

**ASSEMBLY COUNCIL****November 23-25, 2008**

The Assembly Council met within Crieff Hills Community, Puslinch, Ontario, from November 23-25, 2008. A. Taylor led the Council in opening worship. L. Duncan constituted the meeting with prayer.

**ATTENDANCE**  
27/08C

Present were:

Assembly Appointees: Ms. Lisbeth Duncan (convener), Ms. Janet Clapp, The Rev. J. Wesley Denyer, The Rev. Douglas W. Maxwell, Mr. Gordon Walford, The Rev. Warren Wong.

Presbytery Representatives: The Rev. Kimberly Barlow, The Rev. Rob D. Congram, Mr. George Fraser, The Rev. Janice Hamalainen, Ms. Elaine Heath, The Rev. Geoffrey B. Jay, Mr. Richard Kirk, Mr. Soo-Chul Lee, The Rev. Dr. A.R. Neal Mathers, Mr. Jeff Rawana, The Rev. Paul Sakasov, Ms. Tori Smit, Mr. Paul Tysdal, Mr. Jake van Kooten, The Rev. John R. Wilson.

Synod Representatives: Mr. Blair Bleakney, Mr. Ken Dahl, Mr. Charles Greaves, Ms. Peggy Liptrott, The Rev. James M. Patterson, Ms. Marilyn Repchuck, The Rev. Bert Vancook, The Rev. Fiona Wilkinson.

Ex-Officio - Voting: Ms. Druse Bryan, The Rev. Daniel Cho, The Rev. Dr. D. Laurence DeWolfe, The Rev. Dr. J.H. (Hans) Kouwenberg, The Rev. Cheol Soon Park, Ms. Ann Taylor.

Ex-Officio - Non-Voting: The Rev. Dr. Rick Fee, Mr. Stephen Roche, The Rev. Stephen Kendall (secretary), The Rev. Dr. Stuart Macdonald (acting principal).

Others: Ms. Terrie-Lee Hamilton (recording secretary), The Rev. Don Muir.

**Visitors**  
28/09C

Mr. Stephen Allen (Minorities Forum), Ms. Linda Forbes, (Long Range Planning Committee), Ms. Marilyn Clarke (Personnel Policy Committee), Ms. Karen Plater (*Presbyterians Sharing...*).

**Others**  
29/08C

Mr. Colin Carmichael (Communication and Resource Production), Ms. Connie Purvis (Record)

**REGRETS**  
30/08C

The Rev. William J. Middleton, Mr. Barry Flude.

The Rev. Robbin D. Congram and The Rev. Janice Hamalainen for Sunday night; The Rev. Dr. J.H. (Hans) Kouwenberg for Monday night; The Rev. Dr. Stuart Macdonald for Monday night and Tuesday.

**WELCOME**  
31/08C

The convener welcomed members, Colin Carmichael and Connie Purvis to this meeting and Stephen Allen for the evening session.

**AGENDA**  
32/08C

It was moved by J. Van Kooten, duly seconded, and

AGREED, that the agenda and order of business as printed be adopted.

**ETHNIC/RACIAL  
MINORITIES FORUM**  
33/08C

The convener welcomed Stephen Allen, Associate Secretary for Justice Ministries, who did a presentation on the Forum for Ethnic and Racial Minorities that was held April 4-6, 2008. S. Macdonald spoke about a new book, *Christianity and Ethnicity in Canada*, in which he wrote a chapter dealing with Presbyterianism.

**EVENING  
ADJOURNMENT**

The hour for the end of the day having arrived, the Council adjourned. L. Duncan closed with prayer.

**MONDAY MORNING****PRAYER**

L. Duncan opened the session with prayer.

**MINUTES**  
**Council**  
34/08C

It was moved by T. Smit, duly seconded, and  
AGREED, that the Council minutes of March 30-April 1, 2008 be adopted.

**Executive**  
35/08C

It was moved by M. Repchuck, duly seconded, and  
AGREED, that the Executive Committee minutes of October 1, 2008 be received for information.

**CORRESPONDENCE**  
36/08C

There was no correspondence for this meeting

**EXECUTIVE**  
**Report**  
37/08C

B. Vancook took the chair while the convener, L. Duncan, presented the report of the Executive Committee.

It was moved by L. Duncan, duly seconded, and  
AGREED, that the report of the Executive Committee be received and considered.

**Overture No. 1, 2009**  
38/08C

The Council discussed Overture No. 1, 2009 re recouping moving expenses after a short ministry.

**Recommendation No 1**

It was moved by L. Duncan, duly seconded,

that an ad hoc committee made up of two or three persons be formed to consult the Life and Mission Agency (MCV) and prepare a response to Overture No 1, 2009 for presentation to the March 2009 meeting of Assembly Council.

39/08C

**Amendment**

It was moved, in amendment by W. Denyer, duly seconded, and

DEFEATED, to replace the words following that with: "the prayer of the overture be not granted".

40/08C

**Reworded Motion**

The recommendation, as reworded below, being put to a vote was adopted.

That an ad hoc committee made up of two or three persons be formed to consult the Ministry and Church Vocations and Canada Ministries (of the Life and Mission Agency) and the Presbytery of Cape Breton and prepare a response to Overture No 1, 2009 for presentation to the March 2009 meeting of Assembly Council.

The membership will be named by the Nominating Committee (see p. 858).

**Report**  
41/08C

It was moved by J. Rawana, duly seconded, and

AGREED, that the report as a whole as amended be adopted.

**REPORTS WITHOUT**  
**RECOMENDATIONS**  
42/08C

It was moved by D. Maxwell, duly seconded, and

AGREED, that the following reports be received for information:

- Archives and Records Management
- Church Architecture
- Lending Funds Committee

**BIENNIAL**  
**ASSEMBLIES**  
43/08C

K. Barlow presented a verbal report on the working group dealing with biennial Assemblies noting that they are looking at costs (present and projected) and national gatherings of other denominations which have biennial or triennial meetings.

**MODERATOR,  
GENERAL ASSEMBLY**  
44/08C

C. Park spoke about some of his experiences as Moderator of the 134th General Assembly. There were visits to Eastern Europe and South Korea in the early fall. In Canada, he has met a number of people through congregational visits who he described as very committed and devoted Christians.

**South Korea**  
45/08C

C. Park and S. Kendall spoke further on their trip to South Korea and showed pictures from this trip.

**PERSONNEL POLICY  
Report**  
46/08C

The convener welcomed M. Clarke, convener of the Personnel Policy Committee, to present the report. The support staff left the meeting during this report.

It was moved by G. Jay, duly seconded, and

AGREED, that the report of the Personnel Policy Committee be received and considered.

**Support Staff  
Remuneration**  
Salary  
47/08C

It was moved by G. Walford, duly seconded, and

AGREED, that the Mercer recommended grid be adopted at the lower level and 8 – 2.5% steps be applied to establish the range.

**COLA**  
48/08C

It was moved by G. Walford, duly seconded,

that one half of the COLA adjustment be applied to those outside the bands.

49/08C

**Amendment**

It was moved, in amendment by L. DeWolfe, duly seconded, and

AGREED, to replace “one half of the COLA adjustment be applied to those outside the bands” with “full COLA be applied to those outside of the bands”.

50/08C

**Amended Motion**

The amended motion being put to a vote carried.

(cont'd below)

**LUNCH**

The hour having arrived for lunch, R. Congram offered grace.

**MONDAY AFTERNOON**

**PRAYER**

L. Duncan opened the afternoon session with prayer.

**PERSONNEL POLICY**  
(cont'd from above)  
**Executive Stipends**  
51/08C

Marilyn Clarke, convener of the Personnel Policy Committee, gave a report on executive compensation, during which all staff left the room. Mercer Human Resources Consulting had been commissioned to do a study of the compensation of a general secretary of The Presbyterian Church in Canada, and had made some recommendations. After discussion,

It was moved by L. DeWolfe, duly seconded, and

DEFEATED, that the information be made available in print and projected on the screen.

G. Walford then wrote the information on a large piece of newsprint which was taken down following discussion.

**Stipend**  
52/08C

The 2005 General Assembly motion re executive stipends (A&P 2005, p. 215, 39) required that the stipend levels be reviewed in the fall of 2008 with recommendations to take effect in the budget year of 2009. In the following discussion “accepted” means accepted by Assembly Council for recommendation to the 2009 General Assembly.

It was moved by W. Wong, duly seconded, and

DEFEATED, that the 2008 executive stipend level for a general secretary not eligible for the clergy housing tax deduction, recommended by Mercer be accepted.

It was explained that fixed ratios determine the stipends of associate secretaries as well as those eligible for the clergy housing tax deduction.

53/08C

It was moved by W. Denyer, duly seconded, and

AGREED, that a stipend level of \$106,465 for a general secretary not eligible for the clergy housing tax deduction be accepted, representing an increase of 6.9%.

M. Clarke and G. Walford, convener of the Finance Committee, then brought forward Mercer's second recommendation, the factor that should be applied to the 2008 stipend level to bring it to 2009.

COLA  
54/08C

It was moved by G. Walford, duly seconded, and

AGREED, that the COLA adjustment (2.1 %) to be used by The Presbyterian Church in Canada to bring other salaries to a 2009 level be applied in this case as well.

Stipend Levels  
55/08C

The existing and accepted levels are as follows:

	2008 unadjusted	2008 adjusted	2009 (2.1% over 2008)
General Secretary (no housing tax deduction)	\$ 99,630	\$ 106,465	\$ 108,701
General Secretary (with housing tax deduction)	\$ 86,634	\$ 92,577	\$ 94,521
Associate Secretary (no housing tax deduction)	\$ 86,635	\$ 92,578	\$ 94,522
Associate Secretary (with housing tax deduction)	\$ 75,335	\$ 80,502	\$ 82,193

Performance Reviews  
56/08C

The Council then discussed performance reviews.

It was moved by J. Paterson, duly seconded,

that the matter of a performance review of the Management Team be referred to the Assembly Council Executive in order to find a proper time and mechanism to do the review and report to the next meeting of Council.

57/08C

**Withdrawn**

This motion was tabled and eventually withdrawn after it was determined that mechanisms were in place and a performance review would be completed before the next meeting of Council. Members of Council spoke highly of the dedication and thoroughness of the work of all the national staff.

Report to General  
Assembly  
58/08C

Further to the matters discussed,

It was moved by L. DeWolfe, duly seconded, and

AGREED, that the annual salary and compensation for general and associate secretaries with and without the clergy housing allowance be included in Assembly Council's report to General Assembly in an appropriate way, as well as the grid for support staff accepted in a previous recommendation.

**Report**  
59/08C

It was moved by J. Paterson, duly seconded, and  
AGREED, that the report as a whole as amended be adopted.

**LONG RANGE  
PLANNING  
Report**  
60/08C

The convener invited Linda Forbes, convener, to present the report of the Long Range Planning Committee.

It was moved by N. Mathers, duly seconded, and

AGREED, that the report of the Long Range Planning Committee be received and considered.

**Strategic Planning Event**  
61/08C

It was moved by J. Patterson, duly seconded, and

AGREED, that the Long Range Planning Committee and the Management Team be asked to seek to include sufficient funding so that all presbyteries can participate in the strategic planning summit.

**Convener**  
62/08C

L. Forbes' term as the convener and a member of this committee finished as of this meeting. Appreciation was expressed by the convener of Council for her leadership to this committee.

**Report**  
63/08C

It was moved by N. Mathers, duly seconded, and

AGREED, that the report as a whole as amended be adopted.

**FINANCE  
COMMITTEE  
Report**  
64/08C

G. Walford and S. Roche presented the Finance Committee report.

It was moved by G. Walford, duly seconded, and

AGREED, that the report of the Finance Committee be received and considered.

**2010 Budget Principles**  
65/08C

**Recommendation No. 1**

It was moved by G. Walford, duly seconded, and

AGREED, that the following budget principles for 2010 be approved:

1. *Presbyterians Sharing...* the base will be \$8,990,000 for 2010. (\$8,975,000 for 2009).
2. Grants to the colleges will remain at 10.13% of actual total revenue for the year ended 2008.
3. Capital for three new planned giving funds will be provided for in deferred bequests as available. [Finance Committee noted that the new undesignated bequest policy has 35% going to the three new funds on a time limited basis. Also, this comes after a draw of up to \$200,000 for the Bequest Stabilization fund].
4. Cost of Living Allowance (COLA) of 2.5% will be included in the 2009 budget for personnel Stipends/salaries. (Note: August 2008 year/year change in 12-month average CPI stands at 2.4%).
5. Plan for operations in our three year forecast such that the operating fund will be \$600,000 in 2013.

**2008 Statements**  
66/08C

**Recommendation No. 2**

It was moved by G. Walford, duly seconded, and

AGREED, that the unconsolidated financial statements be received for information.

**Report**  
67/08C

It was moved by G. Walford, duly seconded, and

AGREED, that the report as a whole be adopted.

- MANAGEMENT TEAM** S. Roche presented the report of the Management Team.  
68/08C  
It was moved by G. Walford, duly seconded, and  
AGREED, that the report of Management Team be received for information.
- SUPPORT SERVICES** S. Roche presented a verbal report on Support Services.  
69/08C
- KOREAN TRANSLATIONS** S. Kendall reported that there is progress on the Korean translation work of the Living Faith with the expectation that a first draft will be sent to the Han-Ca Presbyteries in late January. It is hoped that it will be presented to the next General Assembly.  
70/08C
- RESIDENTIAL SCHOOLS** S. Kendall reported on various items relating to the Residential Schools noting that we are involved in the Individual Assessment Program (IAP), National Administration Committee regarding the Settlement Agreement, Ecumenical Working Group, Truth and Reconciliation Commission, development of resources and involved in different programs relating to Healing and Reconciliation. A highlight at the past Assembly was the focus on Healing and Reconciliation with representatives from different Aboriginal groups sharing their stories and traditions with the commissioners.  
71/08C
- DINNER** The hour having arrived for dinner, J. Wilson and G. Walford led the Council in a sung grace.

#### MONDAY EVENING

- PRAYER** L. Duncan opened the evening session with prayer.
- LIFE AND MISSION AGENCY Report** R. Fee, General Secretary of the Life and Mission Agency Committee, presented its report.  
72/08C  
It was moved by D. Cho, duly seconded, and  
AGREED, that the report of the Life and Mission Agency be received for information.
- EVENING ADJOURNMENT** The hour having arrived for evening adjournment, L. Duncan closed with prayer.

#### TUESDAY MORNING

- WORSHIP** F. Wilkinson led the Council in worship.
- PRESBYTERIANS SHARING ...** The convener welcomed Karen Plater, Associate Secretary for *Presbyterians Sharing...*, Stewardship and Mission Education.  
73/08C  
K. Plater presented a report on *Presbyterians Sharing...* highlighting trends of the past three years and noting some direction for the church in this area. Segments from the DVD highlighting aspects of *Presbyterians Sharing...* and PWS&D, which is being circulated through the PCPak, were shown.
- NOMINATING COMMITTEE Report** The Nominating Committee report was presented by M. Repchuck.  
74/08C  
It was moved by M. Repchuck, duly seconded, and  
AGREED, that the report of the Nominating Committee be received and considered.

**Nominations and  
Appointments**  
75/08C

It was moved by M. Repchuck, duly seconded, and

AGREED, that the following nominations and appointments be made as follows:

- Executive: Soo Chul Lee
- Finance Committee: Richard Kirk (Council member)
- Long Range Planning: Milton Fraser (convener)  
Paul Sakasov (Council member)  
Meridyth Robertson (Life and Mission  
Agency Committee)
- Personnel Policy: Ken Dahl
- Fund for Ministerial Assistance: Peggy Liptrott
- Life and Mission Agency Committee: Neal Mathers
- Ad hoc Committee re Overture No. 1, 2009: Janice Hamalainen (convener)  
Warren Wong  
Fiona Wilkinson
- Search Committee re Associate Secretary for Education for Discipleship: Kimberly Barlow

**Report**  
76/08C

It was moved by M. Repchuck, duly seconded, and

AGREED, that the report as a whole be adopted.

**STRATEGIC  
PLANNING EVENT  
Funding**  
77/08C

It was moved by W. Denyer, duly seconded, and

AGREED, that the Executive be given power to issue on the matter of further funding for the Strategic Planning Summit.

**OVERTURE NO. 11,  
2008**  
78/08C

T. Smit will convene the working group re Overture No. 11, 2008 re educational opportunities at General Assembly.

**PERSONNEL  
MATTERS**  
79/08C

It was moved by J. Paterson, duly seconded, and

AGREED, that the matters of pastoral care and support for the Management Team and evaluations for general secretaries and terms of reference for the Personnel Policy Committee be referred to the Executive, without staff, for report at the March meeting.

**FUTURE MEETINGS**  
80/08C

The future meetings of the Council will be March 22-24, 2009 and November 22-24, 2009. The Executive will be meeting on January 14, 2009.

**ADJOURNMENT**

There being no further business, the Council adjourned. S. Kendall closed with the benediction.

Ms. L. Duncan  
Convener

The Rev. S. Kendall  
Secretary