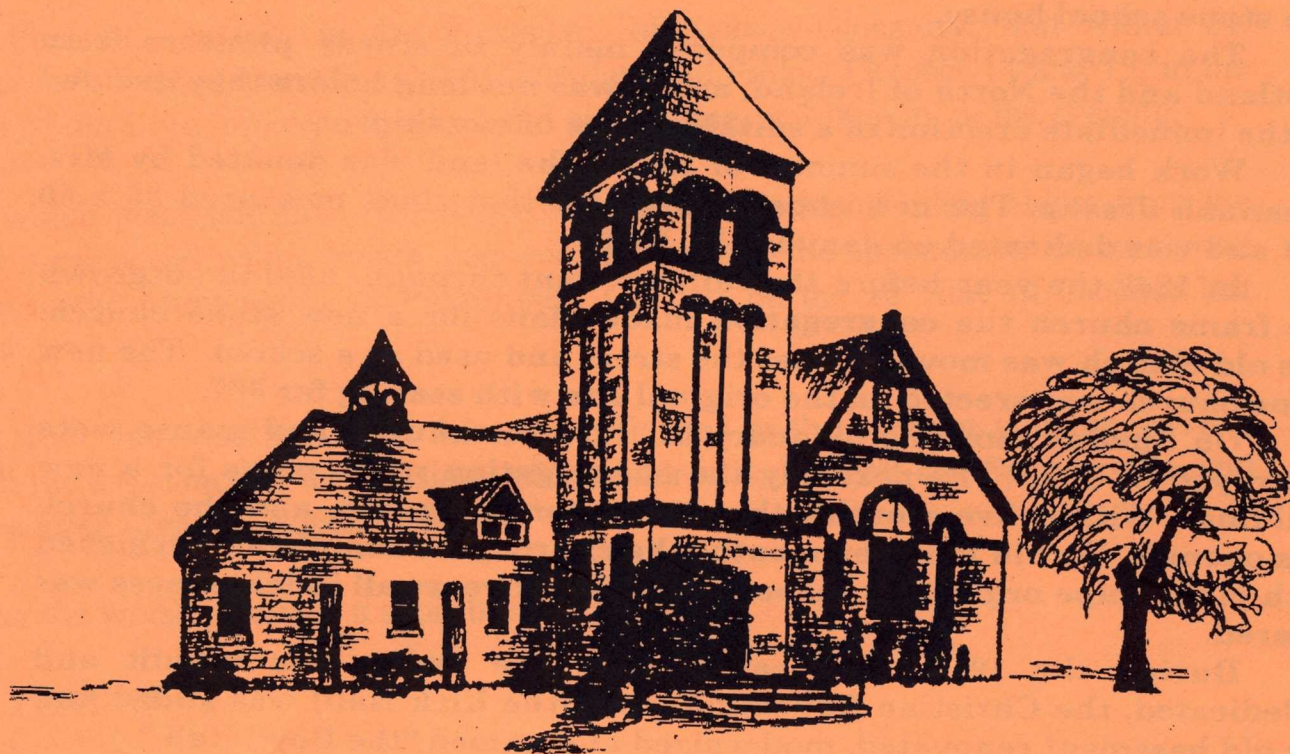


**Synod of Quebec and Eastern Ontario**

**The Presbyterian Church in Canada**



**Minutes and Reports  
of the 125<sup>th</sup> Meeting**

**14<sup>th</sup> and 15<sup>th</sup> October 1999**

**St Andrew's Presbyterian Church  
Prescott, Ontario**

## **THE HOST CONGREGATION -**

### **St. Andrew's Presbyterian Church, Prescott, Ontario**

St. Andrew's Presbyterian Church in Prescott was organized in 1820 by the Rev. Robert Boyd, M.A., who came to Canada in that year from Ballymena, in Ireland. There was then no church building in Prescott and Presbyterians, in common with the others churches, held public worship in a stone school house.

The congregation was composed mainly of sturdy pioneers from Scotland and the North of Ireland, and it was not long before they decided on the immediate erection of a suitable place of worship.

Work began in the summer of 1821. The land was donated by Mrs. Susannah Jessup. The new church, large for that time, measured 36 x 50 feet and was dedicated on January 12, 1822.

In 1849 the year before the railway went through, having outgrown the frame church the congregation made plans for a new stone church. The old church was moved across the street and used as a school. The new stone church was erected on the original site with seating for 397.

On Sunday morning, January 31, 1892 the church and manse were destroyed by fire. The next day the congregation made plans for a new building. Within five months, the cornerstone was laid, and the church was opened. Within fourteen months the church was completely furnished with piano, pipe organ and carpets. Within six years all indebtedness was cleared.

During the 1950's and early 1960's the organ was rebuilt and rededicated, the Christian Education wing (the Kirk Hall) was added and the old basement renovated, modernized and named "the Boyd Hall."

## **MODERATORS OF THE SYNOD OF QUEBEC AND EASTERN ONTARIO** **1989-1999**

<b><u>YEAR</u></b>	<b><u>LOCATION</u></b>	<b><u>MODERATOR</u></b>	<b><u>HOME PRESBYTERY</u></b>
1989	Cornwall	Nicholas Vandermey	Brockville
1990	Gloucester	Daniel Forget	Quebec
1991	Richmond	Floyd McPhee	Ottawa
1992	Gracefield	Wally Hong	Montreal
1993	Smith's Falls	Larry Paul	Lanark & Renfrew
1994	Montreal	Garry van Bruchem	Seaway-Glengarry
1995	Ingleside	D. Garry Morton	Ottawa
1996	Ottawa	J.S.S. Armour	Montreal
1997	Renfrew	Ruth Syme	Lanark & Renfrew
1998	Montreal	Ian McLean	Seaway-Glengarry
1999	Prescott	Anthony Boonstra	Ottawa

**THE MINUTES AND REPORTS OF THE 125<sup>TH</sup> MEETING  
OF THE SYNOD OF QUEBEC AND EASTERN ONTARIO  
OF THE PRESBYTERIAN CHURCH IN CANADA  
meeting at St. Andrew's Presbyterian Church, Prescott, Ontario.  
Thursday, and Friday, October 14 and 15, 1999**

At Prescott, Ontario, in the Presbytery of Seaway-Glengarry, and within St. Andrew's Presbyterian Church on Thursday, and Friday, October 14 and 15, in the year of our Lord, nineteen hundred and ninety-nine, at 7:00 p.m. in the evening.

At which place and time ministers, diaconal ministers and ruling elders from the five presbyteries within Synod, convened pursuant to the appointment of the Synod held in the Municipality of Pierrefonds, Quebec, on the 16<sup>th</sup> day of October last year.

The Rev. Ian MacLean, host minister, officiated at the opening worship service, with the assistance of the Sessions of St. Andrew's, Prescott and Spencerville, and the church organist, Eugene Jenssen.

After the worship service a short break was taken.

**ATTENDANCE:**

**Presbytery of Quebec:**

**Ministers:** Ross Davidson, Blake Walker.

**Presbytery of Montreal:**

**Ministers:** Marc-Henri Vidal, Barry Mack, John A. Vissers (Principal, The Presbyterian College.

**Elders:** Moira Barclay-Fernie.

**Presbytery of Seaway-Glengarry:**

**Ministers:** Bert de Bruijn, John Crowdis, David Jones, Ian MacLean, Ted O'Neill, Brian Sharpe.

**Elders:** Norma Bowers, Reg Evans, Ann Langabeer, John S. MacDonald, Mary Moorehead.

**Diaconal Minister:** Donna McIlveen



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**Presbytery of Ottawa**

**Ministers:** Anthony Boonstra, John Fair, Ian Gray, Floyd McPhee, Cedric Pettigrew, Shaun Seaman, MacArthur Shields, John Wilson, Ian Victor.

**Elders:** Eileen Brown, Marlene duCharme, Peter Finlay, Charles Glennie, Fran Johnston, Don MacMillan, C. Jean Phillips, Donald Rees, Joan Sampson, Doreen Saunders, Gordon Walford.

**Presbytery of Lanark and Renfrew**

**Ministers:** James Ferrier, Larry Paul, Linda Robinson.

**Elders:** Ralph Haliburton, Sandy McCuan, Robert Tourangeau.

**Guests:** Dorothy Herbert, Gracefield Camp and Conference Centre; Doug Lee, Gracefield Operating Committee; David Milne, Synod Treasurer; Charlotte Sutherland, W.M.S. Synodical.

**From Church Offices:** Hendy Andrews, Stewardship and Education for Mission, Planned Giving Officer; Matthias Mayer, Celebrate 2000 Committee; Keith Knight, Associate Secretary, Resource Production and Communication; Ian Morrison, General Secretary, Life and Mission Agency.

**Special Speaker for Thursday Evening:** Angus McKinnon.

**FIRST SEDERUNT**

The moderator called the to Synod to order by prayer and constitution of the Court.

**COMMITTEE ON BUSINESS**

The Clerk presented the report of the Committee on Business.

Recommendation 1 was moved by the Clerk, duly seconded and adopted.

That attendance be recorded in the Synod's Register, and the expenses be paid upon authorization of the Finance Committee.

Recommendation 2 was adopted on motion of the clerk, duly seconded.

That the Finance Committee pay the following amounts for travel - 10 cents per kilometre and 2 cents per kilometre for each passenger

Recommendation 3 was withdrawn.





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Recommendation 4 was adopted on motion of the clerk, duly seconded.

All members of Synod on the Constituent Roll of the Presbyteries be recognized as having the right to vote on all matters before the court.

Recommendation 5 was amended and adopted on motion of the clerk, duly seconded.

That Synod's special guest, Hendy Andrews. Matthias Mayer, and Keith Knight be invited to address the court, as per the approved docket, and that she be extended the invitation to sit and correspond. Adopted.

Recommendation 6 was adopted on motion of the clerk, duly seconded.

All members of Synod on the Appendix to the Roll of the Presbyteries and all others having business with Synod be extended the invitation to sit and correspond.

Recommendation 7 was adopted on motion of the clerk, duly seconded.

Members desiring to leave the Synod meeting before mid-morning on Friday, or those arriving late (after the second sederant) must receive permission from the Committee on the Roll and Leave to Withdraw.

Recommendation 8 was moved by the clerk, duly seconded, and adopted.

The Committee on the Roll and Leave to Withdraw for this Synod be the Clerk and a representative from the Presbytery of Lanark and Renfrew.

Recommendation 9 was adopted on motion of the clerk, duly seconded

That the Committee to Examine Presbytery minutes (including those of Synod Council) be the Presbytery of Ottawa.

Recommendation 10 was moved by the clerk, duly seconded, and adopted.

That the Presbytery of Quebec be the Committee on Courtesies and the convenor be Ross Davidson.

Recommendation 11 was adopted on motion of the clerk, duly seconded.

That Synod Council be authorized to fill any vacancies which may occur within Synod Committees prior to the next synod meeting.

Recommendation 12 was amended by the clerk and duly seconded to read "The



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Committee to Examine the Minutes of the 126<sup>th</sup> Synod of Quebec and Eastern Ontario before submitting them to the General Assembly be the moderator and Ian MacLean.

Recommendation 13 was amended by the clerk and duly seconded, and adopted to read:

That the sederrunts of Synod be on Thursday from 8:45 p.m. to 9:00 p.m., on Friday from 9:00 a.m. to 12:00 noon, and Friday afternoon from 1:00 p.m. until the business of Synod is completed. All sederunts to be held at St. Andrew's Presbyterian Church.

**NOTICE OF MOTION**

The clerk stated that at a future sederunt she would move that the Standing Orders of Synod be changed to reflect the business on this Synod.

**NOMINATION FOR MODERATOR**

The clerk reported the following nominations from the Presbyteries:

Presbytery of Montreal - Max Shields  
Presbytery of Ottawa - Anthony Boonstra  
Presbytery of Lanark & Renfrew Stephen Hayes

Max Shields and Stephen Hayes have accepted that they are unable to be Moderator. Anthony Boonstra has accepted the nomination. On motion of Bob Tourangeau, duly seconded, approved, Anthony Boonstra was declared moderator of the 126<sup>th</sup> Synod meeting.

On motion of Bert deBruijn, duly seconded, approved, thanks was expressed to Ian MacLean was thanked for his moderatorial year.

Ian MacLean welcomed Anthony Boonstra as the new moderator and called upon God in prayer from the newly elected moderator.

**GUEST SPEAKER**

Ian MacLean informed the court that Dr. Garth Taylor, was not able to be with us as planned. However, the Rev. Angus MacKinnon was prepared to share stories of his adventures of faith on the high seas if it were agreeable to the court. All agreed



to hear Angus McKinnon. He shared with us within the framework of 3 strands of a rope and how strong that made it when it was twinned together. Our Christian Faith is similar. The three strands being: confession of our faith; the context of the Presbyterian tradition (our heritage); and our experiences. His account of how his faith was tested when his small sailboat was hit by a tropical storm in the mid-Atlantic, and his hair-raising adventures as he overcame tremendous odds to reach England safely provided much inspiration. The moderator expressed thanks for the enthusiasm, strength and faith exemplified in Mr. MacKinnon's adventure stories.

### **MOTION TO ADJOURN**

On motion of John Wilson, duly seconded, approved, the Synod was adjourned to meet again at 8:45 a.m., on Friday, October 15 for devotions with the continuing business of Synod scheduled for 9:00 a.m.

Synod was invited to the Wine and Cheese reception.

### **SECOND SEDERUNT** **Friday, October 15, 1999**

The moderator thanked Bert DeBruijn for the excellent, uplifting, morning devotions.

At 9:00 a.m. the moderator called the meeting to order with a reading from Acts. There was not a needy person among them...Grace was upon them all. More people are needed like Barnabas (son of encouragement) to encourage one other. The moderator called upon the Spirit of gentleness and graciousness, as he constituted the court in prayer.

The moderator called for the Synod Council Report.

### **SYNOD COUNCIL**

The clerk presented the report with its recommendations:

#### **Recommendation No. 1**

Moved by Ian MacLean, duly seconded, that Synod express their thanks to Cedric Pettigrew for the three years he has represented Synod at Assembly Council.

Adopted.



**Recommendation No. 2**

Moved by Ian MacLean, duly seconded, that Synod express their thanks for the dedicated work Peter Finlay gave to his tasks as Treasurer over the year.

**Recommendation No. 3**

On motion of Ian MacLean, duly seconded, that Synod express their thanks to Lottie Sutherland for her enthusiasm and creative efforts given to the fundraising activities.

**Recommendation No. 4**

On motion of Ian MacLean, duly seconded, the Minutes of the 124<sup>th</sup> Synod, as examined by the 125<sup>th</sup> General Assembly as attested as neatly kept cum nota, be adopted with the note and following corrections:

Note: truly an exemplary presentation (in completeness, neatness, printing, binding) which could serve as a model to clerks in all other courts.

p. 6 (9 lines up from bottom) 'be insert' should be corrected to "be inserted"

p.16 (8 lines up from bottom) an end parenthesis")" should be inserted between "2000" and "for"

p. A3 (16 lines down from top) "Mitchelle" should probably read "Michelle", not 't'

p. A4 (13 lines up from bottom) "Prebytery" should be "Presbytery"; insert "s"

p A26 - (3 lines down from top)

"principle" should definitely read "principal",

But errors in an original report reprinted as an Appendix should not be attributed to the Synod Clerk!

On motion of Ian MacLean, duly seconded, the Report as a Whole was adopted.

**NOTICE OF MOTION**

Moved by the clerk, duly seconded, approved, that the Standing Orders of Synod be changed to reflect the business on this Synod.

**THE MILLENIUM - CELEBRATE 2000**

Barry Mack introduced Matthias Mayer a staff member from the national office who presented various activities within the Synod for Celebrate 2000.





**THE COMMISSION Re THE PRESBYTERY OF MONTREAL AND WILLIAM KLEMPA**

Ted O'Neill the convener of the Commission presented the Commission's judgement. On motion of Ted O'Neill, duly seconded, the Synod approved thanks to the Committee and dismissed them from their task.

**NOMINATIONS COMMITTEE**

The Clerk presented the interim report of the Nominations Committee and asked for volunteers for the various positions within Synod.

**GUEST SPEAKER - . Hendy Andrews**

Hendy Andrews, Stewardship and Education for Mission, Planned Giving Officer information Synod on what services and resources were available for congregations, and presbyteries regarding stewardship and planned giving.

Hendy can be reached at 1-800-368-1371. The moderator thanked Hendy Andrews.

**REFRESHMENT BREAK**

**SYNOD WEBSITE**

The moderator called up Gordon Walford, Synod Webservant. He presented an overview of the Synod website.

Moved by Gordon Walford to receive the report as a whole, duly seconded.

The moderator, on behalf of the Synod, thanked Gordon for his valuable contributions.

**SYNOD FINANCE COMMITTEE**

David presented the Statement of Receipts and Disbursements for 1998.

Peter Finlay moved, duly seconded, that the Statement of receipts and disbursements be received for information. Approved.

**Appointment of auditor**

Moved by Peter Finlay, duly seconded, that Mr. Jack Hoye be appointed as auditor for the year 1999. Adopted.

A handwritten signature in dark ink, appearing to be 'Jef' or similar, located at the bottom left of the page.

**Budget 2000**

Moved by Cedric Pettigrew, duly seconded, approved, that Synod defer the budget until all the recommendations from other reports that have financial implications.

**GRACEFIELD OPERATING COMMITTEE**  
**GRACEFIELD CAMP AND CONFERENCE CENTRE**

Moved by Ian MacLean, duly seconded that all recommendations from the Gracefield Operating Committee be received and considered. Approved.

**Recommendation No. 1**

Moved by Ian MacLean, duly seconded, that GOC seek a more economical auditor. Approved.

**Recommendation No. 2**

On motion of Ian MacLean, duly seconded, approved, Dale McGregor was appointed Gracefield Treasurer for the coming year.

**Recommendation No. 3**

Moved by Ian MacLean, duly seconded, approved, that Synod move as quickly as possible to fill the position of Synod fund-raising Convener, GOC Convener and Gracefield Publicity Convenor.

**Further Motion**

Max Shields moved, duly seconded, approved, that the Gracefield Camp and Conference Centre. Financial Statements be circulated at this Synod meeting.

Approval of the Gracefield Operating Report was deferred until the statements were in the hands of Synod members.

**NOTICE OF MOTION**

Before the court adjourned for lunch Moira Barclay-Fernie informed the court that a future sederant that she would present the following motion:

That a Committee made up to four former Moderators of the Synod of Quebec and Eastern Ontario, and others they may choose, be mandated to review the present state of Synod and to make recommendations to help Synod become more efficient and focused.



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**ADJOURNMENT AND LUNCH**

The stated hour for lunch arrived and Floyd McPhee was called upon by the moderator to pray and ask the blessing upon the meal.

**THIRD SEDERUNT**

After lunch, the moderator constituted the Synod with prayer.

**REGRETS**

Regrets were as follows:

**Presbytery of Quebec:** Scott Emery.

**Presbytery of Montreal:** Bob Jensen, Ron Benty, Amos Tsay, Dan Desilva, Glynis Williams, James Douglas, Jacqueline Frioud, Kate Jordon, Virginia Bell.

**Presbytery of Seaway-Glengarry:** Susan Clarke, Lloyd R. Smith, Judy Messenger, Fred Rennie.

**Presbytery of Ottawa:** Bob Martin, Bill Nesbitt, Steven Webb, James Statham, Daniel Forget, Wally Hong, Cathy Victor, Peter Winter, Andrew Johnston.

**Presbytery of Lanark & Renfrew:** Milton Fraser, Hugh Jack, Ruth Syme, Lyle Sams, Patricia Van Gelder, Frank Cameron, Wayne Senior.

**MEMORIALS**

The moderator read from Hebrews 11: 12 Therefore we are surrounded by a great cloud of witness.

The following people were remembered in prayer:

Don MacLean, Bob Wilson, John Cruickshank, Donald MacEwan, Elizabeth Graham, Charles Hay, Alex J. Morrison, and Jim Armit.

**REGIONAL STAFFING**

**Area Educational Consultant**

Ann Blane resigned from the position of Area Educational Consultant effective September 15, 1999. As a courtesy, Mrs. Blane was invited to attend Synod and present her report. Moved by Ian McLean, duly seconded, approved, that the report of the A.E.C.



John Wilson moved, duly seconded, that Ann be thanked for all her work within the Synod. Approved.

**SPECIAL COMMITTEE ON GRACEFIELD**

Moved by John Wilson, duly seconded that the report of the Special Committee on Gracefield be received and its recommendations considered. Approved.

**Recommendation No. 1**

Moved by John Wilson, duly seconded, that should the Presbytery of Ottawa agree by the January 2000 meeting of Presbytery, if said agreement is within this proposed framework, that this committee have power to issue regarding the implementation and transition period.

**Amendment**

Ross Davidson moved, duly seconded, that the Gracefield Special Committee and the Presbytery of Ottawa continue negotiations and report back to the 126<sup>th</sup> Synod. Amendment defeated.

**Original motion approved.**

**Recommendation No. 2**

Moved by John Wilson, duly seconded, that assuming the revised contract is acceptable to Synod Council, that the GOC director's position be for an initial one year contract, renewable, contingent on the sustained operation of the camp, and to allow for the possibility of the Presbytery of Ottawa accepting management of the camp and being involved in the appointment of the Director. Adopted.

**Recommendation No. 3**

That the committee continue its mandate to examine the administration of Gracefield Camp and Conference Centre, on behalf of Synod for one more year and make recommendations to Synod 2000.

The Financial statements of Gracefield Camp and Conference Centre were placed on a screen, but due to the poor quality of the media, the Court could not adequately read the statements. The Treasurer of GCCC was not present in the court to answer questions, and many members of Synod were disappointed that the transmission of



information was not forthcoming. The photocopier at the church was out of toner which created a problem for distribution of the financial report. The clerk reported that she had not distributed the audited statements of GCCC due to answers pending from the auditors on some of the transactions within the financial statements.

Ian McLean moved, duly seconded, approved, the acceptance of the Report as a Whole.

### **DISSENT**

Ian Victor expressed his dissent

I dissent from the decision of Synod adopting the report of the Gracefield Operating Committee for the following reasons:

1. The Gracefield Operating Committee report makes obvious that the Synod operates in a fashion that denies necessary information being disseminated to members of Synod in a timely enough fashion to make their participation effective, positive, and worthwhile.
2. The Synod financial crisis is obviously so serious that we have been informed that it is too expensive to distribute necessary reports. That puts the entire Synod in an oxymoronic position. We are saying that we cannot afford to do our work effectively, and are thus in a downward spiral. We can't afford to do thing properly – and as things can't be done properly, the morale and financial problems deepen.
3. I will contemplate moving at a future sederunt an overture to General Assembly seeking the dissolution of Synods, as part of the Court Structure of the Church.

### **CONGREGATIONAL LIFE COMMITTEE**

Marlene duCharme moved, duly seconded, that the report of the Congregational Life Committee be received and its recommendations be considered. Approved.

### **Recommendation No. 1**

Marlene duCharme moved, duly seconded, that Synod appoint an adult advisor to work with PYPS.



**NOTICE OF MOTION - Moira Barclay-Fernie**

WHEREAS I have been Clerk of the Presbytery of Montreal for ten years and therefore have attended Synod Council and Synod Meetings over that time and

WHEREAS as time has gone on I have become more and more concerned about the weakened state of Synod which has affected the Synod Council, presbyteries, congregations and ministers and

WHEREAS I have seen the financial problems of the Synod become more and more serious with less and less interest and energy to address them, and the growing apathy of many members

WHEREAS it is now clear that it is becoming more and more difficult to find committed and competent people to staff various positions within Synod, e.g., Treasurer, Convener of the Finance Committee, or Conveners or members of the Synod Fund-Raising Committee and

WHEREAS I now consider the situation serious enough to affect adversely all those connected with it

Moved by, Moira Barclay-Fernie, duly seconded,  
That a Committee made up to four former Moderators of the Synod of Quebec and Eastern Ontario, and others they may choose, be mandated to review the present state of Synod and to make recommendations to help Synod become more efficient and focused. This committee would report to Synod Council by its May 2000 meeting in order to have time to meet with the Council prior to the next meeting of Synod in October 2000.

**Amendment**

Ross Davidson moved, duly seconded, that the committee report to Synod next year. Amendment fails.  
Original Motion adopted.

**CONGREGATIONAL LIFE COMMITTEE**

Lottie Sutherland reported that the PYPS advisory position could feasibly be





covered by a hiring of a Regional Staffing position.

**Recommendation No. 1** ruled out of order at this time.

**Recommendation No. 2**

Moved by Marlene duCharme, duly seconded, That \$1,000 from the 1999 budget (124<sup>th</sup> Synod meeting, p-A17), note 19) be allotted to provide expenses and an honourarium of \$500 for a coordinator. Approved.

**Recommendation No. 3**

Moved by Marlene duCharme, duly seconded, approved, that CLC be given power to issue to obtain a coordinator.

**Recommendation No. 4**

Moved by Marlene duCharme, duly seconded, that Synod approach the General Secretary of the Life and Mission Agency for funds in lieu of Synod Staff salary for the balance of 1999 and for 2000 until a new appointment is made.

Ross Davidson, moved, duly seconded, that Recommendation No. 4 be deferred until after the Regional Staffing Report.

**Recommendation No. 5**

Moved by Marlene duCharme, duly seconded, that a pastoral resource person be appointed to support professional Church Workers active and retired and their families within the Synod. Defeated.

Ross Davidson moved, duly seconded, that this matter be delegated to the Presbyteries. Approved.

**REGIONAL STAFFING**

Motion of Lottie Sutherland, duly seconded, that Regional Staffing Committee be given permission, in consultation with the Synod/Synodical/Life and Mission Agency, to draw up interim job descriptions and to enter into one year contracts to fill two part time positions; one for the Province of Quebec area and the other for the Eastern part of Ontario. (These contracts will be for a period not to extend beyond 31<sup>st</sup> October, 2000). Approved.



Each part time position would be 50-50.

On motion of Lottie Sutherland, duly seconded the report of the Regional Staffing Committee was amended and approved.

**LIFE AND MISSION AGENCY - Ian Morrison**

Ian Morrison emphasized that Regional Staffing in co-operation with the Presbyteries complete a needs assessment - analyze what our needs are before we appoint anyone to those positions. Presbyteries should give input to the Regional Staffing Committee. Ian Morrison would like to visit with Synod Council to discuss these matters further.

**COMMUNICATIONS - Keith Knight**

Keith Knight is developing an e-mail system with the hope that every church in Canada will be electronically hooked up in the new year. The end result of this exercise will provide resources and communication more efficient.

**MISSIONS COMMITTEE**

Larry Paul, duly seconded, moved that his report be received and considered.  
Adopted.

Moved by Larry Paul, duly seconded, that the Grant Requests to Canada Ministries be approved for the year 2000. Deferred.

With a late request from the Presbytery of Quebec the following motion:

Ross Davidson moved, duly seconded, that this matter be referred back to the committee members to report back later. Adopted.

**THE ROBERT FUND**

Larry Paul moved, duly seconded, that the report for the Robert Fund be received and considered. Adopted.

On motion of Larry Paul, duly seconded, the grant requests from the Robert Fund for 2000 were approved.



**THE SYNODICAL WOMEN'S MISSIONARY SOCIETY, W.D.**

Lottie Sutherland presented her report for information emphasizing on W.M.S. aims and objectives: Mission education, finances, children and youth (FLAMES initiative). On motion of Lottie Sutherland, duly seconded, approved, the report was received. Mary Moorehead is the President of the WMS Synodical.

**NOMINATIONS COMMITTEE**

The clerk read the nominations for the following positions:

**Synod Treasurer:** David Milne

**Finance Committee:** David Milne and 5 presbytery treasurers.

**Gracefield Operating Committee:** Helen Beck, Doug Cottrell, James Douglas, Sherry Goldsmith, Sandy Higgs-Nesbit, Nancy Kavanagh, Bill Klempa, Harold Kouwenberg, Rod Lamb, Doug Lee, Anita Mack, Dale MacGregor, Charles Mavor, Mark Nesbitt, Gord Richardson, Shaun Seaman, bob Turbyne, Kelly Youngdale, Rob O'Gorman, Marilyn Carter. Non-voting members - David Milne, Alan Herbert, Dorothy Herbert.

**Missions/Robert Fund:** Larry Paul, conveners from the 5 presbytery Missions Committee, Marc-Henri Vidal.

**The Synod/Synodical Regional Staffing Committee:** Lottie Sutherland, Lois Klempa

**The Resource Team on Sexual Abuse and/or Harassment:** Floyd McPhee, Linda Robinson, Ted O'Neill, Ian MacLean, Joycelyn MacKay, Patrick Healey and others as needed.

**General Assembly Committee to Nominate:** Presbytery of Seaway-Glengarry

**Synod Web-Site Webservant:** Gordon Walford

**Synod Web-Site Oversight Committee:** Cedric Pettigrew, Gordon Walford, Wally Hong

**Synod Representative to Assembly Council:** Marlene duCharme

**Joint Task Force on Fundraising for Synod Debts:** Elizabeth McLean, Lottie Sutherland.

On motion of Cedric Pettigrew, duly seconded, approved that the above nominations be accepted.

Moved by Cedric Pettigrew, duly seconded, approved, that a three persons committee, consisting of Max Shields, Bob Martin, and Moira Barclay-Fernie, be



struck to fill the vacant positions and be given power to issue.

### **SYNOD FINANCE - BUDGET 2000**

Moved by Ian Victor, duly seconded, that the budget for 2000 as amended be adopted.

#### **Amendment**

Marc Henri-Vidal moved that the Presbytery assessments be frozen for the 2000 budget at the 1999 levels and that the convenor of Synod Finance arrange a meeting of the Presbytery conveners of finance as soon as possible to decide how the budget will be balanced. Amendment is defeated.

### **ADJOURNMENT**

The moderator called upon Bert deBruin to adjourn the meeting with prayer and blessing upon the Supper.

### **FOURTH SEDERUNT**

After the Supper hour the moderator reconvened the meeting with prayer.

### **SYNOD FINANCE - BUDGET 2000 (continued)**

Cedric Pettigrew encouraged the court to seriously address the Emergency Appeal letter that was circulated by Synod Council.

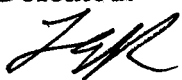
Ian MacLean suggested that the Clerks of the Presbytery should receive the letter of emergency appeal in order that it brought to the attention of the Presbyteries.

#### **Amendment to Ian Victor's motion**

Moved by Sandy McCuan, duly seconded, that the Budget for the year 2000 be adopted, and that the loan with the Trustee Board be examined to see if it can be renegotiated, and reduce the assessments accordingly.

#### **Amendment to the Amendment**

Moved by Cedric Pettigrew, duly seconded, that we defer budgeting \$5,000 to Camp d'action biblique and express our sympathy, informing the Camp committee that because of budget restraints we will look at it next year. The amendment was Defeated.



**Amendment to the Amendment**

Moved by Gord Walford, duly seconded, that \$12,000 be shifted from assessments in the year 2000 to fundraising line item. The amendment was Defeated.

The original motion made by Ian Victor was adopted.

**MISSIONS COMMITTEE**

Larry Paul reported that the Committee met and changes were made to the grant requests. The revised grant requests were adopted.

Moved by Larry Paul, duly seconded, that the Report of the Whole be adopted as amended. Approved.

**RESOURCE TEAM**

Floyd reported the Resource Team's goals for the year 1999 as follows:

1. To meet as a Resource Team in the Spring and Fall to deal with any business items:
  - to discuss and plan how to be helpful to Synod, Presbyteries and Congregations;
  - to share with each other our reading on sexual abuse and harassment issues.
2. To be available to Presbyteries, Congregations, Gracefield Camp and individuals for consultation.
3. To make a presentation to Synod in the year 2000.
4. To send a Resource Team member to a training workshop on prevention of clergy misconduct sometime in 2000.
5. To promote training in Presbyteries and congregations on Sexual/Harassment issues.

**THE COMMITTEE TO EXAMINE THE MINUTES OF PRESBYTERY AND SYNOD COUNCIL**

Cedric Pettigrew presented the report.

On motion of Cedric Pettigrew, duly seconded, approved, the Minutes of the Presbytery of Seaway-Glengarry, Montreal and Ottawa be attested as neatly and



**Synod of Quebec and Eastern Ontario - Minutes**  
**October 14 and 15, 1999**

correctly kept and that the Minutes of the Presbytery of Quebec, Lanark & Renfrew and Synod Council minutes to attested as neatly kept, cum nota.

**COMMITTEE ON THE ROLL AND LEAVE TO WITHDRAW**

On motion of the clerk, duly seconded, and approved, the ministers/elders who requested the committee to consider their request were granted permission.

**COMMITTEE ON COURTESIES**

Moved by Ross Davidson, duly seconded, approved the following record of thanks:

Thanks begin with sincere appreciation noted to the Synod Clerk and Business Committee for arranging Registration and Reception well in advance of the 7:00 p.m. hour of Worship. Also to Grace Scott and Susan Hibbett for ably handling those arrangements during that period and at additional times as well. That worship was graciously conducted by our host, the Rev. Ian MacLean with a timely note of encouragement in his sermon. Sincere thanks also to the organist, Mr. Eugene Janssen and to the elders of St. Andrew's who served during the sacrament of Communion.

The regrettable inability of the scheduled guest speaker to address the court was handled on very short notice by the inimitable and celebrate globe-sailing, Scot, expatriate, Angus MacKinnon.

The moving account of his rejuvenated faith in the Saviour during his trans-Atlantic sailing will long be remembered. The evening period of fellowship and its very generous supply by our hosts was most welcome and certainly met the stated goal for such "family time" as set by the Synod.

**SPECIAL THANKS TO:**

1. Women's group of St. Andrew's
2. Saturday morning worship leader, Bert duBruijn and his musician.

Ross Davidson, moved, duly seconded that Synod return to a Friday-Saturday format.

A standing count was taken and the motion was adopted.





**Synod of Quebec and Eastern Ontario - Minutes**  
**October 14 and 15, 1999**

**NEXT SYNOD MEETING**

The next meeting of Synod is set for the Friday, October 20, and Saturday, October 21, 2000 somewhere within the Presbytery of Ottawa.

**MOTION TO ADJOURN**

On motion of Ian McLean the Synod was adjourned with prayer.



Clerk

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Moderator



## APPENDIX

### 1999 Appendices: Roll of the Synod as at October 1, 1999

#### 1. PRESBYTERY OF QUEBEC

**Ministers:** Ross Davidson, Scott Emery, M. Rene Paquin, Blake Walker.

**Elders:** Roberta Branion, Donald Campbell, Raymond Dempsey, Vivian Johnston, Robert Nicholson, George McDougall, Rose Oakley.

#### 2. PRESBYTERY OF MONTREAL

**Ministers:** Nader Awad, Ronald Benty, Cirric Chan, Roberta Clare, Lynne Donovan, James Douglas, Ian Fraser, Arthur Iarerra, R. L. Inglis, Coralie Jackson-Bissonnette, Katherine Jordan, Barry Mack, William Manson, John McPhadden, Jean Porret, Joseph Reed, Paul Scott, Daniel Shute, Peter Szabo, Hui-Chi Tai, Richard Topping, Marc-Henri Vidal, John Vissers, Glynis Williams, John Wu.

**Ministers on the Appendix:** J.S.S. Armour, Gordon Bannerman, Maurice Bergeron, Laslo Dienes, Jacqueline Frioud, Alice Iarrera, William Klempa, Harry Kuntz, Thomas Kurdyla, David Lefenesky, A. Ross Mackay, Ronald Mahabir, Patrick Maxham, Sam McLauchlan, J.C. McLelland, Wayne Menard, Don Neil, John A. Simms, William Woo and Joan Kristensen.

**Elders:** Jean Armstrong, Gerald Auchinleck, Moira Barclay-Fernie, Robert Barr, Virginia Bell, Jean Bennett, Young Cha, Joseph Chuno, Ann Cihelka, Dan De Silva, Kay Farquharson, Gamal Hanna, Henry Hannah, K. Hutcheon, Robert Jensen, John Kerner, John Kerner, Peter Kerr, Robert Koffend, David Lambert, Ian Macdonald, Verna Medina, Barry F. Milz, Alfred Mudoh, Earl Orr, W. R. Page, Marg Shipprack, George Slater, Edna Thompson, Amos Tsay, Elizabeth Turnbull, Warren Wong.

#### 3. PRESBYTERY OF SEAWAY-GLENGARRY

**Ministers:** John Crowdis, Bert de Bruign, Greg Blatch, Marion Johnston, David Jones, Ian MacLean, Ian MacMillan, Robert Martin, Edward (Ted) O'Neill, Fred Rennie, Revs. Alison and Brian Sharpe.

**Elders:** Delburn Baker, Carolyn Barclay, Norma Bowers, Gordon Campbell, Reginald Evans, William Fleming, Shirley Folkard, Stanley Kemp, Ann Langabeer, David Lewis, John MacDonald, Judy Messenger, Mary Moorhead, Art Munro, Margaret Newton, Shelley Prins, Margaret Reynolds, Alford Ross, Don Wilson.

**Diaconal Minister:** Susan Clarke, Athalie Read, Evelyn Walker.

**Ministers on the Appendix:** Malcomb Caldwell, Allan Duncan, Heather Jones, Alex Morrison, Samuel Kennedy, Samuel Livingstone, D. Ross MacDonald, Wallace MacKinnon, Rev. D.N. MacMillan, Rev. Alex Morrison, Phil Schissler, Howard Smith, Lloyd Smith, Jack Urquhart, Jacob Vanderwal.

## APPENDIX

### 1999 Appendices: Roll of the Synod as at October 1, 1999

#### 4. PRESBYTERY OF OTTAWA

**Ministers:** Jack Archibald, Anthony Boonstra, John Fair, Daniel Forget, Ian Gray, Stephen Hayes, Wally Hong, Andrew Johnston, Desmond McConaghy, Floyd McPhee, Alex Mitchell, Cedric Pettigrew, Gerald Sarcen, Shaun Seaman, MacArthur Shields, James Statham, Catherine Victor, Ian Victor, Steven Webb, Charlene Wilson, John Wilson.

**Elders:** John Bieler, Michael Boroczki, Eileen Brown, Marlene duCharme, Marilyn Easterbrook, Peter Finlay, Joan Forsythe, Charles Glennie, Norman Hill, William Keith, Lorna Lee, C. Jean Phillips, Joan Sampson, Doreen Saunders, Brian Schacht, Gordon Walford, Peter Winter.

**Diaconal Ministers:** Donna McIlveen.

**Ministers/Diaconal Ministers on the Appendix:** Margaret Boyd, Elizabeth Campbell, Mary Campbell, Kolman Gondo, Dorothy Herbert, James Peter Jones, Hamish M. Kennedy, Joyce Knight, Ellen Lemen, Wiloboughy Lemen, Samuel Livingston, Wendy McConney, Elizabeth McCuaig, D. Garry Morton, Dorothy Nekrassoff, Wm. Nesbitt, Arlene Onuoham, Arthur Pattison, James Philpott, Robert Sanford, James Sauer, Willis Sayers, Leslie Smith, Edward Stevens, James Thompson, Gordon Williams, Margaret Williams, Peter Wotherspoon, Ernest Zugor.

#### 5. PRESBYTERY OF LANARK & RENFREW

**Ministers:** James Ferrier, Milton Fraser, Hugh Jack, Harold Kouwenberg, Rob Lamb, Larry Paul, Linda Robinson, Ruth Syme, Patricia Van Gelder, J. Edward Wiley.

**Elders:** Barbara Caldwell, Frank Cameron, Harriet Riddell, Barbara Edmonds, Betty Gutz, Sandy McCuan, Steve McGregor, Gord Mackay, Charles Mavor, Margaret Miller, Robert Tourangeau, Robert Sutherland.

**Ministers on the Appendix:** J.J. Edmiston, Patricia Elford, Robert Elford, T.A. Hay, Lyle Sams, S.R. Thompson.

## APPENDIX

### Synod of Quebec and Eastern Ontario Changes affecting the Roll of Synod - 1999

#### THE PRESBYTERIAN CHURCH IN CANADA THE SYNOD OF QUEBEC AND EASTERN ONTARIO

#### CHANGES AFFECTING STUDENTS, PROFESSIONAL CHURCH WORKERS AND CONGREGATIONS

AS AT OCTOBER 14, 1999

#### STUDENTS RECEIVED AS CANDIDATES FOR MINISTRY

##### **PRESBYTERY OF MONTREAL**

Nancy Carle, January 19, 1999

Jules Nocban, certified February 16, 1999, May 26, 1999

Paul Ku, certified May 18, 1999

##### **PRESBYTERY OF OTTAWA**

Rev. Charles Kahumbu - November 17, 1998 (Charles has already been approved as a Candidate for Ministry by the Committee on Education and Reception subject to completion of additional study. This Certification was done to facilitate his work at the Presbyterian College.)

David Chin, January 19, 1999

#### CANDIDATES CERTIFIED FOR ORDINATION

##### **PRESBYTERY OF MONTREAL**

Jules Nocban, May 26, 1999

##### **PRESBYTERY OF SEAWAY-GLENGARRY**

Susan Clarke, April 20, 1999

#### ORDINATIONS

##### **PRESBYTERY OF OTTAWA**

Linda Paquette, September 27, 1998

#### RECEPTION FROM OTHER DENOMINATIONS

##### **PRESBYTERY OF MONTREAL**

Ron Mahabir, May 18, 1999

Nader Awad, June 15, 1999

## APPENDIX

### Synod of Quebec and Eastern Ontario Changes affecting the Roll of Synod - 1999

#### INDUCTIONS

##### **PRESBYTERY OF MONTREAL**

Nader Awad, Maisonneuve-St.Cuthberts, September 19, 1999

##### **PRESBYTERY OF SEAWAY-GLENGARRY**

Ian MacLean, St. Andrew's, Prescott & St. Andrew's - Knox, Spencerville, September 7, 1997  
Edward (Ted) O'Neill, St. Andrew's, Maxville: Knox, Moose Creek; Gordon, St.Elmo, September 28, 1997

##### **PRESBYTERY OF OTTAWA**

Alex M. Mitchell, September 2, 1998, St. Timothy's Ottawa  
Daniel Forget, September 4, 1998, Gloucester Church, Ottawa  
John L. (Jack) Archibald, January 10, 1999, St. Paul's Church, Ottawa  
Andrew Johnston, January 31, 1999, St. Andrew's Church, Ottawa

##### **PRESBYTERY OF LANARK & RENFREW**

David Nicholson, September 20, 1998, First Church, Pembroke  
Milton A. Fraser, March 7, 1999, St. Andrew's, Amprior  
James Ferrier, Almonte

#### APPOINTMENTS/ RECOGNITIONS

##### **PRESBYERY OF SEAWAY-GLENGARRY**

Samuel J. Livingstone, St. Andrew's, Oxford Mills, February 1, 1998.  
Lloyd R. Smith, St. Matthew's, Ingleside, February 17, 1998

#### DESIGNATION OF OVERSEAS MISSIONARIES

##### **PRESBYTERY OF SEAWAY-GLENGARRY**

Heather L. Jones, Knox, Oshawa, Malawi, January 1, 1998

#### MINISTERS OF WORD AND SACRAMENT PLACED ON THE CONSTITUENT ROLL

##### **PRESBYTERY OF MONTREAL**

Nader Awad, September 19, 1999  
John Vissers, July 6, 1999

##### **PRESBYTERY OF LANARK AND RENFREW**

David Nicholson, from the Presbytery of Grey-Bruce-Maitland, September 20, 1999  
Milton A. Fraser from the Presbytery of Superior, March 7, 1999  
James Ferrier, from the Presbytery of Superior

#### LEAVE OF ABSENCE

##### **PRESBYTERY OF MONTREAL**

The Rev. Nicholas Athanasiadis, September 8, 1998 to November 22, 1998



## APPENDIX

### Synod of Quebec and Eastern Ontario Changes affecting the Roll of Synod - 1999

#### TRANSITIONS

##### **PRESBYTERY OF MONTREAL**

Michelle McVeigh to Presbytery of Pictou, October 26, 1998  
Andrew Johnston to Presbytery of Ottawa, December 31, 1998  
Young Huem Ohm to Presbytery of Han-Ca East, March 16, 1999  
Nicolas Athanasiadis to Presbytery of East Toronto, August 31, 1999

##### **PRESBYTERY OF SEAWAY-GLENGARRY**

Michelle McVeigh, to Presbytery of Montreal, March 8, 1998  
Leslie Walker, to Presbytery of Brandon, September 7, 1997  
James T. McVeigh, to Presbytery of Pictou, October 29, 1998  
Jeffrey E. Smith, to Presbytery of Temiskaming, November 15, 1998

##### **PRESBYTERY OF LANARK AND RENFREW**

Grant Wilson, to the Presbytery of Westminster, August 1998  
Leo Hughes to Angus Presbytery, Church of Scotland, October 1998

#### RESIGNATIONS

##### **PRESBYTERY OF MONTREAL**

David Lefneskie, Eglise St. Luc, December 31, 1998  
Patrick Maxham, June 15, 1999

#### RETIREMENTS

##### **PRESBYTERY OF MONTREAL**

Don Neil, December 31, 1998  
J.S.S. Armour, December 31, 1998  
William Klempa, July 6, 1999 backdated to 30<sup>th</sup> June for administrative reasons

##### **PRESBYTERY OF SEAWAY-GLENGARRY**

Lloyd R. Smith, June 30, 1998  
Marion Johnston, MAY 31, 1999

##### **PRESBYTERY OF OTTAWA**

D. Garry Morton, September 1, 1999  
Desmond McConaghy, December 31, 1999

#### ADDED TO APPENDIX

##### **PRESBYTERY OF MONTREAL**

Wayne Menard, September 15, 1998  
David Lefneski, December 31, 1998  
Don Neil, December 31, 1998  
J.S.S. Armour, December 31, 1998  
Ronald Mahabir, May 18, 1999  
Patrick Maxham, June 15, 1999



**Synod of Quebec and Eastern Ontario**  
**Changes affecting the Roll of Synod - 1999**

**PRESBYTERY OF LANARK & RENFREW**  
 William Van Gelder, March 21, 1998

**CHANGE OF STATUS OF CONGREGATIONS**

**PRESBYTERY OF MONTREAL**

Ephriam Scott Memorial - single charge as from June 6, 1999  
 Robert Campbell Memorial - single charge as from June 6, 1999.  
 Chinese Church of Montreal - from two minister charge to one minister charge, September 21, 1999

**PRESBYTERY OF SEAWAY**

St. Andrew's Prescott joined with St. Andrew's, Spencerville to form a two-point charge, October 1, 1996.  
 Knox, Iroquois joined with St. Andrew's & St. James', Cardinal to form a two-point charge, January 1, 1997  
 St. James' - St. Andrew's, Gravel Hill joined with St. Andrew's, Avonmore and Knox-St. Luke's, Finch to form a three-point charge, November 17, 1998  
 St. Paul's, Winchester, Knox, Mountain and St. Andrew's, South Mountain joined to form a three-point charge, April 20, 1999.

**CONSTITUTION OF NEW CONGREGATIONS**

**PRESBYTERY OF MONTREAL**

Chambit Presbyterian Church, Montreal, May 2, 1999

**DEDICATION OF CHURCH BUILDING**

**PRESBYTERY OF SEAWAY-GLENGARRY**

St. Andrews's and St. James', Cardinal, office, washroom, and hall, October 25, 1998

**AMALGAMATION OF CONGREGATIONS**

**PRESBYTERY OF MONTREAL**

Robert Campbell Memorial and Montreal Taiwanese Presbyterian Church, June 13, 1999

**PRESBYTERY OF SEAWAY-GLENGARRY**

St. Andrew's, Monkland with St. James', Gravel Hill for form the congregatoin named St. James'-St. Andrew's, Gravel Hill, September 1, 1998.

**DISSOLUTIONS OF CONGREGATIONS**

**PRESBYTERY OF MONTREAL**

Tyndale Presbyterian Church, Montreal, May 16, 1999  
 St. Matthew's Presbyterian Church, Montreal, June 20, 1999

## APPENDIX

### Synod of Quebec and Eastern Ontario Changes affecting the Roll of Synod - 1999

William Klempa, July 6, 1999

#### **PRESBYTERY OF SEAWAY-GLENGARRY**

Heather Jones, February 17, 1998

Lloyd R. Smith, September 15, 1998

Marion Johnston, June 15, 1999

#### **PRESBYTERY OF OTTAWA**

Wayne Dawes, September 15, 1998

Desmond McConaghy, September 1, 1999

D. Garry Morton, September 1, 1999

Duncan S. Kennedy, April 22, 1999

#### **PRESBYTERY OF LANARK & RENFREW**

John Scott, February 1999

Robert Hill, April 1999

Harold Kouwenberg, May 1999

### REMOVED FROM THE APPENDIX TO THE ROLL

#### **PRESBYTERY OF MONTREAL**

Young Huem Ohm, March 16, 1999

Elizabeth Graham, April 10, 1999

Wayne Menard, April 10, 1999

Thomas Kurdyla, May 18, 1999

Wayne Menard, September 30, 1999

### CERTIFICATES GRANTED

#### **PRESBYTERY OF MONTREAL**

Wayne Menard, April 20, 1999

#### **PRESBYTERY OF SEAWAY-GLENGARRY**

Leslie Ujj, September 15, 1998

#### **PRESBYTERY OF OTTAWA**

Jo-Anne Symington (Nichols), June 16, 1998

Harold H.A. Kouwenberg, October 18, 1998

Desmond McConaghy, September 15, 1998

John Scott, November 17, 1998

Ellen Lemen, April 21, 1999

Wiloboughy Lemen, April 21, 1999

### MEMORIALS/DEATH IN THE MINISTRY

#### **PRESBYTERY OF MONTREAL**

Elizabeth A. Graham, April 10, 1999

#### **PRESBYTERY OF SEAWAY-GLENGARRY**

Alex J. Morrison, February 18, 1999

## THE SYNOD OF QUEBEC AND EASTERN ONTARIO

## CLERK OF SYNOD

## APPENDIX 7

## JOB DESCRIPTION

**Appointment**

The Clerk is appointed for a three year term, and may be re-appointed. It is understood that the re-appointment of the Clerk for a three year term may be continued with no compulsory retirement obligation.

**Qualifications**

The Office of Clerk may be held by one who is not a member of the court. However it is preferable for the Clerk to be an ordained minister diaconal minister or ruling elder. The Office requires administrative skills and the ability to hear what others are saying. The Clerk is the servant of the court and is there to provide guidance as requested. The Clerk must have a broad knowledge and understanding of the Book of Forms and be able to give procedural suggestions to the Moderator during meetings of the court. Outside the court, the Clerk must be able to answer questions pertaining to the Book of Forms as it applies to the life and work of the Church within the bounds of the Synod. The Clerk must be computer literate and prepare all minutes, agendas, correspondence, etc. by computer.

**Responsibilities:**

The duties of the Clerk are as outlined in the Book of Forms sections 20 to 24, 262 and 264.

In addition, the Clerk:

- is secretary to the Synod Council which normally meets four times per year in addition to any meeting that is held during the time Synod is in session;
- shall, as least one month prior to the annual meeting of Synod, request presbyteries to submit their up-to-date Roll (including the Appendix), which when combined becomes the Roll of Synod;
- shall, in April of each year, request from presbyteries changes affecting their roll and, by the middle of May, send to the Clerks of Assembly such information from these reports as requested by them;
- shall, prior to the annual meeting of Synod request presbyteries to submit their nominations for Moderator of Synod;
- shall, at least three weeks prior to the meeting of Synod, notify all members of Synod of the date, place, and time of all regularly scheduled meetings of the Synod and send to them pertinent information (i.e. arrangements, accommodation, etc.);
- is responsible for standing committee reports to Synod are printed and distributed three weeks prior to the meeting of Synod;
- is responsible, with the assistance of a sub-committee of the Synod Council, for the detailed arrangements for each meeting of Synod;
- shall keep the record of proceedings for meetings of the Synod and Synod Council and

shall transmit annually to the General Assembly the minutes of Synod meetings;

- is responsible for arranging for the printing and distribution of the minutes of Synod and of Synod Council, including one copy to the Archives of The Presbyterian Church in Canada;
- receives and acknowledges correspondence and other documentation intended for the Synod or Synod Council, insures that it is placed on the appropriate agenda and, in writing, informs concerned the decisions of the Synod or Synod Council;
- shall preserve all papers belonging to the Synod;
- shall give certified extracts from the minutes when instructed by the court or when the nature of business requires that they be given;
- normally serves as a consultant to Commissions appointed by Synod;
- is called upon, is a consultant to those within the bounds of Synod who have questions regarding the practice and procedure of the Church or who are seeking general information. The Clerk may also be called upon by others from outside the Church seeking similar information.

Secretarial Assistance

There is no provision for secretarial assistance.

Remuneration

The Synod pays an annual honorarium to the Clerk. Normal costs involved in the purchase of stationary, supplies, the printing of agendas and minutes, postage and travel to meetings are provided within the Synod budget.



## APPENDIX

### SYNOD OF QUEBEC AND EASTERN ONTARIO CLERK OF SYNOD TASKS PERFORMED AND HOURS GIVEN

TASKS	YEARLY HOURS GIVEN
<b><u>YEARLY</u></b>	
1. Collate information from Presbyteries re: Changes to the Roll; Submit to Clerks of Assembly	8
2. Collate information from Synod Council and committees to distribute to Members of Synod	40
3. Organizing Synod meeting	15
4. Assisting Synod Council and other committees	20
5. Typing, arranging and printing of Synod minutes	80
6. Mailing to Synods and Clerks of Assembly	8
7. Recording Keeping	30
8. Attending Synod and minute taking	16
9. Maintaining the Roll of Synod	8
<b><u>QUARTERLY</u></b>	
1. Typing letters, E-mails, Faxing, minutes re Synod Council	40
2. Submission of expenses/budget to Finance Committee	10
3. Meetings	16
4. Correspondence Log	8
5. Arranging of Synod Council meetings and photocopying	15
6. Typing and arranging mailings to Synod Council members	40
7. Maintenance of files	10
8. Travel to meetings	20
<b><u>DAILY</u></b>	
1. Telephone log, telephone calls, etc.	10
<b><u>OTHER</u></b>	10
1. Clerk's Consultation (every two years)	<u>100</u>
<b>TOTAL HOURS GIVEN TO TASKS</b>	<b>504</b>

**L'EGLISE PRESBYTERIENNE AU CANADA**  
**Le Synod du Québec et de l'Est de l'Ontario**

**THE PRESBYTERIAN CHURCH IN CANADA**  
**The Synod of Quebec and Eastern Ontario**

**BUDGET**

	Budget 1998	Actual 1998	Budget 1999	Budget 2000
<b>Receipts</b>				
<b>Presbytery Assessments</b>				
Québec	\$2,961	\$2,961	\$2,275	\$2,985
Montréal	21,441	21,441	22,480	29,491
Seaway-Glengarry	12,939	12,939	11,607	15,227
Ottawa	20,919	20,919	20,146	26,430
Lanark & Renfrew	10,100	10,100	8,638	11,332
<b>Total Assessments</b>	<b>\$68,360</b>	<b>\$68,360</b>	<b>\$65,146</b>	<b>\$85,465</b>
 Fund raising	 \$12,000	 \$12,000	 \$12,000	
Synod meeting	450	375	300	\$300
Projected Surplus			4,542	
<del>PCC/WMS grants for Area Education</del>				
<del>Consultant function</del> <i>Regional staffing grants PCC/WMS from</i>	59,862	59,862	59,862	87,362
<b>Total Receipts</b>	<b>\$140,672</b>	<b>\$140,597</b>	<b>\$141,850</b>	<b>\$173,127</b>
 <b>Disbursements</b>				
<b>Administration</b>				
Synod Meeting	\$4,800	\$4,500	\$4,300	\$4,300
Minutes	950	1,034	900	900
Host and Miscellaneous Expenses	450	450	450	450
<b>Disbursements sub-total</b>	<b>\$6,200</b>	<b>\$5,984</b>	<b>\$5,650</b>	<b>\$5,650</b>
 <b>Honoraria</b>				
Clerk	\$1,600	\$1,600	\$1,600	\$1,600
Treasurer	800	800	800	800
Audit/review	100	100	100	100
<b>Honoraria sub-total</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>
 <b>Clerk's Office</b>				
Photocopying, postage, communication	\$1,000	\$800	\$800	\$800
Liability insurance	860	860	900	850
Conference	500	500		500
Bank/cheque expenses	40	87	40	40
<b>Clerk's Office sub-total</b>	<b>\$2,400</b>	<b>\$2,247</b>	<b>\$1,740</b>	<b>\$2,190</b>

Disbursements (continued)	APPENDIX			
	Budget 1998	Actual 1998	Budget 1999	Budget 2000
<b>Committee Expenses</b>				
Synod Council	\$1,200	\$1,552	\$1,200	\$1,200
Congregational Life	400	175	1,300	1,600
Mission/Outreach	375	267	375	375
Resource team on sexual abuse/harassment	525	300	2,533	3,800
Finance	400	400	500	500
Gracefield Special Committee	1,000			
Gracefield Operating Committee	750			
Regional Staffing	500	325	500	3,100
Area Educational Consultants	62,489	61,280	59,862	87,362
<b>Committee Expenses sub-total</b>	<b>\$67,639</b>	<b>\$64,299</b>	<b>\$66,270</b>	<b>\$97,937</b>
<b>Programme costs and Mission related grants</b>				
Gracefield Camp & Conference Centre	\$38,000	\$38,000	\$37,000	\$34,000
Gracefield loan repayment	16,500	16,500	17,500	22,500
Gracefield audit contribution	2,000	2,000		
Camp d'action biblique	1,000	1,000	1,000	1,000
CGIT			250	250
PYPS	1,200		1,000	2,600
Canada 2000				2,000
Youth conference fund a)	1,600	1,500	1,400	
Youth conference fund b)		100	1,000	1,000
Vie chrétienne	1,500	1,500	1,500	1,500
<b>Programme costs and Mission related grants sub-total</b>	<b>\$61,800</b>	<b>\$60,600</b>	<b>\$60,650</b>	<b>\$64,850</b>
<b>Reserve funds</b>	\$500	\$500	<del>\$2,000</del>	
<b>Miscellaneous</b>	1,260		2,000 4,400	
<b>Total Disbursements</b>	<b>\$142,299</b>	<b>\$136,130</b>	<b>\$140,810</b>	<b>\$173,127</b>
<b>Deficit/Surplus</b>	<b>(\$1,627)</b>	<b>\$4,467</b>	<b>\$1,040</b>	<b>\$0</b>

## APPENDIX

L'EGLISE PRESBYTERIENNE AU CANADA  
Le Synod du Québec et de l'Est de l'Ontario

THE PRESBYTERIAN CHURCH IN CANADA  
The Synod of Quebec and Eastern Ontario

**Statement of Receipts and Disbursements**  
**As at 30 September 1999**

	Budget 1998 Annual	Actual 1998 Annual	Budget 1999 Annual	Actual to 30 September 1999	Projected to 31 December 1999
<b>Receipts</b>					
<b>Presbytery Assessments</b>					
Québec	\$2,961	\$2,961	\$2,275	\$2,275	\$2,275
Montréal	21,441	21,441	22,480	16,860	22,480
Seaway-Glengarry	12,939	12,939	11,607	9,000	11,607
Ottawa	20,919	20,919	20,146	20,146	20,146
Lanark & Renfrew	10,100	10,100	8,638	7,000	8,638
<b>Total Assessments</b>	<b>\$68,360</b>	<b>\$68,360</b>	<b>\$65,146</b>	<b>\$55,281</b>	<b>\$65,146</b>
Fund raising (See note below)	\$12,000	\$12,000	\$12,000	\$3,474	\$3,474
Synod meeting	450	375	300		300
Surplus from 1998			4,542	4,467	4,467
PCC/WMS grants for Area Education Consultant function	59,862	59,862	59,862	47,349	47,349
Donations for Meals - Council and Committees				98	98
Goods & Services Tax Refund Received				480	480
<b>Total Receipts</b>	<b>\$140,672</b>	<b>\$140,597</b>	<b>\$141,850</b>	<b>\$111,149</b>	<b>\$121,314</b>
<b>Disbursements</b>					
<b>Administration</b>					
Synod Meeting	\$4,800	\$4,500	\$4,300	\$350	\$4,300
Minutes	950	1,034	900	658	900
Host and Miscellaneous Expenses	450	450	450		450
<b>Disbursements sub-total</b>	<b>\$6,200</b>	<b>\$5,984</b>	<b>\$5,650</b>	<b>\$1,008</b>	<b>\$5,650</b>
<b>Honoraria</b>					
Clerk	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600
Treasurer	800	800	800	400	800
Audit/review	100	100	100	100	100
<b>Honoraria sub-total</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,100</b>	<b>\$2,500</b>
<b>Clerk's Office</b>					
Photocopying, postage, communication	\$1,000	\$800	\$800	\$31	\$800
Liability insurance	860	860	900	731	731
Conference	500	500			
Computer Expenses				710	710
Bank/cheque expenses	40	87	40		40
<b>Clerk's Office sub-total</b>	<b>\$2,400</b>	<b>\$2,247</b>	<b>\$1,740</b>	<b>\$1,472</b>	<b>\$2,281</b>

**Note:** Fund Raising projection to 31 Dec 1999 held at \$3,324 pending action from the Synod's churches. Fund raising was limited to the first five months of the year. Fund raising by the end of December can eliminate the projected deficit and will ensure that the debt incurred for Gracefield Camp & Conference Centre can be eliminated on schedule.

## APPENDIX

	Budget 1998 Annual	Actual 1998	Budget 1999	Actual 1999 to 31 August 1999	Projected to 31 December 1999
<b>Disbursements (continued)</b>					
<b>Committee Expenses</b>					
Synod Council	\$1,200	\$1,552	\$1,200	\$534	\$1,200
Congregational Life	400	175	1,300	454	<u>1,300</u>
Mission/Outreach	375	267	375	144	375
Resource team on sexual abuse/harassment	525	300	2,533	2,149	2,533
Finance	400	400	500	189	500
Gracefield Special Committee	1,000			81	121
Gracefield Operating Committee	750				
Regional Staffing	500	325	500	86	500
Area Educational Consultant	61,280	61,280	59,862	52,942	52,942
Area Educational Consultant - Study Leave				1,000	1,000
<b>Committee Expenses sub-total</b>	<b>\$66,430</b>	<b>\$64,299</b>	<b>\$66,270</b>	<b>\$57,579</b>	<b>\$60,471</b>
 <b>Programme costs and Mission related grants</b>					
Gracefield Camp & Conference Centre	\$38,000	\$38,000	\$37,000	\$37,000	\$37,000
Gracefield loan repayment including interest	16,500	16,500	17,500		17,500
Gracefield audit contribution	2,000	2,000			265
Camp d'action biblique	1,000	1,000	1,000	1,000	1,000
CGIT			250		250
PYPS	1,200		1,000		1,000
Youth conference fund a)	1,600	1,500	1,400		1,400
Youth conference fund b)		100	1,000		1,000
Vie chrétienne	1,500	1,500	1,500	1,500	1,500
<b>Programme costs and Mission related grants sub-total</b>	<b>\$61,800</b>	<b>\$60,600</b>	<b>\$60,650</b>	<b>\$39,500</b>	<b>\$60,915</b>
 <b>Reserve funds</b>	<b>\$500</b>	<b>\$500</b>	<b>\$2,000</b>		<b>\$2,000</b>
<b>Miscellaneous</b>	<b>1,260</b>		<b>2,000</b>		<b>2,000</b>
 <b>Total Disbursements</b>	<b>\$141,090</b>	<b>\$136,130</b>	<b>\$140,810</b>	<b>\$101,659</b>	<b>\$135,817</b>
 <b>1998 Surplus</b>		<b>\$4,467</b>			
 <b>1999 Surplus to 30 Sep 1999</b>				<b>\$9,490</b>	
 <b>1999 Deficit to 31 Dec 1999</b>					<b>(\$14,503)</b>

Note: Goods & Services Refund Receivable to date for 1999 is \$112.65

## APPENDIX

**L'EGLISE PRESBYTERIENNE AU CANADA**  
**Le Synod du Québec et de l'Est de l'Ontario**

**THE PRESBYTERIAN CHURCH IN CANADA**  
**The Synod of Quebec and Eastern Ontario**

<b>Synod Debt for Gracefield Camp &amp; Conference Centre pre-1997 Debts</b>	
Received through Presbyterian Church in Canada (PCC)	\$65,000.00
Paid to PCC in 1997 & 1998	\$26,000.00
<b>Balance Owing</b>	<b>\$39,000.00</b>
Received from St. Andrew's & St. Paul's, Montréal	\$15,000.00
Paid to St. Andrew's & St. Paul's	
<b>Balance Owing</b>	<b>\$15,000.00</b>
Received from St. Andrew's, St. Lambert	\$5,000.00
Paid to St. Andrew's, St. Lambert	
<b>Balance Owing</b>	<b>\$5,000.00</b>
<b>Total Balance Currently Outstanding</b>	<b>\$59,000.00</b>
<b>Received for Gracefield Debt in 1999</b>	
Donations from St. Andrew's, Kars	\$1,000.00
Lottie Sutherland Campaign, received through GCCC	2,172.60
Lotties Sutherland Campaign, received through Lottie	151.50
Erskine Presbyterian Session, Ottawa	150.00
<b>Received to Date in 1999 (not yet applied to loans)</b>	<b>\$3,474.10</b>

**APPENDIX****SYNOD OF QUEBEC AND EASTERN ONTARIO  
GRACEFIELD SPECIAL COMMITTEE REPORT  
October 1999****MANDATE:**

Our mandate as adopted by the 1998 Synod of Quebec and Eastern Ontario was to enter into discussion, on behalf of the Synod, with the Presbytery of Ottawa, asking them "to assume general management of Gracefield Camp and Conference Centre."

**MEMBERSHIP**

The membership of the committee is made up of the Rev. Andrew Johnston (Ottawa), the Rev. Blake Walker- corresponding (Quebec), the Rev. John Wilson (Ottawa), Mr. Sandy McCuan (Lanark and Renfrew), Mrs. Mary Moorhead (Seaway-Glengarry), and Ms. Moira Barclay-Fernie (Synod Council). Mr. Norm Inglis (Ottawa) continues as an ex-officio member.

**PREAMBLE**

Our committee wishes to note at the beginning of this report the many positive issues that now surround Gracefield Camp and Conference Centre. We note that the last three years have been quite positive with the books being balanced for the last two audited years. We note the positive influence that Gracefield has been having upon youth and adults alike over the past few years. And we wish to note the stable environment that is present at Gracefield.

We also note that much time, and talent, and hard work has continued to be given to Gracefield Camp and Conference Centre (GCCC), by many people, all to the glory of God and in furtherance of our mission front at this location.

We also note the financial generosity of many people and specifically the generous and substantial contribution of one individual who has significantly boosted the main mission of the camp. We recognise that this contribution greatly assists the main mission of camp, but does not contribute to the overall financial viability of the camp, which has an integrity apart from this generous contribution.

**PROCEDURE**

Our committee waited until we had received the final, audited, 1998 financial information on the status of Gracefield camp and conference centre before meeting. Consequently, we first met with the Presbytery of Ottawa's Committee

## APPENDIX

on Gracefield on June 2nd, 1999 to present to them our Proposal for Re-organisation as a basis for discussion.

This proposal included:

1. A review of audited financial statements of 1998 and 1999.
2. Our committee's observation and research [which included] the apparent financial viability of an all-year operation. And the apparent financial feasibility and planning advisability of defining the position of director as full-time, and year round.

3. Our committee's observation/recommendation that furthering the development of off-summer programming, greatly assists the financial security of Gracefield.

4. Proposal for Re-organisation of the Management of Gracefield  
*Rejoicing in the dedicated and good work accomplished these past two years by many individuals, the GOC (Gracefield Operating Committee), and staff, and appreciative of the way the GCCC assists the congregations of our Synod in growing children and youth in Christian faith, we do recommend the following re-organisation as necessary to Synod's continuing commitment to Gracefield (open to review after one-year).*

**Synod would:**

- remain responsible for the general contours of the Centre's operation ( ie. whether a full-year or seasonal camp, a full-time or part-time director)
- remain responsible for approving annual budgets, etc.
- remain committed to providing appropriate annual financial support and extra-ordinary fund raising
- encourage individuals from each presbytery to consider an invitation to serve on the GOC

**Presbytery of Ottawa would:**

- establish the GOC as a standing committee of presbytery, reporting [regularly] and accountable to the presbytery like any other, through which the Presbytery would accept the responsibility of overseeing the general management of the GCCC.
- appoint the Director, and members of the GOC
- report annually to Synod, and in times of crisis, to Synod Council

**GOC would:**

- continue to be responsible for all staff appointments other than Director, all programming and budgeting, responsible only to the Presbytery of Ottawa



## APPENDIX

# GRACEFIELD OPERATING COMMITTEE!

## Report to Synod 1999

**Major Achievements / Accomplishments:**

- Finished 1998 in the black financially, second year in a row. There was again a complete audit, as opposed to a simple financial review. Our new treasurer, Dale McGregor, is working well with management staff and bookkeeper. Vendors are being paid on time.
- The Hymn-Singing Marathon in September 1998 brought in roughly \$11,683.00. \$5932.50 went to pay down loans held by Synod and \$ 5750.50 was paid down on White Pine Lodge mortgage.
- GOC is alive and well, with strong participation from Montreal and Ottawa presbyteries. Bi-monthly meetings are well attended. Program, Personnel, Finance and Property & Maintenance sub-committees are working effectively. Planning for the year 2000 and beyond is well under way.
- GOC members have contributed significant amounts of time, work and support this year.
- Visioning/Long Range Planning session was held Nov. 20-21, 1998. An outside facilitator led exercises that were healing and creative and helped GOC formulate a five year vision and strategic plan. Follow up will continue this November with another all day session.
- 320 campers attended 11 different camps this summer, same as 1998, but camper days increased 2.4% to 2167.
- New camp, Wilderness Knights, for young men age 14-18, was successfully launched, with 9 participants in the 3 week intensive wilderness skills and leader development program.
- 100 camperships were again donated by an anonymous donor in Montreal through the Church of St. Andrew & St. Paul. Tyndale-St. George used only 8 of the 36 spaces they were offered. All spaces were taken up by other congregations and agencies in the Synod.
- A total of 128 people, 50 adults and 78 children, participated in the two Family Camps, up from 122 last year.
- Staff felt supported with the significant number of GOC members on-site or available to them for consultation.
- Volunteer chaplains were present every week of co-ed summer camp (7-8 weeks). We had a strong team of hosts and nurses as well.
- Skilled volunteers have made significant improvements to site and buildings. Ramps to cabins and washrooms have been completed to make camping programs wheel chair accessible. There was also a significant increase in the number of volunteers for work weekends.
- Strong bookings for fall, 1999, include some mid-week as well as weekend usage. After several years' lapse, Advent Retreat is planned for Dec. 3-5, with Lois Klempa as guest speaker.
- Job description for Managing Director finalised. Position has been advertised nationally; several applications have been received. Interviews ongoing and intend to fill position before the end of 1999.

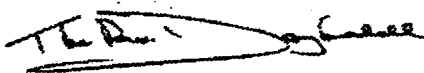
**Setbacks / Challenges:**

- Audit costs seem excessive for an operation the size of Gracefield's. (1.5-2.0% of Gracefield's total budget spent on audit expenses)
- Joint Synod / Gracefield fund-raising efforts fizzled this year. We were saddened by the resignation of Lottie Sutherland as convenor of Synod's fund-raising committee for Gracefield, and regret that no one was found to fill her position. Gracefield's fund-raising sub-committee also lacks a convenor.
- GOC Convenor and Co-Convenor agreed to serve until Synod 1999. Position needs to be filled soon.
- Three day power outage the first week of camp was stressful and left staff tired. Most rose to the challenge and fortunately no one became ill. It took two days to get a generator to power the pump.
- Publicity Committee convenor was forced to resign by congregational workload. No replacement found.
- Lack of Synod support for Synod Fund-raising Committee (formerly convened by Lottie Sutherland). No communication/information coming to Gracefield Operating Committee except for Hymn Singing Marathon which was initiated by Gracefield volunteers.

**Recommendation 1: That a more economical auditor be sought.**

**Recommendation 2: That Dale McGregor be appointed Gracefield Treasurer for the coming year.**

**Recommendation 3: That Synod move as quickly as possible to fill the positions of Synod fund-raising Convenor, GOC Convenor, and Gracefield Publicity Convenor (GOC member).**



Respectfully submitted by Doug Kendall & Sandy Higgs Nesbitt, Gracefield Operating Committee Co-convenors.

**APPENDIX****HEIN & Company**

Chartered Accountants  
Dale R. Hein, CA - Stephen C. Ernst, CA

**AUDITOR'S REPORT**

To the Synod of Quebec and Eastern Ontario:

We have audited the balance sheet of **Gracefield Camp and Conference Centre** as at December 31, 1998 and the statements of revenue, disbursements and deficit, and changes in financial position for the year then ended. These financial statements are the responsibility of the Board of Directors. Our responsibility is to express an opinion on these financial statements based on our audit.

Except as explained in the following paragraph, we conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Centre, as well as evaluating the overall financial statement presentation.

In common with many charitable organizations, Gracefield Camp and Conference Centre derives a significant portion of its receipts from synod members and churches in the form of donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our examination of these receipts was limited to the amounts recorded in the records of the Centre and we were not able to determine whether any adjustments might be necessary to donation receipts, excess of receipts over disbursements, assets and deficit.

In our opinion, except for the effect of adjustments, if any, which we might have determined to be necessary had we been able to satisfy ourselves concerning the completeness of the receipts referred to in the preceding paragraph, these financial statements present fairly, in all material respects, the financial position of the Centre as at December 31, 1998 and the results of its operations and changes in financial position for the year then ended in accordance with generally accepted accounting principles.

*Signed Hein & Company*  
Chartered Accountants

Ottawa, Ontario  
April 12, 1999

## APPENDIX

2

## GRACEFIELD CAMP AND CONFERENCE CENTRE

## BALANCE SHEET

AS AT DECEMBER 31, 1998

	1998-	1997
<b>ASSETS</b>		
<b>CURRENT</b>		
Accounts receivable	\$ 18,841	\$ 27,189
<b>CAPITAL</b>		
Building and contents	1	1
Land	1	1
	2	2
	<u>\$ 18,843</u>	<u>\$ 27,191</u>
<b>LIABILITIES AND DEFICIT</b>		
<b>CURRENT</b>		
Bank indebtedness (Note 2)	\$3,629	\$7,175
Accounts payable	16,725	10,849
Deferred revenue	<u>1,410</u>	<u>10,032</u>
	<u>21,764</u>	<u>28,056</u>
<b>MORTGAGE PAYABLE (Note 3)</b>	<u>56,300</u>	<u>61,300</u>
<b>DEFICIT</b>		
Restricted funds (Note 4)	5,067	-
Unrestricted deficit	(64,288)	(62,165)
	(59,221)	(62,165)
	<u>\$18,843</u>	<u>27,191</u>

Approved on behalf of the Board:

Signed D. MacGregor  
Director

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Director

HEIN &amp; Company, Chartered Accountants

**GRACEFIELD CAMP AND CONFERENCE CENTRE**  
**STATEMENT OF REVENUE, DISBURSEMENTS AND DEFICIT**  
**FOR THE YEAR ENDED DECEMBER 31, 1998**

	General Fund 1998	Building Fund 1998	Total 1998	Total 1997
<b>REVENUE</b>				
Camp and off season revenue	\$ 155,655	\$ -	\$ 155,655	\$ 148,519
Donations	19,655	7,245	26,900	15,379
Grants	-	9,632	9,632	15,418
Synod grant	40,000	-	40,000	50,940
Synod special grant	-	-	-	70,000
Miscellaneous -	<u>13,695</u>	<u>-</u>	<u>13,695</u>	<u>13,305</u>
	<u>229,005</u>	<u>16,877</u>	<u>245,882</u>	<u>313,561</u>
<b>DISBURSEMENTS</b>				
Automobile operation	8,569	-	8,569	7,481
Building projects	-	9,688	9,688	17,471
Bus transportation	10,229	-	10,229	8,369
Equipment	3,069	-	3,069	3,582
Food services	46,613	-	46,613	42,104
Insurance	7,275	-	7,275	7,522
Interest and bank charges	1,214	4,035	5,249	4,506
Maintenance	8,401	-	8,401	9,253
Merchandise for resale	4,891	-	4,891	4,524
Office	9,559	-	9,559	10,067
Professional fees	4,167	-	4,167	4,850
Program costs	858	-	858	1,589
Publicity	2,194	-	2,194	1,552
Salaries and benefits	106,340	-	106,340	88,016
Travel and development	720	-	720	883
Utilities	<u>15,116</u>	<u>-</u>	<u>15,116</u>	<u>16,756</u>
	<u>229,215</u>	<u>13,723</u>	<u>242,938</u>	<u>228,525</u>
<b>EXCESS OF (DISBURSEMENTS OVER REVENUE) REVENUE OVER DISBURSEMENTS</b>	<u>(210)</u>	<u>3,154</u>	<u>2,944</u>	<u>85,036</u>
<b>DEFICIT, BEGINNING OF YEAR</b>			<u>(62,165)</u>	<u>(147,201)</u>
<b>DEFICIT, END OF YEAR</b>			<u>(59,221)</u>	<u>(62,165)</u>

**APPENDIX**

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**GRACEFIELD CAMP AND CONFERENCE CENTRE****STATEMENT OF CHANGES IN FINANCIAL POSITION****FOR THE YEAR ENDED DECEMBER 31, 1998**

	1998	1997
<b>OPERATING ACTIVITIES</b>		
Excess of receipts over disbursements	\$2,944	\$85,036
Changes in non-cash working capital items:		
Accounts receivable	8,348	(25,448)
Accounts payable	5,876	(59,496)
Deferred revenue	<u>(8,622)</u>	<u>8,128</u>
Cash provided by Operating Activities	8,546	8,220
<b>FINANCING ACTIVITIES</b>		
Mortgage principal payments	<u>(5,000)</u>	<u>(1,500)</u>
<b>INCREASE IN CASH POSITION</b>	3,546	6,720
<b>BANK INDEBTEDNESS, BEGINNING OF YEAR</b>	<u>(7,175)</u>	<u>(13,895)</u>
<b>BANK INDEBTEDNESS, END OF YEAR</b>	<u>\$ (3,629)</u>	<u>\$ (7,175)</u>

## GRACEFIELD CAMP AND CONFERENCE CENTRE

## NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 1998

## 1. SIGNIFICANT ACCOUNTING POLICIES

The financial statements have been prepared in accordance with generally accepted accounting principles for non-profit organizations and include the following significant accounting policies:-

a) Basis of accounting

The financial statements have been prepared using the accrual basis of accounting.

b) Capital assets

Capital assets are recorded at nominal values, Capital expenditures are written off in the year incurred. The capital expenditures expensed in 1998 were \$3,069 (1997 - \$3,582). The estimated fair market value for insurance coverage purposes of the buildings, contents and equipment is approximately \$637,500. The land, for which an estimate of fair market value has not been made, is excluded from this above figure.

c) Revenue recognition

Revenue is recognized in the period in which it is earned. As a result, deferred revenue is recorded to reflect customer deposits received in the current fiscal year for services to be rendered in the next fiscal year. Donation and grant revenue is recorded in the year received.

d) Donated materials and services

As a charitable organization, the Centre receives donated materials and services. Due to the difficulty in determining the value of these materials and services, it is the Centre's policy that donated materials and services not be recorded in the financial statements.

## 2. BANK INDEBTEDNESS

	1998	1997
Petty cash account	\$50	\$50
Building account	95	815
Operating account	<u>(3,774)</u>	<u>960</u>
	(3,629)	1,825
Operating line of credit	-	<u>(9,000)</u>
Bank indebtedness	<u>\$ (3,629)</u>	<u>\$ (7,175)</u>

The operating line of credit bears interest at prime plus 3% payable monthly, and is secured by a general security agreement. There are no set terms of principal repayment.

**GRACEFIELD CAMP AND CONFERENCE CENTRE****NOTES TO FINANCIAL STATEMENTS****DECEMBER 31, 1998****3. MORTGAGE PAYABLE**

The mortgage payable bears interest at prime plus 1/4%, payable monthly. The loan is secured by a collateral mortgage on the land and building and a guarantee from the Presbyterian Church Building Corporation. The original schedule of repayment required an annual principal reduction of \$11,455. Throughout 1998 \$5,000 (1997 - \$1,500) in principal payments and \$4,035 (1997 - \$3,193) in interest payments were made. As a current portion of this long term loan is not determinable, the loan is reflected in full as a long-term debt. The mortgage is due in the year 2003.

**4. RESTRICTED FUNDS**

During 1998 the Centre received \$25,031 of donations from a fund raising campaign designated for debt reduction. In 1998, a portion of these funds were disbursed as follows:

Paid to the Synod of Quebec and Eastern Ontario for the Presbyterian Church in Canada (the "Synod") to pay down a portion of the Synod's debt	\$ 12,166
Paid to cover travel expenditures of the Campaign's Coordinator	480
Paid to reduce the mortgage payable	<u>5,000</u>
	<u>\$ 17,646</u>

The remaining balance of these funds of \$7,385 is recorded on the balance sheet as follows:-

Accounts payable	due to the Synod	\$ 2,172
	due to the Mortgage holder	<u>148</u>
		2,318
Restricted funds due	to the mortgage holder	<u>5,067</u>
		<u>\$7,385</u>

**5. CONTINGENT LIABILITY**

During 1997 and 1998 the Centre received \$4,200 and \$2,840 respectively from the federal and provincial governments. As of the date of these financial statements, the Centre's administrators were unable to determine the reason for the refunds and the likelihood of any requirements to repay. As a result, the funds have been recorded in the 1997 and 1998 fiscal years as other revenue without recording an offsetting obligation to repay. Should it be determined that an amount must be repaid, it would be recorded as a prior period adjustment.

HEIN & Company, Chartered Accountants

**GRACEFIELD CAMP AND CONFERENCE CENTRE****NOTES TO FINANCIAL STATEMENTS****DECEMBER 31, 1998****6. UNCERTAINTY DUE TO THE YEAR 2000 ISSUE**

The Year 2000 Issue arises because many computerized systems use two digits rather than four to identify a year. Date-sensitive systems may recognize the year 2000 as 1900 or some other date, resulting in errors when information using year 2000 dates is processed. In addition, similar problems may arise in some systems which use certain dates in 1999 to represent something other than a date. The effects of the Year 2000 Issue may be experienced before, on, or after January 1, 2000.

If the Year 2000 Issue is not addressed by the Centre and its major users, suppliers and other third parties, the impact on the Centre's operations and financial reporting may range from minor errors to significant systems failure which could affect the company's ability to conduct normal operations. It is not possible to be certain that all aspects of the Year 2000 Issue affecting the Centre, including those related to the efforts of users, suppliers, or other third parties will be fully resolved.



**GRACEFIELD CAMP AND CONFERENCE CENTRE**

Hein and Company  
306-1750 Courtwood Crescent  
Ottawa, Ontario  
K2C 2B5

April 12, 1999

Dear Sirs,

We confirm our understanding that the examination which you have made was directed to the expression of an opinion on the financial statements of Gracefield Camp and Conference Centre for the year ended December 31, 1998, and that your auditing procedures, including your tests of our accounting records, were limited to those which you considered necessary in the circumstances. We also understand that such test examination would not necessarily disclose all irregularities, should any exist.

Also at your request, to supplement information obtained by you from the books and records of the centre and from other sources, we hereby confirm that to the best of our knowledge and belief:

Current and Other Assets

1. The current assets are correctly described in the records and represent continuing benefit to the organization.
2. The organization has satisfactory title and ownership of these assets at the year end and they have been properly valued and recorded.
3. Where the value of any of these assets is impaired, this fact has been reflected in the accounts or otherwise disclosed to you. None of these assets have been pledged or assigned as security, except as disclosed to you.

Capital assets and amortization

1. All charges to capital asset accounts during the year represent actual additions to capital assets and no expenditures of a capital nature were charged to the operation of the organization during the year other than those in keeping with the centre's accounting policy.
2. There has been no gift or sale of capital assets this year.
3. The centre has good title to the properties represented by the balance carried on the capital asset accounts, and there are no liens, mortgages or other charges against any of the capital assets shown on the books of the organization.

Liabilities and commitments

1. Adequate provision has been made in the accounts for all liabilities incurred by the camp to the yearend including wages, salaries and commissions, royalties, employer benefits, warranties, and/or professional services.
2. At the year-end there were no contingent liabilities (e.g., discounted receivables or drafts, guarantees, pending or unsettled suits, matters in dispute, funding or grant repayments) other than those disclosed in the financial statements.

**APPENDIX**

3. The organization has complied with all covenants, conditions or other requirements of all outstanding debt.
4. At the year-end, the organization had no unusual commitments or contractual obligations of any sort which were not in the ordinary course of business or which might have an adverse effect upon the organization other than those disclosed in the financial statements.

**General**

1. The minutes presented to you contain complete minutes of all meetings of the Board of Directors (including committees thereof) held throughout the year.
2. None of the directors or officers were in debt to the centre at the year-end or at any time during the year.
3. The centre did not make any related party transactions during the year.
4. No irregularities or shortages have occurred and nothing has come to light which might reflect upon the honesty of any employee or officer of the centre.
5. The books and records presented to you record on a fair and consistent basis all assets and all liabilities of the centre at year end and summarize the results of all transactions entered into by the centre during the year.

**Events subsequent to the year-end**

1. No facts have been discovered which necessitate material adjustment to the year-end figures.
2. No events have occurred or are pending or in prospect as at the present date which are of such significance in relation to the camp's affairs as to require the disclosure in the financial statements to make them present fairly the financial position or results of operations of the camp.

Yours sincerely,

*Signed D. MacGregor*  
Mr. Dale MacGregor, Treasurer

**May 12, 1999**  
(date)

## HEIN & Company

Chartered Accountants  
Dale R. Hein, CA - Stephen C. Ernst, CA

Synod of Quebec and Eastern Ontario  
Gracefield Camp and Conference Centre  
P.O. Box 28  
McDonalds Corners, Ontario  
KOG IMO

May 7, 1999

Dear Synod Members,

As we have completed our audit of the December 31, 1998 year end financial statements, there are a few constructive comments that we wanted to bring to your attention at this time.

### 1. *Accounting Software*

The organization should consider investing in an accounting package that would provide it more flexibility, improved internal financial reporting and reduce redundancies. There are a variety of inexpensive packages that could provide modules that would assist in tracking accounts receivable, accounts payable and payroll. This would reduce significantly the manual lists and calculations that are currently being performed outside of the accounting system. Certain accounting packages also will allow users to keep track of individual's donations for receipt purposes, eliminating the need for entering all cash receipts into "Membership Plus" as well as the accounting records.

### 2. *Accounts Payable and Accounts Receivable*

The accounts receivable and payable listings are maintained independently of the general ledger. This resulted in a discrepancy between the listings and the general ledger account balances. If these detailed listing are maintained separately from the general ledger, the listings should be reconciled on a frequent basis to the general ledger.

### 3. *Chapel Donations*

We noted during the course of our audit that the chapel donations payable to the Presbyterian World Organization have accumulated for two years. Given the intended use of the donations, they should be forwarded in a more timely fashion.

### 4. *GST/QST Filings*

There are currently three years of GST/QST refunds outstanding. These refunds were not requested by the organization until late in 1998. We understand that there are extenuating circumstances involved that have delayed the filing of these returns. However, to aid in your cash flow, we recommend that GST/QST returns be filed on a more frequent basis (i.e. quarterly) and a more timely basis.

### 5. *Synod Debt Fund Raising*

Currently funds raised to aid the Synod in its debt reduction are not recorded as a source of the Camp's revenues. However, the Camp issues charitable tax receipts for these donations. This creates a discrepancy between the donation revenue reported for financial statement purposes and donation revenue for which tax receipts are issued. We recommend that all receipts and disbursements relating to this activity be reflected in the revenues and expenses of the Camp. A separate fund could be established to track and report donations received for this purpose.

We would like to take this opportunity to thank the various individuals that provided assistance to us during the course of the audit. If there are any questions regarding these or any other issues, please do not hesitate to contact us.

Yours very truly,

*Original Signed Hein & Company*

Hein and Company  
Chartered Accountants

HEIN & Company, Chartered Accountants

## APPENDIX

*REVISED*

Report of the Regional Staffing Committee  
 To the Synod Council of Quebec and Eastern Ontario.  
 Sept. 16/99

At a meeting in Ottawa on September 14/99 the Committee, including invited guests Ian Morrison, Life and Mission, and Charlotte Brown, WMS, reviewed the letter of resignation of Ann Blane and agreed to write a letter thanking her for her services to the Synod/Synodical.

Recommendations to the Synod Council:

1. That the Synod Council consider inviting Ann Blane to a sederunt of the Synod meeting to thank her formally for her services to the Synod/Synodical.
2. That the Synod immediately appoint three people to the Regional Staffing Committee.

The Committee has begun to review the need for Regional Staff in the Synod/Synodical and now presents to Synod Council its proposed plan of Action:

In consultation with the Presbyteries/Presbyterials the Committee will review its mandate and terms of reference and present to the Synod Council in the spring of 2000. These will also be brought to Synodical Executive.

The Committee will review the needs for Regional Staff and will draw up job descriptions to fill the position(s). (At present there is funding for one and a half positions).

The Committee will consult with the WMS and the Life and Mission Agency re. funding for these positions.

The Committee will bring to Synodical/Synod Council its findings and seek permission from the Council to fill the positions.

In the meantime, the Committee, in consultation with Synod/Synodical and WMS Council and Life and Mission Agency, will draw up interim job descriptions and enter into finite contracts to fill two part time positions- one for Quebec area and one for Eastern Ontario area. These contracts would be for a period not to extend beyond Oct.31, 2000.

The urgent needs at present are for (1) co-ordinator for Young People for Canada 2000. (2) Mission and Outreach. (3) Mission Education initiating new groups (Oxford Mills). (4) Flames Initiative- focus on Youth and Children.

Lottie Sutherland, Convenor.

## APPENDIX

### **Explanatory notes to accompany the report of the Regional Staffing Committee.**

The Committee is concerned that the work of Regional Staff within the Synod/Synodical continue during the vacancy caused by the resignation of Ann Blane. As stated in our recommendations to the Synod Council, we realise that the overall requirements of the Synod in the areas of Youth work, mission education, leadership development, etc need to be evaluated afresh. To do this well, time is needed. We need time to consult with those groups and individuals who would directly benefit from the work of regional staff. In addition, the Committee needs to review its own mandate and consult with Synod and Synodical as to the authority its mandate covers.

In the opinion of the Committee, not enough emphasis has been placed upon "Mission", both in Presbyteries/Presbyterials and in congregations, and that mission education, use of available resources, mission projects, (for both adults and children) be a renewed focus of the work. In addition, with the resignation of the Youth worker in the Ottawa area, there is a gap in youth work which must be filled. In the Montreal area, youth work is continuing and needs to be expanded.

It is the hope of the Committee that two persons can be hired almost immediately, each on a 75% basis, for a period not exceeding October 31, 2000. One would serve in Eastern Ontario, the other in Quebec, and they would work closely together collaborating in joint activities, especially those concerning youth. The Committee emphasizes that this proposal is an interim proposal to ensure that the work continues during the vacancy and that, on completion of the reviews and the revised job descriptions and scope of work, applications be called for to fill two permanent positions. It is hoped that these steps can be realised before the end of the interim contracts.

This process carried out by the Committee has budget ramifications. This is a committee made up largely of volunteers and although much of the review work can be done by telephone, fax and e.mail, there are costs involved. The Committee will also have to meet on occasions with the resulting travel costs. It is hoped that these costs will be taken into account when the budget for 2000 is discussed. After a somewhat rocky start, Regional Staffing in the Synod of Quebec and Eastern Ontario needs to be put on a sound footing with clear guidelines as to responsibilities, accountability, budgetting of expenses, and regular evaluation.

## APPENDIX

### Proposed interim job description for part-time regional staff position

#### Qualifications:

1. That the individual give evidence of a clear expression of Christian faith
2. That the individual be educated in a college or university and possess a certificate or degree related to the position applied for.
3. That the individual be familiar with the Presbyterian curriculum and Presbyterian polity.
4. That the individual possess certain people skills - ability to listen, to communicate, to stimulate as well as be able to work as a team member with other field staff, lay leaders and clergy.
5. That the individual be experienced in her/his field, be self-motivating, with organizing skills and be able to take the initiative necessary to fulfill the requirements of the position.
6. That the individual be able to, and enjoy, travelling.
7. That the individual be bilingual (French-English), or willing to take instruction in the other language.

#### Scope of Work:

The interim contract will be from the starting date until October 31, 2000. At the end of the contract when a final job description is ready, the individual may apply to be considered for the new position.

The individual will take a pro-active role to work in the existing organizations in the geographical area, - such as Presbyteries/Presbyterials, Church Schools, CGIT, PYPS, local WMS groups, Youth groups and other Church groups - as a facilitator and resource person. Conference planning, leadership development, elder workshops, will fall within the scope of work, along with a strong emphasis on mission education at all levels and a commitment to the youth of the Church

Work among the youth will include the setting up of a communications network among the various Presbyteries and encouraging joint activities between congregations within the Presbyteries. The Camping Ministry will be a priority, with particular emphasis on program resources, leadership development and training. The individual will be an ex-officio member of the Gracefield Program Committee, as well as the Congregational Life Committees in the Presbyteries being served.

Mission education will be an important part of the work. The individual will work in partnership with lay and professional church workers to encourage a global perspective of mission within the congregations, church schools, youth groups and WMS groups. The individual will be responsible for the introduction and use of mission study material, both for adults and children and youth.

Field assignments will include educational and organizational planning, leadership development, youth rallies, and the introduction and use of available resources, in Synod/Synodicals, Presbyteries/Presbyterials, congregations, local WMS groups, church schools, and individuals in congregations

#### Accountability,

The individual will be directly accountable to the Regional Staffing Committee, who in turn will report regularly to Synod and Synodical. Where deemed necessary, the individual will attend Synod/Synodical and Presbytery/ Presbyterial meetings. Participation in interchurch committees dealing with mission/church education concerns will be in consultation with the Regional Staffing Committee. This committee will also act as a consultative committee which the individual can approach for advice in setting priorities, interpreting the needs of the area, and for regular evaluation of the work being carried out. The individual will make regular monthly reports to the Convener of the Regional Staffing Committee.

## APPENDIX

### AREA EDUCATIONAL CONSULTANT SYNOD OF QUEBEC AND EASTERN ONTARIO 1999

The following will be my final report for the Synod as Area Educational Consultant.

#### EDUCATION - CLERGY AND LAITY

I was asked to lead an elders' workshop for a three-point charge. Another church requested a church school teacher's workshop focusing upon the curriculum. Plans were underway to conduct a curriculum information workshop for the Presbytery of Lanark and Renfrew. I was in the midst of gathering information on Church Schools, children and youth groups within the Bounds of the Presbytery of Seaway/Glengarry. Part of that information has been gathered and is stored with the rest of the resources.

#### MISSION

I attended all but one of the annual Presbyterial meetings. In March, the Quebec Presbyterial closed. There was a closing service. The members were encouraged to attend the Montreal Presbyterial. On occasions I was asked to introduce the Mission Study. I continued to work with the Ottawa and Brockville Presbyterials as they struggled with leadership.

#### EMPOWERING THE LAITY

At the Synodical meeting with the help of the ladies from the Glengarry Presbyterial, we lead the Bible Study.

#### TEEN AND YOUNG ADULTS

PYPS are in the midst of facing a major challenge -the lack of leadership from adult advisers and among themselves. At their Spring Retreat they had less than 30 participants. Areas to be focused upon are organizational skills and leadership development. These areas have been an on going challenge. Training has been done but the problem is the high turn over with the Executive and having a relatively young Executive.

#### EVANGELISM

This entire year has focused upon the Circuit Daily Vacation Bible Camp. During the winter I adapted the 1997 Storyteller curriculum to be used in the Synod. Three Presbyteries held the C.D.V.B.C.. It should be noted that three other churches outside the Synod but within the P.C.C. used the curriculum. In all 16 churches used the program. One area which the program had to be canceled was Casselman due to a lack of interest. Youth Teams were primarily used to implement the program. Several training sessions were held. In the Ottawa Presbytery my primary focus was to help plan the camps. In the Presbytery of Seaway/Glengarry I directed the camp at Avonmore. Majority of my time was spent with the Presbytery of Montreal helping to set up four camps. I co-directed these camps held in St. Laurent, Pierrefond, Ormstown and Ile Perrot.

The "How To" Manual for this program has been sent to Dorothy Henderson. It is hoped that the national church will produce this resource of "How to Plan a Circuit Daily Vacation Bible Camp."

In conclusion I would like to thank the Synod for the opportunity of working within its bounds. I have enjoyed working with many wonderful people - clergy, laity, youth and children. I would also like to thank the Regional Staffing Committee and Lottie Sutherland for their guidance and support. May God be with the Synod as it discerns what will be best for the future. Shalom



## APPENDIX

# **CONGREGATION LIFE COMMITTEE REPORT FOR 1999**

**The members of the Congregation Life Committee are:**

<b>Convener</b>	<b>Marlene duCharme</b>
<b>Ottawa</b>	<b>Joan Sampson</b>
<b>Iroquois</b>	<b>Shelley Prins</b>
<b>Pembroke</b>	<b>Patricia Elford</b>
<b>Ottawa</b>	<b>Zora Todd</b>
<b>Montreal</b>	

**The Congregational Life Committee meetings three times a year: January, April and September with social meetings called when needed. In 1999 meetings alternated between Ottawa and Vankleek Hill.**

## **PYPS**

### **Activities:**

- 1. A skating party was held at St. Giles, Ottawa, in January**
- 2. A retreat was held at St. Andrew's Ottawa in February**
- 3. A meeting took place the long week-end of May at Gracefield**
- 4. A youth service was held at Gracefield during youth camp in August**
- 5. Elections for a new executive is planned for October**

**The Congregational Life Committee is concerned about communication and continuity with PYPS. The Committee sees the need for an adult advisor to work with them. We commend PYPS on the greatly improved circulation times and content of THE LINK.**

**RECOMMENDATION No. 1      Adopted/Defeated/Amended**  
**That Synod appoint an adult advisor to work with PYPS.**

## **DAILY VACATION BIBLE SCHOOL**

**Daily Vacation Bible School camps took place at three congregations in Montreal as well as at Tyndale-St George. Camps also were held at in the Presbytery of Seaway-Glengarry, and the Presbytery of Ottawa.**

## APPENDIX

### Congregational Life Committee (cont'd)

#### **CANADA 2000**

During July 4 to July 9, in the year 2000, Canada 2000 will be held at Brock University. Since there will be no staff person to coordinate Canada 2000 the following recommendation:

#### **RECOMMENDATION No. 2**

That \$1,000 from the 1999 budget (124<sup>th</sup> Synod meeting, p. A17, note 19) be allotted to provide expenses and an honorarium of \$500 for a coordinator.

#### **RECOMMENDATION No. 3**

That Donna McIlveen be approached to carry this out.

#### **RECOMMENDATION No. 4**

That Synod approach the General Secretary of the Life and Mission Agency for funds in lieu of Synod Staff salary for the balance of 1000 and for 2000 until a new appointment is made.

#### **OVERTURE**

At the 124<sup>th</sup> Synod an overture was presented from the Presbytery of Seaway-Glengarry re: Professional Church Worker's Pastoral Resource Person for the Synod of Quebec and Eastern Ontario. After discussion it was duly moved and seconded that the overture be referred to Synod Council. At the January Synod Council meeting the overture was referred back to Congregational Life Committee where it was discussed at length in three meetings of CLC.

### **PROPOSAL FOR A PASTORAL RESOURCE PERSON FOR THE SYNOD OF QUEBEC AND EASTERN ONTARIO**

#### **PURPOSE**

To provide initial Chaplaincy services for Professional Church workers (active and retired) and their families, and to be a resource for Congregations attempting to deal with conflict.

#### **METHODOLOGY:**

It is expected that the initial stage of this project incur approximately one to one and one half days per week.

Gathering the date of names, location, and telephone numbers for all the professional church workers (active and retired) their spouses (and surviving spouses) and dependents living within the bounds of Synod.

Starting the relationship building process with visits to the Presbyteries, with the hope of being invited to sit and correspond (where possible sit in on ministry

## APPENDIX

### Congregational Life Committee

committee meetings) and hopefully gather information on the people and their families.

Contact with the retired workers and their families, at the outset this would be done by phone with follow up personal visits as required.

Being updated on National Church programs that affect individuals in the target group, i.e. changes to pension and or available services. This would involve being in consultation with the National church staff about projects, resources, and benefit changes.

Being a contact person in times of need. Someone to just talk to, or if needed, someone who has information on resources available.

Building contacts with congregations through the minister and the representative Elders, as a resource person for conflict resolution.

Working with and within the Sexual Abuse and Harassment Committee of Synod.

#### **COST:**

It is proposed a contract of \$10,000 per year plus expenses.

#### **RECOMMENDATION No. 6**

That a Pastoral Resource Person be appointed to support professional Church Workers active and retired and their families within the Synod.

#### **AREA EDUCATIONAL CONSULTANT**

The Synod Moderator, Synod Clerk, and Convener of CLC met with Ann Blane who had resigned as the Area Education Consultant and had an exit interview. Ann presented to the meeting a paper on Final Thoughts which was received for information.

Respectfully submitted,

Marlene duCharme,  
Convener.

**APPENDIX****QUEBEC AND EASTERN ONTARIO WOMEN'S MISSIONARY SYNODICAL  
REPORT 1999**

In this report we are starting with the closure of Quebec Presbyterial. In March due to declining membership and only two groups left, the Quebec Presbyterial decided to close. The GOOD NEWS is that the members are carrying on with their W.M.S. groups and are joining with the Montreal Presbyterial. On September 18<sup>th</sup>, the Montreal Presbyterial voted to change their name to Quebec Presbyterial.

Most Presbyterials chose as their theme for the Annual meetings "Fanning the Flames". The Rev. Charlotte Brown and Rev. Margaret Robertson led the studies.

Our Annual meeting of the Synodical was held in Knox, Crescent, Kensington & First Church in Montreal.

W.M.S. Council was held in Crieff with the theme, "Into the Flames." Rev. John Congram conducted the Bible Study.

Mrs. Mary Moorhead, from South Mountain in this Synod, was elected President of the W.M.S. Council.

In October 22-24 a retreat has been planned at Gracefield Camp and Conference Centre with special guest speakers: Joe <sup>Reed</sup> Read from Central America, and Mary Moorhead who will share her adventure to Taiwan.

We look forward to a productive Year with God's help and pray for His continued guidance for all our groups in the Future.

Respectfully submitted, Lottie Sutherland, President.

## APPENDIX THE SYNOD SPECIAL COMMISSION REPORT

Last Synod appointed Ted O'Neill, Cedric Pettigrew, Linda Robinson and Reg Evans, as a Commission to deal with the appeal of The Reverend Dr. William Klempa against the decision of the Presbytery of Montreal to recommend, to the Commission on the disposal of assets etc. that the former congregation of St. Andrew's Lachine be given the use of their financial assets.

The Commission met three times and consulted often by telephone. We also consulted, by telephone, with Don Taylor and Stephen Kendall, both members of the Standing Commission on the Disposal of Assets etc. Stephen is also Principal Clerk. We met with the Presbytery of Montreal, and consulted with Dr. Klempa since he was out of the country on Assembly business at the time of our meeting with the Presbytery. The convenor presented our final report, to the Presbytery of Montreal, to allow for the possibility of appeal by either party.

We wish to record our appreciation for the confidence and trust that Synod has given in remitting this matter to us.

### Synopsis of Report [Copies of full report can be obtained from the Synod Clerk]

At first glance one wonders how a motion to recommend something could be subject to appeal? However, the only way for a Presbytery to submit recommendations is by a motion, duly moved, seconded and carried.

Therefore, we wish to state that we find no fault with the Presbytery of Montreal in seeking to respond, to requests from Stephen Kendall, regarding the assets of the former congregation.

When you accept the above premise, the only way to register dissent would be by appeal.

Therefore, we must state that we find no fault with the appellant.

We wish to commend the Presbytery of Montreal in seeking to ensure that every step taken during the whole lengthy painful process, of dealing with St Andrew's Lachine, was only taken after lengthy consultations with the Principal Clerk.

In adjudicating this appeal we consulted our terms of reference, the Book of Forms, the 1998 A. & P., the judicial record of the Presbytery, and the appeal itself.

We draw to Synod's attention that within the Book of Forms there are two entirely separate sections dealing with the disposal of assets. Appendix B-5, [a guideline], regarding amalgamations allows for Presbytery input regarding disposal. However, Appendix B-6, [not a guideline], regarding dissolution, has no provision for Presbytery input regarding disposal.

Pivotal in our decision is the "status" of the congregation of St. Andrew's, Lachine. We note from the wording of the extract, and the appeal itself, great confusion as to the status of the congregation. Sometimes they are using the language of amalgamation, sometimes it was dissolution.

**The Commission hereby confirms that the congregation was clearly dissolved and that Appendix B-6 alone must be applied.**

**For the above reason the Commission rules that the motion, regarding the financial assets, made at the Presbytery meeting of September 15th. 1998, [minutes page 6], be declared "ultra vires".**

## **APPENDIX**

For the above reason the Commission find neither for the Presbytery or the appellant and dismisses the appeal in the above matter.

### **ADDITIONAL RELATED MATTERS**

This Commission believes that they also have authority to deal with the following three related matters that arise from our review of the Presbytery of Montreal, September 15th. 1998 extract record, as per our terms of reference items 1., 3., and 4. [See also the Book of Forms, Sections 81. and 85.]

**For the above reason the Commission rule that the following three motions are declared "ultra vires".**

Recommendation 5. page six "... that all congregation records be micro filmed at the expense of the General Assembly.

Recommendation 6a that the rent for the building be set at \$1.00 per annum.

Recommendation 6b that an agent be appointed outside the Presbytery.

Since we have no jurisdiction over an Assembly Commission or over the General Assembly, what follows must be only comments and observations.

We are not criticising any individual, or office, rather we are respectfully questioning the wisdom of asking any Presbytery, the Presbytery of Montreal in particular, for guidance in the case of dissolution. This particular situation has been emotionally charged and has left the Presbytery quite divided in matters relating to the former congregation.

The present legislation states that realised funds are to be used "for such trusts, institutions, organisations, schemes of funds thereof, as may be determined from time to time by the General Assembly of said Church."

We believe that the "wont and usage" of our Church to always consult the Presbytery for guidance in dissolutions, as well as in amalgamations, is wrong, since it could be considered as putting other Presbyteries at a decided disadvantage, since funds that should be used to benefit the whole Church, have in the past been used for a benefit to only the local Presbytery. [Dr. Klempa gives an example in his appeal where the Presbytery of Montreal, some years ago, used in effect National funds to provide a pension to a retired minister?]

We would respectfully submit that the "wont and usage" should not be used to add words to the Book of Forms. The proper way is to present amendments to Assembly and have them come down under the Barrier Act for discussion and debate.

### **THE 124TH GENERAL ASSEMBLY**

We also respectfully submit that General Assembly was inconsistent when it voted to allow the Presbytery of Montreal to set the rent. [A. & P. page 51], Since Appendix6-B states that the assets of dissolved congregations are the responsibility of the Board of Trustees.

A copy of the full report was forwarded to The Assembly Standing Commission on the disposal of assets etc. for their information.

**Recommendation:** that the Commission be dissolved with thanks.

## APPENDIX

### SYNOD WEBPAGE

The Synod Webpage has been updated based on the contents of the 1999 Acts & Proceedings. As such, any errors in the blue book may be present on the synod webpage as well. Throughout the year I have approached some persons from the Presbyteries of Montreal, Seaway-Glengarry and Lanark-Renfrew to find out if the listings for their presbyteries are accurate. It would be helpful if the Presbytery clerks could review the content periodically through the year and if each Presbytery could name a contact who would be responsible for letting me know of updates when they need to be made. These would typically be when vacancies occur or are filled, or when charges close or merge. It would be preferable if this contact was someone with internet access so the contact could be made via e-mail and the page content could be reviewed and verified on the web.

The address of the Synod webpage is

<http://www.cyberus.ca/~walfgord/synodqeo/>

Respectfully submitted,

Gord Walford,

Synod webservant.

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