

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

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

Date: November 14, 2017

Time: 4:00 pm – 6:00 pm

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

Present:

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

Regrets:

Team Chairs: Douglas duCharme, Nick Walker

Staff: Anne Shirley Sutherland

Corresponding members: none

Quorum was achieved.

Opening

Paul called the meeting to order at 4:00 pm.

Acknowledgement of the land

Paul gave the acknowledgement to the land and constituted the Court.

Gathering and Opening Prayer

Paul asked the members to offer words of hope. He then offered a prayer.

Agenda Review

The agenda was reviewed.

Report from Staff

Anne Shirley, Ian and other staff attended an event at the Five Oaks Training Centre, focussing on Fresh Start, an Episcopalian program adapted for the UCC. The program offers two-year support for new pastoral relationships. The staff will report about the program to the joint Pastoral Relations and Ministry Support Team and Congregational Health Team meeting in December. The program will be supported by a General Council staff person, not hosted in the Office of Vocation.

Anne Shirley reported that there will be a report to the December Finance and Property and Executive meetings re: the Tamil Mission and sustainability in the future.

The Friday Roxburgh event designed for clergy was attended by 45 people, while 55 people participated in Saturday's session that was focused on lay leaders. Over 20 communities of faith were represented. There is a desire to proceed to do the follow up program. There will be a joint proposal with South West for the new year. Congregations will need to invest in the program as well.

There is an application from TUCC, headed by Jim Patterson, to National church to offer support to presbyteries for entrepreneurial education support and training for ministers. Phyllis Airhart, Interim Principal at Emmanuel has expressed interest.

The December staff report will include plans for Ian's portion of work.

In preparation for 2019, conversations have been happening in different places and in different ways. Anne Shirley is willing to bring people together in the new year to gather issues and concerns. The Boundaries Commission will issue a report in January and there will be an opportunity to respond.

PTCC Grant Review Team report

Douglas and Nick were available to answer any questions from the report.

The Task Group reviewed and considered the following grant applications from Knox Agincourt, United Church, College Street United Church and the Tamil Mission.

a) The Knox Agincourt United Church, Up to 5% of Capital Grant Application (\$43,765) for funding of additional hours for Pastoral Care Ministry and Seniors Programming at Knox due to the service requirements of recent arrivals from Glen Ayr and Church of the Master United Churches that have closed. The application is for \$43,765 in total with a breakdown of the grant being \$13,260 in 2018, \$13,525 in 2019, \$10,350 in 2020, \$5,280 in 2021 and \$1,350 in 2022.

The Task Group recommended that the Up to 5% of Capital grant application by Knox Agincourt United Church be approved in the amount of \$13,260 to be paid in 2017, and that Knox Agincourt be encouraged to reapply in 2018 for further funding with details of the outcomes of the additional visitation hours and the successes of the seniors program.

b) The College Street United Church (Bridges of Grace Mission), Up to 10% of Capital Grant Application Submitted (\$97,000) for funding of additional hours over three (3) years (\$35,000 in 2018, \$33,000 in 2019 and \$29,000 in 2020) to bring the hours of the existing pastor of the Bridges of Grace to full-time; to grow the attendance at the mission, to be able to provide additional language services for the Brazilian and Latino community, and to expand the pastoral care and immigration services currently being provided.

The application is deferred at this time and John Suk offered to work with College Street to review the application and bring it back in 2018 with more understanding of how College Street and Bridges of Grace interact now and will interact in the future.

Bridges of Grace has received an annual Up to 5% of Capital Grant of \$7,200 and that there are some of the costs of enhancements to the College Street building in this 10% of Capital grant application being attributed to Bridges of Grace in the amount of \$2,000.

It was suggested that the Task Group consider recommending an Up to 5% of capital grant of \$9,200 to College Street UC, payable in 2017 to cover these costs.

The Task Group recommended that the Up to 10% of capital grant application be referred back to College Street United Church for re-submission in 2018 and that a 2017 Up to 5% of Capital grant application be made by Presbytery, payable to College Street United Church in the amount of \$9,200, payable in 2017 for salary (\$7,200) and other costs (\$2,000) related to the Bridges of Grace United Church Mission as partial payment of the grant outlined in their application titled: Building Bridges of Trust and Faith Across Cultures.

c) Tamil United Church Mission, Up to 5% of Capital Grant Application (\$35,500) for funding the salary and other expenses of the minister in 2018, and recommended that this grant be payable, in 2017.

The Task Group recommended That the 2017 Up to 5% of Capital grant application by the Tamil United Church Mission in the amount of \$35,500, payable in 2017 for the minister's salary and expenses, be approved.

MOTION: Clyde Harris / Sharon Aylsworth THAT the Executive of Toronto Southeast Presbytery recommend that the plenary approve the following PTCC grant at the meeting on November 21, 2017

- a) that the Up to 5% of Capital grant application by Knox, Agincourt United Church be approved in the amount of \$13,260 to be paid in 2017.

CARRIED.

Lynella and Marg, both members of Knox abstained from voting.

MOTION: Hannah Lee / Lynella Reid-James THAT the Executive of Toronto Southeast Presbytery recommend that the plenary approve the following PTCC grant at the meeting on November 21, 2017

- b) that a 2017 Up to 5% of Capital grant application be made by Presbytery, payable to

College Street United Church in the amount of \$9,200, payable in 2017 for salary (\$7,200) and other costs (\$2,000) related to the Bridges of Grace United Church Mission as partial payment of the grant outlined in their application titled: Building Bridges of Trust and Faith Across Cultures.

MOTION: Martha ter Kuile / Marg Walker THAT the Executive of Toronto Southeast Presbytery receive and recommend that the plenary approve the following PTCC grant at the meeting on November 21, 2017

- c) that the 2017 Up to 5% of Capital grant application by the Tamil United Church Mission in the amount of \$35,500, payable in 2017 for the minister's salary and expenses, be approved.

CARRIED.

The application from Christian Jewish Dialogue for a PTCC Grant of \$39,760 for a film and media project was referred back to staff to be taken to the CJD to determine the commitment of the other groups involved.

It was noted, that the presbytery has used the available grant money in 2017 with these grants.

As we go into 2018, it was noted that there will be approximately \$100,000 available in each of 2018, 2019 & 2020. The presbytery should continue to encourage congregations to develop projects for submission before conference and presbytery disappear in January 2019.

We should remember that the Mission and Outreach requests normally come to the January plenary. Perhaps the executive should ask permission of the November 2018 plenary to approve the M&O requests at the December 2018 executive meeting.

The PTCC Review Committee is now chaired by Susanne VanderLugt. John Suk has joined Douglas duCharme and Nick Walker. There is a request for an additional member since Doug Norris and Ian Manson left the Review committee.

Revamping the form and evaluation criteria has helped congregations to prepare better proposals. There is a plan to train several people to work with congregations to strengthen their grant proposals.

Policy 2017 – 002, Manse Funds held by Communities of Faith – Restrictions on Use of Capital

The Finance and Property Team provided background information about the Manse Funds and the recommendation to modify the use of Manse Funds by Communities of Faith. This is included in the Policy 2017 – 002.

Policy:

1. **Manse Capital Funds and Use of Income:** The capital of manse funds shall be invested by the Board of Trustees and the income may be used by communities of faith to fund ministerial compensation.
2. **Other Permitted Uses of Manse Capital Funds & Presbytery Mandated \$150,000 Manse Reserve Fund:** Presbytery has decided to exercise greater flexibility with respect to usage of manse capital funds by removing some of the current restrictions. Subject to the approval of Presbytery, some or all of the manse capital funds held by the Trustees that are in excess of a Presbytery mandated \$150,000 manse reserve fund, may be used for the following purposes:
 - i. To fund the purchase of ministerial housing,
 - ii. For a mortgage for ministerial housing,
 - iii. Bridge financing to facilitate the sale of church property, if needed during an amalgamation,
 - iv. Capital renovation projects within the community of faith's property, and
 - v. Other major capital projects that may be needed by a community of faith within the community of faith's property.

Caution: If any capital funds are expended for the purposes as noted in Items i) to v) above, the income from that capital will no longer be available to offset ministerial compensation and the income must then be derived from other sources.

3. **Minimum Manse Fund Reserve, \$150,000:** The minimum value of the unencumbered manse fund reserve to be held by the Board of Trustees shall not be less than \$150,000. Where manse fund capital values are currently less than \$150,000, this change in policy will have no effect.

4. **Uses of the Presbytery Mandated \$150,000 Manse Fund Reserve** The manse reserve fund shall be retained by the Board of Trustees for potential use, with prior Presbytery approval, for ministerial compensation where a community of faith is not able to fulfill its financial obligations to a minister or for other uses related to the closing/ disbandment of a community of faith, as approved by Presbytery.

MOTION: Sharon Aylsworth / Clyde Harris THAT the executive of Toronto Southeast Presbytery receive and approve the Revised Policy 2017 – 002 and recommend that the plenary approve the policy at the November 21, 2017 meeting.

CARRIED.

Transportation Funds

The Finance and Property Team presented a report to the Executive about the Glen Ayr and Iondale Heights Seniors Transportation Funds.

The Glen Ayr and Iondale Heights Seniors Transportation Funds (Funds) held at Toronto United Church Council (TUCC) totaled \$162,000 as of December 31, 2016 (original deposit in 2014 was \$141,000). The funding was to be in place, if utilized, for 10 years to 2024.

The Funds have had little use in the 3 years that they have been available and the Fund Agreement between TUCC and Presbytery provides for the “review of the use and broadening of the use” of the Funds if they are not being utilized, as originally envisioned. (See Appendix ‘A’ - Agreement)

The Finance & Property Team and TUCC have been in discussion regarding possible alternative uses of the Funds as the Agreement provides TUCC the authority to transfer the unused balance of the fund to the St. Enoch’s Fund, if the Funds have not been used for a period of 12 months. TUCC has committed to hold the Funds for now, while discussions with Presbytery continue on the alternative use of the Funds.

Funds that have been distributed since 2014 and the use of the Funds are as follows:

Glen Ayr Fund

Knox, Agincourt United Church: \$2,000 received in April 2014; \$125 remaining as of October 18, 2017 and a request has been made for another \$2,000 on October 18.

Jubilee United Church: \$600 received January 15, 2015; \$529.50 remaining as of May 2017.

Knob Hill United Church: \$1,792 received December 15, 2015; \$1,792 remaining as of May 2017.

Iondale United Fund

St. Paul’s United Church: \$1,240 received May 26, 2014; \$1,240 remaining as of May 2017.

As can be seen, the only major use of the funds has been at Knox, Agincourt, so the Presbytery is required to dialog with TUCC to either “broaden the use” of the Funds, or agree to transfer the balance to the St. Enoch’s Fund.

Property and Finance Recommendations:

1. Termination of the Operation of the Funds:

It is recommended that after concurrence by TUCC, the following actions be taken with regards to the termination of the operation of the Glen Ayr and Iondale Seniors Transportation Funds:

- a) That the operation of the Glen Ayr and Iondale Seniors Transportation Funds be terminated by December 31, 2017, or as soon thereafter as possible, and
- b) That Presbytery request TUCC to transfer the residual of the transportation Funds to the new Presbytery restricted Major Capital Fund that will be set up under Presbytery Policy 2017-001 - Major Capital Fund, to be held by TUCC; after a suitable financial arrangement has been agreed with Knox, Agincourt, to meet Knox’s needs for transportation funds from the Glen Ayr Fund for a period of five (5) years*, from 2019 to 2024.

2. Release of Restrictions on Future Use of the Transportation Funds by Communities of Faith:

It is recommended that the use of the transportation Funds received by Knox, Agincourt UC, Jubilee UC, St. Paul’s UC and Knob Hill UC from the Glen Ayr and Iondale Seniors Transportation Funds, that has been restricted specifically for former members of Glen Ayr United Church or Iondale United Church, become less restrictive as follows:

- a) That the “membership restriction” of Glen Ayr and Iondale United Churches be removed,
- b) That the communities of faith be permitted by Presbytery to use the transportation Funds received, to pay for transportation costs of any seniors and others in need of transportation assistance, who attend worship services and other events at these communities of faith.
- c) That after two (2) years following the termination of the operation of the Glen Ayr and Iondale United Churches Transportation Funds, the communities of faith of Knox, Agincourt UC, Jubilee UC, St. Paul’s UC and Knob Hill UC determine there is no longer a need for such transportation funds, the communities of faith may utilize the funds remaining for other purposes, without further restrictions by Presbytery.

MOTION: Martha ter Kuile / Hannah Lee THAT the executive receive and approve the recommendation of the Finance and Property Team to terminate the Transportation Funds, deal with Knox, release the restrictions in the congregations and place the residual in the Major Capital Fund Policy 2017 – 001.

CARRIED.

Finance Treasurer’s report to November 11, 2017 Clyde

MOTION: Clyde Harris / Randy Naylor that the Executive of Toronto Southeast Presbytery, on the recommendation of the Finance and Property Team, accept the Financial Report dated November 11, 2017, 2017 as presented in the plenary omnibus and circulate to the plenary for approval.

CARRIED.

Clyde noted that all congregations are up-to-date with assessments.

Correspondence

	Date		
1.	Sept 28, 2017	Holocaust Education Centre	for information
2.	Oct 12, 2017	College St Invitation to host Nov 2018 plenary	secretary to respond that the last meeting of TSP will be held at the presbytery offices
3.	Oct 16, 2017	SWP response to Alpha Korean UC	For information
4.	Oct 18, 2017	Letter from the Boundaries Commission	
5.	Oct 20, 2017	Email from Ella Taylor Walsh	Paul responded
	Nov 2, 2017	Reminder letters sent by secretary to Leaside, Northlea and Jubilee about property sales under new policy	for information
6.	Nov 2, 2017	Response from Fraser Holman, Leaside re: letter about property sale	for information
7.	Nov 2, 2017	response from Susan Frank, Northlea re: letter about property sale	for information
8.	Nov 9, 2017	JGI request for time on January 2018 plenary re: Greenest Church Project	Secretary to contact Robin Wardlaw that 5 minutes is available at the January plenary
9.	Nov 10, 2017	Toronto Conference Mission Support Grants, 2018	To plenary with note that PTCC grant of \$35,000 is recommended for approval
10.	Oct 21, 2017	Notes from Chairs & Secretaries	for information

		meeting	
11.	Nov 9, 2017	Fredericton Report & Summary of Themes	Paul confirmed that GC will respond
12.	Nov 10, 2017	West Hill UC letter – request to meet executive	Paul has responded
13.	Nov 12, 2017	West Hill – 2 nd email	Paul has responded

At the November 7, 2017 meeting of the Conference Mission and Service Consultation the following grants in Toronto Southeast Presbytery were approved. The information will be presented to plenary.

AURA	\$35,000	
CRC	18,000	
ECUT	\$9,000	
Fred Victor	\$4,500	
Massey Centre	\$5,500	
Mount Sinai	\$7,500	
St Matthew Brachendale	\$1,000	
Tamil Ministry	\$0	**PTCC grant of \$35,000
Michael Garron Hospital First Nations	\$4,500	
TUNM	\$54,199	
Total	\$130,199	

The Mission and Outreach Team will prepare a report to the executive for approval at the January plenary for distribution of the TSP PTCC Interest Income Fund.

Please note that the Tamil Mission received a PTCC grant in the amount of the request for \$35,000 in 2017.

MOTION: Marg Walker / Lynella Reid-James that the correspondence log be accepted for information and action taken as indicated.

CARRIED.

Approval of Minutes of October 10, 2017 Executive meeting

MOTION: Marg Walker / Clyde Harris that the minutes of the October 10, 2017 Executive meeting be approved as presented.

CARRIED.

November Plenary meeting

The November Plenary meeting will be held at Lawrence Park.

The agenda will include

- The Mission Support Applications
- PTCC Capital Grants
- Policy 2017 – 002, Manse Funds held by Communities of Faith – Restrictions on Use of Capital – for approval
- Colloquy report: Chris Levan
- Musical Presentation with Mark Ruhnke & St. Andrew's Trio (Tom Reynolds, Lorne Nehring, George Koller)

Plenary meetings

January 16, 2018 – Presbytery Offices

- TUCC will present
- JGI 5 minutes re: Greenest Church project
- boundaries discussion. On January 10, 2018, the Boundaries Commission will release its draft report suggesting what the regional councils will be. Everyone's input and suggestions will be welcomed until January 31. The Commission will then release a final report no later than March 15, 2018, outlining what the new regional councils will be.

March 2018 – Manor Road

- Jody Maltby – Exec Secretary – update on transition process
- Receiving Proposals. NOTE – New Process for 2018
- Possible presentation about the PROK visit and follow up

June 2018 – BBQ at Presbytery Offices**September 2018**

- Presbytery Offices

November 2018

- Final meeting at the presbytery office

Other businessBoundaries Commission

Sharon reported that a member of the Boundaries Commission attended the November 8 Conference Executive meeting. The Commission is looking at the number and shape of the boundaries only

Sharon thanked members who had offered questions or comments. The first Commission deadline for input is November 20. When the draft report is released on January 20, input will be accepted until January 31.

Sharon reported that the GC Commissioners met with the GC executive members recently. Jim McKibbin shared upcoming discussion topics at GC executive, including many aspects of the changes ahead, from office of vocation to specific responsibilities of regions, but that they are not really able to answer questions yet as many things are still being worked out.

Chair's report

Paul reported on the Chairs and Secretaries meeting on October 12, 2017. There are changes coming to the process for GC proposal changes. When we receive information about the new process, this will be forwarded to all congregations & teams.

Colloquy. Paul was unable to attend the whole day, but watched on line in the morning and attended during the afternoon and evening. There were 8 or 9 people watching on line; a large portion of those in attendance were members of West Hill; Gretta was at the microphone for most of the day. Presbytery covered the costs of the food and the speakers at this event. Thanks to Chris Levan, Robin Wardlaw and Gretta Vosper for hosting the colloquy.

Following a conversation about the Executive meeting schedule for 2018, it was agreed to move in February to 2nd Wednesdays from 4 to 6 pm. It was agreed that food would be upgraded to a meal to support those who have evening meetings to attend.

Adjournment

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

Next meetings

- Plenary November 21 Executive December 12

Rev. Dr. Paul Hutchison
Chair: Toronto Southeast Presbytery


Margaret Walker
Secretary: Toronto Southeast Presbytery

GLEN AYR TRANSPORTATION FUND**Purpose**

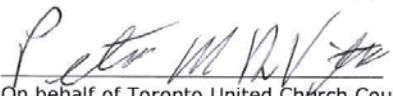
The proposed **Glen Ayr Transportation Fund** (the Fund) is to provide grants to congregations with former Glen Ayr United Church members who require financial support for transportation to and from their new church home.

Operating Principles:

1. The initial funding of \$78,000 is provided from the realized assets of Glen Ayr United Church in accordance with a plan of disposition put forward by the Board of Glen Ayr United Church and approved by Toronto Conference and the Executive of Toronto Southeast Presbytery.
2. Toronto United Church Council (TUCC) will own and manage the assets of the Fund as one of its Restricted Funds. The Fund will be managed in accordance with TUCC's Restricted Funds policies and the operating principles of this Agreement.
3. Congregations to which former Glen Ayr members have transferred will be the beneficiaries of the Fund. These congregations will be identified, confirmed, and listed as beneficiaries by Toronto Southeast Presbytery. Thereafter, these congregations will be required to:
 - a. establish a program to deal with the transportation requirements of those named members needing assistance to get to and from church services and other church activities. (The program may include but is not limited to the administration and provision of taxi fares, the coordination of shared taxi rides, and the provision of public transit or wheel-trans fares.)
 - b. apply in writing to TUCC for an annual grant to finance the transportation costs of their program. (A grant must be 90% expended before application for a subsequent grant can be made.)
 - c. keep detailed accounts of their program and the financing requested and provided.
 - d. make that accounting available for accountability and/or planning purposes if requested by TUCC and/or the Presbytery.
4. In determining the initial capital of the Fund, assumptions were made by Toronto Southeast Presbytery on the frequency of need for taxi rides and costs. TUCC will receive and utilize these assumptions to analyze the level of use of the funding, to determine maximum financing available for each calendar year, and to enable 10 years of annual disbursements. TUCC will receive applications and administer and distribute grants from the Fund (as set out in Item 3b), and provide an annual report to Presbytery if such is requested.
5. Both the capital and earnings of the Glen Ayr Fund are available for this initiative. TUCC may charge to the Fund any expenses for activities relating to the Fund's management beyond those set out in Item 4 above.
6. If after a reasonable time, TUCC determines that the available financing is not being used in the amounts expected, TUCC may, in consultation with Toronto Southeast Presbytery, broaden the terms of use of the Fund.
7. Any unspent balance will be transferred to the principal of the St. Enoch's Fund on the 10th anniversary of the Fund or after any 12 month period in which the Fund is not utilized, whichever comes first. If on the 10th anniversary, the Board of Directors of TUCC determines the Fund still has a ministry function for its original or broadened purpose, the termination date may be extended.



 On behalf of Toronto Southeast Presbytery



 On behalf of Toronto United Church Council



 On behalf of Toronto Conference

Dated: January 2, 2014