

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



**Minutes and Reports of the 127th Synod
meeting at St. Andrew's Church, Arncliffe,
Ontario**

October 19th and 20th, 2001

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

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**The Minutes and Reports of the 127th meeting of the Synod of Quebec and
Eastern Ontario
of the Presbyterian Church in Canada**

Meeting at St. Andrew's Presbyterian Church, Arnprior, Ontario
on Friday and Saturday, 19th and 20th October, 2001

On Friday, nineteenth day of October 2001, at 2 p.m. the Synod of Quebec and Eastern Ontario met within St. Andrew's Church, Arnprior, Ontario.

Opening worship was conducted by the Moderator of the 126th Synod, the Rev. Dr. Dan Shute. It included an act of remembrance for those ministers and elders of the Synod who had died during the previous year and also the celebration of the Sacrament of Holy Communion, conducted by the Rev. Milton Fraser with the assistance of members of St Andrew's Kirk Session.

Constitution:

After a brief intermission, the Moderator constituted the 127th meeting of the Synod with prayer.

Attendance:

The following commissioners were in attendance:

The Presbytery of Quebec

The Rev. Blake Walker, Mrs. Sarah MacDonald

Presbytery of Lanark-Renfrew

The Rev. Larry Paul, the Rev. Dr. Ruth Syme, the Rev. Brian Sharpe, Mrs. Joan Hilliard
Mr. Robert Tourangeau, Mr. Sandy McCuan

Presbytery of Ottawa

The Rev. Daniel Forget, the Rev. Wally Hong, the Rev. Dr. Ian Gray, the Rev. Cedric Pettigrew,
the Rev. John Wilson, the Rev. Tony Boonstra, Mr. John Davidson, Ms. Nancy Pinck, Mrs. Joan
Forsythe, Ms. Molly Olshefsky, Mr. Peter Rombeek, Mr. Dave Milne, Mr. John Paul

Presbytery of Seaway-Glengarry

The Rev. Bert deBruijn, the Rev. R. Martin, the Rev. Carol Bain, Mr. Reg Evans

Presbytery of Montreal

The Rev. Dr. Dan Shute, the Rev. Kate Jordan, the Rev. D. MacLeod, the Rev. Marc-Henri Vidal,
Druse Bryan

Regrets were received from the Rev. W. Ross H. Davidson, Mrs. Joan Forsythe, Mr. Charles
Farlinger, the Rev. David Jones, Mr. Douglas McLennan.

Also present: David Stewart from the Elder's Institute, Mary Ingram representing Youth in Mission
and Marilyn Savage, student for the ministry at Presbyterian College.



Clerk

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Welcome from St. Andrew's Church, Arnprior:

On behalf of the Kirk Session and congregation of St. Andrew's Church, the Rev. Milton Fraser offered the Synod a warm welcome back to Arnprior.

Approval of the Agenda:

MOTION: R. Martin/Wally Hong moved the adoption of the Agenda as circulated.

Election of Moderator:

The Clerk reported that three nominations for Moderator had been received: one each from the Presbyteries of Seaway-Glengarry, Ottawa and Lanark-Renfrew. Two of them had withdrawn their names. Mrs. Joan Hilliard, an elder commissioner from the Presbytery of Lanark-Renfrew, had agreed to let her nomination stand.

MOTION: R. Martin/Ruth Syme moved that Mrs. Joan Hilliard be elected Moderator of the 127th Synod of Quebec and Eastern Ontario.

The Moderator called for further nominations from the floor of Synod. There being none, it was unanimously AGREED that Mrs. Joan Hilliard be moderator.

The moderator inducted Mrs. Hilliard with prayer and expressed the good wishes of the court. Mrs. Hilliard is the first lay moderator of the Synod.

Mrs. Hilliard thanked the Rev. Dr. Dan Shute for his work in moderating Synod and for his thought-provoking sermon during opening worship.

Minutes of the 126th Synod:

The Minutes of the 126th Synod had been circulated. The following amendments and corrections should be made:

Page M104 Second motion - spelling Hoye

Page M104 Travel rate -is 20¢ km plus 3¢ per passenger ...

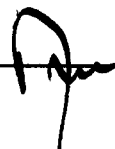
Page M108 5th Motion was NOT AGREED at that time. The discussion continued at the Third Sederunt - page M110. An amendment was accepted and the Recommendation, as amended, was AGREED.

Page M114 The third MOTION on that page was AGREED

MOTION: R. Martin/Cedric Pettigrew moved that the Minutes as amended and corrected be accepted. AGREED.

Committee on Business:

MOTION: It was moved by R./Martin/Reg Evans that the Report of the Business Committee be received and considered. AGREED.

 Clerk

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Committee on Business continued...

The following recommendations were made:

Recommendation 1.

MOTION: It was moved by R. Martin/Blake Walker that the Roll of the Synod be those Commissioners appointed to attend Synod by the Presbyteries within the bounds of the Synod together with the members of Synod Council. **AGREED.**

They are:

The Presbytery of Quebec

The Rev. Scott Emery	Mrs. Sarah MacDonald
The Rev. W. Ross H. Davidson**(Regrets)	
The Rev. Blake Walker	

Presbytery of Montreal

The Rev. Kate Jordan	Druse Bryan**
The Rev. D. MacLeod	Dr. Michael Pettem**
The Rev. Marc-Henri Vidal	The Rev. Dr. Dan Shute**

Presbytery of Lanark Renfrew

The Rev. Larry Paul**	Mrs. Joan Hilliard
The Rev. Dr. Ruth Syme	Mr. Robert Tourangeau
The Rev. Brian Sharpe	Mr. Sandy McCuan**

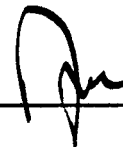
Presbytery of Ottawa

The Rev. Daniel Forget	Mr. John Davidson
The Rev. Wally Hong	Ms. Nancy Pinck
The Rev. Dr. Ian Gray	Mrs. Joan Forsythe (Regrets)
The Rev. Cedric Pettigrew**	Ms. Molly Olshefsky
The Rev. John Wilson**	Mr. Peter Rombeek**
The Rev. Tony Boonstra**	Mr. Dave Milne**
	Mr. John Paul**

Presbytery of Seaway-Glengarry

The Rev. Bert deBruijn	Mr. Charles Farlinger (Regrets)
The Rev. David Jones (Regrets)	Mr. Reg Evans**
The Rev. R. Martin**	Mr. Douglas McLennan (Regrets)
The Rev. Carol Bain**	

** Commissioners by virtue of membership on the Synod Council



Clerk

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Committee on Business continued...

Recommendation 2.

MOTION: It was moved by R. Martin/Cedric Pettigrew that attendance be recorded in the Synod's Register, and travel expenses be paid upon authorization of the Finance Committee in consultation with the Committee on Leave to Withdraw. AGREED.

Recommendation 3.

MOTION: It was moved by R. Martin/Cedric Pettigrew that the Synod's guests: David Stewart (Elder's Institute), Mary Ingram (Y.I.M.), Dorothy Herbert (Gracefield), Norm Inglis, (GOC), Anita Mack and Christine Ball (Regional Staff), be extended an invitation to "sit and correspond" and that campers and staff from Gracefield be permitted to make a presentation on Friday evening and members of the P.Y.P.S. be allowed to make a presentation on Saturday morning. AGREED.

Recommendation 4.

MOVED: It was moved by R. Martin/Cedric Pettigrew that members desiring to leave the Synod early receive permission from the Committee on the Roll and Leave to Withdraw. AGREED.

Recommendation 5.

MOVED: It was moved by R. Martin/Cedric Pettigrew that the Committee on the Roll and Leave to Withdraw be Druse Bryan with two other members of the Presbytery of Montreal. AGREED.

Recommendation 6.

MOTION: It was moved by R. Martin/Cedric Pettigrew that the Committee to Examine Presbytery Minutes and Minutes of the Synod Council be convened by Sandy McCuan. AGREED.

Recommendation 7.

MOVED: It was moved by R. Martin/Cedric Pettigrew that the Rev. Ian Gray and one other member of the Presbytery of Ottawa be the Committee on Courtesies. AGREED.

Recommendation 8.

MOTION: It was moved by R. Martin/Cedric Pettigrew that Synod Council be authorized to fill any vacancies which may occur within Synod Committees prior to the next Synod meeting. AGREED.

Recommendation 9.

MOTION: It was moved by R. Martin/Cedric Pettigrew that the Committee to review the Minutes of the meeting of the 127th Synod of Quebec and Eastern Ontario be the Moderator of Synod and the Clerk to the Presbytery of Ottawa. AGREED.

 Clerk

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Committee on Business continued...

Recommendation 10.

MOTION: It was moved by R. Martin/Cedric Pettigrew that the Synod call for nominations from the Presbyteries of a Clergy Person to serve on the Assembly Council.
AGREED.

(This position is filled alternately by lay and clergy. The present representative of Synod on Assembly Council is Marlene du Charme)

Recommendation 11.

MOVED: It was moved by R. Martin/Cedric Pettigrew that the Synod appointment to the Gracefield Review Committee be Sandy McCuan, Bert deBruijn, and Derek Macleod. **AGREED.**

(This committee is set up in conjunction with the Presbytery of Ottawa, under the agreement between the Synod and the Presbytery set out in item #10, page G 128 of the minutes of the 126th Synod.)

Recommendation 12.

Petition from St. Andrew's Church Ottawa:

WHEREAS the Gracefield Camp and Conference Centre has struggled financially over the past several years, and

WHEREAS the management and operation of the camp have been divided up among several organizations and committees,

THEREFORE the Kirk Session of St. Andrew's Church, Ottawa, recommend:

- 1) That overall management of the camp be the responsibility of one and only one committee, and
- 2) That the committee investigate contracting out the responsibility for the daily operation of the camp to an outside organization that has experience in running a camp.

The new arrangement between the Presbytery of Ottawa and the Synod is only one year into its mandate and first Review of the relationship between the Synod and Presbytery has not yet taken place.

MOTION: It was moved by R. Martin/Cedric Pettigrew that consideration of the Petition from St. Andrew's Church, Ottawa be deferred until after the Review Committee report is received. **AGREED.**

Recommendation 13.

Some further revisions were made to the Standing Orders.

Under the heading Finance Committee, section 3.3.1.2 it was changed to read " and to represent Gracefield, their Convener of Finance and/or Treasurer (ex officio)."

Under section 3.3.1.11 - there was discussion on the need for a reserve fund of \$ 25,000.00.

 Clerk

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Committee on Business continued...

MOTION: John Davidson/Bert deBruijn moved that the figure be reduced from \$ 25,000.00 to \$ 10,000.00.

The Convener of Finance spoke to the calls which have been made on the reserve fund in the past year. The motion was DEFEATED.

There was discussion on The Robert Fund Committee - the last sentence reads "It has become the custom to grant priority to the work in the French language." No changes were offered. Clarification will be sought from the Missions Convener.

In section 4.4, the last sentence was changed to read "Conveners, on retiring, who may have served for six or more years *are* eligible for appointment for one more year."

Approval of the Standing Orders was delayed until after the Report from the Robert Committee.

At this point there was a fifteen minute recess.

Finance Committee Report:

MOTION: John Paul/Dave Milne moved that the report of the Finance Committee be received for information. AGREED.

The revised Budget for 2002 was circulated. (See appendix - Finance Committee pages 3, 4 and 5)

Attention was drawn to the Fund Raising Donations on the Treasurer's Report (Appendix page 9) and in particular the donation from the Presbytery of Montreal of \$ 25,197.00 and the donation from the Presbytery of Ottawa of \$ 20,000.00 along with other donations from congregations.

The Treasurer drew attention to page 12 of the Treasurer's Report - the Balance sheet as at 31st August 2001 showing assets of \$ 24,718.00. These assets have now been reduced to \$ 13,610.46 and we have outstanding liabilities of \$ 10,000.00. Some Presbytery Assessments have still to come in.

MOTION: John Paul/Dave Milne moved that Mr. John Hoyer be appointed to review the 2001 financial statements. AGREED.

Consideration of Synod's Budget will take place during the third sederunt.

Gracefield Five Year Major Maintenance and Capitol Projects Program:

This program is outlined on page 2 of the Finance Committee's Report and reflects the need for maintenance. With a facility valued at roughly \$ 500,000.00 one could reasonably expect maintenance costs in the region of \$ 25,000.00 per year. Gracefield Operating Committee anticipate that further demands might be made by the Quebec Building Inspector.

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Finance Committee continued...

Capital projects have already been identified which will cost \$ 20,000.00 per year for the next 5 years. Synod reserves have been depleted.

MOTION: John Paul/Dave Milne moved that the Synod endorse the efforts of the Finance Committee to develop a 5 year maintenance and capitol program plan for Gracefield Camp and Conference Centre. AGREED.

MOTION: To replenish Synod's financial reserves, it was moved by John Paul/ Dave Milne that Synod homologate the direction given by the Synod Council (to the Finance Committee) to proceed with obtaining a loan of up to \$ 20,000.00 from the Assembly Council. AGREED.

Mission and Outreach Committee:

MOTION: Larry Paul/John Wilson moved that the report be received and considered. AGREED.

The revised report was circulated.

MOTION: After discussion, Recommendation 1: that the Synod grant requests for 2002 be approved, was moved by Larry Paul/John Paul. AGREED.

Larry Paul invited Mary Ingram to address the court.

Mary is the Youth-in-Mission Program Co-ordinator, which comes under the umbrella of the Life and Mission Committee. She reported that many excellent things are being done by the Presbyterian Church in Canada in Education for the Faith. Young people are being encouraged to discover new gifts and to develop known gifts. They are being brought into contact with missionaries of our church throughout the world. To make the experience more affordable, more Canadian content is being introduced. For example, there will also be a relationship with the ongoing work in Mistawasis in Saskatchewan. Teams of older youth will be going to eastern Europe, Croatia and Romania to work in children's camps. There is a need for adult leaders to act as tour leaders and mentors.

Information on Y.I.M. 2002 programs will be sent to congregations.

The time for the initial report being over, the Moderator thanked Mary for her presentation and called for the report of the Regional Staffing Committee.

Regional Staffing Committee:

MOTION: Carol Bain/Druse Bryan moved that the report be received for information. AGREED.

The report is in the appendix "Regional Staffing Page 18".

The two 2/3 time Area Education Consultant positions have been filled.

Anita Mack formally started work in Quebec under her new contract on May 1.

 Clerk

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Regional Staffing continued...

Anita had been previously employed on an interim contract in Quebec.

On August 1, Christine Ball started her work in Eastern Ontario.

Commissioning The Rev. Carol Bain, Convener of the Regional Staffing Committee conducted a Commissioning Service for Anita and Christine. On behalf of the Synod members, the Moderator and Clerk offered their best wishes.

Anita and Christine were invited to address the Synod. Both urged the members of Synod to encourage their congregations and their presbyteries to make full use of their talents and expertise.

MOTION: Carol Bain/Druse Bryan moved the adoption of the report as a whole. AGREED.

The Robert Fund Report:

MOTION: Larry Paul/Tony Boonstra moved that the Robert Fund Report be received and considered. AGREED.

The report is found in the appendix "Robert Fund Page 18".

With declining interest rates, the revenue from the fund is lower than in previous years.

MOTION: Larry Paul/Dave Milne moved that the amounts requested from the Robert Fund be approved.

Amendment Daniel Forget/Dan Shute moved an amendment "that Assemblée Chrétienne be granted \$ 1,000.00; La Vie Chrétienne, be granted \$ 7,000.00; Mission Montreal, \$ 1,000.00 and Camp d'action biblique, \$ 1,000.00".

The amendment was AGREED.

The motion as amended was AGREED.

There was some further inconclusive discussion on the terms of the Robert Fund. Further clarification will be sought from the church offices.

MOTION: Larry Paul/Tony Boonstra moved the adoption of the report as a whole. AGREED. This is the last report to be presented by Larry Paul as convener of the Synod's Mission and Outreach Committee. His term of office has expired and Larry is retiring. The Moderator thanked him on behalf of the Synod for his work as convener and wished him well in his retirement.

Guest Speaker:

The moderator invited Mr. David Stewart, representing St. Andrew's Hall Institute for Elders' Education.

The Elders' Institute is a three-year pilot project initiated by St. Andrew's Hall with the encouragement of a number of people and agencies with the aim of providing quality training for ruling elders and "to draw out and develop the gifts of leadership God has given the Presbyterian Church in Canada by inspiring and equipping elders". There are 12,000 potential students.

The Institute is offering three types of program: Online Courses for students across the country, Elders' Institute on the road, offered at the invitation of Presbyteries. (These are workshops, conferences for congregations, presbyteries and synods.) Thirdly, there is the Elders' Institute in a Box. This is a short course for independent study, session meetings or workshops each consisting of four 1 hour lessons. The cost is \$ 25.00 for unlimited use.

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Guest Speaker continued...

The first courses are being taught by the Rev. Dr. Brian Fraser, the Rev. Dr. Hans Kowenberg, the Rev. Dr. John Vissers and the Rev. Dr. Rick Horst.
The Moderator thanked Mr. Stewart for his presentation.

Committee on Roll and Leave to Withdraw:

Druse Bryan reported that she had received no requests for leave to withdraw.

Announcements were made.

The time of adjournment of the first sederunt having arrived, the Moderator asked the Rev. Larry Paul to adjourn Synod with prayer and to give thanks for the food which had been prepared.

Moderator

Clerk

SECOND SEDERUNT

After and excellent supper served by the congregation of St. Andrew's Church, Arnprior, the Moderator constituted the second sederunt of the Synod with prayer at 7:15 p.m.

Following the suggestion made in the evaluation of last year's Synod, part of this sederunt was held in the church hall with commissioners sitting at the tables.

Youth Committee Report:

The moderator called for the report of the Youth Committee.

MOTION: Peter Rombeek/John Wilson moved that the report be received and considered.
AGREED.

The report is found in the appendix as "Synod Youth Committee Page 19".

It should be noted that in the membership list, Dorothy Henderson is really Dorothy Herbert, the Gracefield representative.

Sixty-two young people attended Triennium plus the small group leaders.

As a follow-up, the participants were invited to the P.Y.P.S. held in Vankleek Hill over the Thanksgiving Weekend. This weekend was well attended.

P.Y.P.S. is for those in the 16 - 25 year-old age range. Fifteen-year-olds will also be accepted provided they have permission from their minister.

MOTION: Peter Rombeek/John Wilson moved the adoption of the report. AGREED.

Clerk

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W.M.S. Synodical Report:

MOTION: Druse Bryan/R. Martin moved that the report be received and considered. AGREED.

The following is the report:

The continuing decline in membership of the groups which make up the Synodical mirrors the decline of members of the congregations represented in the Synodical. While this could be a reason for discouragement we have chosen instead, as it was expressed by Lynda Reid at the W.M.S. Council meeting in May, "not to let the past be a stumbling block to the future. God is about to do a new thing with the Women's Missionary Society".

The four Presbyteries continue to provide excellent programs, incorporating worship and bible study at their meetings. Education and work with children and youth have always been important to the Society and the local groups, as well as the Presbyteries. They have welcomed the Flames initiatives and made them the basis for their programs. Informal research has also demonstrated that it is usually the W.M.S. group within a congregation which takes ownership of the Mission Study which is designated each year by General Assembly.

The Annual Meeting, held in Spencerville in April, featured the work being done in Guatemala at the Francisco Coll School – known as the "school in the dump". Dave Godmere, a member at Vankleek Hill who has made this his personal mission project, spoke of the tremendous odds faced by these children living there and of the difference the school is making in their lives.

For the Fall Retreat, held at the end of September at Gracefield, Rev. Roberta Clare of Montreal was invited to lead the program, using the 2001-2002 Flames initiative of "Equipping the Laity". The theme was "We are the Church" and those who attended found the weekend stimulating, educating, and yet relaxing, with beautiful scenery and perfect Fall weather.

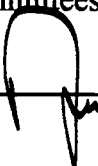
As an adjunct to my report this year I hope to provide each delegate to Synod with a copy of the latest publication from the Society – W.M.S. – Still Moving... 2000-2001. It is my hope that each delegate will read it, take note of the various activities of the Society, and, bearing in mind that these are second or third mile givings from our members, acknowledge the tremendous financial contributions which are made each year both to mission within our own denomination and elsewhere, and thus learn more about the Society - one of the best kept secrets of our Church.

MOTION: Druse Bryan/Wally Hong moved the adoption of the report. AGREED.

Committee on Business:

MOTION: R. Martin/Cedric Pettigrew moved that the revised Standing Orders be approved. AGREED.

MOTION: R. Martin/Reg Evans moved that the following list of Standing Committees of the Synod be given for information. AGREED.

 Clerk

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Committee on Business continued...

Synod Council - Committee to Nominate: Moderator, past moderator, Clerk, Clerks of the Presbyteries or their representative named by their Presbytery, Conveners of Standing committees, Representatives of the W.M.S., WD Synodical and a representative from G.O.C.

Finance Committee: John Paul (Convener), David Milne (Treasurer), 5 Presbytery Treasurers or Presbytery Finance Conveners and, to represent Gracefield, their Convener of Finance and/or Treasurer (ex officio).

Youth Committee: Peter Rombeek (Convener), Jeanette Fraser (Lanark-Renfrew), Anita Mack (Montreal), Christine Ball (Ottawa), Nadine Farfard (Quebec and Camp d'action biblique), Donna MacIlveen (Seaway-Glengarry), Dorothy Herbert (Gracefield representative), Mike Munnik (P.Y.P.S. president) and Gwendolyn Lam (Montreal).

Missions/Robert Fund: Larry Paul (Convener)*, conveners from the 5 Presbytery Mission Committees, Marc-Henri Vidal (representing the French ministries within the Presbyteries of Quebec and Montreal)

The Synod/Synodical Regional Staffing Committee: Carol Bain (Convener), with three appointments from Synod and three from the Synodical with the Convener alternating between Synod and Synodical every three years. **

Synod Historian: Marlene du Charmé

Pension Board - Synod Corresponding Representative: Dave Milne

Committee to examine the Presbytery and Synod Council Minutes: Convened by Sandy McCuan

The Resource Team on Sexual Abuse and/or Harassment: Reg Evans (Convener), Ted O'Neil, Mark Bourgon, Ian MacLean, Linda Robinson, Jocelyn MacKay, Patrick Healy and others as needed.

General Assembly Committee to Nominate: Ian MacLean, (Convener of the Assembly Committee, 2002).

In rotation, it will be the responsibility of the Presbytery of Lanark-Renfrew to appoint a minister and lay commissioner to serve on the committee.

Synod Web-Site Webservant: Gord Walford



Clerk

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Committee on Business continued...

Synod Web-Site Oversight Committee: Wally Hong (Convener), Gordon Walford, Dave Milne and Bob Martin

Synod Representative to Assembly Council: Marlene du Charme will serve until June 2002. Nominations of a minister/diaconal minister to replace her are requested from the Presbyteries.

- * With the retirement of Larry Paul it will be necessary to appoint a new convener.
- ** With the resignation of Scott Emery it will be necessary to appoint another Synod representative on the Committee (preferably a man - there being no male representation at present).

MOTION R. Martin/Reg Evans moved the adoption of the report as a whole. AGREED

Gracefield Operating Committee:

MOTION: John Wilson/John Davidson moved that the report be received and considered. AGREED.

The report is found in the appendix at "Gracefield Operating Committee pages 20 - 22". Over 240 young people attended the camp during the summer with 36 of them on camperships. The theme for the summer program was "No matter what: a love that won't let go" and many young people experienced, perhaps for the first time, both Christian camping and the love of a Christian community.

The camp also benefitted from a considerable number of volunteers.

If the summer programs cover costs, then those held in the Fall and Winter months will put the finances in the black.

Mr. Norm Inglis, Treasurer, G.O.C. was asked to speak.

Although the camp is in a deficit position at the present time, if Gracefield is used to the same extent in the remaining months of the year as it was in the year 2000, the deficit will drop.

Outdoor education in June required staff and made use of the facilities and brought in revenue. Seventy percent of expenses are fixed - salaries and maintenance. Various means of reducing expenses have been explored, such as being more flexible with the use of staff and putting a lay-off clause into their contracts. The camp runs close to the line financially all the time. It would be good to have some reserves.

At this point the Convener invited the commissioners to go up to the sanctuary for a presentation from the young people who had been to Gracefield.

In the sanctuary, Ian Bone (Presbytery of Ottawa Youth Worker), Rob Christie, Dave Dixon, Jen Heckman, Darlene Morrison, John Pinck, Jeff Pinck and Carole Sinclair explained in word and song how Gracefield had been instrumental in developing and nurturing them in the faith. Members of Synod joined with them in singing contemporary Gospel songs.

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Gracefield Operating Committee continued...

MOTION: John Wilson/John Davidson moved the adoption of the report as a whole. AGREED.

The Moderator thanked them on behalf of the Synod and expressed the appreciation of all present to the young people making the Gracefield presentation.

Committee on the Roll and Leave to Withdraw:

Druse Bryan reported that there were no requests from any of the commissioners to withdraw.

Announcements:

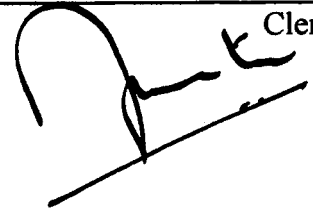
The Clerk made the following announcements: the fellowship hour to be held in the church hall. The Synod Council would not meet in the morning. Expense sheets and evaluation forms should be returned to the Treasurer and Clerk respectively.

Adjournment:

R. Martin moved the adjournment of the second sederunt of the 127th Synod of Quebec and Eastern Ontario. At the invitation of the Moderator, the Rev. Dr. Ruth Syme adjourned Synod with prayer.

Moderator

Clerk



THIRD SEDERUNT

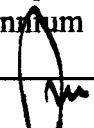
At 9:30 a.m. on Saturday, 20th day of October 2001, within St. Andrew's Church, Arnprior, the Moderator called Synod to order and lead the opening devotions. At her request, the Rev. R. Martin constituted the third sederunt with prayer.

P.Y.P.S. Presentation:

Peter Rombeek introduced Mike Munnick, the new president of the P.Y.P.S. Mike is originally from B.C. and is now studying journalism in Ottawa. He spoke to us under three headings: What is P.Y.P.S.?; Whom does it serve?; and, What lies ahead? It is an association of Christian Young People 16 - 25 years of age including their friends who may or may not be Presbyterians.

Efforts are made to connect young people with the Church and with other Christians, such as the work being done by Ian Bone, the Ottawa Presbytery Youth Worker, and the retreat at Vankleek Hill where young people from all five presbyteries were present. P.Y.P.S. serves young people from all backgrounds and from all locations. Mike spoke of his own experiences at Triennium and in P.Y.P.S. and how this helped to shape his Christian development.

Clerk



The 127th meeting of the Synod of Quebec and Eastern Ontario
Meeting at St. Andrew's Presbyterian Church, Arnprior
on Friday and Saturday, 19th and 20th October, 2001

P.Y.P.S. Presentation continued...

It was reported that the P. Y. P. S. now have a good executive whose goal is to reach out to the entire Synod. He made a plea for support from all the congregations to use the "Link", the P. Y. P. S. magazine, to share it in the congregations, and encouraged those present to excite young people to come to church, confess their faith and take ownership of it.

He was thanked by the Moderator.

Committee on Roll and Leave to Withdraw:

Druse Bryan reported that there were no requests for leave to withdraw.

Committee to Examine Presbytery and Synod Minutes:

MOTION: Sandy McCuan/John Wilson moved that the report be received and considered.
AGREED.

MOTION: Sandy McCuan/John Wilson moved that all minutes of Presbyteries and the minutes of the Synod Council be attested as neatly and correctly kept. AGREED.

MOTION: Sandy McCuan/John Wilson moved the adoption of the report as a whole.
AGREED.

Finance Committee - continued

John Paul presented the Budget for the year 2002 (appendix Finance Committee page 3, 4 and 5). The total of the Budget is \$82,600. It had been hoped to reduce this amount but with extraordinary expenses this was not possible. We still have outstanding loans to St. Andrews's and St. Paul's of \$5,000; Camp d'action biblique requires maintenance and upgrades. Money to make repayments on the loan from the Assembly Council has been included.

Recurring expenses such as Triennium, Rise-up, and Clerk's Conference will be budgeted in the year in which these events take place.

Comparative financial results from the Gracefield Camp and Conference Centre for the last five years were presented for information.

MOTION: It was moved by John Paul/Dave Milne that the proposed budget for the 2002 be approved. AGREED.

MOTION: Moved by John Paul/Dave Milne that the five-year forecast for Synod be received for information. AGREED.

MOTION: John Paul/Dave Milne moved the adoption of the report as a whole. AGREED.

John Davidson moved a vote of thanks to John Paul and the Finance Committee and the Synod responded with applause.

Committee on Courtesies:

MOTION: It was moved by Ian Gray and seconded by Cedric Pettigrew and AGREED that the thanks of the Synod be extended to the following:

The Rev. Milton Fraser for overseeing the meeting preparations and for his hospitality.

 Clerk

The 127th meeting of the Synod of Quebec and Eastern Ontario

Meeting at St. Andrew's Presbyterian Church, Arnprior
on Friday and Saturday, 19th and 20th October, 2001

Committee on Courtesies continued...

The Session and Congregation of St. Andrew's, Arnprior for hosting the Synod meeting.

The Choir Director (Helen Black), the Choir and Soloists (Tracey Liebig and Germina Makatoko) for providing music for the worship service.

To Mac and Susie MacMillan, Mary Campbell and Doris Campbell who provided overnight billets and hospitality.

To Orville Blackburn and Doris Campbell for their work at the registration desk.

To all the groups and individuals of St. Andrew's who provided an excellent banquet, meals and snacks for the members of Synod.

To Helen Black, office administrator, for her help in organizing arrangements for the Synod.

To the Young People from Gracefield Camp and Conference Centre for their inspiring presentation on Friday evening.

To David Stewart for his presentation on the Elder's Institute.

To Mary Ingram for informing the Synod of her Youth-in-Mission work.

To Mike Munnick for telling of his work with the P.Y.P.S.

Date, time and place of the 128th Synod meeting:

The Clerk report that Margaret Roger Memorial Church in Lachute had extended an invitation to Synod to hold its 128th meeting there.

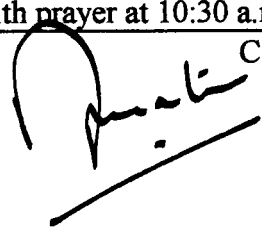
MOTION: R. Martin/Druse Brian moved that the next meeting of the Synod of Quebec and Eastern Ontario be held within Margaret Roger Memorial Church, Lachute on Friday and Saturday, the 18th and 19th October 2002. AGREED.

Adjournment: Druse Brian moved the adjournment. AGREED.

At the Moderator's invitation, the Rev. Brian Sharpe adjourned Synod with prayer at 10:30 a.m.

Moderator

Clerk



THE PRESBYTERIAN CHURCH IN CANADA
SYNOD OF QUEBEC AND EASTERN ONTARIO

Finance
Committee 1

FINANCE COMMITTEE REPORT TO SYNOD - OCTOBER 19/20, 2001

THIS REPORT WAS PREPARED FOR SUBMISSION BY SEPTEMBER 30, 2001. A SIGNIFICANT MEETING IS SCHEDULED FOR OCTOBER 13 WITH THE SYNOD AND GRACEFIELD CAMP AND CONFERENCE CENTER'S FINANCE COMMITTEES. THIS MEETING MAY RESULT IN SOME SIGNIFICANT CHANGES TO THE BUDGET FOR 2002 AND FIVE YEAR FORECAST PRESENTED HEREIN.

The following documents form part of this report:

- (1) Synod Financial Statement to December 31, 2000 (4 pages)
- (2) Synod Financial Statement to August 31, 2001 (4 pages)
- (3) Synod Budget for 2002 (2 pages)
- (4) Five Year Financial Forecast for Synod (1 page)

FINANCIAL STATEMENT TO DECEMBER 31, 2000

MOTION: That the Financial Statement to December 31, 2000 be received for information.

The year was a momentous year for the Synod's Finance Committee.

Several donations were received to reduce the Synod's debts for Gracefield

- Presbytery of Montreal - \$ 25,197
- Presbytery of Ottawa - \$ 20,000
- Various Congregations \$ 1,330

Gracefield Debts	Jan. 1, 2000	Jan. 1, 2001	Oct. 1 2001
PCC Loan	\$ 28,400	0	0
White Pine Lodge Mortgage	\$ 49,100	\$ 15,000	0
Church Loans	\$ 20,000	\$ 15,000	\$ 5,000
	<u>\$91,500</u>	<u>\$ 30,000</u>	<u>\$ 5,000</u>

Highlights - In addition to the Annual grant to GCCC, we contributed \$6,000 to reduce their year end deficit.

- All Presbyteries honoured their assessments.
- We ended the year with a surplus of \$ 15,427.

MOTION: That Synod appoint Jack Hoyer to review the 2001 statements.

FINANCIAL STATEMENT TO AUGUST 31, 2001

MOTION: That the financial statement to August 31, 2001 be received for information.

Highlights - 75% of the assessments have been received.

- Donations received from Congregations of \$3,026 for GCCC debts.
- The 2001 budget was revised in May by the Synod Council with a projected deficit of \$2,500, now we expect to end the year with a \$700 surplus.
- AEC funds from the WMS and PCC are received regularly to cover the salary and benefit costs for the two part time staff.

BUDGET FOR 2002

MOTION: That the proposed budget dated September 21, 2001 be approved.

Highlights - Final payment to St. Andrew/St. Paul for their earlier loan to Synod.

- Final payment to camp d'action for their septic system.
- \$5,000 has been added to pay down a loan from PCC Admin Council for the Gracefield Camp and Conference Center deficit for 2001.
- \$4,000 has been earmarked to support the GCCC 5 year program.
- \$5,000 to be used to improve the Synod reserve fund.
- Expenses for the AEC staff have been increased in this budget.
- The Youth Committee has been reactivated this year, hence additional funds for youth programs.

FIVE YEAR FINANCIAL FORECAST FOR SYNOD

MOTION: The the five year financial forecast for Synod be received for information.

- Highlights - Note that there is a gradual reduction over the next 5 years in the total expenses based on the need as we see them at this time.
- Hopefully we can build up a reserve fund to over \$20,000.
 - All 5 year forecasts are subject to continuous monitoring and updating as conditions change.

GRACEFIELD 5 YEAR MAJOR MAINTENANCE AND CAPITOL PROJECTS PROGRAM

This year the Synod Finance Committee initiated a program for GCCC maintenance and projects which was announced to all congregations last November and again in April 2001. This program is being administered by the Finance Committee.

The camp buildings are worth in excess of \$ 500,000. They require maintenance that should be in the order of \$ 25,000 per year to keep them in good condition. Over the years maintenance has not kept up with the needs and a catch is required - hopefully a part of this program.

In 2000, a Quebec Building Inspector submitted a deficiency list that required attention this year. Over \$20,000 has been spent for these repairs (\$7,000 from contributions and \$13,000 from Synod reserves). The work consisted of a) provision of fire alarm systems in White Pine Lodge and the Boathouse by a contractor - \$14,000 and b) installation of fire rated doors on bedrooms and enclosure of the stairways - \$6,000 with the associated labour provided by volunteers. In addition we acquired two 5000 watt generators (\$1800) to provide emergency power for the water pump and kitchen refrigeration in the event of a power failure.

Some capital projects have been identified that will require approximately \$20,000 per year for the next 5 years. A brief outline of the projects -

- Replace the craft hut - \$15,000. Half of this money has been received.
- Purchase a used 3/4 ton truck with a snow plow - \$15,000.
- Replace the underground wiring to the tent and trailer sites - \$10,000.
- Replace the overhead wiring to the cabins - \$5,000.
- New program equipment (not canoes) - \$10,000
- Winter storage building for canoes - \$20,000. Used in summer for rainy day activities.
- Upgrade of various buildings - \$25,000.

The response this year has been over \$15,000 including \$7,500 towards a new craft hut with firm commitments for next year at less than \$10,000. As you can see we will require significant addition support if this program is to be successful. We have a wonderful facility for Christian witness but it does require our constant attention.

We will be providing annual reports to congregations on the progress each year.

A NOTE OF THANKS TO ALL THOSE RESPONSIBLE FOR THE EXTRAORDINARY FINANCIAL SUPPORT IN THE PAST YEAR AND WE LOOK FORWARD TO YOUR CONTINUED SUPPORT IN THE FUTURE.

Submitted by:

John M. Paul

Convenor - Synod Finance Committee.

BUDGET 2002

Updated October 15, 2001

<u>REVENUE</u>	2000 Dollar Base	%	ACTUAL 2000	BUDGET 2001	BUDGET 2002
Presbytery Assessments					
Quebec	\$ 265,059	3.0	\$ 3,613	\$ 2,640	\$ 2,480
Montreal	3,114,249	35.3	32,735	29,460	29,160
Seaway Glengarry	1,542,859	17.5	16,902	15,020	14,460
Ottawa	2,762,788	31.3	29,336	25,750	25,840
Lanark Renfrew	1,135,233	12.9	12,579	9,655	10,660
	<u>\$ 8,820,188</u>	<u>100</u>	<u>\$ 95,165</u>	<u>\$ 82,525</u>	<u>\$ 82,600</u>
Donations - Congregations			1,330	0	0
- Presbyteries			45,197	0	0
Synod Meeting			192	300	300
Donations for Meals			118	0	0
Refund of Bank Charges			25	0	0
Donations - Youth Conference Transportation			1,800	0	0
<u>TOTAL REVENUES</u>			<u>\$ 143,827</u>	<u>\$ 82,825</u>	<u>\$ 82,900</u>

DISBURSEMENTS

Administration

Synod Meeting	\$ 3,932	\$ 3,500	\$ 3,500
Minutes	742	900	900
Host and Miscellaneous Expenses	0	450	0
	<u>\$ 4,674</u>	<u>\$ 4,850</u>	<u>\$ 4,400</u>

Honoraria

Clerk	\$ 1,600	\$ 1,600	\$ 1,600
Treasurer	800	800	800
Audit Review	100	100	100
Fund Raising	500	0	0
	<u>\$ 3,000</u>	<u>\$ 2,500</u>	<u>\$ 2,500</u>

Clerk's Office

Photocopy, Postage, Communications	\$ 415	\$ 800	\$ 800
Liability Insurance	877	900	900
Conference	500	250	500
	<u>\$ 1,792</u>	<u>\$ 1,950</u>	<u>\$ 2,200</u>

Committee Expenses

	ACTUAL 2000	BUDGET 2001	BUDGET 2002
Synod Council	\$ 1,592	\$ 1,100	\$ 1,100.
Youth	1,105	800 (1)*	1,000
Mission / Outreach	471	475	500
Sexual Abuse / Harassment	0	500	500
Finance (including bank charges)	750	450	550
Gracefield Special Committee	91	0	0
Regional Staffing	584	1,800 *	1,000
Past Moderator Review	19	0	0
	<u>\$ 4,612</u>	<u>\$ 5,125</u>	<u>\$ 4,650</u>

Program Costs and Mission Related Grants

Gracefield Camp and Conference Centre

Operating Grant	\$ 40,000	\$ 33,000	\$ 36,000
Loan PCC	30,416	0	0
Church Loans - St. Andrew/St. Paul	5,000	5,000	5,000 (2)
- St. Lambert	0	5,000 (2)	0
White Pine Mortgage	33,860	13,800 (2)	0
Synod Expenses	0	0	400
Loan - PCC Admin Council (3)	0	0	4,000
5 Year Maintenance Program	0	0	3,000

Camp d'action biblique

Operating Grant	1,000	1,000	1,000
Grant for Septic Upgrade	5,000	5,000	5,000 (2)
Facility Upgrade Program	0	0	3,000

Finance

Reserve Fund	1,500	0	4,000
Contingency	3,852	100	650

Vie chertienne

	1,000	1,500	1,500
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Regional Staffing (operating expenses)

Quebec A.E.C.	0	500 *	1,300
Ontario A.E.C.	0	500 *	1,300

Youth

Program	0	1,000 (1)	1,500
PYPS	0	0	1,500
Triennium (4)	0	3,000	0
Rise Up Canadian Youth (4)	0	0	0

Sexual Abuse/Harassment (5)

	0	1,500	0
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	<u>\$ 123,129</u>	<u>\$ 70,900</u>	<u>\$ 69,150</u>
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TOTAL EXPENDITURES

	\$137,207	\$ 85,325	\$ 82,900
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(1) CLC budget changed to Youth

(4) Program every three years

(2) Last year for these expenses

(5) Training allowance every two years

Synod Finance Committee Page 5

(1) Clerk's conference every 2 years	(6) This figure in '96 - \$ 68,890
(2) Loan for White Pine Upgrades in 2001	'97 - 87,425
(3) Program every three years	'98 - 74,525
(4) Training allowance every two years	'99 - 70,411
(5) This figure should be maintained at \$ 25,000 minimum	'00 - 95,465
	'01 - 82,825

"THE BIG PICTURE"

October 14, 2001

GRACEFIELD CAMP AND CONFERENCE CENTRE FINANCIAL POSITION

Based on financial statement to October 13, 2001

<u>EXTERNAL LIABILITIES</u>		Similar figures at December 31, 2000	
Projected deficit	\$ 4,000		\$ 16,300
Bank Overdraft	11,000		2,300
Line of Credit	Ø		11,000
Payroll	4,150		1,000
Accounts payable	600		8,200
Deferred Revenue	3,100		4,300
	<u>\$ 23,250</u>		<u>43,100</u>
Less receivables	8,000		4,800
Less Cash on Hand / Bank	200		6,200
	<u>\$ 15,050</u>	\$ 15,050	<u>32,100</u>
 <u>INTERNAL LIABILITIES</u>			
Jemima Rae Fund	\$ 15,200		17,750
St. Andrew's Fund	7,500		
	<u>\$ 22,700</u>	<u>22,700</u>	
		\$ 37,750	\$ 49,850
 <u>FUNDING AVAILABLE</u>			
From PCC Admin Council for Building Inspection Upgrade		up to \$ 20,000	
From Synod	2000 surplus	\$ 15,500	
	Fit up/generators	14,000	
		<u>\$ 1,500</u>	
	2001 Surplus	5,000 estimated	
		<u>\$ 6,500</u>	

J.M.P.

Note: Deferred revenue should be an internal liability.
The bottom line will be the same.



**GRACEFIELD CAMP AND CONFERENCE CENTRE OPERATIONS
COMPARATIVE FINANCIAL RESULTS 1997-2001 as of October 14, 2001**

	<u>2001</u> <u>BUDGET</u>	<u>FCST</u>	<u>2000</u>	<u>1999</u>	<u>1998</u>	<u>1997</u>
<u>REVENUE(000's)</u>						
Donations	\$ 44.1	\$ 38.8	\$ 44.1	\$ 36.9	\$ 22.4	\$ 19.7
Synod Grants and Misc.	33.0	33.4	40.2	37.2	40.0 (1)	45.9 (1)
Program – Adult/Family	95.0	78.5	81.9	86.9	72.6	84.0
- Child/Youth	101.5	106.3(2)	74.8 (2)	89.0	85.4	63.4
Camp Store	9.0	7.7	7.5	6.4	8.7	6.4
Total Revenue	\$282.6	\$264.7	\$248.6	\$256.3	\$229.1	\$219.4
<u>EXPENSES(000's)</u>						
Administration	\$101.8	\$ 95.7	\$101.5	\$ 92.3	\$ 83.2	\$ 69.8
Food Services	68.3	59.3	60.0	67.6	63.2	58.5
Program – Adult/Family	1.9	6.6	6.4	9.6	4.6	7.1
- Child/Youth	58.5	55.7 (2)	53.0 (2)	46.3	44.3	33.7
Camp Store	7.0	6.9	6.5	9.6	4.6	7.1
Property Maintenance	43.1	45.0(4)	37.4	43.5	26.1	28.4
TOTAL EXPENSE	\$282.6	\$269.2	\$264.8	\$263.7	\$226.8	202.0
NET	-0-	(4.5)	(16.2)	(8.4)	2.3	17.2
SYNOD CAPITAL SUPPORT						
Mortgage		\$ 15.6	\$ 33.9	\$17.4		
Capital Projects		20.7				
Debt Repayment		10.0	35.4			
		<u>\$ 46.3</u>	<u>\$ 69.3</u>			

(notes attached)

NOTES TO COMPARATIVE FINANCIAL RESULTS

1. In 1998, the Synod Grant includes \$2,000 for Audit Services. In 1997, this expense was covered directly by Synod. Since 1998, the Audit Fees of approximately \$4,000 per year have been paid from operating funds, thus reducing the effective Synod Grant to Gracefield operations totals shown by that amount.
2. Both Revenue and Expense for 2000 and 2001 include donations for and purchase of canoes (2001 - \$2650, 2000 - \$11,190). The Jenmima Rae Fund is designated for this purpose.
3. Total wages of \$122,416 (45.6% of budgeted expenses) represent an increase of \$18,800 over 2,000.
4. Property Maintenance is up \$7,600 over 2000 and does not reflect considerable volunteer labour, particularly for Beaver Lodge bathrooms.
5. Greater detail on Designated Donations will be provided in the future.

Treasurer's Report Page 6

The Synod of eastern Ontario and Western Quebec
The Presbyterian Church in Canada

I have examined the statement of income for the year ended December 31, 2000. My examination included such tests and other procedures, as I considered necessary in the circumstances.

In my opinion, these financial statements present fairly the financial position of the Synod as at December 31, 2000, and the results of operations for the year then ended, in accordance with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

The expression of opinion above is not to be interpreted as a view of a licensed practitioner, and the duties and liabilities normally associated thereto, are not implied nor are to be presumed. This expression is intended only for members of the Synod to assess Synod's financial position and results of operations for the subject year.



John B. Hoyer, CGA

11-02-01

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

Balance Sheet As at 31 December 2000

11 February 2001

Current Assets	<u>1999</u>	<u>2000</u>
Bank Account	\$18,994	\$17,086
Goods and Service Tax Refund Receivable	128	269

Capital

Total Assets	<u><u>\$19,123</u></u>	<u><u>\$17,355</u></u>
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Liabilities

Area Education Consultant Expenses - See AEC
Statement of Receipts and Disbursements for more
details (Presbyterian Church in Canada and the Womens'
Missionary Society (WMS) has given the Synod advanced AEC
Expense funds to pay for future AEC expenses)

<u><u>\$10,242</u></u>	<u><u>\$1,659</u></u>
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Pre-1997 Gracefield Camp and Conference Centre (GCCC) Debt:

Presbyterian Church in Canada (PCC)	\$28,445	\$0
St. Andrew's/St. Paul's Presbyterian Church, Montréal, Québec	15,000	10,000
St. Andrew's, St. Lambert, Québec	5,000	5,000
Total Pre-1997 GCCC Debt	<u><u>\$48,445</u></u>	<u><u>\$15,000</u></u>

Total Liabilities	<u><u>\$58,687</u></u>	<u><u>\$16,659</u></u>
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Equity	<u><u>-\$39,565</u></u>	<u><u>\$696</u></u>
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Total Liabilities and Equity	<u><u>\$19,123</u></u>	<u><u>\$17,355</u></u>
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Treasurer's Report Page 8

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

Bank Reconciliation
Period Ending 31 December 2000

11 February 2001

Bank Statement Balance 31 December 2000		\$14,812.68
Add Outstanding Deposit	\$4,133.38	
	<u>\$4,133.38</u>	\$4,133.38
Less Outstanding Cheques - #205	\$1,560.00	
- #206	\$124.00	
- #207	\$176.00	
	<u>\$1,860.00</u>	-\$1,860.00
Bank Balance 31 December 2000		<u>\$17,086.06</u>
 Bank Balance 31 December 2000	 \$17,086.06	
Less: Money Remaining from PCC for AEC	<u>\$1,659.04</u>	
Available for Synod Expenses	<u>\$15,427.02</u>	

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
For the Period 1 January to 31 December 2000

11 February 2001

	Actual 1999	Budget 2000	Actual 2000
Receipts			
Presbytery Assessments			
Québec	\$2,275	\$3,613	\$3,613
Montréal	22,480	32,735	32,735
Seaway-Glengarry	11,607	16,902	16,902
Ottawa	20,146	29,336	29,336
Lanark & Renfrew	8,638	12,579	12,579
Total Assessments	\$65,146	\$95,165	\$95,165
Fund raising (See Note 1)/Donations	\$13,333	\$0	
Riverview Presbyterian			\$80
Leggatt's Point			50
Parkwood Presbyterian			200
Presbytery of Montreal			25,197
Presbytery of Ottawa			20,000
Vankleek Hill			1,000
Synod meeting	186	300	192
Projected Surplus			
Donations for Meals - Council and Committees	98		118
Refund of Bank Charges			25
Goods & Services Tax Refund Received	480		
Donations: Transportation 2000 for Youth Conference			1,800
Total Receipts	\$79,242	\$95,465	\$143,827
Disbursements			
Synod Meeting	\$3,104	\$4,300	\$3,932
Minutes	658	900	742
Host and Miscellaneous Expenses	600	450	
Disbursements sub-total	\$4,362	\$5,650	\$4,674
Honoraria			
Clerk	\$1,600	\$1,600	\$1,600
Treasurer	800	800	800
Audit/review	100	100	100
Fund Raising			500
Honoraria sub-total	\$2,500	\$2,500	\$3,000
Clerk's Office			
Photocopying, postage, communication	\$31	\$800	\$415
Liability insurance	731	850	877
Conference		500	500
Bank/cheque expenses	710	40	
Clerk's Office sub-total	\$1,472	\$2,190	\$1,792

Note 1: The budget line for 2000 is zero because Synod does not have a person to lead fund raising.

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
For the Period 1 January to 31 December 2000

11 February 2001

	Actual 1999	Budget 2000	Actual 2000
Disbursements (continued)			
Committee Expenses			
Synod Council	\$929	\$1,200	\$1,592
Congregational Life	496	1,600	1,105
Mission/Outreach	111	375	471
Resource team on sexual abuse/harassment	2,322	3,800	
Finance	70	500	573
Bank/cheque expenses	141		177
Gracefield Special Committee	81		91
Regional Staffing	86	500	584
Past Moderator Synod Review		300	19
Committee Expenses Sub-total	\$4,236	\$8,275	\$4,612
Programme costs and Mission related grants			
Gracefield Camp & Conference Centre	\$37,000	\$34,000	\$40,000
Gracefield loan repayment & interest - PCC	17,500	17,500	30,416
Gracefield loan repayment - St. Andrew's and St. Paul		5,000	5,000
Payment on White Pine Loan			33,860
Camp d'action biblique	1,000	1,000	1,000
Camp d'action biblique - Special Grant for Septic & Facility Upgrade (See Note 2)		5,000	5,000
CGIT		250	
PYPS	840	2,600	1,500
Canada 2000 (Including Transportaton Costs)		2,000	3,852
Youth conference fund		1,000	1,000
Vie chrétienne	1,500	1,500	1,500
Programme costs and Mission related grants sub-total	\$57,840	\$69,850	\$123,129
Reserve funds		\$4,400	
Miscellaneous			
Total Disbursements	\$70,411	\$92,865	\$137,207
Deficit/Surplus	\$8,832	\$2,600	\$6,620

Note 2: First year of grant for \$5,000 in 2000, grant for \$5,000 per year in years 2001 & 2002 has been identified for the proposal. The Synod special grant will be used to partially contribute to projects to replace septic system and add to bathroom.

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

Area Education Consultant

**Funded by the Women's Missionary Society & the Presbyterian Church in Canada
For the Period 1 January to 31 December 2000**

11 February 2001

	Actual 1999	Budget 2000	Actual 2000
Receipts			
PCC/WMS Grants for Regional Staffing Grants	\$56,810	\$87,362	\$13,954
Carried Forward from Money Received between 15 Sep 1999 and 31 Dec 1999			10,242
Total Available for AEC Contract, Stipend and	56,810	87,362	24,196
Disbursements			
Area Education Consultant for Presbyteries of Montréal and Québec Stipend and Expenses (See Note	46,568	87,362	22,537
Net Surplus - for Area Education Consultant Activity (See Note Below)	\$10,242	\$0	\$1,659

Note: No claim or payment for Quebec AEC November & December expenses received or paid as of 31 Dec 2000.

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

**Balance Sheet
As at 31 August 2001**

Current Assets

Bank Account	\$24,417
Goods and Service Tax Refund Receivable	300

Capital

Gracefield Camp & Conference Centre (GCCC)	1
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Total Assets	\$24,718
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Liabilities

Area Education Consultant Expenses - See AEC Statement of Receipts and Disbursements for more details (Presbyterian Church in Canada and the Womens' Missionary Society (WMS) has given the Synod advanced AEC Expense funds to pay for future AEC expenses)	\$7,641
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White Pine Loan (Assumed \$15,240 Balance from GCCC 1 Jan 2001)	0
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Dontations received for GCCC Deficit for 2000 and not yet transferred to GCCC	0
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Sub-Total Liabilities	\$7,641
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Pre-1997 Synod Debt related to GCCC Operations:

Presbyterian Church in Canada (PCC)	\$0
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St. Andrew's/St. Paul's Presbyterian Church, Montréal, Québec	10,000
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St. Andrew's, St. Lambert, Québec	5,000
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Total Pre-1997 GCCC Debt	\$15,000
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Total Liabilities	\$22,641
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Equity	\$2,077
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Total Liabilities and Equity	\$24,718
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Statement of Receipts and Disbursements

For the Period 1 January to 31 August 2001

	Actual 2000	Budget 2001	Actual 2001
Receipts			
Presbytery Assessments			
Québec	\$3,613	\$2,640	\$2,640
Montréal	32,735	29,460	29,460
Seaway-Glengarry	16,902	15,020	6,000
Ottawa	29,336	25,750	16,000
Lanark & Renfrew	12,579	9,655	6,000
Total Assessments	\$95,165	\$82,525	\$60,100

Donations & Other Receipts

Donations - Synod Debt			
Fort Colonge			\$1,000
Parkwood, Ottawa			1,000
Received by Gracefield Camp & Conference Centre in 2000			730
Taiwanese & Robert Campbell Presbyterian			177
Ross St Andrews			70
Parkwood Presbyterian, Ottawa			249
Knox Crescent - Kennington 1st, Montreal			250
Presbytery of Montreal	\$25,197		
Presbytery of Ottawa	20,000		
St. Andrew's, Vankleek Hill	1,000		
Parkwood, Ottawa	200		
Riverview Presbyterian	80		
Leggatt's Point	50		
Synod meeting	192	\$300	
Donations for Meals - Council and Committees	118		
Refund of Bank Charges	25		
Return of PYPS 2000 Advance			26
Goods & Services Tax Refund Received			
Donations: Transportation 2000 for Youth Conference	1,800		
Donations: Transportation 2001 Triennium - Lanark & Renfrew Presbyterial			500
Total Donations & Other Receipts	\$48,662	\$300	\$4,002
Total Receipts	\$143,827	\$82,825	\$64,102

Disbursements

Administration

Synod Meeting	\$3,932	\$3,500	\$0
Minutes	742	900	
Host and Miscellaneous Expenses		450	
Disbursements sub-total	\$4,674	\$4,850	\$0

Honoraria

Clerk	\$1,600	\$1,600	\$800
Treasurer	800	800	400
Audit/review	100	100	100
Fund Raising	500		
Honoraria sub-total	\$3,000	\$2,500	\$1,300

Disbursements (continued)

Treasurer's Report Page 14

	Actual 2000	Budget 2001	Actual 2001
Clerk's Office			
Photocopying, postage, communication	\$415	\$800	\$0
Liability insurance	877	900	
Conference	500	250	
Clerk's Office sub-total	\$1,792	\$1,950	\$0
Committee Expenses			
Synod Council	\$1,592	\$1,100	\$1,133
Congregational Life	1,105	0	0
Youth (2001 Budget amended by Synod Council 24 May 2001)		800	455
Mission/Outreach	471	475	
Resource team on sexual abuse/harassment		500	
Finance	573	400	415
Bank/cheque expenses	177	50	83
Gracefield Special Committee	91		
Regional Staffing (2001 Budget amended by Synod Council 24 May 2001)	584	1,800	1,879
Past Moderator Synod Review	19	0	
Committee Expenses Sub-total	\$4,612	\$5,125	\$3,965
Programme costs and Mission related grants			
Gracefield Camp & Conference Centre			
Operating Grant	\$40,000	\$33,000	\$22,000
Gracefield loan repayment & interest - PCC	30,416	0	0
Church Loans Payments (St. Andrews/St. Pauls & St. Lambert)	5,000	10,000	0
White Pine Loan	33,860	13,800	15,614
Synod Finance Gracefield Camp & Conference Centre Expenses			106
Camp d'action biblique			
Camp d'action biblique	1,000	1,000	1,000
Special Grant for Septic & Facility Upgrade (See Note 1)	5,000	5,000	5,000
Finance			
Reserve Fund	1,500	0	
Contingency	3,852	100	
Vie chretienne	1,000	1,500	1,500
Regional Staffing	1,500		
Eastern Ontario Area Education Consultant operating expenses (2001 Budget amended by Synod Council 24 May 2001)		500	
Québec Area Education Consultant operating expenses (2001 Budget amended by Synod Council 24 May 2001)		500	
Youth			
Youth Programs		1,000	500
Triennium		3,000	3,500
Sexual Abuse / Harassment		1,500	
Programme costs and Mission related grants sub-total	\$123,129	\$70,900	\$49,219
Total Disbursements	\$137,207	\$85,325	\$54,485
Deficit/Surplus	\$6,620	-\$2,500	\$9,617

Note 1. First year of grant for \$5,000 in 2000, grant for \$5,000 per year in years 2001 & 2002 has been identified for the proposal. The Synod special grant will be used to contribute to projects to replace septic system and add to bathroom.

	Actual 1999	Budget 2000	Actual 2000	Actual 2001
Receipts				
PCC/WMS Grants for Regional Staffing Grants	\$56,810	\$87,362	\$13,954	\$22,859
Carried Forward into 2001 from 2000				1,659
Carried Forward from Money Received between 15 Sep 1999 and 31 Dec 1999			10,242	
Total Available for AEC Contract, Stipend and Expenses	56,810	\$87,362	\$24,196	\$24,518
Disbursements				
Area Education Consultant for Presbyteries of Montréal and Québec Stipend and Expenses	46,568	\$87,362	\$22,537	\$16,877
Area Education Consultant for Eastern Ontario Stipend and Expenses				\$2,258
Triennium Expenses - Montréal				559
Net Surplus - for Area Education Consultant Activity	\$10,242	\$0	\$1,659	\$7,641

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

**5 Year Gracefield Camp & Conference Centre Capital Plan
 For the Period 1 January to 31 August 2001**

Receipts

Parkwood, Ottawa	\$1,588
St. Paul's, Ottawa	1,500
Knox, Vankleek Hill	1,000
Kinburn	1,000
Erskine, Ottawa	598
Trinity, Kanata	500
St. Stephen's, Ottawa	250
Kenvon	200
Knox, Westport	200
St. James St. Andrews, Monkland	100

Total Receipts **\$6,936**

Disbursements

Fire Alarm	\$14,180
Material for doors & stair enclosures	5,782
Power Generator	500

Total Disbursements **\$20,462**

Expenses funded from the Synod's Reserve **\$13,526**

Report of the Synod Mission and Outreach Committee

October 19, 2001

The committee met on May 31, 2001 and agreed to make the following recommendations re: Grant Requests to Canada Ministries; and requests from the Robert Fund.

1. Grant Requests 2002

Presbytery & Mission Works	Approved 2001	Canada Ministries Forecast-2001	Synod Grant Requests-2002
Ottawa Presbytery			
Carleton Chaplaincy	\$ 3,200	\$ 3,200	\$ 3,600
Greenview	29,302	22,276	22,584
Francophone	5,000	5,000	5,000
Aylmer	2,500	2,500	2,500
Quebec Presbytery			
Inverness	\$ 1,500	\$ 1,500	\$ 1,500
Scotstown	1,000	1,000	1,000
Leggatt's Point	1,500	1,500	1,500
Sherbrooke (Pres. Francophone)	33,968	33,968	34,483
Montreal Presbytery			
Eglise St. Luc	\$ 46,926	\$ 46,670	\$ 47,318
Marc-Henri Vidal McGill Chaplaincy	3,000	3,000	3,000
Refugee	26,757	25,901	27,003
Tyndale Program	21,208	20,635	21,508
Tyndale Exec. Dir.	18,500	18,500	23,500
Concordia Chap.	3,000	3,000	3,000
Lost River, St.Andrew's E.	5,117	5,117	5,117
TOTAL	\$202,478	£193,767	\$202,613

Recommendation 1: That the above Synod Grant Requests for 2002 be approved.

Robert Fund Committee

In conversation with Canada Ministries, we have discovered that the total amount that we might expect from the Robert Fund is \$10,000. The last two years we have had \$12,000 to work with. Once before when the amount dipped to \$10,000, it later improved to \$12,000, so we hope that will happen this time too. However, for this report the amounts from the Fund given to each of the four ministries will have to be decreased proportionately.

Ministry	Granted 2001	Requested 2002
Assemblee Chretienne	\$ 600	\$ 500
La Vie Chretienne	9,600	8,000
Mission Montreal	1,200	1,000
Camp d'Action Biblique	600	500
TOTAL	\$ 12,000	\$ 10,000

Recommendation 2: That the above amounts requested from the Robert Fund be approved.

Respectfully submitted,

Larry Paul

**The Synod of Quebec & Eastern Ontario
Report of the Regional Staffing Committee**

October 2001

Having been given the green light at the 2000 Synod meeting to fill two part-time positions for Christian Education Coordinators, one for Quebec and one for Eastern Ontario, the committee worked very diligently over a period of six months. The hiring process proceeded fairly smoothly and by the end of April two candidates had been selected.

Budget negotiations with Church Offices in Toronto resulted in the hiring of two 2/3 time workers. The grant from WMS and Life & Mission will cover stipends and other employee benefits, while related job expenses will be the responsibility of Synod. The Synod Treasurer has these arrangements well in hand.

Anita Mack, who had been employed on interim contract in Quebec, formally started work on May 1. Christina Ball, from Chatham Ontario and now living in Ottawa, started in Eastern Ontario on August 1. Both are looking forward to the challenges of their positions and will initially be concentrating on making themselves aware of the needs and concerns of the congregations in their respective areas.

The committee is anticipating a lighter work load in 2002. A small sub-committee will be set up in each area to guide and advise the staff members and to respond to any questions or concerns that may arise.

Throughout the process of stabilizing the Christian Education component within the Synod, the committee has endeavoured to keep in mind the criteria resulting from the survey carried out early in 1999. Mission education, leadership development, and a strong commitment to youth featured strongly in the survey replies. With these workers in place it is hoped that congregations, church schools, youth groups and WMS groups will make use of the help and expertise which is now available.

Carol Bain
Convener

Druse Bryan
Secretary

Synod Youth Committee Report

s e p t e m b e r 2 0 0 1 . 2 0 0 1

1. Committee Start Up: We've finally stabilized for long enough for me to send out the intro letter to churches (which you should be getting this week or early next). The members are: Peter Rombeek (convener), Jeannette Fraser (Lanark/Renfrew rep), Anita Mack (Montréal rep), Christine Ball (Ottawa rep), Nadine Fafard (Québec & Camp d'Action Biblique rep), Donna McIlveen (Seaway/Glengarry rep), Dorothy Henderson *Herbert* (Gracefield rep), Mike Munnik (P.Y.P.S. president), & Gwendolyn Lam
2. Triennium:
 - a. pre event gatherings: Montréal/Québec Presb held a youth service with a commissioning that had record attendance. The Ontario Presb held a BBQ hosted by St. Andrew's, Richmond, with mixing games and a commissioning. Parents were also invited.
 - b. numbers: 62 people sent + small group leaders. We charged \$125. [breakdown: bus \$94, shirt \$8, lunch \$10, tip \$6, admin \$4 (postage, phone etc), emergency \$3]
 - c. bus: was a lot of work (not recommended for volunteer) cost \$8 660 with Delaney.
 - d. shirt: designed by a youth at the Taiwanese Presb church with Bethel Precision (in Montréal)
 - e. follow-up: The participants will be invited to the P.Y.P.S. weekend and invited to share about their experiences. In the spring before the next event the SYC should prepare a follow-up package that churches could use soon after the youth return. (we didn't exist early enough)
3. Presbyterian Young People's Society (P.Y.P.S.):
 - a. executive: Mike Munnik (president by appointment of SYC. He is a fourth year journalism student at Carleton and brings much PYPS experience from B.C.), Jenn Heckmann, Ben St. Louis, Marni Kellison. David Mac, with Anita & Christine taking turns being one adult advisor and Peter being the other. Next years exec will be appointed at the Oct weekend by the current exec and advisors.
 - b. weekend: will be Oct 5-8 at Knox, Vankleek Hill.
16-25 year ds.
Cost \$45 (\$35 early)
Theme: the Gift of Youth (1 Tim 4:12)
Speaker: Rev Roberta Clare
special guest: Mary Ingram, Youth in Mission co-ordinator
4. funding:
 - a. we have some concerns about money not being set aside to help fund future conferences.
 - b. we would like to up the P.Y.P.S. budget to \$1500 (I believe that's the previous amount under CLC) to ensure that costs are covered.
5. the future: we will consider at our meeting in early Nov.

October 17th, 2001

Gracefield Report to the Venerable the Synod of Quebec and Eastern Ontario

Greetings in Christ:

On behalf of the Gracefield Operating Committee I wish to present to you the following report. The first part of this report will concentrate on the Overall Financial Picture at Gracefield Camp and Conference Centre, the second will report on the mission side of Gracefield, focussing on the Summer Program.

Financial Picture:

At this time, we are bringing to you our best estimate of our year end position, which as of October 13th, 2001 indicates that we will end the year with a deficit in this years operations of about \$4,500.00.

Members of Presbyteries (Ottawa, Seaway-Glengarry, Montreal, Lanark & Renfrew) may remember that I visited this past spring and reported to you our intentions to base our "break even" summer around the 250 paying camper benchmark. It was also our intention, that the 10% campership fee that was requested in the fees of all paying campers was to be considered as surplus on top of our camper goal. Unfortunately, we didn't reach our 250 paying camper number. We only got about 206 paying campers, far below our break even point, and therefore the 36 campers we brought in through the campership process, while significant as a mission opportunity, and very helpful financially, did not ultimately gain us a "break even" summer.

We, the GOC, share with you this disappointment. We have spent some time looking at the reasons why we did not break even this summer, and have some preliminary focus points we have identified as significant areas to be scrutinized at our Planning/Budgeting meeting at Gracefield on October 27th, 2001. We share these with you as discussions in process.

As far as what happened to cause us to miss our camper goal, we are still presently examining the possibilities. It is possible the 30% increase in summer camp fees was significant, although over most of the camps we were at reasonable norms for attendance. However in one camp we were significantly down in numbers. In this one camp, a couple of possibilities exist as to why in a camp geared for 40, we only got 19 campers. It is possible that in this Explorer camp (13-15yrs) we were in conflict with Triennium which ran about the same time. But it is also possible that we had narrowed the age range too much from the year before and not understood that at about this age young people start dropping out of camp attendance.

We are considering making cuts to the staff levels to bring them into line with the other major church camps. Some of these may be a result of the recommendations from the summer senior staff; some may potentially be from amalgamating job descriptions.

We intend to look again at the whole issue of whether we provide bussing for kids to camp. This fee was included this year in the cost of camping and not subsidized as it was in the past. We can decrease campers' fees by eliminating the busses. This may lead to churches being able to send more kids to camp. According to other summer camp directors, the concept of providing bussing may in fact take away from parents' exposure to the camp proper and thereby limit their potential love for the camp as well.

What also impacted us this summer was a decision we made at last years November Strategic Planning concerning the cost of meals at the camp. We significantly increased the meal fees (charged to guests and Tent and Trailer residents) to restaurant equivalents to equal the quality of what was being offered and to help us in our "break even" quest. Unfortunately, what that apparently did was make the quieter restaurants in Gracefield, PQ more attractive than the exuberant and noisy experience of dining in the cafeteria with children. Apparently, once child rearing years are over, a person's ability to appreciate noise at mealtimes decreases significantly! We need to examine again our pricing policy at our October 27th Strategic Planning/Budgeting meeting as this represented in the past a significant margin of profit and our revenues are down about \$3,000.00 in this area.

We also may need to revisit the early registration and group discount packages that we stopped in our drive to find revenue. We have been told that because we didn't have a group discount in place, churches were unable to send as many campers as they had the year before. Also, early bird special registration requirements might have given us advance warning of the one youth camp that was going to be severely down in numbers.

We also spent more money on capital improvements this year than in years past. Because in past years, maintenance was curtailed, an essential amount of catch up is required. Our maintenance spending was about \$45,000 this year. A significant increase over other years. On the plus side of this, though, is the fact that Gracefield is looking better than it has in some years, and we note as well a substantial increase in volunteer labour towards upkeep of the facilities. We also want to note the considerable number of volunteers who joined work parties, acted as nurses, dining hall hosts, chaplains and speakers and the camp's continued success with international student volunteers.

On the financing part of Gracefield's Operating Budget, we wish to report important progress. As a result of this past Saturday's meeting with the Synod Finance Committee an important offering has been made. While Synod Finance is proposing to Synod an Operating Grant to Gracefield of \$36,000 they are also indicating to us their intention to further support us through the capital side of renovations and upkeep. They are hoping to assist us in the materials portion of our maintenance budget (last year this

was about \$10,000 worth of supplies) from the results of their 5 year Capital Campaign which is entering its second year. They would like to help in this area and hope to support in the area of \$8,000 dollars. This potentially represents a substantial increase in support for the Operating Budget of the camp and we are very appreciative of this gesture.

What is also of importance to note is that overall this year, revenues were up significantly, the summer program was kept under budget, and this year's deficit is significantly lower than the last years'.

We intend to continue our efforts to aim for a break even summer program next year. We ask for your prayers and support for the upcoming season.

Summer Program

By no means the least of this report is our reporting of the excellent summer program that again occurred at Gracefield Camp and Conference Centre this summer. Of the over 240 kids that were there, some 36 of them came on camperships. For many of these young people it was perhaps the first experience of Christian camping and love of a Christian community. It was also, the most wonderful summer weather-wise for all of our campers. I want to personally commend to you the quality of staff and their dedication, graciousness and patience that I saw there this summer (I spent four days and three nights there this summer). As can be expected in this day and age, and in the mission fields in which we daily find ourselves, not all the children coming to Gracefield were gifted with the same life skills as others. It was to these children that I personally saw the love and generosity of the staff as they dealt with patience and grace in Christ's name, with these and the other children. The curriculum used in the Bible Study sessions were all from a Reformed background and were well received by both campers and staff. The theme for the summer program was "No Matter What: A Love That Won't Let Go".

We present this report to the Synod of Quebec and Eastern Ontario respectfully for your consideration.

Sincerely,

Rev. John Wilson

(On behalf of the Gracefield Operating Committee)

Synod of Quebec and Eastern Ontario

Standing Orders (Revised - 2001)

1. **SYNOD MEETING:** The Synod of Quebec and Eastern Ontario shall meet on the third Friday in October and continue to the end of business on the following day. The place of meeting shall be decided by Synod, usually in response to an invitation from some congregation in the Synod.

2.0 **THE SYNOD COUNCIL:**

2.1 **Membership:**

The Synod Council of the Synod of Quebec and Eastern Ontario shall consist of the moderator (chairperson), the clerk of Synod (secretary), the Synod Treasurer, the immediate past-moderator, the clerks of the presbyteries within the bounds or their representatives named by their presbyteries, the conveners of the standing committees of Synod (Missions/Robert Fund, Finance, Gracefield Operating Committee (G.O.C), Regional Staffing, Youth Committee) and a representative from the Women's Missionary Society Synodical and conveners of other committees as they may be established.

2.2 **Meetings:**

The Synod Council shall meet at least three times annually, *usually* on or about the fourth Thursdays of January, May and September and in the morning of the opening day of Synod.

2.3 **Duties of The Synod Council:**

- 2.3.1 The Council shall serve as the Synod Business Committee;
- 2.3.2 The Council shall plan for and implement the decisions of the Synod.
- 2.3.3 The Council shall draw up a provisional docket for the next meeting of Synod, including the planning of the conference portion of the Synod meeting.
- 2.3.4 The Council shall seek to ensure that reports of Synod Committees are presented to the last Synod Council preceding the Synod (ie. the third of the four meetings see 2.2), and shortly thereafter mailed out to the commissioners.
- 2.3.5 The Council shall recommend methods of dealing with these reports at the Synod meeting.
- 2.3.6 The Council shall act as the Nominating Committee for Synod and also the Committee on Bills and Overtures and the Clerk shall solicit nominations for Moderator of Synod from the Presbyteries no later than the 30th April.
- 2.3.7 The Council shall make arrangements for the meetings of Synod, including:
 - 2.3.7.1 the election of the moderator
 - 2.3.7.2 the celebration of the Lord's Supper
 - 2.3.7.3 the Memorial Service for Ruling and Teaching Elders and Diaconal Ministers who have died since the last meeting of Synod
 - 2.3.7.4 other worship services at the meeting of Synod
 - 2.3.7.5 the conference theme (format and speakers) when such is to be held
 - 2.3.7.6 inclusion of special guest(s), representatives, and speakers where desired or needed

NOTE 1 All requests for resource people from outside the bounds of the Synod shall be made to the Council who shall arrange for their hospitality, if needed, and their privileges in the court.

NOTE 2 "New Business" or "Other Business" must be referred to the Council in the first place, otherwise such matter will be received and referred by the Synod.

**Synod of Quebec and Eastern Ontario
Standing Orders (Revised - 2001)**

- 2.3.7.7 The Council shall name the Presbytery (see 4.6) whose duty it will be to name representatives to the Nominating Committee of the General Assembly, consisting of one minister and one elder who will be commissioners to that Assembly. The Presbyteries will be named in the numerical order in which they appear in the Assembly minutes.
- 2.3.7.8 The Council shall deal with emergencies that may arise between regular meetings of Synod.
- 2.3.7.9 The Council shall name the Synod Representative to the Assembly Council according to the rotation set by General Assembly for 3 year terms.
- 2.3.7.10 The Council shall appoint at each Synod meeting a Committee on the Roll and Leave to Withdraw. (Commissioners desiring to leave the Synod meeting before mid-morning on Saturday must receive permission from this committee in order to receive payment of expenses).
- 2.3.7.11 The Council shall review the Standing Orders annually. Changes in the Standing Orders require a notice of motion on the floor of Synod for consideration at a later sederunt.
- 2.3.7.12 The Council shall name a representative(s) to regional organizations;
ie. Regional Multi-Faith Committee.

3.0. OFFICERS AND STANDING COMMITTEES OF SYNOD:

3.1 CLERK OF SYNOD

- Appointed by Synod for a three-year term which is renewable.

3.2 TREASURER OF SYNOD

- Appointed by Synod for a three-year term which is renewable.

3.3 SYNOD STANDING COMMITTEES:

3.3.1 FINANCE COMMITTEE:

- 3.3.1.1 The Convener will be appointed by the Synod.
- 3.3.1.2 In addition to the Convener and Treasurer the committee will include the Convener of Finance and/or Treasurer of each Presbytery, and to represent Gracefield, their Convener of Finance and Treasurer (ex officio and without vote.).
- 3.3.1.3 The Committee shall meet at least twice a year.
- 3.3.1.4 The committee shall prepare the Synod budget on the basis of requests from Synod Committees, information from the Treasurer and others. The draft budget will be presented to the last Synod Council meeting (ie. the third of the four meetings see 2.2) preceding the Synod their input.
- 3.3.1.5 The Finance Committee shall develop a 5 year rolling forecast for expenses and update the forecast annually for the Synod meeting.
- 3.3.1.6 Presbytery assessments will be based on a percentage of the total revenue raised for congregational purposes as per the most recent issue of acts and proceedings of the General Assembly.
- 3.3.1.7 An auditor shall be appointed annually by the Synod.

Synod of Quebec and Eastern Ontario
Standing Orders (Revised - 2001)

- 3.3.1.8 Signing officers for the Synod accounts shall be the Clerk, the Treasurer, the Convener of Finance and others as appointed by the Synod Council.
- 3.3.1.9 The committee will recommend appropriate travel and meal rates for the Synod.
- 3.3.1.10 The Finance Committee will pay travel, meal and other related expenses to special or pro re nata meetings of the Synod, Synod Council and Synod committees.
- 3.3.1.11 The committee shall develop and then maintain a reserve fund in the order of \$ 25,000.00 and monitor the investment of these funds.
- 3.3.1.12 The Finance Committee will pay the expenses of Council members and commissioners who attend Synod meetings and who have been present on Friday evening until mid-morning on Saturday, unless permission to depart early has been granted by the Committee on Roll and Leave to Withdraw. Accommodation will only be paid for the Clerk and Treasurer and the hospitality for special guests to the Synod meetings.
- 3.3.1.13 The Finance committee in consultation with the Presbytery of Ottawa, shall monitor the finances of Gracefield Camp and Conference Centre monthly and take any action deemed appropriate to control costs.

3.3.2 MISSION COMMITTEE:

- 3.3.2.1 Convener named by the Synod, one representative from each of the Presbyteries (5), plus representatives from the French ministry within Quebec and Montreal Presbyteries and the President of the Synodical of the Women's Missionary Society.
- 3.3.2.2 The Missions Committee shall make recommendations to Synod regarding any matters under the general area covered by the missions work of the General Assembly.
- 3.3.2.3 The Missions Committee shall approve Presbytery requests for mission grants and mission personnel appointments for submission to the Life and Mission Agency of the General Assembly.

3.3.3 The ROBERT FUND COMMITTEE:

- 3.3.3.1 Synod Missions Convener, Missions Committee, and one representative from each of the Presbyteries (5), and representatives from the French ministry within Quebec and Montreal Presbyteries.

The Robert Fund was established in 1951 from the estate of Mr. William Robert and his sister, Sarah, both deceased. They were members of St. Edward's Presbyterian Church, Beauharnois, Quebec. In their last will and testament they provided that one half of the residue of their estate be given to the Presbyterian Church in Canada. The Montreal Trust Company was appointed trustee and to invest this bequest. From this investment one third of the income is to be used annually for "religious and charitable schemes in the Province of Quebec." It has become the practice to grant priority to the work in the French language.

- 3.3.3.2 Requests for funds are received by the Robert Fund Committee.
- 3.3.3.3 Funds are made available either as grants or loans.
- 3.3.3.4 Requests must be made every year.

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3.3.4 REGIONAL STAFFING COMMITTEE:

The purpose of the Committee: to oversee the work of the Regional Staff and to ensure that the needs of the Synod/Synodical are being met.

- 3.3.4.1 Membership: Three members from the Synodical
 Three members from the Synod
 The Convener will alternate between Synod and Synodical every two years and, depending on the rotation, a fourth member will be appointed by the Synod or Synodical.

Members will serve a maximum of two terms of three years each, one third to retire each year, beginning the rotation after the first three years of the committee's life.

- 3.3.4.2 The committee will meet at least twice a year and as required at the call of the convener.

- 3.3.4.3 The committee shall:

- ▶ be accountable to Synod/Synodical
- ▶ be the channel of accountability of the staff to the Synod/Synodical
- ▶ be responsible for reviewing the job description(s) as necessary and, if changes are needed, shall bring the proposed changes to the Synod/Synodical for approval
- ▶ have authority to adjust the job description, if necessary between Synod/Synodical meetings
- ▶ ensure that the needs of the Synod/Synodical are being met
- ▶ in consultation with the staff set the year's priorities for the work to be carried out
- ▶ in consultation with the staff approve the best use of resources
- ▶ in consultation with the staff set measurable goals and objectives
- ▶ set a standardized method of reporting
- ▶ deal with any reported concerns on the performance of the staff
- ▶ ensure that support is available for the staff
- ▶ be responsible for search/interview/selection/appointment of the staff
- ▶ be responsible to administer the termination of staff if it becomes necessary
- ▶ recommend a yearly budget to the Synod incorporating any changes in stipend, allowances, etc.
- ▶ submit an annual report to W.M.S. Council and to the Life and Mission Agency and Synod.

Accountability:

The committee is:

- responsible to both Synod and Synodical
- is a Standing Committee of Synod
- has voting members on both Synod and Synodical Executives.

- 3.3.4.4 When programmes for youth are arranged by A.E.C. staff or the Regional Staffing Committee and the cost of the programme charged to the Youth Committee Budget, it must be approved prior to commitments by the Youth Committee convener.

3.3.5 YOUTH COMMITTEE

Purpose: To co-ordinate ministry among children, youth and young adults within the bounds of the Synod and to ensure communication with other Christian young people in Canada and elsewhere.

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- 3.3.5.1 Membership: the committee will have ten members plus regional staff. Membership is drawn from representatives from each of the presbyteries in the Synod and from representatives from Camp d'action biblique, Gracefield Camp & Conference Centre and Presbyterian Young People's Society - the criterion being that the members are committed to ensuring the spiritual growth of our young people, both within the congregations and in our communities. The make-up of the committee should also reflect the geography of the region, taking in both urban areas, rural areas and, where possible, different cultural groups.
- 3.3.5.2 The committee will recommend a Convener from within their membership for appointment by the Synod (or Synod Council).
- 3.3.5.3 The Convener or a representative will report to both Synod and Synodical meetings.
- 3.3.5.4 Meetings and communications: The committee will meet at least twice a year or at the call of the Convener. The use of e-mail, mail, telephone, and fax, will serve in between meetings.
- 3.3.5.5 Tasks: Initiate a directory of names of youth workers, contact persons in the Congregations, and Synod and Presbytery Clerks with a view to exchanging news of activities, programs, suitable resources etc.
 Set up a communication network between youth in the congregations. Initiate and support joint activities for all groups within the Purpose at Synod, interprovincial/Canadian/international levels.
- 3.3.5.6 Accountability: The committee will be accountable to Synod and will submit reports and budget requirements at the appropriate times.

3.4 OTHER:

- 3.4.1 **PENSION BOARD CORRESPONDING REPRESENTATIVE** shall be appointed by Synod for a 3 year term.
- 3.4.2 **SYNOD HISTORIAN** shall be appointed by Synod - 3 year term.
- 3.4.3 **CONVENER OF THE COMMITTEE TO EXAMINE PRESBYTERY AND SYNOD COUNCIL MINUTES** - The Synod shall appoint a convener of the Committee to Examine Presbytery and Synod Council Minutes.
- 3.4.4 **COMMITTEE ON COURTESIES** - The Synod shall appoint a Committee on Courtesies.
- 3.4.5 **COMMISSION TO EXAMINE THE SYNOD MINUTES** - The Synod shall appoint a Commission to examine the Synod minutes before submission to the General Assembly.
- 3.4.6 **SYNOD SEXUAL ABUSE AND/OR HARASSMENT RESOURCE TEAM**
- 3.4.6.1 The Convener shall be appointed by Synod.
- 3.4.6.2 The resource team will consist of various people involved in the church and community, i.e. counsellors, lawyers, social workers, rehabilitated abusers, survivors of abuse, and any other person(s) the Resource Team needs.
- 3.4.6.3 To be a resource to Presbyteries within the Synod by providing education and a database of information.
- 3.4.6.4 The Synod Council will oversee appointments to the resource team.

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4.0 GENERAL COMMENTS:

4.1 REPORTS

- 4.1.1 Annual Reports of all committees to be submitted to the Clerk not less than 3 weeks prior to the meeting of Synod.
- 4.1.2 Names and addresses of Commissioners will be sent by Clerks of the Presbyteries to the Clerk of Synod seven weeks prior to the meeting of Synod.
- 4.1.3 The Clerk will mail out to all Commissioners and Council members the package of reports to be presented at Synod at least two weeks before Synod.
- 4.1.4 Copies of reports for visitors and guests will be available at the registration desk.
- 4.1.5 Any committee(s) appointed after Synod is constituted and required to report before the Synod adjourns, shall provide copies of their report for the moderator and clerk.
- 4.1.6 Initial reports by Committees to the Synod shall be for 30 minutes, with further times at later sederunts. It should be noted that this does not include the Council Report, since Council is not a Standing Committee.

4.2 YEARLY MEMORIAL SERVICE

A Memorial Service shall be held at the Annual Meeting of Synod for Ruling and Teaching Elders and Diaconal Ministers, who at the time of death were members of the Synod or who had so served at some previous time. This information shall be collected by the Clerk of Synod.

4.3 PRESBYTERY MINUTES AND STANDING COMMITTEES OF PRESBYTERY

Presbytery Clerks should forward to the Synod Clerk copies of the Presbytery minutes and a list of the Standing Committees of Presbytery.

4.4 TERMS OF APPOINTMENTS FOR COMMITTEE MEMBERS

Committee members are normally appointed for a three year term with a possible renewal for a second three year term only. The rule shall not apply to conveners who may extend their terms in order to serve three years as convener. Conveners, on retiring, who may have served for six or more years may be eligible for appointment for one more year.

4.5 VACANCIES

Vacancies occurring through the year on committees may be filled by the Synod Council.

4.6 Rotation

Where activities or responsibilities rotate between Presbyteries, the rotation order is in the numerical order in which they appear in the General Assembly minutes.

MODERATORS OF THE SYNOD OF QUEBEC AND EASTERN ONTARIO, 1945-2001

<u>YEAR</u>	<u>LOCATION</u>	<u>MODERATOR</u>	<u>HOME PRESBYTERY</u>
1945	Montreal	James Foote, B.A.	Lanark-Renfrew
1946	Ottawa	Robert Good, B.Litt, D.D.	Ottawa
1947	Montreal	C. Ritchie Bell, B.A., D.D.	Montreal
1948	Smiths Falls	Donald B. MacKay, B.A., D.D.	Quebec
1949	Montreal	D. N. MacMillan, M.A., Ph.D.	Glengarry
1950	Montreal	Joseph K. Lattimore, B.A., D.D.	Lanark-Renfrew
1951	Brockville	Quincey A. McDowell, B.A.	Montreal
1952	Montreal	J. Logan-Vencta, OBE, M.A., D.D.	Ottawa
1953	Montreal	Allan S. Reid, B.A., D.D.	Montreal
1954	Montreal	A.C. Young, B.A.	Brockville
1955	Ottawa	Robertson Miller	Glengarry
1956	Montreal	W. F. Butcher, B.A., D.D.	Quebec
1957	Quebec	J.D. Wilkie, B.A.	Montreal
1958	Brockville	James M. Ritchie, M.A.	Lanark-Renfrew
1959	Montreal	R. C. Creelman, M.B.E., M.A., B.D.	Ottawa
1960	Ottawa	Alex J. Morrison, B.A.	Brockville
1961	St. Lambert	J. S. McBride, B.A., B.D., D.D.	Montreal
1962	Smiths Falls	W.L. MacLellan, B.A., B.D., D.D.	Glengarry
1963	Montreal	P.C. MacInnes, B.A.	Lanark-Renfrew
1964	Ottawa	A.B. Casselman, B.A.	Ottawa
1965	Almonte	Clifton J. MacKay, B.A., B.D., D.D.	Montreal
1966	Pierrefonds	Alex. M. McCombie, B.A., B.D.	Quebec
1967	Quebec	Leslie R. Renault	Brockville
1968	Montreal	Charles C. Cochrane, B.A., D.D.	Montreal
1969	Cornwall	Iver D. MacIver, D.D.	Glengarry
1970	Brockville	William F. Duffy, B.A., B.Sc., B.D.	Ottawa
1971	Ottawa	Robert A. Sinclair	Lanark-Renfrew
1972	Arnprior	Arthur van Seters, Th.D.	Montreal
1973	Chateauguay	Hamish M. Kennedy	Ottawa
1974	Ottawa	Leo E. Hughes, B.A.	Lanark- Renfrew
1975	Montreal	Wallace MacKinnon, B.A., D.D.	Glengarry
1976	Smiths Falls	Lawrence J. Cowper, B. Th.	Brockville
1977	Prescott	George E. Dobie, B.A., B.D., M.Th., D.D.	Ottawa
1978	Cornwall	James C.M. Jack, M.A.	Quebec
1979	Ottawa	Bill McElwain, M.A., Th.M.	Ottawa
1980	Sherbrooke	Donald G. Neil, Th. M.	Montreal
1981	Arnprior	Wilfrid M. Moncrieff, B.A., M.Div.	Lanark-Renfrew
1982	St. Lambert	Robert Martin, M.A.	Glengarry
1983	Brockville	Allan M. Duncan, B.A., B.D.	Brockville
1984	Ottawa	P. Lyle Sams, C.C., B.A.	Quebec
1985	Vankleek Hill	Graham Kennedy, B.A., B.Th., M.Th	Ottawa

1986	Perth	J. Bruce Robertson, S.T.M.	Montreal
1987	Montreal	Linda Bell, B.A., M.Div.	Lanark-Renfrew
1988	Iroquois	Fred Rennie, M.Th., D.D.	Glengarry
1989	Cornwall	Nicholas Vandermey, M.Th.	Brockville
1990	Gloucester	Daniel H. Forget, M.Th.	Quebec
1991	Richmond	Floyd R. McPhee, M.A., D.Min.	Ottawa
1992	Gracefield	Wally Hong, B.Sc., S.T.M.	Montreal
1993	Smiths Falls	Larry Paul, B.A., B.D., S.T.M., M.A.	Lanark-Renfrew
1994	Montreal	Garry van Bruchem, S.T.M., M.A., D.Min.	Seaway-Glengarry
1995	Ingleside	Garry Morton, B.A.	Ottawa
1996	Ottawa	J. S. S. Armour, B.A., B.D., S.T.M., D.D., M.A.	Montreal
1997	Renfrew	Ruth Syme, B.A., B.Ed., M.A., Dip.Min., Ph.D.	Lanark-Renfrew
1998	Montreal	Ian McLean, B.A., B.Th., M.Div.	Montreal
1999	Prescott	Anthony Boonstra, B.Ed., B.Th., M.Div.,	Ottawa
2000	Ottawa	Daniel Shute, B.A., M.Div., L.M.S. Ph.D.	Montreal
2001	Arnprior	Joan Hilliard	Lanark-Renfrew