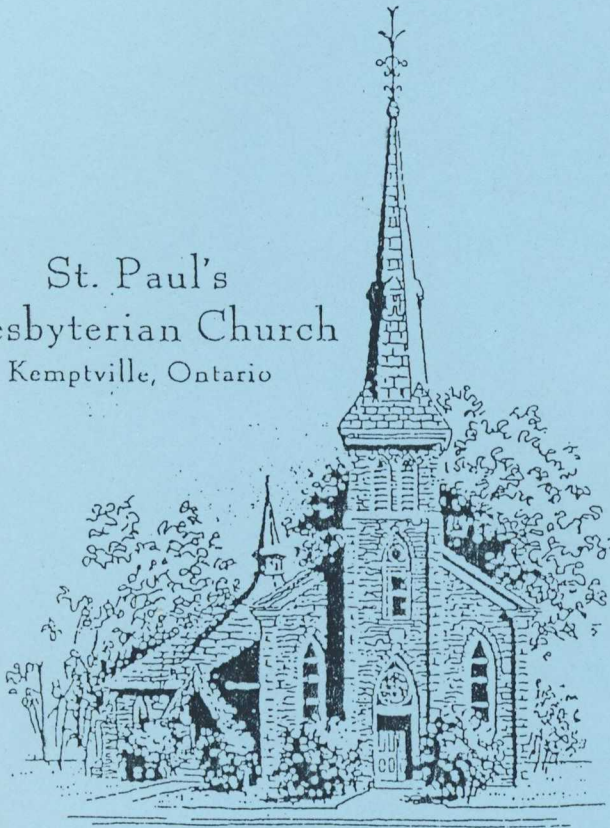
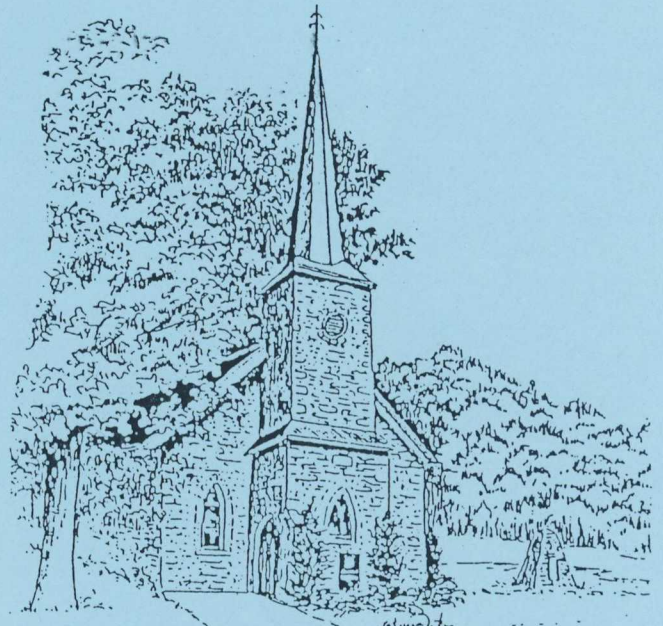


LE SYNOD DU QUÉBEC ET DE L'EST DE L'ONTARIO
L'ÉGLISE PRESBYTÉRIENNE AU CANADA

St. Paul's
Presbyterian Church
Kemptville, Ontario



St. Andrew's
Presbyterian Church
Oxford Mills, Ontario



MINUTES AND REPORTS

129th Synod Meeting
October 17th and 18th, 2003

St. Paul's Presbyterian Church, Kemptville, Ontario
The Presbytery of Seaway-Glengarry

THE SYNOD OF QUÉBEC AND EASTERN ONTARIO
THE PRESBYTERIAN CHURCH IN CANADA

129th Synod of Québec and Eastern Ontario**MINUTES****Corrections:**

- Page 30: under Insurance Concerns. The following words are missing at the end of the sentence that begins Note: “underwriter Marsh Canada.” The sentence as corrected reads, “Note: the words in quotation in the motion are to be included in the letter to the underwriter Marsh Canada.”
- Page 29: under To Ross Davidson: the word “stands” should be correctly spelled “strands”. The sentence as corrected reads, “To Ross Davidson: for serving as past moderator and for his creative sermon regarding the two strands of mission – proclaiming the message as well as engaging in acts of compassion.”
- Page 21: third paragraph, the word “Center” should be correctly spelled “Centre”. The sentence as corrected reads, “Dorothy Herbert encouraged the ministers to come and spend some study leave time in the beauty and peaceful surroundings of Gracefield Camp and Conference Centre.”

ONE HUNDRED TWENTY-NINTH MEETING
OF THE SYNOD OF QUÉBEC AND EASTERN ONTARIO
ST. PAUL'S PRESBYTERIAN CHURCH, KEMPTVILLE, ONTARIO
OCTOBER 17-18, 2003

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**THE MINUTES AND REPORTS OF
THE ONE HUNDRED AND TWENTY-NINTH MEETING
OF
THE SYNOD OF QUEBEC AND EASTERN ONTARIO
OF
THE PRESBYTERIAN CHURCH IN CANADA
HELD AT
KEMPTVILLE, ONTARIO
OCTOBER 17-18, 2003**

FIRST SEDERUNT

In the Township of North Grenville, at Kemptville, Ontario, and within St. Paul's Presbyterian Church there, on Friday the seventeenth day of October in the year of our Lord two thousand and three, at two o'clock in the afternoon.

At which place and time, ministers and ruling elders being commissioners from the several presbyteries of The Synod of Quebec and Eastern Ontario of The Presbyterian Church in Canada, convened as appointed by The Synod of Quebec and Eastern Ontario held in the city of Lachute, Quebec, in its final sederunt on the nineteenth day of October, 2002.

The host minister of the pastoral charge of St. Paul's, Kemptville and St. Andrew's, Oxford Mills, The Rev. Paul Chambers welcomed everyone to the 129th Synod meeting and to the church.

Opening worship with the Sacrament of Holy Communion was conducted by The Moderator of The Synod of Quebec and Eastern Ontario, The Rev. J. Ross H. Davidson. He was assisted in the Sacrament of Holy Communion by elders from the pastoral charge, Mr. Ken Janes, Clerk of Session and Mr. Art Munroe, Deputy Clerk of Session, from St. Andrew's, Oxford Mills, and Mr. Ron Stewart, Clerk of Session, Ms. Colleen Dibb, Deputy Clerk of Session, Ms. Moira Anderson, and Mr. Hugh Stewart from St. Paul's, Kemptville.

The service included an act of remembrance for those ministers and elders of the Synod who had died during the previous year.

From the Presbytery of Québec: elder Mr. Douglas Livingstone, St. Andrew's, Melbourne.

From the Presbytery of Montréal: elders Mr. Hayman from Margaret Roger Memorial Church, Lachute and Mrs. Thelma Thompson from Livingstone Church, Montréal.

From the Presbytery of Seaway-Glengarry: retired ministers the Rev. Dr. Donald Neil MacMillan, Finch and the Rev. John James (Jack) Urquhart, Cardinal and elders Mr. Bill Sheldrick, Knox Church, Morrisburg; Mr. John Gray, The Church of the Covenant, Lansdowne; Mr. Gordon McDermid, St. Andrew's Church, Martintown; Mr. Everard Craig, St. Andrew's Church, Oxford Mills; Mr. William Fleming, St. Matthew's Church, Ingleside; Mr. Walter Davidson, Knox Church Vankleek Hill, and Mr. Weldon MacIntosh, Kenyon Church, Dunvegan.

From the Presbytery of Ottawa, elders Mrs. Elizabeth (Betty) Campbell, St. Stephen's Church, Ottawa; Mr. Sidney Williams, Parkwood Church, Ottawa and Mrs. Sharon VanDyk, Parkwood Church, Ottawa.

Clerk:

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on Friday and Saturday, 17th and 18th October, 2003

From the Presbytery of Lanark and Renfrew, elders Ms. Dora Healey, St. Andrew's Church, Carleton Place; Mr. Gerald Rankin, St. Andrew's Church, Ross; Mr. Alex Schauer, St. Andrew's Church, Cobden; and Mr. Archie McLaren, Lochwinnoch Church, Lochwinnoch.

The Memorial Records are found on Appendix W – pages 95 – 96.

SYNOD CONSTITUTED

After worship, at three thirty o'clock in the afternoon, the Moderator, the Reverend J. Ross H. Davidson, constituted the Synod with prayer in the Name of the Lord Jesus Christ, the only King and Head of the Church, to transact all the business which might properly come before it.

Ruling on who could vote: Section 260 of the Book of Forms states that "the synod may decide to function through commissioners appointed by its several presbyteries." In keeping with the law of the church, the Moderator, the Rev. J. Ross H. Davidson ruled that only those commissioners appointed by its several presbyteries were permitted to vote.

Change to Proposed Docket:

MOTION: It was moved by Gregory Blatch and seconded by Gordon Walford that the proposed docket be amended, moving the election and installation of the moderator (docket item # 6) prior to the Adoption of the Docket (docket item # 5) and including the Roll of Synod (docket item # 4) as part of the report from the Committee on Business (docket item # 8). AGREED.

Attendance:

The Presbytery of Québec (2)

*The Rev. J. Ross H. Davidson, Mrs. Sarah MacDonald

The Presbytery of Montréal (10)

*Ms. Druse Bryan, The Rev. Cirric Chan, The Rev. Ian Fraser, The Rev. Timothy Hwang, The Rev. Coralie Jackson-Bissonnette, Mr. Tracy Lloyd, Ms. Anita Mack, Ms. Verna Medina, *Dr. Michael Pettem, Mr. Ian Stones.

The Presbytery of Seaway-Glengarry (6)

The Rev. Gregory (Greg) Blatch, *The Rev. Mark Bourgon, Ms. Wendy Froats, The Rev. Geoffrey (Geoff) Howard, *Ms. Donna McIlveen, Ms. Shelley Prins.

The Presbytery of Ottawa (12)

Ms. Christine Ball, Mr. Michael Boroczki, The Rev. John Fair, Mr. Charles Glennie, *The Rev. James T. Hurd, *Mr. David Milne, *Mr. John Paul, *Mr. Peter Rombeek, Ms. Joan Sampson, The Rev. Ian Victor, Mr. Gordon Walford, *The Rev. John Wilson.

The Presbytery of Lanark and Renfrew (5)

Ms. Joan Hilliard, *Mr. Sandy McCuan, The Rev. Marilyn Savage, Mr. Bob Scott, Mr. Robert Sutherland.

Clerk:

The 129th meeting of the Synod of Québec and Eastern Ontario
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Regrets:

The Rev. Dr. John Simms, *Ms. Lois Klempa (Presbytery of Montréal), *Ms. Sheila Paterson (Presbytery of Seaway-Glengarry), The Rev. Bruce Cossar (Presbytery of Lanark and Renfrew).

* member of Synod Council

Visitors:

Mr. Tim Bruneau, Presbyterian College student, with field placement in St. Giles Church, Ottawa.

ELECTION OF MODERATOR

The time having come to elect a Moderator to preside over the 129th Meeting of the Synod of Québec and Eastern Ontario, the clerk reported that three nominations for Moderator had been received. The Rev. Bert de Bruijn, nominated by the Presbytery of Seaway-Glengarry and the Presbytery of Lanark and Renfrew, had withdrawn his name. The Rev. Ian MacMillan, nominated by the Presbytery of Québec, had withdrawn his name. The Rev. Geoff Howard, nominated by the Presbytery of Seaway-Glengarry, had agreed to let his nomination stand. The Presbytery of Montréal agreed to endorse the nominee of the Presbytery of Seaway-Glengarry.

The Moderator called for nominations from the floor. There were no further nominations.

MOTION: It was moved by James Hurd and seconded by John Wilson that nominations close.
 AGREED.

MOTION: It was moved by Gordon Walford and seconded by Gregory Blatch that the Rev. Geoff Howard be declared elected as Moderator. AGREED.

The Rev. J. Ross H. Davidson declared the Rev. Geoff Howard elected Moderator of the 129th Synod of Québec and Eastern Ontario.

INSTALLATION OF THE MODERATOR

The Rev. J. Ross H. Davidson asked the appointed questions and then with prayer installed the Rev. Geoff Howard as Moderator of the 129th Synod of Québec and Eastern Ontario.

The Rev. J. Ross H. Davidson thanked the Court and the Synod council for their support throughout his moderatorial year.

The Rev. Geoff Howard thanked the Court for their expression of confidence in him by his election as Moderator. He asked for their support in the conduct of the business of the Court.

Clerk:

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ADOPTION OF THE DOCKET (Appendix A – pages 31 – 32)

MOTION: It was moved by James Hurd and seconded by Ross Davidson that the proposed docket as amended be adopted. **AGREED.**

It was noted that the Orders of the Day were as follows:

1. First Sederunt, 5:00 p.m. – Guest speaker, the Rev. Dr. Mariano DiGangi
2. Second Sederunt, 8:00 p.m. – Youth presentation (Canada Youth 2003)
3. Third Sederunt, 10:00 a.m. – Guest speaker, Ms. Sonya Henderson
4. Third Sederunt, 11:00 a.m. – Gracefield presentation (campers)
5. Third Sederunt, 11:30 a.m. – Friends of Gracefield

MINUTES OF THE 128TH SYNOD MEETING

The minutes of the 128th meeting of the Synod of Québec and Eastern Ontario were circulated to the commissioners who were named, the members of Synod Council, and one copy to each pastoral charge within the bounds of the Synod.

The following corrections were noted:

- Page 9: Bottom of the page, the heading “**WMS Synodical Report**” is redundant as it also appears at the top of page 10.
- Page 13: In “**GOC Fundraising**” the word “report” should be inserted, making the sentence correctly read: “The amended report refers only to page 49 of the proposal.”
- Page 16: In the second paragraph, under **Date, Time and Place of Next Meeting**, delete the words “The next meeting of Synod will be held”.

MOTION: It was moved by John Fair and seconded by Gregory Blatch that the minutes of the 128th meeting of the Synod of Québec and Eastern Ontario as corrected, be adopted. **AGREED.**

COMMITTEE ON BUSINESS

MOTION: It was moved by James Hurd and seconded by John Wilson that the Report of the Business Committee be received and considered. **AGREED.**

Recommendation No. 1

It was moved by James Hurd and seconded by John Wilson that the Roll of The Synod of Québec and Eastern Ontario be those commissioners appointed by its several presbyteries. **AGREED.**

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THE ROLL OF SYNOD

Ministers

1. Presbytery of Québec

The Rev. J. Ross H. Davidson

2. Presbytery of Montréal

The Rev. Cirric Chan

The Rev. Ian Fraser

The Rev. Timothy Hwang

The Rev. Coralie Jackson-Bissonnette

The Rev. Dr. John Simms*

3. Presbytery of Ottawa

The Rev. John Fair

The Rev. John Wilson

The Rev. Ian Victor

The Rev. James T. Hurd

4. Presbytery of Lanark and Renfrew

The Rev. Bruce Cossar*

The Rev. Marilyn Savage

5. Presbytery of Seaway-Glengarry

The Rev. Gregory Blatch

The Rev. Geoffrey Howard

Elders

Mrs. Sarah MacDonald

Mr. Tracy Lloyd

Ms. Verna Medina

Mr. Ian Stones

Ms. Druse Bryan

Mr. Charles Glennie

Mrs. Joan Sampson

Mr. Gordon Walford

Mr. Michael Boroczki

Mr. Bob Scott

Mr. Robert Sutherland

Mrs. Wendy Froats

Mrs. Shelley Prins

* those who sent regrets are marked with an asterisk

Recommendation #2

It was moved by James Hurd and seconded by John Wilson that Donna McIlveen be appointed Synod Clerk for a three year term, effective immediately. AGREED.

Notice of Motion:

Recommendation #3a

John Wilson gave notice of motion as follows:

At a future sederunt, I will move or cause to be moved,

- a) that the Synod reconsider its actions in adopting the resolution "to become a commissioned court"

Background: The motion referred to above for reconsideration was made at the 126th meeting of the Synod, in the year 2000 (page 7 of the minutes):

Clerk:

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- ❖ Recommendation 1: "It was moved by Ruth Syme/F. Wisse that Synod become a commissioned court composed of the holders of those positions now comprising Synod Council plus representatives of the Presbyteries allocated on the same formula as is used for naming representatives to General Assembly. AGREED"
 (35 people voted in favour and 8 against – 81.4% in favour)

In addition, the following motion was made at the 126th meeting of the Synod, in the year 2000 (page 7 of the minutes):

- ❖ Recommendation 2: "It was moved by Ruth Syme/F. Wisse that the function of Synod be reviewed in 2003 by the presbyteries, and that the 2003 meeting of Synod be mandated to decide whether any further changes are needed. AGREED".

(Recommendations #3b - #7 are contingent on the acceptance of recommendation #3a above and will therefore follow consideration of #3a at a future sederunt.)

Recommendation #8

It was moved by James Hurd and seconded by John Wilson 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 the Roll and Leave to Withdraw. AGREED.

Recommendation #9

It was moved by James Hurd and seconded by John Wilson that the Synod's guests, The Rev. Dr. Mariano DiGangi and Ms. Sonya Henderson, be invited to address the court Friday and Saturday respectively, that the regional staff, Christine Ball and Anita Mack, speak on the Friday afternoon, that representatives from Canada Youth 2003 be invited to speak on the Friday evening, that representatives (campers) from Gracefield Camp be invited to speak on Saturday morning and that "Friends of Gracefield" be invited to speak on Saturday morning. AGREED.

Recommendation #10

It was moved by James Hurd and seconded by John Wilson that commissioners desiring to leave the Synod early (11:30 a.m. Saturday) receive permission from the Committee on the Roll and Leave to Withdraw. AGREED.

Recommendation #11

It was moved by James Hurd and seconded by John Wilson that a stated hour of 5:00 p.m. Friday be observed for the speaker, The Rev. Dr. Mariano DiGangi, a stated hour of 8:00 p.m. Friday for the youth presentation, a stated hour of 10:00 a.m. Saturday for Ms. Sonya Henderson, a stated hour of 11:00 a.m. Saturday for Gracefield campers and a stated hour of 11:30 a.m. for the Friends of Gracefield".

The mover and seconder asked for permission to withdraw Recommendation #11 as the stated hours (Orders of the Day) were found on the docket, which was already adopted. The Synod agreed. WITHDRAWN

Clerk:

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Recommendation #12

It was moved by James Hurd and seconded by John Wilson that the Committee on the Roll and Leave to Withdraw be John Fair and Joan Sampson, members of the Presbytery of Ottawa. AGREED.

Recommendation #13

It was moved by James Hurd and seconded by John Wilson that the Committee to Examine Presbytery Minutes and Minutes of the Synod Council be convened by Dr. Michael Pettem with two other members of Synod, Mrs. Sarah MacDonald and the Rev. Ian Victor.

Ian Victor indicated he would not be present for the second sederunt and asked that another person be named in his place. Ross Davidson volunteered with the understanding that Michael Pettem would review the minutes of the Presbytery of Québec. The mover and seconder agreed to the friendly change. Recommendation #13 now reads:

It was moved by James Hurd and seconded by John Wilson that the Committee to Examine Presbytery Minutes and Minutes of the Synod Council be convened by Dr. Michael Pettem with two other members of Synod, Mrs. Sarah MacDonald and The Rev. J. Ross H. Davidson. AGREED

Ian Victor thanked the court for the confidence placed in him in the role of examining the minutes and thanked Ross Davidson for volunteering to take on the task.

Recommendation #14

It was moved by James Hurd and seconded by John Wilson that the Committee on courtesies be Marilyn Savage and Robert Sutherland, members of the Presbytery of Lanark and Renfrew. AGREED

Recommendation #15

It was moved by James Hurd and seconded by John Wilson that the Committee to review the Minutes of the meeting of the 129th Synod of Québec and Eastern Ontario be the moderator of the Synod and the Clerk of the Presbytery of Lanark and Renfrew. AGREED

Recommendation #16

It was moved by James Hurd and seconded by John Wilson that the Presbytery of Montréal be named to appoint members (a minister/diaconal minister commissioner and an elder commissioner) to the 2004 General Assembly Committee to Nominate to Standing Committees. AGREED

Recommendation #17

It was moved by James Hurd and seconded by John Wilson that Synod Council be authorized to fill any vacancies in the membership of Synod Committees which may occur prior to the next Synod meeting. AGREED.

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The time for this report having expired, it was agreed that further recommendations would be received at a future sederunt.

NOMINATING COMMITTEE

MOTION: It was moved by Ross Davidson and seconded by Shelley Prins that the Rev. Mark Bourgon be named as convener of The Synod Resource Team on Sexual Abuse and/or Harassment. AGREED.

CORRESPONDENCE (Appendix B – pages 33 – 35)

- 1) Ms. Druse Bryan, Convener of the Missions and Outreach Committee – a letter regarding the role of Synod in processing of annual Canada Ministries grant requests.
- 2) The Rev. Mark Godin, Moderator of the Presbytery of Québec – a letter with request from the presbytery to reject the format of a commissioned court in favour of a return to the full Synod format, with accompanying reasons.
- 3) Tom Dickey, assistant editor, The Presbyterian Record – a request for submission of a short article with highlights of the Synod meeting.

MOTION: It was moved by John Fair and seconded by Marilyn Savage that the letter regarding the role of Synod in processing of annual Canada Ministries grant requests be considered when the Missions and Outreach Committee present their report. AGREED

MOTION: It was moved by John Fair and seconded by Marilyn Savage that the letter from the Presbytery of Québec with a request to reject the format of a commissioned court in favour of a return to the full Synod format be considered when recommendation #3b of the Committee on Business is discussed. AGREED

MOTION: It was moved by John Wilson and seconded by Druse Bryan that the synod webservent, Gordon Walford, be asked to prepare a report of synod highlights and to submit such to The Presbyterian Record. AGREED

David Milne offered to purchase a disposable camera to enable Gordon Walford to take pictures throughout the Synod meeting suitable for submission with the article.

RECESS

The time for a refreshment break having arrived the Moderator declared a 10 minute recess.

REGIONAL STAFFING COMMITTEE (Appendix C – page 36)

MOTION: It was moved by Druse Bryan and seconded by Joan Sampson that the report from the Regional Staffing Committee be received and considered. AGREED

Clerk:

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Meeting at St. Paul's Presbyterian Church, Kemptville, Ontario

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Druse Bryan spoke to the report in the absence of Lois Klempa, the committee convener.

All commissioners were encouraged to go back to their respective presbyteries and congregations and both promote and make use of the regional staff.

MOTION: It was moved by Druse Bryan and Joan Sampson that the report as a whole be adopted. AGREED

REGIONAL STAFF

Christine Ball, regional staff in the Eastern Ontario part of the Synod and Anita Mack, regional staff in the Québec part of the Synod, were introduced to the Court.

Each regional staff presented a report. (Appendix D – pages 37 – 39)

Following their presentations, the Court showed their appreciation with a round of applause. Greg Blatch thanked Christine and Anita for their dedication and the many contributions they have made to the presbyteries where they each serve and to the synod as a whole.

The Moderator encouraged all to keep the regional staff present in prayer.

FINANCE COMMITTEE REPORT (Appendix E – pages 40 – 41)

MOTION: It was moved by John Wilson and seconded by James Hurd that the report of the Finance Committee be received and considered. AGREED

1. Treasurer's Report: (Appendix F – pages 42 – 48)

MOTION: It was moved by John Wilson and seconded by James Hurd that the audited statements as at December 31, 2002 be received and considered. AGREED

David Milne, treasurer, presented the audited financial statements.

The treasurer noted that J. B. Hoye, CGA audited the statements, dated May 12, 2003.

It was also noted that the total amount for Liabilities (\$17,631.00) and Equity (\$15,564.00) as at December 31, 2001 was \$33,195.00.

It was further noted that as at December 31, 2002 the synod operating surplus was \$6,531.00.

The Synod has three separate accounts:

- (1) Synod operations: the total available for general synod expenses as at January 1, 2002 was \$15,455.39 and as at January 1, 2003 there was \$21,630.76 available.
- (2) Area Education Consultant (Regional Staff): the total available at January 1, 2002 was \$90,791.00 with total disbursements of \$82,960.00, leaving a net surplus of \$7,830.00 as at December 31, 2002.
- (3) Five-Year Gracefield Camp and Conference Centre Major Maintenance and Capital Plan: the total available at January 1, 2002 was \$33,946 with total disbursements of \$30,645.00, leaving a reserve as at December 31, 2002 of \$3,301.

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A question was raised whether the \$21,630.76 available for synod operations was an adequate amount. The treasurer indicated that he would prefer an amount closer to \$30,000.00.

A question was raised regarding the cost of insurance, noting that in the Liability Insurance line (under the heading clerk's office) there was no dollar amount listed. The treasurer indicated that no bill for liability insurance had been received to date.

Considerable discussion ensued on the matter of insurance.

A question was raised regarding the regional staff surplus (\$7,830.00) that exists and why the problem of receiving extra funds from the Life and Mission Agency can't seem to be corrected. The treasurer indicated it is an ongoing concern that has been raised with the Life and Mission Agency but not yet resolved.

MOTION: It was moved by James Hurd and seconded by John Fair that the Auditor's Report be received and the audited financial statement as at December 31, 2002 be adopted.
 AGREED

2. Financial Statement to September 30, 2003: (Appendix G – pages 49 – 54)

MOTION: It was moved by John Wilson and seconded by James Hurd that the financial statement for Synod to September 30, 2003 be received for information. AGREED

The treasurer distributed the unaudited balance sheet as at September 30, 2003 for information. It was brought to the attention of the treasurer that there was an error on page 1 in the figure listed for equity as at December 31, 2002. The figure listed is \$4,587.00 and it should be \$15,564.00. In addition the total listed of \$22,218 is incorrect and should be \$33,195.00.

The treasurer will correct the error as noted.

The treasurer also indicated that the receipts to date were down from previous years. He encouraged commissioners to bring this to the attention of their respective presbyteries.

3. Appointment of Auditor:

MOTION: It was moved by John Wilson and seconded by James Hurd that Mr. Jack Hoye be appointed to review the 2003 financial statements. If Mr. Hoye is unable to act on this matter the Synod gives the Finance Committee power to issue to appoint an alternate. AGREED

4. Response to Synod's Motion in 2002 on the 5-Year Forecast:
 (Appendix H – pages 55 – 60)

MOTION: It was moved by John Wilson and seconded by James Hurd that the 6-page report which includes appendices A (financial summary) and B (financial forecast) be received and considered. AGREED

Clerk:

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John Paul spoke to the report and gave an overview of its content.

ORDER OF THE DAY

The hour of 5:00 p.m. having arrived for the guest speaker, the Moderator introduced the Rev. Dr. Mariano DiGangi to the court.

Dr. DiGangi has served pastorates in Montréal, Hamilton, Philadelphia and Knox Presbyterian Church, Toronto. He is Professor Emeritus at Tyndale Seminary. He is past director of a mission in Asia and the Middle East. He is the author of a dozen books. In his active retirement he is the minister in association with St. Paul's Presbyterian Church, Ottawa.

Dr. DiGangi spoke on the theme of "When the Spirit Comes". He referred to himself as a 'sign painter' who knew a lot about religion. He spoke on how the Holy Spirit provides direction for the church. A church that is not responsive to the Spirit is a dying church. The Holy Spirit is not a 'status quo' spirit and we should never try and dilute it for our purposes. The Spirit is dynamic and transforming and it is the Spirit that edifies the church. Dr. DiGangi referred to the many passages of scripture that speak of the Holy Spirit. He encouraged us all to know the Holy Spirit and 'When the Spirit Comes' we will be transformed into our Lord's likeness and truly able to do the work of the one whom we confess as Lord and Saviour.

The Moderator thanked the Rev. Dr. Mariano DiGangi for his inspiring message to the 129th Synod meeting and for reminding us of the power of the Holy Spirit.

FINANCE COMMITTEE (Cont'd)

The court agreed to continue with the report of the Finance Committee in the time remaining prior to the supper hour.

Five-Year Forecast: John Paul, Finance Committee convener, received questions on the forecast report.

A question was raised as to why the honoraria were increased in the five-year forecast. It was noted by the convener that the honoraria had not been increased since 1996.

MOTION: It was moved by Coralie Jackson-Bissonnette and seconded by John Fair that the Five-Year Forecast 2004-2008 (appendix B) be received for information.

MOTION TO TABLE: It was moved by James Hurd and seconded by Ross Davidson that the Five-Year Forecast be tabled and picked up at the time of the budget discussion. **AGREED**

5. Director's Residence (Appendix I – pages 61 – 63)

It was brought to the attention of the Court that the report from the Presbytery of Ottawa regarding the operation of Gracefield Camp and Conference Centre contained a motion concerning the Director's Residence. The following motion was made.

Clerk:

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MOTION: It was moved by Gordon Walford and seconded by Druse Bryan that the report from the Presbytery of Ottawa for the year 2002-2003 regarding the operation of Gracefield Camp and Conference Centre be received at this time. AGREED

The report from the Presbytery of Ottawa (Appendix J – pages 64 – 71)
 (includes 2002 Gracefield Financial Audit)

The Moderator read the motion as contained in the covering letter of the report. The motion is also found in the Finance Committee report on the Co-Director's residence. The motion is as follows:

“It was moved by W.J. Ball, seconded by D. McDougall, and agreed, that the Presbytery of Ottawa call upon the Synod of Quebec and Eastern Ontario to provide sufficient resources to ensure adequate accommodation for the full-time directors at the Gracefield Camp and Conference Centre and that this be addressed immediately and be a top priority.”

MOTION: It was moved by Ian Victor and seconded by John Fair that the synod approve in principle the construction of a residence.

A question was raised as to why the need for a new Director's residence was not brought before the synod earlier. It was noted that the issue was brought to the attention of the synod in 2002. Discussion on the motion continued. It was expressed that the need is great and people will respond to the challenge accordingly.

FRIENDLY AMENDMENT: It was agreed by the mover and seconder to add the words “for the Directors” to the motion. The motion now reads:

“That the synod approve in principle the construction of a residence for the Directors.”

AMENDMENT: It was moved by Ross Davidson and seconded by Wendy Froats that the words “the construction of” be removed from the motion. DEFEATED

The original motion was again before the court.

“That the synod approve in principle the construction of a residence for the Directors.”

A question was raised regarding including a dollar amount in the motion.

The time for this report having expired, it was agreed that further discussion would take place at a future sederunt.

COMMITTEE ON ROLL AND LEAVE TO WITHDRAW

MOTION: It was moved by John Fair and seconded by Joan Sampson that Ian Victor be granted leave to withdraw for the second sederunt on Friday evening and Coralie Jackson-Bissonnette be granted leave to withdraw at 9:00 p.m. at the conclusion of the second sederunt on Friday evening and for the remainder of the synod meeting. AGREED

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NOTICES OF MOTION

John Wilson gave two notices of motion as follows:

- 1) At a future sederunt I will move or cause to be moved that the Standing Orders of the Gracefield Operating Committee be considered at a future sederunt.
- 2) At a future sederunt I will move or cause to be moved that changes to the Standing Orders for duties of the synod council be considered at a future sederunt.

ADJOURNMENT

MOTION It was moved by John Wilson that the Synod be adjourned at 6:00 p.m. AGREED

The Moderator adjourned the Synod to reconvene at 7:00 o'clock evening, in this same place. The sederunt closed with prayer by the Moderator.

SECOND SEDERUNT

On the same day and place at 7:15 o'clock evening, the synod met pursuant to adjournment, and was constituted with prayer by the Moderator.

WOMEN'S MISSIONARY SOCIETY SYNODICAL (Appendix K – page 72)

MOTION It was moved by Joan Sampson and seconded by Coralie Jackson-Bissonnette that the report of the Women's Missionary Society Synodical report be received and considered. AGREED

Druse Bryan spoke to the report in the absence of the Synodical president, Sheila Paterson. She drew the attention of the court to two items: the book "Certain Women Amazed Us" which is a history of the WMS in the Presbyterian Church in Canada. Druse encouraged everyone to buy and read it. As well she emphasized the last paragraph of the report which states: "Even as our groups decrease in number, the goal is still the same, *Go and Tell* what Jesus has done for you. Share His love with those you meet and those around the world."

MOTION It was moved by James Hurd and seconded by Greg Blatch that the report as a whole be adopted. AGREED

MISSION & OUTREACH COMMITTEE AND ROBERT FUND COMMITTEE
 (Appendix L – pages 73 – 74)

MOTION It was moved by Gordon Walford and seconded by Wendy Froats that the report of the Mission and Outreach Committee and the Robert Fund Committee be received and considered. AGREED

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Druse Bryan, convener of the Mission and Outreach Committee spoke to the report. The letter received in the Correspondence report was considered.

Recommendation #1

It was moved by Druse Bryan and seconded by John Fair that the Synod set up a task force to look into the role of synods in the annual Canada Ministries grant request process, or do otherwise as it seems appropriate.

Druse Bryan gave an overview of the Canada Ministries grant request process meeting that is held each year. If a task force is established one possible outcome might be the preparation of an overture to the General Assembly that would address some of the frustrations expressed.

The recommendation was voted on. AGREED

The Moderator to name the Task Force.

Recommendation #2

It was moved by Druse Bryan and seconded by John Fair that the Synod Grant Requests for 2004 be approved.

Druse Bryan went over each category.

Montreal: It was noted that the name of the Presbyterian Bible Church is properly the Montreal Bible Church.

Ottawa: It was noted that the Francophone ministry support has ceased and it is anticipated that it will no longer be active by the end of the year.

The recommendation was voted on. AGREED

Recommendation #3

It was moved by Druse Bryan and seconded by John Fair that, subject to availability of funds, the Grant Requests from the Robert Fund be approved. AGREED

MOTION: It was moved by James Hurd and seconded by Druse Bryan that the Task Force also review the role of the Synod Mission and Outreach Committee. AGREED

MOTION: It was moved by Druse Bryan and seconded by Ross Davidson that the report with its recommendations be adopted. AGREED

YOUTH COMMITTEE (Appendix M – pages 75 – 77)

MOTION: It was moved by Ross Davidson and seconded by John Fair that the report of the Youth Committee be received and considered. AGREED

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Peter Rombeek, convener of the Youth Committee, spoke to the report. He highlighted the various programmes that have occurred this past year. The "retreat" idea is being re-introduced into the synod as a PYPS type event. PYPS is at present on hold. The committee was encouraged by the participation of youth and adults in the CY2003 event and would like to see an even greater synod wide participation at the next event planned for 2006. A Peer Ministry training weekend is being planned for November 7-9, 2003. It is the hope of the committee that a youth team would be set up in each presbytery in the synod.

Triennium: This event is for 15-19 year olds. The application form was explained. The deadline for applications to the Synod Youth committee is January 31, 2004. There are 14 available delegate spots for the synod.

MOTION: It was moved by James Hurd and seconded by Wendy Froats that the report as a whole be adopted. AGREED

ORDER OF THE DAY

The hour of 8:00 p.m. having arrived for the youth presentation, the Moderator invited the participants to come forward.

Christine and William Ball introduced the youth participants who shared their experiences of Canada Youth 2003 with the court. They were Ellen Russell (St. Andrew's, Arnprior), Michelle Ball (Westminster, Ottawa), Laura Stark (St. Paul's, Kemptville), Laura Cowper (First Church, Brockville), and Jason Connors (Westminster, Ottawa). The group sang "Rockin' Kum by ya" with verses of singing, praying, laughing, hurting, serving, and learning. Each participant spoke on a different aspect of CY2003 including worship, the 'soul harbour' (place of prayer), sessions and games. In summing up the event the youth participant shared that it was a fun-filled and faith-growing experience that all youth should experience at least once. CY2003 was great!

BUSINESS COMMITTEE (Cont'd from page 7)

The court agreed to continue with the Business Committee report in the time remaining in the second sederunt.

Recommendation #3a

Pursuant to the notice given in the first sederunt, it was moved by John Wilson and seconded by Druse Bryan that the Synod reconsider its actions in adopting the resolution "to become a commissioned court". AGREED

Recommendation #3b

It was moved by James Hurd and seconded by John Wilson that the resolution be amended to read, "That the Synod resolve to function henceforth through commissioners appointed by its several presbyteries."

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The clerk summarized the responses from the various presbyteries received re: the function and format of synod.

Québec: rejects commissioned court in favour of returning to a full synod comprised of all members of the various presbyteries; the status of synod council members at synod meetings needs to be clarified; synod's major attraction is as an arena for wider fellowship in a common geographical area as well as offering conference times which can be of encouragement and interest to both members and visitors.

Montréal: remain a commissioned court

Seaway-Glengarry: remain a commissioned court; change ratio from 1 in 6 to 1 in 4; and clarify the status of conveners of standing committees who are not members of the court.

Ottawa: remain a commissioned court; do not overlook and underestimate the importance of fellowship.

Lanark and Renfrew: remain a commissioned court; all resource persons requested to be at synod meetings by synod, should have their expenses paid similar to commissioners.

Discussion ensued on the recommendation.

Ross Davidson spoke in support of the letter from the Presbytery of Québec.

The recommendation was voted on. **AGREED.**

A count of the vote was requested. The clerk indicated that there were 24 commissioners present for the vote. 19 commissioners voted in favour of the recommendation and 2 voted against.

It was noted that the motion to reconsider was moved and seconded by 2 members of synod who were present at the 126th synod meeting when the initial motion was agreed upon.

Dissent: Ross Davidson and Sarah MacDonald asked that their dissent to the decision on Recommendation #3b, be recorded.

Recommendation #4

It was moved by James Hurd and seconded by John Wilson that the ratio for determining the number of commissioners be one-fourth of the total number of ministers and members of the Order of Diaconal Ministries whose names are on the constituent rolls of the presbyteries within the bounds, together with an equal number of ruling elders.

AMENDMENT: It was moved by Shelley Prins and seconded by Gordon Walford that the words "with a minimum of 2" be added after the word bounds and before the word together. **AGREED**

MOTION AS AMENDED: That the ratio for determining the number of commissioners be one-fourth of the total number of ministers and members of the Order of Diaconal Ministries whose names are on the constituent rolls of the presbyteries within the bounds, with a minimum of 2, together with an equal number of ruling elders.

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Discussion of the motion as amended took place.

The vote was called for. The motion as amended: AGREED

A vote of 75% in favour was required. A count of the vote was requested. The clerk indicated that there were 24 commissioners present for the vote. 21 commissioners voted in favour of the recommendation as amended and 3 voted against.

The time for this report having expired, it was agreed to return to the remainder of the report at a future sederunt.

COMMITTEE ON ROLL AND LEAVE TO WITHDRAW

John Fair reported no further requests.

ADJOURNMENT

MOTION: It was moved by Druse Bryan that the Synod be adjourned at 9:05 p.m. AGREED

The Moderator adjourned the Synod to reconvene on Saturday morning at 9:30 o'clock in the morning, in this same place. The sederunt closed with prayer by the Moderator.

THIRD SEDERUNT

On Saturday, the eighteenth day of October, two thousand and three, at nine-thirty o'clock in the morning within St. Paul's Presbyterian Church, Kemptville, Ontario, the Synod met pursuant to adjournment.

The Moderator led a time of worship. Following worship the Moderator constituted the Synod with prayer.

Visitors:

Michael Boroczki introduced Mr. Julius Marton, from Calvin Hungarian Church in Ottawa, Ontario. Greg Blatch introduced his son David.

ORDER OF THE DAY

The hour of 10:00 a.m. having arrived for the guest speaker, the Moderator introduced Ms. Sonya Henderson to the Court.

Sonya Henderson is serving the Presbyterian Church in Canada and working in partnership with the Hungarian Reformed Church in Romania. She is living in Cluj, Romania. During the school year Sonya teaches half-time at the Hungarian Theological Institute and half-time at the Lamont Centre, a center for adults with physical disabilities. In the summer she participates in camps in Hungary, Croatia and Romania.

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Sonya has served in Romania for 2 ½ years as a mission worker. She is thankful for the opportunity of serving God in this way. She states, "Under the shadow of a war-torn and bullet-marked church, it is truly wonderful to see what people can do when working together in a Christian community."

Sonya thanked everyone for their generosity in supporting Presbyterians Sharing. There are many opportunities for learning more about life in the Ukraine. She encouraged everyone to use the 2001 study book, "Partners: Meeting Friends in the Ukraine" (a mission learning/sharing experience for children and youth). The offering project is to raise money for 'bread fees'. While at school, students are asked to pay \$6.00 each month for 'bread fees'. Often this is a hardship, and the offering raised will be used for students who cannot afford \$6.00 a month. As well, the 2003 advent calendar is called "Janos' Christmas in Ukraine".

The Moderator thanked Ms. Sonya Henderson for her informative presentation and for sharing with the 129th Synod meeting some of the struggles and joys she experiences as she serves God in the Ukraine.

REPORT FROM THE PRESBYTERY OF OTTAWA Re: Gracefield Camp 2002-2003
 (Appendix J – pages 64 – 71)

The report was received during the first sederunt when the Director's residence was discussed. James Hurd spoke to the report.

MOTION: It was moved by James Hurd and seconded by John Fair that the report from the Presbytery of Ottawa for the year 2002-2003 regarding the operation of the Gracefield Camp and Conference Centre be adopted. AGREED

GRACEFIELD OPERATING COMMITTEE

2002 Gracefield Financial Audit: (Appendix J – pages 65 – 71 and Appendix N – page 78)

MOTION: It was moved by John Wilson and seconded by Ian Victor that the 2002 Gracefield Financial Audit be received and its recommendations considered. AGREED

John Wilson reported that since 1996, Gracefield has been mandated by Synod to provide yearly audits. At this time, the finances of Gracefield are under monthly review by the Synod Finance Committee and regularly by the Presbytery of Ottawa and the Synod Council.

MOTION: It was moved by John Wilson and seconded by Ian Victor that for the next two years a yearly financial review be taken of the books and in every third year, a full audit.

In light of the present accounting practices, history of full audits and regular financial oversight by many parties, the reviews will be sufficient and far less expensive. The same people who do the audit will do the financial review.

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It was agreed to defer further discussion on the matter until after the Gracefield audited statements were considered.

MOTION: It was moved by John Wilson and seconded by Ian Victor that the auditor's report dated April 7, 2003 and the audited statement for the year ended December 31, 2002, be adopted. AGREED

The matter of financial review was brought forward again. Following further discussion the vote was called for.

The original motion: "That for the next two years a yearly financial review be taken of the books and in every third year, a full audit." AGREED

GOC Report: (Appendix O – pages 79 – 82)

MOTION: It was moved by John Wilson and seconded by Ian Victor that the report of the Gracefield Operating Committee be received and considered. AGREED

John Wilson spoke to the report. He thanked the court for the privilege of serving as convener of the GOC. He spoke of the frustrations of operating a camp but also the benefits and joys. Offering a good quality camping experience for children of all ages takes a lot of work and planning. However despite the setbacks at times, we must remember that it is a mission and a ministry that must never be underestimated. Gracefield is your camp and you should be proud of it. Keep the camp, its operations, facilities and its campers in prayer. Commissioners were invited to return to their presbyteries and congregations and encourage everyone to support Gracefield. From sending children to summer camp to fund raising we can all do our part to help Gracefield.

MOTION: It was moved by John Wilson and seconded by Ian Victor that the current operating deficit incurred by the Gracefield Camp and Conference Centre be offset by an additional grant from the Synod in the realm of \$10,000.00.

Discussion took place on the motion.

It was agreed to defer further discussion on the motion until after the balance sheet for Gracefield Camp and Conference Centre, as of September 30, 2003, was considered.

MOTION: It was moved by John Wilson and seconded by Ian Victor that the Balance Sheet as of September 30, 2003 for the Gracefield Camp and Conference Centre be received for information. AGREED

The matter of an additional grant from Synod was brought forward again. It was noted that the grant would come from the reserves of the Synod.

Following further discussion the vote on the original motion was called for.

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The original motion: "that the current operating deficit incurred by the Gracefield Camp and Conference Centre be offset by an additional grant from the Synod in the realm of \$10,000.00."
AGREED

ORDER OF THE DAY

The hour of 11:00 a.m. having arrived for the Gracefield Presentation (campers), the Moderator called upon Dorothy Herbert, co-director at Gracefield Camp and Conference Centre, to introduce the presenters.

1) Haleigh Buck, age 9, from St. Paul's Church, Kemptville:

"When we arrived at Gracefield I met Michael Stark (also from Kemptville). I stayed in cabin 3 with 11 other girls and 3 counselors. I met two really nice girls Charlotte and Helen. I played a lot of games. We learned how to tip the canoes. Every morning at 7:45 we had to be at morning watch. Morning watch is where you sit on this big rock and look at God's creation. Next we had breakfast. Usually we had bacon and eggs and another choice. The 3 big rules of camp are: Respect God's creation, respect God and respect others. Campfire is always fun. We always sang lots of songs. The hardest part of camp was saying good-bye to all of my new friends. Thank you for making my summer memory possible."

2) Evan Buck, age 12, from St. Paul's Church, Kemptville:

"I went to Gracefield Camp and Conference Centre this year. I was in the adventure 5 group. We got to sleep at Bruno's cabin. The tents that we slept in were raised to keep us nice and dry. We were at Bruno's until Tuesday and then we went on a 3-day canoe trip. The river was calm and the sun was high. When we stopped, we would unpack our stuff and set up the tents. Then we would take a swim in the river. In the morning we would wake up and eat breakfast. Then we would get in the canoes and paddle until lunch. We would stop at a bend in the river and we would yet again swim. This went on for 3 days. When we arrived back at camp we unpacked our gear. Then went to sleep. We went to White Pine to have dinner. After dinner we went to the labyrinth. In the morning we had breakfast and went to the pavilion to receive certificates and then we had to say good-bye to everyone and then we were on our way home. Thank you for making it possible for me to experience a week at Gracefield church camp and conference center."

3) David Blatch, age 15, from the Caintown/Lansdowne pastoral charge:

"So far I've gone to 4 camps in Gracefield, each one a unique, wonderful experience like never before. The camps are each one week long and I have been to one per year since I was 11. The first and second camps I went to were called Adventure camp, a two night canoe trip. I don't remember too much from this trip but I know that we spent the whole time having a lot of fun with the crafts and canoes. When I first went to Gracefield, I knew no one, yet I felt completely welcome and at home. The people there are so friendly, and the atmosphere was like one great big family. I actually went because my parents needed to go somewhere for a week, but after that camp experience I decided that I HAD to go again. I begged my parents to let me go again, and of course they let me. The second time I decided to do the same camp. Although

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it was the exact same canoe trip, the experience was completely different. The third camp I went to was called the Voyageur camp. This camp was a week-long canoe trip which really tests your physical abilities and brings out spiritual abilities. Then my latest camp was called The Way – a one nighter-10k hike. The rest of the week we spent building a permanent labyrinth. We picked the stones from along the entrance way, used lumber around the site area for the entrance way, created a cross and had lots of fun. Next year I hope to go to LIT.”

The court thanked the presenters for sharing their stories of camping at Gracefield, with a round of applause.

Dorothy Herbert encouraged the ministers to come and spend some study leave time in the beauty and peaceful surroundings of Gracefield Camp and Conference Center. ~~Center.~~

The Moderator thanked Dorothy, Haleigh, Evan and David for being a part of the 129th Synod meeting and for reminding us all just how important and significant camping is.

ORDER OF THE DAY

The hour of 11:30 a.m. having arrived for the “Friends of Gracefield”, the Moderator called upon John Paul to introduce the “Friends of Gracefield” to the court.

“Friends of Gracefield” background information (Appendix P – pages 83 – 84)

MOTION: It was moved by Ian Victor and seconded by John Wilson that Jean Currie of the “Friends of Gracefield” be invited to address the court. AGREED

Jean Currie addressed the court. She spoke about her most recent visit to Gracefield and the peace and beauty of the Christian community. She thanked David Blatch for his contribution in building the labyrinth and Haleigh and Evan Buck for their stories about the camp. The \$64,000.00 raised by the “Friends of Gracefield” was accomplished because people saw the need and they responded. 154 donations were received, many in memory of Sharon VanDyk and Betty (Mack) Parker. Sharon gave the first donation and Harry, her husband, gave the last. This gift will be of immense benefit to the ministry of Gracefield.

The Moderator thanked Jean Currie for sharing the “Friends of Gracefield” story with the 129th Synod meeting. Their determination and foresight is an inspiration to all.

James Hurd introduced Harry VanDyk to the court.

MOTION: It was moved by James Hurd and seconded by John Fair that the Synod support the transfer of the property as outlined in the attached report and recommend to the PCC that they process the necessary legalities to register the land as part of the GCCC. AGREED

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MOTION: It was moved by Ian Victor and seconded by Ross Davidson that Mr. John Paul be named to represent the Trustee Board of The Presbyterian Church in Canada for the signing of the transfer documents in relation to the "Friends of Gracefield" purchase of land. **AGREED**

Presentation of Transfer Documents: Representatives of the "Friends of Gracefield" formally presented the transfer documents to the Synod Moderator who accepted them on behalf of the Synod.

MOTION: It was moved by James Hurd and seconded by John Wilson that the Synod extend a vote of gratitude to the "Friends of Gracefield" for their leadership, their initiative in pursuing the project, their vision and their perseverance in accomplishing their goal. **AGREED**

SYNOD WEBSERVANT

Gordon Walford spoke on his role as the Synod Webservant. The information on the Synod website is based on what is found in the Acts and Proceedings. The presbytery clerks were reminded to please advise Gordon of changes to the roll, so that the list can be kept current.

Website: www.presbyterian/qeosynod

COMMITTEE ON ROLL AND LEAVE TO WITHDRAW

John Fair reported no further requests.

ADJOURNMENT

MOTION: James Hurd moved that the Synod be adjourned at 12:00 noon. **AGREED**

The Moderator adjourned the Synod to reconvene at 1:00 o'clock afternoon, in this same place. The sederunt closed with prayer by the Moderator.

FOURTH SEDERUNT

On the same day and place at 1:00 o'clock in the afternoon, the synod met pursuant to adjournment, and was constituted with prayer by the Moderator.

BUSINESS COMMITTEE (Cont'd from page 17)

Recommendation #5

It was moved by James Hurd and seconded by John Wilson that members of Synod council, regional staff appointed to serve within the bounds, the co-directors of the Gracefield Camp and Conference Centre, and the synod's webservant be invited and expected to attend the meeting of Synod, and that, if necessary, their expenses be paid on the same basis as those of commissioners. **AGREED**

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Recommendation #6

It was moved by James Hurd and seconded by John Wilson that the Synod be advised and encouraged at each meeting to invite the members of Synod council, regional staff appointed to serve within the bounds, the co-directors of the Gracefield Camp and Conference Centre, and the synod's webservant to sit and correspond, if members of presbyteries, or to invite them to speak during the presentation of reports touching upon their work, if not members of presbyteries.

AGREED

Recommendation #7

It was moved by James Hurd and seconded by John Wilson that the Synod transmit to the 130th General Assembly the following reference for its judgment:

Whereas the Synod of Quebec and Eastern Ontario meeting October 20-21, 2000 did by resolution resolve to become a commissioned court "composed of the holders of those positions now comprising Synod Council plus representatives of the Presbyteries allocated on the same formula as is used for naming of representatives to General Assembly"; and

Whereas upon review of this resolution at the meeting October 17-18, 2003, the Synod of Quebec and Eastern Ontario recognizes that the resolution was not competent based upon the provision of section 260 that "the synod may decide to function through commissioners appointed by its several presbyteries"; and

Whereas the discovery of this error and the participation in its proceedings by members of Synod council not appointed by presbyteries to be commissioners and thus members of the synod casts doubt upon the validity of the constitution of the synod meetings held October 19-20, 2001 and October 18-19, 2002 and their proceedings; and

Whereas the Synod of Québec and Eastern Ontario at its meeting October 17-18, 2003 has taken steps to rectify the composition of the synod to ensure that it is henceforth in conformity with the law of the church; and

Whereas the synod is unable to re-trace its steps and undo or redo what was done in good faith during the meetings of October 19-20, 2001 and October 18-19, 2002 and consequent and resultant actions;

Therefore, the Synod of Québec and Eastern Ontario humbly refers for judgment to the Venerable, the 130th General Assembly the question of whether and how best to attest the proceedings of the synod October 19-20, 2001 and October 18-19, 2002, or for such other action or advice as the Assembly in its wisdom may deem best to do or to give.

AGREED

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Recommendation #18

Standing Committees of Synod

Synod Council – Committee to Nominate

Moderator, Past Moderator, Clerk, Clerks of the Presbyteries, Conveners of the Standing Committees, Representatives of the WMS, WD Synodical and a representative for the GOC.

Finance Committee

John Paul (Convener), David Milne (treasurer) or Peter McDougall, 5 Presbytery Treasurers or Presbytery Finance Conveners: I. Beattie (Québec), Tracy Lloyd (Montréal), Ian MacMillan (Seaway-Glengarry), Mark Ranson (Ottawa), Sandy McCuan (Lanark and Renfrew) and Norm Inglis (Finance Convener, Gracefield) or Malcolm Leith (Treasurer, Gracefield).

Youth Committee

Peter Rombeek (Convener), Christine ball (Regional staff and Ottawa rep.), Anita Mack (Regional Staff and Montréal rep), Dorothy Herbert (Gracefield rep), Donna McIlveen (Seaway-Glengarry rep), Marilyn Savage (Lanark and Renfrew rep).

Mission and Outreach / Robert Fund

Druse Bryan (convener), conveners from the 5 Presbytery Missions Committees, Marc-Henri Vidal (representing the French ministries within the Presbyteries of Québec and Montréal) and the Synodical President.

The Regional Staffing Committee

Lois Klempa (Convener), with three members from the Synodical and three members from the Synod.

Synod Historian - Marlene du Charme

Pension Board – Synod Corresponding Representative - David Milne

The Resource Team on Sexual Abuse and/or Harassment

Mark Bourgon (Convener) – committee to be named

Synod Web-site - Webservant – Gordon Walford

Synod Web-site Oversight Committee

Wally Hong, Gordon Walford, David Milne, Donna McIlveen (Synod clerk)

Synod Representative to Assembly Council - Mark Bourgon

MOTION: It was moved by James Hurd and seconded by John Wilson that the above be the Standing Committees of Synod. AGREED

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Recommendation #19

It was moved by Joan Sampson and seconded by Druse Bryan that the Synod accept the invitation from Parkwood Presbyterian Church, Ottawa, Ontario to host the 130th meeting of the Synod of Québec and Eastern Ontario Friday, October 15 and Saturday, October 16, 2004.
 AGREED

Recommendation #20

It was moved by James Hurd and seconded by John Wilson that the Synod invite Mr. Ron Wallace, the associate secretary for International Ministries as guest speaker for the 130th meeting of the Synod of Québec and Eastern Ontario. AGREED

MOTION: It was moved by James Hurd and seconded by John Wilson that the report of the Business Committee as a whole and as amended, be adopted. AGREED

NOTICES OF MOTION

Standing Orders– changes to the duties of Synod Council (Appendix Q – page 85)

MOTION: Pursuant to the notice of motion given in the first sederunt, it was moved by John Wilson and seconded by John Fair that changes to the Standing Orders for duties of the Synod Council as presented be approved. AGREED

GRACEFIELD OPERATING COMMITTEE**Supplemental Report – Gracefield Insurance (Appendix R – page 86)**

John Wilson spoke to the report.

MOTION: It was moved by Gordon Walford and seconded by Wendy Froats that Synod declare the GOC members to be “Officers of the court of Synod” with responsibilities for the management Gracefield Camp and Conference Centre.

Discussion on the motion ensued.

AMENDMENT: It was moved by James Hurd and seconded by Ross Davidson that the Synod affirm that the directors and officers of the Gracefield Operating Committee are acting on behalf of the Synod of Québec and Eastern Ontario in the management of the Gracefield Camp and Conference Centre, and that Synod refer to the Synod council, with power to issue, in consultation with the Presbytery of Ottawa, the responsibility to seek out the best management for liability insurance and directors and officers insurance. AGREED

MOTION AS AMENDED AGREED

Clerk:

The 129th meeting of the Synod of Québec and Eastern Ontario
 Meeting at St. Paul's Presbyterian Church, Kemptville, Ontario
 on Friday and Saturday, 17th and 18th October, 2003

John Wilson thanked the "Friends of Gracefield" for their generous contribution of the beautiful piece of land to Gracefield.

MOTION: It was moved by John Wilson and seconded by Ian Victor that the report of the Gracefield Operating Committee as a whole and as amended be adopted. AGREED

GRACEFIELD THIRD ANNUAL REVIEW

MOTION: It was moved by John Wilson and seconded by Ross Davidson that the report of the Third Annual Review of Gracefield General Management by the Presbytery of Ottawa be received and its recommendations considered. AGREED

Sandy McCuan, convener presented the report. (Appendix S – pages 87 – 90)

Recommendation #1

It was moved by John Fair and seconded by Charles Glennie that the management of Gracefield Camp and Conference Centre continue to be the responsibility of the Presbytery of Ottawa, subject to review every three years by the Synod and the Presbytery. AGREED

Recommendation #2

It was moved by John Fair and seconded by Charles Glennie that the conditions between the Synod of Québec and Eastern Ontario and the Presbytery of Ottawa related to the management of Gracefield Camp and Conference Centre by the Presbytery of Ottawa be as shown on Appendix A, attached. AGREED

Recommendation #3

It was moved by John Fair and seconded by Charles Glennie that the Ad Hoc Review Committee be disbanded with thanks. AGREED

NOTICE OF MOTION

Standing Orders – Gracefield Operating Committee (Appendix T – page 91)

MOTION: Pursuant to the notice of motion in the first sederunt, it was moved by John Wilson and seconded by John Fair that the Standing Orders for the Gracefield Operating Committee as presented be adopted. AGREED

FINANCE COMMITTEE

The following motion was presented in the first sederunt:

"that the Synod approve in principle the construction of a residence for the Directors."

Clerk:

The 129th meeting of the Synod of Québec and Eastern Ontario
Meeting at St. Paul's Presbyterian Church, Kemptville, Ontario
on Friday and Saturday, 17th and 18th October, 2003

Discussion continued on the motion.

Several options for financing were discussed. The cost will be approximately \$90,000.00. The cost issues need to be investigated further.

MOTION: It was moved by Greg Blatch and seconded by James Hurd that the Synod (a) authorize an amount up to \$90,000.00 for the directors residence (b) empower the finance committee to solicit funds (c) authorize the borrowing of up to \$25,000.00 and (d) that the Finance committee be empowered to oversee the project. AGREED

6. 5 Year Major Maintenance and Capital Projects Program (Appendix U – page 92)

MOTION: It was moved by Joan Sampson and seconded by Druse Bryan that the report of the 5 year Major Maintenance and Capital Projects program be received for information. AGREED

7. 2004 Budget (Appendix V – pages 93 – 94)

MOTION: It was moved by John Wilson and seconded by John Fair that the budget for 2004 be received and considered. AGREED

Ross Davidson thanked the Synod for the support given to Camp d'action biblique.

MOTION: It was moved by Gordon Walford and seconded by John Fair that the budget for 2004 as presented be adopted. AGREED

4. Response to Synod's Motion in 2002 on the 5-Year Forecast Five-Year Forecast
 (Cont'd from page 10 – 11)

In the first sederunt the following motion was made:

TABLED MOTION: It was moved by James Hurd and seconded by Ross Davidson that the Five-Year Forecast be tabled and picked up at the time of the budget discussion. AGREED

MOTION TO LIFT: It was moved by James Hurd and seconded by John Wilson that the motion be lifted from the table. AGREED

The mover of the motion made in the first sederunt was no longer present in the Court as she had received leave to withdraw. The original motion fell.

MOTION: It was moved by James Hurd and seconded by Greg Blatch that the Five-Year Forecast 2004-2008 be received for information. AGREED

Clerk:

The 129th meeting of the Synod of Québec and Eastern Ontario

Meeting at St. Paul's Presbyterian Church, Kemptville, Ontario

on Friday and Saturday, 17th and 18th October, 2003

MOTION: It was moved by James Hurd and seconded by John Wilson that the Finance Committee be commended for all their work and efforts. AGREED

MOTION: It was moved by John Wilson and seconded by James Hurd that the report of the Finance Committee as a whole and as amended, be adopted. AGREED

MISSION TASK FORCE

The Moderator named the following people to serve on the Mission Task Force:

Convener: Joan Sampson; Larry Paul; Bob Martin; Ross Davidson and the members of the Synod Mission and Outreach Committee.

COMMITTEE TO EXAMINE THE MINUTES OF THE PRESBYTERIES AND THE SYNOD COUNCIL

MOTION: It was moved by Sarah MacDonald and seconded by Ross Davidson that the report of the Committee to Examine the Minutes of the Presbyteries and Synod Council be received and considered. AGREED

Michael Pettem, convener, presented the report.

MOTION: It was moved by Sarah MacDonald and seconded by Ross Davidson that the minutes of the Presbytery of Québec, the Presbytery of Montréal, the Presbytery of Seaway-Glengarry and the Presbytery of Lanark and Renfrew be attested as being neatly and correctly kept and that the minutes of the Presbytery of Ottawa and the Synod Council be attested as neatly kept with note. AGREED

MOTION: It was moved by Sarah MacDonald and seconded by Ross Davidson that the report as a whole be adopted. AGREED

COMMITTEE ON COURTESIES

MOTION: It was moved by Marilyn Savage and seconded by Robert Sutherland that the report of the Committee on Courtesies be received and considered. AGREED

Marilyn Savage expressed thanks on behalf of the Court for the tremendous efforts of the whole community, which enabled the Synod to happen well.

To the host church: The Rev. Paul Chambers and the sessions of St. Paul's Presbyterian Church, Kemptville and St. Andrew's Presbyterian Church, Oxford Mills; the elders who served communion and the organist at the opening worship; the local arrangements team including Hugh Stewart for making us all feel so welcome and the ladies who made and served the meals; and all those who worked tirelessly behind the scenes.

Clerk:

The 129th meeting of the Synod of Québec and Eastern Ontario

Meeting at St. Paul's Presbyterian Church, Kemptville, Ontario

on Friday and Saturday, 17th and 18th October, 2003

To the billets: for opening your homes and welcoming us so warmly – Josie and Ray Porter; Louise and Murdie Clark; Micke and Gordon Turner; Heather and Ron Stewart; Lorne McConnell; Frances Dobson; Janet and Roger Stark; Dorothy and Grant Leeder.

To Ross Davidson: for serving as past moderator and for his creative sermon regarding the two ~~stands~~ of mission – proclaiming the message as well as engaging in acts of compassion.

To Christine Ball, Anita Mack and Peter Rombeek: for all their work including organizing the youth events, and bringing in some of the CY2003 youth to put faces on our mission and hearten us to carry on with the business at hand.

To Dorothy Herbert: for the Gracefield presentations, both information and campers who not only expressed their love of the camp but a love of God. Also for Dorothy and Alan's inspiring patience and perseverance as they cheerfully serve in a less than ideal residence – for displaying servant hearts.

To Friends of Gracefield: for the funds raised to purchase adjacent land, and for the reminder this gives to us all of what we can accomplish together.

To Gordon Walford: for his power point expertise and for taking pictures and being willing to write up a report on Synod. Also for his enthusiastic work on our webpage in recognition that this presents a certain face to the world of who we are.

To Geoff Howard and Donna McIlveen: for their skill and expertise in making the meetings run smoothly.

To Mariano DiGangi: for the wonderful message on "When The Spirit Comes" – an inspiring message that left us all wanting to hear more!

To Sonya Henderson: for her informative message on Romania and enthusiastic service in her service to Christ in mission work

To the Commissioners and all participants: for the many and varied contributions, the diligence displayed, the informative discussions held, and the prayerful attitude, all which worked together for the benefit of the 129th meeting of the Synod of Québec and Eastern Ontario.

MOTION: It was moved by Marilyn Savage and seconded by Robert Sutherland that the report be adopted. AGREED

UNFINISHED BUSINESS

MOTION: It was moved by James Hurd and seconded by Greg Blatch that the Moderator and Clerk deal with matters left unattended to. AGREED

Clerk:

The 129th meeting of the Synod of Québec and Eastern Ontario
 Meeting at St. Paul's Presbyterian Church, Kemptville, Ontario
 on Friday and Saturday, 17th and 18th October, 2003

INSURANCE CONCERNS

Discussion took place regarding ongoing insurance matters

MOTION: It was moved by John Wilson and seconded by Shelley Prins that the Synod ask the Finance Committee to send a cheque by registered mail "representing a portion of what is owed by the Synod of Québec and Eastern Ontario on insurance coverage for the years 2002 and 2003" to the underwriter Marsh Canada, with a copy of the accompanying letter to the Presbyterian Church in Canada. AGREED

Note: the words in quotation in the motion are to be included in the letter to the underwriter.

ADJOURNMENT

The business being finished the Moderator entertained a motion to adjourn.

MOTION: It was moved by John Wilson that the Synod be adjourned at 3:15 p.m. AGREED

The Moderator thanked the commissioners and participants for their diligence throughout the several sittings. The Moderator led the Synod in prayer. He then said:

"In the name of the Lord Jesus Christ, the only King and Head of the Church, and by the authority of this Synod, I declare the Synod adjourned to meet again in Ottawa, Ontario, and within Parkwood Presbyterian Church there, on Friday the fifteenth day of October, in the year of our Lord, two thousand and four, at two o'clock in the afternoon."

Moderator

Clerk:



Moderator: Rev. J. Ross Davidson

Interim Clerk: Mrs. Donna McIlveen

129th MEETING PROVISIONAL DOCKET
FRIDAY, OCTOBER 17 to SATURDAY, OCTOBER 18, 2003

ST. PAUL'S PRESBYTERIAN CHURCH, KEMPTVILLE, ONTARIO

FIRST SEDERUNTFriday, October 17th at 2 p.m.

- | | | |
|-----|-----------|--|
| 1. | 2:00 p.m. | Welcome to St. Paul's Presbyterian Church, Kemptville, Ontario |
| 2. | | Opening Worship / Communion / Memorials |
| 3. | 3:00 p.m. | Constitution of the Synod |
| 4. | | Roll of Synod / Attendance / Regrets / Visitors |
| 5. | | Adoption of the Docket (Appendix Page 1 and 2) |
| 6. | | Election of Moderator / Installation of the Moderator |
| 7. | | Minutes of the 128 th meeting |
| 8. | | Committee on Business and Notices of Motion (Appendix Page 25 to 28) |
| 9. | | Business Arising |
| 10. | | Nominating Committee |
| 11. | | Correspondence |
| 12. | 3:45 p.m. | Refreshment Break |
| 13. | | Regional Staffing Committee (Appendix Page 29) |
| 14. | | Regional Staff: Christine Ball and Anita Mack |
| 15. | | Treasurer's Report (Appendix Page 5 to 11) |
| 16. | | Finance Committee (Appendix Page 3 and 4 and 12 to 24) |
| 17. | 5:00 p.m. | Guest Speaker, The Rev. Dr. Mariano DiGangi |
| 18. | 5:45 p.m. | Committee on Roll and Leave to Withdraw |
| 19. | | Announcements and Adjournment/Prayer |
| 20. | 6:00 p.m. | Supper |

SECOND SEDERUNTFriday, October 17th at 7:00 p.m.

- | | | |
|----|-----------|--|
| 1. | 7:00 p.m. | Prayer/Constitute the Court |
| 2. | | Synodical Women's Missionary Society (Appendix Page 30) |
| 3. | | Missions Committee and Robert Fund Committee (Appendix Page 31 and 32) |
| 4. | | Youth Committee (Appendix Page 33 to 35) |
| 5. | | Youth Presentation / Canada Youth 2003 |
| 6. | 8:50 p.m. | Committee on the Roll and Leave to Withdraw |
| 7. | | Announcements, Adjournment/Prayer |
| 8. | 9:00 p.m. | Fellowship |

THIRD SEDERUNT

Saturday, October 18th at 9:30 a.m.

- | | | |
|-----|------------|--|
| | 8:30 a.m. | Committee Meetings |
| 1. | 9:30 a.m. | Worship |
| 2. | | Prayer to Constitute the Court |
| 3. | 10:00 a.m. | Guest Speaker, Ms. Sonya Henderson, Romania |
| 4. | 10:30 a.m. | Gracefield Operating Committee (Appendix Page 36 to 39) |
| 5. | | G.O.C. Fund Raising |
| 6. | 11:00 a.m. | Gracefield Presentation |
| 7. | | Gracefield Annual Review (Appendix Page 40 to 43) |
| 8. | 11:30 a.m. | Friends of Gracefield |
| 9. | | Committee to Examine the minutes of the Presbyteries and the Synod Council |
| 10. | | Committee on Roll and Leave to Withdraw |
| 11. | | Committee Reports continued ... |
| 12. | 12 noon | Lunch |

FOURTH SEDERUNT

Saturday, October 18th at 1:00 p.m.

- | | | |
|----|-----------|--|
| 1. | 1:00 p.m. | Prayer to Constitute the Court |
| 2. | 1:05 p.m. | Unfinished Business |
| 3. | | Committee on Courtesies |
| 4. | | Time and Place of the next Synod meeting |
| 5. | | Adjournment/Prayer |

L'ÉGLISE PRESBYTÉRIENNE AU CANADA
Le Synode du Québec et de l'Est de l'Ontario

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



August 12, 2003

Donna McIlveen
Clerk
Synod of Quebec and Eastern Ontario

Dear Donna,

Re: The role of Synod in processing of annual Canada Ministries' grant requests

In the course of the meeting of the Synod Missions and Outreach Committee held last May 27, the above topic was discussed at some length, leading to the recommendation that the matter be brought to the attention of the Synod.

Canada Ministries has designed a four tiered procedure that involves the specific ministry, the presbytery, the synod and finally the national grant request committee. The rationale is presumably to include a variety of interested people in the decision making process, a principle with which the committee has no argument.

We do, however, question the validity of the role the synod can play, since it receives the locally supported information that is already in the hands of Canada Ministries. In addition, the committee is not always made aware of arrangements between specific ministries and/or presbyteries and Canada Ministries, and therefore finds itself in the position of "rubber stamping" in the reports to Synod.

The ultimate frustration is that, by the time the National Grants Committee meets in late October, decisions seem to have already been made and Synod supported requests may fall by the wayside.

The Missions and Outreach Committee of the Synod of Quebec and Eastern Ontario recommends that the Synod set up a task force to look into the role of synods in the annual Canada Ministries grant request process, or do otherwise as it seems appropriate.

Sincerely,

D. Bryan
Convener, Missions and Outreach Committee

Cc: Moderator of Synod, J. Ross H. Davidson



The presbytery of
Le consistoire de

Appendix B – page 34

QUEBEC

The presbyterian church in
L'église presbytérienne au

CANADA

Thetford Mines, Québec
October 02nd, 2003

To the Esteemed, the 129th Synod of Québec and Eastern Ontario,

At its meeting on September 27th, 2003 the Presbytery of Québec agreed unanimously to urge the Synod of Québec and Eastern Ontario in the strongest possible terms to reject the format of a commissioned court in favour of a return to a full Synod comprised of all the members of the various Presbyteries. Our reasons are as follows:

1. a commissioned court effectively isolates this already isolated Presbytery from extensive contact with a large regional segment of the Presbyterian Church in Canada;
2. while maintaining a conference style format, the Synod as a commissioned court effectively removes the incentive for non-commissioned elders to come and share in the conference presentation(s);
3. to date, verbal reports indicate that some Presbyteries reporting back on the commissioned court experiment had not actually taken the time necessary to consider the question seriously; (that, of course, reflects more on the whole matter of the importance of Synod itself to the Presbyteries!)
4. the commissioned court effectively undercuts the importance of Synod as a vehicle for reflexion and interaction in a larger arena about the affairs of the denomination and the well-being of its leaders;
5. albeit allowed for in the Book of Forms, this commissioned court was not properly established in the first place and should be corrected by a return to Synod's original format, rather than through an adjustment of the present mechanisms.

In keeping with its strongly worded exhortation, the Presbytery of Québec may well feel compelled to appeal this matter to the General Assembly of 2004.

Thank-you for your attention to our concern.

Grace and peace,

Rev. Mark Godin, Moderator

From: Tom Dickey [Tdickey@presbyterian.ca]
Sent: Thursday, October 09, 2003 11:44 AM
To: david.mcilveen@sympatico.ca
Subject: Synod:

Hello Donna:

Because it is important to include as much news from the church around the country as possible in the Record, we wondered if you could please send us information and highlights from your synod meeting after it's taken place.

Since it is impossible to attend all the synods, we depend on people like you to keep us informed.
Anything you can send will be greatly appreciated.
Photos will be very welcomed!

You can send anything to my e-mail.

Thank you for your time
Best wishes

Tom Dickey
assistant editor
Presbyterian Record

REPORT OF REGIONAL STAFFING COMMITTEE TO SYNOD - 2003

The committee held two meetings in 2003, May 18th and September 10th. Our two regional staff people, Christine Ball and Anita Mack report every two months. Their reports are e-mailed to the convener and to committee members. It has been a busy year for them, particularly as they were responsible for the arrangements for Canada 2003 which took place August 19-24 at Brock University in St. Catharines, Ontario. According to Christine and Anita, it was a wonderful event. Next summer will be Triennium. However, the feeling is that the emphasis should be placed on our own Canadian event for several reasons, the main ones being prohibitive costs, long travel time and the large numbers attending.

The committee looked at recommendations regarding regional staff that went to General Assembly in June of this year from the Life and Mission agency. Two recommendations that were of particular concern for our committee were #3 and #7.

#3. That the regional staffing committees communicate and promote the role of the regional staff to every congregation using materials such as bulletin inserts, brochures and web pages.

Both Christine and Anita have produced attractive brochures explaining the work of the regional staffing committee and giving information about how they could help congregations and presbyteries.

#7. That regional staffing committees ensure that synods/synodicals provide suitable working conditions for regional staff including the requisite tools to carry out the work.

Our committee, on learning that both Anita and Christine were using outdated computers, received permission from Synod Council to have their computers replaced up to the amount of \$2,000.

It is now over three years since our committee was given permission to have two part-time synod workers instead of one full-time. Anita Mack works in the two Quebec presbyteries and Christine Ball in the three Ontario presbyteries. They work together on synod events. Our committee is very pleased with the results of this decision. After an evaluation in 2003, letters were sent to both Christine and Anita expressing our appreciation of their excellent work. Dividing the synod means that each worker is able to give more concentrated effort and time to the presbyteries in which she works. There is also a considerable saving in travel expenses.

Respectfully submitted,

Lois Klempa, convener

October, 17, 2003

CHRISTIAN EDUCATION CO-ORDINATOR
REGIONAL STAFF: EASTERN ONTARIO
SYNOD REPORT

I have now begun the third year as your regional staff. The division of the region into Quebec and Eastern Ontario has worked well for me. I am able easily reach congregations with reasonable travel time. I appreciate the support of the Synod Staffing Committee. The committee has been very supportive of our work and understanding of our concerns. I very much enjoy working with the members of the congregations, the youth and the WMS groups in Eastern Ontario. I find that my time is quite evenly divided between four broadly defined groups:

- 1) Work with the WMS and Mission,
- 2) Christian Education including teacher training,
- 3) Youth Ministry at the Presbytery and Synod Levels
- 4) Work with ministers, elders and participation on various courts and committees.

This past year has provided many opportunities for working with youth and young adults. I have found this area of work especially rewarding and enjoyable since it is an opportunity to work with others in a team. Along with Anita Mack, the Synod Youth Committee and youth leaders serving in congregations, we have organized and lead various youth events. There has been a retreat for junior high youth last June, high school aged youth in September and young adults last November. In preparation for CY2003 I was also involved with planning a barbeque in April and Pizza/Wave Pool party in August for the youth of Eastern Ontario, to promote CY and enabling the youth to become acquainted with each other and for their parents and themselves to have questions answered. In August Anita and I organized the travel to CY for our Synod and took part in CY2003 in the Youth Ministry Track. It was a very rewarding and inspiring week.

I have met with various Christian Education Committees and sessions and offered numerous workshops for teacher training and leadership training in congregations. (Maxville, Richmond, St. Andrew's Ottawa, St. Matthew's, Ingelside, Trinity, Kanata, Westminster, Ottawa, Canadian Armed Forces Chaplains at Petawawa, Gloucester, Moose Creek and Knox, Ottawa). I have led various training events at a regional level (Nov. 2002 and Sept 2003 Teacher Training Presbytery of Ottawa, October 2003 Children in Worship and Faithful Response: Policy for the Protection of Children, Youth and Vulnerable Adults for the Presbytery of Lanark Renfrew).

I have been very pleased to work with the WMS in the four Ontario Presbyteries. I participated by leading bible study, worship, as a mission speaker in congregations and introduced the mission studies at the meetings of WMS groups in various congregations and with the Presbyteries.

I am a member of the Presbytery of Ottawa but I also try to attend the Presbytery of Lanark Renfrew and the Presbytery of Seaway-Glengarry at least two times each year. I serve on the Gracefield Publicity Committee and the Worship and Nurture Committee for the Presbytery of Ottawa.

In congregations I have taken part in a Lenten Series on nurturing faith, been a guest speaker at a retreat, lead a couple of Spiritual Gifts Workshops and worked with several congregations on NCD.

I am very happy to have a new computer. I would like to thank the Synod for this support. I already find that it saves a great deal of time and makes communication on the internet much easier, faster and safer. It will also be of great help in operating programs such as the NCD program. Up until now a congregation needed to send in the survey results because my computer was unable to handle the data. This was a lot of work for a congregation, sometimes a great frustration for the congregation and my self. It made it difficult to keep the process and momentum going.

I look forward to this coming year serving the people and congregations of Eastern Ontario.

Respectfully Submitted,
Christine Ball

SYNOD REGIONAL STAFF REPORT - Anita Mack
Presbyteries of Quebec & Montreal
October 2003

One of the consequences of dividing our Synod in two areas for Regional Staffing purposes (the two presbyteries in Quebec and the three in Eastern Ontario), is that my Regional Staffing job is multi-faceted, varied and very interesting! The work can be listed under the following categories: Presbytery, Children & Youth, W.M.S. and Christian Education. Here are some highlights:

- ♦ **Presbytery:** I participate in the work of the Church Life Committee (Presbytery of Montreal) and on its behalf I have arranged for five Presbytery Visitation Teams to touch base with five congregations. Three more visits are in the works. Presently, I am coordinating Workshops for Elders through the Elders' Institute, which are scheduled to take place in November. Serving on the Tyndale St-Georges Board and its Programs Committee has been a joy. I was allowed to witness Tyndale's amazing transformation from near bankruptcy and ramshackle buildings to financial health and completely renovated premises!
- ♦ **Children & Youth:** I organize and plan Worship Services for & with Young People which take place about every other month in the Presbytery of Montreal. The many aspects of getting people to Canada Youth 2003 (promotion, transportation, financing, Synod T-shirts etc.) were a main focus in the spring and summer. In July and August 2003, five Montreal congregations held week-long Day Camps (Vacation Bible Schools) with Presbytery support and I co-led one of these. We had one very successful Synod retreat in Montreal in November 2002 and a great Synod 'Weekend Away' at Gracefield for Youth grade 9 & up in September '03. Other similar weekends are in the planning stages.
- ♦ **W.M.S:** it is a privilege to take part in the life of the Montreal Presbyterial. Being worship and/or workshop leader is always a wonderful experience!
- ♦ **Christian Education:** on behalf of the Elders' Institute last June in Guelph - just prior to the '03 General Assembly - I led a workshop for elders entitled 'What ordinary people want/need from elders'. To date, I have worked with two congregations (one in each Presbytery) on the Natural Church development process, which starts off by measuring congregational health. For this year's *FLAMES* focus -*SPIRITUALITY*- I have put together a 'Spirituality Centre' which gives people a 'hands-on' spiritual experience.

In closing I wish to thank my bosses (the Regional Staffing Committee) for their guidance and ongoing support and I am grateful to my Ontario 'twin', Christine Ball, for being the great colleague she is.

FINANCE COMMITTEE REPORT TO SYNOD 2003

The following documents form part of this report:

1. Audited financial statement to December 31, 2002 (7 pages)
2. Response to Synod's motion in 2002 on the 5 year forecast (6 pages)
3. Budget for 2004 dated September 30, 2003 (2 pages)
4. Gracefield Co-director's residence (3 pages)
5. Report on the 5 year major maintenance and capital projects program (1 page)
6. Property acquisition from Friends of Gracefield (1 page)

Financial statement for synod to September 30, 2003 will be available at Synod.

2002 AUDITED REPORT (Appendix pages 5 - 11)

MOTION: That the audited report for synod finances to December 31, 2002 be received and considered

- All Presbyteries honoured their assessments
- The year operated with a surplus of \$6,500
- Money continues to flow through the Synod from Toronto for Regional Staff.

APPOINTMENT OF AUDITOR

MOTION: That Mr. Jack Hoyer be appointed to review the 2003 financial statements. If Mr. Hoyer is unable to act on this matter the Synod gives the Finance Committee power to issue to appoint an alternate.

FINANCIAL STATEMENT TO SEPTEMBER 30, 2003

MOTION: That the financial statement for Synod to September 30, 2003 be received for information.

- This year we paid off the loan to St. Andrew's Church, St. Lambert
- We will likely expend more for liability insurance than budgeted
- Grants to GCCC, Camp d'action biblique and vie chretienne have been paid
- We should end up the year with a surplus compared to budget
- Last month we purchased a 1 year GIC for \$10,000 cashable after 30 days.

RESPONSE TO SYNOD'S MOTION IN 2002 ON THE 5 YEAR FORECAST (Appendix pages 12 - 17)

MOTION: That the 6 page attached report including appendices A and B be received and considered.

- Note that any changes in the budget will change the 2004 figures
- The text outlines the finance committee's process for budget and 5 year forecast
- Appendix A is historical information on the Synod finances
- Appendix B shows the revised forecast for 2004 - 2008

BUDGET 2004 (Appendix page 18 & 19)

MOTION: That the budget for 2004 be received and considered

Motion should be tabled until GCCC co-directors' residence is discussed

DIRECTOR'S RESIDENCE (Appendix 20 - 22)

MOTION: That Synod approve in principle the construction of a residence, estimated at \$ 65,000 and give the finance committee authority to borrow up to \$ 50,000.

MOTION: It is recommended that Synod proceed with acquiring resources via the Presbytery assessments by formula to provide funds to pay off a mortgage or borrowed money for the camp directors's residence as outlined in the attached report.

FINANCE COMMITTEE REPORT (continued)

DIRECTOR'S RESIDENCE (continued)

- If a Presbytery or Congregation are in a financial position to make a donation towards the project, it would reduce the capital debt to enable us to retire the debt sooner.
- We are interested in talking to any Presbytery or Congregation who could lend the Synod part or all of the money for this project at less than 6%
- If either of the above opportunities are of interest, please contact the Synod's convenor of finance.
- The Synod's finance committee will oversee the financing and construction of the new residence.

5 YEAR MAJOR MAINTENANCE AND CAPITAL PROJECTS PROGRAM (Appendix page 23)

- MOTION: That the report of the 5 year program be received for information.
- The program is administered by the Synod finance committee to improve the facilities at Gracefield camp.
 - Attached find the July 2003 report on finances and projects to date
 - Currently we are raising the funds required to pay for the upgrade of the entrance road
 - Do check the web site for more information on the new pavilion.
 - Last year a commissioner donated his/her expenses to the 5 year program. You will notice on this years expense sheet there is an opportunity to do the same. Thank you to those who contribute.
 - Take time to look at the photo displays of the projects that have been completed to date.
 - We do need more Presbyteries and Congregations to become involved in this program.

PROPERTY ACQUISITION (appendix page 24)

- MOTION: That the Synod support the transfer of the property as outlined in the attached report and recommend to PCC that they process the necessary legalities to register the land as part of GCCC.
- Representatives of the "Friends of Gracefield" will present the Synod moderator with the transfer documents on Saturday morning.
 - The transfer process has been cleared with PCC (Stephen Roche). A Gracefield lawyer will look after the transfer in conjunction with the church's lawyer in Toronto. It is intended to have the property registered as a separate property.

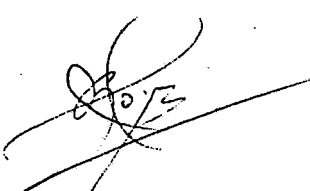
Report prepared by: John M. Paul
Convenor - Synod Finance Committee

The Synod of Quebec and Eastern Ontario
The Presbyterian Church in Canada
Att: Mr. David Milne, Treasurer

I have examined the balance sheet and statement of income and disbursements for The Synod of Quebec and Eastern Ontario, The Area Education Consultant Statement and the 5 Year Gracefield Camp and Conference Centre Major Maintenance & Capital Plan for the year ended December 31, 2002. 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, 2002, 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.



J.B. Hoye, CGA
May 12, 2003

L'EGLISE PRESBYTERIENNE AU CANADA THE PRESBYTERIAN CHURCH IN CANADA
 Le Synod du Québec et de l'Est de l'Ontario The Synod of Québec and Eastern Ontario

Audited Balance Sheet
As at 31 December 2002

	<u>As at 31 December 2001</u>	<u>As at 31 December 2002</u>
Current Assets		
Bank Account	\$21,785	\$32,762
Goods and Service Tax Refund Receivable	341	432
Capital		
Gracefield Camp & Conference Centre	1	1
Total Assets	\$22,126	\$33,195
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 that will be used to pay for future AEC Stipend and Allowances	\$5,423	\$7,193
Area Education Consultant - Accrued Education Allowances		637
5 Year Capital Gracefield Camp & Conference Centre Plan	907	3,301
Presbyterian Church in Canada Loan for Gracefield	5,500	0
St. Andrew's, St. Lambert, Québec for Gracefield	8,500	6,500
Sub-Total Liabilities	\$20,330	\$17,631
Synod Debt related to Gracefield Camp & Conference Centre Operations:		
St. Andrew/St. Paul Presbyterian Church, Montréal, Québec	5,000	0
Total Pre-1997 Gracefield Camp & Conference Centre Debt	\$5,000	\$0
Total Liabilities	\$25,330	\$17,631
Equity	(\$3,203)	\$15,564
Total Liabilities and Equity	\$22,126	\$33,195

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

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

Audited Bank Reconciliation Period Ending 31 December 2002

Available from Bank Account 1 January 2002		\$21,784.94
Less Area Education Consultant Funds Available from January 2002		-\$5,422.55
Less: Five Year Gracefield Camp & Conference Centre Plan		-\$907.06
Net Available in Bank Account for General Synod Expenses 1 January 2002		<u>\$15,455.39</u>
Synod Operations for 2002		
Plus: Total Operating Receipts for 2002	\$82,635.00	
Less: Total Disbursements for 2002	-76,103.85	
Less: Reduction of Payable to Gracefield Camp & Conference Centre from 2001 St. James St. Andrews, Monkland	-100.00	
Surplus Available for Synod Operations Starting 1 January 2003	<u>\$6,431.15</u>	\$6,431.15
Area Education Consultants (AEC) for 2002		
Available from 2001 as at 31 December 2001	\$5,422.55	
Reduction of Educational Allowance Payable	-\$254.85	
Total Receipts from Womens' Missionary Society in 2002	85,368.00	
Total Disbursements for AEC in 2002	-82,960.10	
Surplus Available for Synod AEC Starting 1 January 2003	<u>\$7,575.60</u>	\$7,575.60
5 Year Gracefield Camp & Conference Centre Major Maintenance & Capital Plan for 2002		
Available from 2001 as at 31 December 2001	\$907.00	
Receipts in 2002	24,620.77	
Credits from Gracefield Camp & Conference Centre to Reduce Expenses	8,418.00	
Total 5 Year Gracefield Capital Plan Disbursements for 2002	-30,644.76	
Surplus Available for 5 Year Capital Plan Starting 1 January 2003	<u>\$3,301.01</u>	\$3,301.01
Bank Balance for General Synod Expenses, Future AEC Expenses and the 5 Year Gracefield Camp & Conference Centre 1 January 2003		<u>\$32,763.15</u>
Bank Statement Balance 31 December 2002		\$35,196.03
Outstanding Deposits		
St. Timothy's Presbyterian, Ottawa	1,250.00	
Paul Hienzman, Nova Scotia	100.00	
Total Outstanding Deposits	<u>\$1,350.00</u>	\$1,350.00
Less Outstanding Cheques		
- #497	32.00	
- #533	38.73	
- #549	799.80	
- #558	1,745.00	
- #559	402.38	
- #560	390.91	
- #561	125.00	
- #562	125.00	
- #563	125.00	
	<u>\$3,783.82</u>	3,783.82
Bank Balance 31 December 2002		<u>\$32,762.21</u>
Bank Balance 31 December 2002	\$32,762.21	
Less: Money Remaining from PCC for AEC Stipend, Allowances & Expenses	\$7,830.45	
Less: 5 Year Capital Gracefield Camp & Conference Centre Plan	<u>\$3,301.00</u>	
Available for Synod Expenses as of 1 January 2003	<u>\$21,630.76</u>	

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

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

Audited Statement of Receipts and Disbursements
For the Period 1 January to 31 December 2002

	Actual 2001	Annual Budget 2002	Actual 2002
Receipts			
Presbytery Assessments			
Québec	\$2,640	\$2,480	\$2,480
Montréal	29,460	29,160	29,160
Seaway-Glengarry	15,020	14,460	14,460
Ottawa	25,750	25,840	25,840
Lanark & Renfrew	9,655	10,660	10,660
Total Assessments	\$82,525	\$82,600	\$82,600
Donations & Other Receipts			
Donations - Congregations	\$3,226	\$0	\$0
Donation to GCCC Knox Crescent - Kennington 1st Presbyterian, Montréal	250	0	0
Synod meeting	106	300	0
Return of PYPS 2000 Advance	26	0	0
Goods & Services Tax Refund Received	0	0	0
Donations: Transportation 2001 Triennium - Lanark & Renfrew Presbyterial	500	0	0
Loan from Assembly Council	20,000	0	0
Loan from St. Andrew's, St. Lambert	8,500	0	0
Received from St Johns-St Andrews for GCCC	100	0	0
Refund of Insurance Premiums	0	0	35
Total Donations & Other Receipts	\$32,707	\$300	\$35
Total Receipts	\$115,232	\$82,900	\$82,635
Disbursements			
Administration			
Synod Meeting	\$1,691	\$3,500	\$2,511
Minutes	820	900	430
Disbursements sub-total	\$2,511	\$4,400	\$2,941
Honoraria			
Clerk	\$1,600	\$1,600	\$1,600
Treasurer	800	800	800
Audit/review	100	100	100
Honoraria sub-total	\$2,500	\$2,500	\$2,500
Clerk's Office			
Photocopying, postage, communication	\$728	\$800	\$534
Liability insurance	1,863	900	0
Conference		500	500
Clerk's Office sub-total	\$2,591	\$2,200	\$1,034
Disbursements (continued)			
Committee Expenses			
Synod Council	\$1,576	\$1,100	\$1,468
Youth	969	1,000	518
Mission/Outreach	263	500	570
Resource team on sexual abuse/harassment		500	0
Finance (including treasurer expenses)	740	550	601
Regional Staffing	2,080	1,000	440
Committee Expenses Sub-total	\$5,628	\$4,650	\$3,597
Total Overhead Expenses	\$13,230	\$13,750	\$10,073

	Actual 2001	Annual Budget 2002	Actual 2002
Programme costs and Mission related grants			
Gracefield Camp & Conference Centre			
Operating Grant	\$33,000	\$36,000	\$36,000
Special Debt Recovery Grant	14,500	\$0	\$0
5 Year Major Maintenance & Capital Gracefield Camp & Conference Centre Plan	1,700	3,000	3,100
Church Loans Payment - St. Andrew/St. Paul, Montréal	10,000	5,000	5,000
Church Loans Payment St. Lambert		2,400	2,425
White Pine Loan (Last payment made in May 2001)	15,695	0	0
Assembly Council Loan Payment plus Interest	14,500	1,600	5,745
Synod Finance Gracefield Camp & Conference Centre Expenses			
Gracefield 2000 Deficit Transfer to GCCC	271	400	\$47
Total Gracefield Camp and Conference Centre	89,916	\$48,400	\$52,817
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
Facility Upgrade Program	0	3,000	3,000
Total Camp d'action biblique	\$6,000	\$9,000	\$9,000
Finance			
Reserve Fund	\$0	\$4,000	\$0
Contingency	0	650	0
Total Finance	\$0	\$4,650	\$0
Vie chretienne	\$1,500	\$1,500	\$1,500
Regional Staffing			
Eastern Ontario Area Education Consultant operating expenses	\$0	\$1,300	\$1,000
Québec Area Education Consultant operating expenses	0	1,300	1,000
Total Regional Staffing	\$0	\$2,600	\$2,000
Youth			
Youth Programs	\$500	\$1,500	\$0
Triennium	4,059	0	0
PYPS		\$1,500	714
Total Youth	\$4,559	\$3,000	\$714
Sexual Abuse / Harassment	0	0	0
Programme costs and Mission related grants sub-total	\$101,975	\$69,150	\$66,031
Total Disbursements	\$115,204	\$82,900	\$76,104
Surplus/(Deficit)	\$28	\$0	\$6,531

Note 1: First two years of a grant for \$5,000 started in 2000, grant for \$5,000 in 2002 is the end of the current commitment. The Synod special grant was used to contribute to projects to replace septic system and add to bathroom.

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

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

Audited Area Education Consultant Statement
Funded by the Women's Missionary Society & the Presbyterian Church in Canada
For the Period 1 January to 31 December 2002

	Actual 2000	Actual 2001	Actual 2002
Receipts			
PCC/WMS Grants for Regional Staffing Grants	\$13,954	\$50,905	\$85,368
Carried Forward into the New Year	10,242	1,659	5,423
Total Available for AEC Contract, Stipend and Expenses	\$24,196	\$52,564	\$90,791
Disbursements			
Area Education Consultant for Presbyteries of Montréal and Québec Stipend, Allowances and Expenses	\$22,537	\$30,637	\$42,939
Area Education Consultant for Eastern Ontario Stipend, Allowances and Expenses		\$16,504	40,021
Total Disbursements	\$22,537	\$47,141	\$82,960
Net Surplus - for Area Education Consultant Activity	\$1,659	\$5,423	\$7,830

L'EGLISE PRESBYTERIENNE AU CANADA THE PRESBYTERIAN CHURCH IN CANADA
Le Synod du Québec et de l'Est de l'Ontario The Synod of Quebec and Eastern Ontario

Audited 5 Year Gracefield Camp & Conference Centre Major Maintenance & Capital Plan
For the Period 1 January to 31 December 2002

Receipts	Actual Annual 2001	Actual Annual 2002	
Presbytery of Montréal	\$5,000	\$3,000	
S. Elisabeth Neelin, Ottawa	5,000	2,000	
Parkwood, Ottawa	3,773	2,332	
Synod of Quebec & Eastern Ontario	1,700	3,100	
St. Paul's, Ottawa	1,500	1,500	
Knox, Vankleek Hill	1,000	1,000	
St. Andrew's, Kinburn	1,000	1,000	
Trinity, Kanata	1,000	1,000	
St. Andrew's, Ottawa	0	4,291	
Carried Forward from Surplus as at 31 Dec 2001	0	907	
Erskine, Ottawa	598	441	
Maisonneuve-St. Cuthbert's, Montreal	250	0	
St. Stephen's, Ottawa	250	500	
Kenyon, Dunvagan	200	200	
Knox, Westport	200	250	
St. James St. Andrews, Monkland	0	0	
St. Andrew/St. Paul, Montréal	100	100	
Dunbar, Morrisburg	75	75	
Betty Parker (nee Mack)	0	500	
Knox, Morrisburg	0	222	
St. Andrew's, St. Lambert, Québec	0	210	
St. Columba-Bv-the-Lake, Québec	0	139	
St. Paul's, Winchester	0	73	
St. John's, Cornwall	0	1,028	
Lorna I. Van Mossel	0	200	
Anonymous	0	60	
Leggett's Point	0	50	
St. Timothy's, Ottawa (See Note 1 below)	0	1,250	
Paul Hienzman (See Note 1 below)	0	100	
Total Receipts	\$21,646	\$25,528	
Credits from Gracefield Camp & Conference Centre (see Note 2)			
St. Andrew's, Ottawa		7,818	
Insurance Claim Allocation		600	
Total Available for Five Year Major Maintenance and Capital Plan		\$33,946	
Disbursements	Actual Annual 2001	Actual Annual 2002	Actual Annual 2002
Pavilion			
Expenses paid by the Synod	\$0	\$13,722	
Credits from Gracefield Camp and Conference Centre for Expenses to Build the Pavilion (See Note 2)	0	8,418	
Total Cost of the Pavilion	0		\$22,140
Exterior Emergency Exit	0		1,660
Boathouse Docks	0		1,689
Canoe Trailer	0		2,900
Mattresses	0		2,256
Fire Alarm	14,186		0
Material for doors & stair enclosures	4,736		0
Power Generators	1,818		0
Total Disbursements	\$20,739		\$30,645
5 Year Gracefield Camp & Conference Centre Major Maintenance & Capital Plan Reserve	\$907		\$3,301

- Notes: 1. St. Timothy's, Ottawa sent \$1,250 and Paul Hienzman sent \$100 to Gracefield Camp and Conference Centre in December 2002 that wasn't received by the Synod until early January 2003
Both donations were included in 2002 as they were received by Gracefield on behalf of the Synod in 2002
2. Gracefield Camp and Conference Centre reduced the Pavilion expenses by applying money received from St. Andrew's Presbyterian Church, Ottawa and an insurance claim received.

L'EGLISE PRESBYTERIENNE AU CANADA THE PRESBYTERIAN CHURCH IN CANADA
Le Synod du Québec et de l'Est de l'Ontario The Synod of Québec and Eastern Ontario

Unaudited Balance Sheet
As at 30 September 2003

	<u>As at 31 December 2002</u>	<u>As at 30 September 2003</u>
Current Assets		
Bank Account	\$32,762	\$14,485
Account Receivable	\$0	\$6,584
Non-Registered Guaranteed Investment Certificates, Scotia Bank @ 1.6% - Cashable	0	10,000
Goods and Service Tax Refund Receivable	432	341
Capital		
Gracefield Camp & Conference Centre	1	1
Total Assets	\$33,195	\$31,411
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)	\$7,193	\$6,296
Regional Staffing - Accrued Education Allowances	637	730
5 Year Capital Gracefield Camp & Conference Centre Plan	3,301	1,094
St. Andrew's, St. Lambert, Québec for Gracefield	6,500	0
Sub-Total Liabilities	\$17,631	\$8,120
Total Liabilities	\$17,631	\$8,120
Equity	\$15,564	\$23,291
Total Liabilities and Equity	\$33,195	\$31,411

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

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

**Unaudited Bank Reconciliation
Period Ending 30 September 2003**

Available from Bank Account 1 January 2003		\$32,762.21
Less Area Education Consultant Funds Available		\$7,830.45
Less: Five Year Gracefield Camp & Conference Centre Plan		\$3,301.00
Net Available in Bank Account for General Synod Expenses 1 January 2003		\$21,630.76
Synod Operations for 2003		
Plus: Total Operating Receipts for 2003	\$65,268.25	
Less: Total Disbursements for 2003	-64,756.38	
Surplus Available for Synod Operations Starting 1 October 2003	\$511.87	\$511.87
Regional Staffing for 2003		
Available from 2002 as at 31 December 2002	\$7,830.45	
Total Receipts from Womens' Missionary Society in 2003	64,330.47	
Refund from Revenu du Quebec- Payroll Deductions 2003	276.18	
Total Disbursements for Regional Staffing in 2003	-66,141.13	
Surplus Available for Synod Regional Staffing Starting 1 October 2003	\$6,295.97	\$6,295.97
5 Year Gracefield Camp & Conference Centre Major Maintenance & Capital Plan for 2003		
Available from 2002 as at 31 December 2002	\$3,301.00	
Receipts in 2003	7,065.00	
Total 5 Year Gracefield Capital Plan Disbursements for 2003	-9,272.23	
Surplus Available for 5 Year Capital Plan Starting 1 October 2003	\$1,093.77	\$1,093.77
Bank Balance & GIC for General Synod Expenses, AEC Expenses and the 5 Year Gracefield Camp & Conference Centre 1 October 2003		\$22,948.62
Bank Statement Balance 30 September 2003		\$16,061.39
Outstanding Deposits		
Total Outstanding Deposits		\$0.00
Less Outstanding Cheques		
- #679	\$130.00	
- #680	41.20	
- #681	40.00	
- #682	30.00	
- #683	66.70	
- #684	28.00	
- #687	90.00	
- #697	13.00	
- #698	1,137.80	
Total Outstanding Cheques	\$1,576.70	1,576.70
Bank Balance 30 September 2003		\$14,484.69
Bank Balance 30 September 2003	\$14,484.69	
Account Receivable	\$6,583.75	
Non-Registered Guaranteed Investment Certificates	\$10,000.00	
Total Bank and GICs	\$31,068.44	
Less: Money Remaining from PCC for Regional Staffing Stipend, Allowances & Expenses and Education Allowance Payable	\$7,025.82	
Less: 5 Year Capital Gracefield Camp & Conference Centre Plan	\$1,094.00	
Available for Synod Expenses as of 1 October 2003	\$22,948.62	

L'EGLISE PRESBYTERIENNE AU CANADA

Le Synod du Québec et de l'Est de l'Ontario

THE PRESBYTERIAN CHURCH IN CANADA

The Synod of Québec and Eastern Ontario

Unaudited Statement of Receipts and Disbursements
For the Period 1 January to 30 September 2003

	Actual 2002	Annual Budget 2003	Actual to 30 September 2003
Receipts			
Presbytery Assessments			
Québec	\$2,480	\$3,110	\$3,110
Montréal	29,160	26,335	19,751
Seaway-Glengarry	14,460	14,285	11,000
Ottawa	25,840	24,900	21,400
Lanark & Renfrew	10,660	11,170	10,000
Total Assessments	\$82,600	\$79,800	\$65,261
Donations & Other Receipts			
Donations - Congregations	\$0	\$0	\$0
Goods & Services Tax Refund Received	0	0	0
Meal reimbursement	0	0	7
Refund of Insurance Premiums	35	0	0
Total Donations & Other Receipts	\$35	\$0	\$7
Total Receipts	\$82,635	\$79,800	\$65,268
Disbursements			
Administration			
Synod Meeting	\$2,511	\$2,200	\$68
Minutes	430	800	0
Disbursements sub-total	\$2,942	\$3,000	\$68
Honoraria			
Clerk	\$1,600	\$1,600	\$800
Treasurer	800	800	400
Audit/review	100	100	100
Honoraria sub-total	\$2,500	\$2,500	\$1,300
Clerk's Office			
Photocopying, postage, communication	\$534	\$800	\$169
Liability insurance	0	900	0
Conference	500	0	0
Clerk's Office sub-total	\$1,034	\$1,700	\$169
Disbursements (continued)			
Committee Expenses			
Synod Council	\$1,468	\$1,700	\$1,611
Youth	518	1,000	240
Sexual Abuse / Harassment	0	500	0
Mission/Outreach	570	700	721
Finance (including treasurer's expenses)	601	700	546
Regional Staffing	440	1,000	262
Gracefield Camp & Conference Centre Three Year Review	0	0	241
Committee Expenses Sub-total	\$3,598	\$5,600	\$3,380
Total Overhead Expenses	\$10,074	\$12,800	\$4,917

	Actual 2002	Annual Budget 2003	Actual to 30 September 2003
Programme costs and Mission related grants			
Gracefield Camp & Conference Centre			
Operating Grant	\$36,000	\$39,000	\$39,000
5 Year Major Maintenance & Capital Gracefield Camp & Conference Centre Plan	3,100	5,300	2,000
Church Loans Payment - St. Andrew/St. Paul, Montréal	5,000	0	0
Church Loans Payment St. Lambert	2,425	3,500	6,825
Assembly Council Loan Payment plus Interest	5,745	0	0
Synod Finance Gracefield Camp & Conference Centre Expenses	547	400	403
Total Gracefield Camp and Conference Centre	\$52,817	\$48,400	\$48,228
Camp d'action biblique			
Camp d'action biblique	\$1,000	\$1,000	\$1,000
Special Grant for Septic & Facility Upgrade	5,000	0	0
Facility Upgrade Program	3,000	3,000	3,000
Total Camp d'action biblique	\$9,000	\$4,000	\$4,000
Finance			
Reserve Fund	\$0	\$4,000	\$0
Total Finance	\$0	\$4,000	\$0
Vie chretienne	\$1,500	\$1,500	\$1,500
Regional Staffing			
Eastern Ontario Regional Staffing operating expenses	\$1,000	\$1,300	\$1,245
Québec Regional Staffing operating expenses	1,000	1,300	1,267
Total Regional Staffing	\$2,000	\$2,600	\$2,512
Youth			
Youth Programs	\$0	\$1,000	\$100
PYPS	714	\$1,000	0
Canada Youth	0	\$2,000	3,500
Total Youth	\$714	\$4,000	\$3,600
Sexual Abuse / Harassment	0	\$2,500	\$0
Programme costs and Mission related grants sub-total	\$66,031	\$67,000	\$59,840
Total Disbursements	\$76,105	\$79,800	\$64,756
Surplus/(Deficit)	\$6,530	\$0	\$512

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

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

Unaudited Regional Staffing Statement
Funded by the Women's Missionary Society & the Presbyterian Church in Canada
For the Period 1 January to 30 September 2003

	Actual 2001	Actual 2002	Actual to 30 September 2003
Receipts			
PCC/WMS Grants for Regional Staffing Grants	\$50,905	\$85,368	\$64,330
Carried Forward into the New Year	1,659	5,423	7,830
Refund from Revenu du Québec- Payroll Deductions	0	0	276
Total Available for Regional Staffing Stipend, Allowances and Expenses	\$52,564	\$90,791	\$72,437
Disbursements			
Regional Staff for Presbyteries of Montréal and Québec Stipend, Allowances and Expenses	\$30,637	\$42,939	\$34,145
Regional Staff for Eastern Ontario Stipend, Allowances and Expenses	\$16,504	40,021	31,996
Total Disbursements	\$47,141	\$82,960	\$66,141
Net Surplus - for Regional Staffing	\$5,423	\$7,830	\$6,296

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

Unaudited 5 Year Gracefield Camp & Conference Centre Major Maintenance & Capital Plan
For the Period 1 January to 30 September 2003

<u>Receipts</u>	<u>Actual Annual 2001</u>	<u>Actual Annual 2002</u>	<u>Actual to 30 September 2003</u>
Presbytery of Montréal	\$5,000	\$3,000	\$0
S. Elisabeth Neelin, Ottawa	5,000	2,000	
Knox Crescent Kensington and First Presbyterian, Notre Dame de Grace, Montréal	0	0	180
Parkwood, Ottawa	3,773	2,332	1,065
Barbara & Rick Aubrey, Ottawa	0	0	1,000
Covenant of Covenant, Lansdowne	0	0	320
Synod of Quebec & Eastern Ontario	1,700	3,100	2,000
St. Paul's, Ottawa	1,500	1,500	1,500
Knox, Vankleek Hill	1,000	1,000	1,000
St. Andrew's, Kinburn	1,000	1,000	
Trinity, Kanata	1,000	1,000	
St. Andrew's, Ottawa	0	4,291	
Carried Forward Surplus Previous Year	0	907	3,301
Erskine, Ottawa	598	441	
Maisonneuve-St. Cuthbert's, Montréal	250	0	
St. Stephen's, Ottawa	250	500	
Kenyon, Dunvagan	200	200	
Knox, Westport	200	250	
St. Andrew/St. Paul, Montréal	100	100	
Dunbar, Morrisburg	75	75	
Betty Parker (nee Mack)	0	500	
Knox, Morrisburg	0	222	
St. Andrew's, St. Lambert, Québec	0	210	
St. Columba-By-the-Lake, Québec	0	139	
St. Paul's, Winchester	0	73	
St. Timothy's, Ottawa	0	1,250	
St. John's, Cornwall	0	1,028	
Lorna I. Van Mossel	0	200	
Anonymous	0	60	
Leggatt's Point	0	50	
Paul Hienzman	0	100	
Total Receipts	\$21,646	\$25,528	\$10,366

Credits from Gracefield Camp & Conference Centre (see Note 2)

St. Andrew's, Ottawa		\$7,818	\$0
Insurance Claim Allocation		600	0
Total Available for Five Year Major Maintenance and Capital Plan		\$33,946	\$10,366

	<u>Actual Annual 2001</u>	<u>Actual Annual 2002</u>	<u>Actual to 30 September 2003</u>
Disbursements			
Pavillon			
Expenses paid by the Synod	\$0	\$13,722	\$15
2002 Credits from Gracefield Camp and Conference Centre for Expenses to Build the Pavillon (See Note 1)	0	8,418	0
Total Cost of the Pavillon (See Note 2)	0	\$22,140	\$15
Vehicles - Astro van, Kubota tractor, tires & dump trailer			\$7,498
Picnic tables for the pavillion			\$1,625
Signs			\$135
Exterior Emergency Exit	0	1,660	0
Boathouse Docks	0	1,689	0
Canoe Trailer	0	2,900	0
Mattresses	0	2,256	0
Fire Alarm	14,186	0	0
Material for doors & stair enclosures	4,736	0	0
Power Generators	1,818	0	0
Total Disbursements	\$20,739	\$30,645	\$9,272

5 Year Gracefield Camp & Conference Centre Major Maintenance & Capital Plan Reserve

\$907	\$3,301	\$1,094
--------------	----------------	----------------

Notes: 1. Gracefield Camp and Conference Centre reduced the Pavillon expenses by applying money received from St. Andrew's Presbyterian Church, Ottawa and an insurance claim received.

2. St. Andrews Presbyterian Church, Ottawa provided an additional \$10,800 for the cost of the Pavillon.

THIS REPORT WAS PREPARED IN RESPONSE TO A MOTION AT SYNOD 2002

MOTION: Moved by James Hurd, seconded by David Milne, that the 5 year financial forecast 2003-2008 be referred back to the finance committee with the direction that the committee be asked to revise and resubmit the forecast including a statement of principles governing the formation of the forecast, such principles to include an intention to increase the operating grant for Gracefield Camp and Conference Centre and appropriate adjustments to take account of inflation in honoria and expense account provisions. Carried.

Criteria for the preparation of a budget and 5 year forecast for Synod

The 5 year forecast evolves as a result of the current budget and previous experience. Therefore we will address the development of a budget first and then follow up with the preparation of the 5 year forecast.

Budget preparation

The budget is based on;

- Synod's programs
- Committee requests
- Finance committee's judgement based on previous experience.

It is not perceived to be the finance committee's responsibility to control the activity of any committee or their programs. It is the responsibility of Synod and Synod council. However the committee monitors expenses against approved budget and brings any concerns about overruns to the Synod council.

Regional staff and the 5 year Major Maintenance and Capital Projects program, the later being administered by the Finance committee, are not included in the regular Synod financial statements but are shown as separate reports.

Budgets are prepared to ensure an increase to and maintenance of a reserve fund to a maximum of \$30,000. This fund to cover future unexpected expenses, ie-

- A sexual abuse / harassment investigation
- Shortfall in revenues if a Presbytery cannot remit its full assessment
- Unbudgeted programs that may become necessary as approved by council.

It also provides funds early in the year to cover expenses until assessments are received, ie- January grant to Gracefield Camp and Conference Centre (GCCC).

5 year forecast preparation

The 5 year forecast is based on the current budget projected for the next 5 years. Remember the forecast is simply a guide to indicate to Synod an overview of the finances for the next 5 years. It is updated annually to reflect changes in costs or programs. It is based on inflationary factors where applicable.

Getting down to specifics for the 2004 forecast

The Synod requested specific items in the motion -

- Instruction to increase the grant to GCCC.
- Consider inflation for honoria
- Inflation for expense accounts

Attachments - Appendix "A" Financial summary for 2000-2003 with the original and proposed budgets for 2004.

- Appendix "B" Revised financial forecast for 2004 - 2008.

Note that line numbers are missing on Appendix "B" as the use for them at this time no longer exists.

Changes proposed by the Finance Committee for 2004 budget and forecast for following years

All lines have been adjusted for inflation, except as noted below. The rate for this review will be 2%/year for most items and 5% for liability insurance.

The clerk's conference cost is determined by PCC. (line 18)

The Gracefield grant will be increased by \$1,500 / year through 2008

The 5 year major maintenance and capital projects program will continue to 2005 (line 20). The finance committee recommends an expenditure for on going maintenance at GCCC for 2006 and beyond (line 20A). Refer to Appendix "B".

It is expected the reserve fund will be \$30,000 in 2005, hence further funds will not be budgeted except when it is necessary to replenish the fund (line 43).

Honoraria, not increased since 1996, will be increased. Honoraria should be reviewed for 2007.

Canadian Youth, Triennium and Abuse training will be adjusted when new figures become available. (lines 38 - 40)

Since the Finance Committee prepared the revised forecast, a request has been received to continue the facility upgrade program for Camp d'action biblique (line 30).

Payment of honoraria and grants

Honoraria should be paid $\frac{1}{2}$ in May and the balance in November.

GCCC grant payments - 1/3 in January, 1/3 in May and 1/3 in September.

Camp d'action biblique grant should be paid in June.

Travel rate

The current travel rate is 20¢/km including driver + 3¢/km per passenger.

The rate was increased from 10¢/km in May 2000.

Currently gas at 70¢/litre works out to 10¢/km based on 7km/litre (20 mi/gal).

It is recommended not to adjust the rate at this time but it will be monitored regularly based on the cost of gas. When the price rises to \$1/litre the rate should increase to 25¢/km + passengers.

Budget and forecast review and approval process

The final budget for 2004 will use the figures in the revised 2004 forecast and adjust them to suit program changes and committee requests.

The next 5 year forecast will start with the 2004 budget and be developed from there.

The Finance Committee prepares the draft budget and 5 year forecast for review by the Synod council in September. In the past committees have been expected to submit their budget requirements by August 31. It is suggested that each committee structure its meeting so that budget requirements can be sent to the finance convenor at least 5 days before the September council meeting.

The final draft budget and 5 year forecast is prepared, after changes made by the council are incorporated and circulated to the commissioners before the Synod meeting.

Prepared by: John M. Paul-Convenor Synod Finance Committee

Reviewed by the Finance Committee: February 15, 2003

Approved by Synod Council: May 22, 2003

SYNOD OF QUEBEC AND EASTERN ONTARIO

FINANCIAL SUMMARY 2000 2004

	Audit 2000	Audit 2001	Audit 2002	Budget 2003	Budget 2004 Original	Budget 2004 Propose
<u>INCOME</u>						
Assessments	95165	82525	82600	79800	77100	77565
Other	48662	32707	35			
Total	143827	115232	82635	79800	77100	77565
<u>DISBURSEMENTS</u>						
<u>ADMINISTRATION</u>						
1 Synod meeting	3932	1619	2511	2200	2200	2800
2 Minutes	742	820	430	800	800	800
<u>HONORARIA</u>						
3 Clerk	1600	1600	1600	1600	1600	2000
4 Treasurer	800	800	800	800	800	1000
5 Audit	100	100	100	100	100	150
6 Fund raising	500	0	0	0	0	0
<u>CLERK'S OFFICE</u>						
7 Photo copying, postage, commun.	415	728	534	800	800	600
8 Liability insurance	877	1863(1)	0	900	900	1500
9 Conference (2)	500	0	500	0	500	500
<u>COMMITTEE EXPENSES</u>						
10 Synod council	1592	1576	1468	1700	1700	1700
11 Youth	0	969	518	1000	1000	700
12 Sexual abuse harassment	0	0	0	500	500	500
13 Mission / outreach	471	263	570	700	500	700
14 Finance	750	740	601	700	700	700
15 Regional staffing	584	2080(3)	440	1000	500	700
16 Congregational life (4)	1105	0	0	0	0	0
17 Special committees	110	0	0	0	0	0
<u>PROGRAM COSTS AND RELATED GRANTS</u>						
<u>Gracefield Camp and Conference Centre</u>						
18 Operating grant	40000	33000	36000	39000	40000	40500
19 Debt recovery grant	0	14500(5)	0	0	0	0
20 5 year major maintenance	0	1700	3100	5500	5500	5600
21 St.Andrew / St.Paul loan	5000	5000	5000(5)	0	0	0
22 St.Andrew's / St.Lambert loans	0	5000	2425	3500	3500	0(5)
23 Assembly council loan (6)	0	14500	5745(5)	0	0	0
24 Synod finance committee expense	0	271	547	400	400	600
25 White pine RBC mortgage(7)(8)	33860	15695(5)	0	0	0	0
26 White pine loan at PCC (7)	30416(5)	0	0	0	0	0
27 Transfer to GCCC	0	250	0	0	0	0
<u>Camp d'action biblique</u>						
28 Operating grant	1000	1000	1000	1000	1000	1500
29 Special grant - septic system	5000	5000	5000(9)	0	0	0
30 Facility upgrade program	0	0	3000	3000	0	5000

-2-

FINANCIAL SUMMARY 2000-2004 Cont'd		Audit 2000	Audit 2001	Audit 2002	Budget 2003	Budget 2004 Original	Budget 2004 Proposed
<u>Finance</u>							
31	Reserve Fund (10)	0	0	0	4000	4000	2015
32	Contingency	0	0	0 (11)	0	0	0
<u>Vie chretienne</u>							
33	Operating grant	1500	1500	1500	1500	1500	1700
<u>Regional staffing</u>							
34	Eastern Ontario expenses	0	0	1000	1300	1300	1000
35	Quebec expenses	0	0	1000	1300	1300	1000
<u>Mission / Outreach</u>							
35A	Program (12)	0	0	0	0	0	300
<u>Youth</u>							
36	Youth programs	1000	500	0	1000	1500	1500
37	PYPs	1500	0	714	1000	1500	0
38	Canadian Youth (13)	3852	0	0	2000	0	0
39	Triennium (13)	0	4059 (14)	0	0	3000	1000
39A	Leadership Training (12)	0	0	0	0	0	1500
<u>Sexual abuse / harassment</u>							
40	Training (15)	0	0	0	2500	0	0
41	<u>TOTAL DISBURSEMENTS</u>	137207	115204	76105	79800	77100	77565

SUMMARY OF RESERVES

42	Surplus	6620	28 (10)	6530	4000 (16)	4000 (16)	2015 (16)
43	RESERVES (17)	15427	15455	21985	25985	29985	28 000

- (1) Double premium in 2001
- (2) Every two years
- (3) Staff recruiting
- (4) Committee discontinued in 2001
- (5) Debt paid off
- (6) Borrowed in 2000, paid back as shown
- (7) These debts reduced with grants from Montreal Presbytery (\$25,000) and Ottawa Presbytery (\$20,000) See Income other.
- (8) Synod took over payment of outstanding mortgage from GOC
- (9) End of three year commitment
- (10) Overruns for lines 8 and 15 in 2001 used up anticipated surplus. Overruns approved by council.
- (11) No longer required now that we have a reserve
- (12) New for 2004
- (13) Every three years
- (14) \$1,800 was received from Lanark/Renfrew for transportation costs, net cost to Synod \$2,259.
- (15) Training subject to approval by council of the individual and cost before registration
- (16) Budgeted on line 31
- (17) Fund to a maximum of \$30,000.

SYNOD OF QUEBEC AND EASTERN ONTARIO
FINANCIAL FORCAST 2004 - 2008

Appendix B

September 20, 2003

Appendix H - page 59

	Revised 2004	2005	2006	2007	2008	% Increase
<u>INCOME</u>						
Assessments	77565	79730	80075	82820	85035	
<u>DISBURSEMENTS</u>						
<u>ADMINISTRATION</u>						
1 Synod meeting	2800	2850	2900	2970	3030	2%
2 Minutes	800	815	830	850	865	2%
<u>HONORIA (to be reviewed for 2007)</u>						
3 Clerk	2000	2000	2000	2000	2000	
4 Treasurer	1000	1000	1000	1000	1000	
5 Audit	150	150	150	150	150	
<u>CLERK'S OFFICE</u>						
7 Photo copying, postage, commun.	600	610	625	640	650	2%
8 Liability insurance	1500	1575	1650	1740	1825	5%
9 Conference (1)	500	0	500	0	500	
<u>COMMITTEE EXPENSES</u>						
10 Synod council	1700	1735	1770	1805	1840	2%
11 Youth	700	715	730	745	760	2%
12 Sexual abuse / harassment	500	510	520	530	540	2%
13 Mission / outreach	700	715	730	745	760	2%
14 Finance	700	715	730	745	760	2%
15 Regional staffing	700	715	730	745	760	2%
<u>PROGRAM COSTS AND RELATED GRANTS</u>						
<u>Gracefield Camp and Conference Centre</u>						
18 Operating grant	40500	42000	43500	45000	46500	1500/yea
20 5 year major maintenance	5600	5725	0	0	0	2%
20A Ongoing maintenance	0	0	6000	6120	6240	2%
22 St. Andrew's / St. Lambert. loans (2)	0	0	0	0	0	
24 Synod finance committee expense	600	610	625	635	650	2%
<u>Camp d'action biblique</u>						
28 Operating grant	1500	1575	1650	1740	1825	2%
30 Facility upgrade	5000	5100	5200	5300	5400	2%
<u>Finance</u>						
31 Reserve fund (3)	2015	2000	0	0	0	
<u>Vie chretienne</u>						
33 Operating grant	1700	1730	1765	1800	1835	2%
<u>Regional staff</u>						
34 Eastern Ontario expenses	1000	1020	1040	1060	1080	2%
35 Quebec expenses	1000	1020	1040	1060	1080	2%
<u>Mission / Outreach</u>						
35A Program (4)	300	305	310	320	325	2%

September 20, 2003

FINANCIAL FORCAST 2004 - 2008

	Revised 2004	2005	2006	2007	2008	% Increase
<u>Youth (5)</u>						
36 Youth programs	1500	1020	1040	1060	1080	2%
37 PYPS	0	1020	1040	1060	1080	2%
38 Canadian Youth (6)	0	0	2000	0	0	
39 Triennium (6)	1000	0	0	3000	0	
39A Leadership development (4)	1500	0	0	0	0	
<u>Sexual abuse / harassment</u>						
40 Training (7)	0	2500	0	0	2500	
41 TOTAL DISBURSEMENTS	77565	79730	80075	82820	85035	

SUMMARY OF RESERVES

42 Surplus (8)	2015	2000	0	0	0
43 RESERVES	28000	30000	30000	30000	30000

NOTE: Subjects on same line numbers as appendix "A".
Missing numbers no longer applicable.

- (1) Every two years
- (2) Loan paid off in 2003
- (3) Fund to a maximum of \$30,000
- (4) New in 2004
- (5) The figures for lines 36 - 39A adjusted on September 18.
Amounts for 2005 - 2008 remain unchanged
- (6) Every three years
- (7) Training subject to approval of council of the individual and cost before registration
- (8) Budgeted on line 31.

REPORT TO THE SYNOD OF QUEBEC AND EASTERN ONTARIO

THE GRACEFIELD CO-DIRECTORS' RESIDENCE

At the Synod 2002 the state of the existing directors' cottage occupied by Dorothy and Alan Herbert was discussed. The written report can be found on appendix, page 33 - 36 of the 2002 Synod Minutes and Reports.

At the Council meeting on September 18, we were informed of a motion from the Ottawa Presbytery to be put forward to synod regarding replacing the cottage. The motion reads as follows:

" That the Presbytery of Ottawa call upon the Synod of Quebec and Eastern Ontario to provide sufficient resources to ensure adequate accomodation for the full time directors at the Gracefield Camp and Conference Centre and that this be addressed immediately and be a top priority".

The council requested the Finance Committee to develop ways and means of raising funds to provide a new residence for the camp directors.

The Finance Committee presents the following proposal for consideration:

Estimated capital cost of new residence	\$ 65,000
---	-----------

Funding

Seaway/Glengarry from sale of property	\$ 5,000	
From the 5 year major maintenance program in 2004	10,000	
	<u>\$15,000</u>	<u>15,000</u>

Balance to be funded by Synod	\$ 50,000
-------------------------------	-----------

A mortgage for \$50,000 @ 6% would increase the Synod's total assessments by \$ 11,600 / year for 5 years. Refer to the attached summary dated September 22, 2003 for the impact on the assessments.

This project is long overdue and should be considered as the highest priority for the Synod's camp.

Report prepared by: John M. Paul, Convenor Synod Finance Committee

SYNOD OF QUÉBEC AND EASTERN ONTARIO

BUDGET (WITH / WITHOUT HOUSE)

	2004 BUDGET	2004 WITH HOUSE BUDGET	2005 BUDGET	2005 WITH HOUSE BUDGET
<u>INCOME</u>				
Assessments.	77565	87250 (3)	79730	89430(3)
<u>DISBURSEMENTS</u>				
<u>ADMINISTRATION</u>				
1 Synod meeting	2800	2800	2850	2850
2 Minutes	800	800	815	815
<u>HONORIA (to be reviewed for 2007)</u>				
3 Clerk	2000	2000	2000	2000
4 Treasurer	1000	1000	1000	1000
5 Audit	150	150	150	150
<u>CLERK'S OFFICE</u>				
7 Photo copying, postage, commun.	600	600	610	610
8 Liability insurance	1500	1500	1575	1575
9 Conference (1)	500	500	0	0
<u>COMMITTEE EXPENSES</u>				
10 Synod council	1700	1700	1735	1735
11 Youth	700	700	715	715
12 Sexual abuse / harassment	500	500	510	510
13 Mission / outreach	700	700	715	715
14 Finance	700	700	715	715
15 Regional staffing	700	700	715	715
<u>PROGRAM COSTS AND RELATED GRANTS</u>				
<u>Gracefield Camp and Conference Centre</u>				
18 Operating grant	40500	40500	42000	42000
20 5 year major maintenance	5600	5600	5725	5725
24 Synod finance committee expenses	600	600	625	625
24A Mortgage director's residence (2)	0	11600	0	11600
<u>Camp d'action biblique</u>				
28 Operating grant	1500	1500	1575	1575
30 Facility upgrade	5000	5000	5100	5000
<u>Finance</u>				
31 Reserve fund	2015	0 (3)	2000	0 (3)
<u>Vie chretienne</u>				
33 Operating grant	1700	1700	1730	1730
<u>Regional staff</u>				
34 Eastern Ontario expenses	1000	1000	1020	1020
35 Quebec expenses	1000	1000	1020	1020
<u>Mission / outreach</u>				
35A Program (2)	300	300	305	305

September 22, 2003

		WITH HOUSE	WITH HOUSE
	2004.	2004.	2005.
<u>Youth</u>			
36 Youth programs	1500	1500	1020
37 PYPS	0	0	1020
38 Canadian Youth (4)	0	0	0
39 Triennium (4)	1000	1000	0
39A Leadership training (2)	1500	1500	0
<u>Sexual abuse / harassment</u>			
40 Training (5)	0	0	2500
41 TOTAL DISBURSEMENTS	77565	87250	79730

Assuming programs, etc remain the same and costs escalate for cost of living as projected in the 5 year forecast the future years assessments will be -

	without a house	with a house
2006	\$ 80,075	\$ 91,675
2007	82,820	94,420
2008	85,035	96,635
2009	85,000 + funds to replenish the reserve if necessary	

- (1) Every three years
- (2) New for 2004
- (3) Reserve funds waived for 2004 / 2005 if house approved
- (4) Every three years
- (5) Training subject to approval of Synod Council of the individual and cost before registration

2004 assessments based on	\$ 77,565	\$ 87,250
Quebec	2,637	2,966
Montreal	28,854	32,457
Seaway / Glengarry	11,247	12,651
Ottawa	24,045	27,048
Lanark / Renfrew	10,782	12,128

Presbytery of Ottawa

Mail: 10 Chesterton Drive, Ottawa, Ontario K2E 5S9
Telephone: 613-225-6648 Fax: 613-225-8535 E-mail: jthurd@sympatico.ca

Mr. Peter Winter, Moderator

The Rev'd Mr. James T. Hurd, Clerk

October 15, 2003.

The Synod of Quebec and Eastern Ontario,
c/o Mrs. Donna McIlveen, Acting Clerk.

The Presbytery of Ottawa, charged by the Synod of Quebec and Eastern Ontario to oversee the Gracefield Operating Committee responsible for the operation of Gracefield Camp and Conference Centre, begs to submit the following report for the year 2002-2003.

The Presbytery of Ottawa received at each of its stated meetings a report from the Gracefield Operating Committee. At the stated meeting in January, 2003, upon recommendation of the Gracefield Operating Committee, the court agreed to renew the contract for the managing directors for two years, to the end of December, 2004. At the same meeting, Rachel Fenton, Ron Fischer and Kim Webster were named as members of the Gracefield Operating Committee. The proposed budget for 2003 as prepared by the committee was also considered and approved. The court also considered and adopted the report of the Special Committee of the Synod of Quebec and Eastern Ontario on the second annual review of the Gracefield general management by the Presbytery of Ottawa. At the stated meeting in March, 2003, Mr. Paul Chambers was named as a member of the Gracefield Operating Committee. At the stated meeting in May, 2003, the court was advised that registrations for the summer season 2003 were below the previous year's level.

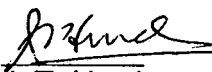
At the stated meeting in June, 2003, the audited financial statements for the year 2002 were tabled; at the meeting September 16-17, 2003 the auditor's report and the statements were adopted. A copy of both is appended.

Also at the meeting of September 16-17, 2003, the Presbytery of Ottawa gave due and careful consideration to the report of the Special Committee of the Synod of Quebec and Eastern Ontario on the third annual review of Gracefield general management by the Presbytery of Ottawa, adopted resolutions expressing concurrence with each of the three recommendations put forward by the Special Committee.

The Presbytery of Ottawa also adopted the following resolution which is placed before the synod for its consideration:

It was moved by W. J. Ball, seconded by D. McDougall, and agreed, that the Presbytery of Ottawa call upon the Synod of Quebec and Eastern Ontario to provide sufficient resources to ensure adequate accommodation for the full-time directors at the Gracefield Camp and Conference Centre and that this be addressed immediately and be a top priority.

All of which is respectfully submitted,


J. T. Hurd,
Clerk.

Gracefield Camp and Conference Centre

Financial Statements

December 31, 2002

Auditors' Report	2
Financial Statements	
Operations and Change in Net Assets	3
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Notes to Financial Statements	6 - 7

Comptables agréés
Société en nom collectif
Membre du réseau
Grant Thornton International

Chartered Accountants
General Partnership
Member Firm of
Grant Thornton International

Raymond Chabot Grant Thornton 

Auditors' Report

To the Synod of Quebec and Eastern Ontario of the Presbyterian Church in Canada:

We have audited the financial position of Gracefield Camp and Conference Centre as at December 31, 2002 and the statements of operations and change in net assets and cash flows for the year then ended. These financial statements are the responsibility of the Board of Directors. Our responsibility is to express an opinion on these financial statements based on our audit.

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

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

In our opinion, except for the effect of adjustments, if any, which we might have determined to be necessary had we been able to satisfy ourselves concerning the completeness of the receipts referred to in the preceding paragraph, these financial statements present fairly, in all material respects, the financial position of the Centre as at December 31, 2002 and the results of its operations and changes in net assets for the year then ended in accordance with Canadian generally accepted accounting principles.

Raymond Chabot Grant Thornton

Chartered Accountants

Ottawa, Canada
April 7, 2003

Suite 301 - 2781 Lancaster Road
Ottawa ON K1B 1A7
Tel: (613) 725-9900
Fax: (613) 725-9950

Gracefield Camp and Conference Centre Operations and Change in Net Assets

Year ended December 31, 2002

	2002	2001
	\$	\$
Revenue		
Camp and off season revenue	204,748	185,201
Donations	34,391	39,094
Synod grants	66,670	68,239
Miscellaneous	6,443	8,067
Other grants		4,500
Synod mortgage repayment grant		14,560
	<u>312,252</u>	<u>319,661</u>
Disbursements		
Salaries and benefits	126,209	133,225
Building projects	26,310	23,960
Utilities	15,083	13,249
Maintenance	9,889	7,810
Property taxes	7,757	
Insurance	9,025	7,173
Automobile operations	8,055	7,278
Staff travel	505	
Food services	54,858	48,028
Fundraising professional services	3,000	
Equipment	13,689	13,549
Publicity	3,831	3,723
Office	9,919	7,135
Professional fees	4,350	3,700
Interest and bank charges	2,474	2,256
Bus transportation	8,009	8,071
Program, contractor and supplies	5,055	4,020
Merchandise for resale	8,750	6,968
	<u>316,768</u>	<u>290,145</u>
Excess of revenue over disbursements (disbursements over revenue)	(4,516)	29,516
Net asset deficiency, beginning of year	<u>(17,809)</u>	<u>(47,325)</u>
Net asset deficiency, end of year	<u>(22,325)</u>	<u>(17,809)</u>

The accompanying notes are an integral part of the financial statements.

Gracefield Camp and Conference Centre**Cash Flows**

Year ended December 31, 2002

	<u>2002</u>	<u>2001</u>
	\$	\$
OPERATING ACTIVITIES		
Excess of revenue over disbursements (disbursements over revenue)	(4,516)	29,516
Non-cash items		
Changes in working capital items (Note 3)	<u>(3,612)</u>	<u>5,605</u>
Cash flows from operating activities	(8,128)	35,121
FINANCING ACTIVITIES		
Repayment of long-term debt and cash flows from financing activities		<u>(15,290)</u>
Net increase (decrease) in cash and cash equivalents	(8,128)	19,831
Cash (bank overdraft), beginning of year	<u>12,795</u>	<u>(7,036)</u>
Cash, end of year	<u>4,667</u>	<u>12,795</u>

The accompanying notes are an integral part of the financial statements.

Gracefield Camp and Conference Centre

Financial Position

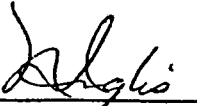
December 31, 2002

	<u>2002</u>	<u>2001</u>
	\$	\$
ASSETS		
Current assets		
Cash	4,667	12,795
Accounts receivable	<u>8,469</u>	<u>8,790</u>
	<u>13,136</u>	<u>21,585</u>
LIABILITIES		
Current liabilities		
Accounts payable and accrued liabilities	7,882	7,642
Deferred contributions (Note 5)	<u>27,579</u>	<u>31,752</u>
	35,461	39,394
NET ASSETS		
Net asset deficiency	<u>(22,325)</u>	<u>(17,809)</u>
	<u>13,136</u>	<u>21,585</u>

The accompanying notes are an integral part of the financial statements.

On behalf of the Board,

 Treasurer.
Director

 CONVENOR, FINANCE
Director

Gracefield Camp and Conference Centre

Notes to Financial Statements

December 31, 2002

1 - GOVERNING STATUTES AND NATURE OF OPERATIONS

The Center is a camp facility owned by the Synod of Quebec and Eastern Ontario of the Presbyterian Church in Canada ("Synod"). It is managed by the Gracefield Operating Committee, a Subcommittee of the board of directors of the Synod. It is a non-profit organization, registered as a charitable organization under the Income Tax Act.

2 - ACCOUNTING POLICIES

Financial instruments

The Centre's financial instruments consist of cash, accounts receivable, accounts payable and accrued liabilities, and deferred contributions. Unless otherwise noted, it is management's opinion that the Centre is not exposed to significant interest, currency or credit risks arising from the financial instruments. The fair value of these financial instruments approximate their carrying values, unless otherwise noted.

Basis of accounting

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

Capital expenditures

Capital expenditures are written off in the year incurred. The capital expenditures expensed in 2002 were \$13,689 in equipment (2001 - \$13,549) and \$ 26,310 of building project costs (2001 - \$ 23,960) of which \$21,765 is for the picnic pavillion (2001 - \$ 23,960 for the fire protection project). The net asset deficiency of \$22,325 (2001 - \$17,809) can be attributed to this policy of expensing capital assets.

Revenue recognition

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

Any designated donations that are not disbursed in the fiscal year of the donation are deferred and are only recognized as revenue once the disbursement is made.

Donated materials and services

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

3 - INFORMATION INCLUDED IN THE STATEMENT OF CASH FLOWS

The changes in working capital items are detailed as follows:

	2002	2001
	\$	\$
Accounts receivable	321	(3,895)
Accounts payable and accrued liabilities	240	(224)
Deferred contributions	(4,173)	9,724
	<u>(3,612)</u>	<u>5,605</u>

4 - OPERATING LINE OF CREDIT

The operating line of credit bears interest at prime plus 3% payable monthly, and is secured by a general security agreement. The operating line limit is \$ 20,000 and was not used as of December 31, 2002.

5 - DEFERRED CONTRIBUTIONS

	2002	2001
	\$	\$
Jemima Rae Restricted Fund	13,093	15,236
Campership Fund and other deferred contributions	11,715	9,016
St-Andrew's (Ottawa) Fund		7,500
Mack Memorial Restricted Fund	1,421	
Synod Donation in Trust	1,350	
	<u>27,579</u>	<u>31,752</u>

The Jemima Rae Fund is restricted for the purpose of purchasing camp equipment. The Mack Memorial Fund was received at the end of the year and the Gracefield Operating Committee has not yet determined how the funds will be utilized.

6 - COMPARATIVE FIGURES

The 2001 financial statements were audited by another firm of Chartered Accountants.

**Synod of Quebec and Eastern Ontario
W.M.S. Synodical Report**

Mission continues to be important to our group. When we read the publication, *"Still Moving - in Mission - 2002-2003"*, it is encouraging to notice the amount of money given by the W.M.S. groups.

The Annual Meeting was held in April in the Taiwanese Robert Campbell Church in Montreal. *"Go and Tell"* was our theme. Anita Mack lead our Bible Study. Special music was provided by the Taiwanese Youth Band. Kelly Graham, In Ministry year student at Presbyterian College, spoke on "A Mexican Experience". Rev. H. Kuntz led our worship service. We all enjoyed hearing from our missionary from Central America, Rev. Joe Reed.

Our Fall Rally is to be held in Vernon on October 25th with Sonya Henderson as our speaker. Sonya is our missionary at the Hungarian Protestant Institute in Cluj-Napoca, Romania.

Our history book, *"Certain Women Amazed Us"*, was finally launched at Assembly. I would encourage you to get hold of a copy and become familiar with the history of the W.M.S. in our Presbyterian Church.

Even as our groups decrease in number, the goal is still the same, *Go and Tell* what Jesus has done for you. Share His love with those you meet and those around the world.

Sheila Paterson

Report of the Synod Mission & Outreach Committee

October 2003

As in past years this committee has met twice during 2003. At the meeting in May representatives from all five presbyteries attended and shared information on the various mission activities in each area. At the recent September meeting the committee heard from René Paquin and Charles Hamelin of their work among the francophone community in the Sherbrooke area being served by La mission réformé St. Paul.

The committee is exploring other possibilities for mission and outreach involving the whole Synod.

At both meetings the grant requests forwarded from the presbyteries were discussed and, with some minor adjustments and the addition of some grants which had been negotiated by the presbyteries directly with Canada Ministries, are now presented to Synod for discussion and/or approval

The role of the committee in the processing of these grant requests was discussed. In the opinion of the committee, this role is uncertain and requires some review. A letter of concern was sent to the Clerk with the recommendation:

Recommendation 1.

That the Synod set up a task force to look into the role of synods in the annual Canada Ministries grant request process, or do otherwise as it seems appropriate.

Recommendation 2.

That the Synod Grant Requests for 2004 be approved.

Recommendation 3.

That, subject to the availability of funds, the Grant Requests from the Robert Fund be approved.

PRESBYTERY	2003	2004		2005	
	APPROVED	CM Forecast	Requested	CM Forecast	Requested
OTTAWA					
Carleton Chaplaincy	\$3,200	\$3,200	\$4,000	\$3,200	\$4,000
Greenview	15,323	8,500	9,000	4,000	4,500
Francophone	5,000	5,000			
Aylmer	2,500	2,500	2,500	2,500	2,500
QUEBEC					
Inverness	1,500	1,500	1,500	1,500	2,000
Scotstown	1,000	1,000	1,000	1,000	1,000
Leggatt's Point	1,500	1,500	1,500	1,500	1,500
Sherbrooke (Francophone)	35,173	32,140	35,623	32,598	36,079
2nd worker 25%	9,599	9,735	9,735	9,873	9,873
MONTREAL					
Eglise St. Luc	49,259	49,143	49,143	48,322	48,322
McGill Chaplaincy	3,000	3,000	3,000	3,000	3,000
Action Réfugiés	27,918	28,037	28,037	28,187	28,187
Tyndale - Program	22,509	22,314	24,793	22,449	24,943
Tyndale - Exec. Director	23,500	23,500	23,500	23,500	23,500
Concordia Chaplainc	3,000	3,000	3,000	3,000	3,000
Presbyterian Bible Church	70,025	75,025	75,025	75,025	75,025
Ghanaian Presbyt. Church	25,000	25,000	25,000	25,000	25,000

ROBERT FUND

PROPOSED DISTRIBUTION FOR 2004

Group	Approved 2003	Based on \$8,000	Based on \$10,000	Based on \$12,000
Mission St-Paul (Sherbrooke)	\$1,500	\$600	\$1,000	\$1,500
Camp d'action biblique	\$1,500	\$600	\$1,000	\$1,500
La Vie Chrétienne	\$7,500	\$6,200	\$7,000	\$7,500
Mission Montreal	\$1,500	\$600	\$1,000	\$1,500
TOTALS	\$12,000	\$8,000	\$10,000	\$12,000

The Robert Fund, established in 1951 from the estate of William and Sarah Robert of St. Edward's Prsbyterian Church in Beauharnois, Quebec, is held in trust by Montreal Trust Company. One third of the annual income is designated for "religious and charitable schemes in the Province of Quebec". Interest rates being what they are at present the amount of available monies has been decreasing . The chart above spells out the requests based on three possible amounts.

SYNOD YOUTH COMMITTEE REPORT 2003

1. Membership: Rev. Marilyn Savage (Lanark-Renfrew rep), Christine Ball (Synod Staff & Ottawa Rep), Donna McIlveen (Seaway-Glenngary rep), Anita Mac (Synod Staff, Montréal rep), Dorothy Herbert (Gracefield rep), Peter Rombeek (convenor),
positions vacant: Québec rep, Camp d action biblique rep

2. Programs

- a. **grade 6-8 Spring Sleep Over:** This was a Ontario regional event held in early June at Westminster, Ottawa. There were participants from Westminster, Trinity, St. Andrews and Knox (Vankleek Hill). They had lots of fun doing games, bible studies, preparing meals, having their own worship and participating in the congregations worship as well. This was organized by Kim Webster & Christine Ball.
- b. **gr 6-8 Fall Sleep Over:** For this age group we decided to be more regional. Kim & Christine are working on something at Westminster (Ottawa) for Nov 1st & 2nd. It will be based on last year's sleep over. Anita will do something in Montréal.
- c. **grade 9-12 Retreat:** This retreat took place at Gracefield on Sept 20-21. We had 37 participants and 10 adults from Perth, Brockville, Ottawa (multiple churches), Maxville, Moose Creek, Vankleek Hill, Montréal (multiple churches). Many of them had never been on a retreat before.

This was partially a follow-up to Canada Youth 2003 and also an introduction to retreats in an attempt to re-introduce a P.Y.P.S. type group.

The next event for this group will likely be the end of Feb or early March in a church. We are planning on involving some of the youth in the planning and running of the weekend.

- d. **Roots & Wings:** was for ages 19-30 and took place at the Youth Impact Centre in Montréal on Nov 15-17, 2002. Twenty-one people from various backgrounds & experiences gathered to look at Roots to plant us firmly in our Presbyterian Tradition; Wings of Faith to soar into the future. Speakers included Rev. Derek MacLeod, Rev. Joe McLelland & Rev. Barry Mack. The feedback was positive (included location and price of \$20) This was organized by Anita Mack & Christine Ball.

3. CY 2003

- a. **Pre-Events:** were organized in the different provinces. These events helped the participants build community and to know some people who were going to be there before arriving. It also provided comfort to parents who could ask questions and meet people involved. Events included a pizza lunch where they received their synod t-shirts followed by a swim at a wave pool (pay your own way), Presbytery BBQ, CY specific BBQ question, bonding and commissioning. Having pre-events was important.
- b. **Travel:** individuals paid \$40 and a grant of \$45 each was used to help cover the costs of transportation and t-shirts. Clair Ryan & Don Stewart received more money because they were travelling much further. This cost \$3522.61. A bus would have been around \$4700. The organizers (Anita and Christine) found that the adults were the worst for trying to organize the bus - partially due to a lack of commitment and partially due to them wanting to turn the trip into an opportunity to visit people along the way. The \$45 dollars will be distributed to the drivers of the car pool.

- c. **Adult Advisors:** We would like to suggest that the Adult Advisors not have to pay to give up a weeks vacation to work at a conference. Their registration and travel should be covered by synod or presbytery (but since we only sent two, probably synod)
4. **Triennium:** The PCC has decided to focus on our own conference and to switch to a delegate system (similar to denominations in the USA). Based upon pasted participation we have 14 spots. Choosing who goes and organizing transportation is the responsibility of the synods. National Office has suggested a method of choosing the delegates (outlined below). We hope to be able to help our delegates find transportation with T-K or SWO synod delegates.

The cost will be \$375 US plus transportation.

Selection Procedure:

- i. the Synod Youth Committee (SYC) will make available an application form, likely through the presbyteries.
- ii. applicants will send in their form to Peter Rombeek c/o St. Andrew s, Ottawa, Ont K1P 5N9) by **January 31, 2004**
- iii. the SYC will sort, interview and select the applicants between by March 31.
- iv. March 31st names of delegates will be passed on to the Canadian Co-ordinator. They will send out application forms to the delegates.

5. Leadership Development

- a. offering bursaries to encourage people to attend the Leadership Track was successful (ie., we had a lot of people participate in this, including those who could not have otherwise afforded it). These were all lay people who are active in a youth or children ministry. Those who went were: Carol MacDonald (Taiwanese-Robert Campbell Memorial, Montréal), Karlene Australie (St. Andrew s-St. Lambert, Montréal), Francis Fofama: (Mount Royal, Montréal), Carol Ann Miller (Westminster, Ottawa), Sharon McNaughton (Westminster, Ottawa), Rob Christie (St. Tim s, Ottawa), Janice McFarlane (St. Andrew s, Ottawa), Julie Madden (St. Andrew s-St. Paul s, Montréal), Bonnie McCurdy (Almont Presbyterian Church, Lanark/Renfrew).
- b. **Peer Ministry:** This is a program that trains and supports youth in counselling their peers from a Christian perspective. The first stage would be to train leaders to train the youth. This would involve an intensive weekend. They would then train youth over 18 sessions to become peer counsellors. The youth would then need support. We consider this a good program because there has been interest expressed by some churches, it will help develop leadership in our youth and it shows that Christianity is relevant to youth's lives. We would like to see a youth team set up in each Presbytery.

We are going to try to ride on the interest in some churches, and amongst those who attended a workshop at CY03. We will be looking for a minimum of 10 people. A web site dedicated to this program is <http://www.peerministry.org/>

Details: Leader Training Weekend

date: November 7-9th

cost: \$100 (includes \$60 manual) - after October 15 cost \$125

training by: Pat Allison, Atlantic Synod Staff with a background in this program

location: Westminster P.C., Ottawa (participants billeted if needed)

contact: Christine Ball (613) 836-9658

2004 Presbyterian Youth Triennium

Québec & Eastern Ontario Delegate Application form

please answer the following questions
and mail them to
Peter Rombeek
c/o St. Andrews
82 Kent St.
Ottawa, Ont. K1P 5N9

the deadline is January 31st, 2004

1. Name, address, phone number, birthday & home congregation.
2. Explain how you are active in the life and ministry of your congregation.
3. Can you describe some of the wider ministries of the Presbyterian Church in Canada? Have you participated in any presbytery, synod, national, or international events? Have you heard of any events on these levels?
4. What is the most important thing about your Christian faith? How would you describe your relationship with Jesus Christ?
5. Why do you want to go to Triennium?
6. Triennium is a community event of 7000 people. What do you anticipate about living together in close community for almost a week?
7. Please provide references from three (3) people who have seen and experienced you in Christian community. Have the references answer the following questions:
 - a) How long have you know the applicant and in what capacity?
 - b) Briefly describe the applicant.
 - c) What gifts, talents and abilities does the applicant offer to the church?
 - d) Please describe any reservations you may have about recommending the applicant as a participant in Triennium (one of 14 synod delegates among 7000 people from across the US and elsewhere at Purdue University, Indiana).

Selection Procedure:

- applicants will send in their form (see above) by January 31, 2004
- the Synod Youth Committee will sort, interview and select the applicants by March 31.
- on March 31st the names of delegates will be passed on to the Canadian Co-ordinator. They will send out application forms to the delegates.
- from March 31st to June 31st the Canadian Co-ordinator will be the primary contact person
- June 1st all names will be submitted to the Triennium registration team.
- July 20-25 delegates worship with 7000 others at Triennium 2004

information about the conference is available at
www.presbyterianyouthtriennium.org

2002 GRACEFIELD AUDIT

Attached please find a copy of the 2002 audit for Gracefield Camp and Conference Centre.

Since 1996, Gracefield has been mandated by Synod to provide yearly audits. At this time, the finances of Gracefield are under monthly review by the Synod Finance Committee and regularly by the Presbytery of Ottawa and the Synod Council.

It is therefore recommended that for the next two years a yearly financial review be taken of the books and in every third year, a full audit. In light of the present accounting practices, history of full audits, and regular financial oversight by many parties, the reviews will be sufficient, and far less expensive.

Gracefield Report
to the Synod of Quebec and Eastern Ontario, October 2003

Dear Synod members:

It is with a mixture of gratification and disappointment that we submit this report to you for your consideration. We are of course very thankful to God for the year that has passed and the many opportunities experienced at Gracefield for the continuance of the proclamation of Christ's gospel to children, youth and adults; for the really encouraging growth of the "physical plant," namely, the new picnic pavilion and the "soon to be completed" White Pine extension; and we are also thankful for the efforts of so many people who have worked so hard to make this past year and the summer youth program so successful and enriching. And it truly was an excellent summer program. The staff were extremely dedicated, efficient, and motivated to share their faith and to allow all campers young and old, to experience Christian community in the beautiful surroundings of Gracefield Camp. The campers were a mixture of church and unchurched children and youth who under the excellent leadership and challenge of the staff, learned new skills, completed goals of their own making and enjoyed Gracefield at its best. The weather was simply fantastic throughout the whole summer and when it rained...well, we had the wonderful "rainy day" picnic pavilion to still have fun and enjoy the outdoors. And mosquitos, well, I don't know where they were, but they weren't at camp!

Our disappointment comes from having worked so hard to prepare for a strong year only to have a dramatically lower than expected camper turnout effect the "bottom line" of the year. We were down 34 full paying campers this year. While we reported to all the Presbyteries at the beginning of May, that we were forecasting a significant shortfall, but were redoubling our efforts to attract more paying campers, this turned out to be an insurmountable obstacle. There has been much conjecturing as to why this has happened...everything from the war, S.A.R.S, West Nile Virus, the economy, the dismal Spring weather,...but all of the conjecture boiled down to the hard reality that the campers we needed to have to balance our budget did not come this year.

Financial Situation

As we unfortunately anticipated in May, attendance at Gracefield was down significantly. At the beginning of the summer, knowing what was to come, the Gracefield Operating Committee (GOC) was presented with some \$15,000 in budget cuts that would help offset the impact of the shortfall of campers. We approved the cuts with the only provision being that we couldn't negatively impact the successful operation of the camp.

We are still actively pursuing the cuts that were implemented to deal with this expected shortfall. Unfortunately, at the last GOC meeting in September, we had to approve up to \$5,000 to fix the water line heating cable that supplies the camp with all of its water in winter. We could have taken a risk that the voltage draw wouldn't burn out the heating cable until next years budget, but we're not feeling that adventuresome right now, especially since every weekend from Christmas Day to March 19 is already booked.

At this time of year we are normally "in the red", as last year's budget at this time reflects, although not to the degree of this year. There are still accounts receivable, fall program revenues to be realized, all of which will help against the bottom line. It would however, under the circumstances, be good to anticipate a deficit of between \$10-\$15,000 this year. There are still some variables that we are assuming in our financial outlook. One is that 4th quarter donations from individuals and churches hold to historic patterns, second, that we keep all the group bookings and don't get any cancellations; and third, that we can deliver on the balance of our proposed cuts.

We will need Synod's help this year with some of this anticipated operating deficit. It is my intent to ask for this years' deficit to be offset by an additional grant from the Synod in the realm of \$10,000. We are still carrying operating deficits from past years on our books. To carry the full balance of this year's deficit as well would likely result in serious cash flow problems for next year.

Last year's deficit was attributable to the levy of two years' property taxes. The ruling that caused these taxes to be assessed against the Camp is being appealed. The hearing date before the *Tribunal administratif du Québec* is set for November 4th. Please pray that those working on our behalf will be successful in pleading Gracefield's cause as a church body engaged in promoting the Christian faith.

Our finance people wish to note that were it not for the shortfall in expected campers this past summer, the budget position would not be an issue. The need for Gracefield, Presbyteries and Synod to encourage strong Synod wide support of the camp through sending kids to camp cannot be underscored enough.

Generous support was received by churches and individuals following our appeal for help to meet campership demand. Due to this generous support, approximately 40 young people were able to come to camp this summer who otherwise would not have been able to afford it

Next year's budget

Gracefield Operating Committee is hard at work examining staff reports from this past summer, looking at staffing numbers and camper numbers, Quebec employment considerations and other budget considerations for discussion at the next GOC meeting. Discussions are beginning on a reduction in planned campers for next summer to reflect this years attendance levels.

At Synod, we will have a balance sheet ready to the end of September as well as

last year's audited financial statement.

Strategic Planning

The Gracefield Operating Committee and other interested persons spent a considerable number of hours this winter engaged in a process of strategic planning, with the goal of developing a master plan for our site and programs. Our mission statement was closely examined and then reaffirmed: "The mission of Gracefield Camp and Conference Centre is to invite all people to experience the loving presence of the living God in creation, in Christ and in Christian community." Every program and activity that goes on at Camp was evaluated in light of our mission statement. Plans for future development were proposed and prioritized. This work will give us a better foundation for fund-raising efforts and guide us for years to come.

Brief Review of the Summer 2003 Program

Our theme this summer was "Under God's Roof." All ages explored the biblical and spiritual aspects of being built together into a spiritual house with Christ Jesus as the cornerstone. It must be noted that the summer program was an excellent program highlighted by an extremely capable and committed staff. Our thanks must go to these young women and men who dedicated their attention this summer to communicating the gospel of Christ to children and youth with faithfulness and passion. Staff reports indicate many opportunities this past summer to communicate the gospel of Christ to all the campers. Staff were constantly on the lookout for "teachable moments of faith" this past summer.

Family camp, although not oversubscribed with numbers, was a success as far as program went. Adults had an opportunity for Bible study and discussion in the mornings, *sans children*, who had their own staff led events, and in the afternoons, intergenerational events were planned and attended by everyone. The highlight of the week for many of us had to be the day long canoe trip on the Picanoc river. A lovely meandering coast down a river all day, a leisurely dip in the river at lunch with a mud bath thrown in, was enjoyed by about 40 people....all slept well that night!

The Way, our pre-Leader-in-Training camp that emphasizes discipleship, was an extremely successful program. Thanks to the young people's dedication there is now an extremely well done Prayer Labyrinth at Gracefield that all may use for devotional purposes.

Adventure camps took our kids on canoe trips; the Bruno's site was a great unit camping experience that continues to be well received.

For those who wanted a longer canoe trip experience the Voyageur camps provided that opportunity for challenge and adventure.

Our accredited Leader-in-Training program was extended to six weeks this year. Participants grew dramatically in faith, self-awareness and skills. Each one completed

internships in both program and operations aspects of camp life.

Fall Program

Bookings for the Fall remain strong with only one weekend not fully booked.

White Pine Extension

Last year we mentioned at Synod that a significant bequest from the Estate of Betty (Mack) Parker had been made towards an extension of White Pine Lodge to facilitate leader development. Construction of the White Pine Lodge Extension is on schedule. The building was closed in by the end of September and should be completed in November. What we are soon to have is a wonderful extra meeting Hall and lounge for groups outside the summer season. This means when you come for your church retreat you will have a dedicated room for your meetings separate from your dining room. You won't have to stop "meeting" and clear the tables to get ready for meals. What it also means in the winter is that when you come in from snowshoeing or cross-country skiing, you can relax by the warmth of the new fireplace and warm your toes and your spirits. Our deep thanksgiving for this long term gift to Gracefield cannot be understated.

Opportunities for helping hands

Gracefield is a beautiful place with lots of opportunities for rest and relaxation, and it is also a place with opportunities for groups and individuals to lend a helping hand. There are buildings that could do well by being adopted by a congregation and spruced up with fresh paint, etc. If your congregation hasn't yet adopted a building at Gracefield, please consider if you might take this on as a local mission project or service enterprise.

On behalf of the Gracefield Operating Committee, I thank you for your prayers and support this past summer and ask for your continued support for the remaining programs this year.

Respectfully Submitted,
Rev. John Wilson

FRIENDS OF GRACEFIELD - PROPERTY ACQUISITION

October 2003

BACKGROUND INFORMATION

In 2001 we had some bad news. A 40 acre piece of land adjacent to Gracefield Camp and Conference Centre was to be sold. The owner had an offer from someone who intended to build a cottage, do some logging and set up an "All Terrain Vehicle Playground". What a disaster for the peace and quiet! Worst yet the land includes a swampy area where a small creek bubbles out of the ground and flows into the lake. This wetland provides a natural filtering system for the water entering our lake. To build access roads and a cottage, this creek would be diverted into a culvert, the swamp drained, and water quality would drop. Luckily the owner was not happy with this possible future use of his property. He has always been friendly toward the camp and allowed us to walk over the property, etc. He offered the land to Gracefield Camp at a greatly reduced price. But at \$58,000 it was still far too much for the non-profit, church-supported camp to consider within its limited financial resources.

A handful of people met to discuss the situation. A couple of them said "we have to do something" and they put forward the money for a non-refundable deposit, to hold the land while we started to ask other people for support. This is how "Friends of Gracefield Camp" began. All donors to the project are "Friends".

In just less than 2 years we have raised a total of approximately \$64,700. This has been enough to purchase the piece of land, pay interest until the mortgage was paid off last month, pay legal fees, land registry tax and property taxes. Since the "Friends of Gracefield" is not a registered charity we needed to pay approximately \$470/year local taxes on the land. We have enough funds left to cover the legal and other fees associated with transferring the property to Gracefield Camp and Conference Centre.

Meanwhile the new land is already in use, enhancing the ministry of the Camp. A remote campsite area has been set up for use by young teenage campers as an "Adventure Camping" area during the summer. This area can also be used for individual and family tenting in the spring and fall. A course has been marked out for a new cross-country ski trail that will climb the highest hill on the property. A nature trail along the water front and beside the swamp is planned. Some boardwalks will be provided to protect the environment in the wet areas and explanations of the ecology will be written.

There have been donations from over 150 individuals and groups - people who have a long history at Gracefield; new visitors, people with no Gracefield connection who simply care about the environment, church groups, donations in memory of Sharon VanDyk and Betty (Mack) Parker. The In Memoriam tributes are particularly appropriate. Sharon was the very first donor and moving force behind this project. Betty was also a contributor and long-time Gracefield supporter. We miss them both very much.

The "Friends of Gracefield" donors are all very happy with the speedy success of the land purchase and eager to see this land safely under the stewardship of Gracefield Camp and Conference Centre. They may well be encouraged to continue as donors to the Capital Fund of the Camp in the future years.

PROPERTY ACQUISITION - FRIENDS OF GRACEFIELD

In November 2001 a group called "The Friends of Gracefield" signed an agreement to purchase a piece of land adjoining the present property to the south and fronting on Lac Castor. Refer to sketch.

The land is approximately 40 acres and was of interest to another party to develop a playground for ATV's. Friends of Gracefield rescued the land at a cost of \$ 58,000. The owner took back a 5 year mortgage at 6% with no penalty or bonus for prepayment.

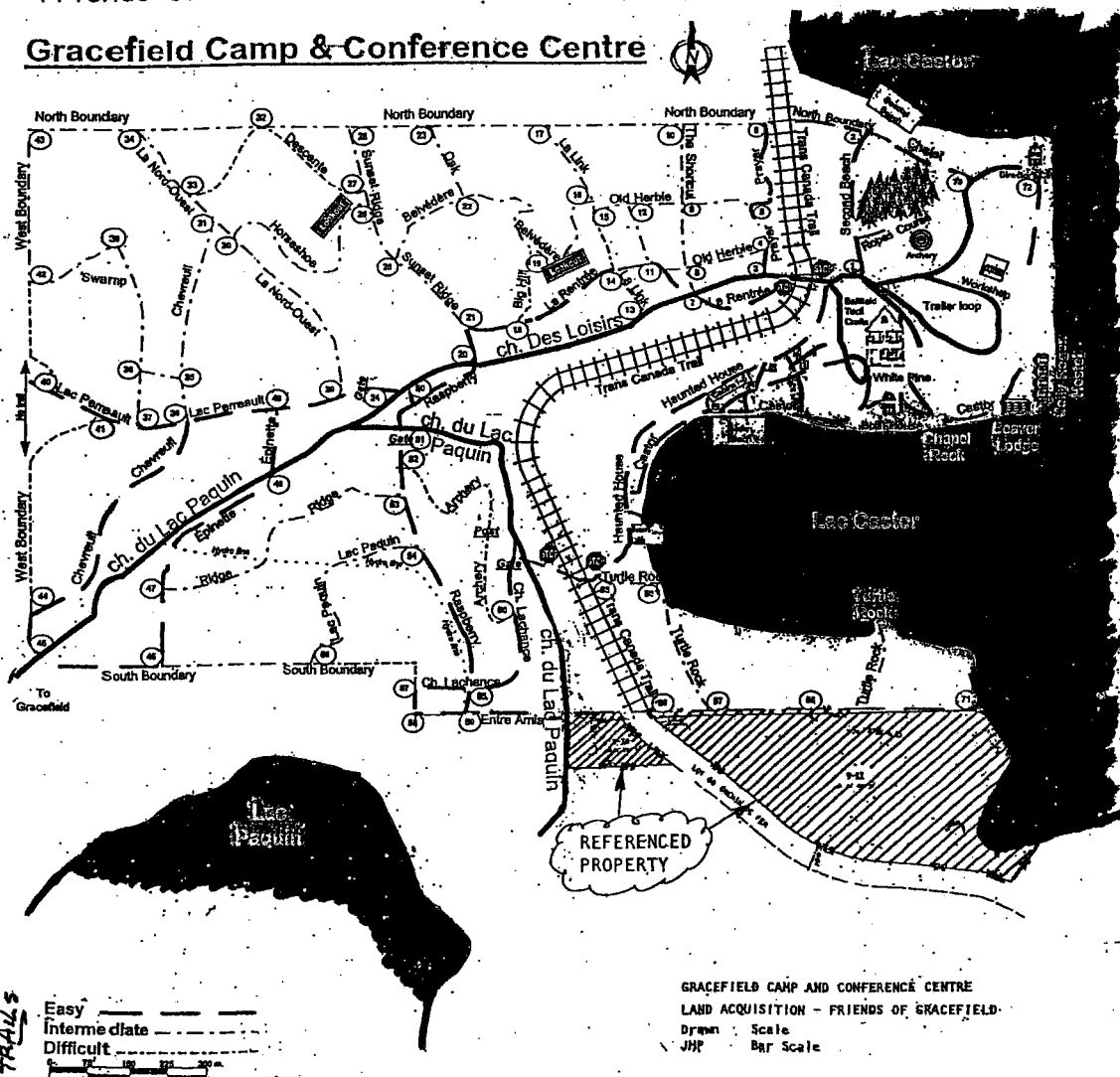
By last month the group had raised sufficient funds to pay off the mortgage. This has been a very commendable effort by the group to acquire the property and to retire the mortgage in 2 years.

They have funds to pay the legal costs to transfer the property and in addition can turn over to the camp money to pay the taxes for next year. Annual taxes amount to \$ 460. Taxes for the entire property are still under review with the province.

There will be an 'Order of the Day' established when representatives for the "Friends of Gracefield" to formally turn over to the Synod moderator the documents for the property. Tax receipts can then be sent to donors.

We need to praise God that we have people with the foresight that the "Friends of Gracefield" have achieved. May their efforts continue.

Gracefield Camp & Conference Centre



TO ENSURE PROMPT ACTION ON SYNOD ACTIVITIES, IT IS PROPOSED TO
ADD THE FOLLOWING TO THE STANDING ORDERS

2.4.1 The Synod Council's duties will include:

- 2.4.1.1 Authorization to expend funds not included in the budget for programs and expenses not anticipated at the time the budget was approved.
- 2.4.1.2 Authorization to provide loans or grants to organizations that currently fall under the existing committee structure. Loans or grants by Synod Council to organizations not to exceed \$10,000 in any year.
- 2.4.1.3 Authorization in the event of a sexual abuse and/or harassment investigation to designate funds to provide for the work involved.
- 2.4.1.4 Adjusting travel rates to reflect cost increases.
- 2.4.1.5 Authorization to extend Regional Staff contracts.
- 2.4.1.6 Reporting all of the actions taken as outlined to the next Synod.

4.7 Reports and minutes

- 4.7.1 Reports intended for presentation to Synod Council should be submitted in advance to the Synod Clerk for circulation.
- 4.7.2 Synod Council minutes will be circulated within 2 weeks of the meeting.

Supplemental Report

Gracefield Insurance

As Synod members will be well aware, the question of insurance coverage is before us as a Church. It is also before us as a Camp and Conference Centre of the Presbyterian Church in Canada. This past year we significantly increased our limits (and cost) of coverage for general liability to \$15,000,000 per incident. We also had to make adjustments of coverage on certain buildings.

What we have been having significant difficulty doing is insuring ourselves as the Gracefield Operating Committee (GOC) for Directors and Officers Liability Coverage (D&O). D&O liability helps to maintain volunteer confidence that there is some support if, even with the best of intentions, the volunteer members of the GOC make a mistake.

It is becoming apparent to us that because of the nature of the structure of ownership of Gracefield and the makeup of the GOC, and its fluid nature of membership, we are unable to find an insurance carrier that will insure us directly. What is possible however, according to Marsh Canada representative Mr. Michael Pederson, would be for Synod to declare the GOC members to be “officers of the court of Synod” with responsibilities for the management of Gracefield Camp and Conference Centre. This would tie us more directly to the insurance coverage of the Synod and the Presbyterian Church in Canada and be helpful in future coverage plans.

The Third Annual Review of Gracefield General Management
By the Presbytery of Ottawa

In accordance with the terms of the transfer of the general management of the Gracefield Camp and Conference Centre to the Presbytery of Ottawa for a three year trial period as approved at the Synod meeting in October 2000, an Ad Hoc committee was formed with three persons from the Synod and three persons from the Presbytery of Ottawa. This committee met on Tuesday, September 9, 2003 for the third annual review and their report follows.

Attendance: Following is a list of the members and the attendance at the aforementioned meeting.

From Synod:

- Rev. Bertus de Bruijn, Chesterville, Morewood, Presbytery of Seaway-Glengarry - present.
- Rev. Derek MacLeod, Beaconsfield, Presbytery of Montreal - present.
- Sandy McCuan, Carleton Place, Presbytery of Lanark and Renfrew - present.

From Presbytery of Ottawa:

- Rev. Adrian Auret - present.
- Rev. William Ball - present.
- John Davidson - present.

Also present at the meeting as a resource person:

- Rev. John Wilson, Convenor of the Gracefield Operating Committee.

In performing the management review the committee took into consideration the terms of the general management transfer as approved at the 2000 Synod meeting and identified as Appendix four, G-127 in the Synod 2000 Annual Report. The numbering in the first part of the following report corresponds to Appendix four, G127 in the Synod 2000 Annual Report.

1. The Convenor of the Gracefield Operating Committee will have completed his commitment to the three year trial period in this position on December 31, 2003.
2. The terms indicate that two other members of Presbytery take on key leadership roles within the Gracefield Operating Committee. The Presbytery has not been able to fulfil this requirement on an ongoing basis. Only one other member of the Presbytery serves on the Gracefield Operating Committee. There is an expectation that a second person from the Presbytery will be recruited soon. The Gracefield Operating Committee members and members of sub-committees, including the key leadership positions, are almost entirely from within the bounds of the Presbytery of Ottawa.

3. There has not been any tacit or implied financial obligations on the part of the Presbytery of Ottawa except for the normal Synod Assessment.
4. The Gracefield Operating Committee (GOC) continues to be a standing committee of the Presbytery and reports at each Presbytery meeting and the Presbytery holds it accountable like any other Presbytery committee. Presbytery members continue to be very interested in the activities of the camp operation and question the actions and proposals of the GOC before giving approval.
5. The contracts of the Co-Management Directors are currently for a two year period ending December 31, 2004.
6. Both the Gracefield Operating Committee and the Presbytery are pleased with the financial support of the Synod, through the grants and the financial initiative of the "Five Year Major Maintenance and Capital Projects Program".
7. Only two other Presbyteries have one member each on the Gracefield Operating Committee. A third presbytery has a person providing liaison and communication. The Synod and Synod Council should do more to encourage the Presbyteries to make appointments to the GOC.
8. While the Gracefield Operating Committee, at this time, is generally satisfied with the arrangements for fundraising, further discussions should be initiated to ensure a clear understanding and cooperation concerning the needs at Gracefield and the respective responsibilities of Synod and GOC related to fundraising.
9. It is noted that there is a term referring to issues of relative responsibility between the Gracefield Operating Committee and the Presbytery being clarified. There have not been any discussions on this matter at any Presbytery meeting. It is noted that the GOC now reports to the Presbytery, as a committee, and therefore must adhere to any Presbytery directive.
10. The Presbytery/Synod has with this report undertaken three annual reviews related to the three year trial period with management of Gracefield being the responsibility of the Presbytery of Ottawa.

The Gracefield Camp and Conference Centre continues to be operated with the same general contours and there has not been any request for change. It was noted that in accordance with the terms, the Presbytery of Ottawa was to make a report at the Synod meeting. While the GOC did make a report, none was made by the Presbytery. An official Presbytery report should be made at the 2003 Synod meeting.

Additional Comments:

Discussion took place concerning the operational situation during the first eight months of 2003. The most significant situation occurring in the summer of 2003 was the reduction in camp attendance by 34 from an expected total 270. As this became known, non salary cost efficiencies were introduced to keep the financial shortfall as low as possible. The shortfall at the end of the year, December 31, 2003, is expected to be from \$5,000.00 to \$10,000.00. The committee feels that this amount of shortfall is quite acceptable considering that no contingency is built into the Gracefield budget. It is understood that the Synod has a reserve which is to be used for this type of situation.

Construction has commenced on an additional room at White Pine Lodge and it is expected to be available for use by the spring. The total cost of this project is being paid for by a bequest from the late Mrs Betty Mack, the mother of Rev. Barry Mack. The entrance road to the camp has been upgraded allowing use of the camp for four additional weekends in the spring.

It has been noted that the living accommodation for the Management Directors is well below normal standards especially for winter living. The committee strongly suggests that the Synod give immediate attention and priority to this matter.

Recommendations:

That the management of Gracefield Camp and Conference Centre continue to be the responsibility of the Presbytery of Ottawa, subject to a review every three years by the Synod and the Presbytery.

That the conditions between the Synod of Quebec and Eastern Ontario and the Presbytery of Ottawa related to the management of Gracefield Camp and Conference Centre by the Presbytery of Ottawa be as shown on Appendix A attached.

That the Ad Hoc Review Committee be disbanded.

Note: The committee suggests that the future Review Committee be composed of three persons from the Synod of Quebec and Eastern Ontario and three persons from the Presbytery of Ottawa.

Appendix A

Conditions Related to the Management of Gracefield Camp and Conference

Centre

By the Presbytery of Ottawa

1. That the convenor of the Gracefield Operating Committee be from within the membership of the Presbytery
2. That two other members of Presbytery take on key leadership roles within the Gracefield Operating Committee.
3. That there shall be no tacit or implied financial obligations on the part of the Presbytery of Ottawa except for the normal Synod Assessment.
4. That the Gracefield Operating Committee (GOC) be a standing committee of the Presbytery of Ottawa, reporting and accountable to the Presbytery like any other.
5. That the appointment of a Management Director for the Camp and members of the GOC are the responsibility of the Presbytery of Ottawa.
6. That the Synod of Quebec and Eastern Ontario remain committed to providing appropriate annual financial support (and if deemed necessary extra-ordinary fund-raising), and will continue to encourage individuals from each presbytery to consider serving on the GOC.
7. That the GOC may recruit members for its committee and sub-committees from within the bounds of the whole Synod.
8. That the GOC may do fundraising throughout the whole Synod.
9. That this agreement continue indefinitely subject to a review to be undertaken every three years by both the Presbytery and the Synod.
10. That the Presbytery of Ottawa will normally report annually to Synod, and in times of crisis, to the Synod Council.
11. That the Synod of Quebec and Eastern Ontario remain responsible for the general contours of the Centre's operation: i.e. deciding whether the Centre will be a full-year or seasonal camp and whether the Management Director will be a full-time or part-time position.

Revised Standing Orders of Gracefield to replace existing 3.6

3.5 GRACEFIELD CAMP AND CONFERENCE CENTRE

1. Ownership

The Presbyterian Church in Canada owns Gracefield Camp and Conference Centre (GCCC). The Synod of Quebec and Eastern Ontario is responsible for operation and finances of the GCCC.

2. Operation

1. The responsibility for operation and management is entrusted to the Presbytery of Ottawa.
2. The Gracefield Operating Committee (GOC) is a standing committee of the Ottawa Presbytery. Three members of the Presbytery are to be members of the GOC. The balance of the membership is to be drawn from across the Synod.
3. The appointment of camp director (s) is the responsibility of the Presbytery.
4. The Synod of Quebec and Eastern Ontario is responsible for decisions regarding (1) whether the camp operation is full or seasonal, (2) whether director (s) are full or part time, (3) encouraging individuals from each presbytery to serve on the GOC.

3. Financial

1. The financial responsibility remains with the Synod. Synod will provide an annual grant to the GCCC. The Synod will work with the GOC and GOC finance committee to maintain and improve the capital infrastructure of the GCCC. The camps primary source of funds will be the fees for the services they provide.
2. The Presbytery of Ottawa shall not be responsible for funding beyond their annual Synod assessment.
3. Fund raising for the Synod's 5 year program commencing in 2001 will be directed to Presbyteries and Congregations and supported by the Synod budget. Future fund raising by the GOC will be directed to grant giving organizations, individuals in congregations and friends of Gracefield.

4. Reporting

1. The GOC will submit regular reports to the Presbytery of Ottawa and the Synod Council regarding camp operations and an annual report to the Synod meeting in October.
2. The GOC finance committee will report monthly to the Synod finance committee.

FIVE YEAR MAJOR MAINTENANCE AND CAPITAL PROJECTS PROGRAM

Administered by the Synod Finance Committee for Gracefield

July 2003

This is a mid year and mid term report of the 5 year program.

Brief summary of projected income

Income 2001 - \$30,470: 2002 - \$24,530	\$55,000
Pledges for 2003	10,000
Synod contribution this year	5,500
Estimate of unpledged donations this year	10,000
Pledges for 2004 and 2005 including Synod support	30,400
Unpledged donations 2004 and 2005 (Estimated)	20,000
Total estimated income	\$130,500

To reach the original target of \$200,000 another \$70,000 is required. The support of additional congregations and presbyteries is required.

New Pavilion

The new 60'x 24' pavilion is ready for the 2003 camping season. It has a 24' x 14' room at either end for crafts and storage. The open area has 8 - 8 person new cedar picnic tables, 6 by this program and 2 by donations. For photos and more information on the pavilion go to www.gracefieldcamp.ca.

Summary of expenditures

2001 Fire alarm system in White Pine Lodge (WPL)	\$14,200
Other - Stair enclosures and fire rated bedroom doors WPL Ø)
Purchase of 2 - 5 kilowatt generators) - 7,600
Retaining wall in front of Beaver Lodge Ø)
2002 Pavilion (\$10,800 donated by St. Andrew's, Ottawa) Ø	22,100
Other - Purchase of 25 mattresses)
New exit stair from second floor WPL Ø)
Purchase of new trailer for 8 canoes) - 8,500
Construction of 3 floating docks Ø)
2003 Rebuild the lower end of the entrance road to a maximum of	15,000 #
Contribution for new transportation vehicles	7,500
6 picnic tables for pavilion	1,450
Total expenditures to date (Ø volunteer labour)	\$ 76,350
# we are in the process of collecting these funds.	

Future

Other projects being considered as funds become available: upgrade of Beaver and Jolly Rodger lodges; storage building for canoes, replace underground wiring to tent and trailer sites and other projects.

In closing

We solicit your prayers that this program will be successful and trust that your contributions have been appropriately invested for the future of the camp.

The primary goal of this program is to provide a better facility for the outreach of the gospel of Jesus Christ.

John M. Paul - Convenor Synod Finance Committee (613) 828-2176 Telephone or Fax

SYNOD OF QUEBEC AND EASTERN ONTARIO

BUDGET 2004INCOME

	BUDGET 2003	BUDGET 2004	ACTUAL 2002
Assessments	79800	77565	82635

EXPENDITURESADMINISTRATION

1 Synod meeting	2200	2800	2511
2 Minutes	800	800	430

HONORARIA

3 Clerk	1600	2000	1600
4 Treasurer	800	1000	800
5 Audit	100	150	100

CLERK'S OFFICE

7 Photo copies, postage, communications	800	600	534
8 Liability insurance	900	1500	0
9 Conference (1)	0	500	500

COMMITTEE EXPENSES

10 Synod council	1700	1700	1468
11 Youth	1000	700	518
12 Sexual abuse / harassment	500	500	0
13 Mission / outreach	700	700	570
14 Finance	700	700	601
15 Regional staffing	1000	700	440

PROGRAM COSTS AND RELATED GRANTSGracefield Camp and Conference Centre

18 Operating grant	39000	40500	36000
20 5 year major maintenance	5500	5600	3100
22 St. Andrew's, St. Lambert loan	3500(7)	0	2425
24 Synod finance committee expense	400	600	547

Camp d'action biblique

28 Operating grant	1000	1500	1000
30 Facility upgrade program	3000	5000	3000

Finance

31 Reserve fund	4000	2015	see surplus
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Vie chretienne

33 Operating grant	1500	1700	1500
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Regional staffing

34 Eastern Ontario expenses	1300	1000	1000
35 Quebec expenses	1300	1000	1000

Mission / outreach

35A Program (2)	0	300	0
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BUDGET continued

	BUDGET 2003	BUDGET 2004	ACTUAL 2002
<u>Youth</u>			
36 Youth programs	1000	1500	0
37 PYPS	1000	0	714
38 Canadian youth (3)	2000	0	0
39 Triennium (3)	0	1000	0
39A Leadership development (2)	0	1500	0
<u>Sexual abuse / harassment</u>			
40 Training (4)	2500	0	0
41 TOTAL EXPENDITURES	79800	77565	
SUMMARY OF RESERVES			
42 Surplus	4000(5)	2015(5)	6530
43 RESERVES (6)	25985	28000	21985

Notes

- (1) Every two years
- (2) New for 2004
- (3) Every three years
- (4) Training subject to approval by council of the individual and cost before registration
- (5) Budgeted on line 31
- (6) Fund to a maximum of \$30,000
- (7) This loan was paid off in 2003 - \$6,000+ interest

Missing line numbers are no longer applicable.

Presbytery	\$ BASE 2002	2002%	ASSESSMENT
Quebec	\$ 313,875	3.4	\$ 2,637
Montreal	3,440,036	37.2	\$ 28,854
Seaway / Glengarry	1,340,757	14.5	11,247
Ottawa	2,865,842	31.0	24,045
Lanark / Renfrew	1,278,733	13.9	10,782
	<u>\$ 9,239,243</u>	<u>100.0</u>	<u>77,565</u>

The Presbytery of Ottawa

J. ELIZABETH (BETTY) CAMPBELL

March 19, 1916 – October 26, 2002

J. Elizabeth Irving was born in Preston, Ontario and attended high school in Galt (now Cambridge), Ontario. She studied at Ewart College, University of Toronto to be a deaconess.

Betty married Dr. J. Alex Campbell in 1939 and moved to Ottawa. Together, with their strong Christian family values, they raised two children, Barbara and Bill.

Betty taught Sunday School for many years including the early days of St. Stephen's Presbyterian Church, even before the church building was erected, when the congregation met in rented facilities. In their many years of faithful service to their Almighty, the Presbyterian Church and St. Stephen's, Alex was a ruling elder and Betty served on many committees including the writing of a history of St. Stephen's. She was a faithful disciple of missionary and outreach work and a strong supporter of the Women's missionary Society (WMS). She was on the Appendix to the Roll of Ottawa presbytery as a deaconess.

Betty was for many years a very active member of the Ottawa Chapter of the Canadian Celiac Association.

Betty passed away peacefully in Ottawa on the 26th of October 2002 in her 80th year. Her husband predeceased her in 1993. We will all miss her example of strength in her faith and her very wise counsel.

The Presbytery of Seaway-Glengarry

THE REV. DR. DONALD NEIL MACMILLAN, B.A., M.A., B.D., Ph.D., D.D.

December 19, 1909 – July 20, 2003

The Rev. Dr. Donald Neil MacMillan passed away peacefully on Sunday, July 20, 2003 at the age of 93.

Dr. MacMillan was born on December 19, 1909 in Finch, Ontario. His early education was received at St. Luke's Public School, Finch and the Avonmore High School. He went on to higher education at McGill University in 1926, and graduated with the B.A. degree, and then followed with the M.A. degree. Having received a call to ministry, Dr. MacMillan continued on with his studies at the Presbyterian College, graduating in 1933 as a double gold medallist with the B.D. degree. He then next went onto Edinburgh University, Scotland, where he graduated in 1935 with the Doctor of Philosophy degree in theology.

Upon his return to Canada, he was called to Kenyon Church in Dunvegan where he was ordained and inducted on July 4, 1935. In 1940, Dr. MacMillan was appointed as a chaplain in the Royal Canadian Air Force. While serving in the military, he was granted a leave of absence from Kenyon Church, returning to his beloved people in 1945. During his Dunvegan ministry he served three one year terms (1936-37, 1952-53, 1954-55) as Moderator of the Glengarry Presbytery. In October 1949 he was elected Moderator of the Synod of Montreal and Ottawa. A year later Dr. MacMillan began lecturing in Systematic Theology at the Presbyterian College, while still serving in Kenyon Church. In addition to his already heavy load, in 1954 the General

Assembly appointed Dr. MacMillan Chairman of the Board of Education as well as Chairman of the Committee on reception of Ministers and Licentiates. In 1959, the General Assembly appointed Dr. MacMillan to the Chair of Systematic Theology. He left Kenyon Church after having served the people there from 1935-1959. In 1973, following a sabbatical year in Geneva studying Reformed Theology, he served as Acting Principal of the Presbyterian College from 1973 until his retirement in 1978. Dr. MacMillan continued his love of research and in 1984 the Kirk in Glengarry was published. This 474 page historical record is a tremendous resource and testimony to the pioneers of the faith who made their home in Glengarry.

Dr. MacMillan was married to the late Jean MacLean. His infant daughter Flora and his two sons, Robert and Donald, predeceased him. Dr. MacMillan was a great supporter of the Maxville Highland Games and cultivated a great passion for gladiolas.

The Presbytery of Seaway-Glengarry conducted a service of worship to celebrate the life of the Rev. Dr. Donald Neil MacMillan, in Kenyon Church, Dunvegan, on Wednesday, July 23, 2003.

The Presbytery of Seaway-Glengarry

THE REV. JOHN JAMES (JACK) URQUHART
September 27, 1931 – September 7, 2003

The Rev. Jack Urquhart passed away peacefully at home on Sunday, September 7, 2003 in his 72nd year.

Jack Urquhart was born on September 27, 1931. He was raised in Prescott and enjoyed life along the seaway. As a young man, he sailed on the Great Lakes with the Coast Guard. He later worked at Automatic Electric in Brockville. In his early twenties he felt the call to ministry, and at the age of 26 began his studies toward ordination. He studied at Sir George Williams University, Montreal from 1956 – 1960 where he received the B.A. degree and then the Presbyterian College, Montreal from 1960 – 1963 where he received the B.D. degree. While at school in Montreal, Jack served as a student in Spencerville, Ontario and Richmond Quebec. Upon completion of his studies, Jack was ordained by the Presbytery of Brockville on May 10, 1963, and began his O.M. appointment serving Knox Church, Cochrane in the Presbytery of Temiskaming. He was inducted into Knox Church, Cochrane and St. John's, Kapuskasing in 1965 and remained there until June 30, 1969. He worked for the Children's Aid Society for a year and then accepted a call to Petawawa and Point Alexander in the Presbytery of Lanark and Renfrew and was inducted on July 10, 1970. Jack then returned to the Presbytery of Temiskaming and began serving the pastoral charge of St. Paul's, Englehart and Tomstown on August 1, 1973 where he continued to serve for eight years. In 1982 Jack received a call to St. Andrew's and St. James' Church in Cardinal, in the Presbytery of Brockville. Jack served the congregation in Cardinal for 14 years retiring on September 29, 1996. He was an active member of the community, serving as chaplain for the Cardinal branch of the Royal Canadian Legion, and the Cardinal Fire Department. While there he was the driving force behind a much needed addition that was built onto the back of the church building. The 'new' space will be dedicated to the Glory of God and in memory of the late Jack Urquhart.

Jack was predeceased by his first wife Joan Lane and is survived by his second wife Claire. He was the loving father of John and the late Cynthia.

A service of worship and witness to the resurrection was held on Wednesday, September 10, 2003 in St. Andrew's and St. James' Church, Cardinal, Ontario.

MODERATORS OF THE SYNOD OF QUÉBEC AND EASTERN ONTARIO 1945- 2003

<u>YEAR</u>	<u>LOCATION</u>	<u>MODERATOR</u>	<u>HOME PRESBYTERY</u>
1945	Montréal	James Foote, B.A.	Lanark and Renfrew
1946	Ottawa	Robert Good, B.Litt, D.D.	Ottawa
1947	Montréal	C. Ritchie Bell, B.A., D.D.	Montréal
1948	Smith Falls	Donald B. MacKay, B.A., D.D.	Québec
1949	Montréal	D.N. MacMillan, M.A., Ph.D.	Glengarry
1950	Montréal	Joseph K. Lattimore, B.A., D.D.	Lanark and Renfrew
1951	Brockville	Quincey A. McDowell, B.A.	Montréal
1952	Montréal	J. Logan-Vencta, OBE, M.A., D.D.	Ottawa
1953	Montréal	Allan S. Reid, B.A., D.D.	Montréal
1954	Montréal	A.C. Young, B.A.	Brockville
1955	Ottawa	Robertson Miller	Glengarry
1956	Montréal	W.F. Butcher, B.A., D.D.	Québec
1957	Québec	J.D. Wilkie, B.A.	Montréal
1958	Brockville	James M. Ritchie, M.A.	Lanark and Renfrew
1959	Montréal	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.	Montréal
1962	Smith Falls	W.L. MacLellan, B.A., B.D., D.D.	Glengarry
1963	Montréal	P.C. MacInnes, B.A.	Lanark and Renfrew
1964	Ottawa	A.B. Casselman, B.A.	Ottawa
1965	Almonte	Clifton J. MacKay, B.A., B.D., D.D.	Montréal
1966	Pierrefonds	Alex. M. McCombie, B.A., B.D.	Québec
1967	Québec	Leslie R. Renault	Brockville
1968	Montréal	Charles C. Cochrane, B.A., D.D.	Montréal
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 and Renfrew
1972	Arnprior	Arthur van Seters, Th.D.	Montréal
1973	Chateauguay	Hamish M. Kennedy	Ottawa
1974	Ottawa	Leo E. Hughes, B.A.	Lanark and Renfrew
1975	Montréal	Wallace MacKinnon, B.A., D.D.	Glengarry
1976	Smith 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.	Québec
1979	Ottawa	Bill McElwain, M.A., Th.M.	Ottawa
1980	Sherbrooke	Donald G. Neil, Th.M.	Montréal
1981	Arnprior	Wilfrid M. Moncrieff, B.A., M.Div.	Lanark and 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.	Québec
1985	Vankleek Hill	Graham Kennedy, B.A., B.Th., M.Th.	Ottawa
1986	Perth	J. Bruce Robertson, S.T.M.	Montréal

MODERATORS OF THE SYNOD OF QUÉBEC AND EASTERN ONTARIO 1945- 2003

<u>YEAR</u>	<u>LOCATION</u>	<u>MODERATOR</u>	<u>HOME PRESBYTERY</u>
1987	Montréal	Linda Bell, B.A., M.Div.	Lanark and Renfrew
1988	Iroquois	Fred Rennie, M.Th., D.D.	Glengarry
1989	Cornwall	Nicholas Vandermay, M.Th.	Brockville
1990	Gloucester	Daniel H. Forget, M.Th.	Québec
1991	Richmond	Floyd McPhee, M.A., D.Min.	Ottawa
1992	Gracefield	Wally Hong, B.Sc., S.T.M.	Montréal
1993	Smith Falls	Larry Paul, B.A., B.D., S.T.M., M.A.	Lanark and Renfrew
1994	Montréal	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.	Montréal
1997	Renfrew	Ruth Syme, B.A., B.Ed., M.A., Dip.Min., Ph.D.	Lanark and Renfrew
1998	Montréal	Ian MacLean, B.A., B.Th., M.Div.	Seaway-Glengarry
1999	Prescott	Anthony Boonstra, B.Ed., B.Th., M.Div.	Ottawa
2000	Ottawa	Daniel Shute, B.A., M.Div., L.M.S., Ph.D.	Montréal
2001	Arnprior	Joan Hilliard	Lanark and Renfrew
2002	Lachute	J. Ross. H. Davidson, B.A., B.D.	Québec
2003	Kemptville	Geoffrey P. Howard, B.A., B.Th., M.Div.	Seaway-Glengarry