John Wang / Ron Wigle that Toronto Southeast Presbytery approve a 2016 PTCC grant of \$8,000 to CRC.

CARRIED.

MOTION 13: AURA (Anglican United Refugee Alliance): John Wang / Ron Wigle that Toronto Southeast Presbytery approve a 2016 PTCC grant of \$15,000 to AURA .

CARRIED.

MOTION 14: Bloor Street United Church (Refugee project): John Wang / Ron Wigle that Toronto Southeast Presbytery approve a 2016 grant of \$3,500 to Bloor Street United Church (Refugee project) to come from St. Enoch's Fund.

CARRIED.

MOTION 15: Alpha Korean United Church: John Wang / Ron Wigle that Toronto Southeast Presbytery approve a 2016 grant of \$3,500 to Alpha Korean United Church to come from St. Enoch's Fund.

CARRIED.

MOTION 16: TUNM (Toronto Urban Native Ministry): John Wang / Ron Wigle that Toronto Southeast Presbytery approve a 2016 PTCC grant of \$4,000 to Toronto Urban Native Ministry (TUNM).

CARRIED.

Our thanks to the Mission and Outreach team for their faithful work in working with these applications!

Closing Hymn: Go Make a Difference, MV 209

CLOSING – Prayer – Benediction – Rev. Dr. Randy Naylor

Upcoming Events: 2015-2016 WORKSHOPS / MEETINGS

Fri. Feb 12th – “Spiritual but not Religious” – for Worship Leaders

Sat. Feb 13th – CONGREGATIONAL DAY with Lillian Daniel

Sat. Feb 20th – VIDEO CAMP (ages 18-25)

Sat. Feb 27th – VIDEO CAMP (ages 17 and under)

Tues. March 15th – HOST: Inter-church Inter-faith (Hindu Temple)

Fri. May 27 / Sat. May 28 – Toronto Conference AGM (Midland)

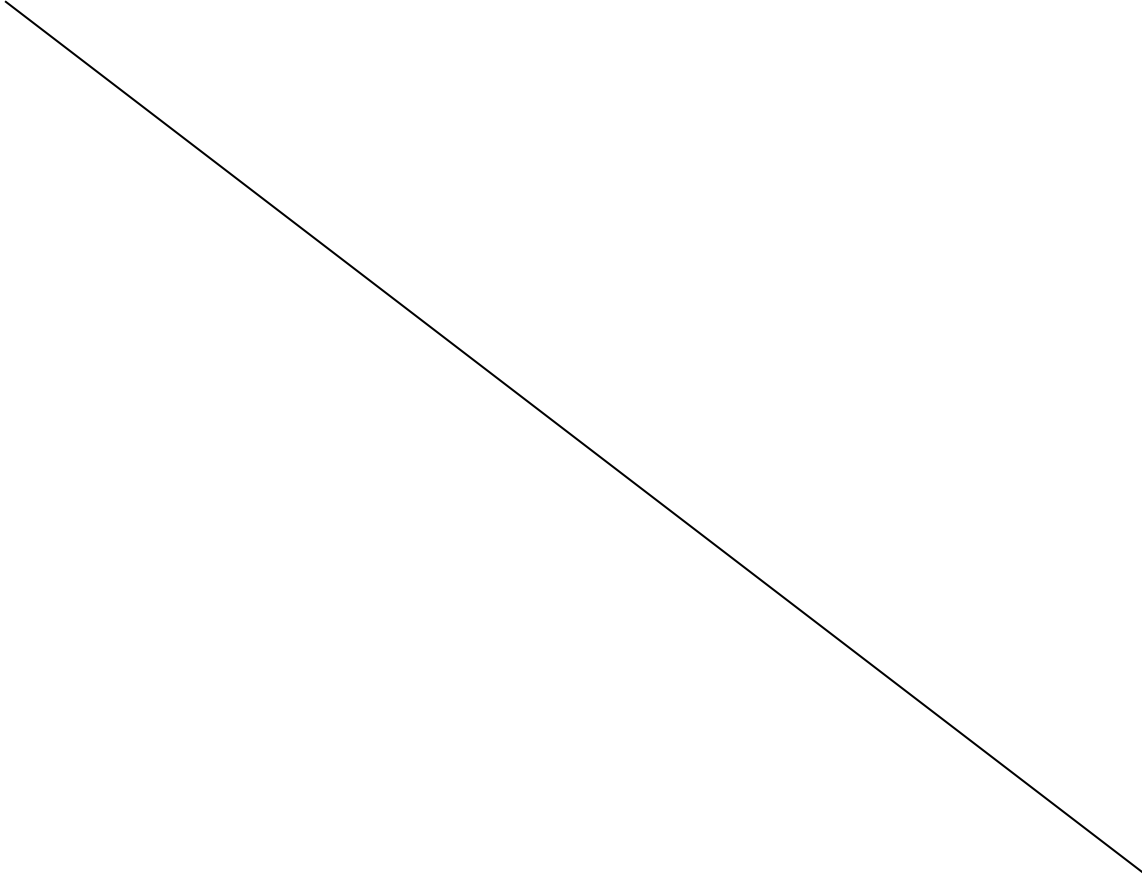
Tues. June 21st – HOST: Congregational Health

Adjourn

There being no further business, the chair declared the meeting adjourned with prayer at 9:27pm.

Rev. Dr. Randy Naylor
Acting Chair: Toronto Southeast Presbytery

Rev. Dr. Paul Hutchison
Secretary: Toronto Southeast Presbytery



APPENDIX A – Attendance

Last Name	First Name	Member Status	Affiliation
Aitken	Jo	Lay Rep	Rosedale United Church
Allan	David	Lay Rep	Manor Road United Church
Allen	David	Ministry Personnel	Toronto Conference
Amos	Dorothy	Alternate Lay Rep	Toronto SE Presbyterial (UCW)
Angus	Fred	Lay Rep	Glen Rhodes United Church
Aylsworth	Sharon	Lay Member at Large	Toronto SE Presbytery
Baker-Graf	Hedy	Lay Rep	Knob Hill United Church
Banham	Helen	GUEST	
Barcik	Claire	GUEST	Toronto Christian Resource Cen
Bartlett	George	Lay Rep	Bloor Street United Church
Baskin	Beth	Staff	Toronto SE Presbytery
Bennett	Beverley	Lay Rep	College Street United Church
Brennau	Lynne	GUEST	
Bride	Harvey	Lay Rep	Jubilee United Church
Bride	Marianne	GUEST	
Brown	John	Ministry Personnel	Toronto SE Presbytery
Cavers	June	Lay Rep	Northlea United Church
Chinnery	Joan	Lay Rep	Ebenezer United Church
Comish	Sue	Lay Rep	Lawrence Park Community
Cowley	Lorraine	Lay Rep	St. Matthew's United Church
Cox	Alicia	Student	Bloor Street United Church
Dale	Karen	Ministry Personnel	Beach United Church
Daly	Gregory	Candidate	Toronto SE Presbytery
Dionisio	Anne	Student	Jubilee United Church
Doucet	Marc	Ministry Personnel	Beach United Church
Edwards	Barbara	Lay Rep	Dentonia Park United Church
Elcombe	Lea	Lay Rep	St. Paul's, Scarborough UC
Galbraith	Bruce	Lay Rep	Scarborough Bluffs UC
Graham	Fred	Lay Rep	Deer Park United Church
Greenwood	Glen	Lay Rep	St. Mark's United Church
Harris	Clyde	Lay Member at Large	Toronto SE Presbytery
Hart	Deborah	Ministry Personnel	Deer Park United Church
Hildebrand	Dale	Conf Personnel Minister	Toronto Conference
Hodgson	Lauren	Ministry Personnel	St. Matthew's United Church
Hoffman	Nettie	Ministry Personnel	Toronto SE Presbytery
Hur	Won	Ministry Personnel	Ebenezer United Church
Hutchinson	Roger	Lay Rep	Trinity-St. Paul's UC
Hutchison	Paul	Ministry Personnel	St. Mark's United Church
Ince	Jeff	Lay Rep	Metropolitan United Church
James	Manley	Lay Member at Large	Toronto SE Presbytery
Joblin	Lorna	Ministry Personnel	Toronto SE Presbytery
Johnston	Ian	Lay Rep	Kingston Road United Church
Joseph	Mary	Ministry Personnel	Bedford Park United Church
Kuschnik	Linda	Ministry Personnel	Toronto General Hospital

APPENDIX A – Attendance, continued

Last Name	First Name	Member Status	Affiliation
Lee	Jean	Lay Rep	Metropolitan United Church
Lee	John	Ministry Personnel	Dentonia Park United Church
Lewis	Maureen	GUEST	Moorelands Community Services
Lock	Pam	Lay Member at Large	Toronto SE Presbytery
Matheson	Don	Ministry Personnel	Toronto SE Presbytery
McCalmont	Joan	Ministry Personnel	Toronto SE Presbytery
McKibbin	Jim	GC42 Commissioner	Toronto SE Presbytery
Metcalfe	Rob	Ministry Personnel	Fairlawn Avenue United Church
Metcalfe	Sue	GUEST	Fairlawn Avenue United Church
Miller	Wendy	Admin Staff	Toronto SE Presbytery
Moase	Kathryn	Lay Member at Large	Toronto SE Presbytery
Moore	Beth	Lay Rep	Birchcliff Bluffs UC
Moore	Kevin	Lay Rep	St. Andrew's United Church
Morson	Flo	Lay Rep	Eglinton St. George's UC
Naylor	Randy	Ministry Personnel	Parkwoods United Church
Ng	Wenh-In	Ministry Personnel	Toronto SE Presbytery
Noble	Ruth	Ministry Personnel	Toronto SE Presbytery
Perigoe	John	Ministry Personnel	Toronto SE Presbytery
Peterson	Aubrey	Lay Rep	Eglinton St. George's UC
Philipson	Kristin	Ministry Personnel	Rosedale United Church
Ramkeesoon	Ken	Ministry Personnel	Toronto SE Presbytery
Rascheff	Luba	Lay Rep	Bloor Street United Church
Reid-James	Lynella	Lay Rep	Knox Agincourt UC
Ridley	Walter	Ministry Personnel	Toronto SE Presbytery
Roach	Winston	Lay Rep	Eastminster United Church
Saunders	Diane	GUEST	Ebenezer United Church
Schlee	Gary	Alternate Lay Rep	Toronto Christian Resource Cen
Schneider	Debra	Ministry Personnel	Manor Road United Church
Selby	Rob	Ministry Personnel	Knox Agincourt UC
Simpson	Meriel	Ministry Personnel	Cosburn United Church
Smith	Evan	Guest - Ministry Personnel	Toronto Urban Native Ministry
Smith	Vicki	Lay Rep	Church of the Master UC
Soplet	Gordon	Lay Rep	Rosedale United Church
Spencer	Malcolm	Ministry Personnel	Glen Rhodes United Church
Stott	Paul	Lay Rep	Trinity-St. Paul's UC
Sutherland	Anne Shirley	Lay Rep	Toronto Conference
Taylor-Walsh	Ella	Ministry Personnel	Toronto SE Presbytery
Tilley	Lynda	GUEST	Moorelands Community Services
Vaculik	Ila	Lay Member at Large	Toronto SE Presbytery
Varey	Doug	Ministry Personnel	Toronto SE Presbytery
Voogd	Bruce	Lay Rep	Toronto Christian Resource Cen

APPENDIX A – Attendance, continued

Last Name	First Name	Member Status	Affiliation
Walker	Marg	Lay Rep	Knox Agincourt UC
Wang	John	Lay Rep	Bathurst Street United Church
Wardlaw	Robin	Ministry Personnel	Glen Rhodes United Church
Watts	Cameron	Admittand Applicant	Toronto SE Presbytery
Welwood	Doug	Lay Rep	Bloor Street United Church
Whitaker	Marni	Lay Rep	Timothy Eaton Memorial
White	Barbara	Ministry Personnel	Toronto SE Presbytery
White	Wayne	Lay Rep	Bedford Park United Church
Wigle	Ron	Lay Rep	Parkwoods United Church
Wilson	Lois	Ministry Personnel	Toronto SE Presbytery
Wushke	Ralph Carl	Ministry Personnel	Bathurst Street United Church
Young	Neil	Ministry Personnel	St. Andrew's United Church

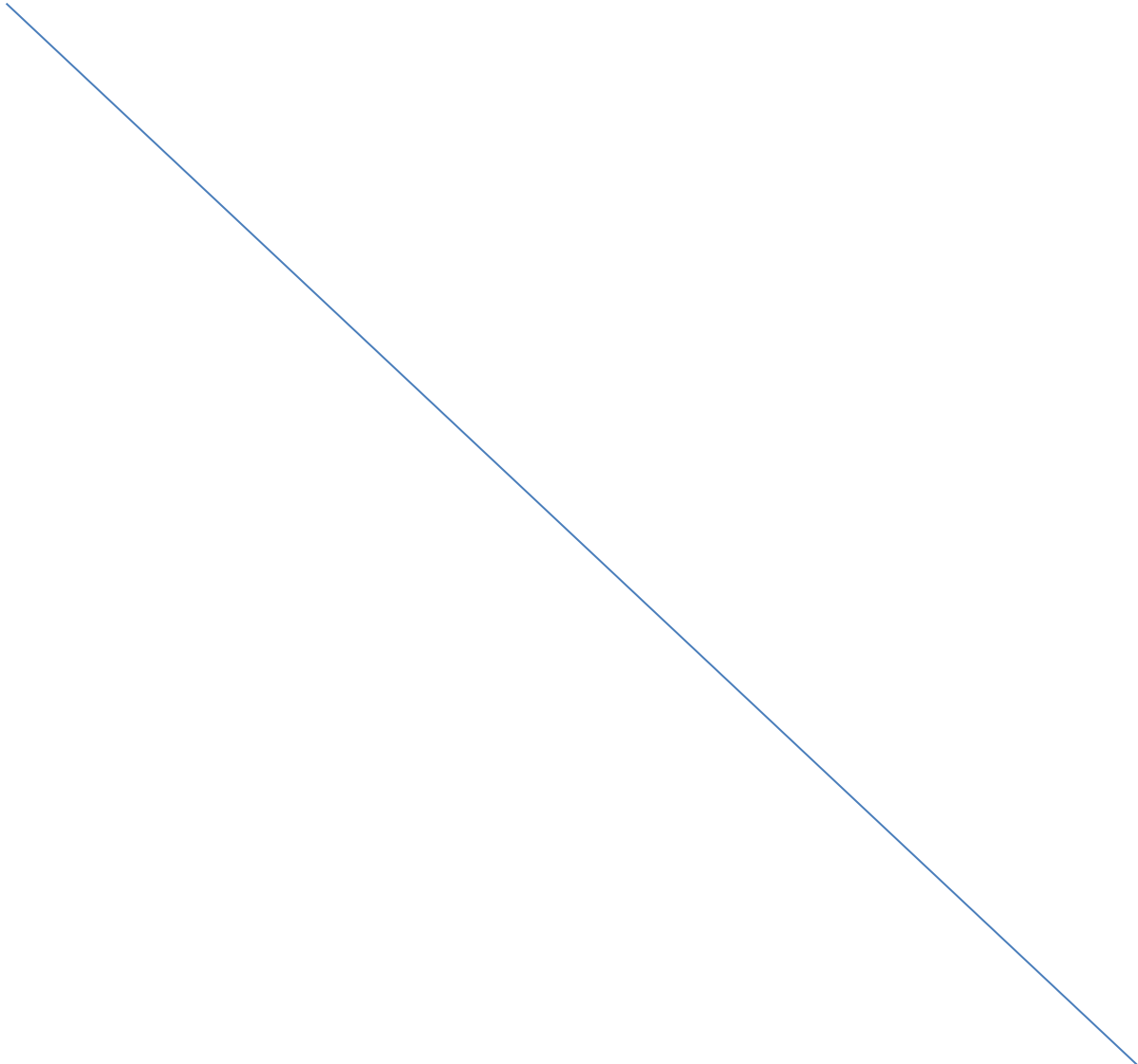
Regrets

Last Name	First Name	Member Status	Affiliation
Atkey	Ann	Lay Rep	Glebe Road United Church
Benson	Daniel	Ministry Personnel	St. Paul's, Scarborough UC
Blake	Andrew	Alternate Lay Rep	Don Mills-Thorncliffe Park PC
Bradley	Rosalie	Lay Rep	Toronto SE Presbyterial (UCW)
Brooks	Barry	Ministry Personnel	Toronto SE Presbytery
Clark	Pat	Lay Rep	Victoria Park UC
Clarke	Tom	Lay Rep	Fairlawn Avenue United Church
Crothers	Tom	Ministry Personnel	Toronto SE Presbytery
duCharme	Douglas	Ministry Personnel	Northlea United Church
Ewart	Ron	Ministry Personnel	Toronto United Church Council
Fushii	Maki	Ministry Personnel	Toronto SE Presbytery
Gilliland	Judith	Ministry Personnel	Trinity-St. Paul's UC
Hall	Alan	Ministry Personnel	Etobicoke, The United Church o
Hamilton	Karen	Ministry Personnel	Toronto, Canadian Council of C
Jannaway	Annie	Ministry Personnel	Leaside United Church
Levan	Chris	Ministry Personnel	College Street United Church
Manson	Ian	Ministry Personnel	St. John's, Scarborough UC
Mastandrea	John Joseph	Ministry Personnel	Metropolitan United Church
McCowan	Lynda	Alternate Lay Rep	Parkwoods United Church
Miller	Chris	Ministry Personnel	Timothy Eaton Memorial
O'Connell	Cynthia	Cand. under Appt.	Glebe Road United Church
Olson	Leigh	Ministry Personnel	Church of the Master UC
Palmer	Carmen	Candidate	Toronto SE Presbytery
Perigoe	Lillian	Ministry Personnel	Toronto SE Presbytery
Pope	Marion	Ministry Personnel	Toronto SE Presbytery
Seli	Norm	Ministry Personnel	Jubilee United Church
Shantz	Edith-Ann	Ministry Personnel	Don Mills-Thorncliffe Park PC

APPENDIX A – Attendance, continued

Regrets, continued

Last Name	First Name	Member Status	Affiliation
Silcox-Smith	Joan	Ministry Personnel	North York General Hospital
Smaller	Christine	Ministry Personnel	Birchcliff Bluffs UC
Steen	Esther	M&O Invitee	Fairlawn Avenue United Church
Stirling	Andrew	Ministry Personnel	Timothy Eaton Memorial
Taylor	John	Ministry Personnel	Centenary Hospital
ter Kuile	Martha	Ministry Personnel	Bloor Street United Church
VanderLugt	Susanne	Ministry Personnel	Toronto SE Presbytery
Vita	Rose Ann	Ministry Personnel	Presteign-Woodbine UC
Vosper	Gretta	Ministry Personnel	West Hill United Church
Whittaker	Connie	M&O Invitee	Ebenezer United Church
Zenwirt	Janet	Candidate	Toronto SE Presbytery
Scott	Bill	Lay Rep	Don Mills-Thorncliffe Park



**The Vision of Toronto Southeast Presbytery is
to enable and support good, faithful and healthy communities of faith
within our member Pastoral Charges
and to provide opportunities for cross-congregational initiatives
where individuals from Congregations with shared calls to specific ministries may work together.**

Toronto Conference Toronto Southeast Presbytery Minutes of the Executive Meeting

Date: Tuesday, February 2nd, 2016
Time: 4:00 pm – 6:00 pm
Place: Apps Room, 963 Pharmacy Avenue, Scarborough, Ontario.

Present:

Acting Chair Randy Naylor (Past-Chair, Nominating), Paul Hutchison (Secretary), Clyde Harris (Treasurer), Lynella Reid-James (Member-at-large), Sharon Aylsworth (Member-at-Large), David McMaster (Member-at-Large)

Staff: TSP: Anne Shirley Sutherland

Regrets: Martha ter Kuile (Chair), Hannah Lee (Member-at-Large),

Quorum was achieved.

Check-In

Call to Order Randy Naylor

Randy called the meeting to order and drew us together in prayer.

Agenda Review

It was agreed that the agenda be accepted as presented.

Previous Minutes:

MOTION: Paul Hutchison / Sharon Aylsworth that the minutes of the January 12, 2016 Executive meeting be approved as presented.

CARRIED.

Remit Scheduling

We have received word that the remits from the General Council resources should be available to us by the end of February of this year. The Category 2 remits will be due by February 2017 with the balance of the others due by June 30 of 2017. The One order of Ministry Remit will be due to the national church for February 28, 2018.

Planning of next year's meetings

With Paul's pending sabbatical beginning after Easter, he was anxious for the executive to articulate some of their goals for the upcoming year's meetings (beginning in September). With the required work for the remits ahead, the executive spent some significant time looking at the meeting plans. Some of the agreed upon **tentative pieces** of the plan:

- Plenary meetings will not be hosted by our ministry teams in the upcoming year
- Start Early – Congregations need to process Category 3 remits too
 - how do we provide resources/support for those congregational decisions
- 5 meetings/yr – September 20, November 15, January 17, March 21, June 20
- Still set for third Tuesdays -

- Meetings convened at 5pm – with dinner (pickup foods) served in the sanctuary – there will be time to hear a pro opinion – an against opinion – table group time – maybe a facilitate panel all to adjourn at 9pm.

September

- process three Remits – Category 2 remits
 - Candidacy Pathway
 - Membership – allowing adherents to vote
 - Mutual Recognition – establishing a category known as “Ministry Partner”

November

- process three Remits - Restructuring
 - A Three Council Model
 - Office of Vocation
 - Funding a New Model
- Mission Support Grants
- Admission Names
- Budget Process

January

- Process two remits - Ministry
 - Elimination of Transfer and Settlement
 - One Order of Ministry
- PTCC Grant Applications
- Budget Presentation

March

- Elect Lay reps to Conference

June

- Nominations Slate

Update

Tamil oversight group has met with Pam Locke and Rob Selby with Vilvan Gunasingham two challenges planning future funding and what to do with M&P (it is counter-cultural). This Sunday the Moderator is coming to worship.

Malvern United

We are asked annually by TUCC if the Presbytery has a heart for a ministry in Malvern. There is a possibility to develop the site, and that if we had a heart for a ministry there, a place would be provided.

The transition with the termination of the candidacy of the student and their process in working with their MAP.

The pastoral charge supervisor is Joan Smith.

Do we convene a round table conversation? – the consensus is yes, that we would like to be a part of that conversation.

Finance Report & Budgeting Process: (Clyde Harris)

MOTION: Clyde Harris / Lynella Reid James That the executive of Toronto Southeast Presbytery, on the recommendation of the Finance and Property team accept the financial report dated December 31 (updated) as presented.

CARRIED.

Nominations

Process continues for Chair Elect

Correspondence

	Date Received	Topic	Action
1	Jan 6/ 16	Regent Park Report	Received for information
2	Jan 18/16	D Allen – re GC42 follow up	Planning for next year underway
3	Jan 25/16	PTCC Grant Report from Massey Centre	FYI
4	Jan 27/16	D Allen – re revised Remit timetable	FYI
5	Jan 30/16	PTCC – approval of annual grant applications	FYI

MOTION: Paul Hutchison / David McMaster That the correspondence log be accepted for information and action taken as indicated.

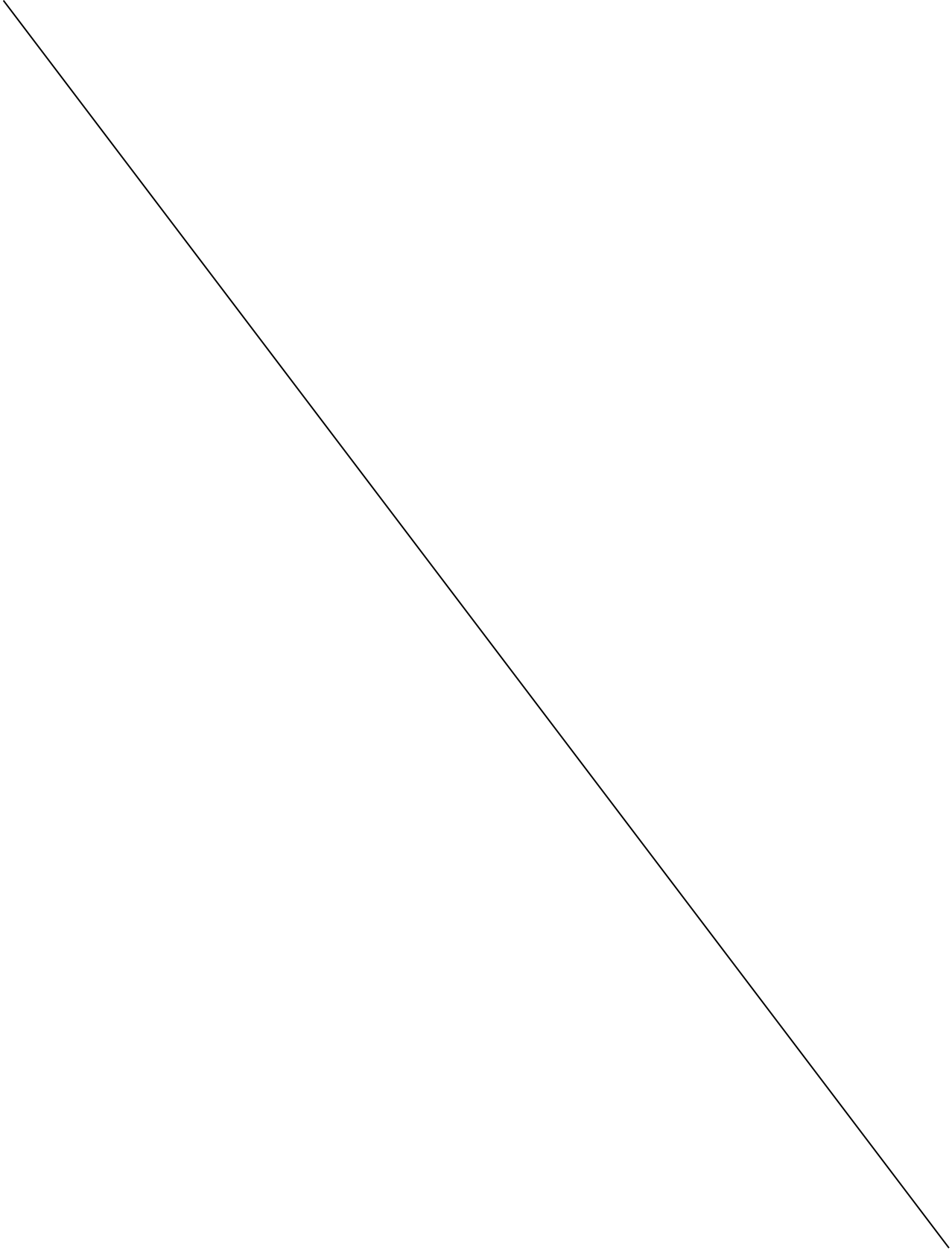
CARRIED.

There being no other business the chair declared the meeting adjourned and David McMaster drew us together in prayer.

Rev. Dr. Randy Naylor
 Chair: Toronto Southeast Presbytery

Rev. Dr. Paul Hutchison
 Secretary: Toronto Southeast Presbytery

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**Toronto Southeast Presbytery
Pastoral Relations and Ministry Support Team
Minutes of the Meeting held on February 2, 2016
by Conference Call - 6:00 p.m.**

Chair: John Joseph Mastandrea **Note taker:** Beth Moore
Present: Larry Beech, John Joseph Mastandrea, Beth Moore, Edith- Ann Shantz
Staff: Anne Shirley Sutherland
Regrets: Beverley Bennett

1. Call to Order and Prayer:

John Joseph Mastandrea called the meeting to order and opened the meeting with a prayer.

2. Minutes of December 8, 2015 meeting

MOTION: Beth Moore/Edith-Ann Shantz
Moved that the minutes of the December 8, 2015 meeting be approved.

CARRIED.

3. St. Andrew's United Church – Voluntary Associate Ministers

MOTION: Edith Ann- Shantz/Larry Beech
Moved that Bronwyn Corlett, Janet MacPherson, Ruth Noble and Bart van Nie be appointed as Voluntary Associate Ministers at St. Andrew's United Church.

CARRIED.

Anne Shirley Sutherland advised that Mark Toulouse had previously been appointed as a Voluntary Associate Minister but was not qualified for such an appointment because he is not a United Church Minister. She advised that Dale Hildebrand will speak to Mark.

4. St. Mark's United Church – Sabbatical Coverage

MOTION: Beth Moore/Edith-Ann Shantz
Moved that the position description submitted by St. Mark's United Church for the Supply Minister position during Paul Hutchison's sabbatical from March 28, 2016 to June 26, 2016, to be filled by student minister Greg Daly, be approved.

CARRIED.

5. Northlea United Church – Supply Minister Position

MOTION: Edith-Ann Shantz/Beth Moore
Moved that the position description for the Supply Minister position submitted by Northlea United Church, to be filled by Douglas duCharme as an extension to June 30, 2016 of his interim ministry with the congregation, be approved.

CARRIED.

6. St. Matthews United Church – Position Description

MOTION: Larry Beech/Edith-Ann Shantz

Moved that the position description submitted by St. Matthews United Church increasing the Minister's hours from 32 to 36 hours per week be approved.

CARRIED.

7. **Other Business**

Anne Shirley Sutherland advised that most of the supervision team for the Tamil Mission was in place. She also provided updates on some pastoral relations situations.

8. **Next meeting:**

Tuesday, March 1, 2016 – A joint meeting with the Congregational Health Team at the Presbytery office is planned. Beth Moore and Anne Shirley Sutherland advised that they would not be able to attend the meeting on that date. John Joseph Mastandrea agreed to check with Marg Walker to determine if that date works for her Team. If not, the meeting will be rescheduled for 5 pm on Tuesday, March 15, 2016 at the Hindu Temple prior to the Presbytery plenary meeting.

There being no further business, at 6:30 pm the Chair declared the meeting adjourned. Edith-Ann Shantz closed the meeting with a prayer.

John Joseph Mastandrea, Chair

Beth Moore, Secretary

**THE UNITED CHURCH OF CANADA
TORONTO SOUTHEAST PRESBYTERY
FINANCE AND PROPERTY TEAM**

Minutes of the meeting of the Finance and Property Team of Toronto Southeast Presbytery, held on Monday, February 08, 2016 at 4:00 p.m. at Toronto Southeast Presbytery Offices, 963 Pharmacy Ave., Scarborough, Ontario, with Thomas Clarke, Chair, presiding.

PRESENT: Thomas Clarke (Chair), Fred Angus, Joan Chinnery, Clyde Harris, Rev Johmann Kwong, Al Morson, Aubrey Peterson, Winston Roach, Nick Walker, Wayne White, Anne Shirley Sutherland (Staff Support).

REGRETS: None

CALL TO ORDER

Quorum being achieved, the Chair called the meeting to order at 4:02 pm

DEVOTION

Wayne White opened the meeting with a prayer. Wayne spoke to us about David Wilson's interview with our new moderator, Jordan Cantwell, as reported in the October 2015 edition of the UCC Observer. He also shared personal recollections about Jordan who he and his wife, Rev. Barb White, (retired), had met on two other occasions.

1. Appointment of Secretary

Fred Angus volunteered to provide minutes for this meeting.

2. Approval of Agenda

MOTION: Aubrey Peterson/Al Morson that the agenda be approved as circulated. CARRIED.

3. Approval of Minutes of January 11, 2016 meeting

Nick Walker noted two errors requiring correction – the Presbyteries of Toronto Conference Corporation acronym should be corrected to read PTCC and the header for Appendix C should be corrected from"the 8th day of February, 2016" to read"the 8th day of January. 2016".

MOTION: Fred Angus/Johmann Kwong: To approve the January 11, 2016 F & P minutes as corrected. CARRIED

4. Business Arising

None.

5. Treasurer's Report

- i. **End of Year - 2014:** Clyde Harris again reported that he is still waiting for some information from Toronto Conference in order to close the books.
- ii. **End of Year - 2015:** Clyde Harris submitted a preliminary financial report for the team member's interest. It is noted that this report is in its early stages and it was agreed not to disseminate the report at this time.
- iii. **Current Year to Date – 2016:** No report at this time.
- iv. **Assessments:** Clyde Harris reported that there are still tracking issues with three local ministry units, (LMU), that had submitted their Fall 2015 instalments but receipt has not been confirmed by Toronto Conference. It is too early to report on 2016 assessments.

6. New Business

- i. **Order of the Day – St. Mathew’s United Church (SMUC) re presentation and discussion about their redevelopment plans to provide affordable residential housing while retaining their site as a community hub:** The Chair welcomed two visitors from SMUC, Perry Marshall, Chair, Board of Trustees, and Carla Langhorst, a church member and New Initiatives Manager, Edge. The team had previously met Carla at their September 14th 2015 meeting. At that time Carla first introduced us to SMUC’s visioning with respect to engaging existing and future community partners in economic opportunities so that SMUC could become financially sustainable. This visit is a follow-up to that meeting and in preparation, the team was provided with a background paper titled, “St. Matthew’s Pathway Forward”. This document outlined the due diligence procedures that SMUC had undertaken in order to discern its future.

Projects envisioned were:

- Retain ownership of the property and self-fund a residential rental development at market rates. Development costs were estimated at over \$26 million which was concluded as not being feasible.
- Secure a development partner and build a market value condominium project whereby the church would buy back church space as well as purchase some residential units to rent out at subsidized rates. This option is a possibility.
- Sell the property whereby SMUC becomes the lead tenant and engages other community-minded organizations to create/continue as a community hub. This option has the endorsement of SMUC’s local city counsellor.

Current thoughts are that a residential housing project and a community hub buy-back development are not mutually exclusive, consequently, SMUC intends to combine the two projects as one. It is anticipated that SMUC will be moving forward with a RFP, (request for proposal), from those developers who have expressed an interest through the previous RFI, (request for information), process which was conducted over the past two years. Carla and Perry entertained questions from the F & P team and indicated that the development timeline will likely extend to 2019. The F & P chair advised them that Presbytery will require a pro-forma budget projected to 2019. or beyond, and will require assurance from SMUC that it has the manpower and finances to complete the project. SMUC intends to seek a \$30,000 loan to pursue its RFP process. Likely sources are the Toronto United Church Council, (TUCC), and the Canada Mortgage and Housing Corporation, (CMHC). Tom Clarke advised the visitors that their trustees will be required to return to the Finance and Property Committee with a request to proceed if a loan is to be advanced and also with a development proposal before any agreement can be put in place. Tom thanked the visitors for their attendance and they left the meeting.

ii. **Approval of Grant Requests to Toronto Conference Property Renovation Fund:**

Grant requests were received from the following local ministry units:

- Eastminster United Church, (\$5,000 – accessibility),
- Deer Park United Church, (\$5,000 – accessibility),
- Manor Road United Church, (\$5,000 – accessibility),
- Metropolitan United Church, (\$5,000 – accessibility),
- Toronto Chinese United Church, (\$5,000 – accessibility)
- St. Matthew’s United Church, (\$1,000 – asbestos).

The chair asked the team members if they were comfortable with dealing with these grant requests en bloc or if one or more needed to be dealt with individually. The team reached consensus that all the requests could be considered with one motion.

MOTION: Clyde Harris/Nick Walker that the Finance and Property Team, acting for Toronto Southeast Presbytery, approves the following applications to the Toronto Conference Property Renovation Fund:

1. **Eastminster United Church in the amount of \$5,000 in partial support of their approved accessibility project;**
2. **Deer Park United Church in the amount of \$5,000 in partial support of an accessibility repair and upgrade;**
3. **Manor Road United Church in the amount of \$5,000 in partial support of providing a powered door as part of the larger approved redevelopment project;**
4. **Metropolitan United Church in the amount of \$5,000 in partial support of the provision of an access ramp;**
5. **Toronto Chinese United Church in the amount of up to \$5,000 in partial support for the provision of an accessible washroom;**
6. **St Matthews United Church, in the amount of \$1,000 in partial support of a Designated Substance Survey (Asbestos):**

And directs the Chair to sign the application forms as required.

CARRIED

7. Update

- i. **Bedford Park United Church (BPUC) to provide a December 31 annual statement of its investment portfolio which holds the balance of proceeds from the sale of property:** BPUC is required to provide a December 31 2015 statement of its investment of the balance of proceeds from the sale of land at 100 Ranleigh Avenue, Toronto, pursuant to a directive by the TSP Finance and Property Committee, (F & P minutes – October 16, 2015), and further, annually thereafter until such time as a plan of disposition of proceeds is received and approved. A copy of BPUC's December 31 2015 investment account with its broker was submitted for the F & P team's consideration.

MOTION: Winston Roach/Aubrey Peterson to receive the report as submitted.

CARRIED

8. Other

- i. **United Church Observer:** The team was encouraged to read a news feature in the February 2016 edition of the UCC Observer – "What the numbers can tell you". This article, written by Mike Milne, discusses a new online questionnaire, offered by General Council's Edge network, that is designed to help congregations assess their strengths and forge new paths into the future. It dovetails with the Effective Leadership pastoral relations pilot project taking place in Toronto Conference.
- ii. Al Morson and Aubrey Peterson indicated that they would be absent for the next meeting March 14, 2016.

- 9. Adjournment –** There being no further business, the Chair declared the meeting ended at 6:00 pm and closed with a benediction from Thessalonians.

Thomas Clarke
Chair

Fred Angus
Secretary

Next Meetings:

Monday, March 14, 2016

Monday, April 11, 2016

4:00 pm to 6:30 pm

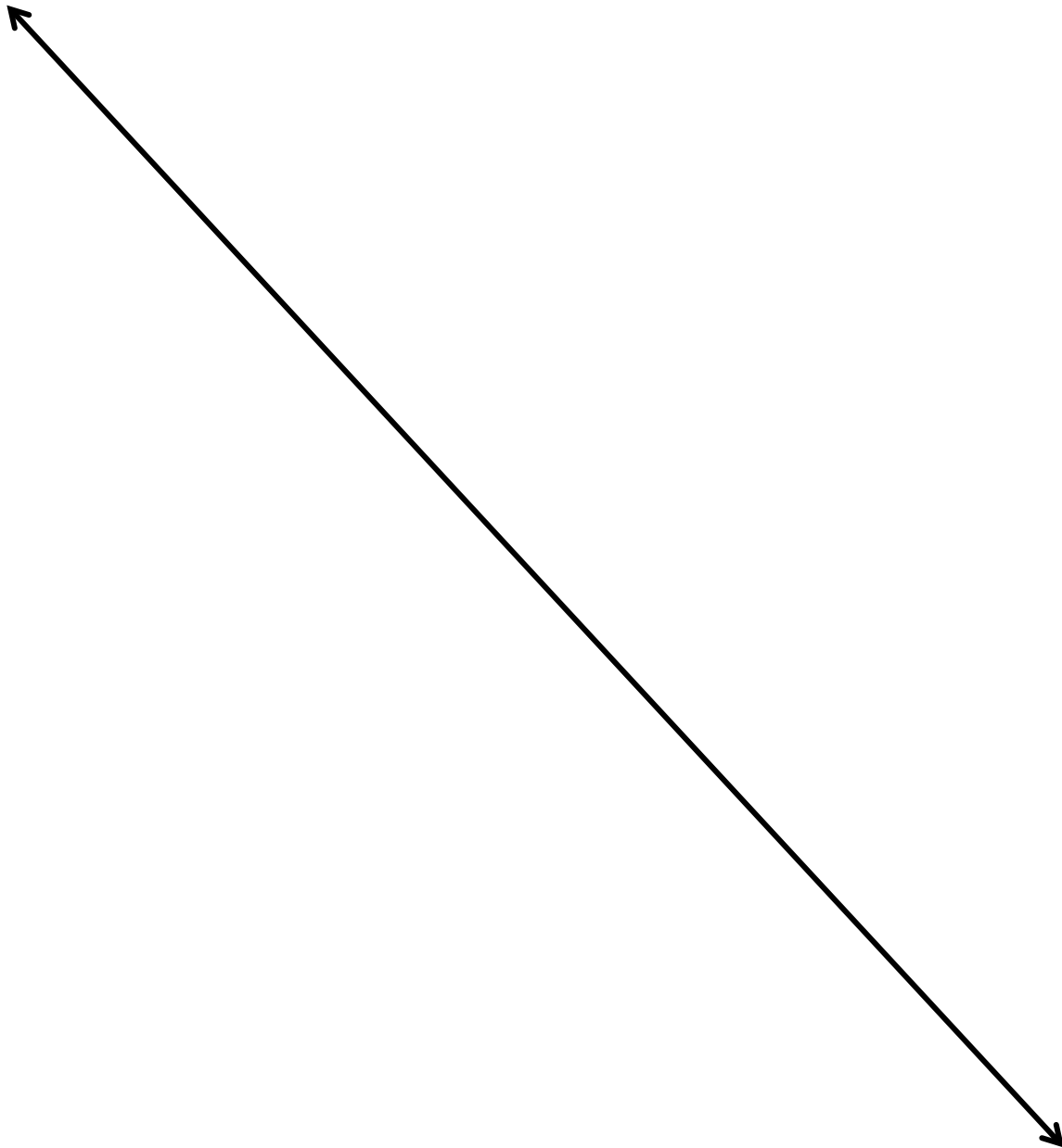
4:00 pm to 6:30 pm

Devotion:

Devotion:

Volunteer required

Volunteer required



Toronto Southeast Presbytery Education and Students Commission
Minutes Tuesday February 16, 2016
Toronto Southeast Presbytery office- 1:00 pm

Present: June Cavers, Bruce Galbraith, Kathryn Moase, Norm Seli, Paul Stott, Marney Winn, Ella Taylor-Walsh, Lorna Joblin, Dale Hildebrand (staff)
Regrets: Craig Donnelly (on leave), Joan McCalmont, Pam Lock, Joan Silcox-Smith, Cynthia Stretton, Ila Vaculik

Welcome: Paul Stott

Devotional: Marney started the devotional by naming that all have challenges in one's life. God provides the faith, and hope that one will weather these times, that we are not alone. She quoted from the book *God is a Verb* expressing the request that: "May you know a friend who helps you make peace with the dragons in your head." Marney also read from the book *Worship in the City*. The reading gave thanks for the city's beauty in whatever form it takes, whether poverty or plenty. God is there.

Business Meeting

MOTION: Bruce Galbraith/Ella Taylor Walsh: to approve today's agenda as written
CARRIED.

MOTION Norm Seli/ Ella Taylor-Walsh: to approve the E&S minutes of January 19, 2016 as circulated
CARRIED.

Correspondence:

MOTION: Norm Seli/Ella Taylor Walsh: that E&S accept **Carmen Palmer's** decision to end her candidacy and extend every good wish for her future pursuits in academia.
CARRIED.

Interview Motions:

MOTION Norm Seli/Ella Taylor Walsh: The Toronto Southeast Presbytery Education and Students Commission continues to support the candidacy of **Kelly Colwell**, recognizing that she is not applying for internship this year, as she pursues further graduate studies in the USA.
CARRIED.

MOTION Kathryn Moase, Marney Winn: The Toronto Southeast Presbytery Education and Students Commission supports **Janet Zenwirt's** internship learning goals.
CARRIED.

MOTION: Bruce Galbraith/Paul Stott: The Toronto Southeast Presbytery Education and Students Commission supports **Maya Brathwaite's** internship learning goals.
CARRIED.

Other Business**Conference Internship Grants**

The co-chairs received communication from Dale Hildebrand requesting that E&S appoint a representative to the committee to select sites to receive the \$25,000 Toronto Conference grants. This involves one meeting per year. Paul Stott, will be our representative with June Cavers for back-up.

Next Meeting: Tues March 15, 2016, 1:00 p.m. start, 2:00 p.m. interviews.

- TSP plenary at Krishna temple on Ellesmere between McCowan and Markham will follow. Car pooling is possible.
- reflection and closing - Paul Stott
- Possible Interviews:
 - Fred Graham LLWL- annual review and licensing
 - Jim McKibbin-LLWL - annual review and licensing
 - Ann Piper-LLWL - annual review and licensing

Closing: Marney Winn

Marney spoke to us regarding the need for peace and for the expression of comfort. That comfort is found in Jesus' comfort. Marney prayed for the ill, the fearful, those who walk with us and for discernment in meeting the needs of others, for peace, hope of change, praying for transformation, living in perseverance, courage and hope.

Adjourn: whole committee 3:00 p.m., Maya Brathwaite interviewers 4:15 p.m.

Paul Stott, co-chair

June Caver, co-chair / note-taker

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to enable and support good, faithful and healthy communities of faith
within our member Pastoral Charges
and to provide opportunities for cross-congregational initiatives
where individuals from Congregations with shared calls to specific ministries may work together.**

**Toronto Conference
Toronto Southeast Presbytery
Minutes of the Executive Meeting**

Date: Tuesday, March 8th, 2016
Time: 4:00 pm – 6:00 pm
Place: Apps Room, 963 Pharmacy Avenue, Scarborough, Ontario.

Present:

Martha ter Kuile (Chair), Paul Hutchison (Secretary), Randy Naylor (Past-Chair, Nominating), Clyde Harris (Treasurer), Lynella Reid-James (Member-at-large), Sharon Aylsworth (Member-at-Large), David McMaster (Member-at-Large)

Staff: TSP: Anne Shirley Sutherland
Regrets: Hannah Lee (Member-at-Large),
Quorum was achieved.

Call to Order Martha ter Kuile

Martha spoke of our thanksgiving for the land and called the meeting to order with prayer.

Agenda Review

the agenda was considered and adjusted...

Previous Minutes

MOTION: Paul Hutchison / Sharon Aylsworth that the minutes of the February 2016 Executive meeting be approved as presented.

CARRIED.

Sabbatical

Paul Hutchison will be on sabbatical beginning the 28th of March. The Presbytery email has an auto reply setup to direct people either to Wendy or Martha. Paul still properly holds the position of secretary of the court.

Marg Walker is serving as note-taker at the executive meetings and Lauren Hodgson at plenary.

MOTION: Sharon Aylsworth / Clyde Harris – that the Executive of Toronto Southeast Presbytery, at the request of the secretary empower the, Chair to sign any necessary paperwork for the period of April 1, 2016 – June 30 2016 to cover the Sabbatical period for Paul Hutchison, the secretary of Toronto Southeast Presbytery.

CARRIED.

Thanks

Martha offered her thanks that she had the freedom to step back from the role for the past few months and a special thank you to Randy for so readily and capably stepping in.

Ministry description

A meeting was held a while ago to discuss adjusting Anne Shirley's job description to support focussed work on congregational development. Anne Shirley brought a preface to the executive for the direction that she will be bringing in April.

Where are there gaps in the work that we do and the work that needs to be done to help further these ministries along? How could the role of an Executive Director' function strengthen the work to be done in the next few years?

Anne Shirley has the 'balcony view' more than anyone in the presbytery. What can we do to use her credibility in the presbytery to bring measurable change in improving ministry in our congregations?

She will, in April be bringing a proposal of "pieces of work" that needs some leadership instead of just support. What do we need to readjust for more success in the Presbytery?

In terms of looking ahead to what needs to be done to ensure healthier, more confident congregations? That kind of work takes a more intentional planning than the executive has exercised in the past.

How do we see the priorities of Legacy Mission support groups (like Fred Victor and TUNM) when we know that the Mission Support funding will likely come to a close in a year or two?

PTCC Task Group: Request for Review of East End United Churches

Wendy to send PTCC application and background to presbyters for the motion at plenary

MOTION: David McMaster / Sharon Aylsworth that the executive of Toronto Southeast Presbytery, on the recommendation of the PTCC Review Task group, recommend to the plenary the application for \$12,000 from the PTCC 5% capital funding for the East End United Churches Phase III work.

CARRIED.

PTCC Task Group: Regent Park and Social Justice

Background work continuing

Round table Meetings– Malvern - pending

What to do to support this site – What is the potential of the site?

How do we continue to support the congregation?

Nominations

A Call for nominations will be circulated to the court to be discussed at plenary in March.

Remit Planning

Planning underway

Wendy will send out the planning remit page to the plenary

MOTION to PLENARY: Paul Hutchison / _____ That Toronto Southeast Presbytery Support the tentative 2016-2017 Toronto Southeast Presbytery Planning proposed by the executive for our processing of the General Council Remits.

Accessibility Audit

This is underway and will come to the executive. Looking at accessibility in the congregations – the draft feedback will affect what goes to the court for their completion.

Finance Report & Budgeting Process: (Clyde Harris)

2015 assessments fully paid and 5 congregations fully paid for 2016

MOTION: Clyde Harris/Lynella Reid-James That the executive of Toronto Southeast Presbytery, on the recommendation of the Finance and Property team accept the financial

report dated February 23, 2016, as presented and circulate it to the court for approval.

CARRIED.

Correspondence

Date	Topic	Action
2016 02 16	PTCC – needing 3 board members	<i>To nominating</i>
2016 02 29	Chasing the Spirit Webinar	<i>For information</i>
2016 03 01	PROK Exchange Application	<i>Send to plenary for information – Martha to Ask Hannah Lee to present to Plenary</i>
2016 03 02	TUCC AGM	<i>To nominating</i>

MOTION: Paul Hutchison / David McMaster That the correspondence be accepted for information and action taken as indicated.

CARRIED.

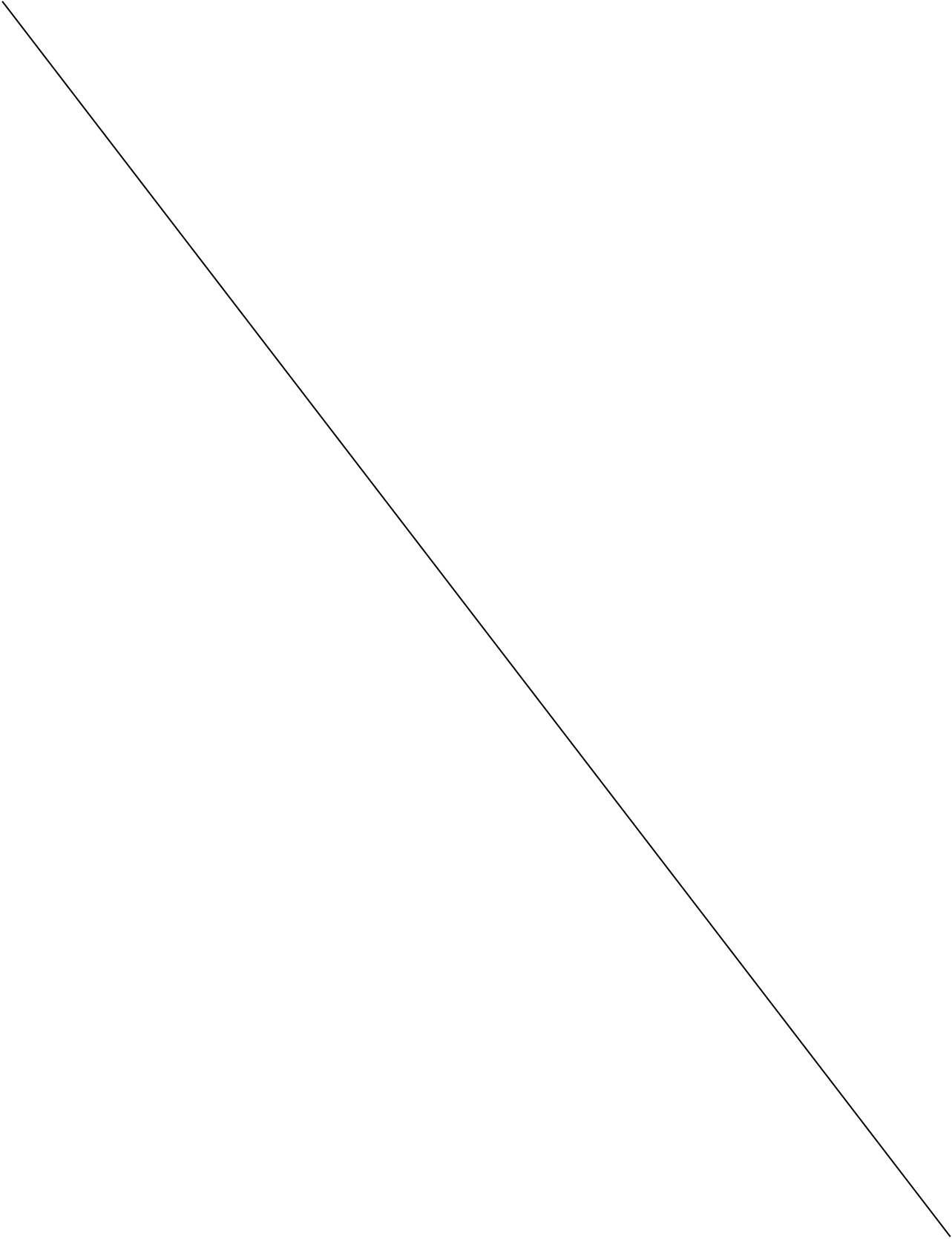
Adjournment

With the agenda complete, the chair declared the meeting adjourned and asked David McMaster to close the meeting with prayer.

Rev. Dr. Martha ter Kuile
Chair: Toronto Southeast Presbytery

Rev. Dr. Paul Hutchison
Secretary: Toronto Southeast Presbytery

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**THE UNITED CHURCH OF CANADA
TORONTO SOUTHEAST PRESBYTERY
FINANCE AND PROPERTY TEAM**

Minutes of the meeting of the Finance and Property Team of Toronto Southeast Presbytery, held on Monday, March 14, 2016 at 4:00 p.m. at Toronto Southeast Presbytery Offices, 963 Pharmacy Ave., Scarborough, Ontario, with Thomas Clarke, Chair, presiding.

PRESENT

Thomas Clarke (Chair), Fred Angus, Joan Chinnery, Clyde Harris, Rev Johmann Kwong, Winston Roach, Nick Walker, Anne Shirley Sutherland (Staff Support).

REGRETS

Al Morson, Aubrey Peterson, Wayne White

CALL TO ORDER

Quorum being achieved, the Chair called the meeting to order at 4:05 pm

DEVOTION

Tom Clarke opened the meeting with a reading from Dr. Bruce Epperly's blog titled, "Taking Time for Ministry", posted March 07 2016 and found at <https://alban.org/2016/03/07/bruce-epperly-taking-time-for-ministry/>. Dr. Epperly writes:

"Time is a profoundly theological issue, reflecting our understanding of our relationship with God and our sense of vocation. While we can't manage time, we can intentionally slow down time, aligning our experience of time with God's everlasting and abundant life. We don't have to live as the White Rabbit from *Alice's Adventures in Wonderland*, who races about without clear direction, repeating the mantra, "I'm late, I'm late, for a very important date." We can have the time of our life, recognizing that life is filled with unexpected occurrences, by living our lives more gently and intentionally, and claiming small Sabbaths every day."

The article enunciates five practices to help pastors gain a new experience of time:

1. Practice contemplative prayer,
2. Take time to pray the moments of ministry.
3. Be mindful about the Benedictine counsel to "see everyone as Christ".
4. Monitor your emotions and energy throughout the day.
5. Attend to the dynamic balance of ministry, study, family, and spirituality.

1. Appointment of Secretary

Fred Angus volunteered to provide minutes for this meeting.

2. Approval of Agenda

The agenda was circulated March 11, 2016. The Chair announced that the March 11th version is to be revised to include an order of the day from Ebenezer United Church.

MOTION: Winston Roach / Nick Walker that the agenda as revised be approved. CARRIED.

3. Approval of Minutes of February 08, 2016 meeting.

MOTION: Fred Angus / Nick Walker that the February 08, 2016 F & P minutes as circulated be approved. CARRIED

4. Business Arising

None.

5. Treasurer's Report

- i. **End of Year - 2014:** Clyde Harris again reported that he is still waiting for some information from Toronto Conference in order to close the books.
- ii. **End of Year - 2015:** No report - Clyde advised that Presbytery's 2015 financial statements are currently being reviewed by the presbytery's auditor.
- iii. **Current Year to Date – 2016:** Presbytery's 2016 financial report received for information of the F&P team only.

MOTION TO RECEIVE: Clyde Harris / Joan Chiinnery

CARRIED

- iv. **Assessments:** Clyde Harris reported that all LMUs had paid their 2015 instalments. There is no report for 2016 because it is too early in the year for any information to be meaningful.

6. New Business

- i. **Order of the Day – Knox United Church, Agincourt, (KUCA): - Request for approval of lease between KUCA and Agincourt Montessori School Inc.** The Chair introduced the topic by noting that although there was no KUCA representative at our meeting, the materials provided to the team were complete and detailed and team member, Nick Walker, a KUCA congregant, was familiar with the request and offered to answer any questions that might be forthcoming. There was a concern expressed that the copy of the lease submitted for our consideration was not signed by either party. Nick responded that the Finance and Property Team had considered other lease requests in the past that contained no signatures and posited that the lack of signatures should not be an impediment to our consideration. Discussion ensued and consensus reached that we could proceed with the KUCA lease request. After further discussion it was suggested that a motion would be in order.

WHEREAS KNOX UNITED CHURCH, AGINCOURT, (KUCA) intends to enter into a lease with Agincourt Montessori School Inc. for use of space in the KUCA Christian Centre, AND

WHEREAS the TRUSTEES of KUCA, having been directed by Council of KUCA to do so, have requested by resolution as per correspondence of March1, 2016 attached as Appendix A, the approval of Toronto Southeast Presbytery for said lease, AND

WHEREAS, the Finance and Property Team has reviewed the proposed lease agreement, AND

WHEREAS the Finance and Property Team of Toronto Southeast Presbytery is mandated to act for the Presbytery in matters of congregational property transactions as per The Manual Section G2,

IT IS MOVED by Johmann Kwong AND SECONDED by Winston Roach that Toronto Southeast Presbytery approve the Agincourt Montessori School Lease between the Trustees of Knox United Church, Agincourt, and Agincourt Montessori School as per the terms and conditions of the leasing agreement.

CARRIED

Team member Nick Walker abstained.

- ii. **Order of the Day – Ebenezer United Church, (EUC): - Request for approval of lease between EUC and 2508066 Ontario Inc. O/A Brimley-Steeles Montessori School.** The Chair introduced the topic by noting that although there was no EUC representative at our meeting, the materials provided to the team were complete and detailed and team member, Clyde Harris, a EUC congregant, was familiar with the request and offered to answer any questions that might be forthcoming. It was noted that the lease presented for review was not signed. A brief discussion ensued and consensus reached that a motion would be in order.

WHEREAS EBENEZER UNITED CHURCH (EUC) intends to enter into a lease with 2508066 ONTARIO INC. operating as Brimley-Steeles Montessori School for use of space in the EUC Daycare Wing and Playground, AND

WHEREAS the TRUSTEES of EUC, having been directed by Board of EUC to do so, have requested by resolution as per correspondence of March 14, 2016 attached as Appendix B, the approval of Toronto Southeast Presbytery for said lease, AND

WHEREAS, the Finance and Property Team has reviewed the proposed lease agreement, AND

WHEREAS the Finance and Property Team of Toronto Southeast Presbytery is mandated to act for the Presbytery in matters of congregational property transactions as per The Manual Section G2,

IT IS MOVED by Nick Walker AND SECONDED by Johmann Kwong that Toronto Southeast Presbytery approve the Brimley-Steeles Montessori School Lease between the Trustees of Ebenezer United Church, and 2508066 ONTARIO INC. operating as Brimley-Steeles Montessori School, as per the terms and conditions of the leasing agreement.

CARRIED

Team members Clyde Harris and Joan Chinnery, having declared a conflict of interest, abstained.

- iii. **Use of The Presbyteries of Toronto Conference Corporation (PTCC) Grants:** Presbytery is in receipt of two major grant requests which cannot be accommodated under the 5% grant category. The use of the 10% category can be contemplated but Executive is seeking advice from the Finance & Property team on the use of such grants. The two grant applications in question were circulated with the agenda. At the meeting, team member, Nick Walker, provided us with a schedule outlining the estimated cash flows of the “Up to 5% of Capital” funds over the next four years assuming the two grant requests were to be approved. There was a consensus that further study was needed and the Chair offered to write a synopsis of where these major grant requests might fit within the PTCC capital grant categories and submit a report to team members for further input before the scheduled April meeting.
- iv. **Order of the day – Wexford Heights United Church (WHUC): Request to approve a plan to sever the existing manse from the rest of the church property with intention to sell the manse.** The Chair welcomed two guests from WHUC, Bob Erikson, Chair of Trustees, and Kelly Cook, Chair of Finance, to our meeting. Team members are in receipt of copies of the request to Presbytery, (appended to these minutes as Appendix C), and other supporting documentation about the manse property and church finances. Questions arose about potential severance difficulties, particularly with respect to the historical church building and adjacent cemetery, and the availability of bridge financing. The Chair advised the WHUC representatives that they are required to seek further approval of Presbytery if bridge financing is arranged.

WHEREAS WEXFORD HEIGHTS UNITED CHURCH (WHUC) after due discernment has determined that the severance and sale of its adjoining manse at 1 Ellington Dr. is in the best financial interest of the congregation to pay back existing capital loans, establish an investment fund to support costs of ministry, and undertake capital improvements AND

WHEREAS the TRUSTEES of WHUC, having been directed by Council of WHUC to do so, have obtained appropriate survey and legal services to affect such a severance, AND

WHEREAS the TRUSTEES of WHUC are requesting approval of Toronto Southeast Presbytery for the severance of the 1 Ellington Dr. from the remainder of the congregational property with appropriate provision easement and access and with intention of eventual sale of the manse property, AND

WHEREAS the Finance and Property Team of Toronto Southeast Presbytery is mandated to act for the Presbytery in matters of congregational property transactions as per The Manual Section G2,

IT IS MOVED by Winston Roach AND SECONDED by Joan Chinnery that Toronto Southeast Presbytery approve the proposed severance of the WHUC manse at 1 Ellington Dr. from the balance of church property with appropriate easements as may be determined and any necessary applications to municipal authorities and with the intention of eventual sale subject to

- 1. The TRUSTEES of WHUC requesting in due course consent of Presbytery for listing for sale of the property, AND**
- 2. The TRUSTEES of WHUC requesting approval of an offer of purchase and sale and plan of disposition of the proceeds of sale**

CARRIED

The Chair thanked the guests for their participation and they left the meeting.

7. Update

- i. Metropolitan United Church (MUC) Redevelopment:** Correspondence was received from MUC's Chair of Trustees about its negotiations with its new developer. These negotiations are at an early stage and MUC requested that the update provided remain confidential.

8. Other – None.

- 9. Adjournment –** There being no further business, the Chair declared the meeting ended at 6:07 pm and closed with a benediction from First Thessalonians, Chapter 5.

Thomas Clarke
Chair

Fred Angus
Secretary

Next Meetings:

Monday, April 11, 2016

4:00 pm to 6:30 pm

Devotion:

Volunteer required

Monday, May 09, 2016

4:00 pm to 6:30 pm

Devotion:

Volunteer required

Appendix A – Correspondence from Knox United Church, Agincourt, requesting approval to enter into a lease arrangement with the Agincourt Montessori School Inc., dated March 1, 2016



Knox United Church

2569 Midland Ave.
AGINCOURT ON M1S 1R3
Tel: 416-293-4424 Fax: 416-293-6128
e-mail: knoxunited@bellnet.ca
website: www.myknox.ca

Minister
Rev. Rob Selby

March 1, 2016

Toronto Southeast Presbytery
Finance & Property Team
963 Pharmacy Avenue
Toronto, ON M1R 2G5

by e-mail

Attention: Tom Clarke, Chair

Subject: Knox United Church, Agincourt lease with the Agincourt Montessori School Inc.

Dear Tom,

Attached is a lease that Knox United Church intends to make with the Agincourt Montessori School Inc. which occupies space in our Christian Centre. The Trustees would appreciate consideration of this lease by the Finance & Property team at your earliest convenience.

Below is a resolution of the Trustees, certified to be a true copy, passed at a meeting of the Trustees on the 21st day of February, 2016:

Whereas the Trustees of Knox United Church, Agincourt have decided to enter into a leasing agreement with the Agincourt Montessori School for their designated space in the Knox Christian Education Building at 2575 Midland Avenue, Toronto, and

Whereas the Church Council of Knox United Church, Agincourt at its meeting of February 17, 2016 has directed the Trustees to seek the consent of Toronto Southeast Presbytery for the Trustees entering into a leasing agreement with the Agincourt Montessori School at Knox,

Therefore it is resolved that we the Trustees of Knox United Church hereby request the consent of Toronto Southeast Presbytery to enter into a leasing agreement with the Agincourt Montessori School with a 5 year term and an option to renew for 5 years for the rental of space on the lower level in the Knox Christian Education Building at 2575 Midland Avenue, Toronto.

Yours truly,

Brock Stackhouse
Brock Stackhouse, Deputy Chair

Knox United Church, Board of Trustees

Diverse in Culture 卍 United in Faith
多元文化 共同信念

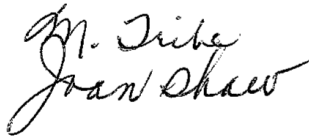
Appendix B - Correspondence from Ebenezer United Church requesting approval to enter into a lease arrangement with the Brimley-Steeles Montessori School, dated March 14, 2016

To: Toronto Southeast Presbytery

March 14, 2016

Having been directed by the Church Board to do so, the Trustees of Ebenezer United Church, meeting on March 10th, 2016, requests the approval of Toronto Southeast Presbytery of the lease between 2508066 Ontario Inc O/A Brimley-Steeles Montessori School and the Trustees of Ebenezer United Church as per the terms set out in the lease agreement dated March 10th, 2016.

Signed:



M. Tribe
Jean Shaw

Appendix C - Correspondence from Wexford Heights United Church requesting approval to sell its manse, located at 1 Ellington Drive, Scarborough, dated March 9, 2016, page 1 of 2



Wexford Heights United Church
2102 Lawrence Avenue East
Scarborough, Ontario M1R 2Z9
Telephone 416-757-0676
Email: wexfordhghtsuc@bellnet.ca



March 9, 2016

Mr. Tom Clarke
Finance and Property Team
Scarborough Southeast Presbytery
963 Pharmacy Ave
Toronto, Ontario

Via e-mail: tom.clarke@sympatico.ca

Re: Wexford Height United Church Request to Sell Manse - 1 Ellington Drive

Tom, as we discussed on the phone, the Trustees of Wexford Heights United Church (WHUC), are requesting that the following material be presented at the Finance & Property Team Committee of Toronto Southeast Presbytery on Monday, March 14, 2016.

The Trustees of Wexford Heights United Church (WHUC) passed the following motions at a meeting on January 24, 2016 (a and b). A motion (c) was presented at the Annual Meeting on February 28, 2016

a. **MOTION:** The Trustees of Wexford Heights United Church recommend to Church Council, and subsequently the congregation, the sale of the manse.

Moved by Jill Holmeshaw; Seconded by Helen Walton. CARRIED UNANIMOUSLY

b. **MOTION:** The Trustees of Wexford Heights United Church recommend the hiring of Holding & Jones Limited, land surveyors, to prepare the plans for severance of the manse property and to establish a common easement.

Moved by Merrill Kirkness; Seconded by Ray Mackenzie. CARRIED UNANIMOUSLY

c. **MOTION:** The congregation of Wexford Heights United Church approve the sale of the manse property. Moved by Betty Kirkness; Seconded by Pat Arber. CARRIED BY MAJORITY

The property will need to be severed and an easement established to provide Wexford Heights access to the north side of the church, the cemetery and provide parking access to the severed property owner. We have been provided with a preliminary survey of these projected changes which I have attached. There will be a slight change on this draft with respect to how much easement needs to be granted to the adjacent property owner. But for the purposes of this communication, what is attached should be sufficient. We have also retained the legal services of A. Beth Moore Professional Corporation. A preliminary discussion with City of Toronto planner is also pending to review what we are proposing to do.

Appendix C - Correspondence from Wexford Heights United Church requesting approval to sell its manse, located at 1 Ellington Drive, Scarborough, dated March 9, 2016, page 2 of 2

Due to the complexity of this transaction, we anticipate that it will take an elongated period of time to get through the pre-requisite steps of property severance and easement establishment. There are also costs associated with the transaction that Wexford will need to cover. Albeit these will all be recoverable from the proceeds of the sale, it will put a strain on existing available funds.

On Tuesday March 8, I spoke with Ron Ewart from TUCC to discuss the possibility of bridge financing. Wexford currently has a registered mortgage on title to the Property as of November 9, 2015 for a total principal of \$180,000. Of these funds, we currently have approximately \$67,000 owing. This leaves a remaining \$113,000 to potentially work with. Ron has suggested that Wexford could consider a bridge financing plan, based on quarterly interest only payments, with a timed period to cover what is anticipated to be the duration of the pre-sale and sale period.

We recognize that this bridge financing will need to have congregational approval. The scheduling of Congregational meeting will be done in the near future. With Rev. Diane Bennett-Jones joining us as at March 15, 2016, it will now be much easier to facilitate such a meeting.

We are asking that the Finance and Property Team of Toronto Southeast Presbytery, approve in principle, the option for bridge financing as outlined above. We will need to go through all the required governance steps and provide the supporting documentation. By seeking this approval in principle now we can work a number of steps in parallel.

At the time of writing this letter, we have yet to engage interviewing agents. We have engaged the services of a real estate specialist who will provide us a property evaluation. I will have this information available for the meeting on March 14th. Without having a view to sale value, it is not possible for us to provide a definitive list on the disbursement of the funds. At a high level, the following items would need to be taken into account:

- Retirement of all long-term debt and bridge financing
- All costs associated with sale transaction
- At minimum, housing allowance portion of ministers' salary for 2016
- Pipe organ repair ~ \$30,000
- Installation of fence on north side of cemetery

If there is additional information that you require prior to the meeting on March 14, please let me know. I understand that you will notify us as to what time this topic will be on the agenda. If we could be slated near the end of the agenda, that will provide greater flexibility for both myself and possibly Bob Eriksen to also attend. Both of us work during the day so we need to ensure adequate time to get to the meeting.

Thank you for the continued support of the matters of Wexford Heights.

Sincerely

Kelly Cook
Member, Board of Trustee

cc: Robert Eriksen, Chair of Trustees
Ron Ewart, TUCC

**Toronto Southeast Presbytery
Education & Students Minutes of Tuesday March 15/16**

Present: June Cavers, Ella Taylor-Walsh, Paul Stott, Bruce Galbraith, Lorna Joblin, Pam Lock, Joan McCalmont, Kathryn Moase, Norm Seli, Cynthia Stretton, Ila Vaculik, Marney Winn, Dale Hildebrand ex officio

Regrets: Craig Donnelly, Joan McCalmont, Marney Winn

Opening: Paul Stott read from the hymn book *Glory to God* from the Presbyterian hymn book, USA about the beginning of Holy Week, when we experience the highs and lows of faith as we walk with Jesus through triumphal entry to Jerusalem, betrayal, getting ready for death and resurrection. Tom Troger A Cheering Chanting Dizzy Crowd. The alliteration and imagery were powerful and inspirational.

Agenda and Minutes:

MOTION: Ila Vaculik/ Ella Taylor-Walsh that the agenda be approved as circulated.

CARRIED.

MOTION: Norm Seli / Bruce Galbraith that the minutes of Feb 16th , 2016 be approved as circulated.

CARRIED.

Spiritual Direction: Dale Hildebrand:

Interviewers for Education and Students as well as CIB may well suggest, recommend or insist on inquirers and candidates having a spiritual adviser, counselling etc. Dale Hildebrand will work with others to provide a workshop at the June CIB meeting regarding this topic. E&S also requested clarification regarding the meaning of spiritual direction, Cape courses, basic literacy and psychological assistance. There was consensus that this would be a useful presentation.

Interviews:

MOTION: Pam Lock/Kathryn Moase re **Fred Graham**

The Toronto Southeast Presbytery Education and Students Commission, having received Fred Graham's application for his Licensed Lay Worship Leadership renewal, read his annual report and interviewed him, continues to support Fred Graham and re-licenses him as an LLWL for the 2016-2017 Conference year.

CARRIED.

MOTION: Bruce Galbraith/Ila Vaculik re **Jim McKibbin**

The Toronto Southeast Presbytery Education and Students Commission, having received Jim McKibbin's application for his Licensed Lay Worship Leadership renewal, read his annual report and interviewed him, continues to support Jim McKibbin and re-licenses him as an LLWL for the 2016-2017 Conference year.

CARRIED.

Update Master list

- KM's paper work is done and in to Wendy.

Correspondence:

- Cynthia O'Connell's Glebe re-appointment goes until June 2016. (Norm Seli - liaison)
She is moving along in her ministerial process as she has applied to AST for courses next year.
- Heritage United Church, currently in Living Waters, is moving to TSP on July 1, 2016.
KC will begin her discernment in TSP upon the request of Living Waters. TSP E&S discernment representatives will be: Norm Seli and Kathryn Moase. Wendy, to send documentation when received.
- Cynthia Stretton requested that in April she come to the E&S meeting with Warren McDougall re the Affirm group and how E&S would change if Toronto Conference became an Affirm Conference. Paul has had a request from a Bloor St member re starting inquiry. Dec 2016 will be a suitable time to begin.
- Kelly Colwell will be taking further studies in the USA.
- Ella Taylor-Walsh will follow up with Alcris Limongi.

Next meeting: April 19, 2016

E&S will start at 1pm, interviews 2pm, presentation 3:15pm.

Future Meeting Dates: May 17, 2016, June 14, 2016,

Closing:

Closing from mid-day prayer of Glory to God stirring us to go forth, be peaceful, blessing the Lord. The Lord's name be praised.

Paul Stott, co-chair

June Caver, co-chair / note-taker

The Vision of Toronto Southeast Presbytery is
to enable and support good, faithful and healthy communities of faith
within our member Pastoral Charges
and to provide opportunities for cross-congregational initiatives
where individuals from Congregations with shared calls to specific ministries
may work together.

Toronto Conference, Toronto Southeast Presbytery

Minutes of the Plenary Meeting

Date: Tuesday, March 15, 2016

Attendees: See Appendix A

Opening: In Star and Crescent

Welcome,

Acknowledgement of the Land

As we gather, we acknowledge that we gather upon the traditional territories of the Mississauga Anishnaabeg, Haudenosaunee and Wendat indigenous peoples the original nations of this land, who continue to cry out for justice

Constitution of the Court – Martha ter Kuile

The meeting was called to order at 7:03 for the business that should properly come before us.

Introduction

Cynthia Scott gave us an introduction to the temple where we are being hosted this evening.

Governance Motion

It is moved that TS Presbytery:

- Approve the agenda as circulated
- grant the privileges of corresponding membership to all visitors to this meeting
- empower the Executive from the rise of this meeting until the next regular meeting to act on behalf of Toronto Southeast Presbytery with a recommendation from the appropriate standing committee wherever possible.
- Approve that the minutes of the Plenary meeting of Jan. 19, 2016 be accepted as corrected.
- Accept the ICIF accountability report as circulated

MOTION Paul Hutchison/ Ella Taylor Walsh by that the TSP approve the governance motions as presented

CARRIED.

Welcome & Connecting

Welcome Guests / New Presbyters

Diane Bennett-Jones – starting TODAY at Wexford Heights

Kumar Thangarajah – started Jan 1st at Tamil UC Mission (not present)

Don Middleton, Trinity St. Paul's new lay rep

Julie Crann Jubilee new lay rep

Ruth Clark, Pat McPhee and Mary Sonderson visiting from Bloor Street

Welcome to Tom Clark we are glad to have you here with us

Judith Gilliland interim Minister at Trinity St. Paul's covenanting this Sunday at 1pm

John DiPede Alternate lay presbyter from West Hill United

Goodbye to...

Joyce Kelly, Bruce McLeod, transferred to Waterloo Presbytery, Hamilton Conference

Joan Smith (recently transferred in from Manitou) – transferring to South West to take an appointment at Wesley-Mimico

Harvey Bride – Jubilee Lay Rep

Thoughts and Prayers

Susanne VanderLught struggle with health challenges

Martha thanked the court for its support and care for her and her family.

Greetings and Update!

Maki Fushii (from Japan) sends greetings and the following updates:

She is working as a Consultant at Castlepines Global Equity's Asian office

Husband David McIntosh has just been appointed by the United Church of Christ, Japan national office

Daughter Flora Mei (15) has been shortlisted by the United World College Canadian National Committee with students from all over the world to do a 2 year university prep course.

UCC Anniversaries

5th Anniversaries: Lee-Ann Ahlstrom, Kristin Philipson, Rose Ann Vita

15th Anniversary: Wing Mak

20th Anniversaries: Nina Darrell, Lorna Joblin, John Lee, Debra Schneider

25th Anniversaries: Craig Donnelly, Edmund Hanssmann

30th Anniversaries: Wenh-In Ng, Doug Norris, Cynthia Stretton, Douglas Varey, Neil Young

35th Anniversaries: Edith-Ann Shantz, Zenovia Skibinski

40th Anniversary: John T. Mathew

45th Anniversaries: Randy Naylor, Lawrence Pushee

50th Anniversaries: Frank Gabourel, John Hartley, Glenn Tenpenny

55th Anniversaries: Larry Beech, John Metson

60th Anniversaries: Richard Cammidge, Gordon Nodwell

65th Anniversary: Cerwyn Davies, Nettie Hoffman (66th)

Opening Prayer

Martha drew the court together in prayer.

Lay Voting Reps to Conference –

Please see the list of Lay Voting Members to Conference on your tables (Appendix B):

MOTION: by Paul Hutchison / Paul Stott that in accordance with Section D.1.2(d) of *The Manual*, Toronto Southeast Presbytery elects the list of individuals as circulated, as persons eligible to attend the 92nd annual meeting of Toronto Conference (2016) as voting members.

CARRIED.

PTCC Application – East End

MOTION: Paul Hutchison / Randy Naylor that Toronto Southeast Presbytery approve the up to 5% PTCC Application for \$12,000 to Toronto Southeast presbytery for the East End Churches Phase III project to end December 31, 2016 and that there be quarterly reporting by Janet Marshall of TUCC and the Steering Committee to Toronto Southeast Executive .

CARRIED.

REMITTS – Paul Hutchison

Tentative planning sheet was presented.

Alan Hall to introduce remits, and a general council rep to present both the pro side and some of the arguments against the remits that have been presented.

Adjustment to 6pm starting time – two remits per night and adding two remits to the March meeting

A way to set up a 1 week before online conversation stream (tech chat)

MOTION 4: Paul Hutchison / Barry King That Toronto Southeast Presbytery Support the tentative 2016-2017 Toronto Southeast Presbytery Planning proposed by the executive for our processing of the General Council Remits.

CARRIED.

PROK Trip – Hannah Lee

Toronto Conference, The United Church of Canada Exchange Program with Seoul Presbytery, The Presbyterian Church in the Republic of Korea (PROK) October 13-21, 2016. There will be seventeen participants – including at least 3 from each presbytery.

Applications were on the table and are available online.

SKYLIGHT – Lauren Hodgson

July 29-31, 2016 - Skylight is a vibrant, all-ages festival that celebrates arts, justice and faith

This year we will welcome more than thirty dynamic contributors to Skylight, including speakers, storytellers, musicians and artists to the Paris Fairgrounds in Paris, Ontario.

To learn more about the full contributor line-up and to register for Skylight, please visit the festival website: <http://www.skylightfestival.ca/>

[Register](#) before March 31st for the early-bird special rate.

If you have any questions at all, please don't hesitate to be in touch by email at skylightfestival@gmail.com

UN Interfaith Conference – update by Karen Hamilton

The Canadian Council of Churches is the most inclusive church council (not the biggest) in the world representing 85% of Christians in Canada.

Notes from Karen Hamilton:

It is my privilege to speak to you tonight from two, related perspectives, representing the presbytery Inter-Church, Inter-Faith committee and also as a kind of accountability report since I am yours!

I serve Church and World as the General Secretary of The Canadian Council of Churches (CCC). The CCC has been bringing together the denominations of Canada since 1944 and currently has 25 denominations, representing more than 85% of the Christians in Canada. One of our newest members will be of great interest to our hosts here at this Hindu Temple - the Mar Thoma tradition from India which is a lively, progressive denomination full of young people.

It is good to have an opportunity to up-date those of you who might not know of a couple of new developments at the CCC.

- The new reality that the 60 year old Canadian Theological Students Conference, part of whose funding comes from monies raised in the name of Howie Mills, is now embedded in the CCC.
- The honouring of Ruth Tillman and the 100th anniversary of CGIT by raising funds for an internship in her name to translate CGIT values into the current context.

In terms of new Inter-faith developments, nationally and internationally,

- The Canadian Interfaith Conversation.
- The Interfaith Leaders Summit to parallel the G20.
- International interfaith summits centred in Doha, Qatar, Vienna (with some funding from Saudi Arabia) and Dubai, U.A.E. bringing the U.N. and faith leaders into dialogue.

And finally some challenges for us all.

- The fact that though some Christian denominations are in decline, Christianity is the fastest growing religion in the world, and there are many denominations in Canada that are large, growing and thriving.
- The fact that The Church of Jesus Christ of the Latter Day Saints is very active in interfaith and social justice contexts.
- The awareness in the midst of all the tremendous support for Syrian Refugees that the Armenian Orthodox tradition has been doing so for many years and we can learn from that.

And finally, a commission to us all to engage with sisters and brothers of other traditions in all of our contexts.

The Rev. Dr. Karen Hamilton, General Secretary, The Canadian Council of Churches

NOMINATIONS – Randy Naylor

The Nominations Team has two names to present to the plenary:

MOTION: Randy Naylor / John Brown that Toronto Southeast Presbytery approve the appointment of John Suk to the Education & Students Team.

CARRIED.

MOTION: Randy Naylor / John Brown that Toronto Southeast Presbytery approve the appointment of Ian Manson to the Pastoral Relations & Ministry Support Team as Acting Chair.

CARRIED.

MOTION: Randy Naylor / John Brown that Toronto Southeast Presbytery name John Barr a member of PTCC

CARRIED.

MOTION: Randy Naylor / John Brown That Toronto Southeast Presbytery re-appoint Nick Walker and Hannah Lee as members of Toronto United Church Council.

CARRIED.

MOTION: Randy Naylor/ John Brown that the position of chair of the presbytery can be filled by co-chairs

CARRIED.

Table Groups

In Table Groups, please prayerfully consider the following teams in order to suggest potential team members to Nominations.

ORDER OF THE DAY: ICIF Hosting - Learning Conversation

Team Members

Cynthia Scott – chair, Karen Hamilton, Jeff Ince, Mary Joseph, Andrew Macpherson, John Joseph Mastandrea, Wenh-In Ng, Jennifer Palin, Debra Schneider, John Lee

The Inter-Church Inter-Faith Committee invites people across the United Church to explore our relationship with Hinduism in the Canadian context.

Honouring the Divine in Each Other includes a study resource and study guide to aid in this

process of exploration. There is also an opportunity to contribute to a proposed General Council statement on United Church–Hindu relations.

Reflection Session: Incarnation / Reincarnation

- i) What is the difference between reincarnation and incarnation?
 - ii) Can Christ be described as an incarnation of God like Krishna, or Ram.
 - iii) The final reflection question for table discussion is the theme of reincarnation in the Bible. If Jesus is both Human and Divine, then is his return from the grave an act of reincarnation?
- i) Is the practice of Yoga only exercise?
 - ii) how does Yoga deal with unity and God?

Closing Song – with the “ICIF Team Choir”

Rigveda (Bhartendu)
One God, Many Names
(forms of monotheism)

One God, many names!
One God, many peoples!
One God of sky and sea and earth
Has called us here!

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Adjourn

There being no further business, the chair declared the meeting adjourned with prayer at 9:30pm.

Rev. Dr. Martha ter Kuile
Chair: Toronto Southeast Presbytery

Rev. Dr. Paul Hutchison
Secretary: Toronto Southeast Presbytery

Last Name	First Name	Member Status	Primary Affiliation
Allan	David	Lay Rep	Manor Road
Alonzo-Scott	Yolanda	Other	
Amos	Dorothy	Alternate Lay Rep	Toronto SE Presbyterial (UCW)
Angus	Fred	Lay Rep	Glen Rhodes
Atkey	Ann	Lay Rep	Glebe Road
Aylsworth	Sharon	Lay Member at Large	Toronto SE Presbytery
Baker-Graf	Hedy	Lay Rep	Knob Hill
Barr	John	Other	Kingston Road
Bartlett	George	Lay Rep	Bloor Street
Basil	Milton	Ministry Personnel	West Ellesmere Community
Baskin	Beth	Staff	Toronto SE Presbytery
Bennett	Beverley	Lay Rep	College Street
Bennett-Jones	Diane	Ministry Personnel	Wexford Heights UC
Benson	Daniel	Ministry Personnel	St. Paul's, Scarborough UC
Brown	John	Ministry Personnel	Toronto SE Presbytery
Cammidge	Richard	Ministry Personnel	Toronto SE Presbytery
Cavers	June	Lay Rep	Northlea
Chinnery	Joan	Lay Rep	Ebenezer
Clarke	Tom	Lay Rep	Fairlawn Avenue
Colwell	Kelly	Candidate	Wexford Heights UC
Cottrell	Michael	Ministry Personnel	Kimbourne Park
Cox	Alicia	Other	Bloor Street
Crann	Julie	Lay Rep	Jubilee
Dale	Karen	Ministry Personnel	Beach
Dionisio	Anne	Other	Jubilee
DiPede	John	Alternate Lay Rep	West Hill
Elcombe	Lea	Lay Rep	St. Paul's, Scarborough UC
Galbraith	Bruce	Lay Rep	Scarborough Bluffs UC
Gibson	Joan	Lay Rep	Malvern-Emmanuel UC
Gilliland	Judith	Ministry Personnel	Trinity-St. Paul's UC
Greenwood	Glen	Lay Rep	St. Mark's
Hall	Alan	Ministry Personnel	The of Canada
Hamilton	Karen	Ministry Personnel	Toronto, Canadian Council of C
Harris	Clyde	Lay Member at Large	Toronto SE Presbytery
Hart	Deborah	Ministry Personnel	Deer Park
Hepburn	Anne	Ministry Personnel	Eglwys Dewi Sant
Hildebrand	Dale	Lay Rep	Toronto Conference
Hodgson	Lauren	Ministry Personnel	St. Matthew's
Hoffman	Nettie	Ministry Personnel	Toronto SE Presbytery
Howes	Ann	Ministry Personnel	Scarborough Bluffs UC
Hur	Won	Ministry Personnel	Ebenezer
Hutchinson	Roger	Lay Rep	Trinity-St. Paul's UC
Hutchison	Paul	Ministry Personnel	St. Mark's
Ince	Jeff	Lay Rep	Metropolitan
Last Name	First Name	Member Status	Primary Affiliation

Jarvis	Wendy	Lay Rep	Church of the Master UC
Joblin	Lorna	Ministry Personnel	Toronto SE Presbytery
Johnson	Sheryl	Ministry Personnel	Fairlawn Avenue
Joseph	Mary	Ministry Personnel	Bedford Park
Jung	Hae-Bin	Ministry Personnel	Alpha Korean
King	Barry	Ministry Personnel	Kingston Road
Lai	Alan	Ministry Personnel	Toronto Chinese
Lee	Hannah	Ministry Personnel	Knob Hill
Lee	Jean	Lay Rep	Metropolitan
Lee	John	Ministry Personnel	Dentonia Park
Levan	Chris	Ministry Personnel	College Street
Lock	Pam	Lay Member at Large	Toronto SE Presbytery
Macpherson	Andrew	Other	
Mastandrea	John Joseph	Ministry Personnel	Metropolitan
Metcalfe	Rob	Ministry Personnel	Fairlawn Avenue
Metcalfe	Sue	Other	Fairlawn Avenue
Middleton	Don	Lay Rep	Trinity-St. Paul's UC
Miller	Wendy	Staff	Toronto SE Presbytery
Moase	Kathryn	Lay Member at Large	Toronto SE Presbytery
Moore	Beth	Lay Rep	Birchcliff Bluffs UC
Naylor	Randy	Ministry Personnel	Parkwoods
Ng	Wenh-In	Ministry Personnel	Toronto SE Presbytery
Norris	Doug	Ministry Personnel	Rosedale
O'Connell	Cynthia	Cand. under Appt.	Glebe Road
Palin	Jennifer	Ministry Personnel	The Donway Covenant UC
Petrides	Linda	Ministry Personnel	Kimbourne Park
Ramkeesoon	Ken	Ministry Personnel	Toronto SE Presbytery
Rascheff	Luba	Lay Rep	Bloor Street
Roach	Winston	Lay Rep	Eastminster
Schneider	Debra	Ministry Personnel	Manor Road
Scott	Bill	Lay Rep	Don Mills-Thorncliffe Park PC
Scott	Cynthia	Ministry Personnel	Metropolitan
Selby	Rob	Ministry Personnel	Knox Agincourt UC
Seli	Norm	Ministry Personnel	Jubilee
Shantz	Edith-Ann	Ministry Personnel	Don Mills-Thorncliffe Park PC
Silcox-Smith	Joan	Ministry Personnel	North York General Hospital
Smith	Evan	Other	Toronto Urban Native Ministry
Smith	Vicki	Lay Rep	Church of the Master UC
Spencer	Malcolm	Ministry Personnel	Glen Rhodes
Stott	Paul	Lay Rep	Trinity-St. Paul's UC
Stroud	Randy	Lay Rep	St. Mark's
Suk	John	Ministry Personnel	Lawrence Park Community
Sutherland	Anne Shirley	Lay Rep	Toronto Conference
Tam	Wing-Haan	Lay Rep	Toronto Chinese
Last Name	First Name	Member Status	Primary Affiliation
Taylor-Walsh	Ella	Ministry Personnel	Toronto SE Presbytery

ter Kuile	Martha	Ministry Personnel	Bloor Street
Vaculik	Ila	Lay Member at Large	Toronto SE Presbytery
Vosper	Gretta	Ministry Personnel	West Hill
Walker	Marg	Lay Rep	Knox Agincourt UC
Welwood	Doug	Lay Rep	Bloor Street
Whitaker	Marni	Lay Rep	Timothy Eaton Memorial
Wigle	Ron	Lay Rep	Parkwoods
Winn	Marney	Lay Rep	Beach

REGRETS

Last Name	First Name	Member Status	Primary Affiliation
Aitken	Jo	Lay Rep	Rosedale
Bagnell	Kenneth	Ministry Personnel	Toronto SE Presbytery
Bourassa-Burke	Nicole	Lay Rep	Kimbourne Park
Brooks	Barry	Ministry Personnel	Toronto SE Presbytery
Clark	Pat	Lay Rep	Victoria Park UC
Cowley	Lorraine	Lay Rep	St. Matthew's
Doucet	Marc	Ministry Personnel	Beach
duCharme	Douglas	Ministry Personnel	Northlea
Fushii	Maki	Ministry Personnel	Toronto SE Presbytery
Graham	Fred	Lay Rep	Deer Park
James	Manley	Lay Member at Large	Toronto SE Presbytery
Jannaway	Annie	Ministry Personnel	Leaside
Johnston	Ian	Lay Rep	Kingston Road
Kuschnik	Linda	Ministry Personnel	Toronto General Hospital
Lau	Calin	Inquirer	Toronto SE Presbytery
Manson	Ian	Ministry Personnel	St. John's, Scarborough UC
Miller	Sarah	Ministry Personnel	Eastminster
Moore	Kevin	Lay Rep	St. Andrew's
Morson	Alan	Lay Rep	Eglinton St. George's UC
Morson	Flo	Lay Rep	Eglinton St. George's UC
Newnham	Linda	Candidate	Trinity
Noble	Ruth	Ministry Personnel	St. Andrew's
Perigoe	John	Ministry Personnel	Toronto SE Presbytery
Perigoe	Lillian	Ministry Personnel	Toronto SE Presbytery
Peterson	Aubrey	Lay Rep	Eglinton St. George's UC
Pope	Marion	Ministry Personnel	Toronto SE Presbytery
Reid-James	Lynella	Lay Rep	Knox Agincourt UC
Seunarine	Karen	Other	North Bramalea
Smaller	Christine	Ministry Personnel	Birchcliff Bluffs UC
Soplet	Gordon	Lay Rep	Rosedale
Stretton	Cynthia	Ministry Personnel	Kimbourne Park
Taylor	John	Ministry Personnel	Centenary Hospital
VanderLugt	Susanne	Ministry Personnel	Toronto SE Presbytery
Wardlaw	Robin	Ministry Personnel	Glen Rhodes
White	Barbara	Ministry Personnel	Toronto SE Presbytery
White	Christopher	Ministry Personnel	Fairlawn Avenue
White	Wayne	Lay Rep	Bedford Park
Wushke	Ralph Carl	Ministry Personnel	Bathurst Street

Last Name	First Name	Member Type	Affiliation
Aitken	Jo	Lay Rep	Rosedale
Alexander	Harold	Alternate Lay Rep	West Ellesmere Community
Allan	David	Lay Rep	Manor Road
Amos	Dorothy	Alternate Lay Rep	Toronto SE Presbyterial (UCW)
Angus	Fred	Lay Rep	Glen Rhodes
Atkey	Ann	Lay Rep	Glebe Road
Aylsworth	Sharon	Lay Member at Large	Toronto SE Presbytery
Baker-Graf	Hedy	Lay Rep	Knob Hill
Bartlett	George	Lay Rep	Bloor Street
Bennett	Beverley	Lay Rep	College Street
Blake	Andrew	Alternate Lay Rep	Don Mills-Thorncliffe Park PC
Bourassa-Burke	Nicole	Lay Rep	Kimbourne Park
Bradley	Rosalie	Lay Rep	Toronto SE Presbyterial (UCW)
Cavers	June	Lay Rep	Northlea
Childerhose	Norm	Lay Rep	The Donway Covenant
Chinnery	Joan	Lay Rep	Ebenezer
Chong	James	Lay Rep	Alpha Korean
Clark	Pat	Lay Rep	Victoria Park
Clarke	Tom	Lay Rep	Fairlawn Avenue
Comish	Sue	Lay Rep	Lawrence Park Community
Cowley	Lorraine	Lay Rep	St. Matthew's
Crann	Julie	Lay Rep	Jubilee
DiPede	John	Alternate Lay Rep	West Hill
Edwards	Barbara	Lay Rep	Dentonia Park
Elcombe	Lea	Lay Rep	St. Paul's, Scarborough
Galbraith	Bruce	Lay Rep	Scarborough Bluffs
Gardner	Bob	Lay Rep	As One That Serves (AOTS)
Gibson	Joan	Lay Rep	Malvern-Emmanuel
Graham	Fred	Lay Rep	Deer Park
Gray	Inglis	Lay Rep	St. Paul's, Scarborough
Greenwood	Glen	Lay Rep	St. Mark's
Gunasingham	Vilvan	Lay Rep	Tamil Mission
Gunn	Cynthia	Lay Rep	The United Church of Canada
Harris	Clyde	Lay Member at Large	Toronto SE Presbytery
Henville	Michael	Lay Rep	St. John's, Scarborough
Hildebrand	Dale	Lay Rep	Toronto Conference
Hould	Claude	Lay Rep	Rosedale
Hutchinson	Roger	Lay Rep	Trinity-St. Paul's
Ince	Jeff	Lay Rep	Metropolitan
James	Manley	Lay Member at Large	Toronto SE Presbytery
Jarvis	Wendy	Lay Rep	Church of the Master
Johnston	Ian	Lay Rep	Kingston Road
Kang	Min-Woong	Lay Rep	Alpha Korean
King	John	Lay Rep	West Hill
Langford	Alex	Lay Rep	Timothy Eaton Memorial

Last Name	First Name	Member Type	Affiliation
Lee	Jean	Lay Rep	Metropolitan
Lloyd	John	Lay Rep	Metropolitan
Lock	Pam	Lay Member at Large	Toronto SE Presbytery
MacKenzie	Peggy	Alternate Lay Rep	St. Matthew's
MacLennan	John	Lay Rep	Scarborough Bluffs
Marshall	Jim	Alternate Lay Rep	Presteign-Woodbine
McCowan	Lynda	Alternate Lay Rep	Parkwoods
Meredith	Diane	Alternate Lay Rep	Bathurst Street
Middleton	Don	Lay Rep	Trinity-St. Paul's
Moase	Kathryn	Lay Member at Large	Toronto SE Presbytery
Moore	Beth	Lay Rep	Birchcliff Bluffs
Moore	Kevin	Lay Rep	St. Andrew's
Morson	Alan	Lay Rep	Eglinton St. George's
Morson	Flo	Lay Rep	Eglinton St. George's
Naylor	Loreen	Lay Member at Large	Toronto SE Presbytery
Nelson	Bob	Lay Rep	The Donway Covenant
O'Connell	Cynthia	Cand. under Appt.	Glebe Road
Peterson	Aubrey	Lay Rep	Eglinton St. George's
Piper	Ann	Lay Rep	Manor Road
Rascheff	Luba	Lay Rep	Bloor Street
Reid-James	Lynella	Lay Rep	Knox Agincourt
Roach	Winston	Lay Rep	Eastminster
Schlee	Gary	Alternate Lay Rep	Toronto Christian Resource Centre (CRC)
Scott	Bill	Lay Rep	Don Mills-Thorncliffe Park
Small	Ken	Lay Rep	West Ellesmere Community
Smith	Susan	Lay Rep	Leaside
Smith	Vicki	Lay Rep	Church of the Master
Soplet	Gordon	Lay Rep	Rosedale
Stott	Paul	Lay Rep	Trinity-St. Paul's
Stroud	Randy	Lay Rep	St. Mark's
Tam	Wing-Haan	Lay Rep	Toronto Chinese
Terry	Clarice	Lay Rep	Eglwys Dewi Sant
Thompson	Jimmy	Lay Rep	Saint Luke's
Vaculik	Ila	Lay Member at Large	Toronto SE Presbytery
Voogd	Bruce	Lay Rep	Toronto Christian Resource Centre (CRC)
Walker	Marg	Lay Rep	Knox Agincourt
Wang	John	Lay Rep	Bathurst Street
Welwood	Doug	Lay Rep	Bloor Street
Whitaker	Marni	Lay Rep	Timothy Eaton Memorial
White	Wayne	Lay Rep	Bedford Park
Wigle	Ron	Lay Rep	Parkwoods
Winn	Marney	Lay Rep	Beach
Wong	Sarah	Lay Rep	Toronto Chinese
Wutherich	Dieter	Lay Rep	German Church

**Toronto Southeast Presbytery
Pastoral Relations and Ministry Support Team
Minutes of the Meeting held on March 15, 2016 – 5 p.m.
1960 Ellesmere Avenue, Toronto, Suite 9 – Sri Radha Krishna Temple**

Chair: John Joseph Mastandrea **Note taker:** Beth Moore
Present: John Joseph Mastandrea, Beth Moore, Edith-Ann Shantz, Beverley Bennett
Staff: Anne Shirley Sutherland
Regrets: Larry Beech

1. Call to Order and Prayer:

John Joseph Mastandrea called the meeting to order and Edith-Ann Shantz opened the meeting with a prayer.

2. Minutes of February 2, 2016 meeting:

MOTION: Edith-Ann Shantz/Beverley Bennett - that the minutes of the February 2, 2016 conference call meeting be approved.

CARRIED.

3. VAM request for Fairlawn United Church – Rev. Cynthia Stretton

MOTION: Beverley Bennett Moore/Edith-Ann Shantz – that the request of Fairlawn United Church for the appointment of Rev. Cynthia Stretton as a Voluntary Associate Minister be approved.

CARRIED.

4. Birchcliff Bluffs United Church – Anne Shirley advised that the MAP Report submitted by Birchcliff Bluffs United Church had been approved by the MAP Review Group and that the position description for an 80% ministry position and a request for declaration of a vacancy had been submitted for approval.

MOTION: Edith-Ann Shantz/Beverley Bennett – that the Minister's Position Description for a Minister of Word, Sacrament and Pastoral Care (80% /32 hours) be approved.

CARRIED.

MOTION: Edith-Ann Shantz/Beverley Bennett – Moved that Toronto Southeast Presbytery declare a vacancy at Birchcliff Bluffs United Church for the ministry position described in the Minister's Position Description.

CARRIED.

5. Heather Power – The Team was advised that Heather Power had requested a change in pastoral relationship with 90 days' notice and planned to leave Eglinton St. George's United Church on May 31, 2016.

MOTION: - Beth Moore/Beverley Bennett – Moved that the request of Heather Power for a change in pastoral relationship effective as of May 31, 2016 be approved.

CARRIED.

6. **Jubilee United Church** - Position Description

MOTION: - Beverley Bennett/Edith-Ann Shantz – Moved that the position description submitted by Jubilee United Church for a Minister of Word, Pastoral Care and Teaching (full-time) be approved.

CARRIED.

7. **Sabbaticals**

John Joseph Mastandrea advised that he would be beginning his sabbatical at the end of March and that Rev. Ian Manson had agreed to act as interim Chair of the PRMST during his absence. The Team was advised that Rev. Martha ter Kuile would be on sabbatical from August 7, 2016 to November 6, 2016 and that a Supply Minister and a pastoral charge supervisor will need to be appointed to Bloor Street United Church during the sabbatical.

8. **Next meeting:** Tuesday, May 3, 2016 – 5:30 pm – conference call.

There being no further business, on motion by Edith-Ann Shantz, the Chair declared the meeting adjourned.

John Joseph Mastandrea, Chair

Beth Moore, Secretary

Meeting Schedule for balance of church year:

May 3, 2016 – 5:30 pm – Conference Call

June 7, 2016 – 5:30 pm - conference call

**THE UNITED CHURCH OF CANADA
TORONTO SOUTHEAST PRESBYTERY
FINANCE AND PROPERTY TEAM**

Minutes of the meeting of the Finance and Property Team of Toronto Southeast Presbytery, held on Monday, April 11, 2016 at 4:00 p.m. at Toronto Southeast Presbytery Offices, 963 Pharmacy Ave., Scarborough, Ontario, with Thomas Clarke, Chair, presiding.

PRESENT

Thomas Clarke (Chair), Fred Angus, Joan Chinnery, Clyde Harris, Rev Johmann Kwong, Al Morson, Aubrey Peterson, Nick Walker, Wayne White.

REGRETS

Winston Roach, Anne Shirley Sutherland (Staff Support).

CALL TO ORDER

Quorum being achieved, the Chair called the meeting to order at 4:07 pm

DEVOTION

Nick Walker recalled some of the religious historical sites that he and his wife, Margaret, visited when vacationing in Europe, India, Latin America, and recently, Japan. They always made a point of visiting local museums, art galleries, and religious places of worship. In Europe, Abrahamic religious sites predominate - Spain's Moorish heritage being widely on display in Granada. When in India Nick noted that, like in most places visited, art was primarily influenced by religion; and in this instance, Hinduism and Buddhism. Buddhism was also a significant influence in Japan, although Shinto is more widely practised. Nick commented that the practice of Buddhism appears to differ from country to country. Their most extensive vacationing has been in Latin America. Here, Nick observed that most countries in South and Central America and the West Indies, had been colonized by Europeans and their art and architecture reflects that colonization period. Nick closed his devotion with a prayer.

1. Appointment of Secretary

Fred Angus volunteered to provide minutes for this meeting.

2. Approval of Agenda

The agenda was circulated April 8, 2016. The Chair announced that the April 8th version is to be revised to include two new items as "New Business", Al Morson's annual analysis of the TSP congregations' Insurance and Property Valuation, and correspondence from West Hill United Church.

MOTION: Johmann Kwong / Nick Walker that the agenda as revised be approved.

CARRIED.

3. Approval of Minutes of March 14, 2016 meeting.

MOTION: Fred Angus / Johmann Kwong that the March 14, 2016 F & P minutes as circulated be approved.

CARRIED

4. Business Arising

- i. **Use of PTCC Grants** – The Chair had prepared a Report to Executive regarding the potential use of PTCC Grants to fund two major projects extending over a four-year period and has asked for comments from the team members present. There being no changes suggested, the Chair advised that his report would be forwarded to Executive as is.

5. Treasurer's Report

- i. **End of Year - 2014:** Clyde Harris reported that the TSP 2014 financial statements are now complete and should be approved and attached to these minutes as Appendix "A".

MOTION: Clyde Harris / Aubrey Peterson that the TSP 2014 financial statements be approved.

CARRIED.

- ii. **End of Year - 2015:** No report - Clyde advised that Presbytery's 2015 financial statements are currently being reviewed by the presbytery's auditor. It was suggested that this report be received for the team's information only.

MOTION: Aubrey Peterson / Nick Walker: that the Auditor's report of the Presbytery's 2015 financial statements be received for information.

CARRIED.

- iii. **Current Year to Date – 2016:** This interim report was received for information of the F&P team only.

- iv. **Assessments:** Clyde Harris reported that 2016 First Quarter LMU instalments payments were slow in being received.

6. New Business

- i. **Insurance and Property Valuation Comparison:** Al Morson submitted his report and noted that only 2 of the 51 congregations listed reported amounts that appear to be unreasonable. Al indicated that he will attempt to get an explanation from the two congregations in question. He compiles this report annually, based on the most recent UCC Year Book Statistics.

MOTION: Clyde Harris / Wayne White that the report be received with thanks.

CARRIED.

- ii. **West Hill United Church (WHUC) Proposal:** Tom Clarke shared correspondence received from the WHUC Board Chair, Randy Bowes, with the team members and indicated that he has advised WHUC to make a formal proposal at our F & P meeting on May 9th. The correspondence received was of a general nature about its finances and more information is required for a meaningful discussion to take place. The team agreed that this matter should be deferred and no further discussion ensued.

7. Update

- i. **Metropolitan United Church (MUC) Redevelopment:** Bruce Peckover, MUC's Chair of Trustees, provided a confidential update about its negotiations with its new developer. These negotiations are ongoing and will be documented at an appropriate time.
- ii. **PTTC 5% Grant Request from Kimbourne Park United Church, (KPUC):** A copy of KPUC's submission was received for information purposes only. This is not a formal grant application and the F & P team has not been requested to review the matter. The team had a general discussion about the matter - no action was suggested.
- iii. **Church of the Master United Church, (CMUC) Letter to Executive re Future Ministry with St. Mark's United Church:** This letter was received by the Team for information purposes only. It concerns a possible team or hub ministry approach to revitalizing the United Church ministry in Scarborough. The team received this correspondence favourably.

8. **Other** – None.

9. **Adjournment** – There being no further business, the Chair declared the meeting ended at 5:45 pm and closed with a benediction.

Thomas Clarke
Chair

Fred Angus
Secretary

Next Meetings:

Monday, May 09, 2016
Monday, June 13, 2016

4:00 pm to 6:30 pm
4:00 pm to 6:30 pm

Devotion: Al Morson
Devotion: Fred Angus

Appendix A – 2014 Financial Report (final)

**Toronto Southeast Presbytery
Financial Report
2014**

	ACTUALS to December 31st, 2014	BUDGET to December 31st, 2014
REVENUE		
Grant from Toronto Conference	\$ 32,155.00	\$ 32,155.00
Plenary Meeting Donations	\$ 2,806.50	\$ 3,000.00
Workshops (registration/Lunch)	\$ 246.00	\$ -
Multi-Faith calendars	\$ 375.00	\$ -
TOTAL REVENUE	\$ 35,582.50	\$ 35,155.00
EXPENSES		
Executive		
Executive	\$ 641.56	\$ 1,500.00
Program Planning	\$ 1,777.24	\$ 4,000.00
Agenda Planning	\$ 5,213.84	\$ 4,500.00
Nominations	\$ 130.72	\$ 250.00
Communications	\$ -	\$ 750.00
Total Executive	\$ 7,763.36	\$ 11,000.00
Commissions		
Finance and Property	\$ 71.79	\$ 100.00
Pastoral Relations	\$ 315.45	\$ 5,000.00
Education and Students	\$ 138.62	\$ 500.00
Total Commissions	\$ 525.86	\$ 5,600.00
Programs		
Outreach and Mission Support	\$ -	\$ 700.00
Congregational Health	\$ -	\$ 4,600.00
Pastoral Oversight	\$ 37.97	\$ -
Youth Network	\$ 1,108.00	\$ 2,000.00
Justice and Global Issues	\$ 2,083.88	\$ 4,700.00
Inter Church Inter Faith	\$ 4,318.68	\$ 2,200.00
Mission Strategy	\$ -	\$ 2,750.00
Total Programs	\$ 7,548.53	\$ 16,950.00
Travel		
Plenary Travel	\$ -	\$ 100.00
Committee Travel	\$ 239.36	\$ 1,500.00
Total Travel	\$ 239.36	\$ 1,600.00
Unallocated Expenses	\$ -	\$ -
TOTAL EXPENSES	\$ 16,077.11	\$ 35,150.00
NET INCOME OVER EXPENSES (loss)	\$ 19,505.39	\$ 5.00

	From Surplus	Brought Forward	Interest/Grants Donations	Transfers	Payments	Fund Totals
Operating Fund	2013 Surplus \$ 14,841.83					\$ 19,505.39
Details as shown above						
Special Projects						
Social Justice Project	\$ -	-\$ 10,817.78	\$ 145,350.00	\$ -	\$ 48,957.48	\$ 85,574.74
East End Project	\$ -	\$ 36,090.64	\$ -	\$ -	\$ 21,587.73	\$ 14,502.91
West Don Project	\$ -	\$ 87,922.95	\$ 17,160.00	\$ -	\$ 68,376.74	\$ 36,706.21
PTCC Annual Net Revenue	\$ -	\$ 7,000.00	\$ 74,500.00	\$ -	\$ 72,500.00	\$ 9,000.00
Presbytery Urgent Need Fund	\$ -	\$ 35,000.00	\$ -	\$ -	\$ -	\$ 35,000.00
Effective Leadership	\$ -	\$ -	\$ 53,406.48	\$ -	\$ 23,189.66	\$ 30,216.82
Moderator Event	\$ -	\$ 5,000.00	\$ 2,445.00	-\$ 2,416.12	\$ 5,028.88	\$ -
Contingency Reserve Fund	\$ 5,104.45	\$ 11,120.20	\$ -	\$ 2,416.12	\$ -	\$ 18,640.77
min. 10% of budget plus unallocated surplus						
Legal and Conflict Mitigation Fund	\$ 7,420.92	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 17,420.92
max. \$20,000 allocated 50% of excess surplus						
Outreach Fund	\$ 2,316.46	\$ 2,683.54	\$ -	\$ -	\$ -	\$ 5,000.00
max. \$5,000 allocated 25% of excess surplus						
Education and Student Fund	\$ -	\$ 4,756.74	\$ 2,139.06	\$ -	\$ 784.65	\$ 6,111.15
max. \$2,000 allocated 10% of excess surplus						
						\$ 277,678.91

**The Vision of Toronto Southeast Presbytery is
to enable and support good, faithful and healthy communities of faith
within our member Pastoral Charges
and to provide opportunities for cross-congregational initiatives
where individuals from Congregations with shared calls to specific ministries
may work together.**

**Toronto Conference
Toronto Southeast Presbytery
Minutes of the Executive Meeting**

Date: Tuesday, April 12, 2016

Time: 4:00 pm – 6:00 pm

Place: Apps Room, 963 Pharmacy Avenue, Scarborough, Ontario.

Present: Martha ter Kuile (Chair), Marg Walker (Acting Secretary), Clyde Harris (Treasurer), Lynella Reid-James (Member-at-large), Hannah Lee (Member-at-Large), Sharon Aylsworth (Member-at-Large)

Corresponding Members: Tom Clarke, Douglas duCharme

Regrets: Paul Hutchison, David McMaster, Randy Naylor, Anne Shirley Sutherland

Quorum was achieved.

Call to Order Martha ter Kuile

Martha began the meeting by acknowledging the land and called the meeting to order in the name of Jesus Christ to do the business which is brought forward.

She asked us to reflect on what makes us anxious. She then offered a prayer.

Agenda Review

MOTION: Marg Walker / Sharon Aylsworth that the agenda be accepted as presented.

CARRIED.

Previous Minutes:

MOTION: Sharon Aylsworth / Lynella Reid-James that the minutes of the March 8th Executive meeting be approved as presented.

CARRIED.

MOTION: Marg Walker / Hannah Lee that the March 15 minutes of the Plenary of Toronto Southeast Presbytery be received.

CARRIED.

Business:**Conversation about the role of the lead staff.**

This discussion will occur at the May meeting.

Report from Round Table re Malvern Emmanuel

A consultation was held on March 23, 2016. Douglas duCharme, Paul Hutchison and Lynella Reid-James attended on behalf of the Executive, Ron Ewart and Janet Marshall from TUCC and Anne Shirley Sutherland, TS support staff.

Background: The question had been posed by the Toronto United Church Council to the Toronto Southeast Presbytery about Presbytery's wishes or intentions regarding new, future or ongoing ministry in the Malvern area. Currently property discussions are taking place with the Malvern Emmanuel congregation and they have begun their MAP process. Since this seems to be a time of transition, doing some more comprehensive planning into the future seemed in Order. The question went beyond the current congregation and so the first conversation included only TUCC and the presbytery. Presbytery representatives included persons from the Executive and Mission Strategy.

Discussion included sharing information about the area, property issues, presbytery's capacity to support new initiatives and the research required to make an informed decision about presbytery's interests in further support for ministry in the area.

The gathering concluded that the original outreach ministry in which presbytery engaged has been enhanced considerably by a number of large service providers moving into the area. We observed also that opportunities to experience Christian community in other mainline denominations such as with the Presbyterians and Anglicans is present close by. We further acknowledged that presbytery resources in doing research or undertaking new ministries was very limited.

The conclusion and recommendation to Mission Strategy and the Executive is that we undertake no new initiatives in the Malvern area and thereby indicate to the Toronto United Church Council that we will continue to support the current congregation and their ministry but have no further or additional plans.

Separate conversations will continue between TUCC and the congregation about property issues and with the presbytery regarding their future congregational plans.

Motion: It was moved by Clyde Harris seconded by Lynella Reid-James, that on the recommendation of the Mission Strategy Team Toronto Southeast Presbytery undertake no new initiatives in the Malvern area and thereby indicate to the Toronto United Church Council that we will continue to support the current congregation and their ministry but have no further or additional plans and this decision be conveyed to Toronto United Church Council. **CARRIED.**

The Executive noted that they will wait for further information when the MAP has been completed and a meeting has been held with the congregation.

Nominations Report (from Randy Naylor)

The crowd sourcing at the last Plenary meeting raised 3 names in nomination for the role of Chair of Presbytery. Having contacted all three, I regret to report that none are able to accept the nomination as they are already heavily committed to life within their own congregations as well as each of the three is involved currently in other areas of the life of Presbytery.

A number of names proposed for chair of committees or membership on committees have also declined indicating that the demands of their congregational work prevent them from taking on anything in Presbytery.

Several people have said yes to positions and there are several others who have yet to respond or are 'thinking' about saying yes. These will be brought to the June plenary.

There was considerable discussion about the issue of leadership in the presbytery.

Report and Recommendations Regarding Funding PTCC Grant Requests

Tom Clarke presented a report from the Finance and Property Team about the two applications for PTCC grants. The report is attached as Appendix A.

Following discussion, the following motions were passed:

Motion: Hannah Lee / Lynella Reid-James that on the recommendation of the Finance and Property Team, the Regent Park Community Ministry grant application be returned with a request that it be resubmitted as a 10% Capital Grant Request for multi-year funding totaling approximately \$287,000 and supported by a business plan of 8 to 10 years showing how other revenue sources and grants might be used and that this information be conveyed to the applicant.

CARRIED.

Motion: Sharon Aylsworth / Clyde Harris that the Social Justice Project be engaged by the review team on several issues:

- a. The need for a full time position serving just this presbytery
- b. Alternate funding models
- c. How does this project fit into the presbytery mission and governance,

And that however it be resubmitted, it fall under the 5% annual capital grant, subject to funds available and other funding priorities and that this information be conveyed to the applicant.

CARRIED.

Following discussion, it was decided to set up a Task Group of the Executive to report on the PTCC grant procedure in the presbytery.

Motion: Clyde Harris / Sharon Aylsworth that the Executive appoint Hannah Lee, Douglas duCharme and Marg Walker to a task group to review the PTCC Grant system for the presbytery and make recommendations to the Presbytery Executive on

- 1) terms of reference for the PTCC Review Team, including the link to the Finance and Property Team and the Executive

- 2) a method for the Executive to ensure evaluation and follow up for PTCC projects
- 3) criteria to be used to assess priorities among competing projects for the 5% Annual Capital Grant, and give focus to the overall portfolio, based on the Presbytery Vision Statement and Mission Strategy.

CARRIED.

The team may also want to comment on past and current requests for funding, with a view to assessing whether they are supporting presbytery mission and priorities, using the Presbytery Vision Statement and Mission Strategy priorities as a lens.

A note will be sent to PTCC requesting that the forms be modified to require all multi-year grant requests present a financial request that aligns with calendar year in order that requests match up with the PTCC allocation fund availability.

Finance Report & Budgeting Process: (Clyde Harris)

Clyde shared the 2014 and 2015 Financial Reports for information.

MOTION: Clyde Harris / Sharon Aylsworth that the executive of Toronto Southeast Presbytery, on the recommendation of the Finance and Property team accept the financial report dated March 31, 2016 as presented.

CARRIED.

Correspondence

	Date Received	Topic	Action
1	March 13/16	Erik Mathison – clarification of remit 4 – assessments	
2	March 14/16	Church of the Master – re Scarborough ministry with St. Mark's	FYI
3	March 14/16	David Allen re Seoul exchange	
4	March 24/16	Bathurst – re lay presbyters	Vote on additional lay rep to conference
5	March 29/16	M&S – Thank you for 2015 contributions (\$1,091,480)	FYI
6	April 4/16	FAQs for remits on gc.ca	FYI
7	April 5 /16	Tom Clarke/F&P – Report re 2 PTCC requests	Discussed & attached
8	April 6 /16	Pride 2016 – Radical Love – Walking Proud	Time at June plenary

MOTION: Lynella Reid-James / Hannah Lee that the correspondence be accepted for information and action taken as indicated.

CARRIED.

New Business

New Lay Reps to the AGM

MOTION: Lynella Reid-James / Sharon Aylsworth that John DiPede, the alternate lay representative from West Hill and Ronny Yaron, the new representative from Bathurst be added as the lay representatives to Toronto Conference AGM.

CARRIED.

Adjournment

With the agenda complete, the chair declared the meeting adjourned and Douglas duCharme closed the meeting with prayer.

NEXT MEETING: Tuesday, May 10th, 4-6:30pm at 963 Pharmacy Ave.
Topic: Discussion of the process for remits

Rev. Dr. Martha ter Kuile
Chair: Toronto Southeast Presbytery

Marg Walker, Acting Secretary
Toronto Southeast Presbytery

**TORONTO SOUTHEAST PRESBYTERY
FINANCE AND PROPERTY TEAM**

To: EXECUTIVE, TORONTO SOUTHEAST PRESBYTERY

**From: Thomas Clarke
Chair, Finance and Property**

Date: March-22-16

Re: Report and Recommendations Regarding Funding of two major PTCC Grant Requests:

1. **Regent Park Community Ministry (formerly West Don) and**
2. **Toronto Southeast Presbytery Social Justice Project**

The PTCC Task Group mandated to review applications for PTCC Grants from Capital reported to the Executive on March 8, 2016, that further consideration was needed for the above two projects particularly the source of funds and that advice be sought from Finance and Property Team who have overall responsibility to manage Presbytery financial assets.

Finance and Property, meeting on March 14, 2016, reviewed the financial requests and the criteria for the PTCC Grant categories: 5% Annual Capital Grant, 10% Capital Grant, and 20% Capital Grant. This report sets out our understanding of the issue and how Presbytery may wish to proceed.

THE PROBLEM: Both grant requests are large and were requested from the 5% annual capital grant as follows:

Social Justice Project	\$278,426 for 3 years from late 2016 through 2019
Regent Park Community Ministry	\$203,935 for 2 years from late 2016 through 2018

The problem which is clearly illustrated in the attached table, prepared by Nick Walker, is that in 2017 and 2018 the amounts requested exceed the expected funds available in the 5% Capital Grant category. Any one of them sourced from the 5% Annual Grant category would use much of the funding capacity at this grant level which is the one that can be used for the widest variety of requests. In the chart, note that the prorating of the request across the calendar years is based on our understanding of the currently approved funding and the year in which the grant funds would be required.

ANALYSIS:

1. The Regent Park Community Ministry is clearly a church development project and as such should qualify for a 10% Capital Grant request but there are issues with such an application.
 - a. There can only be one grant request per project; i.e., you get one ask although the funds can be used over a number of years. That being so it would be prudent to ask for as much as may be available in the year of request.
 - b. Funds may not be sufficient to fund the Regent Park Community Ministry over a reasonable multi year period at the proposed full time staffing.
 - c. However, assuming the new Toronto Conference superfund is up and running in 2017, a grant request in support of up to \$100K per year could

be made provided Presbytery puts in 1/3rd the cost of the project. The 10% capital grant could then be spread out over a number of years.

2. If the Regent Park Community Ministry is to function as an ongoing new church/new ministry project it needs to have a multi-year business plan with presbytery support that declines over time. The Regent Park Community Ministry project will eventually need to find other funding as part of a longer term business plan. Has it looked at funds from General Council, under some of its new initiatives?
3. The Social Justice Project cannot be funded from a 10% capital grant because it does not fit the church development/church redevelopment requirement.
4. The Social Justice Project started with seed money from a congregation and then received a PTCC grant but has never been funded at a full time level. Does TS Presbytery really see this as a full time position? Should churches involved in the network not contribute to it? If it is a Full Time (FT) Toronto Conference position, why is rent assessed? Why is this person not working out of a conference office?
5. In 2016 if you combine Mission and Service, Net Annual Income Grants and St Enoch's Fund and cull the list, TSP is currently granting \$219,000 to outreach or social ministries The Social Justice Project is proposing to add \$88,000 per year to that. Recognizing that the former expenditures might be classed as "downstream"; i.e., dealing with results of inequity and the latter might be classed as "upstream", dealing with causes of poverty and inequity, Presbytery should decide what portion of its "fortune" should be allocated to one or the other and in total.
6. The Social Justice Project started as an exercise in building networks among social justice groups in various congregations. Is there a risk of the advocacy work being elevated to a professional level and does that fit with the presbytery mission?
7. PTCC has made a significant amount of money available for those who seek grant support for their project and such requests will increase in number and scale. Should grants be made simply because we have funds available or because the request supports the broader aims and priorities of the presbytery? Clearly the larger capital grants available through PTCC are reserved for church development/church redevelopment initiatives.

RECOMMENDATIONS

2. That the Regent Park Community Ministry grant application be returned with a request that it be resubmitted as a 10% Capital Grant Request for multi-year funding totalling approximately \$287,000 and supported by a business plan of 8 to 10 years showing how other revenue sources and grants might be used,
3. That the Social Justice Project be engaged by Presbytery Executive or a review team on several issues:
 - a. The need for a full time position serving just this presbytery
 - b. Alternate funding models
 - c. How does this project fit into the presbytery mission and governance,And that however it be resubmitted, it fall under the 5% annual capital grant, subject to funds available and other funding priorities.

4. Executive look at the past and current requests for funding, with a view to assessing whether they are supporting presbytery mission and priorities, using the Presbytery Vision Statement and Mission Strategy priorities as a lens.
5. Executive may want to put some criteria around use of the 5% Annual Capital Grant to provide some focus on Presbytery priorities.
6. All multi-year grant requests present a financial request that aligns with calendar year in order that requests match up with the PTCC allocation fund availability

BACKGROUND INFORMATION

PRESBYTERY MISSION/VISION STATEMENT

to enable and support good, faithful and healthy communities of faith within our member Pastoral Charges
and
to provide opportunities for cross-congregational initiatives where individuals from Congregations with shared calls to specific ministries may work together.

MISSION STRATEGY PRIORITIES

From November 2014 Plenary Meeting

MOTION: Douglas duCharme / Sarah Miller - .That the Toronto Southeast Presbytery:

1. Reaffirm the five priorities in the Mission Strategy Framework, which are carried over from the previous Presbytery Mission Strategy;
 - I. Equipping new forms of leadership
 - II. Assist congregations and communities of faith to identify stepping stones toward transforming mission and ministry
 - III. Initiatives to foster collaboration between congregations/mission units, their surrounding neighbourhoods, and other communities of faith to develop new community partnerships
 - IV. Creating new forms of urban ministry
 - V. Provide support for collaborative work between/among congregations for shared ministry.
2. Ask the Mission Strategy Team to compile information collected through the Mission Articulation Process among congregations and mission units in Toronto Southeast Presbytery through to June 2015, and use this input to re-evaluate the priority areas affirmed in this Framework, and develop a plan to determine a ranking of those priorities;
3. That the Executive of Toronto Southeast Presbytery identifies how an implementation plan for this Framework policy will be developed to identify strategies and programs that will clearly guide the allocation of financial resources to realize the goals of this plan before the end of 2015;
4. That the Executive of Toronto Southeast Presbytery recognizes as a priority the need to integrate planning as a part of the work of Presbytery;
5. Receive the Report from the Mission Strategy Team for information.

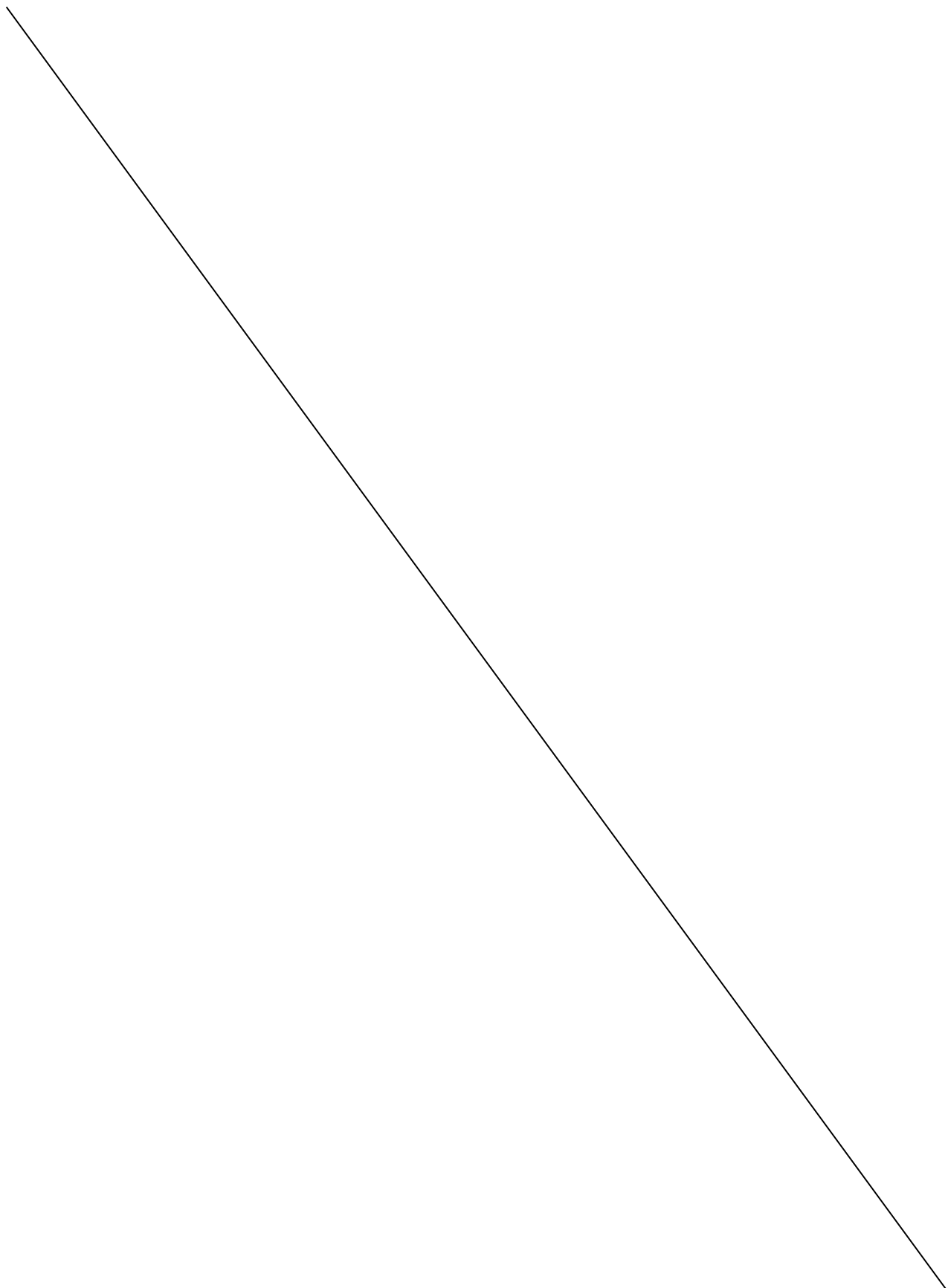
CARRIED.

APPENDIX A - Report and Recommendations Regarding Funding PTCC Grant Requests

Toronto Southeast Presbytery**Capital Grant Applications - February 2016****Toronto Southeast Presbytery****Capital Grant Applications - February 2016**

Grant Application	Suggested Category	Payout of Grants				
		2016	2017	2018	2019	Total
TSE Presbytery, Regent Park Community Ministry/ West Don Project	Up to 5% of Capital	\$ 8,333	\$ 100,323	\$ 95,279	\$ -	\$ 203,935
TSE Presbytery, Social Justice Project	Up to 5% of Capital	\$ 29,380	\$ 88,140	\$ 88,140	\$ 72,766	\$ 278,426
TSE Presbytery, East End Project	Up to 5% of Capital	\$ 12,000	\$ -	\$ -	\$ -	\$ 12,000
	Totals	\$ 49,713	\$ 188,463	\$ 183,419	\$ 72,766	\$ 494,361
	Gross Amount of Up to 5% of Capital Grant Available (Approx.)	\$ 143,500	\$ 140,000	\$ 135,000	\$ 135,000	
	Less Grants Committed	\$ 28,333	\$ -	\$ -	\$ -	
	Net Grant Available	\$ 115,167	\$ 140,000	\$ 135,000	\$ 135,000	
	Excess or (Shortfall)	\$ 65,454	\$ (48,463)	\$ (48,419)	\$ 62,234	

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Toronto Southeast Presbytery Education and Students Commission
Minutes Tuesday April 19, 2016
Toronto Southeast Presbytery office- 1:00 p.m.

Present: June Cavers, Bruce Galbraith, Pam Lock, Joan McCalmont, Kathryn Moase, Paul Stott, Cynthia Stretton, John Suk, Ila Vaculik, Ella Taylor-Walsh, Marney Winn, Dale Hildebrand (staff)

Regrets:

Craig Donnelly (on leave), Lorna Joblin, Norm Seli, Joan Silcox-Smith,

Welcome: Paul Stott

Devotional: Ella Taylor-Walsh read from the introduction to *Ordered Liberty: Readings in the History of United Church Worship*, as a reflection on our church in rapidly changing times.

Business Meeting

MOTION: Cynthia Stretton /Ila Vaculik to approve today's agenda as written.

CARRIED.

MOTION: Ella Taylor-Walsh /Bruce Galbraith to approve E&S minutes of March 15, 2016 as circulated.

CARRIED.

General introductions and welcome to John Suk.

Correspondence:

- Three more E&S members: Lorrie Daly Price OM (July), Kristen Philipson OM and Dan Benson OM, are being appointed to E&S. We look forward to welcoming them and introducing them to our commission after the TSP plenary.
- CIC rubrics for inquirer to candidate and final ordination interviews. Ella Taylor-Walsh reported that the final version of these documents are not complete. The same CIC team will be working on admissions interview rubrics. E&S requests that the CIC team carefully consider the qualifications/credentials of all types of interviewees looking for admission.
- New CIC vice-chair: Congratulations to Pam Lock on her new three-year appointment. E&S looks forward to seeing her skills used as back up to the CIC Chairperson.
- E&S awaits KC's paperwork from Heritage UC, so that her discernment may start.
- PRC timing: Inquirers need vulnerable sector Police Record Checks before E&S approves them as candidates, and then renewed every three years. They should be advised to get it sooner rather than later. The E&S liaisons on each discernment

committee are requested to inform the inquirer at about the half-way mark/at the third interview, that they need a level two PRC. The two E&S co-chairs see the PRC.

Refer to the UCC documents Faithful Footsteps (http://www.united-church.ca/sites/default/files/resources/handbook_faithful-footsteps.pdf) and Police Record Checks (http://www.united-church.ca/sites/default/files/handbook_police-records-checks.pdf) for more detail

Interview Motions:

MOTION: Ila Vaculik/June Cavers: The Toronto Southeast Presbytery Education and Students Commission upon receiving the application of Ann Piper for renewal of her Licensed Lay Leadership Licence and after interviewing Ann and a reference from her work, reaffirms and renews the Licensed Lay Leadership of **Ann Piper** for the 2016-2017 Conference year.

CARRIED.

MOTION: Kathryn Moase/Bruce Galbraith: The Toronto Southeast Presbytery Education and Students Commission continues to support the candidacy of **Cynthia O'Connell**.

CARRIED.

MOTION: Cynthia Stretton/Marney Winn: The Toronto Southeast Presbytery Education and Students Commission continues to support the candidacy of **Stephen Milton**.

CARRIED.

MOTION: Ella Taylor-Walsh/John Suk The Toronto Southeast Presbytery Education and Students Commission recommends that **Kevin Moore** be interviewed by the CIC as a possible candidate for ordered ministry in the United Church of Canada.

CARRIED.

There was consensus that the co-chairs would draft and circulate to the committee for review, a letter to admissions stating that E&S is not ready or qualified to say that Kevin Moore is ready for admission. However, we feel that going back to square one from inquirer to candidate seems unfair in light of his experience. We request that he be considered for admission.

Business Arising:

- In light of the low number of requests for Conference internship grants, concern was raised as to how to ensure pastoral charges receive financial aid/grants information so that all churches are in fact aware of available monies. We will talk with Dale at a future meeting.
- TSP E&S has one 2016 ordinand: Linda Newnham (Norm Seli) final ordination approved by CIC and E&S.

Other Business:

Affirm Presentation: Cynthia Stretton and Warren McDougall: Cynthia and Warren gave E&S members a brief history of Affirm United. It helps congregations and other United Church ministries practice inclusion for LGBTQ folks and other identifiable minorities, such as people with disabilities. Education and action plans are needed for designation as an affirming ministry. Orientation and identity have to be in a vision statement. The idea of PIE goals (public, intentional, explicit) should be met to ensure that ministries are in fact safe places for all. There is no timeline for each church. Possible actions and our responses were discussed, should Toronto Conference become an affirming ministry.

Some ideas for an Affirming process were presented as follows. Each group could put out a request for those interested in the topic and start working on what it means. Liturgically, LMUs can recite the promise/statement that they made, before each meeting and evaluate it at the end. The conversations involved are helpful to the whole congregation. In recruiting inquirers, E&S could ask all about their attitude toward affirmation. Affirmation sharpens the intentionality of what one does. Contact Ann Hepburn or the presenters if you have any other ideas.

- The Centre for Christian Studies for diaconal ministry asks us to remember them as an alternative for inquirers, during discernment.
- Five Oaks is stopping their programming in the fall of 2016. To date they have offered LLWL training. E&S will look for other alternatives: e.g. Emmanuel, presbytery etc. who may provide this training.

Next Meetings:

May 17, 2016 reflection and closing—Joan McCalmont—1:00 p.m. start, 2:00 p.m. interviews
Possible interviews

- David Allan: C (Ella Taylor-Walsh): Final ordination interview for November CIC
- Maya Brathwaite: C (Norm Seli) Final ordination interview for November CIC

June 14, 2016 reflection and closing—Cynthia Stretton

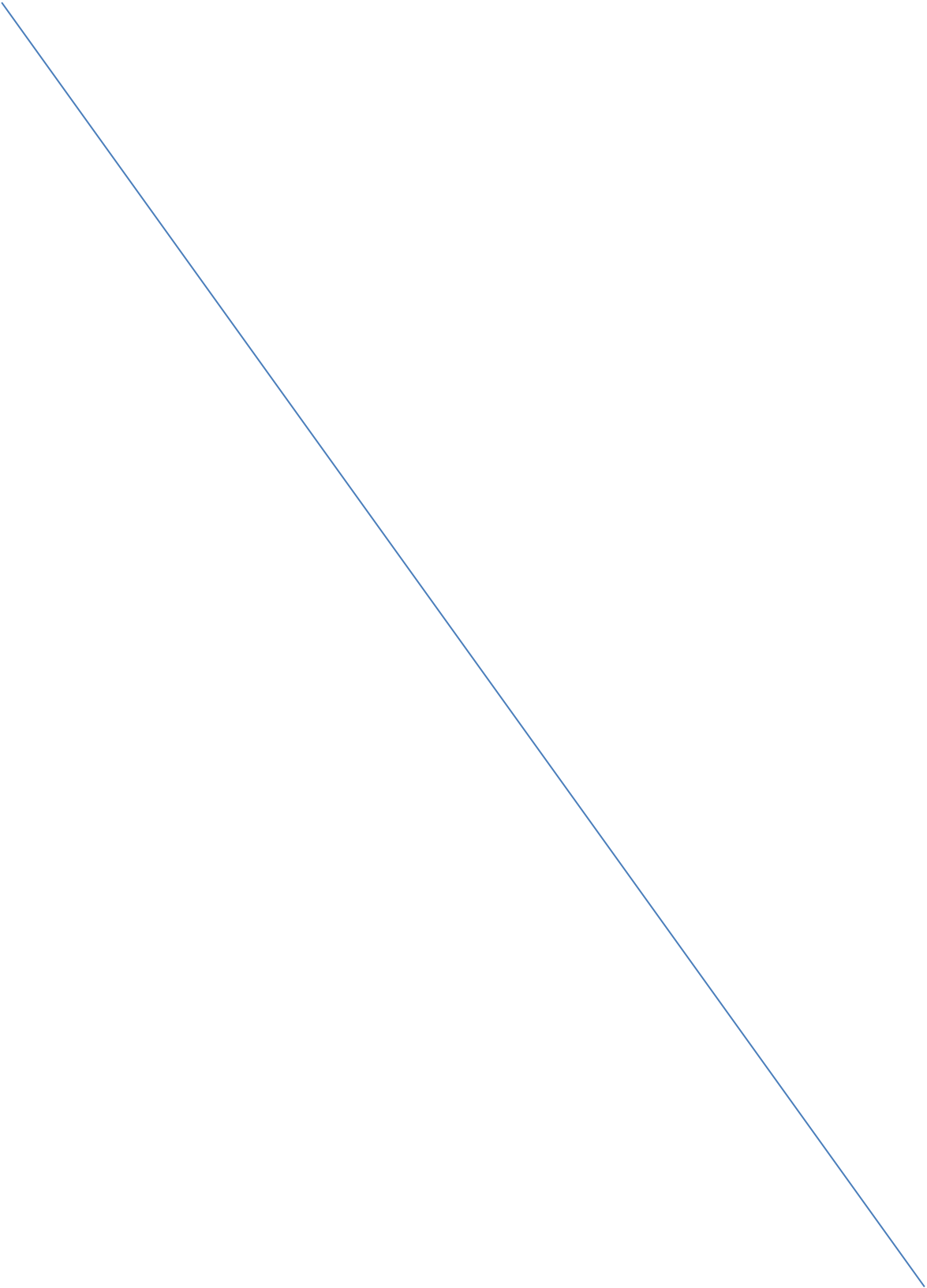
2: 00 p.m. start, 3:00 p.m. interviews; after 3:00 p.m., E&S will meet upstairs

- Greg Daly: C (Pam Lock): Final ordination interview for November CIC
- Janet Zenwirt: C (Marney Winn): Final ordination interview for November v CIC
- Calin Lau: C (Ila Vaculik) Final ordination interview for November CIC (Skype)

CLOSING: Ella took a moment to reflect on the meeting and give thanks for this afternoon's work. She prayed, thanking God and blessing us for our presence here.

Adjourn: 4:30pm

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**THE UNITED CHURCH OF CANADA
TORONTO SOUTHEAST PRESBYTERY
FINANCE AND PROPERTY TEAM**

Minutes of the meeting of the Finance and Property Team of Toronto Southeast Presbytery, held on Monday, May 09, 2016 at 4:00 p.m. at Toronto Southeast Presbytery Offices, 963 Pharmacy Ave., Scarborough, Ontario, with Thomas Clarke, Chair, presiding.

PRESENT

Thomas Clarke (Chair), Fred Angus, Joan Chinnery, Clyde Harris, Rev. Johmann Kwong, Al Morson, Aubrey Peterson, Winston Roach, Nick Walker, Wayne White, Anne Shirley Sutherland (Staff Support).

REGRETS- none.

CALL TO ORDER

Quorum being achieved, the Chair called the meeting to order at 4:08 pm

DEVOTION

Al Morson reflected on the sermon presented by Rev. Mary K. Joseph at a joint church service of Eglinton St. George's and Bedford Park United Churches April 17, 2016. He was intrigued by the use of the term, "access point", a term used many times throughout her sermon titled, "We Can Make a Difference". There are ways, be they large or small, how, we, as Christians, can influence changes to the socio-economic system of our time; how we can "tweak the system", by identifying those access points most accessible to us. Al told us about one access point recently used at his church, (a rummage sale at Eglinton St. George's). He described the intercourse between the event and persons in attendance, and the resultant use of the proceeds to help alleviate hunger - to tweak the system. Al closed his devotion with a prayer. Rev. Joseph's sermon is posted at the Eglinton St. George's website and you can listen to it at <http://www.esgunited.org/Worship/docs/Audio%20Sermon%20%20April%2017%202016.mp3>.

1. Appointment of Secretary

Fred Angus volunteered to provide minutes for this meeting.

2. Approval of Agenda

The Chair announced that there would be two additional items to be added to the agenda – a financial surplus from the three U-Talks speaker events, and an update about current PTCC grant requests

MOTION: Wayne White / Joan Chinnery that the agenda as revised be approved.

CARRIED.

3. Approval of Minutes of April 11, 2016 meeting.

It was noted that the draft minutes of the April meeting were in error with respect to the motions to receive the Treasurer's Report for fiscal 2015 and his interim report for 2016. The corrections suggested are:

- 2015 report – correct the mover to read Aubrey Peterson and the seconder to read Nick Walker, and
- 2016 report – remove all reference to a motion. This report was received for information only and no motion tabled.

MOTION: Fred Angus / Aubrey Peterson that the April 11, 2016 F & P minutes as amended be approved.

CARRIED

4. Business Arising

- i. **West Hill United Church Proposal re Property** – see discussion under New Business – Order of the Day.

5. Treasurer's Report

- i. **End of Year - 2015:** No report submitted – awaiting completion of the audit.
- ii. **Current Year to Date - 2016:** No report available.
- iii. **Assessments:** No report available.

6. New Business

- i. **Bedford Park United Church, (BPUC) – Financial Statements and Investment of Property Fund:** The Trustees of BPUC are required to submit an annual statement of its investments resulting from the sale of its property at 100 Ranleigh Ave. pursuant to a motion approved by the F & P Team on October 16 2015. This October 16th motion also varied a restriction on the type of investment vehicles available for use in response to concerns by BPUC about deteriorating interest rates. Accordingly, financial reports of the investment funds for the year ended December 31 2015 were extracted from the BPUC 2015 Annual Report and submitted to the F & P Team for its consideration. It was noted BPUC has complied with the requirement to preserve the original capital invested.

MOTION: Clyde Harris / Johmann Kwong that the report be received for information.

CARRIED.

- ii. **Request from Justice and Global Issues team, (JAGI), for additional \$4,000 funding:** Tom Clarke shared correspondence received from George Bartlett, Secretary for the JAGI team, requesting funding to support the cost of conducting a survey of the 54 communities of faith in Toronto Southeast Presbytery. Tom suggested that the F & P Team could deal with this matter as part of its PTTC deliberations later in the meeting Team members concurred.
- iii. **Order of the Day - West Hill United Church (WHUC) Proposal:** Guests had not arrived and so Tom Clarke suggested that we move to a discussion about updates and return to the West Hill matter later in the meeting.

7. Updates

- i. **PTTC grants:**
 - Regent Park Community Ministry, (multi-year funding approximating \$287,000). Discussion deferred pending report from the PTCC Application Review Team.
 - Kimbourne Park United Church, (2-year funding approximating \$17,706). Discussion deferred pending report from the PTCC Application Review Team.
 - Presbyterian Church Republic of Korea visit, (\$10,000). Discussion deferred pending report from the PTCC Application Review Team.
 - TSP Justice and Global Issues committee, (\$4,000). Discussion deferred pending a further update from the team secretary, George Bartlett.
- ii. **U-Talks, (formerly Ideas Festival):** A \$5,000 grant from the PTCC 5% fund was conditionally approved at the June 16 2015 TS Plenary to fund speaking engagements at three events, one each at Knox, Ebenezer, and Toronto Chinese United Churches. One third was initially authorized to be disbursed with 2/3 only after an assessment of the first event. All three events went ahead as scheduled. Clyde Harris indicated that Ebenezer United Church, the member entrusted with holding the funds, reported that there is a small financial surplus

after completion of all three events. Clyde asked the team's advice as to what Ebenezer should do with this surplus. It was suggested that these funds would be returnable to Presbytery unless Presbytery were to authorize a transfer of the funds to a future event. It was also suggested that there should be some accountability to PTCC. Clyde indicated that Ebenezer was prepared to hold these funds in abeyance until instructed otherwise.

8. **Order of the Day - West Hill United Church (WHUC) Proposal:** Tom Clarke welcomed two visitors from WHUC, Board Members Randy Bowles, (Chair), and Dennis Hollingshead, (Member-at-large), to the meeting. The purpose of their presentation is for the F & P team to obtain an understanding about what is being proposed and for the team to offer guidance as to the process. The Team had been provided with a copy of WHUC's 2014 Annual Report and a copy of a current proposal to explore the possibility of the sale of church lands and building. This proposal is being entertained because WHUC requires capital repairs to the roof of its building and resurfacing of its parking lot, (resurfacing costs could include an excavation to determine the cause of a sink hole). The estimated cost of repairs could approximate \$600,000, an amount beyond the congregation's ability to self-finance. The Chair advised the WHUC visitors that its presentation was incomplete because the WHUC 2015 Annual Report had not been filed with Presbytery and consequently the 2015 financial statements were not available to the F & P team for perusal. Randy Bowles indicated that the WHUC 2015 Annual Report is available and he would ensure that a report is filed with Presbytery. A general discussion ensued about matters of advice that may be required such as real estate, appraisals, surveys, urban planners, (land use), business forecasts, and the TSP approval process. The Chair explained the Dentonia Park / Hope United model as an example of space sharing with another neighbour congregation. The visitors were thanked for their attendance and encouraged to report back at a future meeting when their plans could be crystalized. Randy Bowles and Dennis Hollingshead left the meeting.
9. **Other** – None.
10. **Adjournment** - There being no further business, the Chair declared the meeting ended at 5:51 pm and closed with a benediction.

Thomas Clarke
Chair

Fred Angus
Secretary

Next Meetings:

Monday, June 13, 2016

4:00 pm to 6:30 pm

Devotion:

Fred Angus

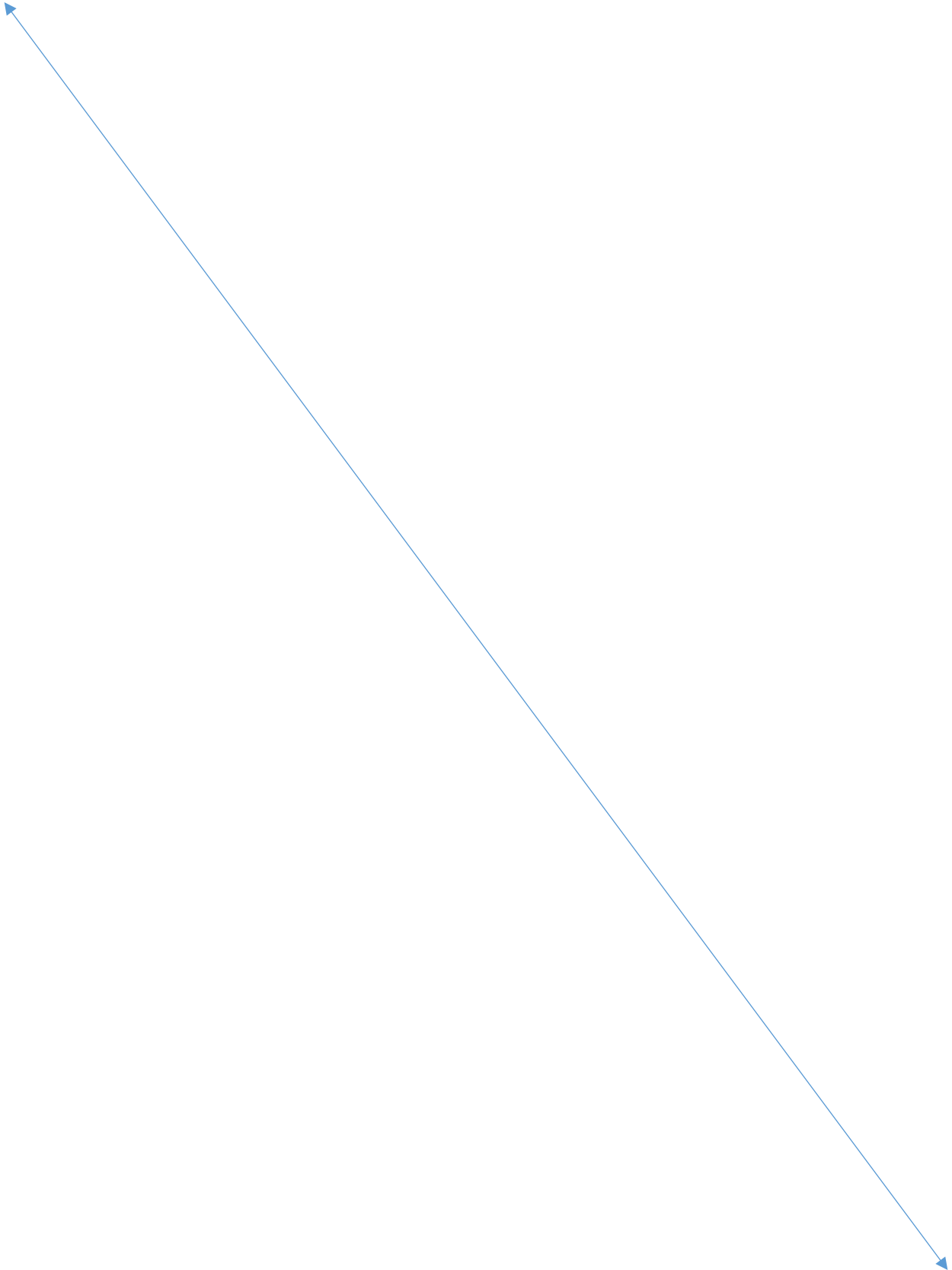
Monday, September 12, 2016

4:00 pm to 6:30 pm

Devotion:

Volunteer required

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**The Vision of Toronto Southeast Presbytery is
to enable and support good, faithful and healthy communities of faith
within our member Pastoral Charges
and to provide opportunities for cross-congregational initiatives
where individuals from Congregations with shared calls to specific ministries may work together.**

**Toronto Conference
Toronto Southeast Presbytery
Minutes of the Executive Meeting**

Date: Tuesday, May 10th, 2016

Time: 4:00 pm – 6:00 pm

Place: Apps Room, 963 Pharmacy Avenue, Scarborough, Ontario.

Present:

Martha ter Kuile (Chair), Marg Walker (Acting Secretary), Randy Naylor (Past-Chair, Nominating), Clyde Harris (Treasurer), Lynella Reid-James (Member-at-large), Sharon Aylsworth (Member-at-Large), David McMaster (Member-at-Large)

Staff: TSP: Anne Shirley Sutherland

Corresponding Members: Douglas duCharme

Regrets: Paul Hutchison, Hannah Lee

Quorum was achieved.

Call to Order Martha ter Kuile

Martha called the meeting to order at 4:10 and acknowledged that we are on the traditional territories of the Mississauga Anishnabeg, Haudenosaunee and Wendat Indigenous people. She called the meeting to order in the name of Jesus Christ and by the authority vested in her to deal with such business as properly comes before it.

Check-In

Members of the Executive shared recent good experiences. Martha offered an opening prayer.

Agenda Review

MOTION: by Marg Walker / David McMaster that the agenda be accepted as presented with the letter from West Hill to be added as new business.

CARRIED.

Previous Minutes:

Members had not had a chance to review the minutes and so these will be approved at the April meeting.

Business:

1. Discussion re: Program Minister's Work for 2016 2017

Anne Shirley presented a work plan which identified her work in several areas, including working with teams and congregations to strengthen their ministries. The executive supported her emphasis on supporting healthy congregations.

There was some discussion about Anne Shirley's work with the executive and it was noted that it as has been different with each chair and secretary and will evolve.

Anne Shirley reported that there will be new work in Phase 2 or the Mission Articulation Plan which will be shared at the June plenary meeting, hosted by the Congregational Health Team.

2. Discussion about processing the Remits

There is considerable background information and material available both for presbyters and congregations about the remits. The executive felt that the meetings should inspire lively conversations at the plenary meetings.

The process for the plenary meetings will include ensuring that presbyters have advanced information available; an overview by Allan Hall; comments from GC42 Commissioners; discussion and a vote.

It was agreed that the process used in September be reviewed and revised if necessary for the following plenary meetings.

The concern about support for conversations within congregations was discussed and it was felt that the ministry personnel and lay presbyters will lead the work in the congregations, possibly following the presbytery process.

It was suggested that presbyters could be asked in September to share the process that their congregations will use. The question of follow up with congregations will need to be considered.

3. Report of the task group to review the PTCC Grant system for the presbytery and make recommendations to the Presbytery Executive

Douglas duCharme, Hannah Lee and Marg Walker met and began by reviewing and updating the 2011-001-EP: PTCC Grant Application Practice. A report, including recommendations is being developed for the June Executive meeting.

4. Report from PTCC Review Team

The PTCC Review Team reported on their discussions about several applications. Recommendations for the Social Justice Project and the PROK were approved for presentation at the June plenary meeting. The PTCC Review Team will bring recommendations about the Regent Park and Kimbourne Park applications to the June executive meeting.

Social Justice (\$119,000).

The team agreed to fund the project at the current staffing (sixty per cent) until the end of 2017. The Review Team recognizes the challenge and change of focus from congregations and so would like to then discuss sharpening the review so that the focus is clearer as well as revisiting and assessing the direction and hoped for outcomes.

PROK visit – application from Executive (\$10,000 - 2016).

This application was approved but there were questions about how it meets the criteria. Team understood it to be mandated by the Executive.

MOTION: by Sharon Aylsworth / Lynella Reid-James that the executive of Toronto Southeast Presbytery, on the recommendation of the PTCC review team accept the recommendations for the Social Justice and PROK visit applications and forward them to the June plenary for approval.

CARRIED.

5. Report from Congregational Health Team

Marg Walker reported that visits to Dentonia Park and Bathurst Street United Churches are being completed. Meetings to share the reports of the Visiting Teams will be held with the congregations at the end of May.

Three members of the Congregational Health Team and Anne Shirley visited with about 60 members of West Hill United Church. They shared their journey over the past months and their concerns for the future. They cannot talk about West Hill without including Gretta.

The members of West Hill were passionate about being a part of the United Church of Canada. The congregation members share a broad range of theology and accept each other where they are. The outreach ministry of the congregation is wide-ranging. The CH Team were thanked for coming to listen and the congregation were very gracious in accepting that the CH Team members did not have answers for many of their questions.

Nominations Report (Randy Naylor)

Randy noted that there has been a good response from Committee members and chairs of committees who will be continuing next year. He is continuing to contact presbyters about other positions. It continues to be a challenge to find a chair of presbytery. Several suggestions were discussed.

A nominations report will be presented at the June Executive meeting which will be recommended to the June Plenary meeting.

Finance Report & Budgeting Process: (Clyde Harris)

There was no report.

Toronto Southeast Presbytery Additional Lay Representative and Youth representatives to 2016 Toronto Conference Annual Meeting

Motion: It was moved by Marg Walker, seconded by Randy Naylor, that Kim Chan, lay representative of Toronto Chinese United Church be named as a voting member to the 2016 Toronto Conference Annual Meeting, THAT Mel Stenson (Glebe Road UC) and Megan Williams (Jubilee UC) be named as voting members to the 2016 Toronto Conference Annual Meeting and THAT Evan Macpherson (Glebe Road UC) and Talia Willson (Fairlawn UC) be named as non- voting members to the 2016 Toronto Conference Annual Meeting.

CARRIED.

PROK representation update

George Bartlett was appointed as the Toronto Southeast member of the Conference PROK Selection Team. Eight applications have been received from members in Toronto Southeast Presbytery. The executive appointed Randy Naylor and Marg Walker to work with George and Anne Shirley to rank the applications before forwarding to Toronto Conference.

Correspondence

	Date	Topic	Action
1	Apr 12	Five Oaks Announcement	FYI
2	April 14	Richard Bott: Minister survey request	FYI
3	Apr 15	L Gray – REMINDER of PROK reps	Will update
4	April 18	David Allen re: Conference Oversight Visits	FYI
5	April 19	S Henderson re presbytery & conference website re-design	Norm Seli appointed to Task Group
6	April 25	Fred Victor – 3 P's newsletter	FYI
7	April 27	M&O letter to Ina Grafton Gage	FYI
8	April 28	PROK Final Selection meeting	George Bartlett appointed to Conference Selection Team
9	April 30	D Allen re Remit Webinars	FYI
10	May 2	M&O letter to Metropolitan "Out of the Cold"	FYI
11	May 2	PTCC approval of East End grant	FYI
12	May 2	D Allen – Highlights from GCE April meeting	FYI
13	May 4	PTCC – memo re signed amending agreement	FYI

MOTION: by Marg Walker / Clyde Harris that the correspondence be accepted for information and action taken as indicated.

CARRIED.

New Business

Letter from West Hill United Church

The executive received a letter from West Hill United Church requesting that Toronto Conference rescind the decision of the Conference sub-Executive dated April 1, 2016 to reinstate the review of the effectiveness of the Reverend Gretta Vosper.

After considerable discussion the following motion was made.

MOTION: by Randy Naylor / Clyde Harris that the letter from West Hill United Church be forwarded to Toronto Conference with non-concurrence.

CARRIED.

Lynella Reid-James abstained

Adjournment

With the agenda complete, the chair declared the meeting adjourned at 6:45 and invited Randy to close the meeting with prayer.

NEXT MEETING: Tuesday, June 14th, 4-6:30pm at 963 Pharmacy Ave.

Rev. Dr. Martha ter Kuile
Chair: Toronto Southeast Presbytery

Marg Walker, Acting Secretary
Toronto Southeast Presbytery

**Toronto Southeast Presbytery Education and Students Commission
Minutes Tuesday May 17, 2016
Toronto Southeast Presbytery office- 1:00 p.m.**

Present: June Cavers, Bruce Galbraith, Pam Lock, Joan McCalmont, Kathryn Moase, Paul Stott, Cynthia Stretton, Ila Vaculik, Ella Taylor-Walsh, Marney Winn, Dale Hildebrand (staff)

Regrets: Lorna Joblin, Joan Silcox-Smith, John Suk

Welcome: Paul Stott. Members wished happy May 17 birthday to Ila Vaculik

Devotional: Joan McCalmont read prose from the work of Michael Morwood, a former Australian priest, on evolutionary Christianity. He saw faith as a dynamic unfolding universe, with a willingness to grow in Christ, an impulse to participate to give the best expression of God on us. This would draw forth compassion and the idea of how to be truly the best Christian human allowing us to dream of new possibilities. The prayer was that Jesus' story and practices may become our story and our practices.

Business Meeting

MOTION: Ella Taylor-Walsh/Ila Vaculik to approve today's agenda as circulated.

CARRIED.

MOTION: Cynthia Stretton/Marney Winn to approve the TSP E&S minutes of April 19, 2016 as circulated.

CARRIED.

Correspondence:

- CIC rubrics for Inquirer to Candidate and final Ordination interviews have been emailed to members and were available at the meeting. There may be some fine tuning of these rubrics as you use them. Any comments should be sent to Ella Taylor-Walsh, who is working on the committee.
- E&S awaits KC's paper work from Heritage UC so that discernment may start.
- There is the possibility of a new inquirer, BB, from College St. UC. Complete information is requested.

MOTION: Pam Lock/Bruce Galbraith that Toronto Southeast Presbytery Education and Students Commission recommends Bloor St United Church as a Supervised Ministry Education learning site for 2016-2017.

CARRIED.

MOTION: Cynthia Stretton/Kathryn Moase that Toronto Southeast Presbytery Education and Students Commission, following the successful completion of the CIC interview on March 30, 2016, approve Lee-Ann Ahlstrom as a Candidate for ordered ministry in the United Church of Canada and recommend her as ready for a student supply appointment without educational supervision.

CARRIED.

MOTION: Norm Seli/ Ella Taylor-Walsh that Toronto Southeast Presbytery Education and Students Commission, declares Linda Newnham to have successfully completed her Supervised Ministry Education as a requirement for ordination.

CARRIED.

- Congratulations are due to many of the E&S 2016 and 2017 ordinands as they completed their M. Div. degrees. At last week's Emmanuel Convocation many of our students not only graduated, but also received scholarships. Janet Zenwirt earned one, David Allan earned two, Maya Brathwaite and Greg Daly each earned five. Well done!

Interviews

MOTION: Marney Winn/Bruce Galbraith that having interviewed David Allan, the Toronto Southeast Presbytery Education and Students Commission recommends that he be interviewed by the Toronto Conference Interview Committee to assess for ordination.

CARRIED.

MOTION: Ella Taylor-Walsh/Ila Vaculik that having interviewed Maya Brathwaite, the Toronto Southeast Presbytery Education and Students Commission recommends that she be interviewed by the Toronto Conference Interview Committee to assess for ordination.

CARRIED.

Business arising

- The co-chairs have been working on the Toronto Southeast Presbytery Education and Students Commission interview schedule for 2016-2017.
- Recommendation: There was consensus that E&S requires that an interview accompanier or a reference should NOT be a family member due to possible conflict of interest.
- Internship Sites: E&S is concerned that there be enough learning sites for candidates. We see an opportunity to ensure Pastoral Charges receive financial aid / grant information. Dale Hildebrand reported on the efforts to date. We have dedicated candidates in need of placements. There was a general discussion of the need for internship sites and suggestions for action. It was noted that Lay Supervisory Team members become enlivened, energetic and more participative when they take on internships.

- Police Record Check timing: Inquirers need vulnerable sector Police Record Checks before Toronto Southeast Presbytery Education and Students Commission approves them as candidates, and they can be renewed every three years with a level 1 check. They should be advised to get it sooner rather than later. The E&S liaisons on each discernment committee are requested to inform the inquirer at about the half-way mark (the third meeting), that they need a level 2 PRC. Refer to the UCC documents Faithful Footsteps (http://www.united-church.ca/sites/default/files/resources/handbook_faithful-footsteps.pdf) and Police Record Checks (http://www.united-church.ca/sites/default/files/handboot_police-records-checks.pdf) for more detail.

Other Business

- All E&S members, please advise the co-chairs if you do not wish to continue on the CIC commission for 2016-2017. We assume that, if you have not spoken to us, you also wish to continue on E&S. If this is not the case, please advise us ASAP.
- The timing of CIC Nov meeting for annual ordination interviews can be a problem. E&S needs to request candidates to have E&S final ordination interviews in May/June before the internship reports are in.
- Calin Lau needs to contact Grant Williams re his internship ASAP. TSP E&S has approved his learning goals. He can be placed nationally. That could mean that he can do his internship out west.

MOTION: Norm Seli/Cynthia Stretton that Toronto Southeast Presbytery Education and Students Commission approves the gift of a book gift certificate for Linda Newnham's ordination, May 2016.

CARRIED.

Next Meetings:

June 14, 2016 reflection and closing—Cynthia Stretton

2:00 p.m. start

- Greg Daly: C (Pam Lock): Final ordination interview for Nov CIC
- Janet Zenwirt: C (Marney Winn): Final ordination interview for Nov CIC
- Calin Lau: C (Ila Vaculik) Final ordination interview for Nov CICC (Skype)-Dale Hildebrand and Wendy Miller to set up Skype system and timing.

September 20, 2016—Reflection and Closing—June Cavers

Possible interviews:

- JM Inquirer to Candidate (Joan McCalmont/Norm Seli) (if paperwork received in time) (started 05/19/15)
- RP Inquirer to Candidate (Ila Vaculik) (if paperwork received in time) (started 01/21/14)
- AP Inquirer to Candidate (Ella Taylor-Walsh) (if paperwork received in time) (started 11/18/14)

CLOSING: Joan McCalmont blessed us on our way by praying that the Creator accepts our afternoon's work, thoughts, and prayers. She asked that both our local and the wider church be accompanied by Christ in our daily lives.

Adjourn: 4:21 p.m.

Paul Stott, Co-Chair

June Cavers, Co-Chair / Note-taker

**Toronto Southeast Presbytery
Pastoral Relations and Ministry Support Team
Minutes - May 31, 2016 – 6 p.m.**

Chair: Ian Manson **Note taker:** Beth Moore
Present: Diane Bennett-Jones, Ian Manson, Beth Moore, Edith-Ann Shantz,
Beverley Bennett
Staff: Anne Shirley Sutherland
Regrets: Larry Beech

1. Call to Order and Prayer:

Ian Manson called the meeting to order and opened the meeting with a prayer. The members of the Team introduced themselves. The agenda was accepted with concurrence.

2. Minutes of March 15, 2016 meeting:

MOTION: Edith-Ann Shantz/Beth Moore - that the minutes of the March 15, 2016 conference call meeting be approved.

CARRIED.

3. Business arising – The Team was advised that two exit interviews were needed:

- 1) Heather Power - Eglinton St. George's United Church. Ian Manson advised that he and Marg Walker would be doing the interview on Wednesday, June 2, 2016.
- 2) Alan Lai – Toronto Chinese United Church. Diane Bennett-Jones volunteered to do the interview on behalf of the Team with a member of the Congregational Health Team to be named.

4. St. Paul's United Church – Changes of Pastoral Relations:

The Team was advised that Rev. Leslee Alfano had requested a change of pastoral relations from St. Paul's United Church as she has decided to retire on June 30, 2016.

MOTION: Beth Moore / Beverley Bennett - that the request of Rev. Leslee Alfano for a change of pastoral relations as of June 30, 2016 be accepted.

CARRIED.

5. St. Paul's United Church – Changes of Pastoral Relations:

The Team was advised that Paul Neary had also requested a change of pastoral relations from St. Paul's United Church as he retired at the end of December, 2015 due to health problems.

MOTION: Edith-Ann Shantz/Diane Bennett-Jones – that the request of Paul Neary for a change of pastoral relations from St. Paul's United Church effective December 31, 2015 be accepted.

CARRIED.

6. Eglinton-St. George's United Church – 2 month Supply/Interim Ministry Transition Team:

A position description for a supply position at Eglinton St. George's United Church was presented.

MOTION: Beverley Bennett/Beth Moore – that the position description for the two month Supply Position at Eglinton St. George's United Church be approved.

CARRIED.

The Team was advised that two representatives, preferably one lay and one ordered, would need to be appointed to the Interim Ministry Transition Team at Eglinton St. George's United Church. No members of the Team were able to take this on so Ian Manson said that he would try to recruit some other Presbyters for the positions.

7. Fairlawn United Church – Minister of Children & Youth Position Description/Change Form:

The position description for a 20 hour per week position for a Minister of Children and Youth at Fairlawn United Church beginning in September was presented. This will be a one year appointment.

MOTION: Beth Moore/Edith-Ann Shantz – that the position description for a Minister of Children and Youth at Fairlawn United Church be approved.

CARRIED.

8. Scarborough Bluffs United Church – Declaration of a Vacancy:

Anne Shirley Sutherland advised that Scarborough Bluffs United Church had completed their Mission Articulation Process and had submitted their Ministry and Mission Profile, their Demographic, Financial and Community Profile and a position description for a full-time Minister. It was noted that the position description did not seem to connect well with the demographic realities and priorities identified through the MAP process.

MOTION: Beverley Bennett/Edith-Ann Shantz - that the PRMST approve the position description and declare the requested vacancy for a full-time call to a Minister subject to the condition that the members of the MAP and Interview Teams have a meeting with Janet Marshall to look at future needs, options and transitional concerns and attempt to more clearly define their ministry needs in relation to the priorities identified in their MAP report before commencing their search.

CARRIED.

9. Scarborough Bluffs United Church – Rev. Ann Howes – Change of Pastoral Relations:

MOTION: Beth Moore/Diane Bennett-Jones – that the request of Rev. Ann Howes for a change of pastoral relations from Scarborough Bluffs United Church, effective December 31, 2016, due to retirement be accepted.

CARRIED.

10. Birchcliff Bluffs United Church – Revised Position Description:

Anne Shirley Sutherland advised that a revised position description changing the ministry position from 80% (32 hours per week) to 75% (30 hours per week), for the vacancy declared as of July 1, 2016 had been submitted for approval.

MOTION: Beverley Bennett/Diane Bennett-Jones – that the Minister's Position Description for a Minister of Word, Sacrament and Pastoral Care (75%/30 hours) be approved.

CARRIED.

11. Toronto Chinese United Church – Appointment of Supply Minister:

The Team was advised that Alan Lai would be leaving at the end of June, 2016 to return to British Columbia.

MOTION: Edith-Ann Shantz / Diane Bennett-Jones – that the request of Toronto Chinese United Church for a Supply Minister and the position description for the Supply Minister be approved and that Toronto Conference be asked to appoint a liaison.

CARRIED.

12. Appointing Mentors for Admittands:

It was noted that there are three admittands in positions in the Presbytery:

- a) Kumar Thangarajah (Tamil UC Mission)
- b) Ricardo Silva (Ponte de Grace Mission – College Street United Church)
- c) Milton Basil (West Ellesmere Community Church)

The role of mentors and the desirability of assigning a mentor to each of the admittands appointed to positions in the Presbytery was discussed. There was a discussion of various models and approaches. It was suggested that holding small gatherings of the admittands with a facilitator to allow them to discuss basic polity, ecclesial and cultural norms and other concerns. It was agreed that this item would be included in the agenda for the September meeting.

13. Correspondence:

A letter dated April 29, 2016 from Todd McDonald commenting on the results of the October 2015 Pastoral Relations Consultation was reviewed and discussed.

Beth Moore left the meeting and Ian Manson took the notes for the balance of the meeting.

14. Review of LMU Grid:

Anne Shirley Sutherland led the group through a review of the LMU Grid.

15. Other Business - Presbytery Chaplain:

Anne Shirley Sutherland raised the matter of the Presbytery chaplain positions, which fall under the jurisdiction of the PRMST. She reminded us that Presbytery had appointed two chaplains a year ago, Joyce Kelly and Michael Cottrell, and that Joyce has since moved out of the Presbytery. However, Michael remains, and has reported informally that he hasn't had many recent calls.

MOTION: Beverley Bennett/Diane Bennett-Jones - that Michael Cottrell's contract as Presbytery chaplain be continued until December 31, 2016, and that Michael be invited to a fall meeting of Pastoral Relations to discuss the future of this initiative.

CARRIED.

The matter of future meetings was also discussed. It was agreed that we will plan to meet on the first Tuesday of every month, either in person or by conference call. Thus our next meeting will be Tuesday September 6, 2016 at 6 p.m. at the Presbytery Office, commencing with a potluck supper.

There being no further business, the Chair declared the meeting adjourned at 8:06 pm.

Ian Manson, Chair

Beth Moore, Secretary

Next meeting: Tuesday, September 6, 2016 – 6:00 p.m. – Meeting at Presbytery office, beginning with a pot luck supper.

**THE UNITED CHURCH OF CANADA
TORONTO SOUTHEAST PRESBYTERY
FINANCE AND PROPERTY TEAM**

Minutes of the meeting of the Finance and Property Team of Toronto Southeast Presbytery, held on Monday, June 13, 2016 at 4:00 p.m. at Toronto Southeast Presbytery Offices, 963 Pharmacy Ave., Scarborough, Ontario, with Thomas Clarke, Chair, presiding.

PRESENT

Roach, Thomas Clarke (Chair), Fred Angus, Joan Chinnery, Clyde Harris, Rev. Johmann Kwong, Al Morson, Nick Walker, Wayne White.

REGRETS - Aubrey Peterson, Winston Roach, Anne Shirley Sutherland (Staff Support).

CALL TO ORDER

Quorum being achieved, the Chair called the meeting to order at 4:07 pm

DEVOTION

Fred Angus read a devotional from Katie Bradshaw's blog, "This Isn't the dressing room". This devotional was based on Luke 5: 1-11. Fred read Katie's reflection about the type of tradesmen Jesus sought out to be his disciples – fishermen. Fishermen have patience – patience to not only seek out a catch, but the patience required to prepare for their catch, in this case, the mending of nets. Katie equates this to the task at hand for church leaders – the mundane task of tending to the nets or in "church speak", the time spent in preparing budgets, instituting programs, organizing Sunday School, and planning for Worship. Katie opines that these are tasks that are often forgotten when the net full of men, women, and children are pulled into the boat of our Church. Fred closed his devotion with a prayer quotation by Katie.

1. Appointment of Secretary

Fred Angus volunteered to provide minutes for this meeting.

2. Approval of Agenda

The Chair announced that he has added one additional item to the agenda as previously circulated – a determination of the availability of team members during the summer should an unscheduled team meeting be required.

MOTION: Joan Chinnery / Johmann Kwong that the agenda as revised be approved.

CARRIED

3. Approval of Minutes of May 09, 2016 meeting.

Spelling mistakes were noted for correction.

MOTION: Fred Angus / Wayne White that the May 09, 2016 F & P minutes as corrected be approved.

CARRIED

4. Business Arising

- i. **Request from Justice and Global Issues for an additional \$4,000 funding** – Ignored, no update available.

5. Treasurer's Report

- i. **End of Year - 2015:** Clyde Harris submitted his report for approval. He noted that this report now includes year-to date expenditures of \$2,334.20 allocated by Toronto Conference to the

Toronto Southeast Presbytery's Pastoral Oversight budget that were not reported in the fiscal 2015 report previously submitted in April. The updated report is attached as Appendix A.

MOTION: Clyde Harris / Nick Walker that the 2015 report as submitted be approved.

CARRIED

- ii. **Current Year to Date - 2016:** Clyde Harris submitted a 2016 interim financial report as of May 31 2016 for discussion.

MOTION: Clyde Harris / Al Morson that the 2016 interim report as submitted be forwarded to Plenary through the Executive.

CARRIED

- iii. **Assessments:** Clyde Harris reported that three congregations are currently in arrears and that steps have been taken to bring them into compliance.

6. New Business

- i. **Lawrence Park Community Church, (LPCC) request for approval of Lease with Lawrence Park School Ltd., (LPSL):** The Chair noted that no members of LPCC would be in attendance; however, the documentation provided by LPCC is complete and self-explanatory. Consequently, he deemed that an informed discussion should be able to take place. The Trustees of LPCC have requested Presbytery's approval to surrender the existing leases with its tenant, LPSL, and to enter into two new leases with the same tenant, LPSL. New leases are required due to a change in control of LPSL and are at the insistence of the new owner, Bright Path Kids Corp., (BPKC). LPCC has entered into an indemnity agreement with BPKC to further protect its interest as a landlord. The Trustees of LPCC request to Presbytery for its approval is attached as Appendix B. Discussion ensued and consensus reached that a motion would be in order.

WHEREAS the Trustees of Lawrence Park Community Church (LPCC) have negotiated two leases with Lawrence Park School Ltd for 5325 square feet of space on the lower level of LPCC and common areas and for two Sunday School rooms A & D, AND

WHEREAS, the Finance and Property Team has reviewed the proposed lease agreements, AND

WHEREAS the Finance and Property Team of Toronto Southeast Presbytery is mandated to act for the Presbytery in matters of congregational property transactions as per The Manual Section G2,

IT IS MOVED by Wayne White AND SECONDED by Al Morson that Toronto Southeast Presbytery approve the Lawrence Park School Leases between the Trustees of Lawrence Park Community Church, and The Lawrence Park School as per the terms and conditions of the leasing agreements.

MOTION CARRIED

- ii. **Order of the Day – Metropolitan United Church (MUC) Lease and Renovation:** The Chair welcomed three members of MUC to the meeting: Bruce Peckover, Chair of Trustees, Vera Taylor, Board Chair, and Tex Perley, Chair of Property. Bruce Peckover summarized the history of its development projects and provided us with an update about the newest one.

In 2000 MUC selected Lancer Developments as a partner to develop its property to the north of the Church. The basis of the agreement was a long-term land-lease. Lancer would pay Met rent for the use of the land and build and manage a development. At the end of the lease, this development would revert back to Met. The initial development was a 37-floor high-rise residential rental property, scheduled for completion in 2005. Because of the two-year delay in obtaining the City of Toronto and neighbouring stakeholder approvals, the requisite CMHC approvals, and later, the downturn in the economy in 2008, Lancer was unable to fund the development and proceed as planned. Lancer attempted to garner new partnership arrangements over the following four years but was not successful and its exclusive development rights lapsed November 01, 2012.

Met proceeded to look for a new developer and in December, 2013, received the approval of Toronto Southeast Presbytery to enter into a new ground lease agreement with Veridoc Development Corporation with the intent to refresh the Lancer project, recognizing that some of the previous development agreements might have to be renegotiated. It was subsequently determined that the Lancer project no longer provided for an unrestricted flight path for air ambulances approaching the St. Michael's Hospital helipad and that any high-rise development by Met would now be limited to 21 storeys. Accordingly, Veridoc designed a new 21-storey structure which will have reduced income potential. Veridoc, in order to protect its position, drastically revised the financial formula for Met's future cash flows. Met was unable to renegotiate a better deal, and, faced with Veridoc's intransigence, prepared to allow this opportunity to lapse.

Veridoc had, over the years, been unwilling to challenge St. Michael's Hospital assertion that its helicopter flight path could not be altered, despite opinions to the contrary. Consequently, Met decided to reopen discussions with St. Michael's Hospital on its own and hired an aeronautical consultant to assist with its negotiations.

Early in 2016 Met entertained a proposal from Concert Properties Ltd. to construct a 300,000 square foot residential rental building with retail at grade and two commercial underground parking garages. Concert proposed to operate the residential building while the Toronto Parking Authority, (TPA), will operate the public garages. Concert and Met were successful in obtaining St. Michael's Hospital's approval to an amended flight path which would permit a 26-storey building to be built on the north portion of Met's property. Met's Board and Trustees have agreed to Concert's proposal and now seek Presbytery's approval to enter into a formal agreement with Concert Properties Inc. Bruce Peckover summarized the proposal as follows:

- i. Met to enter into a 99-year head lease with its developer, Concert Properties.
- ii. Met to agree to a 99-year less one-day sublease between Concert and the Toronto Parking Authority, (TPA) regarding the north and south parking garages, (see below).
- iii. On the north side of the church property, fronting on Shuter Street, Concert to construct a 26-storey rental residential building with at-grade retail space approximating 4,200 square feet and four levels of underground parking, one of which to be reserved for the use of the residential building and the balance for public parking to be administered by the TPA, (North Garage).
- iv. On the west side of the church property, fronting on Bond Street, Concert to relocate and reconstruct the parsonage in accordance with the requirements of the Heritage Easement Agreement registered as No. AT1687114.
- v. On the south side of the church property, fronting on Queen Street, Concert to construct a four-level underground parking facility, (South Garage), to be administered by the TPA.
- vi. Concert to reconstruct the park to the south of the church, (McGill Square), in keeping with the plans and specifications previously approved by the City in 2005.
- vii. Concert to renew the landscaping of the Church Lands and install a new circular driveway on the Church Street frontage for vehicular access to the Church.

Met United will, upon execution of the head lease, receive an immediate capitalized rent payment of \$3,500,000 plus HST to be used for renovations to the north end of the church building, interior painting of the sanctuary, chemical cleaning of the building exterior, and repairs to exterior stairs. The value of the capital improvements to the existing church property, (items numbered iv, vi, and vii, above), to be undertaken at Concert's expense approximates \$10,000,000.

Tom Clarke provided the F & P Team with a draft motion for discussion. Minor corrections were suggested and the following motion presented:

WHEREAS the Trustees of Metropolitan United Church (THE TRUSTEES), having obtained consent from Toronto South Presbytery entered into a development agreement which subsequently expired after 10 years, AND

WHEREAS in 2008 the Church House at Metropolitan United Church, 56 Queen Street East, Toronto, Ontario, was demolished to allow for the expansion of the parking lot from 90 spaces to 120 spaces and renovations were made to the church building to enable the redevelopment of the north portion of the property, AND

WHEREAS THE TRUSTEES engaged Deloitte Real Estate for the purposes of conducting a full Request for Proposal (RFP) and selection process for a new development partner for the north portion of the property held in trust by Metropolitan United Church, AND

WHEREAS, working with the real estate division of Deloitte and Craig Carter of Fasken Martineau, the lawyer for Metropolitan United Church, the Development Selection Sub-committee of THE TRUSTEES recommended that the "Best and Final Offer" from Verdiroc Development Corporation (and Greenwin Inc.) with Campus Suites Inc. (and Suite Life Inc.) dated November 11, 2013, be accepted, AND

WHEREAS, the approval of Toronto Southeast Presbytery for the said lease and development of MUC lands was given at the November 9, 2013 meeting of the Finance and Property Team but the Trustees of MUC did not accept a revised offer presented, AND

WHEREAS the Trustees and the Official Board of Metropolitan United Church meeting on May 25, 2016 (Appendix C) have considered the recommendation of the selection sub-committee and endorsed their recommendation to accept the Offer to Lease from Concert Real Estate Corporation (Concert Properties) and authorized the Trustees to proceed to finalize an agreement, subject to the approval of Toronto Southeast Presbytery, AND

WHEREAS the Trustees and Official Board of Metropolitan United Church have determined to proceed with necessary capital improvements funded from the capital payments contained in the lease agreement, AND

WHEREAS the members of the congregation of Metropolitan United Church and the Finance and Property Team of Toronto Southeast Presbytery have been kept informed as the process moved forward, AND

WHEREAS the Finance and Property Team of Toronto Southeast Presbytery has the authority to act for Toronto Southeast Presbytery in matters related to Congregational Property Transactions as set out in the Manual 2013 Section G 2.3,

IT WAS MOVED BY Wayne White and SECONDED BY Joan Chinnery that Toronto Southeast Presbytery approve and consent to the request of THE TRUSTEES to

1. The approval of the Official Board and Trustees of Metropolitan United Church of the Agreement to Lease between the Trustees of Metropolitan United Church and Concert Real Estate Corporation for a proposed development of Metropolitan United Church Lands,” which is a multi-phase project comprising
 - a. A 26 story rental apartment building;
 - b. At grade retail space of approximately 4,200 square feet;
 - c. A 4 level underground parking facility the first three levels of which will provide 200 to 250 spaces for public parking;
 - d. Relocation and reconstruction of The Manse in accordance with the existing Heritage Agreement with the City of Toronto;
 - e. A 4 level parking facility for 250 to 300 cars under the south lawns;
 - f. Reconstruction of the park on the south lands;
 - g. Landscaping of the balance of the church lands including the construction of a circular drive on the east lands and surface parking for church use on the west lands.

2. The acceptance and execution of the OFFER TO LEASE BETWEEN THE TRUSTEES FOR METROPOLITAN UNITED CHURCH “MET” and Concert Real Estate Corporation, “Tenant“, and the proposed Final Lease Agreement set out therein which is subject to due diligence by the “Tenant” and in the event of significant modification of its terms, the further approval of Toronto Southeast Presbytery, all in accordance with the lands defined and terms set out in said OFFER, including but not limited to the following
 - a. the lease of land for a term of 99 years;
 - b. capital payments accruing to \$3,955,000;
 - c. capital improvements including move and refurbishing of the manse, re landscaping and replacing of heritage fencing estimated as \$9,553,000
 - d. estimated parking revenues in years 1 to 10 of \$1,100,000
 - e. other matters summarized in the lease review and analysis,

3. The plan of disposition of the \$3,955,000 in capital received and request for approval of capital expenditure (listed in Appendix D) in excess of \$100,000 and summarized as follows:

<u>Description</u>	<u>Budget</u>
Reconfigure, renovate, and make barrier free the north end of Met	\$2,652,000
Sanctuary Painting	300,000
Exterior Cleaning	376,000
Exterior Front Step refurbishing	87,950
<u>Legal Fees</u>	<u>50,000</u>
TOTAL Not Including HST	<u>\$3,465,950</u>

MOTION CARRIED

7. Updates

- i. **St Matthews United Church (SMUC) Redevelopment Planning:** St Matthews has negotiated a loan from TUCC to finance redevelopment planning. The initial proposal was for \$100,000 but now reduced to \$75,000 so no request to Presbytery is required.

- ii. **Dentonia Park United Church (DPUC):** A recent report from Congregational Health visiting team has identified an issue regarding the use of invested funds which will require the attention of Finance and Property. No further information is available at this time.
8. **Other** – The chair canvassed those present to determine the availability of team members to meet over the summer months if necessary:
9. **Adjournment** - There being no further business, the Chair declared the meeting ended and closed with a benediction.

Thomas Clarke *
Chair

Fred Angus
Secretary

* Tom Clarke died July 2016 before Minutes were approved.

Next Meetings:

Monday, September 12, 2016	4:00 pm to 6:30 pm	Devotion: Volunteer required
Monday, October? – to be determined	4:00 pm to 6:30 pm	Devotion: Volunteer required

Appendix A – 2015 Financial Report

**Toronto Southeast Presbytery
Financial Report
2015**

	ACTUALS to December 31st, 2015	BUDGET to December 31st, 2015
REVENUE		
Grant from Toronto Conference	\$ 32,637.00	\$ 32,637.00
Plenary Meeting Donations	\$ 2,726.00	\$ 3,000.00
Workshops (registration/Lunch)	\$ 13.50	\$ -
Multi-Faith calendars	\$ 96.00	\$ -
TOTAL REVENUE	<u>\$ 35,472.50</u>	<u>\$ 35,637.00</u>
EXPENSES		
Executive		
Executive	\$ 1,810.93	\$ 3,000.00
Program Planning	\$ 3,068.67	\$ 5,000.00
Agenda Planning	\$ 4,622.67	\$ 5,500.00
Nominations	\$ -	\$ 1,000.00
Communications	\$ 573.31	\$ 500.00
Total Executive	<u>\$ 10,075.58</u>	<u>\$ 15,000.00</u>
Commissions		
Finance and Property	\$ 108.10	\$ 500.00
Pastoral Relations	\$ 1,916.31	\$ 1,000.00
Education and Students	\$ 1,035.20	\$ 1,700.00
Total Commissions	<u>\$ 3,059.61</u>	<u>\$ 3,200.00</u>
Programs		
Outreach and Mission Support	\$ 916.65	\$ 600.00
Congregational Health	\$ 2,334.20	\$ 5,000.00
Pastoral Oversight	\$ -	\$ -
Youth Network	\$ 1,603.08	\$ 1,000.00
Justice and Global Issues	\$ 3,992.96	\$ 4,300.00
Inter Church Inter Faith	\$ 3,853.55	\$ 4,750.00
Mission Strategy	\$ 557.67	\$ 500.00
Total Programs	<u>\$ 13,258.11</u>	<u>\$ 16,150.00</u>
Travel		
Plenary Travel	\$ -	\$ 100.00
Committee Travel	\$ 130.72	\$ 500.00
Total Travel	<u>\$ 130.72</u>	<u>\$ 600.00</u>
Unallocated Expenses	<u>\$ 154.71</u>	<u>\$ -</u>
TOTAL EXPENSES	<u>\$ 26,678.73</u>	<u>\$ 34,950.00</u>
NET INCOME OVER EXPENSES (loss)	<u>\$ 8,793.77</u>	<u>\$ 687.00</u>

	From Surplus	Brought Forward	Interest/Grants Donations	Transfers	Payments	Fund Totals	
2014 Surplus	\$ 19,505.39						
Operating Fund						\$ 8,793.77	
Details as shown above							
Contingency Reserve Fund	\$ 16,926.31	\$ 18,640.77	\$ -	\$ -	\$ 10,670.00	\$ 24,897.08	
min. 10% of budget plus unallocated surplus							
Legal and Conflict Mitigation Fund	\$ 2,579.08	\$ 17,420.92	\$ -	\$ -	\$ -	\$ 20,000.00	
max. \$20,000 allocated 50% of excess surplus							
Outreach Fund	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00	
max. \$5,000 allocated 25% of excess surplus							
Education and Student Fund	\$ -	\$ 6,111.15	\$ 1,717.10	\$ -	\$ 2,211.92	\$ 5,616.33	w
max. \$2,000 allocated 10% of excess surplus							
Special Projects - Grants							
Social Justice Project	\$ -	\$ 85,574.74	\$ -	\$ -	\$ 54,534.00	\$ 31,040.74	
East End Project	\$ -	\$ 14,502.91	\$ -	\$ -	\$ 12,848.57	\$ 1,654.34	w
West Don Project	\$ -	\$ 36,706.21	\$ 83,000.00	\$ -	\$ 60,372.07	\$ 59,334.14	
PTCC Annual Net Revenue	\$ -	\$ 9,000.00	\$ -	\$ -	\$ -	\$ 9,000.00	w
Presbytery Urgent Need Fund	\$ -	\$ 35,000.00	\$ 5,000.00	\$ -	\$ 6,220.44	\$ 33,779.56	w
Congregational Health Grants	\$ -	\$ -	\$ 25,000.00	\$ -	\$ 1,474.00	\$ 23,526.00	w
Effective Leadership	\$ -	\$ 30,216.82	\$ -	\$ -	\$ 20,840.63	\$ 9,376.19	
						<u>\$ 232,018.15</u>	

Appendix B – Copy of Lawrence Park Community Church Trustees' motion of May 15th 2016**TRUSTEES OF LAWRENCE PARK COMMUNITY CHURCH**

WHEREAS Lawrence Park Community Church (the "Church") has an existing lease, as landlord, with The Lawrence Park School Ltd., as tenant, (the "Tenant") of 5,325 square feet of space on the lower level of the north side of the Church building (the "Lower Level premises") that was entered into in June 2013 (the "Main Lease") and a further lease, as landlord, with the Tenant of Sunday School Rooms A and D in the upstairs area on the west side of the building (the "Upstairs premises") that was entered into in June 2011 (the "Ancillary Lease");

AND WHEREAS the owner of all the shares of the Tenant is proposing to sell same to BrightPath Kids Corp. ("BrightPath") and Bright Path has requested that, in conjunction with the sale, the Main Lease and the Ancillary Lease be surrendered and new leases of the Lower Level premises and the Upstairs premises be entered into with the Tenant (the "New Leases");

AND WHEREAS the approval of the Trustees is required for the New Leases, each of which contemplates an initial lease term of approximately ten years and, at the Tenant's option, one renewal term of five years;

AND WHEREAS the Trustees believe that the New Leases would be in the best interests of the Church;

NOW THEREFORE IT IS RESOLVED THAT:

1. In conjunction with completion of the sale of shares of the Tenant to BrightPath, the Trustees enter into a surrender of lease agreement in respect of each of the Main Lease and the Ancillary Lease and enter into the New Leases;
2. The surrender of lease agreements and the New Leases shall be in or substantially in the respective forms currently settled by Dentons Canada LLP with counsel to BrightPath, with such changes therein as may be approved by the Trustees, the execution thereof by any three of the Trustees of the documentation in final form to be deemed to be evidence of their approval; and
3. The execution and delivery of the surrender of lease agreements and the New Leases and of all other acknowledgments, directions, notices or other instruments that may be necessary or appropriate and the taking of all such other steps and action as may in their discretion be appropriate by any three of the five Trustees on behalf of the Trustees shall be deemed to be valid action on behalf of the Trustees

DATED this 15th day of May, 2016

Appendix C (page 1) – Copy of Metropolitan United Church's Pertinent Minutes of the joint meeting of the MUC Board and Trustees on May 25, 2016 concerning the Concert Properties head lease and the MUC decision to proceed with capital improvements requiring Presbytery approval.

Metropolitan United Church

Pertinent Minutes sections from meetings held May 25, 2016 concerning

Acceptance of Offer to Lease from Concert Properties

Approval of budget for Renovation and Rejuvenation Projects

3. Development Update

i) **Offer to Lease Approval**

Vera Taylor referred Trustees and Board members to the Offer to Lease (version 13) that had been circulated prior to the meeting. She briefed attendees on a conversation with lead negotiator Bruce Peckover, in which he indicated that the agreement was final except in some fine details and that a vote to proceed (or not) would be appropriate. The details that remained to be settled related to payment of ongoing legal fees, the developer's request for a lease term of longer than 99 years, and the reluctance of the developer to fully share and Development Charges reductions negotiated with the City.

The developer asked for assurance that Metropolitan United Church has the legal authority to sign the agreement. Tim Gorley and Vera Taylor reported that they had studied the United Church of Canada Manual, and it states that the individual congregations have the right to sign leases for congregational property. Furthermore, the approval of the governing presbytery would be obtained. They asked if the joint group felt it necessary to audit the developer; there was general agreement that this would not be necessary.

The basic deal was outlined as a capital payment of \$3,955,000 (inclusive of HST) which would be used by Met for renovations to the north end of the church building, completing the painting of the interior of the sanctuary, chemical cleaning of the exterior of the building, and repairing the exterior entry steps to the building. Met is eligible for a 50% refund of HST paid for the above, and this refund will be added to the budget to cover these costs (and provide an additional contingency). Concert will also make approximately \$10,000,000 of capital improvements to the Manse (subject to a Heritage Easement Agreement – 2005 – with the City), and fully relandscape Met's property following construction. Met will receive \$1,250,000 in annual income under the Land Lease made up from parking revenue from the commercial parking operations to be constructed as part of the development. Met will receive increases in this rent in the future from increased parking revenue, and profits earned by Concert on its apartment operation.

In order to consider and approve the lease, it was moved by Fran Parkin and seconded by Jeff Ince that the group move into a formal joint session of Trustees and Official Board to consider the matter. Motion carried.

Sheldon Schultz asked how the calculation of the lease payments would be overseen to ensure that Metropolitan was receiving the amounts reflected in the agreement. Jeff Ince asked what would happen if there were cost overruns on the capital improvements. (Answer: Cost overruns will be absorbed by the developer). Linn Holness expressed concern that a deal with TPA for the underground parking had not yet been finalized and asked what would happen if there was no deal for the underground parking. (Answer: Negotiators are confident that a deal will be reached, if not with TPA, then with another parking provider.) Susan Girvan noted that Metropolitan would be responsible for maintaining the park.

Appendix C (page 2) - Copy of Metropolitan United Church's Pertinent Minutes of the joint meeting of the MUC Board and Trustees on May 25, 2016 concerning the Concert Properties head lease and the MUC decision to proceed with capital improvements requiring Presbytery approval.

After the discussion, Tim Gorley, on behalf of the Trustees, moved that the **Trustees accept the Offer to Lease** from Concert Real Estate Corporation substantially in the form and detail shown in version 13, as circulated to the Trustees on May 24, 2016. Tex Perley seconded. Trustees in favour were asked to stand; 8 were recorded in favour, including a proxy vote from Carol Dilks.

Fran Parkin, on behalf of the Trustees, then moved that **approval of the Offer to Lease** from Concert Real Estate Corporation substantially in the form and detail shown in version 13, as circulated on May 24, 2016 **be recommended to the Official Board**. Linn Holness seconded. Trustees in favour were asked to stand; 8 recorded in favour, including a proxy vote from Carol Dilks.

On behalf of the Official Board, Jeff Ince moved that the **Official Board accept the Offer to Lease** from Concert Real Estate Corporation substantially in the form and detail shown in version 13, as circulated on May 24, 2016. Dennis Donovan seconded. Motion carried unanimously.

ii) **North End Renovation Expense**

Tex Perley and Frank Cairns were asked to present the plan for the renovation of the north end of the church building (Attachments A and B). Frank Cairns noted that there had been extensive consultation within the church organization, senior staff, and the architects. It was noted that the execution of the plans remains contingent upon the lease arrangement with Concert Real Estate Corporation being finalized. Text Perley noted that, in relation to the painting of the sanctuary, it was recommended that the stucco be cleaned, firmed, and painted rather than replaced in order to preserve the building's acoustics. He also noted that the Trustees had approved \$80,000 in spending on the renovation project in January and suggested that it would be appropriate for the Official Board to approve this. Sheldon Schultz commented that if it were necessary to provide bridge financing for three months in order to finance the final plans and necessary permits, it would be possible to do this out of the unrestricted funds. Jeff Ince asked if the renovation plan included replacement of the roof of the chancel area. Tex replied that it did.

After the discussion, Tex Perley moved on behalf of the **Trustees**, that **the renovation plan for the north end of the building and the required budget be approved**. Linn Holness seconded. Trustees in favour were asked to stand; 8 were recorded in favour, including a proxy vote from Carol Dilks.

On behalf of the **Trustees**, Linn Holness then moved that the **approved renovation plan and budget be sent to the Official Board for approval**. Fran Parkin seconded. Trustees in favour were asked to stand; 8 were recorded in favour, including a proxy vote from Carol Dilks.

On behalf of the **Official Board**, Dennis Donovan moved that the **renovation plan for the north end of the building and the required budget be approved**. Jeff Ince seconded. Motion carried.

iii) **Presbytery Approval**

On behalf of the Official Board, Sheldon Schultz moved that the Trustees be directed to seek Presbytery approval of the **Offer to Lease** from Concert Real Estate Corporation substantially in the form and detail shown in version 13, as circulated on May 24, 2016. Jeff Ince seconded. Motion carried.

On behalf of the Official Board, Fran Parkin moved that the Trustees be directed to seek Presbytery approval of the **plan and budget for the renovation** of the north end of the building. Mary Stockdale Vernon seconded. Motion carried.

Appendix D (page 1) - Met United Plan of Disposition of \$3,955,000 capitalized rent and the \$9,553,000 capital improvements by Concert Properties

CONCERT PROPERTIES & METROPOLITAN UNITED

Offer to Lease review and analysis

SUMMARY

Concert Properties is proposing to construct a 26 storey mixed-use development building on the north portion of Met's land block and an underground structure beneath the park at the front of Met. The project will include underground parking (commercial and residential), retail space at ground level, and 25 storeys of rental residential (approximately 420 units). Depending on the outcome of conversations with the City, a portion of the units will be Affordable Housing.

Concert will enter into a 99-year lease with Met, at the end of which, all elements of the development will revert to Met at no charge. Concert will pay Met Land Rent and Participation rent during the 99 years. Concert will make a Capital Payment to Met at the outset of the Lease, plus complete a number of Capital Improvement Projects on the property which will improve Met's enjoyment and use.

The underground commercial parking will be operated by Toronto Parking Authority who will enter into a 99-year sub-lease with Concert. The sub-lease will be approved by City Council.

SCOPE OF THE PROJECT

- 26 storey mixed-use residential apartment building above ground
- up to 500 commercial parking stalls in two underground structures:
 - under the building at the north end, and
 - under the park in front of Met
- move and refurbish the Manse according to the Heritage Easement Agreement with the City (note: the Manse will be turned over to Met, for Met's use entirely) in "lease ready" condition)
- landscape all surface areas of the property in accordance with the Plans that will be approved by the City (and Met) as part of the Site Plan Agreement

THE FINANCIAL ELEMENTS

<p>(a) Capital Payment non-refundable capital payment due prior to commencement of excavation – to be used by Met to renovate the north end of the church, complete painting of the interior of sanctuary, and clean the outside of the building.</p>	<p>\$3,955,000 (including HST)</p>
<p>(b) Capital Improvements move and refurbish Manse re-landscape property replace heritage fencing</p>	<p>\$6,000,000 \$3,263,000 \$ 290,000</p>
<p>(c) Lease Payments – during construction this monthly payment is to replace the monthly parking historically received by Met from its surface parking, operated by Impark</p>	<p>\$80,000 (approximate)</p>
<p>(d) Fixed Land Lease Payments – for the duration of the lease payments are a fixed proportion of the Sublease payments received from the TPA. (TPA agreement to be finalized). Proposed formula after year ten is \$1,100,000 plus 80% of the TPA payment in excess of \$1,250,000.</p>	<p>Yr 1-10 \$1,100,000 thereafter - as per formula</p>

Appendix D (page 2) - Met United Plan of Disposition of \$3,955,000 capitalized rent and the \$9,553,000 capital improvements by Concert Properties

<p>(a) Participation Lease Payments – for duration of the lease</p> <ul style="list-style-type: none"> • Residential Building Participation – Concert will make annual payments from the residential operation once Concert has achieved its required rate of return. 	<p>20% of Concert's return in excess of 8% return on Concert's total investment</p>
<p>(b) Sharing of savings</p> <p>The percentage split between Met and Concert on savings in the following City levies and charges:</p> <ul style="list-style-type: none"> • cost savings as a result of relief from Section 37 requirements • savings from relief from City on Development Charges and • savings from reduction in Park levies 	<p>Met's share</p> <p>50%</p> <p>50%</p> <p>50%</p>

ADDITIONAL FINANCIAL IMPROVEMENTS RESULTING

Once Concert completes the restoration of the Manse on a new foundation, the building will be turned over to Met for finishing and our use. We are free to rent this space to any organization of our choosing, at a rent we decide. To a professional firm (lawyers, architects) this could be as much as \$150,000 per year.

Once we complete the renovations and upgrades to the north end of Met, we will have additional meeting space that can be rented out on an occasional basis. The space can also be used for small concerts and practice space. Once staff moves back out of the Met Centre outside offices and into their own space in the north end, these outside offices can be rented out to small businesses – we can become a neighbourhood innovation incubator.

MET'S RISKS

Our base rent from Concert is tied solely to the payments they receive from TPA. If parking ceases to exist, TPA will cease to need our space and they would terminate the agreement. Yes the space would revert to Met, but there would be no revenue. Concert has been asked, when building the underground parking structures to include one stall constructed as a document vault, and one stall as storage; thus there will be an "existing use" that could be increased in the future.

Our risk is that at some point in the next 99 years, people will cease to have personal transportation devices that need to be parked somewhere when they access the centre of the city, and visit their family at the hospital next door. Ever since the wheel was invented, people have had personal transportation devices requiring parking and stabling. The space can always be turned into document storage vaults, personal stuff storage units, or a columbarium.

There are maybe three semi-solutions with the arrangement with TPA.

1. Concert always wanted the TPA lease to be with us directly. We had balked as we had said we wanted a cheque to be based on the entire project. We haven't won that argument, so instead we go direct to TPA. Then we have provisions to enforce ourselves rather than through Concert.
2. if the agreement (whether through Concert or TPA) states that following three months of non-payment by TPA, ownership reverts to Met, we can then deal with the property ourselves.
3. we always have the option of selling the land for the difference between the residual value of the remaining years of the Lease, and the FMV of the development.

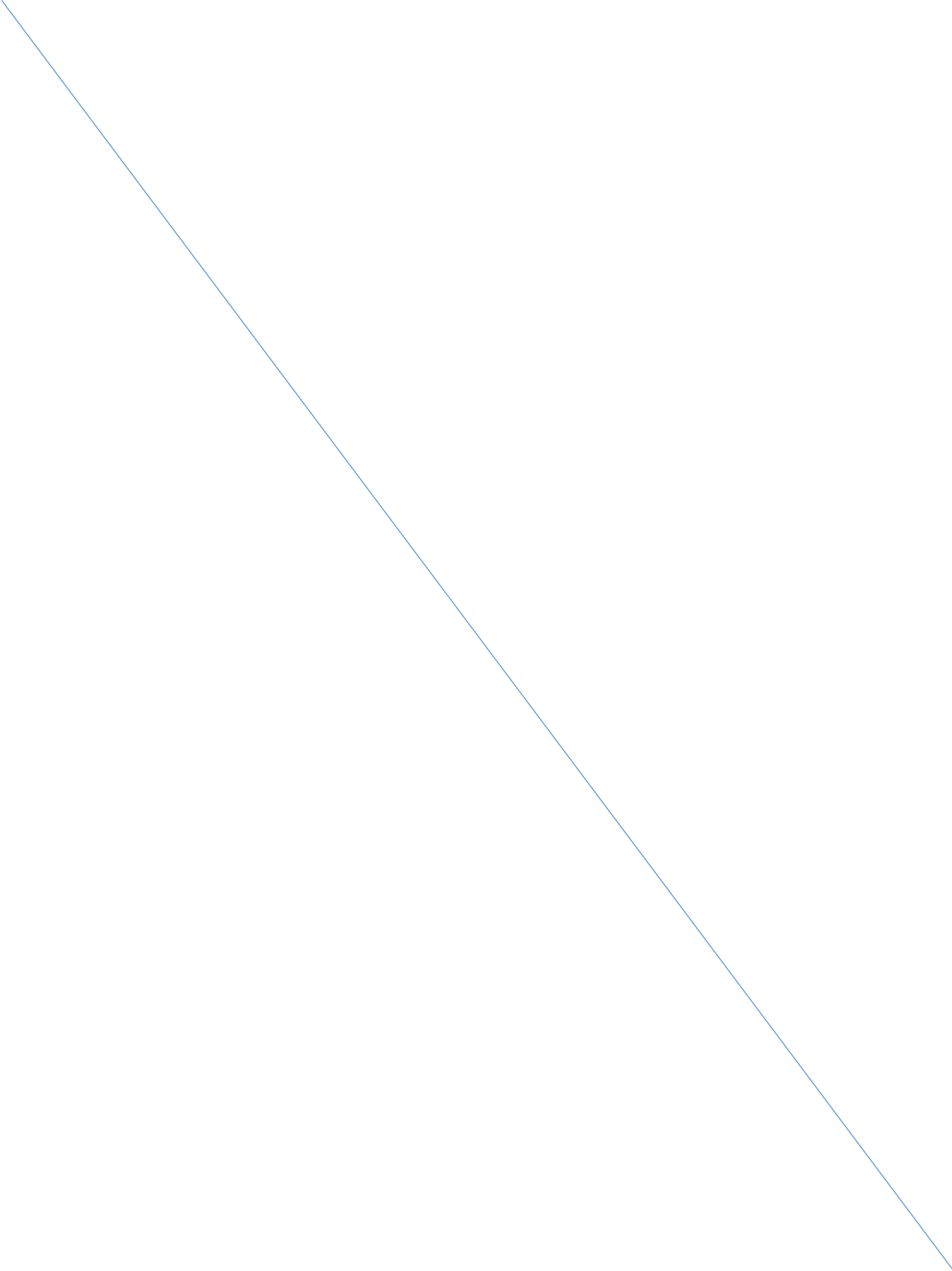
Appendix E - Capital Projects Financial Summary with respect to the direction of the Met United Board to its Trustees to seek Presbytery approval of the Plan and Budget for the Renovation (as per last paragraph of page 2 of Appendix C)

PROJECT	Budget	HST	TOTAL
North-end renovations	2,652,000	344,760	2,996,760
Sanctuary Painting	300,000	39,000	339,000
Exterior cleaning	376,000	48,880	424,880
Exterior front steps	87,950	11,434	99,384
sub-total	3,415,950	444,074	3,860,024
Legal fees (est.)	50,000	6,500	56,500
TOTAL	3,465,950	450,574	3,916,524

Capital Payments

Verdiroc	50,000
Concert (Sept 2015)	50,000
Concert (Lease Agreement - includes HST)	3,955,500
50% of HST paid by Met refund	225,287
TOTAL	4,280,787
SURPLUS (contingency of 9.3%)	364,263

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**The Vision of Toronto Southeast Presbytery is
to enable and support good, faithful and healthy communities of faith
within our member Pastoral Charges
and to provide opportunities for cross-congregational initiatives
where individuals from Congregations with shared calls to specific ministries may work together.**

**Toronto Conference
Toronto Southeast Presbytery
Minutes of the Executive Meeting**

Date: Tuesday, June 14th, 2016
Time: 4:00 pm – 6:00 pm
Place: Apps Room, 963 Pharmacy Avenue, Scarborough, Ontario.

Present:

Martha ter Kuile (Chair), Marg Walker (Acting Secretary), Randy Naylor (Past-Chair, Nominating), Clyde Harris (Treasurer), Sharon Aylsworth (Member-at-Large), Hannah Lee (Member-at-Large), David McMaster (Member-at-Large), Lynella Reid-James (Member-at-large)

Staff: TSP: Anne Shirley Sutherland

Regrets: Paul Hutchison

Quorum was achieved.

Opening:

Martha called the meeting to order at 4:10 and acknowledged that we are on the traditional territories of the Mississauga Anishnabeg, Haudenosaunee and Wendat Indigenous people. She called the meeting to order in the name of Jesus Christ and by the authority vested in her to deal with such business as properly comes before it.

Martha invited members to share their summer plans and then offered a prayer.

Agenda Review / Approval

MOTION: Marg Walker / Hannah Lee- that the agenda be accepted as presented.

CARRIED.

Previous Minutes:

MOTION: Marg Walker / Sharon Aylsworth that the minutes of the **April 12, 2016** and **May 10, 2016** Executive meetings be approved as presented.

CARRIED.

Business Arising:

- a. **Report of the task group to review the PTCC Grant process** in Toronto Southeast. The Task Group members were Douglas duCharme, Hannah Lee and Marg Walker. Hannah reported for the task group. The Executive Practice and Guidelines Document Number: 2011-001-EP; Grant Applications Process - The Presbyteries of Toronto Conference Corporation (PTCC) was reviewed and updated. A section about the Grant Review Team was added to the document. The recommendations of the task group were discussed and the following motions were passed.

MOTION: Clyde Harris / Sharon Aylsworth that the Toronto Southeast Presbytery Executive receive the report of the Task Group to review the PTCC Grant Process with thanks and appreciation for the detailed work done by the task group.

CARRIED.

MOTION: Hannah Lee / David McMaster that the **Executive Practice and Guidelines Document Number: 2011-001-EP; Grant Applications Process - The Presbyteries of Toronto Conference Corporation (PTCC)** (Appendix A) be approved as amended June 14, 2016 and the documents be presented to The June plenary for information.

CARRIED.

MOTION: Randy Naylor / Clyde Harris that the Executive request the Grant Review Team to include an evaluation framework appropriate to each application, and include this as part of the recommendation to Executive.

CARRIED.

MOTION: Marg Walker / Hannah Lee that the Executive ask the Mission Strategy Team to suggest criteria for ranking the Mission Strategy (2014) priorities as soon as possible and report to Executive so a ranking of priorities can be developed, and put in place.

CARRIED.

MOTION: Marg Walker / Hannah Lee that the Executive request Anne Shirley Sutherland to update Appendix A "Other Funding Sources" of the Practice document.

CARRIED.

MOTION: Marg Walker / Hannah Lee that the current Grant Review Team be asked to be the presbytery review team for applications under the *New Ministries Development and Leadership Fund*.

CARRIED.

MOTION: Marg Walker / Hannah Lee that the Executive consider how to encourage greater use of these resources to increase presbytery's capacity through communities of faith to explore and utilize available resources in the next couple of years.

CARRIED.

MOTION: Marg Walker / Hannah Lee that the Executive encourage discussion to take place towards developing a proposal for additional staffing with a well-defined, realistic focus on our mission together as the United Church in this part of the city.

CARRIED.

MOTION: Marg Walker / Hannah Lee that the Executive request the Grant Review Team to review the presbytery application form for PTCC grants and determine if changes should be made to fit our needs.

CARRIED.

The Executive asked Hannah Lee, Douglas duCharme, Marg Walker and Anne Shirley Sutherland to develop the suggestions in the previous motions to encourage greater use of the PTCC resources and developing a proposal for additional staff and to facilitate a special meeting of the executive to discuss this further. The special meeting should take place during the summer.

b. The revised planning Grid for 2016 2017 was discussed. The plan will be distributed at the plenary for information. The process will be reviewed following the September plenary meeting and adjustments made, if necessary.

The schedule includes

September 20, 2016	Remit 7: Candidacy (Category 2 - Presbytery only)
	Remit 5: Mutual recognition (Category 2)
November 15, 2016	Remit 1: A three Council Model (Category 3 - Presbytery and congregations)
	Remit 4: Funding a New Model (Category 3)
January 17, 2017	Remit 8: Membership (Category 2)
	Remit 3: Office of Vocation (Category 3)
March 21, 2017	Remit 2: Elimination of Transfer and Settlement (Category 3)
	Remit 6: One Order of Ministry (Category 3)

There was discussion about how to ensure that the pastoral charges vote. It was decided that a brief form will be prepared for presbyters, both clergy and lay, to complete regarding the plans in their congregation to discuss and vote on the 5 Category 3 remits. Members of the Executive will follow up with congregations which are not represented at the September plenary or who ask for help in their process.

New Business:

Report of the PTCC Review Team

a. Regent Park

MOTION: Sharon Aylsworth / Randy Naylor that the Executive of Toronto Southeast Presbytery, on the recommendation of the PTCC review team accept the recommendation for the Regent Park Community Ministry (formerly West Don Area Ministry) to receive a one-time grant of **\$295,000** from the presbytery 10% capital fund category to be paid out over 2016, 2017 and 2018 and forward to the June plenary for approval.

CARRIED.

b. Kimbourne Park

MOTION: Hannah Lee / Lynella Reid-James that the Executive of Toronto Southeast Presbytery, on the recommendation of the PTCC review team accept the recommendation for the Kimbourne Park food security project 'Garden@Kimbourne' to receive a grant of **\$8,500** from the presbytery 5% capital grant category to be paid in 2016 and 2017 and forward to the June plenary for approval.

CARRIED.

c. Learning Communities

MOTION: Lynella Reid-James / Hannah Lee that the Executive of Toronto Southeast Presbytery, on the recommendation of the PTCC review team accept the recommendation for the Learning Communities pilot project to cluster 3 to 5 congregations into an intentional learning community to receive a grant of **\$12,000** and forward to the June plenary for approval.

CARRIED.

Recommendations for the TSE **Social Justice Project** and the TSE **Korean Presbyterian Church Exchange** expenses were passed at the May Executive meeting and will also be forwarded to the June plenary for approval.

PROK: Thanks to George Bartlett who represented Toronto Southeast on the Conference selection team. Dan Benson, Silke Dorego and Kevin Moore will be the TS participants.

Request for Presbytery Consultative Task Group to be created re: the Presteign-Woodbine and Leaside amalgamation.

This process is governed by Toronto Southeast Policy Number/Designation: 2015 – 001: Amalgamations, Closing and other Transitions: Presbytery Processes and Decision Making.

MOTION: David McMaster / Clyde Harris that Tom Clarke and Anne Shirley Sutherland be requested to set up and train a **Presbytery Consultative Task Group (PCTG)** to work with Presteign-Woodbine and Leaside United Churches.

CARRIED.

The New Ministries and Leadership Development Fund

The Terms of Reference document will be completed this summer.

Tom Clarke will be asked to present a brief overview of the document.

A notice of motion for the September plenary will be prepared which will include acceptance of the Terms of Reference and the appointment of two members to the Fund Grant Review Committee.

Nominations Report (Randy Naylor)

A slate will be presented at the June plenary meeting.

Finance Report & Budgeting Process: (Clyde Harris)

MOTION: Clyde Harris / Lynella Reid-James that the Executive of Toronto Southeast Presbytery, on the recommendation of the Finance and Property team accept the financial report dated May 31, 2016 as presented and circulate it to the court for approval.

CARRIED.

Clyde reported that 37 of the 50 congregations in the presbytery are up to date on their assessments.

Travel reimbursement: Recently the General Secretary approved the minimum rate of 39¢ per km for 2017. Toronto Conference Executive voted to maintain the Conference rate at 41¢ per km.

MOTION: Clyde Harris / David McMaster that Toronto Southeast Presbytery maintain the presbytery travel reimbursement rate at 41¢ per km.

CARRIED.

Correspondence

	Date Received	Topic	Action
1	May 12	Stats – 13 pastoral charges still outstanding	FYI
2	May 12	Notes from Presbytery Chairs & Secretaries Meeting	FYI
3	May 24	Preliminary Report – UCC Ministers and God Survey	FYI
4	June 1	Living Waters – sharing Remit info	FYI
5	June 2	D Allen – names of Exchange visit people to Korea	FYI
6	June 2	Massey Centre Commencement Invitation – June 21	FYI

MOTION: Marg Walker / Sharon Aylsworth that the correspondence be accepted for information and action taken as indicated.

CARRIED.

Business plan for the June plenary

The revised Remit schedule will be available for information at each table.

PTCC Grant Motions

Presentation about the New Ministries and Leadership Development Fund and a notice of motion.

Nominations report

Liturgy

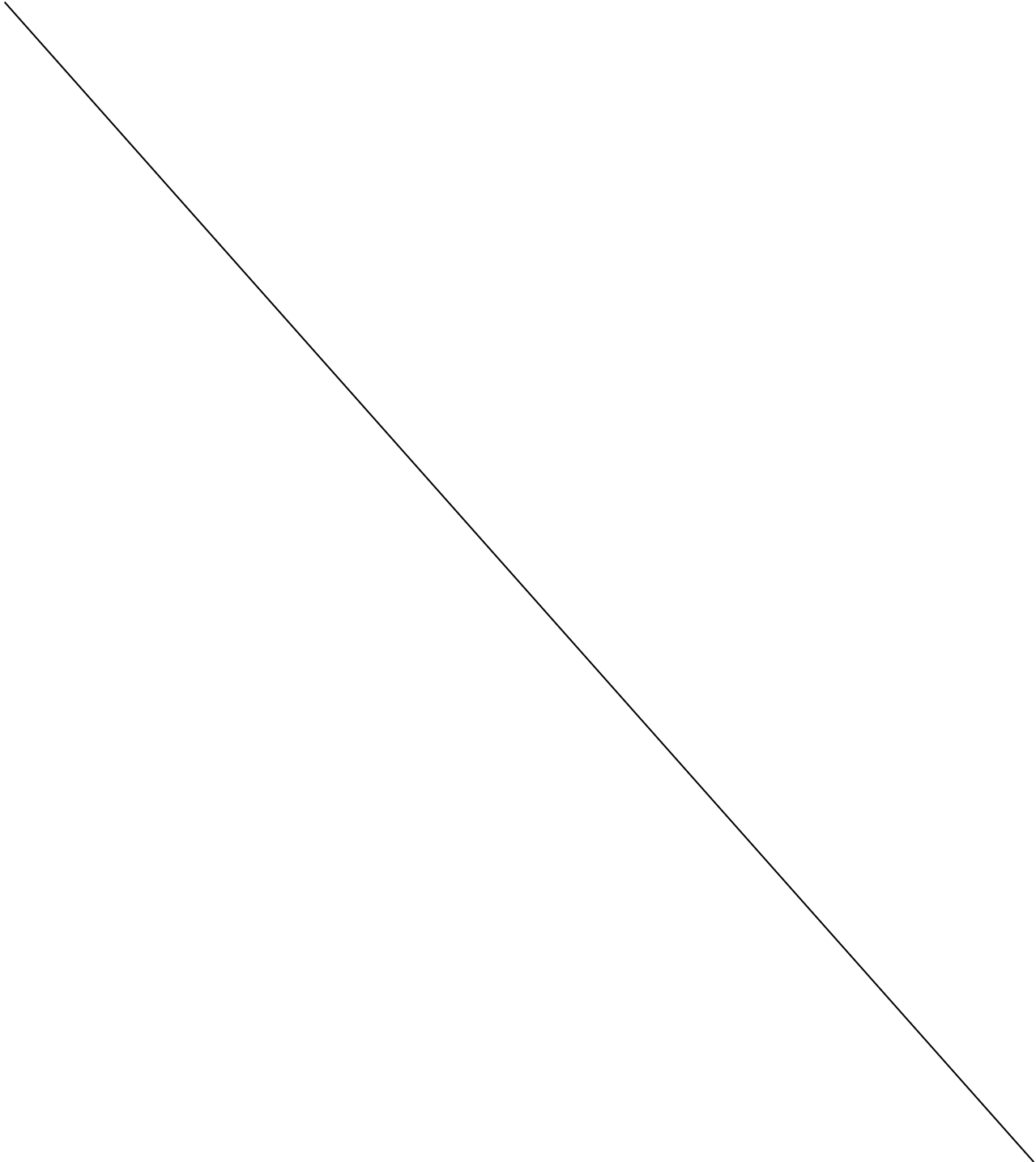
Adjournment

With the agenda complete, the chair declared the meeting adjourned and invited Randy to close the meeting with prayer.

NEXT MEETING: Tuesday, September 13th, 4-6:30pm at 963 Pharmacy Ave.

**Rev. Dr. Martha ter Kuile, Chair
Toronto Southeast Presbytery**

**Marg Walker, Acting Secretary
Toronto Southeast Presbytery**



TORONTO SOUTHEAST PRESBYTERY PRACTICE & GUIDELINES	
EXECUTIVE PRACTICE	Practice Number: 2011-002-EP
Practice Name: Grant Application Process — The Presbyteries of Toronto Conference Corporation (PTCC)	Date Approved: May 14, 2011 Dates Amended: June 14, 2016
To be Reviewed: 2 years after approval and every 5 years thereafter To be Reviewed by: Executive with input from Finance and Property Team	Date Last Reviewed: June 14, 2016
Purpose of this Practice: To define the process, timeline and requirements for initiating and approving applications for grants from The Presbyteries of Toronto Conference Corporation and to define the evaluation and follow up terms of reference for Executive.	

Background and Context:

The Presbyteries of Toronto Conference Corporation (PTCC) was established to hold and invest funds accruing from the reorganization of Toronto Conference and make available income and capital grants to support the work of the Presbyteries. In the establishing of PTCC, the founding presbyteries have agreed to an Operating Agreement setting out among other matters what funds may be available and conditions there to. PTCC has developed grant forms and other operational requirements which are set out in their website: <http://www.ptccorp.org/index.php>
Other sources of funds available to support the work of the Church are summarized in Appendix A to this document.

The PTCC Operating Agreement sets out the following types of grants

- i. **Annual Net Income Grant** of the net income earned by the Toronto Southeast Fund within the PTCC portfolio based on what is earned in prior year. Presbytery may request grants up to the amount of the expected net annual income. Funds not granted may be held for future use and allowed to earn additional income, or capitalized at the discretion of the Presbytery.
- ii. **Annual Capital Grant** of up to 5% of total capital in the Toronto Southeast Presbytery Fund as of beginning of year. An annual grant can be broken up into several grant requests through the year. Three months notice required.
- iii. **Church Development/Redevelopment Project Grant** of up to 10% of current value of capital assets in Toronto Southeast Presbytery Account, less any Annual Capital Grant in that year. Six months notice required. As per the Operating Agreement approved by all four presbyteries.
- iv. **Major Church Development/Redevelopment Project** of more than 10% but not more than 20% of capital in Toronto Southeast Presbytery Account. Six months notice is required.

PTCC Requirements are set out in The Presbyteries of Toronto Conference Corporation Operating Agreement and such other requirements as the PTCC Board may determine but include the following:

- i. Presbytery must apply for annual net Income grant (up to the net amount earned) and Capital Grants
- ii. Applications should be timed to the quarterly meetings of the PTCC Board.
- iii. Requests for grants must be approved by the Plenary of Presbytery with suitable notice.
- iv. Church Development Projects must meet the Toronto Conference definition/criteria for church development. “Church development/ redevelopment refers to the work of any congregation or congregations working together to redevelop property or programs to meet the needs of the community they serve. This could include but not be limited to amalgamation, specialized ministries such as youth, seniors, and community ministries, and it may or may not involve property.”

Toronto Southeast Presbytery Procedure for PTCC Grants:

1. PTCC Annual Net Income Grant

- i. Finance & Property Team will obtain the most current information from PTCC and make recommendations prior to the annual budget submission setting out:
 - Block amount to be allocated to outreach grants which the Mission and Outreach Team shall determine, and/or
 - Amount to be applied to operating budget or other specified presbytery financial needs, and/or
 - Amount to be retained in PTCC for a later grant application in the year or future years and/or the amount to be added to the capital amount.
- ii. Time frame: It is anticipated that in September, PTCC will provide an estimate of income expected for that calendar year and available to be used in the following calendar year.
- iii. When the allocations proposed by Mission and Outreach Support are approved (by the plenary), the PTCC grant applications will be completed and forwarded to PTCC by the Presbytery Secretary for payment.
- iv. PTCC Board members representing Toronto Southeast Presbytery will be advised by the Presbytery Secretary of the grant applications being forwarded.

2. Grant Review Team

- i. The Grant Review Team includes membership from the Congregational Health Team, the Mission Strategy Team and the Property and Finance Team.
 - a. The members will serve a term of two years which is renewable to ensure continuity and experience.
 - b. The Grant Review Team may elect a chair and secretary.
- ii. The Grant Review Team will receive grant applications from the Executive, consult with Teams as necessary and provide a recommendation to the Executive.
 - a. A schedule for Grant applications will be determined annually by the Review Team to coincide with presentation to the plenary meetings in January, March and November.
 - b. The Grant Review Team will receive financial updates regarding the availability of funds prior to each review cycle.
 - c. The Grant Review Team will share the schedule and the financial updates with the executive who will make the information available to potential applicants.
- iii. The Grant Review Team will evaluate each application according to principles based on the Mission Statement of Presbytery, the Mission Strategy Priorities, 2014 and the availability of funds.
- iv. The Grant Review Team will consult with the Finance and Property Team and other program and public witness teams as necessary.
- v. The Grant Review Team will make a recommendation to the Executive on each application with reasons. It will also make a recommendation to Executive about the project's accountability and how they will report to Executive, including a schedule for reporting, elements for evaluation and follow up.

3. PTCC Capital Grants

- i. Grant requests may be initiated by a community of faith, (congregation, outreach ministry, mission or camp) within the Presbytery or by a Presbytery constituted body or jointly by a Presbytery body working with one of the foregoing.
- ii. Grant requests are received by the Executive and referred to the Grant Review Team.

funds formerly accruing to TUCC through Toronto Conference. TUCC will continue to provide leadership and resources in Church Development as Presbyteries and Congregations may decide to use their services

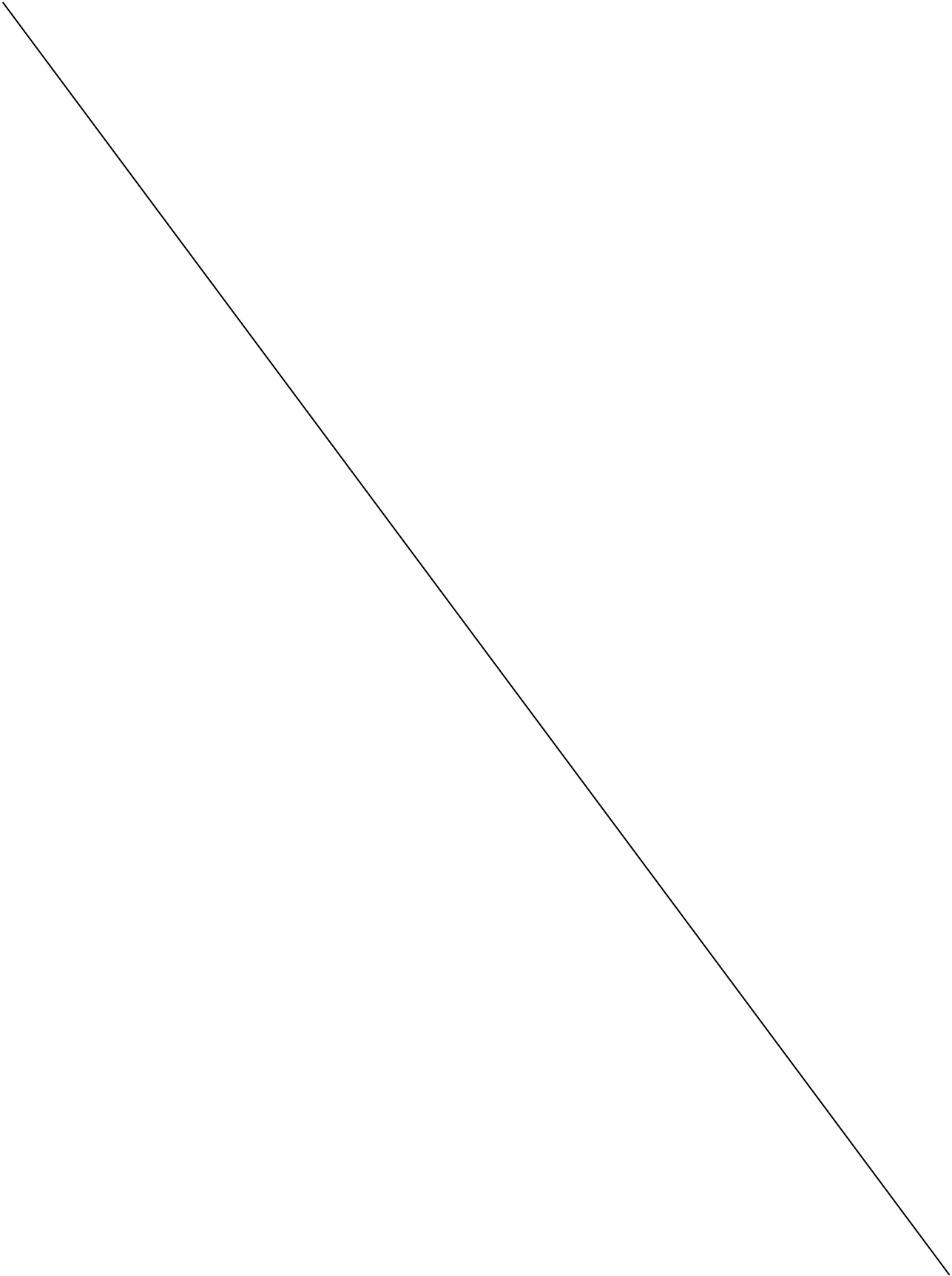
TUCC will continue to provide Capital loans to congregations, mission units, or United Church Corporations with the prior approval of Presbytery. Information, conditions and forms are found at the TUCC website <http://www.tucc.ca/capitalloans/capitalloans.html>

5. The United Church of Canada See Financial Assistance Handbook of UCC available through the website http://www.united-church.ca/files/handbooks/financialresources_abbrev.pdf but here are some examples
 - a. Capital Assistance Fund: The purpose of the Capital Assistance Fund is to provide financial assistance for the renewal and development of congregations, camps, education centres, community ministries, and chaplaincies. Assistance is available in the form of loans and targeted grants for eligible pastoral charges/congregations and other ministries that would otherwise be unable to undertake or complete these projects.
 - b. Vision Fund: The purpose of the Vision Fund is to support innovative, creative, and new congregational youth and young adult ministry in The United Church of Canada. The Vision Fund is available to members and ministries of the United Church of Canada. In 2010 it appears to be funding Greening initiatives

The Toronto United Church Council — St. Enoch's Fund

1. Finance and Property will obtain and review current financial information re St. Enoch's fund annually.
2. Finance and Property will determine the amount available from St. Enoch's fund and convey that to Mission & Outreach Ministries in time for their discernment process.

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**Toronto Southeast Presbytery
Education and Students Minutes of Tuesday June 14/16**

Present: June Cavers, Bruce Galbraith, Pam Lock, Joan McCalmont, Kathryn Moase, Paul Stott, Cynthia Stretton, John Suk, Ila Vaculik, Ella Taylor-Walsh, Marney Winn, Dale Hildebrand (staff)
Regrets: Lorna Joblin, Norm Seli, Joan Silcox-Smith

Welcome: Paul Stott

Opening: Cynthia Stretton Read from *Shaping Sanctuary: Proclaiming God's Faith In An Inclusive Church*, sharing a prayer to God, Jesus, the servant advocate; the holy spirit, sustaining spirit.

Agenda and Minutes:

MOTION: Taylor-Walsh/Bruce Galbraith to approve today's agenda as circulated.

CARRIED.

MOTION: Cynthia Stretton/Pam Lock to approve the E&S minutes of May 17, 2016 as circulated.

CARRIED.

Correspondence:

- Planning E&S committee training for 2016-2017 - Pam Lock will work with the co-chairs on this.

- BB, new inquirer from College St U.C. is ready to start discernment. Marney Winn and Bruce Galbraith are the E&S designated liaisons on his discernment committee. The starting date for this discernment is June 14, 2016.

- KM's application for admission is in process

Interviews:

MOTION: Ella Taylor-Walsh/John Suk re **Greg Daly**

That having interviewed Greg Daly, the Toronto Southeast Presbytery Education and Students Commission recommends that the Candidate be interviewed by the Toronto Conference Interview Committee to assess for ordination.

CARRIED.

MOTION: Joan McCalmont/ Kathryn Moase re **Janet Zenwirt**

That having interviewed Janet Zenwirt, the Toronto Southeast Presbytery Education and Students Commission recommends that the candidate be interviewed by the Toronto Conference Interview Committee to assess for ordination.

CARRIED.

MOTION: Bruce Galbraith/Marney Winn re **Calin Lau**

That having interviewed Calin Lau, the Toronto Southeast Presbytery Education and Students Commission recommends that the Candidate be interviewed by the Toronto Conference Interview Committee to assess for ordination.

CARRIED.

Business arising

- Andrew Blake LLWL After evaluating Lorna Joblin's check in, E&S can wait until spring 2017 to interview Andrew with the other LLWLs, to determine licensing for the following the Conference year.
- Internship matching will happen this week. When that happens Grant Williams will notify E&S. Liaisons are asked to contact them for support whether they get a match or not. If they do not get or accept an internship, please ensure that they are aware of their ability to design their own internship.

Update Master List:

- RP, I, Cynthia Stretton and Ila Vaculik, E&S liaisons, will meet with the discernment committee in the fall. RP's discernment has been on hold since Sept 2015.

Next Meeting: September 20, 2016

E&S will start at 2:00 p.m., interviews at 3:00 p.m.

Closing:

Cynthia prayed to the gracious, loving God, thankful for the trust in placing the task of working with, caring for, and guiding candidates. She prayed for all of the United Church, thankful for opening hearts to listen, making all feel cared for and heard, that all outcomes would reflect God's justice, that all seeds may become blossoms and bear fruit.

Adjourn: 4:30pm

Paul Stott, Co-Chair

June Cavers, Co-Chair / Note-taker

The Vision of Toronto Southeast Presbytery is
to enable and support good, faithful and healthy communities of faith
within our member Pastoral Charges
and to provide opportunities for cross-congregational initiatives
where individuals from Congregations with shared calls to specific ministries
may work together.

**Toronto Conference, Toronto Southeast Presbytery
Minutes of the Plenary Meeting**

Date: Tuesday, June 21, 2016

Attendees: See Appendix A

Opening – Hymn VU 308 – Many and Great

Welcome -

Acknowledgement of the Land

As we gather, we acknowledge that we gather upon the traditional territories of the Mississauga Anishnaabeg, Haudenosaunee and Wendat indigenous peoples the original nations of this land, who continue to cry out for justice

Constitution of the Court – Martha ter Kuile

The meeting was called to order at 7:10 for the business that should properly come before us.

GOVERNANCE MOTIONS

It is moved that TS Presbytery:

- Approve the agenda as circulated
- grant the privileges of corresponding membership to all visitors to this meeting
- empower the Executive from the rise of this meeting until the next regular meeting to act on behalf of Toronto Southeast Presbytery with a recommendation from the appropriate standing committee wherever possible.
- Approve that the minutes of the Plenary meeting of March 15, 2016 be accepted as corrected.
- Receive and approve the financial statement dated May 31 as circulated.
- Receive for information the updated Executive Practice: Grant Application Process as circulated.
- adopt Option # 2 (C:5.6.1) to determine quorum for the 2016-2017 pastoral year.
 - at least 1/5 of the members of presbytery who are entitled to vote must be present;
 - at least 1/3 of the members present must be members of the order of ministry or designated lay ministers; and
 - at least 1/3 of the members present must be lay members on the roll of the presbytery other than those appointed as designated lay ministers.

OMNIBUS MOTION 1 moved by Kathryn Moase, seconded by Marg Walker that the TSP approve the governance motions as presented

CARRIED.

Welcome Guests

Bathurst presenters: Jane Enticknap, Judi McCallum

Deer Park presenters: Martha Charney, Bob Muncaster

Guest: Rosalie Vokker – guest of Edith-Ann Shantz, from Brazil

West Hill guests: Doug Baker, Eleanor Cammidge, Lian Chan, Wei Djao, Don Francis, Ruth Gill, Betty Henderson, Dorothy Hirlehey, Ruth Johns, Velda Jones, Jane Wright

Welcome – New Presbyters

Ronny Yaron – lay presbyter from Bathurst St.

Kin Chan – lay presbyter from Toronto Chinese (not present)

Lawrence Nyarko – newly ordained minister at Beach

John & Yvonne Trapman – lay presbyters from Timothy Eaton

Bob Hilliard – new lay rep from Bloor St. (regrets for tonight)

Goodbye to...

Marni Whitaker and Alex Langford – lay reps from Timothy Eaton

Doug Welwood – lay rep from Bloor St.

Pat Clark – lay rep from Victoria Park

Alan Lai – minister at Toronto Chinese (going to B.C.)

Heather Power – minister at Eglinton-St. George's (going to Northern Waters)

John Brown – OM retired – going to Bay of Quinte

Sheryl Johnson – OM – going to Berkeley for Doctoral studies

Kelly Colwell – Candidate – going to Berkeley for Doctoral studies

Thoughts and Prayers...

Susanne VanderLugt – recovering from surgery

Leigh Olson - on the death of her sister

Winston Roach – having disk surgery

Pat Clark – recovering at home

Cynthia Scott – husband in poor health

Names for Admission / Re-Admission 2017 to the Order of Ministry

Martha / Kathryn read out the names for Admission (see Appendix C)

The process for raising objections is as follows:

- Submit in writing to the Toronto Southeast secretary
- Provide supporting documentation

Slate of Nominations – presented by Randy Naylor

- A handout was provided in each presbyter's package
 -

MOTION 2A moved by Randy Naylor, seconded by John Brown, that the term of Officers for those Officers elected on June 21, 2016 be for a three-year term.

CARRIED.

- Randy made some additional updates to the slate as circulated on the tables. A corrected 2016-2107 slate of Nominations is attached as Appendix B.
- The following vacancies were especially noted:
 - Finance & Property – CHAIR
 - Inter-church Inter-faith – CHAIR
 - Nominations– 1 MP, 2 Lay
 - Congregational Health – 3-4 members
 - Coordinating Committee on Sexual Abuse – Order of Ministry, Male

MOTION 2B moved by Randy Naylor, seconded by John Brown, that the names presented in the Nomination Report be elected to the positions identified, with our thanks and best wishes, for service within our Presbytery.

CARRIED.

PTCC Applications:

Regent Park

MOTION 3: Douglas duCharme / Ian Manson that Toronto Southeast Presbytery approve the one-time PTCC 10% grant Application for **\$295,000** to be paid out over 2016, 2017 to Toronto Southeast presbytery for the **Regent Park Community Ministry** (formerly West Don Area Ministry).

Discussion: There was discussion concerning the benchmarks that have been set for Regent Park. It was noted that the review committee has worked with Regent Park to establish benchmarks and that they have been tasked with providing more information to PTCC. The Chair of F&P stated that putting the grant in this form, as a 10% grant, gives the Ministry time to get established. There is a new fund proposed that will assist in future development.

CARRIED.

Garden@Kimbourne

MOTION 4: Douglas duCharme / Ian Manson that Toronto Southeast Presbytery approve the up to 5% PTCC Application for **\$8,500** to be paid in 2016 and 2017 to Kimbourne Park United Church for the Kimbourne Park food security project '**Garden@Kimbourne**'

CARRIED.

Learning Communities

MOTION 5: Douglas duCharme / Ian Manson that Toronto Southeast Presbytery approve the up to 5% PTCC Application for **\$12,000** to Toronto Southeast presbytery for the **Learning Communities pilot project** to cluster 3 to 5 congregations into an intentional learning community

Discussion: concerns were expressed about the phrase 'all baptized people of God' used in the application.

CARRIED.

Social Justice Project

MOTION 6: Douglas duCharme / Ian Manson that Toronto Southeast Presbytery approve the up to 5% PTCC Application for **\$119,160** to Toronto Southeast presbytery to fund the **Social Justice project** at the current staffing (sixty per cent) until the end of 2018.

CARRIED.

PROK Visit – Toronto Southeast portion

MOTION 7: Douglas duCharme / Ian Manson that Toronto Southeast Presbytery approve the up to 5% PTCC Application for **\$10,000** to Toronto Conference for Toronto Southeast Presbytery's portion of the **PROK Visit to Korea**.

CARRIED.

Notice of Motion – introduced by Tom Clarke, chair of Finance & Property

- Tom introduced the New Ministries and Leadership Development Fund

NEW MINISTRIES DEVELOPMENT AND LEADERSHIP FUND

Terms of reference

DEFINITIONS

- New Ministries
- Leadership Development
- Partners to THE FUND
 - Toronto Conference
 - The four Presbyteries
- Initial Capital - \$ 3,000,000

FINANCIAL TERMS

- Maximum authorized value of the fund (CURRENT CAP) increases with inflation (UCC published increases in salary scales)
- Both income and capital available
- Up to 25% of the current balance on January 1st may be committed

USE OF FUNDS

- Grant requests
 - May be submitted by the partners individually or in partnership
 - May be submitted by communities of faith through one of the partners
 - Each partner determine method of approval so presbyteries maybe by executive or plenary
- Eligible Projects
 - Initiatives in support of NEW MINISTRIES both within or alongside established ministries or stand-alone entities
 - Planting of new communities of faith including support for up to 10 years
 - Leadership development and training for new forms of ministry and church development and redevelopment
 - Major capital projects are not eligible
 - Other projects which Grant Review Committee may determine are suitable and worthy of support
- Eligible expenses
- Eligible Grant Recipients
 - Toronto Conference or its successor
 - Any of THE Partner Presbyteries or their successors acting individually or in partnership
 - Local community of faith or grouping of local communities of faith
 - Individuals seeking learning opportunities
- Funding Limits
 - LEADERSHIP DEVELOPMENT up to \$50k for a group project per annum or \$10k for an individual project per annum
 - NEW MINISTRIES up to \$100k for a project per annum
- Co-Funding Requirements
 - THE FUND will provide up to 2/3 of the total project budget
- GRANT REVIEW COMMITTEE
 - Membership
 - Chair appointed by Toronto Conference plus 2 representatives from each partner, preferable 1 lay and 1 ministry personnel
 - Responsibilities
 - Administrative Support

- Grant Application Process
 - Grant Review Committee determines granting cycle
 - Proposal Evaluation Questions
 - Agreement Document
- INVESTMENT OF FUND
 - PTCC will hold the funds in accordance with an operating agreement under development
- DISSOLUTION OF THE FUND

Notice of Motion: _____ / _____ that at the September 20, 2016 meeting of Toronto Southeast Presbytery, the Court will be asked to:

- approve the Terms of Reference document for the New Ministries and Leadership Development Fund and
- appoint two members to the Grant Review Committee of the Fund.
- The New Ministries and Leadership Development Fund Terms of Reference will be circulated to the Court prior to the meeting.

Order of the Day – Hosts: Congregational Health Team

- Team Members: Anne Hepburn, Michael Cottrell, Susanne VanderLugt, Marg Walker (Chair)
- Staff Support: Anne Shirley Sutherland
- Scripture Reading 1 Corinthians 12:12-27 – Michael Cottrell
- Reflection and Prayer – the reflection was written by Susanne Vanderlugt and read by Anne Hepburn.
- Hymn MV 161 – I Have Called you by your Name was interspersed in the presentation
- **Bathurst United Presentation**
 - In 2011 Bathurst members attended a Retreat, where they came up with their mission theme of “Empowering Mental Health”
 - Mental health issues affect 20% of the population at any time, and there is the added stress of silence and stigma attached
 - Bathurst felt they could still address the social outreach issues that were important to them, and develop their theme through other aspects of church life.
 - Judi Enticknap: Bathurst received a request from CAMH to offer worship services to some of their people who were or had been, in trouble with the law. They started in 2012 with a simple liturgy, song, scripture, and reflection together in a circle. They also included an Agape meal of pita and grape juice. Services were the 2nd and 4th Sunday from 4-5pm. They have now partnered with Bloor Street, and expect to have services EVERY Sunday by the end of 2016. This has been a place where students from Emmanuel have been interested to come and participate.

Challenges & Learnings:

- Jane: experienced a deepening of understanding of inclusivity. Some challenges have been difficulties communicating; behavioural issues and trouble focussing. The Agape meal has become a period of calm during the challenging times. This has been an opportunity to build new, surprising & rich relationships.
- Judi: learning that you can't be attached to the liturgy, but need to be open to the needs of the attendees. A personal challenge was a fear of those who would be participating, which was quickly overcome by getting to know all the participants. There has been lots of joy and laughter in the group.
- Ralph Carl: this project has given the congregation a sense of mission that all can participate in. During a series of services on breaking silence, various Bathurst members shared their

own stories around mental health issues. There has been a sense of accomplishment in an area where not a lot of churches were participating. Volunteers from Emmanuel and Bathurst have reported some of the most joyful and meaningful experiences around this mission.

- **Mission Articulation Plan** – presented by Ian Manson
Nearly three years ago, Toronto Southeast Presbytery launched its “Mission Articulation Project” – or MAP.
 - The purpose of this initiative was to support congregations by helping them articulate, as clearly as possible, their mission priorities for the next few years.
 - As many of us recall, in an earlier era this work was also undertaken through the Joint Needs Assessment process – and while some congregations used these opportunities to take stock of where they’d been and identify what they felt called to focus on – the task of identifying and clarifying mission priorities wasn’t a regular part of the life of many faith communities.
 - Thus the MAP process was designed to assist churches that weren’t engaged in a search process to identify and clarify their goals and objectives for the next few years, and to help churches that needed to fill vacancies have these goals in hand before they began to develop job descriptions and start their search.
 - The program outlined a multi-step process for churches to follow, and was developed by Ron Ewart of TUCC with the support of Anne Shirley Sutherland and a small committee. It assigned designated “accompaniers” to work with those congregations that requested assistance, but also gave congregations the opportunity to follow this process themselves – and I know that many of you have had some involvement with this initiative. Over the last year the MAP project has been resourced by TUCC’s Janet Marshall and Anne Shirley – Harry Brown and I also serve on the steering committee – and we want to pay tribute to Ron, Janet, and especially to Anne Shirley for their outstanding work.

Phase One of the MAP initiative is now completed, and we can report that nearly 80% of our congregations have engaged in long term planning in one way or another over the last several years. Some worked with Accompaniers and others did not. Some did this work only because it was required, while others saw some value in doing it before it was necessary to fill a staff position. The team is pleased with this response, and sees it as a good beginning.

We’ve learned a couple of things. First, a review of the MAP documents reveals that many of those churches that worked with an accompanier seemed more able to take an objective look at their life and work than those that didn’t. We think this is because an outsider often is able to see things that those inside the system can’t always recognize, and therefore ask some different questions.

Secondly, Pastoral Relations/Pastoral Health issues frequently occurred during the process of doing MAPs. In a number of cases, Janet Marshall was asked to work with these congregations, most of which were working to declare vacancies. These turned out to be important and useful interventions, as the new pastoral relations process no longer calls for representatives from the wider church to work with congregations while they’re developing their ministry profiles and job description. Because of this, potential problems don’t always get flagged in a timely manner, and the MAP project helped address that need. However, the financial costs were significant – close to \$20,000 – about half of the MAP budget. Still, we believe that the money was well-spent, and that much good work was done.

Phase 2

But we also believe that this work is far from complete, and see Phase 2 involving two components. One is to continue to offer help to congregations in revising their Mission strategies. The hope is that all of our churches will do this work on an annual basis – that the priorities from the previous year will be regularly reviewed – and that new ones will be developed.

So support through Anne Shirley and our committee will be offered in this task.

But the major element of Phase Two is to bring together congregational reps, lay members and persons in Paid Accountable Ministry, to focus more specifically on a couple of issues that were identified by many congregations in their MAP reports. To that end, we will be offering:

- A one-day workshop on “Leadership” that will focus on “Leadership for Change,” “Leadership and Mission-Shaped Governance”, and “Developing and Supporting Lay Leadership.” More details will be available toward the end of the summer, but it will be held on **Saturday October 1 – so please mark your calendar.**
- A second one-day workshop on “Growing in Faith” on **Saturday November 19.** This session will focus on how our worship, educational programs, social media initiatives and other programs can more effectively serve to develop and nurture the making of disciples in our congregations.

Those congregations that identified these as priority areas will be contacted and issued invitations, while others also will be welcome to attend.

Then, as a follow-up, we’re hoping to offer a 2-year pilot project that would invite congregational teams to join together to explore some of the central questions and challenges that were identified in the MAP process, possibly with the help of the “Animate” set of resources that have been developed by Fortress Press. We see this featuring four weekend sessions (each of about 17 hours in length) where participants can immerse themselves in some relevant materials and explore how these new ideas might be relevant and helpful to their contexts. Hopefully, a greater sense of common purpose will arise, and new energies will be unleashed. Lots of planning remains to be done, and you’ll also hear more about this initiative in the early fall.

This is a brief overview of how the Mission Articulation Project has been striving to support congregational life in this Presbytery, and of how we hope to continue doing so in the future. It is important and interesting work – and it remains a privilege to help support and facilitate this initiative.

- Deer Park Presentation
 - Deborah Hart, Martha Charney, Bob Muncaster represented Deer Park
 - Deer Park United Ecumenical Shared Ministry With Calvin Presbyterian Church
 - Steps:
 - What to Do?
 - Building to be sold within 1 year.
 - Lack of heating, expenses high.
 - Insufficient time for an amalgamation with another United Church. 2 years needed.
 - Committee set up to determine temporary worship place.
 - Temporary Solution
 - Needs:
 - Sunday morning worship
 - Parking and handicap drop-off availability
 - Reasonable cost
 - Wants:
 - Office and meeting space in same place as services
 - Location not too far from 129 St. Clair W
 - Possible Solutions Considered
 - Use of chapel at another church or school.
 - Rental of commercial space.
 - Casa Loma
 - Worshiping with another United Church.
 - Worshiping with Calvin Presbyterian, our summer worship partner.

- Advantages of Calvin
 - Familiarity and similarity of worship services
 - Ministers liked each other
 - Location close to 129 St. Clair W
 - Parking and fairly easy access
 - Affordable
 - Different denomination, so if we decided to leave and amalgamate with a United Church, there would be no hard feelings.
- Development of ESM
- Structure of ESM
 - Joint worship services with elements of both denominations. Alternate use of hymn books.
 - Single Administrative Assistant, partially paid by both congregations.
 - DP pays for 2 of 6 choir section leads.
 - DP pays rent and major repair costs that are proportional to DP/Calvin membership.
 - Joint Committees: Worship, Outreach, Education
 - Separate Committees: M&P, Executive, Trustees, Pastoral Care
 - Search Committees: Non-hiring congregation has representation.
- Terms of ESM
 - Joint meeting once a year.
 - Mechanism for amending ESM agreement.
 - Terms for withdrawal from ESM.
 - For a copy of the ESM agreement or questions:
 - Call Sharon Adamson at 416-964-9500 or
 - email: churchoffice@deerparkunitedchurch.org
 - Handbook on ESM on United Church website.
- Challenges
 - Choosing a building
 - Music program
 - Equal workload on joint committees
 - Individual and joint history
 - Hymnbooks
 - Discussion of United Church issues in sermons
 - New members that are unaffiliated
- How is it Working? / Changes Since ESM
 - New ministers for both congregations.
 - Use of United and Presbyterian elements in worship smoother.
 - New music directors.
 - Children's Worship Centre.
 - New outreach programs.
 - Joint newsletter, "Deer Calvin".
 - Joint photo-phone directory.
 - Strengthening inter-congregational friendships.
 - New members, adherents, and attendees.
 - Excitement.
- Thank you to the Congregational Health Visiting Teams:
 - Deer Park: Linda Petrides, Glen Greenwood
 - Bathurst: Susanne VanderLugt, Glen Greenwood
 - College St: Ian Manson, Kathryn Moase, Kevin Moore
 - Dentonia Park: Pam Lock, Bob Wright, Bob Nelson

Announcements of Presbytery-Sponsored Events

- **GO Project – Children’s Camp**
 - Jubilee - July 25-29
 - St. Paul’s – August 15-19
- **Millennial Event** – introduced by Randy Naylor
 - At St. Andrew’s on Oct 21-22
 - Guest Speaker: Dr. Rodger Yutaka Nishioka, Benton Family Associate Professor of Christian Education
 - Watched a Youtube clip at: <https://www.youtube.com/watch?v=mhNMNCKRHAA>
- **Learning Communities** – introduced by Douglas duCharme & Anne Shirley Sutherland
 - Brochure: *Into the Promise*
 - Spaces available for 4-5 congregations

A few months ago a few of us took part in a two-day learning community event alongside United Church folks from other Conferences across Canada. It was led by Alan Roxburgh, one of the few Canadians who are writing and leading congregational re-development and change, discerning the shape of the church in changing contexts. The gathering, in a nutshell was about how to learn together through concrete, everyday experiments in practicing the way of Jesus in our neighbourhood.

It seemed to us that this experience provided a piece of the puzzle that many of us have been working on for a while, a way of living into our shared mission as faith communities in this Presbytery, in this city, in new ways.

As a Presbytery we’ve been supporting a number of innovative new ministry initiatives – which is a good thing! We just did once again in the PTCC grants we approved this evening. But we also want to, and need to support and invest in revitalization, renewal, and innovation in the life and mission of our existing congregations and ministries in practical, hands-on ways that enable us to learn together, in community.

There is tremendous "Promise" to live "Into" in the congregations we are all a part of!

So "Into the Promise" is a learning community opportunity that has been designed for 4-5 congregations to become a part of as we learn and do together, with coaching through Alan Roxburgh’s Missional Network, as adapted by Christine Jerrett for United Church contexts.

The model of learning is practical, developing specific experiments that enable us to grow and learn and become increasingly effective in ministry where we are... in the neighbourhood.

If this sounds like something your congregation is ready to engage in, and commit to, over an 18 month period beginning in October, take one of the flyers on each table, work through the questions it suggests, and get in touch with one of us, whose contact information is included.

Closing Hymn – Let us Build a House

Point of privilege, comment was raised as follows:

- We are all of different opinions regarding the issues facing Gretta Vosper. He is leaving with a heavy heart as the congregation of West Hill United may not be feeling as though they are part of the body.
- The Chair reminded us to express our care to Gretta if you have not already done so. While we may not all agree, we all need to trust that all are operating on the same basis of care and concern. Congregational Health recently made a visit to West Hill.

Closing

Prayer / Benediction – Martha ter Kuile

Upcoming Plenary Meetings 2016/2017:

Tues. Sept 20th, 2016 – Remits 5, 7
Tues. Nov. 15th, 2016 - Remits 1, 4
Tues. Jan 17th, 2017 – Remits 3, 8
Tues. March 21, 2017 – Remits 2, 6
Tues. June 20, 2017 2017/18

Mission Support Grants
Annual PTCC Grants
Lay Reps to AGM
Nominations Slate

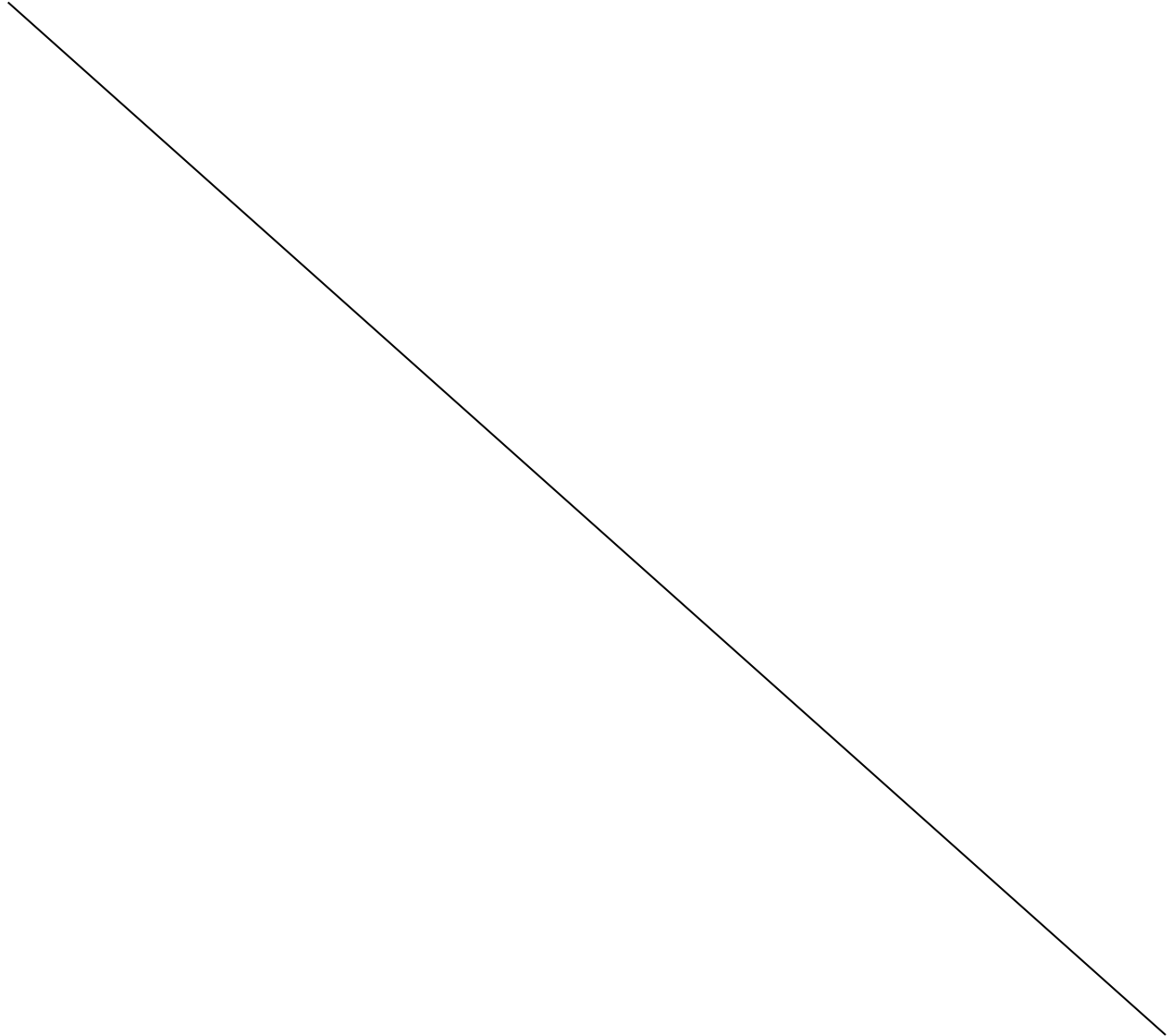
Business:

Adjourn

There being no further business, the chair declared the meeting adjourned with prayer at 9:35 pm.

Rev. Dr. Martha ter Kuile
Chair: Toronto Southeast Presbytery

Kathryn Moase, Note-taker
Toronto Southeast Presbytery



APPENDIX A – Attendance

	Last Name	First Name	Affiliation	Member Status
1	Allan	David	Manor Road	Lay Rep
2	Amos	Dorothy	Toronto SE Presbyterial (UCW)	Alternate Lay Rep
3	Angus	Fred	Glen Rhodes	Lay Rep
4	Aylsworth	Sharon	TSE Presbytery	Lay Member at Large
5	Bacon	Eric	Lawrence Park Community	Ministry Personnel
6	Baker	Doug	West Hill	Other
7	Barr	John	Kingston Road	Other
8	Basil	Milton	West Ellesmere Community	Ministry Personnel
9	Bennett	Beverley	College Street	Lay Rep
10	Bennett-Jones	Diane	Wexford Heights UC	Ministry Personnel
11	Blake	Andrew	Don Mills-Thorncliffe Park PC	Alternate Lay Rep
12	Bourassa-Burke	Nicole	Kimbourne Park	Lay Rep
13	Brathwaite	Maya	TSE Presbytery	Candidate
14	Brown	Harry	St. Mark's	Other
15	Brown	John	TSE Presbytery	Ministry Personnel
16	Cambridge	Eleanor	West Hill	Other
17	Cambridge	Richard	TSE Presbytery	Ministry Personnel
18	Cavers	June	Northlea	Lay Rep
19	Chan	Lian	West Hill	Other
20	Charney	Martha	Deer Park	Other
21	Chinnery	Joan	Ebenezer	Lay Rep
22	Clarke	Tom	Fairlawn Avenue	Lay Rep
23	Colwell	Kelly	TSE Presbytery	Candidate
24	Cottrell	Michael	Kimbourne Park	Ministry Personnel
25	Crann	Julie	Jubilee	Lay Rep
26	Dale	Karen	Beach	Ministry Personnel
27	Daly	Gregory	St. Mark's	Candidate
28	DiPede	John	West Hill	Alternate Lay Rep
29	Djao	Wei	West Hill	Other
30	duCharme	Douglas	Northlea	Ministry Personnel
31	Enticknap	Jane	Bathurst Street	Other
32	Ford	Bill	Sunnybrook Hospital	Ministry Personnel
33	Francis	Don	West Hill	Other
34	Galbraith	Bruce	Scarborough Bluffs UC	Lay Rep
35	Gibson	Joan	Malvern-Emmanuel UC	Lay Rep
36	Gill	Ruth	West Hill	Other
37	Gordon	Emily	Leaside	Ministry Personnel
38	Gray	Inglis	St. Paul's, Scarborough UC	Lay Rep
39	Greenwood	Glen	St. Mark's	Lay Rep
40	Hall	Alan	The of Canada	Ministry Personnel
41	Harris	Clyde	TSE Presbytery	Lay Member at Large
42	Hart	Deborah	Deer Park	Ministry Personnel
43	Henderson	Betty	West Hill	Other
44	Hepburn	Anne	Eglwys Dewi Sant	Ministry Personnel
45	Hildebrand	Dale	Toronto Conference	Lay Rep
46	Hirlehey	Dorothy	West Hill	Other

	Last Name	First Name	Affiliation	Member Status
47	Hoffman	Nettie	TSE Presbytery	Ministry Personnel
48	James	Manley	TSE Presbytery	Lay Member at Large
49	Johns	Ruth	West Hill	Other
50	Johnson	Sheryl	Fairlawn Avenue	Ministry Personnel
51	Johnston	Ian	Kingston Road	Lay Rep
52	Jones	Velda	West Hill	Other
53	Jung	Hae-Bin	Alpha Korean	Ministry Personnel
54	Kim	Hoon	Saint Luke's	Ministry Personnel
55	King	John	West Hill	Lay Rep
56	Lee	Jean	Metropolitan	Lay Rep
57	Lock	Pam	TSE Presbytery	Lay Member at Large
58	Manson	Ian	St. John's, Scarborough UC	Ministry Personnel
59	McCallum	Judi	Bathurst Street	Other
60	McMaster	David	Timothy Eaton Memorial	Ministry Personnel
61	Miller	Sarah	Eastminster	Ministry Personnel
62	Miller	Wendy	TSE Presbytery	Staff
63	Moase	Kathryn	TSE Presbytery	Lay Member at Large
64	Moore	Kevin	St. Andrew's	Lay Rep
65	Morson	Alan	Eglinton St. George's UC	Lay Rep
66	Muncaster	Bob	Deer Park	Other
67	Naylor	Randy	Parkwoods	Ministry Personnel
68	Nelson	Bob	The Donway Covenant UC	Lay Rep
69	Ng	Wenh-In	TSE Presbytery	Ministry Personnel
70	Nyarko	Lawrence	Beach	Ministry Personnel
71	Perigoe	John	TSE Presbytery	Ministry Personnel
72	Petrides	Linda	Kimbourne Park	Ministry Personnel
73	Ramkeesoon	Ken	TSE Presbytery	Ministry Personnel
74	Rascheff	Luba	Bloor Street	Lay Rep
75	Reid-James	Lynella	Knox Agincourt UC	Lay Rep
76	Scott	Bill	Don Mills-Thorncliffe Park PC	Lay Rep
77	Selby	Rob	Knox Agincourt UC	Ministry Personnel
78	Shantz	Edith-Ann	Don Mills-Thorncliffe Park PC	Ministry Personnel
79	Smith	Vicki	Church of the Master UC	Lay Rep
80	Soplet	Gordon	Rosedale	Lay Rep
81	Stirling	Andrew	Timothy Eaton Memorial	Ministry Personnel
82	Stott	Paul	Trinity-St. Paul's UC	Lay Rep
83	Stroud	Randy	St. Mark's	Lay Rep
84	Suk	John	Lawrence Park Community	Ministry Personnel
85	Sutherland	Anne Shirley	Toronto Conference	Lay Rep
86	Taylor	John	Centenary Hospital	Ministry Personnel
87	Taylor-Walsh	Ella	TSE Presbytery	Ministry Personnel
88	ter Kuile	Martha	Bloor Street	Ministry Personnel
89	Trapman	John	Timothy Eaton Memorial	Other
90	Trapman	Yvonne	Timothy Eaton Memorial	Other
91	Vaculik	Ila	TSE Presbytery	Lay Member at Large
92	Vokker	Rosalee		Other

	Last Name	First Name	Affiliation	Member Status
93	Voogd	Bruce	Toronto Christian Resource Cen	Lay Rep
94	Vosper	Gretta	West Hill	Ministry Personnel
95	Walker	Marg	Knox Agincourt UC	Lay Rep
96	Walker	Nick	PTCC	Corporation
97	Wardlaw	Robin	Glen Rhodes	Ministry Personnel
98	Whitaker	Marni	Timothy Eaton Memorial	Lay Rep
99	White	Barbara	TSE Presbytery	Ministry Personnel
100	White	Christopher	Fairlawn Avenue	Ministry Personnel
101	White	Wayne	Bedford Park	Lay Rep
102	Wigle	Ron	Parkwoods	Lay Rep
103	Winn	Marney	Beach	Lay Rep
104	Wright	Jane	West Hill	Other
105	Wushke	Ralph Carl	Bathurst Street	Ministry Personnel
106	Yaron	Ronny	Bathurst Street	Lay Rep
107	Young	Neil	St. Andrew's	Ministry Personnel
108	Zenwirt	Janet	TSE Presbytery	Candidate

REGRETS

	Last Name	First Name	Affiliation	Member Status
1	Baker	Allan	TSE Presbytery	Ministry Personnel
2	Benson	Daniel	St. Paul's, Scarborough UC	Ministry Personnel
3	Comish	Sue	Lawrence Park Community	Lay Rep
4	Doucet	Marc	Beach	Ministry Personnel
5	Edwards	Barbara	Dentonia Park	Lay Rep
6	Evan-Jones	Sandra	TSE Presbytery	Ministry Personnel
7	Gilliland	Judith	Trinity-St. Paul's UC	Ministry Personnel
8	Hall	Alan	The of Canada	Ministry Personnel
9	Henville	Michael	St. John's, Scarborough UC	Lay Rep
10	Hilliard	Bob	Bloor Street	Lay Rep
11	Hodgson	Lauren	St. Matthew's	Ministry Personnel
12	Hutchinson	Roger	Trinity-St. Paul's UC	Lay Rep
13	Jannaway	Annie	Leaside	Ministry Personnel
14	Jarvis	Wendy	Church of the Master UC	Lay Rep
15	Joblin	Lorna	TSE Presbytery	Ministry Personnel
16	Joseph	Mary	Bedford Park	Ministry Personnel
17	King	Barry	Kingston Road	Ministry Personnel
18	Kuschnik	Linda	UHN	Ministry Personnel
19	Lau	Calin	TSE Presbytery	Inquirer
20	Mathew	John	TSE Presbytery	Ministry Personnel
21	Metcalf	Rob	Fairlawn Avenue	Ministry Personnel
22	Metcalf	Sue	Fairlawn Avenue	Other
23	Middleton	Don	Trinity-St. Paul's UC	Lay Rep
24	Moore	Beth	Birchcliff Bluffs UC	Lay Rep
25	Morson	Flo	Eglinton St. George's UC	Lay Rep
26	Moy	Ken	Malvern-Emmanuel UC	Ministry Personnel

	Last Name	First Name	Affiliation	Member Status
27	Nelson	Bob	The Donway Covenant UC	Lay Rep
28	Nickle	Ron	TSE Presbytery	Ministry Personnel
29	Perigoe	Lillian	TSE Presbytery	Ministry Personnel
30	Peterson	Aubrey	Eglinton St. George's UC	Lay Rep
31	Piper	Ann	Manor Road	Lay Rep
32	Pope	Marion	TSE Presbytery	Ministry Personnel
33	Roach	Winston	Eastminster	Lay Rep
34	Scott	Cynthia	Metropolitan	Ministry Personnel
35	Silcox-Smith	Joan	North York General Hospital	Ministry Personnel
36	Simpson	Meriel	Cosburn	Ministry Personnel
37	Smaller	Christine	Birchcliff Bluffs UC	Ministry Personnel
38	Stretton	Cynthia	Fairlawn Avenue	Ministry Personnel
39	VanderLugt	Susanne	TSE Presbytery	Ministry Personnel
40	Vita	Rose Ann	Presteign-Woodbine UC	Ministry Personnel

APPENDIX B – 2016-2017 SLATE**Executive 2016 - 2017**

Chair Paul Hutchison (effective Sept 1/16) Past - Chair Martha ter Kuile (effective Sept 1/16)

Treasurer: Clyde Harris Secretary: Marg Walker Nominations: Randy Naylor

Executive Members at Large: Sharon Aylsworth, Hannah Lee, David McMaster, Lynella Reid-James

PTCC Application Review Team

Douglas duCharme, Ian Manson, Doug Norris, Susanne VanderLugt, Nick Walker

Congregational Health Marg Walker, Chair, Michael Cottrell, Anne Hepburn
Susanne VanderLugt

Mission Articulation Advisory Team: Harry Brown, Ian Manson

Education & Students - June Cavers, Co-Chair Paul Stott, Co-Chair

Lorrie Daly-Price, Bruce Galbraith, Lorna Joblin, Pam Lock, Joan McCalmont, Kathryn Moase, John Suk, Norm Seli, Joan Silcox-Smith, Cynthia Stretton, Ella Taylor-Walsh, Ila Vaculik, Marney Winn

Finance & Property - Tom Clarke, Chair

Fred Angus, secretary, Joan Chinnery, Clyde Harris, treasurer, Johmann Kwong, Alan Morson, Aubrey Peterson, Winston Roach, Nick Walker, Wayne White

Inter Church Inter Faith - _____ Chair (vacant)

John Joseph Mastandrea, secretary, Karen Hamilton,
John Lee, Jennifer Palin, Debra Schneider, Andrew MacPherson, Jeff Ince

Justice Global Issues - Robin Wardlaw, Chair

George Bartlett, secretary, Beth Baskin, Hannah Lee, Won Hur, Jean Lee, Barbara Edwards

Mission & Outreach - Ron Wigle, Glen Greenwood, Co-Chairs

Hedy Baker-Graf, Deborah Hart, Manley James, Flo Morson, Cynthia O'Connell, Rob Selby, Malcolm Spencer, Vicki Smith, secretary
Malcolm Spencer

Mission Strategy - Douglas duCharme Chair

Michael Blair, Lauren Hodgson, Roger Hutchinson, Sarah Miller secretary, Leigh Olson, Ambury Stuart, Ralph Carl Wushke

Pastoral Relations & Ministry Personnel Support - Ian Manson, Chair

Larry Beech, Beverley Bennett, Diane Bennett-Jones, Anne Hepburn, Beth Moore, Edith Ann Shantz

PR Support for Retired Ministry Personnel

Allan Baker Nancy Hardy

Presbytery Members at Large:

Sharon Aylsworth, Clyde Harris, Manley James, Pam Lock, Kathryn Moase, Loreen Naylor, Ila Vaculik

Sexual Abuse Appointments

Sexual Abuse Officer Gretta Vosper
Coordinating Committee on Sexual Abuse: Wendy Jarvis (Lay Person) & _____ (OM)

APPENDIX B – 2016-2017 SLATE**Presbytery Appointments to Conference****Conference Executive**

Anne Hepburn (to 2017), Roger Hutchinson (2018), Sharon Aylsworth (2019)

Conference Interview Committee:

Presbytery Reps: Dan Benson, June Cavers, Hannah Lee, Pam Lock, Joan McCalmont, Kathryn Moase, Norm Seli, Paul Stott, Ella Taylor Walsh, Ila Vaculik, Marney Winn; Conference Appointee: Pam Lock

Conference Settlement and Pastoral Relations Committee:

Norm Seli, ministry personnel Loreen Naylor, lay person

Presbytery Appointments to Other Organizations

Ecuhome: Barbara White

Toronto Urban Native Ministries: Jennifer Palin

Presbyteries of Toronto Conference Corporation (PTCC)

Directors: Nick Walker (to 2017) & Evelyn Hill (to 2019)

Members to 2017 John Barr, Don Middleton

Toronto United Church Council (TUCC): Hannah Lee & Nick Walker

Team Appointments**Inter Church Inter Faith**

Christian Jewish Dialogue of Toronto	Cynthia Scott & John Joseph Mastandrea
Greater Toronto Council of Christian Churches	John Joseph Mastandrea
Toronto Area Interfaith Council	John Joseph Mastandrea
Greater Toronto Council of Christian Churches	John Joseph Mastandrea
Interfaith Relations with Muslim Communities	Jennifer Palin

Mission and Outreach

Toronto Conference Mission Support Consultation: to be named by Mission & Outreach Team

General Council Commissioners

GC42 Ordered: Lauren Hodgson, Hannah Lee, Martha ter Kuile

GC42 Lay: Sharon Aylsworth, Kathryn Moase, Paul Stott

GC42 TC-appointed Hedy Baker-Graf

TS rep to General Council Executive

GC42: Jim McKibbin

LOOKING FOR:

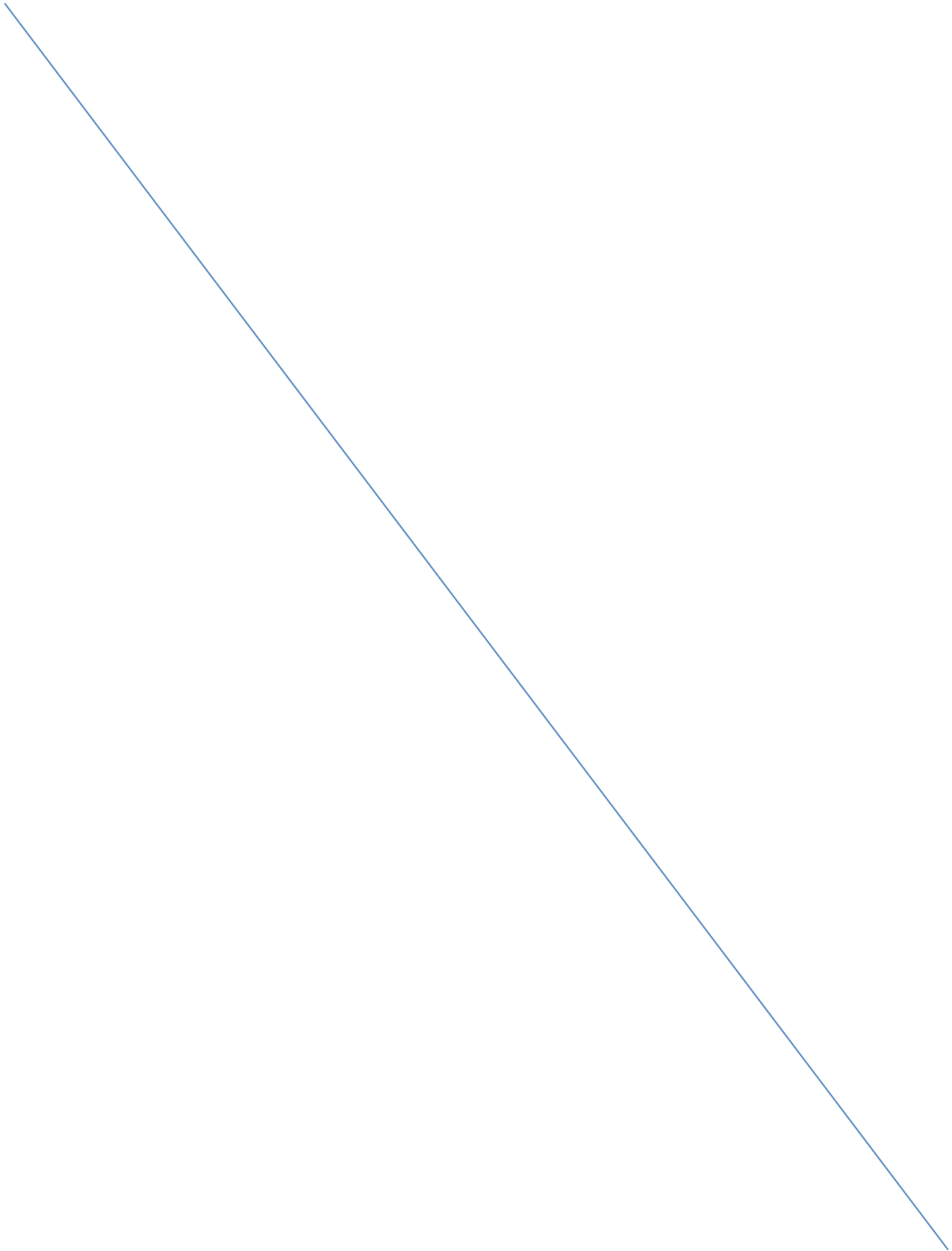
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| <ol style="list-style-type: none"> 1. Finance & Property – CHAIR 2. Inter-church Inter-faith – CHAIR 3. Nominations– 1 MP, 2 Lay 4. Congregational Health – 3-4 members 5. Coordinating Committee on Sexual Abuse – Order of Ministry, Male |
|--|

APPENDIX C – List of UCC Admissions 2017

**CIRCULATION LIST: MINISTERS SEEKING ADMISSION
FROM OTHER DENOMINATIONS TO THE ORDER OF MINISTRY IN
THE UNITED CHURCH OF CANADA
May 26, 2016**

Name	Denomination	Recommending Conference
Kathleen Ballagh-Steeper	Presbyterian Church in Canada	London
Koshy David	Church of South India	Saskatchewan
Dinesh Gomes	Sri Lankan Council of Baptist Churches	Newfoundland and Labrador
Timothy Kennedy	United Methodist Church	Hamilton
Sun-Young Kim	Methodist Church in Kenya	British Columbia
Shun Cheong (James) Kong	Tsung Tsin Mission of Hong Kong	British Columbia
Alan Lai	Evangelical Lutheran Church in Canada	Toronto
Martha Jean Lockwood	Brethren in Christ	Hamilton
Sadekie Lyttle-Forbes	United Church in Jamaica and Cayman Islands	London
Simbarashe Mazhara	United Methodist Church Zimbabwe	Newfoundland and Labrador
Simon Muwowo	United Church of Zambia	Newfoundland and Labrador
Ricardo Teixeira Silva	Southern Baptist Convention	Toronto
Kevin Steeper	Presbyterian Church in Canada	London
Hovhannes Svadjian	Union of Armenian Evangelical Churches in the Near East	Montreal Ottawa

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**Toronto Southeast Presbytery
Pastoral Relations and Ministry Support Team
Minutes of the Meeting held on June 27, 2016
by Conference Call - 5:30 p.m.**

Chair: Ian Manson Note taker: Beth Moore

Present: Larry Beech, Ian Manson, Beth Moore,

Staff: Anne Shirley Sutherland

Regrets/Absent: Beverley Bennett, Diane Bennett-Jones, Edith- Ann Shantz.

1. Call to Order:

Ian Manson called the meeting to order.

2. Minutes of May 31, 2016 meeting

MOTION: Beth Moore/Ian Manson that the minutes of the May 31, 2016 meeting be approved.

CARRIED.

3. Business Arising

Exit Interviews - Ian Manson advised that he and Marg Walker had conducted an Exit Interview with Heather Power (Eglinton St. George's) and that a summary had been circulated. It was also noted that Diane Bennett-Jones and Marg Walker had conducted an Exit Interview with Alan Lai (Toronto Chinese).

Anne Shirley Sutherland reported that a meeting had been held between representatives of Scarborough Bluffs and Janet Marshall. She noted that there was a lively discussion at the meeting and that a revised MAP report would be submitted by the congregation to address some issues that the congregation is facing which were not addressed in the original MAP report. She also advised that Paul Stott is the Conference Settlement and Pastoral Relations Committee liaison and that the position description is not being changed so the search process will now proceed.

4. Malvern Emmanuel – Position Description

Anne Shirley Sutherland advised that Beth Baskin had worked with the congregation on their MAP report but that it had not yet been accepted by the MAP Committee. She reported that the congregation had determined that it could support a 20 hours per week position (an increase from the 12 hour per week Student Minister position) and that she had worked with the congregation's representatives to develop a realistic position description for a 20 hour per week supply position.

MOTION: Larry Beech/Beth Moore - that the position description for a 20 hour supply position be approved and that the Conference Settlement and Pastoral Relations Committee be requested to appoint a Conference Liaison to work with them to find a suitable Supply Minister.

CARRIED.

5. Eastminster – Voluntary Associate Minister - Jane Brushey-Martin

MOTION: Larry Beech/Beth Moore – that Jane Brushey-Martin be appointed as a Voluntary Associate Minister at Eastminster United Church.

CARRIED.

6. Craig Donnelly – Request for Change in Pastoral Relations – Eglinton St. George’s

MOTION: Beth Moore/Larry Beech - that the request of Craig Donnelly for a change in pastoral relations from Eglinton St. George’s United Church be approved.

CARRIED.

Anne Shirley Sutherland advised that Abigail Johnson was currently providing supply ministry and would likely be appointed as Interim Minister.

7. Sabbatical Proposal – Hoon Kim – Saint Luke’s

MOTION: Larry Beech/Beth Moore - that the sabbatical proposal submitted by Rev. Hoon Kim be approved.

CARRIED.

8. John Taylor – Chaplaincy Position – Rouge Valley Health System

A letter from John Taylor advising that his chaplaincy position was being terminated as a result of a hospital restructuring and that he would be retiring as of June 30, 2016 was received for information.

9. New Business

2016 – 2017 Meeting Schedule

The following proposed schedule for the Team’s meetings during the next church year was reviewed (note: all dates are Tuesdays):

September 6, 2016 - 6 pm at Presbytery office - pot luck supper

October 4- Conference call meeting - 5:30 pm

November 8, 2016 – Conference call meeting – 5:30 pm

December 6, 2016 - 6 pm at Presbytery office - pot luck supper

- invite Congregational Health Team to join us

January 3, 2017 - Conference call meeting - 5:30 pm

February 7, 2017 - Conference call meeting - 5:30 pm

March 7, 2017 - 6 pm at Presbytery office - pot luck supper

April 4, 2017 - Conference call meeting - 5:30 pm

May 2, 2017 - 6 pm at Presbytery office - pot luck supper (or Presbytery provides meal?)

June 6, 2017 - Conference call meeting - 5:30 pm.

Bedford Park

Anne Shirley Sutherland reported that Mary Joseph's appointment at Bedford Park United Church would end on June 30, 2016 and that the congregation was considering its future. She advised that the remaining congregation members had voted to seek a congregation with which to amalgamate rather than disbanding but that they were not requesting appointment of a supply Minister at this time. She noted that in September they would be visiting other congregations in the area to explore the potential for an amalgamation.

10. Next meeting:

September 6, 2016 – 6 pm – Meeting at Presbytery office – pot luck supper

There being no further business, at 6:20 pm the Chair declared the meeting adjourned.

Ian Manson, Chair

Beth Moore, Secretary

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