OTTAWA PRESBYTERY EXECUTIVE MEETING, THURSDAY, NOVEMBER 28, 2013

The Executive of the Ottawa Presbytery was called by the Chair, the Rev. Trisha Elliott, to meet on Thursday, November 28, 2013 at the United Church Regional Centre, Ottawa. The following registered their attendance:

PRESENT: Rev. Trisha Elliott, Chair; Rev. Gail Christy, Rev. Paul Dillman; Rev. George Hermanson; Rev. Carolyn Insley; Mary Laidlaw; David Lee, Rev. Kathryn Peate (co-chair of Pastoral Care & Oversight Committee), Barbara Reynolds.

REGRETS: Rev. Brian Cornelius, Nancy Hazen, Rev. Andrew Jensen, Rev. Paula Mullin

CORRESPONDING: Rev. Dianne Cardin, Wendy Mather, Rev. Lillian Roberts

CALL TO ORDER
The Chair of the Ottawa Presbytery, the Rev. Trisha Elliott, called the meeting to order at 1:35 pm with a quorum present.

WORSHIP
Barbara Reynolds led the worship, based on the Great Commission, Matthew 28 and a commentary from the Alban Institute on methods that facilitate change. She closed with a prayer

ADOPTION OF AGENDA
Motion: (Christy/Insley) that the Agenda be approved as circulated. Carried

MINUTES
Motion: (Laidlaw/Insley) that the minutes of the Executive meeting held October 24, 2013 be approved as distributed.

The draft minutes of the Presbytery meeting held on November 12, 2013 were received for information.

The minutes of the covenanting service held on November 24, 2013 were received for information.

CORRESPONDING MEMBER
Motion: (Lee/Laidlaw) that the Rev. Dianne Cardin be made a Corresponding Member. Carried.

IMPLEMENTATION TEAM REPORT
The Rev. Dianne Cardin noted that the Rev. Glen Stoudt was out of town and that she would be giving the Implementation Team Report. She thanked the Executive for their feedback and stated that all the tasks in the plan had been completed except for #8, which is ongoing.

The tasks included job descriptions for Executive Members at Large; election process for Officers and Members at Large; updating committee mandates (although the Implementation Team recommends that the term “ministry team” be used instead of “committee”); process for
staggering terms of service; process for communication between the Executive and Ministry Teams; Mission of the Executive; and role of resource people and staff persons to the Executive.

The Implementation Team recommends that (1) Life Long Learning becomes a sub-committee of the Christian Development Ministry Team; and (2) Organization of Pastoral Charges becomes a sub-committee of the Pastoral Care and Oversight Ministry Team. These changes along with other amendments to the original motion are outlined in Appendix D – a draft Notice of Motion to be given to Presbytery in December to vote on in January.

Members of Executive had a few questions and comments for Dianne and Barbara. Suggested clarification of terms will be included in the document for Presbytery.

It was agreed that a Notice of Motion will be included in the December Presbytery meeting to vote on in January. Members of Executive thanked Dianne, Barbara and Glen for all this work and Dianne for attending the Executive meeting.

BUSINESS ARISING

1. CENTRETFOWN UNITED UPDATE
George and Paul provided an update on the meetings they had attended at Centretown United as the congregation goes through the process of planning for its future. The Visioning Committee has met with Council and there will soon be a congregational meeting to provide information but not make decisions. In September 2013 Presbytery approved releasing $50,000 from encumbered funds for operational expenses for 2013.

**Motion:** (Hermanson/Dillman) that Ottawa Presbytery agrees to release $50,000 from encumbered funds from Centretown United Church for operational expenses for 2014. **Carried.**

CORRESPONDENCE

**Received:**
1. Admission List from Ministry & Employment Unit, The United Church of Canada. This will be read at the December 10, 2013 Presbytery meeting.
2. Church in Society – Charles Barrett has written to the applicants for the Seed Money grants, informing them of the committee’s decisions. The decisions will be kept confidential until these letters have been received.
3. Archives Report: Records from the Southminster Pastoral Charge have been reviewed. Applicable comments and recommendations have been included in the appropriate records. Records for the meeting in December are requested from the Dominion-Chalmers Pastoral Charge and in January from the Buckingham Pastoral Charge. If unable to bring them, please notify the Chairman or the Presbytery Office. A.J. MacDonald, Chairman
   **Motion:** (Reynolds/Hermanson) that the Archives report for November 2013 be received. **Carried.**
4. UN Day for Human Rights & Religious Diversity – a local group is hoping to have a press conference on December 10th and has asked for participation from the presbytery. It was
agreed that David and George would review the request and make a decision on behalf of Executive.


6. Application for Funding from Resource Centre Fund

   Motion: (Reynolds/Hermanson) that Executive approve a joint application from Riverside United and Emmanuel United of $2,500 to the Resource Centre Fund to fund “Strengthening Leadership for the 21st Century” event in January 2014. Carried. (Dillman abstained)

STAFF COMMITTEE REPORT

The Rev. Gail Christy reported that the Staff Committee had met and would like to have included on the Presbytery website a request that any comments about staffing matters be directed to the Staff Committee.

ADMINISTRATION & FINANCE

Financial Report:

   Motion: (Cornelius/Dillman) that Ottawa Presbytery Executive receives for information the financial report to November 27, 2013. Carried.

   The financial report is Appendix 1.

PROPERTY

   Motion: (Dillman/B. Reynolds) that on the recommendation of the Property Committee, the Ottawa Presbytery grant permission to the Trustees of the Wesley United Church to proceed with the conditional Agreement of Purchase and Sale regarding the church property located at 31 Graham Street, Ottawa PIN 04126-0025 (LT) being Lot 2 of Plan 90280, Ottawa, as in CR118128 with 90 feet frontage on Main Street and a depth on Graham Street of 156 feet to the Chinese Community Bible Church for a selling price of one million, two hundred and seventy-thousand dollars with conditions as set forth in the Agreement to Purchase and Sale.

   The Trustees have provided a CERTIFICATE OF TRUSTEES ASKING CONSENT OF PRESBYTERY in accordance with The United Church of Canada Act, and The Manual (2010 edition), section 271 stating the motion duly approved by the Trustees at their meeting of October 27, 2013. The Wesley Trustees were left in place as those authorized to deal with the disposition of the property following the amalgamation with Emmanuel United Church in April 2013.

   [In February 2013, there had been a motion to give approval to consideration of an offer from a developer. As of September 2013, the developer withdrew the offer to proceed to purchase and the property was offered for sale.]

   That Ottawa Presbytery agrees to the following certain matter of real property held by the trustees of Wesley United Church, Ottawa, ON originally deeded to the Trustees of Wesley Methodist Church:
I. to sell certain Real Property to the Chinese Community Bible Church if all conditions in the Agreement to Purchase and Sale are met, the legal description being 31 Graham Street, Ottawa PIN 04126-0025 (LT) being Lot 2 of Plan 90280, Ottawa, as in CR118128 with 90 feet frontage on Main Street and a depth on Graham Street of 156 feet of the terms of the Agreement of Purchase Sale being set forth in a standard Agreement of Purchase and Sale dated the 18th of November 2013.

II. Use of Proceeds

That Ottawa Presbytery grant permission to the Wesley United Church Trustees and the trustees of the amalgamated congregation of Emmanuel United Church to hold the proceeds of the sale in trust according to the terms of amalgamation until such time that Emmanuel United Church forwards to Ottawa Presbytery a detailed submission regarding the use of the proceeds for the continuing ministry of the amalgamated congregation.

The following are the terms set forth in the amalgamation motions approved by the amalgamating congregations March 17, 2013 and by the Executive of Ottawa Presbytery March 18, 2013.

1. All assets of Wesley United Church and Emmanuel United Church are deemed to be necessary for the furtherance of the ministry and mission of the new pastoral charge, in accordance with the Manual Section 334 (b). 1

2. The financial accounts, assets and obligations, including the segregated funds, of Wesley United Church and Emmanuel United Church will be integrated at a date to be determined and will be managed thereafter on behalf of the new pastoral charge under the provisions of the Emmanuel Financial Manual 2 and the CRA number currently ascribed to Emmanuel United Church.

3. An amount (15% of the net proceeds of the sale following deduction of expenses) will be forwarded to the Ottawa Presbytery for the purpose of supporting new ministry. The remaining proceeds from the sale of the building and property of Wesley United Church shall be held in a trust fund, and be allocated and used in accordance with the following terms and conditions:

   a. The fund shall be known as the Amalgamation Fund;
   b. The Amalgamation Fund will be established as a Segregated Fund within the financial management arrangements of the new pastoral charge, as described in the Emmanuel Financial Manual; 3
   c. Recommendations for policies governing the use of the Joint Amalgamation Fund will be developed by a committee, called the Proceeds Allocation Committee, made up of members of the former congregations of Wesley United Church and Emmanuel United Church, and then recommended to the Council of the new pastoral charge. The recommendations adopted by the Council of the new pastoral charge will then be forwarded for approval to the Ottawa Presbytery;
   d. Recommendations for allocation of portions of the Amalgamation Fund will include, but not be limited to, amounts for purposes to meet the ministry and mission of the new pastoral charge, as identified and recommended to the Council of the new pastoral charge by the Proceeds Allocation Committee, to include but not be limited to:

      1. amounts to support new and ongoing programs, and outreach ministry;

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2. **amounts to equip the building and property of the new pastoral charge in support of ongoing and new programs and activities; and**

3. **amounts to contribute to the financial viability of the new pastoral charge;**
   
   e. The annual investment income generated by the Amalgamation Fund will be allocated to that Fund to support the purposes of that Fund

   **Carried**

**PASTORAL CARE & OVERSIGHT - CONSULTATION WITH TEMPLETON**

Kathryn Peate gave a brief update on the consultation with Templeton Pastoral Charge; Templeton has requested clergy available for four worship services a year and pastoral care as required. A supervisor would also be needed for Council meetings and an Annual General Meeting. Pastoral Relations will discuss this and it will be brought back to Executive Committee in January.

**MONTREAL & OTTAWA CONFERENCE REPORT**

Barbara Reynolds distributed copies of a written report of the November 7 & 8, 2013 Montreal & Ottawa Conference Executive Retreat. She highlighted the following issues:

- Effective Leadership – pilot projects for pastoral relations and pastoral care & oversight
- “living ministry profile

The Rev. Trisha Elliott is on the working group reviewing the frequency and format of Conference Annual General Meetings and a working group looking at opportunities for sharing resources.

**PASTORAL CARE & OVERSIGHT REPORTS**

**Quyon and Emmanuel**

The Pastoral Care and Oversight Reports of visits to the Quyon Pastoral Charge on October 20, 2013 and Emmanuel Pastoral Charge on October 15, 2013 were reviewed.

**NOMINATIONS**

**Motion:** (Reynolds/Hermanson) that Ottawa Presbytery names the Rev. Angela Bailey to the Interfaith-Interchurch Ministry Team. **Carried.**

**Motion:** (Reynolds/Hermanson) that Ottawa Presbytery elects Melodee Lovering as the Chair of the Youth and Young Adult Committee effective January 1, 2014. **Carried.**

**CONGREGATIONAL LIFE**

**ORGANIZATION OF PASTORAL CHARGES**

**Motion:** (Mullin/Hermanson) that Ottawa Presbytery approve the name Église unie Grâce United Church chosen by the West Quebec Collective consisting of the congregations of St. Andrew’s Gatineau United Church, St. Andrew’s Cantley United Church, Chelsea United Church, St. Andrew’s Wakefield United Church and Rupert United Church as the name of this cooperative expression of ministry, and that is an accountable ministry of Ottawa Presbytery.

*(Note: This is not an amalgamation but rather an experimental cooperative of congregations)*

**Carried.**
MISSION SUPPORT
Motion: (Hermanson/Reynolds) that Ottawa Presbytery note the final allocation of mission support grants from the Mission Support Committee of Montreal and Ottawa Conference to ministries within Ottawa Presbytery:

- Ottawa West End Community Chaplaincy $7,500
- Carlington Community Chaplaincy $5,000
- Centre 507 $16,500
- Carleton University Chaplaincy $10,500
- Algonquin College Chaplaincy $2,730
- Aylwin Pastoral Charge $6,700

for a total of $48,930. Carried.

PASTORAL RELATIONS

Housing Allowances
Aylmer-Eardley Pastoral Charge: Housing Allowance
Motion (B. Reynolds/Laidlaw) that the Ottawa Presbytery grants approval to the Aylmer-Eardley Pastoral Charge to offer a housing allowance of $16,200 based on the fair rental value of suitable accommodation comparable to that which would have been provided as a manse in the area, effective January 1, 2014. Carried.

Rev. Paula Mullin
Motion: (B. Reynolds/Laidlaw) that the Ottawa Presbytery transmits with approval a change in the terms of the appointment to the Rev. Paula Mullin, to an annual housing allowance of $16,200, prorated to $8,100 effective January 1, 2014. Carried.

City View Pastoral Charge: Interim Ministry
Motion (B. Reynolds/Laidlaw) that the Ottawa Presbytery approves the request of City View Pastoral Charge and declares that a two-year Interim Ministry position be established for the congregation beginning July 1, 2014. Carried.

City View Pastoral Charge: Transition Committee
Motion (B. Reynolds/Laidlaw) that the Ottawa Presbytery appoints Jodi Hoar and Roy Maddocks as the Presbytery representatives to the Interim Ministry Transition Team at City View Pastoral Charge. Carried.

Aylwin Pastoral Charge: Appointment of Presbytery Representative
Motion (B. Reynolds/Laidlaw) that the Ottawa Presbytery appoints the Rev. Gordon Roberts as the presbytery representative for a consultation with Aylwin Pastoral Charge. Carried.

Namur Pastoral Charge: Appointment of Presbytery Representatives
Motion (B. Reynolds/Laidlaw) that the Ottawa Presbytery appoints David Bell and Roy Maddocks as the presbytery representatives for a consultation with the Namur Pastoral Charge. Carried.
Navan Vars Pastoral Charge: Appointment of Representatives to Joint Needs Assessment
Motion (B. Reynolds/Laidlaw) that the Ottawa Presbytery appoints Barbara Reynolds and Phil Fay as the presbytery representatives to the Joint Needs Assessment Committee with the Navan Vars Pastoral Charge. Carried.

Namur Pastoral Charge: Renewal of Supervisor
Motion (B. Reynolds/Laidlaw) that the Ottawa Presbytery reappoints the Rev. Angelika Piché as supervisor for the Namur Pastoral Charge for the church year 2013-14. Carried.

Transfers/Retained on Roll
Rev. Mark Arnill: Transfer
Motion (B. Reynolds/Laidlaw) that the Ottawa Presbytery transmits with approval to the Montreal and Ottawa Settlement Committee the request of the Rev. Mark Arnill from Ottawa Presbytery, Montreal & Ottawa Conference, to transfer to Four Winds Presbytery, Bay of Quinte Conference, effective August 1, 2013. Carried.

Rev. Peter Short: Transfer
Motion (B. Reynolds/Laidlaw) that the Ottawa Presbytery transmits with approval to the Montreal and Ottawa Settlement Committee the request of the Rev. Peter Short from Ottawa Presbytery, Montreal & Ottawa Conference, to transfer to Woolastock Presbytery, Maritime Conference, effective July 1, 2013. Carried.

EVALUATION OF NOVEMBER PRESBYTERY MEETING
All feedback received has been positive.

PLANNING INFORMATION
There was a discussion about the Affirming Celebration at the December Presbytery meeting and what type of communications / invitations should be sent for this. It was noted that all congregations are represented at Presbytery.

CLOSING PRAYER - REFLECTION
The Chair read a piece by Kim Uyede-Kai from “Birthing the Promise”.

CLOSING THE MEETING
The Chair closed the meeting at 4:05 p.m.