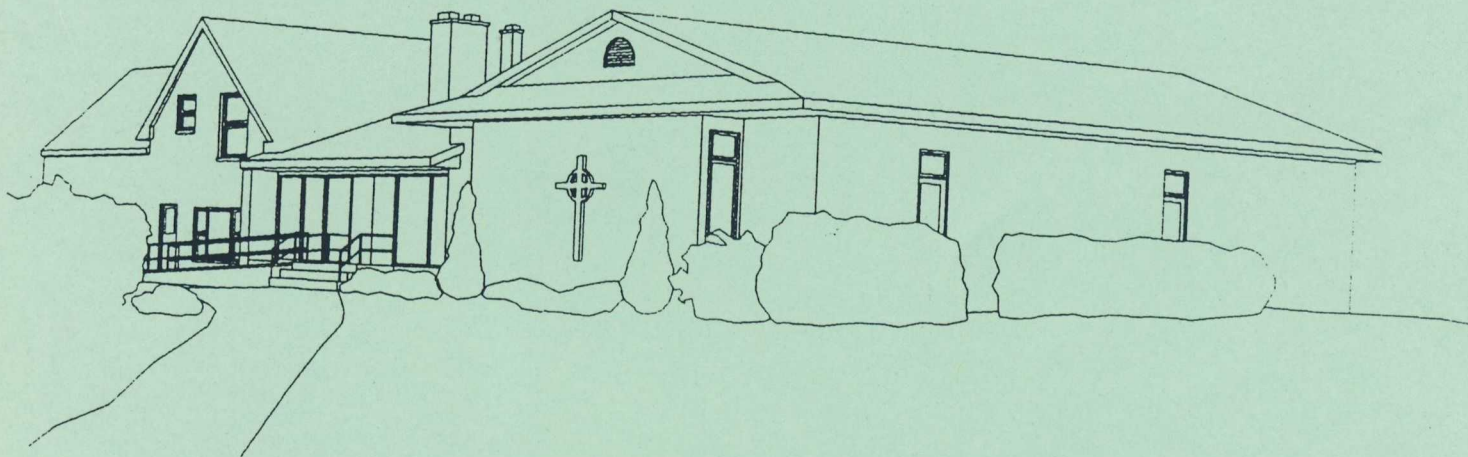


LE SYNODE DU QUÉBEC ET DE L'EST DE L'ONTARIO
L'ÉGLISE PRESBYTÉRIENNE AU CANADA



MINUTES AND REPORTS

130th Synod Meeting
October 15th and 16th, 2004

Parkwood Presbyterian Church, Ottawa, Ontario
The Presbytery of Ottawa

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

ONE HUNDRED AND THIRTIETH MEETING
OF THE SYNOD OF QUÉBEC AND EASTERN ONTARIO
PARKWOOD PRESBYTERIAN CHURCH, OTTAWA, ONTARIO
OCTOBER 15 – 16, 2004

TABLE OF CONTENTS

MINUTES

Sederunts:

	<u>Pages</u>
First.....	1-13
Second.....	13-16
Third.....	16-21
Fourth.....	22-30

Docket Items:

	<u>Pages</u>
Memorial Service.....	1
Attendance.....	2-3
Election of Moderator.....	3
Installation of Moderator.....	4
Adoption of Docket.....	4
Adoption of Minutes of the 129 th Synod Meeting.....	4
Committee on Business.....	5-9
Roll of Synod.....	5
Mission and Outreach Committee & Robert Fund Committee.....	7-8
Mission Task Force.....	8
WMS Synodical.....	8
Correspondence.....	9-10
Dissent and Complaint.....	10, 26
Overture from the Presbytery of Seaway-Glengarry.....	10
Finance Committee.....	11-12
Gracefield Camper Testimonials.....	11-12
Committee on Roll and Leave to Withdraw.....	13, 16
Youth Committee and Presentation.....	13-14
Order of the Day – the Rev. Dr. Ronald Wallace.....	14-15
Resource Team on Sexual Abuse and/or Harassment.....	15-16
Regional Staffing Committee.....	16
Regional Staff.....	16-17
Youth Presentations	
Triennium.....	17
Youth Workers.....	17-18
Notices of Motion.....	9, 18-19
Standing Orders 3.2: Terms of Reference and	
Job Description for the Synod Treasurer.....	18
Standing Orders 3.4.6: Resource Team on Sexual Abuse	
and/or Harassment	18-19

Report from the Presbytery of Ottawa re Gracefield Camp.....	19-20
Gracefield Operating Committee.....	20-21, 22-23
Order of the Day – the Rev. Jim and Mrs. Brenda Patterson.....	21
Committee on Courtesies.....	27-29
Committee to Examine the Minutes of the Presbyteries and the Synod Council.....	29-30
Unfinished Business.....	30

REPORTS

<u>Appendices:</u>	<u>Pages</u>
A – Docket.....	31-32
B – Mission and Outreach Committee & Robert Fund Committee Reports.....	33-34
C – Mission Task Force.....	35
D – WMS Synodical Report.....	36
E – Correspondence.....	37-40
F – Dissent and Complaint.....	41-48
G – Overture from the Presbytery of Seaway-Glengarry.....	49-50
H – Finance Committee Report.....	51-54
I – Treasurer’s Report – 2003 Financial Statements.....	55-61
J – Unaudited Financial Statements to September 30, 2004.....	62-67
K – 2005 Synod Budget.....	68-69
L – 5 Year Major Maintenance and Capital Projects Program.....	70
M – 5 Year Forecast.....	71-73
N – Youth Committee Report.....	74-75
O – Resource Team on Sexual Abuse and/or Harassment Report.....	76
P – Regional Staffing Committee Report.....	77
Q – Regional Staff Reports.....	78-79
R – Standing Orders 3.2 – Terms of Reference and Job Description for Synod Treasurer.....	80-81
S – Standing Orders 3.4.6 – Resource Team on Sexual Abuse and/or Harassment.....	82
T – Report from the Presbytery of Ottawa re Gracefield.....	83-85
2003 Gracefield Financial Statements Review.....	86-92
U – Gracefield Operating Committee.....	93-95
V - Water Treatment Facilities and White Pine Lodge Septic System.....	96
W – Director’s Residence.....	97-98
X – Fact Sheet from Camp d’action biblique.....	99-100
Y – Memorial Records.....	101-104
Z – Moderators of the Synod of Québec and Eastern Ontario 1945-2004.....	105-106

**THE MINUTES AND REPORTS OF
THE ONE HUNDRED AND THIRTIETH MEETING
OF
THE SYNOD OF QUEBEC AND EASTERN ONTARIO
OF THE PRESBYTERIAN CHURCH IN CANADA
HELD AT
OTTAWA, ONTARIO
OCTOBER 15-16, 2004**

FIRST SEDERUNT

In the City of 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.

At which place and time, the ministers and ruling elders being commissioners from the several presbyteries of The Synod of Québec and Eastern Ontario of The Presbyterian Church in Canada, convened as appointed by The Synod of Québec and Eastern Ontario held in the Township of North Grenville at Kemptville, Ontario, in its final sederunt on the eighteenth day of October, 2003.

The public worship of God and the celebration of the Sacrament of the Lord's Supper was held in the sanctuary of Parkwood Church. The Moderator, the Rev. Geoffrey P. Howard, conducted worship and preached the sermon, entitled "On A Hill Far Away". The Sacrament of Holy Communion was officiated by the Rev. James T. Hurd, assisted by elders from Parkwood Church, Mrs. Flora Brown, Mr. John deVries, Mrs. Jean Sida and Mr. Wentworth Stockford. Music was provided by Mr. Glenn Hunter, organist and Mrs. Diane Walford, pianist as well as Mrs. Karen Hurd, flutist, Miss Jennifer Hurd, violinist, and Miss Janet Hurd, cellist.

SYNOD CONSTITUTED

Thereafter, following a brief recess, at three twenty o'clock in the afternoon, the Moderator, the Reverend Geoffrey P. Howard, 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.

MEMORIAL SERVICE

The clerk read the following names of those ministers and elders of the synod who had died during the previous year.

From the Presbytery of Québec: elders Mrs. Jeanne Reed, St. Andrew's Church, Melbourne; Mr. Paul Fortier, St. Andrew's Church, Melbourne; and Mr. Clifford Brown, St. Andrew's Church, Sherbrooke.

From the Presbytery of Montréal: elder Mr. Ian Stones, Montréal West Church, Montréal West.

From the Presbytery of Seaway-Glengarry: retired ministers the Rev. Samuel John Kennedy, Kemptville; the Rev. Jacob Vanderwal, Maxville; and the Rev. Earl F. Smith, Brockville and elder Mr. Donald Cumming, St. Andrew's Church, Maxville.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario

Meeting at Parkwood Presbyterian Church, Ottawa, Ontario

On Friday and Saturday, 15th and 16th October, 2004

From the Presbytery of Ottawa: retired minister the Rev. Willis Edwin Sayers and elders Mr. Gerald MacDonald, Westminster Church, Ottawa; Mr. Marcus (Dick) Jones, Erskine Church, Ottawa; Mr. James Hutton Book, Westminster Church, Ottawa; Mr. James A. Jarvis, St. Andrew's Church, Ottawa; Mr. Thomas Hayman, St. Paul's Church, Ottawa; Mr. Reginald Cooper, Erskine Church, Ottawa; Mr. Lawrence (Larry) Walton, St. Andrew's Church, Stittsville; Mr. George Fyffe, Knox Church, Ottawa; and Mr. Lloyd Moon, St. Paul's Church, Ottawa.

From the Presbytery of Lanark and Renfrew: elders Mr. John McGregor, Lochwinnoch Church, Lochwinnoch; and Mrs. Yvonne Sinclair, Petawawa Church, Petawawa.

Following the reading of the names, the Moderator offered a prayer of thanksgiving, a moment of silence was observed, and then those assembled sang the hymn, "For All The Saints".

The Memorial Records are found on Appendix Y – pages 101-104.

WELCOME

On behalf of the session and congregation, the host minister of Parkwood Presbyterian Church, the Rev. James T. Hurd welcomed the commissioners and guests to the 130th annual meeting of the Synod of Québec and Eastern Ontario and to Parkwood Church. The Parkwood congregation marks its 40th anniversary in 2004 and is pleased to be hosting the meeting of synod.

Attendance:

The Presbytery of Québec (3)

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

The Presbytery of Montréal (9)

*Ms. Druse Bryan, The Rev. Kate Jordan, *Ms. Lois Klempa, The Rev. Dr. William Klempa, The Rev. Dr. Barry Mack, The Rev. John McPhadden, *Dr. Michael Pettem, The Rev. Dr. Dan Shute, The Rev. Richard Topping.

The Presbytery of Seaway-Glengarry (6)

The Rev. Ruth Draffin, Mr. Earl Fourney, *The Rev. Geoffrey (Geoff) P. Howard, Mrs. Ann Langabeer, The Rev. Ian MacMillan, *Ms. Donna McIlveen.

The Presbytery of Ottawa (10)

The Rev. William Ball, The Rev. Tony Boonstra, Mr. John Davidson, Ms. Gwen Gaebel, Ms. Dorothy Herbert, The Rev. Wally Hong, *The Rev. James T. Hurd, Mr. Douglas (Doug) Lee, Ms. Susan McKellar, Mr. Gordon Walford, The Rev. Charlene Wilson.

The Presbytery of Lanark and Renfrew (6)

The Rev. Milton Fraser, Ms. Joan Hilliard, The Rev. Hugh Jack, *Mr. Sandy McCuan, Mr. Bert Miller, The Rev. Alison Sharpe.

* member of Synod Council

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

Regrets:

The Rev. Peter Szabo (Presbytery of Montréal), Mr. Kalman Fejes, for the first sederunt, Mr. Neil Lillico (Presbytery of Ottawa).

Visitors:

The Rev. Dr. Ronald Wallace, Associate Secretary for International Ministries and guest speaker at the synod meeting during the second sederunt was introduced to the court by the Rev. James T. Hurd. The Moderator welcomed Dr. Wallace to the synod meeting.

MOTION: It was moved by James Hurd and seconded by Dorothy Herbert that the Rev. Dr. Ronald Wallace be invited to sit and correspond. AGREED.

Also present in the Court were several students from the Presbyterian College on field placement in the Presbytery of Ottawa. The Rev. James T. Hurd introduced Mr. Derek Krunys, Mr. Ben Cousineau, Ms. Beth Matteson, and Mr. Sandy Sutherland.

The Moderator welcomed all visitors to the synod meeting.

ELECTION OF MODERATOR

The time having come to elect a Moderator to preside over the 130th Meeting of the Synod of Québec and Eastern Ontario, the clerk reported that four nominations for Moderator had been received by the various presbyteries within the bounds of the Synod of Québec and Eastern Ontario. By rotation the nominees were to come from the Presbytery of Ottawa. The nominees were: the Rev. Ian Victor from the Presbytery of Québec and the Presbytery of Montréal; the Rev. Cedric Pettigrew from the Presbytery of Seaway-Glengarry; the Rev. Charlene Wilson from the Presbytery of Ottawa; and the Rev. Andrew Johnston from the Presbytery of Lanark and Renfrew. The clerk contacted all nominees prior to the synod meeting. The Rev. Ian Victor, the Rev. Cedric Pettigrew and the Rev. Andrew Johnston withdrew their names. The Rev. Charlene Wilson agreed to let her nomination stand.

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

MOTION: It was moved by John Davidson and seconded by Doug Lee that nominations close. AGREED.

MOTION: It was moved by Ruth Draffin and seconded by Ian MacMillan that the Rev. Charlene Wilson be declared elected as Moderator. AGREED.

The Rev. Geoff Howard declared the Rev. Charlene Wilson elected Moderator of the 130th Synod of Québec and Eastern Ontario.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

INSTALLATION OF THE MODERATOR

The Rev. Charlene Wilson was invited to the front of the sanctuary. The Rev. Geoff Howard asked her the appointed questions and then with prayer installed the Rev. Charlene Wilson as Moderator of the 130th Synod of Québec and Eastern Ontario.

The Rev. Geoff Howard expressed thanks to the Court for the opportunity to serve as moderator and for all the support shown him as moderator throughout this past year.

The Rev. Charlene Wilson thanked the Court for their expression of confidence and trust placed in her by her election as Moderator. She asked for their support in the conduct of the business of the Court.

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

MOTION: It was moved by James Hurd and seconded by Barry Mack that the proposed docket be adopted. AGREED.

The docket is as followed by these minutes.

MINUTES OF THE 129TH SYNOD MEETING

The minutes of the 129th meeting of the Synod of Québec and Eastern Ontario had been circulated to the commissioners named, the members of Synod Council, and one copy to each congregation within the bounds of the Synod.

The following corrections were noted:

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.”

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 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.”

MOTION: It was moved by James Hurd and seconded by Ian MacMillan that the minutes of the 129th meeting of the Synod of Québec and Eastern Ontario as corrected, be adopted. AGREED.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario

Meeting at Parkwood Presbyterian Church, Ottawa, Ontario

On Friday and Saturday, 15th and 16th October, 2004

COMMITTEE ON BUSINESS

MOTION: It was moved by Donna McIlveen and seconded by James Hurd that the Report of the Committee on Business be received and considered. AGREED.

Recommendation No.1

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

THE ROLL OF SYNOD

Ministers

1. Presbytery of Québec

The Rev. John Barry Forsyth

2. Presbytery of Montréal

The Rev. Kate Jordan

The Rev. Dr. Barry Mack

The Rev. John McPhadden

The Rev. Dr. Dan Shute

The Rev. Peter Szabo*

The Rev. Richard Topping

3. Presbytery of Seaway-Glengarry

The Rev. Ruth Draffin

The Rev. Geoff Howard

The Rev. Ian MacMillan

4. Presbytery of Ottawa

The Rev. William Ball

The Rev. Tony Boonstra

The Rev. Wally Hong

The Rev. James T. Hurd

The Rev. Charlene Wilson

Mrs. Dorothy Herbert

5. Presbytery of Lanark and Renfrew

The Rev. Milton Fraser

The Rev. Hugh Jack

The Rev. Alison Sharpe

Elders

Mrs. Sarah MacDonald

(no elders named)

Mr. Earl Fourney

Mrs. Ann Langabeer

Mrs. Donna McIlveen

Mr. John G. Davidson

Mr. Kalman Fejes

Mrs. Susan McKellar

Mr. Neil Lillico*

Ms. Gwen Gaebel

Mr. A. Douglas Lee

Mrs. Joan Hilliard

Mr. Sandy McCuan

Mr. Bert Miller

* those who sent regrets are marked with an asterisk

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario

Meeting at Parkwood Presbyterian Church, Ottawa, Ontario

On Friday and Saturday, 15th and 16th October, 2004

Recommendation No. 2

It was moved by Donna McIlveen and seconded by James Hurd 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 webservant be invited 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.

It was agreed that recommendations #7-14 be considered prior to the approaching break.

Recommendation No. 7

It was moved by Donna McIlveen and seconded by James Hurd 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 No. 8

It was moved by Donna McIlveen and seconded by James Hurd that a stated hour of 7:30 p.m. Friday be observed for the speaker, the Rev. Dr. Ronald Wallace, and a stated hour of 11:30 a.m. Saturday be observed for the speakers, the Rev. James and Mrs. Brenda Patterson. AGREED.

Recommendation No. 9

It was moved by Donna McIlveen and seconded by James Hurd that representatives from Gracefield Camp be invited to speak on the Friday afternoon, that representatives from youth work be invited to speak on Friday evening, that the regional staff, Christine Ball and Anita Mack, be invited to speak on the Saturday morning, and that representatives from Triennium be invited to speak on the Saturday morning. AGREED.

Recommendation No. 10

It was moved by Donna McIlveen and seconded by James Hurd that commissioners desiring to leave the Synod early (12:00 noon Saturday) receive permission from the Committee on the Roll and Leave to Withdraw. AGREED.

Recommendation No. 11

It was moved by Donna McIlveen and seconded by James Hurd that the Committee on the Roll and Leave to Withdraw be John Barry Forsyth and Sarah MacDonald, members of the Presbytery of Québec. AGREED.

Recommendation No. 12

It was moved by Donna McIlveen and seconded by James Hurd that the Committee to Examine Presbytery Minutes and Minutes of the Synod Council be convened by William Ball, commissioner from the Presbytery of Ottawa, with two other commissioners from the Presbytery of Montréal, Barry Mack and Dan Shute. AGREED.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

Recommendation No. 13

It was moved by Donna McIlveen and seconded by James Hurd that the Committee on Courtesies be Geoff Howard and Ann Langabeer from the Presbytery of Seaway-Glengarry. AGREED.

Recommendation No. 14

It was moved by Donna McIlveen and seconded by James Hurd that the Committee to review the minutes of the meeting of the 130th Synod of Québec and Eastern Ontario be the Moderator of Synod and the Clerk of the Presbytery of Québec. AGREED.

RECESS

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

Due to a time constraint for the convener of the Mission and Outreach Committee, Druse Bryan, it was agreed to consider this report next.

MISSION & OUTREACH COMMITTEE AND ROBERT FUND COMMITTEE

(Appendix B – pages 33-34)

MOTION: It was moved by James Hurd and seconded by Richard Topping that the report of the Mission and Outreach Committee, including the Robert Fund Committee and the report of the Mission Task Force be received and considered. AGREED.

Druse Bryan, convener of the Mission and Outreach Committee spoke to the report.

Recommendation No. 1

It was moved by James Hurd and seconded by Richard Topping that the grant requests from the Robert Fund be approved.

It was noted that in the spelling of Camp d'action biblique, an upper case "A" is used when it correctly should be a lower case "a".

It was also noted that in past years when considering grant requests from the Robert Fund the words, "subject to the availability of funds" are included in the motion, as the exact amount available is not known until the end of the year.

FRIENDLY AMENDMENT: It was agreed by the mover and seconder to add the words "subject to the availability of funds" to the motion. The motion now reads:

"That, subject to availability of funds, the grant requests from the Robert Fund be approved."

The recommendation was voted on. AGREED.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

Recommendation No. 2

It was moved by James Hurd and seconded by Richard Topping that the Synod Grant Requests for 2005 be approved.

Druse Bryan went over each category and offered explanation as to the various types of work involved in each request.

It was suggested that with the report submitted to the 131st synod meeting, an explanation of the various requests could be included for information.

The recommendation was voted on. AGREED.

MISSION TASK FORCE (Appendix C – page 35)

Druse Bryan spoke to the printed report. The Mission Task Force has not yet completed its work and will report further to the 131st synod meeting.

WOMEN'S MISSIONARY SOCIETY SYNODICAL (Appendix D – page 36)

MOTION: It was moved by Doug Lee and seconded by Richard Topping that the Women's Missionary Society Synodical report be received for information. AGREED.

It was agreed to return to the docket and the report from the Committee on Business.

COMMITTEE ON BUSINESS**Recommendation No. 3**

It was moved by Donna McIlveen and seconded by James Hurd that the Terms of Reference and Job Description for the Synod treasurer be adopted. AGREED.

(Appendix R - pages 80-81)

Recommendation No. 4

It was moved by Donna McIlveen and seconded by James Hurd that Ross Davidson be appointed Synod treasurer effective January 1, 2005. AGREED.

Notice of Motion:**Recommendation No. 5**

I, Donna McIlveen, give notice that, at a future sederunt, I will move or cause to be moved that the Terms of Reference and Job Description for the Synod treasurer be added to the Standing Orders.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

Notice of Motion:**Recommendation No. 6**

I, Donna McIlveen, give notice that, at a future sederunt, I will move or cause to be moved that the proposed changes to the Standing Orders for the Synod Resource Team on Sexual Abuse and/or Harassment be considered.

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

BUSINESS ARISING

There were no items to report.

CORRESPONDENCE (Appendix E – pages 37-40)

MOTION: It was moved by Donna McIlveen and seconded by James Hurd that the following items of correspondence be received. AGREED.

1. Joanne Kim, minister of North Peace Territorial Ministry. Copy of newsletter. (received January 26, 2004).

Received for information. It was agreed to place the newsletter on the registration table in the narthex for viewing.

2. Donald MacLeod, convener, the national Committee on History. Copy of a letter (received March 22, 2004) requesting an oral history of several people in the Synod.

It was agreed to refer the letter to the synod historian.

3. Geoff Howard, moderator of the 129th Synod. Copy of the dedication of new building booklet for Église presbytérienne St. Andrew's – St. Andrew's Presbyterian Church, Sherbrooke (Lennoxville), Québec (received April 30, 2004).

Received for information. It was agreed to place the booklet on the registration table in the narthex for viewing.

4. Stephen Kendall, Principal Clerk. Letter (received August 26, 2004) regarding Reference No. 1, 130th General Assembly (A&P 2004 page 567). The recommendation adopted by the Assembly (A&P 2004, p. 43) states, "that the decisions of the 2001 and 2002 meetings of the Synod of Québec and Eastern Ontario be deemed valid."

Received for information.

5. Terrie-Lee Hamilton, senior administrator, Assembly Office. Letter seeking nominations for a lay person on the Assembly Council for 2005-2008 (received September 15, 2004).

Nominations will be considered under the Committee on Business, recommendation no. 15.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario

Meeting at Parkwood Presbyterian Church, Ottawa, Ontario

On Friday and Saturday, 15th and 16th October, 2004

6. Nominations for synod moderator from the various presbyteries within the synod:
 from the Presbytery of Québec (the Rev. Ian Victor) received July 5, 2004;
 from the Presbytery of Montréal (the Rev. Ian Victor) received September 27, 2004;
 from the Presbytery of Seaway-Glengarry (the Rev. Cedric Pettigrew) rec'd Sept. 22, 2004;
 from the Presbytery of Ottawa (the Rev. Charlene Wilson) received September 22, 2004;
 from the Presbytery of Lanark & Renfrew (The Rev. Andrew Johnston) received Aug. 9/ 04.
 Received for information.

7. Stephen Kendall, Principal Clerk. Actions of the 2004 General Assembly for attention of synods (received August 26, 2004). Committee on History, Rec. No. 1, p. 308 (adopted, p. 24): "That the oral history project of the Committee on History be made a priority for synod history committees and that volunteers be solicited to proceed with this important task of preserving the past for future generations."
 It was agreed to refer the action to the synod historian.

8. Walter McLean, convener E.H. Johnson Memorial Trust. Copy of the "Mission on the Edge" consultation report (received September 29, 2004).
 Received for information. It was agreed to place the report on the registration table in the narthex for viewing.

DISSENT AND COMPLAINT (Appendix F – pages 41-48)

MOTION: It was moved by Ruth Draffin and seconded by Donna McIlveen that the Dissent and Complaint from the Rev. Ian Victor against a decision of the Presbytery of Ottawa in adopting a resolution sanctioning a policy of the session of Parkwood Church on proxy voting at congregational meetings, be received. AGREED.

MOTION: It was moved by Donna McIlveen and seconded by Joan Hilliard that a Special Commission of the Synod of Québec and Eastern Ontario be established, with terms of reference and composition to be named by the past moderator, the Rev. Geoff Howard, and brought forward to the court prior to the close of the synod meeting for consideration. AGREED.

OVERTURE FROM THE PRESBYTERY OF SEAWAY-GLENGARRY (Appendix G – pages 49-50)

MOTION: It was moved by Hugh Jack and seconded by Richard Topping that the Overture from the Presbytery of Seaway-Glengarry concerning the establishment of an Employee Assistance Program for the Synod be received. AGREED.

MOTION: It was moved by Donna McIlveen and seconded by Richard Topping that the Overture be referred back to Synod Council and to report to the 131st Synod. AGREED.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

FINANCE COMMITTEE REPORT (Appendix H – pages 51-54)

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

1. Treasurer's Report: (Appendix I – pages 55-61)

MOTION: It was moved by Tony Boonstra and seconded by Ruth Draffin that the Auditor's Report and the audited financial statements as at December 31, 2003 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 September 23, 2004.

It was also noted that the total amount for Liabilities (\$4,251.00) and Equity (\$9, 292.00) as at December 31, 2003 was \$13,543.00.

It was further noted as at December 31, 2003 that for 2003 synod operations, disbursements exceeded revenue by \$11,495.29.

MOTION: It was moved by Tony Boonstra and seconded by Ruth Draffin that the Auditor's Report and the audited financial statements as at December 31, 2003 be adopted. AGREED.

2. Financial Statement to September 30, 2004: (Appendix J – pages 62-67)

MOTION: It was moved by Doug Lee and seconded by James Hurd that the financial statement of this year for Synod to September 30, 2004 be received for information. AGREED.

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

GRACEFIELD CAMPER TESTIMONIALS

The Moderator called upon Dorothy Herbert, co-director at Gracefield Camp and Conference Centre, to introduce the presenters.

Philip MacFie and Chris Holmes, both from Parkwood Church, each spoke keenly on their experiences at Gracefield and credit their time at camp with helping them grow in their faith and love of God. They encouraged everyone to go to Gracefield and see for themselves how beautiful a camp it is.

As part of the presentation, pictures of the Gracefield camp-site were projected on screen for all in the court to catch a glimpse of its outdoor and indoor beauty.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario

Meeting at Parkwood Presbyterian Church, Ottawa, Ontario

On Friday and Saturday, 15th and 16th October, 2004

Dorothy Herbert spoke on the tremendous value of the youth camps in the formation and development of faith. This past summer, the youth camps had the largest attendance. Youth camp is an amazing asset and a wonderful way to keep youth involved.

The Moderator thanked the two speakers for their Gracefield testimonials and encouraged them in their faith journey.

Dan Shute commended the two youthful speakers for their willingness and ability to speak to the Court.

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.

3. Appointment of Auditor:

MOTION: It was moved by James Hurd and seconded by John Davidson that a chartered accountant be retained to audit the 2004 financial statements. AGREED.

4. 2005 Budget (Appendix K – pages 68-69)

MOTION: It was moved by Tony Boonstra and seconded by Susan McKellar that the 2005 budget dated October 8, 2004 be received and considered.

The convener distributed the revised 2005 budget sheet dated October 8, 2004.

MOTION: It was moved by Dorothy Herbert and seconded by William Ball that the 2005 budget be tabled until a future sederunt. AGREED.

5. Five Year Major Maintenance and Capital Projects Program (Appendix L – page 70)

MOTION: It was moved by Richard Topping and seconded by Dorothy Herbert that the July 2004 report on the Five Year Major Maintenance and Capital Projects Program be received for information. AGREED.

6. Five Year Forecast (Appendix M – page 71-73)

MOTION: It was moved by Tony Boonstra and seconded by Barry Mack that the five year forecast be received for information.

MOTION: It was moved by Doug Lee and seconded by Dorothy Herbert that thanks be extended to John Paul for his strong commitment to the Synod as he capably serves with dedication as convener of the Finance Committee. AGREED.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

COMMITTEE ON ROLL AND LEAVE TO WITHDRAW

MOTION: It was moved by John Barry Forsyth and seconded by Sarah MacDonald that Ian MacMillan be granted leave to withdraw following the second sederunt; that Milton Fraser be granted leave to withdraw for the second sederunt; that Kate Jordan be granted leave to withdraw at 12:00 noon on Saturday; and that John Barry Forsyth be granted leave to withdraw at 12:00 noon on Saturday. AGREED.

MINUTES OF PRESBYTERIES AND SYNOD COUNCIL

The Synod called for the minutes from the various presbyteries within the bounds, and the minutes of the Synod Council, that they might be placed in the hands of the Committee to Examine Minutes. The clerk announced that all the minutes were available for examination.

ADJOURNMENT

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

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

Moderator

Clerk

SECOND SEDERUNT

On the same day and place at 7:10 o'clock in the evening, the synod met pursuant to adjournment, and was constituted with prayer by the Moderator.

YOUTH COMMITTEE AND PRESENTATION (Appendix N – pages 74-75)

MOTION: It was moved by Donna McIlveen and seconded by William Ball that the report of the Youth Committee be received and considered. AGREED.

Peter Rombeek, convener of the Youth Committee, spoke to the report. He highlighted the various retreats held this past year for both younger and older youth. He expressed the need for additional leadership and especially the need for male chaperones. Leadership development is an area that the committee is trying to encourage, and is offering workshops that will work on developing such skills.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario

Meeting at Parkwood Presbyterian Church, Ottawa, Ontario

On Friday and Saturday, 15th and 16th October, 2004

MOTION: It was moved by Donna McIlveen and seconded by Dorothy Herbert that the youth delegation be invited to speak. AGREED.

The hour of 7:30 p.m. having arrived, and an Order of the Day, the Moderator sought the guidance of the court in continuing with the youth presentation. With the concurrence of the guest speaker, it was agreed to continue.

Peter Rombeek introduced the youth participants, Tricia Crabb, Heather Savage, Kevin Austin, Peter Savage and Michelle Ball.

The youth band from St. Andrew's, Perth, Ontario, led in praise, singing "Better Is One Day"

Youth Worship: The youth spoke on incorporating various forms of music in worship...more than just organ music...and how one's faith can be expressed through music. Opportunities for lively and meaningful worship are welcomed by youth.

Peer Ministry Training: Peter Savage and Michelle Ball, spoke from the youth perspective and Maureen Cleary, spoke from the leader perspective. They each gave an overview of the program that trains and supports youth in counseling their peers from a Christian perspective. The training is not just for church, but is useful in school situations, at work, and with friends...the importance of helping, of offering a listening ear, of trust.

Thanks were extended for the training opportunity and the funding that was made available.

The youth band led in praise once more, singing, "Shout to the Lord".

The report of the Youth Committee will be completed on Saturday morning in the third sederunt.

ORDER OF THE DAY

The Moderator introduced the guest speaker, the Rev. Dr. Ronald Wallace, Associate Secretary for International Ministries.

Dr. Wallace spoke on the theme "Mission in the 21st Century". He contrasted the decline of the church in Europe and North America - the triumph of secularism and the decline of religion - with the tremendous advance of the gospel of Jesus Christ in Asia, Africa and Latin America. The strongest Presbyterian churches in the world are now not in Scotland or North America but in Korea. There, churches are full of life and young people - worship and fellowship. The churches are growing so fast they don't have enough leaders. Dr. Wallace called on us to recognize the suffering and persecution facing Christians in different parts of the world, and to stand with our brothers and sisters in partnership - the partnership model of mission. There is one mission, and we are called to work together in this mission. There are many areas of work in mission, but we must work together. Dr. Wallace outlined ways in which the international ministries personnel are working in partnership with PWS&D, and called on the church to continue to assist fellow believers to bear witness to Jesus Christ, especially in cultural and

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario

Meeting at Parkwood Presbyterian Church, Ottawa, Ontario

On Friday and Saturday, 15th and 16th October, 2004

political circumstances where Christian faith and life are challenged by followers of other religions. He spoke of Dr. Pauline Brown and her work with the Church of North India, and the difficulties and danger the extremists pose, but also of how she sees God working his purpose through the difficulties. There is also the need for AIDS awareness and working together toward a world without AIDS. Mission in the 21st century – listening to one another, learning from one another and working together in the name of Jesus Christ.

There was a question and answer time.

The Moderator thanked the Rev. Dr. Ron Wallace for his thought-provoking, determined and encouraging message to the 130th Synod meeting.

RESOURCE TEAM ON SEXUAL ABUSE AND/OR HARASSMENT (Appendix O –
page 76)

MOTION: It was moved by Ruth Draffin and seconded by Doug Lee that the report of the Resource Team on Sexual Abuse and/or Harassment be received and considered.
AGREED.

Mark Bourgon, convener, spoke to the report.

Recommendation No.1

It was moved by Ruth Draffin and seconded by Doug Lee that at least one person from each presbytery within the synod bounds be part of this committee. AGREED.

Recommendation No.2

It was moved by Ruth Draffin and seconded by Doug Lee that the committee obtain and distribute pamphlets on sexual abuse and/or harassment to the various presbyteries in the synod. AGREED.

Recommendation No. 3

It was moved by Ruth Draffin and seconded by Doug Lee that presbyteries be encouraged to put on sexual abuse and/or harassment seminars on a periodic basis (i.e.: 5 years). AGREED.

Recommendation No 4.

It was moved by Ruth Draffin and seconded by Doug Lee that this committee meet with all presbytery sexual abuse and/or harassment committees within the synod in a general meeting.

AMENDMENT:

It was moved by John Barry Forsyth and seconded by James Hurd that the words 'when possible or advisable' be added to the end of the motion. AGREED.

MOTION AS AMENDED: That this committee meet with all presbytery sexual abuse and/or harassment committees within the synod in a general meeting when possible or advisable.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

Discussion of the motion as amended took place.

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

Recommendation No. 5

It was moved by Ruth Draffin and seconded by Doug Lee that funds for this resource team be preserved at existing levels for operational and training purposes as there is a need for training for its members (i.e. \$500.00 committee expenses + \$2,500.00 training for 2005). AGREED.

MOTION: It was moved by James Hurd and seconded by Doug Lee that the report as a whole with its recommendations as amended be adopted. AGREED.

COMMITTEE ON ROLL AND LEAVE TO WITHDRAW

MOTION: It was moved by John Barry Forsyth and seconded by Sarah MacDonald that Richard Topping be granted leave to withdraw at 12:00 noon on Saturday. AGREED.

ADJOURNMENT

MOTION: It was moved by Tony Boonstra 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 this same place. The sederunt closed with prayer by the Moderator.

Moderator

Clerk

THIRD SEDERUNT

On Saturday, the sixteenth day of October, two thousand and four, at nine thirty o'clock in the morning within Parkwood Presbyterian Church, Ottawa, Ontario, the Synod met pursuant to adjournment.

The Moderator led a time of worship. Following worship the moderator constituted the synod with prayer at 10:00 a.m.

REGIONAL STAFFING COMMITTEE (Appendix P – page 77)

MOTION: It was moved by James Hurd and seconded by Dorothy Herbert that the report of the Regional Staffing Committee be received and considered. AGREED.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario

Meeting at Parkwood Presbyterian Church, Ottawa, Ontario

On Friday and Saturday, 15th and 16th October, 2004

Lois Klempa, convener, spoke to the report.

It was noted that recommendation No. 1, the appointment of a new convener, will be considered as part of the report of the Committee on Business, when members are named to the Standing committees of Synod. Recommendation No. 2 has been addressed by the Finance Committee in the proposed budget for 2005, which has included an amount of \$1,600.00 for expenses for each regional staff.

MOTION: It was moved by James Hurd and seconded by Dorothy Herbert that the report 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 Q – pages 78-79)

Following their presentations, the Court showed their appreciation with a round of applause. The Moderator thanked both Christine and Anita for their hard work in the synod, both as they work individually and as they work together on various projects.

YOUTH PRESENTATIONS

MOTION: It was moved by Dorothy Herbert and seconded by Doug Lee that Marcelo Wu, Hernan Wu, Katie Munnick and Kim Webster be invited to speak. AGREED.

TRIENNium

Anita Mack introduced Marcelo and Hernan Wu to the Court. Marcelo and Hernan are from the Taiwanese Robert Campbell Memorial Church in Montréal and they attended the Youth Triennium this past summer, along with 3 other young people from their church as well as an adult advisor from the Presbytery of Ottawa. Marcelo and Hernan each spoke enthusiastically about their Triennium experience. They spoke of the energizers, the many global partners, the warm welcome they received, how they were included in activities, and worshipping God in so many different and exciting ways. They thanked the synod – in both English and Taiwanese – for the wonderful opportunity to be a part of Triennium. We are no longer strangers – we are united in Christ.

YOUTH WORKERS

Peter Rombeek introduced Katie Munnick to the Court. Katie is the director of Youth Worship in Ottawa.

Katie spoke on the work involved in planning for a monthly youth service. There is a planning

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario

Meeting at Parkwood Presbyterian Church, Ottawa, Ontario

On Friday and Saturday, 15th and 16th October, 2004

team which determines together the theme, scripture, drama, sharing time, as well as the ministry of music. The purpose of the youth services is to glorify God and to build up the community. Katie works with the youth and helps them to develop their leadership. The youth worship services provide an opportunity for young people to come together once a month to worship God in one place with other people their age.

Peter Rombeek introduced Kim Webster to the Court. Kim is the youth worker at Knox Church, Vankleek Hill, Ontario.

Kim spoke on her work with youth both in and out of the church. The ministry is called "Focus on Youth" and through it programmes are offered for youth in the church and community. For example, Focus on Youth reaches out to youth in the high school and once a month the congregation offers a free lunch – an opportunity for the youth to come to a church, some for the first time. Another example is Sunday Night Live – an ecumenical youth service. Through Focus on Youth, young people see that they are important and worth the time.

MOTION: It was moved by Donna McIlveen and seconded by William Ball that the report of the Youth Committee be adopted. AGREED.

John Davidson spoke to the importance of supporting youth work in each presbytery by providing necessary funding. Youth work must be a priority both financially and prayerfully.

NOTICES OF MOTION

- (1) Standing Orders – section 3.2, adding the Terms of Reference and Job Description for Synod Treasurer (Appendix R – pages 80-81)

MOTION: Pursuant to the notice of motion given in the first sederunt, it was moved by Donna McIlveen and seconded by Geoff Howard that the Terms of Reference and Job Description for the Synod Treasurer be added to the Standing Orders as section 3.2, replacing the current section 3.2. AGREED.

- (2) Standing Orders – section 3.4.6, changes to the Resource Team on Sexual Abuse and/or Harassment (Appendix S – page 82)

MOTION: Pursuant to the notice of motion given in the first sederunt, it was moved by Donna McIlveen and seconded by Ann Langabeer that the proposed changes to the Standing Orders, section 3.4.6 for the Synod Resource Team on Sexual Abuse and/or Harassment, be approved.

a) AMENDMENT:

It was moved by Doug Lee and seconded by James Hurd that in section 3.4.6.1, the words, 'and the membership of the team' be added. AGREED.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

MOTION AS AMENDED: The Convener *and the membership of the team* shall be appointed by Synod.

The vote was called for. AGREED.

b) AMENDMENT:

It was moved by Gwen Gabel and seconded by John Davidson that in section 3.4.6.3 that the sentence be divided with a semicolon after the word Synod, and that the words in the remainder of the sentence read, 'they will also provide and encourage education and a database of resource information'. AGREED.

MOTION AS AMENDED: The Resource Team will be a resource to Presbyteries within the Synod; *they will also provide and encourage education and a database of resource information.*

The vote was called for. AGREED.

c) AMENDMENT:

It was moved by John Davidson and seconded by Doug Lee that in section 3.4.6.4 that the word 'first' be removed. AGREED.

MOTION AS AMENDED: As the Presbytery of Ottawa is responsible for the management of Gracefield Camp and Conference Centre, allegations of sexual abuse and/or harassment relating to the operation of Gracefield Camp and Conference Centre will be dealt with through the Presbytery of Ottawa.

The vote was called for. AGREED.

MOTION: It was moved by Donna McIlveen and seconded by Ann Langabeer that the proposed changes to the Standing Orders, section 3.4.6, for the Synod Resource Team on Sexual Abuse and/or Harassment, as amended, be adopted. AGREED.

REPORT FROM THE PRESBYTERY OF OTTAWA Re: Gracefield Camp 2003-2004
 (Appendix T – pages 83-92)

MOTION: It was moved by James Hurd and seconded by Wally Hong that the report from the Presbytery of Ottawa for the year 2003-2004 regarding the operation of the Gracefield Camp and Conference Centre, including the financial statements, be received and considered. AGREED.

James Hurd spoke to the report. He highlighted the dedication in June 2004 of the addition to White Pine Lodge, known as Pineview, to the worship of Almighty God and the service and

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario

Meeting at Parkwood Presbyterian Church, Ottawa, Ontario

On Friday and Saturday, 15th and 16th October, 2004

fellowship of the people who live in this community and all who visit here throughout the year and in loving memory of Betty Mack-Parker and Stan Mack.

In light of the current and accumulated deficit and the ramifications for the long-term health of the synod's camping ministry, the Presbytery of Ottawa endorses the recommendation of the Gracefield Operating Committee that, "Synod and Presbyteries consider a fundamental review of a long term support and promotion strategy for Gracefield Camp and Conference Centre consistent with the Mission, Vision and key elements of the overall program outlined in our strategic plan that was developed last year, and that the Presbytery of Ottawa advise the Synod of Québec and Eastern Ontario to return to the 1997 funding levels as quickly as possible.

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

GRACEFIELD OPERATING COMMITTEE (Appendix U – pages 93-95)

MOTION: It was moved by William Ball and seconded by John Davidson that the report of the Gracefield Operating Committee, with its recommendations, be received and considered. AGREED.

William Ball introduced Alan Herbert, co-director at Gracefield Camp, who was available in the court to answer questions pertaining to the camp. William Ball then spoke to the GOC report.

Recommendation No.1

It was moved by William Ball and seconded by Doug Lee that the Synod and Presbyteries consider a fundamental review of a long term support and promotion strategy for Gracefield Camp and Conference Centre consistent with the Mission, Vision and key elements of the overall programme outlined in our strategic plan that was developed last year, and that the Synod of Québec and Eastern Ontario return to the 1997 funding levels as quickly as possible.

Discussion on the recommendation took place.

A question was asked about the use of the newsletter BeaverTales to promote the camp. The newsletter is a good tool but it takes time and money to produce, which is often in short supply.

John Paul spoke to the significant financial support that the synod has provided over the years. He also reminded the Court of the aspect of the discussion that should not get lost which is the importance of supporting the camp for what it means spiritually to the children and young people that it reaches. Camping is a ministry that must be supported. Only 50 more campers are needed through the summer to break even financially. If each congregation throughout the synod supported even one additional camper, the financial concerns would be diminished greatly. John Paul challenged everyone to support the synod in its camping ministry.

Discussion was held on the meaning of the phrase 'fundamental review'. The latest review,

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

which was completed last year, had to do with the management of the camp by the Presbytery of Ottawa and how it was working. What would be the differences in a fundamental review?

ORDER OF THE DAY

The hour of 11:30 a.m. having arrived, the Moderator introduced the guest speakers, the Rev. Jim and Mrs. Brenda Patterson, recently completing a term of service in El Salvador. Jim and Brenda Patterson talked about their work in Central America serving with the Baptist Federation of El Salvador. They used a power point presentation on contextual theology, which through the numerous photographs, showed what life was like for them as they served in El Salvador for the last five years. Jim and Brenda ministered amongst the people, seeking ways to improve the economic and social climate in which the people live and work. They were involved with nutrition workshops, assisting with work in medical clinics, efforts to help women become economically self-sufficient, community development, and much more. Through their time in El Salvador, they have been re-affirmed in their belief that that the Church of Jesus Christ can be an amazing force for healing and transformation.

The Moderator thanked Jim and Brenda Patterson for their powerful presentation. On behalf of the Synod, the Moderator conveyed our blessings to them as they determine God's next place for them.

COMMITTEE ON ROLL AND LEAVE TO WITHDRAW

MOTION: It was moved by John Barry Forsyth and seconded by Sarah MacDonald that Ruth Draffin be granted leave to withdraw following lunch; that Joan Hilliard be granted leave to withdraw at 1:00 p.m. and that Alison Sharpe be granted leave to withdraw at 1:00 p.m. AGREED.

ADJOURNMENT

MOTION: It was moved by James Hurd that the Synod be adjourned at 12:15 p.m. AGREED.

On behalf of Parkwood Church, James Hurd thanked the Court for the privilege of hosting the 130th meeting of the Synod of Québec and Eastern Ontario.

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

Moderator

Clerk

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

FOURTH SEDERUNT

On the same day and place at 1:05 o'clock in the afternoon, the synod met pursuant to adjournment, and was constituted with prayer by the Moderator.

GRACEFIELD OPERATING COMMITTEE (Continued from page 20)

Discussion continued on Recommendation No.1.

AMENDMENT: It was moved by Wally Hong and seconded by Earl Fourney that the words Gracefield Camp and Conference Centre be replaced with 'Christian camping within the bounds of Synod', and the words Gracefield Camp and Conference Centre replace the word 'our' in the phrase, our strategic plan.

AMENDMENT TO AMENDMENT: It was moved by Barry Mack and seconded by Sarah MacDonald that the words "and the need for a similar plan for Camp d'action biblique" be added at the end of the recommendation.

DIVIDNG THE MOTION: 2 commissioners requested that Recommendation No.1 be split.

- 1) That the Synod and Presbyteries consider a fundamental review of a long term support and promotion strategy for Christian camping within the bounds of synod, consistent with the Mission, Vision and key elements of the overall programme outlined in the Gracefield Camp and Conference Centre strategic plan that was developed last year.
- 2) That the Synod and Presbyteries consider a fundamental review of a long term support and promotion strategy for a similar plan for Camp d'action biblique.

FRIENDLY AMENDMENT:

It was agreed by the mover and seconder that the words 'Presbytery of Québec' replace the words synod and presbyteries'.

- 2.) (amended) That the Presbytery of Québec be urged to consider a fundamental review of a long term support and promotion strategy for a similar plan for Camp d'action biblique.

The question was called for.

Recommendation No. 1 (as amended). AGREED.

Recommendation No. 2.(as amended). AGREED.

Recommendation No. 3

It was moved by James Hurd and seconded by Tony Boonstra that the Synod of Québec and Eastern Ontario return (support for Gracefield Camp and Conference Centre) to the 1997 funding levels as quickly as possible.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

It was noted that 1997 funding levels would be \$47,000.

FRIENDLY AMENDMENT:

It was agreed by the mover and seconder that the word 'attempt' be added following the word Ontario, as in attempt to return.

MOTION AS AMENDED: that the Synod of Québec and Eastern Ontario attempt to return (support for Gracefield Camp and Conference Centre) to the 1997 funding levels as quickly as possible.

The vote was called for. **AGREED.**

Recommendation No. 4

It was moved by William Ball and seconded by John Davidson that the Synod of Québec and Eastern Ontario give its approval in principle for the Gracefield Operating Committee to obtain a mortgage or other form of secured loan on the property of up to \$60,000.00.

Discussion on the motion ensued. The following amendment was made:

AMENDMENT: It was moved by James Hurd and seconded by Tony Boonstra that the words, 'subject to the Synod Finance committee, the Presbytery of Ottawa and the Gracefield Operating Committee agreeing to a feasible repayment strategy' be added to the motion following the words of up to \$60,000.00. **AGREED**

MOTION AS AMENDED. AGREED.

The motion as adopted reads:

"That the Synod of Québec and Eastern Ontario give its approval in principle for the Gracefield Operating Committee to obtain a mortgage or other form of secured loan on the property of up to \$60,000.00 subject to the Synod Finance Committee, the Presbytery of Ottawa and the Gracefield Operating Committee agreeing to a feasible repayment strategy."

MOTION: It was moved by William Ball and seconded by John Davidson that the report of the Gracefield Operating Committee, as a whole as amended, be adopted. **AGREED.**

FINANCE COMMITTEE (Cont'd from page 12)

7. Water Treatment Facilities and White Pine Lodge Septic System (Appendix V – page 96)

MOTION: It was moved by James Hurd and seconded by Dorothy Herbert that the report on the water treatment facilities and White Pine Lodge septic system at Gracefield be received for information. **AGREED.**

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

MOTION: It was moved by Barry Mack and seconded by Gwen Gaebel that the Finance Committee be encouraged to work with the camp representatives to obtain the best possible solution for potable water. AGREED.

8. Director's Residence (Appendix W – pages 97-98)

MOTION: It was moved by William Ball and seconded by John Davidson that the report on the Director's residence be received and considered. AGREED.

MOTION: It was moved by Doug Lee and seconded by Gwen Gaebel that the Synod approve the amount of approximately \$25,000.00 to provide a well, septic system and appliances for the residence. AGREED.

It was noted that there is a possibility that some funding for appliances may be found through the WMS. The Finance Committee is looking into the possibility.

MOTION: It was moved by Doug Lee and seconded by Gwen Gaebel that the report on the Director's residence be adopted. AGREED.

Budget 2005

In the first sederunt the following motion was made:

TABLED MOTION: It was moved by Dorothy Herbert and seconded by William Ball that the 2005 budget be tabled until a future sederunt. AGREED.

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

John Paul went over changes to line items:

- Line 1&2 – increase by \$1,000.00
- Line 5 – reduce by \$800.00
- Line 31 – reduce by \$700.00
- Line 45 – increase by \$2,500.00
- Line 16 - Remove
- Line 48 – reduce by \$800.00

MOTION: It was moved by Doug Lee and seconded by Susan McKellar that the budget for 2005 as amended, be adopted.

MOTION: It was moved by William Ball and seconded by Doug Lee that the Finance Committee's report as a whole, with its recommendations as amended, be adopted. AGREED.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario

Meeting at Parkwood Presbyterian Church, Ottawa, Ontario

On Friday and Saturday, 15th and 16th October, 2004

LEAVE TO WITHDRAW – James Hurd requested leave to withdraw at 2:20 p.m. AGREED.

MOTION: It was moved by Donna McIlveen and seconded by John Davidson that thanks be extended to Parkwood Church for hosting the 130th meeting of the Synod of Québec and Eastern Ontario. AGREED.

COMMITTEE ON BUSINESS (Continued from page 9)

Recommendation No. 15

It was moved by Donna McIlveen and seconded by John Davidson that the Presbytery of Québec be named to appoint members (a minister/diaconal minister commissioner and an elder commissioner) to the 2005 General Assembly Committee to Nominate to Standing Committees. AGREED.

Recommendation No. 16

It was moved by Donna McIlveen and seconded by John Davidson that Synod Council be authorized to fill any vacancies which may occur within the membership of Synod Standing Committees prior to the next Synod meeting. AGREED.

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 Synodical and a representative from the GOC.

Finance Committee

John Paul (Convener), Synod Treasurer, 5 Presbytery Treasurers or Presbytery Finance Conveners: I. MacArthur Beattie (Québec), Tracy Lloyd or Peter McDougall (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.), Nadine Fafard (Corresponding member).

Mission and Outreach Committee

Druse Bryan (Convener), conveners from the 5 Presbytery Missions Committees (Sarah MacDonald, Québec; Peter Kerr, Montréal; Charles Farlinger, Seaway-Glengarry; Don MacMillan, Ottawa and _____, Lanark and Renfrew); Marc-Henri Vidal (representing the French ministries within the Presbyteries of Québec and Montréal) and the Synodical President, Margaret Reynolds.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

The Regional Staffing Committee

Henny Donkersteeg (Convener), with three members from the Synodical and three members from the Synod.

Synod Historian

William Klempa

Pension Board – Synod Corresponding Member – Synod Treasurer**The Resource Team on Sexual Abuse and/or Harassment**

Mark Bourgon (Convener), with representation from the various presbyteries.

Synod Web-Site

Webservant – Gordon Walford

Synod Web-Site Oversight Committee

Wally Hong, Gordon Walford, David Milne, Donna McIlveen.

Synod Representative to Assembly Council

(lay person for 2005-2008) nominees Peter Rombeek and Gordon Walford (one to be chosen by Assembly Council)

Recommendation No. 17

It was moved by Donna McIlveen and seconded by John Davidson that the above be the Standing Committees of Synod. AGREED.

Recommendation No. 18

It was moved by Donna McIlveen and seconded by John Davidson that the Synod Council be given power to issue to advance any nominations to the General Assembly Committee to Nominate on behalf of the Synod, and to encourage members to consider the various committees and agencies for possible nominations. AGREED.

Recommendation No. 19

It was moved by Donna McIlveen and seconded by John Davidson that the Synod accept the invitation from St. Andrew's Presbyterian Church, Sherbrooke, within the Presbytery of Québec, to host the 131st meeting of the Synod of Québec and Eastern Ontario, October 14th and 15th, 2005. AGREED.

Recommendation No. 20

It was moved by Donna McIlveen and seconded by John Davidson that the synod invite the Rev. Dr. Patricia Dutcher-Walls, professor, Vancouver School of Theology, as guest speaker for the 131st meeting of the Synod of Québec and Eastern Ontario. AGREED.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

MOTION: It was moved by Sarah MacDonald and seconded by Doug Lee that the Report of the Committee on Business be adopted. AGREED.

DISSENT AND COMPLAINT (Continued from page 10)

Special Commission - Terms of Reference

MOTION: It was moved by Geoff Howard and seconded by Ann Langabeer that the terms of reference for the Special Commission re the Dissent and Complaint be:

1. The procedures and actions of the Commission shall be consistent with the laws of The Presbyterian Church in Canada and the principles of procedural fairness, with a view to using all possible diligence and tenderness in bringing all persons to harmonious agreement.
2. The Commission is to examine the extract minutes from The Presbytery of Ottawa and the correspondence from the Rev. Ian Victor, as received by the synod.
3. The Commission shall deal only with the dissent and complaint that is before it, namely the matter of whether the presbytery erred in adopting a resolution sanctioning a policy on proxy voting.
4. The Commission shall have power to cite the Rev. Ian Victor and the Presbytery of Ottawa.
5. The Commission shall meet expeditiously and after its review and judgment bring the matter to a conclusion with due regard for the best interest of all concerned and for the peace and harmony of the Church of Jesus Christ.
6. The Commission shall report its action to the 131st meeting of the Synod of Québec and Eastern Ontario.

Special Commission - Members

MOTION: It was moved by Geoff Howard and seconded by Ann Langabeer that the Special Commission re the Dissent and Complaint be the Rev. Dr. Dan Shute (Presbytery of Montréal), convener, Mrs. Sarah MacDonald (Presbytery of Québec), Mrs. Donna McIlveen (Presbytery of Seaway-Glengarry), and Mr. Sandy McCuan (Presbytery of Lanark and Renfrew). AGREED.

COMMITTEE ON COURTESIES

MOTION: It was moved by Ann Langabeer and seconded by Geoff Howard that the report of the Committee on Courtesies be received and considered. AGREED.

Ann Langabeer presented the following report:

To the Host Church: The Rev. James T. Hurd and the Session of Parkwood Church, Ottawa, and as well to the elders who served Communion at the opening worship. Our

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario

Meeting at Parkwood Presbyterian Church, Ottawa, Ontario

On Friday and Saturday, 15th and 16th October, 2004

thanks to the participants in the leadership of praise and worship: Mr. Glen Hunter, organist and choir director, Mrs. Diane Walford, pianist & praise ensemble director, Mrs. Karen Hurd (flute), Miss Jennifer Hurd (violin), and Miss Janet Hurd (cello). Also thanks to the church ladies for the excellent food that was provided for us.

To the Billets: To all who have opened your home and welcomed the Commissioners to Synod, thank you so very much.

To Rev. Geoff Howard: For serving as Moderator of the 129th and Past Moderator of the 130th Synod of Québec and Eastern Ontario.

To Rev. Charlene Wilson and Donna McIlveen: For their skill and expertise in keeping the meeting flowing so smoothly.

To Gracefield Camp and Conference Centre: To Dorothy Herbert for bringing some of our campers to share their experiences at Gracefield. As one of the campers indicated that it was an “awesome and Holy place, especially during the autumn season.”

To Friends of Gracefield: Our thanks to everyone who has contributed to making Gracefield such a beautiful place to visit.

To Christine Ball and Anita Mack: Thank you for all your work that you are doing with our youth - all the events that you plan for our young people. These people are our future church!

To the Youth Participants and Leaders: Thank you for your breath of fresh air and your love of God and his Church. May you be blessed as you do his work – serve Him well.

To André Marion: Thank you for your photographic skills and your roving camera. Please be sure to print our good side!

To The Rev. Dr. Ronald Wallace: Thank you for your very informative message on International Ministries. We must keep our missionaries throughout the world in our prayers.

To The Rev. Jim and Mrs. Brenda Patterson: For their wonderful message on El Salvador. God bless you for your ministry there.

To David Milne: For so capably serving as Synod treasurer these past few years. The Synod appreciates the hours of work involved and the dedication to the position.

To Gordon Walford: For bringing the synod meeting into the 21st century with the projection of motions, etc. onto the screen. Your expertise in computers is much appreciated.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

To the Commissioners and all Participants: For the time, effort, and contributions you have displayed, the informative discussions held, and the spiritual attitude in which you have worked together to make this 130th meeting of the Synod of Québec and Eastern Ontario a good and worthwhile experience.

MOTION: It was moved by Ann Langabeer and seconded by Geoff Howard that the report be adopted. AGREED.

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

MOTION: It was moved by William Ball and seconded by Barry Mack that the report of the Committee to Examine the Minutes of the Presbyteries and Synod Council be received and considered. AGREED.

William Ball, convener, presented the report:

Recommendation #1:

It was moved by William Ball and seconded by Barry Mack that the records of the Presbyteries of Ottawa, Montréal, Québec and the Synod Council of the Synod of Québec and Eastern Ontario, be attested as neatly and correctly kept. AGREED.

Recommendation #2:

It was moved by William Ball and seconded by Barry Mack that the records of the Presbytery of Lanark and Renfrew be attested as neatly kept (with notation). AGREED.

Recommendation #3:

It was moved by William Ball and seconded by Barry Mack that the Synod not receive the records of the Presbytery of Seaway-Glengarry, as they have been called for by the Special Commission of the General Assembly dealing with Appeal No. 1 (2004) (*Book of Forms, section 10 and 30*). AGREED.

Recommendation #4:

It was moved by William Ball and seconded by Barry Mack that the original copy of the Presbytery of Seaway-Glengarry's minutes be sent to the General Assembly Commission appointed to deal with Appeal #1 (2004).

Discussion on the recommendation ensued. It was subsequently agreed that the mover and seconder be allowed to withdraw recommendation #4.

The Moderator ruled that no subsequent recommendations pertaining to the records of the Presbytery of Seaway-Glengarry would be received, as those records have been called for by the higher court.

Clerk:

The 130th meeting of the Synod of Québec and Eastern Ontario
 Meeting at Parkwood Presbyterian Church, Ottawa, Ontario
 On Friday and Saturday, 15th and 16th October, 2004

Dan Shute challenged the ruling of the moderator.

The clerk asked the Synod if the Moderator's ruling was to be upheld. The Synod upheld the moderator's ruling.

MOTION: It was moved by William Ball and seconded by Barry Mack that the report as a whole and its recommendations as amended, be adopted. AGREED.

UNFINISHED BUSINESS

MOTION: It was moved by Donna McIlveen and seconded by Dorothy Herbert that the Moderator and Clerk be authorized to deal with matters left unattended to. AGREED.

ADJOURNMENT

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

MOTION: It was moved by Doug Lee that the Synod be adjourned at 3:00 p.m. AGREED.

The Moderator thanked the commissioners and participants for their diligence throughout the several sederunts. The Moderator led the Synod in prayer. She 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 Sherbrooke, Québec, and within St. Andrew's Presbyterian Church there, on Friday the fourteenth day of October, in the year of our Lord, two thousand and five, at two o'clock in the afternoon."

Moderator

Clerk



Moderator: Rev. Geoffrey P. Howard

Clerk: Mrs. Donna McIlveen

130th MEETING PROVISIONAL DOCKET
FRIDAY, OCTOBER 15 to SATURDAY, OCTOBER 16, 2004

PARKWOOD PRESBYTERIAN CHURCH, OTTAWA, ONTARIO

FIRST SEDERUNT

Friday, October 15th at 2 p.m.

1. 2:00 p.m. Opening Worship / Communion
2. Welcome to Parkwood Presbyterian Church, Ottawa, Ontario
3. 3:15 p.m. Constitution of the Synod
4. Memorials
5. Attendance / Regrets / Visitors
6. Election of Moderator / Installation of the Moderator
6. Adoption of the Docket
7. Minutes of the 129th meeting
8. Committee on Business / Roll of Synod / Notices of Motion (Appendix Pages 5-11)
9. Business Arising
10. Correspondence
11. Dissent and Complaint (Appendix Pages 12-19)
12. 3:45 p.m. Refreshment Break
13. 4:00 p.m. Overture from the Presbytery of Seaway-Glengarry (Appendix Pages 20-21)
14. Mission & Outreach and Robert Fund Committees (Appendix Pages 22-23)
15. Report from the Mission Task Force (Appendix Page 24)
16. Women's Missionary Society Synodical (Appendix Page 25)
17. Treasurer's Report (Appendix Pages A 1-7)
18. Finance Committee (Appendix Pages 1-4, B, C 1-2, D, E 1-3, F, G 1-2)
19. 5:30 p.m. Gracefield Camper Testimonials
20. 5:45 p.m. Committee on Roll and Leave to Withdraw
21. Announcements and Adjournment/Prayer
22. 6:00 p.m. Supper

SECOND SEDERUNT

Friday, October 15th at 7:00 p.m.

1. 7:00 p.m. Prayer/Constitute the Court
2. 7:05 p.m. Youth Committee and Presentation (Appendix Pages 26-27)
3. 7:30 p.m. Guest Speaker, The Rev. Dr. Ronald Wallace, International Ministries
4. 8:30 p.m. Resource Team on Sexual Abuse and/or Harassment (Appendix Page 28)
5. 8:50 p.m. Committee on the Roll and Leave to Withdraw
6. Announcements, Adjournment/Prayer
7. 9:00 p.m. Fellowship

THIRD SEDERUNT

Saturday, October 16th 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. | Regional Staffing Committee (report available at synod meeting) |
| 4. | | Regional Staff: Christine Ball and Anita Mack |
| 5. | 10:30 a.m. | Triennium Presentation |
| 6. | 11:00 a.m. | Report from the Presbytery of Ottawa re: Gracefield (Appendix Pages 29-38) |
| 7. | | Gracefield Operating Committee (Appendix Pages 39-41) |
| 8. | 11:30 a.m. | Guest Speaker, Jim and Brenda Patterson, El Salvador |
| 9. | | Committee to Examine the minutes of the Presbyteries and the Synod Council |
| 10. | | Committee on Roll and Leave to Withdraw |
| 11. | 12:15 p.m. | Lunch |

FOURTH SEDERUNT

Saturday, October 16th 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 |

Report of the Synod Mission & Outreach Committee**October 16, 2004**

This committee has met twice during 2004, in early June and recently on September 16th. In June a representative of one of the Canada Ministries grants, the Rev Glynnis Williams, Director of Action Réfugiés Montréal, was invited to come and speak of the work done on behalf of our denomination with refugees coming to Canada through Montreal. Also at that meeting we collected and examined all available documentation from the various presbyteries for the grant requests to Canada Ministries.

In September this documentation was further examined and discussed and the committee agreed to make the following recommendations to Synod re. the Robert Fund requests and the Grant Requests to Canada Ministries for the year 2005.

**Robert Fund
Proposed Distribution for 2005**

Group	Approved 2004	Based on \$8,000	Based on \$10,000	Based on \$12,000
Mission St-Paul (Sherbrooke)	\$1,000	\$600	\$1,000	\$1,500
Camp d'Action biblique	\$1,000	\$600	\$1,000	\$1,500
La Vie Chrétienne	\$7,000	\$6,200	\$7,000	\$7,500
Mission Montreal	\$1,000	\$600	\$1,000	\$1,500
TOTALS	\$10,000	\$8,000	\$10,000	\$12,000

Under the terms of this fund (administered by Montreal Trust) a part of the income is to be used annually for "religious and charitable schemes in the Province of Quebec". Exact figures are not yet available for 2005 and the chart above spells out the grant requests based on three possible amounts.

Recommendation 1: That the grant requests from the Robert Fund be approved.

Synod of Quebec and Eastern Ontario

CANADA MINISTRIES GRANT REQUESTS

PRESBYTERY	2004 Approved	2005		2006	
		CM Forecast	Requested	CM Forecast	Requested
OTTAWA					
Carlton Chaplaincy	3,200	3,200	3,200	3,200	3,200
Greenview	8,500	4,000	4,000	Nil	Nil
QUEBEC					
Inverness	1,500	1,500	1,000	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)	32,140	35,623	45,382	?	?
2 nd Worker	9,599	9,759			
St Andrew's Melbourne (new)			30,000		30,000
MONTREAL					
Montreal Bible Church	70,025	70,025	70,025	70,025	70,025
Ghanaian Church	25,000	25,000	25,000	25,000	25,000
Eglise St. Luc	49,420	47,542	50,662	46,569	49,689
McGill Chaplaincy	3,000	3,000	3,000	3,000	3,000
Action Réfugiés	28,345	27,934	28,235	28,097	28,235
Tyndale Program	24,605	24,788	24,788	24,951	24,951
Tyndale Exec. Director	23,500	23,500	23,500	23,500	23,500
Concordia Chaplaincy	3,000	3,000	3,000	3,000	3,000

Recommendation 2: That the Synod Grant Requests for 2005 be approved

Report to Synod of the Mission Task Force

The task force met once, in November, sharing several concerns about the process by which Grant submissions to Canada Ministries are made, many of them noted in the Synod report of last year. Some decisions are made before the annual meeting which includes Synod Conveners, and some grant applications do not even have Presbytery approval. It was decided to share some of the concerns with other Synods, and early in January all the Synod Conveners were sent e-mail letters (through the Synod Clerk if addresses were unknown).

A prompt reply was received from the Convener of the Atlantic Synod, who have concerns similar to ours about the process. Some of the applications are sent to the Synod Convener, but often there is no Committee meeting before the deadline, and some applications bypass the Synod completely. She has never seen any guidelines for applying.

No other Synods responded. This was communicated to Synod Council, and on their advice I wrote again to the other Synod Conveners in early July (by Canada Post). No responses have been received to date.

Respectfully submitted, Joan Sampson, Chair of the Task Force.

Synodical of Quebec and Eastern Ontario,
Women's Missionary Society

At the Fall 2003 Mission Rally held in Vernon, Ontario, Sonya Henderson told of her work in Romania.

The Annual Meeting was held for two days in April 2004 in Finch, Ontario. The busy agenda included a presentation by Joanne Instance, National President, on her tour of India. Linda Pasmore gave an account of a Presbyterian College's mission trip to Cuba. Rosemary Rutley gave hints on writing church histories.

Knitted vests, toques, and blankets continue to arrive for mailing to children's hospitals in India and Malawi. Arrangements have been completed for the Rev. Jim and Brenda Patterson to speak at various locations in the synod to inform of their work in El Salvador.

In these ways the women of the area learn of and become involved in the mission and outreach of the Women's Missionary Society and the Presbyterian Church in Canada.

Respectfully submitted,
Margaret Reynolds,
Synodical President.

**ST. ANDREW'S PRESBYTERIAN CHURCH,
16 MARMORA ST.,
TRENTON, ONTARIO, CANADA K8V 2H5
TEL: 613-392-1300
FAX: 613-965-5727
EMAIL: STANDREWSTRENTON@SYMPATICO.CA
WEBSITE: STANDREWSTRENTON.ORG
March 14, 2004**

Marlene duCharme,
713 - 1200 Medhurst Drive,
Nepean, ON K2G 5W7

Dear Ms duCharme

At its March 7, 2004, meeting the Committee on History asked me to communicate with chairs of the synod committees on history (or the Synod Clerk if we don't have the name of the Synod Convener) to request that, in keeping with last year's recommendation by our Committee that was approved by the General Assembly (2003 A&P, 295), we send out names of individuals (or couples) that we would like to have interviewed for the oral history project of our committee.

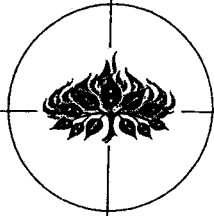
Oral history is a vital way of preserving the history and heritage of the Presbyterian Church in Canada. Unfortunately we are losing many of those who are an essential link with the past as they pass on and tragically often their memories are not preserved for a future generation. Our Committee regards the preservation of oral history as a vital ministry.

Names of those whom we like to be interviewed from the your synod are: Campbell, Mary (Mrs. Donald L) Ottawa; Hughes, Leo, Arnprior, ON; Klempa, Bill and Lois, Lake Louisa, QC; McLelland; Joseph, Pointe Claire, QC; Rennie, Fred, Cornwall, ON; Simms, John A., Montreal West, QC.

Your Committee should designate an appropriate person to meet with each of these people. They should have a tape-recorder and use the list of proposed questions on the Archives and Records section of the PCC website. A time frame should be given and then the Convener can process them and send on a copy to the Archives Office at 50 Wynford Drive. Please keep me posted as your progress and if you have queries.

Copy: Donna; McIlveen, 1711 County Road #2, R R #3, Prescott, ON K0E 1T0
Lois Klempa, 155 Chemin du Lac Louisa, RR 6, Lachute, QC J8H 1J7

**THE REV. A. DONALD MACLEOD, D. D., PASTOR
CONVENER, COMMITTEE ON HISTORY, PRESBYTERIAN CHURCH IN CANADA
BOX 1124, TRENTON, ONTARIO K8V 5R9
613-475-2224
FAX: 613-475-2229
E-MAIL: ADMACLEOD@ATTCANADA.NET**



MODERATOR OF THE 130TH GENERAL ASSEMBLY
The Rev. Richard W. Fee, B.A.(Hon.), M.Div.

August 23, 2004

Ms. Donna McIlveen, Clerk
Synod of Quebec & Eastern Ontario
1711 County Rd. #2, R.R. #3
Prescott, ON, K0E 1T0

Dear Donna:

I write to you on behalf of the 130th General Assembly and send you greetings in Christ. The 2004 General Assembly, met in Oshawa, Ontario, and adopted the following recommendation regarding a reference submitted by your court (A&P 2004, p. 22):

Preamble to Recommendation No. 17

In preparation for the Assembly, the Clerks of Assembly requested and received the minutes noted in the overture and took the time to review them. Apart from the irregularity noted in the overture, the Clerks of Assembly could find no reason why this Assembly should not endorse as competent the actions contained within them.

Recommendation No. 17

That Reference No. 1 (p. 567) re actions of October 19-20, 2001 and October 18-19, 2002 Synod meetings in reference to the minutes of the 2001 and 2002 meetings of the Synod of Quebec and Eastern Ontario be referred to the Committee to Examine the Records and authorize that committee to bring a recommendation that, if otherwise in good order, they be attested as competent actions of the Synod.

Subsequent to this recommendation, the Committee to Examine Records reviewed the records in light of the reference, and brought the following recommendation that was adopted by the Assembly (A&P 2004, p. 43):

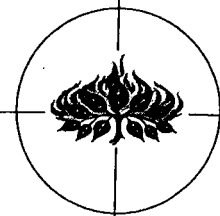
That the decisions of the 2001 and 2002 meetings of the Synod of Quebec and Eastern Ontario be deemed valid.

This comes wishing you God's blessing upon the work of the Synod.

Yours sincerely,

Stephen Kendall
Principal Clerk
skendall@presbyterian.ca

Clerks of Assembly: The Rev. Stephen Kendall, The Rev. Donald Muir, The Rev. Dr. Tony Plomp



MODERATOR OF THE 130TH GENERAL ASSEMBLY
The Rev. Richard W. Fee, B.A. (Hon.), M.Div.

September 10, 2004

Ms. Donna McIlveen, Clerk
Synod of Quebec and Eastern Ontario
1711 County Road, #2
R.R. #3
Prescott, ON K0E 1T0

Dear Donna:

The Assembly Council membership includes representation from the synods. The rotation for synod representation was established in 1991 by General Assembly (A&P 1990, p. 517, Rec. No. 2, p. 518; A&P 1991 p. 404-405, Rec. No 7, p. 407). The synod representatives rotate between lay and ministers/diaconal ministers every three years.

This year the Synod of Quebec and Eastern Ontario is to forward nominations of lay persons to the Committee to Nominate Standing committees. The appointed person will be on the Council from 2005 to 2008.

Please send your list for this category along with your nominations for other standing committees by April 8, 2005.

If you have any questions, please contact me at 1-800-619-7301 or 416-441-1111, ext. 225; or by email at thamilton@presbyterian.ca.

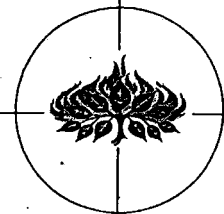
Thank you for your attention to this request for nominations.

Yours sincerely,

Terrie-Lee Hamilton
Senior Administrator
Assembly Office

TH:fh

Clerks of Assembly: The Rev. Stephen Kendall, The Rev. Don Muir, The Rev. Dr. Tony Plomp



MODERATOR OF THE 130TH GENERAL ASSEMBLY
The Rev. Richard W. Fee, B.A.(Hon.), M.Div.

August 23, 2004

TO: Clerks of Synod
FROM: Stephen Kendall, Principal Clerk
RE: Actions of the 2004 General Assembly for attention of synods.

Please find below, the General Assembly referrals for your attention and action. Electronic copies of the referrals letters and the documents noted for study and report will be available online under the Assembly Office webpage through www.presbyterian.ca.

1. STUDY AND REPORT

- 1.1 Special Committee re Chapter 9, Rec. No. 1, p. 522 (adopted, p. 25)**
That the new draft legislation for Chapter 9, The Book of Forms be sent down to sessions, presbyteries and synods for study and report by January 31, 2005.
A copy of this proposed legislation is included in this mailing.

2. INFORMATION/ACTION

- 2.1 Committee to Advise with the Moderator, Rec. No. 2, p. 200 (adopted, p. 12)**
That the thanks of the Assembly be extended to individuals, congregations, presbyteries, synods, international church partners and organizations which received Sandy and Chris McDonald with graciousness and kindness.
- 2.2 Assembly Council, Rec. No. 7, p. 224 (adopted, p. 19)**
That the above report be commended to all sessions, boards of managers, presbyteries, synods, theological colleges and the Life and Mission Agency for their prayer reflection and action.
The entire text of the report may be found in the Acts and Proceedings, pages 213-24 and on the website.
- 2.3 Committee on History, Rec. No. 1, p. 308 (adopted, p. 24)**
That the oral history project of the Committee on History be made a priority for synod history committees and that volunteers be solicited to proceed with this important task of preserving the past for future generations.
- 2.4 Committee on History, Rec. No. 2, p. 308 (adopted, p. 24)**
That the third edition of *Enduring Witness* be recognized as the official history of The Presbyterian Church in Canada.
- 2.5 Committee on History, Rec. No. 3, p. 308 (adopted, p. 24)**
That congregations encourage their members and organizations to take advantage of the opportunity provided by visits to the National Presbyterian Museum to discover the rich heritage of The Presbyterian Church in Canada, and to make the museum known more widely as a repository for historic artifacts.
- 2.6 Life and Mission Agency, Rec. No. 21, p. 392 (adopted, p. 40)**
That presbyteries and synods be reminded to ensure that all professional church workers under their care have attended a workshop on how to understand and deal with sexual abuse/harassment by church leaders.

Clerks of Assembly: The Rev. Stephen Kendall, The Rev. Donald Muir, The Rev. Dr. Tony Plomp

Presbytery of Ottawa
Extract minute - June 18, 2004
Page 1

The Presbyterian Church in Canada

Presbytery of Ottawa

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

The Rev'd Mr. Cedric C. Pettigrew, Moderator

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

Extract Minute

Minutes of the stated meeting - June 19, 2004

First Sederunt

At Gracefield, Quebec, and within the Gracefield Camp and Conference Centre there, Saturday, the nineteenth day of June, 2004, at half past ten o'clock in the forenoon: which place and time the Presbytery of Ottawa met in regular session pursuant to adjournment.

Constitution

The moderator, P. Winter, constituted the court with prayer.

Roll Call

Members of the court present were: P. Winter, Moderator; J. T. Hurd, Clerk; T. Boonstra, J. R. Wilson, A. J. R. Johnston, D. I. Victor, W. Hong, A. M. Mitchell, W. J. Ball, Ministers; C. Ball and D. Herbert, Diaconal Ministers; M. Barrington, D. Brown, E. Brown, M. duCharme, J. Forsythe, C. Glennie, G. Hysert, A. D. Lee, H. J. McClemens, D. McDougall, C. J. Phillips, L. J. Sampson, G. Thompson, and G. Walford, Elders.

...

Regrets

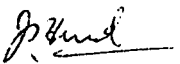
Regrets were received from C. C. Pettigrew, J. L. Archibald, W. L. S. Seaman, C. Wilson, C. Victor, A. Auret, G. Ament, and P. M. Laszlo, Ministers, and H. Brennen, W. J. Cook, J. G. Davidson, M. Hart, L. Kovacs, and D. MacMillan, Elders.

...

Correspondence

It was moved by J. T. Hurd, seconded by T. Boonstra, and agreed, that the clerk's report on correspondence be received and considered.

Clerk's report on correspondence


J. T. Hurd,
Clerk.

The following items of correspondence have been received since the last stated meeting held May 18, 2004:

...

2004-85

From the session of Parkwood Church, Ottawa, dated June 15, 2004, seeking presbytery's sanction of the following policy on proxy voting at congregational meetings recommended by the session and approved by the congregation at a meeting June 13, 2004: Under the conditions prescribed below, members in full communion and adherents who contribute regularly for the support of the church may register their votes by proxy at congregational meetings. Proxy voting will only apply to the Annual Congregational Meeting and to special meetings of the full congregation called for purposes other than voting on a call to a minister. Proxy voting will be limited to persons who are physically unable to attend due to long-term disabilities or mobility limitations or incapacitating temporary illnesses or injury; or who are unable to attend because of unavoidable employment commitments to works of mercy or necessity, (such as medical care workers, police, emergency services or military personnel) or travel on church or other business. To avoid use of proxies as a last-minute convenience, persons wishing to grant proxies must give at least one week's notice in writing to the Moderator or Clerk of Session specifying the reason why they cannot attend the meeting in person, and giving the name of the family member or elder to whom the proxy is to be granted. The Moderator shall have the discretion to decide whether or not the request to grant a proxy meets the conditions here specified, and in case of doubt may call a special meeting of Session to rule on the request. A proxy vote may be granted only to the spouse or other family member of the grantor (preferred), or district elder, or another elder. Elders are not to solicit proxies. The member or adherent granting the proxy must provide the holder of the proxy with written instructions as to how the vote is to be rendered in respect of each specific motion. In the event that original motions are amended, the proxy holder will have discretion as to how to vote the proxy on the amended motion. Proxy votes cannot be exercised in respect of motions from the floor which have not been published in the annual report or meeting agenda. No one individual may hold more than two proxies.

...


Recommendations

The following recommendations are put forward:

...

11. That item 2004-85 be received and referred to the Business Committee, less the clerk, for review and report;

...


J. T. Hurd,
Clerk.

The convener called upon J. R. Wilson to report on item 2004-85, which had been considered by the Business Committee in the absence of the convener.

Item 2004-85 - Request of Parkwood Church, Ottawa for Proxy Voting

It was moved by J. R. Wilson, seconded by T. Boonstra, and agreed, that approval be given for the use of proxy voting at Parkwood Church, Ottawa as outlined in correspondence item 2004-85, provided that the session of Parkwood Church, Ottawa be required to review with the power to issue the proxy voting on a yearly basis as to its continuing effectiveness for the well-being of the congregation.

Dissent and leave to complain

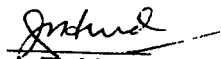
A. J. R. Johnson requested that his dissent be recorded and requested leave to complain to the higher court.

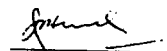
Leave was so granted on motion of J. T. Hurd, seconded by D. I. Victor.

D. I. Victor also requested that his dissent be recorded and craved leave to complain to the higher court.

The court granted the leave.

All of which is extracted from the records of the Presbytery of Ottawa at Ottawa this the thirtieth day of September in the year of our Lord two thousand and four and certified correct.


J. T. Hurd,
Clerk.


J. T. Hurd,
Clerk.

2004-99

St. Giles Presbyterian Church
174 First Avenue
Ottawa Ontario
K1S 2G4

Rec'd

04/06/29

James
Clerk

June 28, 2004

The Clerk,
The Presbytery of Ottawa,
10 Chesterton Dr.,
Ottawa, ON K2E 5S9

FAX 225-8535

Dear James,

I hereby register my dissent, and complain to The Synod of Quebec and Eastern Ontario, regarding the decision taken by the Presbytery of Ottawa at its meeting of June 19, 2004, concerning the following item of Correspondence:

(extracted from The Clerk's Correspondence Report)

From the session of Parkwood Church, Ottawa, dated June 15, 2004, seeking presbytery's sanction of the following policy on proxy voting at congregational meetings recommended by the session and approved by the congregation at a meeting June 13, 2004: Under the conditions prescribed below, members in full communion and adherents who contribute regularly for the support of the church may register their votes by proxy at congregational meetings.

Proxy voting will only apply to the Annual Congregational Meeting and to special meetings of the full congregation called for purposes other than voting on a call to a minister. Proxy voting will be limited to persons who are physically unable to attend due to long-term disabilities or mobility limitations or incapacitating temporary illnesses or injury; or who are unable to attend because of unavoidable employment commitments to works of mercy or necessity, (such as medical care workers, police, emergency services or military personnel) or travel on church or other business. To avoid use of proxies as a last-minute convenience, persons wishing to grant proxies must give at least one week's notice in writing to the Moderator or Clerk of Session specifying the reason why they cannot attend the meeting in person, and giving the name of the family member or elder to whom the proxy is to be granted.

The Moderator shall have the discretion to decide whether or not the request to grant a proxy meets the conditions here specified, and in case of doubt may call a special meeting of Session to rule on the request. A proxy vote may be granted only to the spouse or other family member of the grantor (preferred), or district elder, or another elder. Elders are not to solicit proxies. The member or adherent granting the proxy must provide the holder of the proxy with written instructions as to how the vote is to be rendered in respect of each specific motion.

In the event that original motions are amended, the proxy holder will have discretion as to how to vote the proxy on the amended motion. Proxy votes cannot be exercised in respect of motions from the floor which have not been published in the annual report or meeting agenda. No one individual may hold more than two proxies.

This item was referred to the Business Committee of the Presbytery, minus the Clerk, to report back to the same meeting. As their report was verbal, I have no copy of it to which I may refer, but the substance of the motion passed by the Presbytery was to agree to this request from Parkwood Church.

(cont'd)

I dissent and complain for the following reason: a fundamental of the theology and polity of the Presbyterian Church in Canada is that the will of God is discerned by the Church, meeting together and listening to one another in prayerful discussion and debate. For this reason we have always proscribed proxy voting. The discussion and the “coming together” are a fundamental part of the process; and have been since at least the time of the Jerusalem Council spoken of in Acts 15.

The decision of the Presbytery taken in this matter has the effect to reverse a fundamental of our polity which is based on a theology of the Spirit, of inspiration, of revelation, and of guidance. I look forward to the opportunity to argue this in greater depth before the Synod of Quebec and Eastern Ontario.

A handwritten signature in black ink, appearing to read "Ian Victor".

(The Rev.) Ian Victor
St. Giles Presbyterian Church, Ottawa.

Presbytery of Ottawa
Extract minute - September 21, 2004
Page 1

The Presbyterian Church in Canada

Presbytery of Ottawa

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

The Rev'd Mr. Cedric C. Pettigrew, Moderator

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

Extract Minute

Minutes of the stated meeting - September 21, 2004

First Sederunt

At Ottawa, and within Trinity Church, Kanata there, Tuesday, the twenty-first day of September, 2004, at five o'clock in the afternoon: which place and time the Presbytery of Ottawa met in regular session pursuant to adjournment.

Worship

The court assembled for worship, which was conducted by the host minister, W. L. S. Seaman, assisted by P. Winter. Mr. Seaman celebrated the Sacrament of the Lord's Supper, assisted by elders of the court.

Constitution

The moderator, P. Winter, constituted the court with prayer.

Installation of the moderator

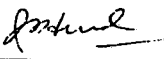
The moderator called forward the moderator-elect, C. C. Pettigrew, and asked of the court and the moderator-elect the appointed questions. Receiving satisfactory answers, he did by prayer install Mr. Peter as moderator of the Presbytery of Ottawa.

...

Roll Call

Members of the court present were: C. C. Pettigrew, Moderator; J. T. Hurd, Clerk; T. Boonstra, W. Hong, J. R. Wilson, A. M. Mitchell, J. L. Archibald, A. J. R. Johnston, D. I. Victor, W. J. Ball, G. Ament, and W. L. Menard, Ministers; M. Barrington, D. Brown, E. Brown, Karen Colenbrander, W. J. Cook, M. duCharme, J. Forsythe, W. Fyfe, Clinton Gaebel, C. Glennie, G. Hysert, A. D. Lee, Patrick Mackay, D. MacMillan, G. L. McCully, R. Passmore, L. J. Sampson, G. Thompson, and P. Winter, Elders.

...


J. T. Hurd,
Clerk.

Presbytery of Ottawa
Extract minute - September 21, 2004
Page 2

Regrets

Regrets were registered by G. L. Zimmerman, C. Wilson, A. Auret, Ministers; D. Herbert and C. Ball, Diaconal Ministers; and V. Cargill and H. J. McClemens, Elders.

...

Adjournment

It was moved by J. T. Hurd, seconded by A. M. Mitchell, that the court adjourn, the hour being 6:30 p.m.

Closing Prayer

The moderator led in prayer, and the court stood adjourned to meet again in the same place at half past seven o'clock.

C. C. Pettigrew,
Moderator.

J. T. Hurd,
Clerk.

Second Sederunt

In the same place and on the same date, at half past seven o'clock in the evening, the Presbytery of Ottawa met pursuant to adjournment.

Constitution

The moderator, C. C. Pettigrew, constituted the court with prayer.

Roll Call

In addition to those present at the first sederunt, L. M. Peter, Minister and L. Kovacs, Elder were in attendance.

Clerk's report on correspondence

It was moved by J. T. Hurd, seconded by R. Passmore, and agreed, that the clerk's report on correspondence, including the supplementary report, be received and considered.

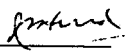
Clerk's report on correspondence

Further to the report presented to the last stated meeting on June 19, 2004, the clerk would report receipt of the following items of correspondence:

...

2004-99

From Ian Victor, dated June 28, 2004, being a dissent and complaint against the action of the Presbytery of Ottawa in adopting at the meeting of June 19, 2004 a resolution in response to the request of the session of Parkwood Church, Ottawa seeking the


J. T. Hurd,
Clerk.

Presbytery of Ottawa
Extract minute - September 21, 2004
Page 3

presbytery's sanction of a policy on proxy voting at congregational meetings recommended by the session and approved by the congregation;

...

Recommendations:

#4 - That item #2004-99 be received and transmitted to the Synod of Quebec and Eastern Ontario, and that the presbytery name two commissioners to represent it before the bar of the synod or any commission thereof.

...

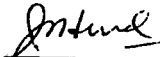
It was moved by J. T. Hurd, seconded by R. Passmore, and agreed, that recommendation #4 be adopted.

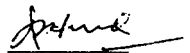
...

It was moved by A. M. Mitchell, seconded by G. Ament, and agreed, that power to issue be given to the moderator to name the commissioners to represent the presbytery at the bar of the synod.

The moderator named T. Boonstra and W. J. Ball as commissioners.

All of which is extracted from the records of the Presbytery of Ottawa at Ottawa this the thirtieth day of September in the year of our Lord two thousand and four and certified correct.


J. T. Hurd,
Clerk.


J. T. Hurd,
Clerk.

OVERTURE

Overture for an Employee Assistance Program for the Synod of Québec and Eastern Ontario

Whereas: There is no doubt that the pressures of ministry can and sometimes do take a terrible toll on Professional Church Workers, and that it is widely accepted that a significantly large number of Professional Church Workers leave their vocation at least partly due to questioning their call as a result of problems they are or have encountered, and

Whereas: Surveys have shown that the rate of suicide among ministers, while not the highest, is significantly above the national average, and

Whereas: Professional Church Workers experience the same problems and issues as other professions; overwork, alienation from their spouses due to their work, conflict with those whom they serve, alcoholism, drug abuse, and

Whereas: In addition many Professional Church Workers have faith crises since they often have not taken their time to maintain a healthy relationship with God because they have devoted inordinate amounts of time to caring for others, and

Whereas: Professional Church Workers are sometimes reluctant to tell anyone within their congregation or Session that they are having problems because it would create strain on the relationship between the Worker and his/her congregation or Session, and that studies have shown that the above relationship stressors are not conducive to appropriate boundaries which must exist between the Professional Church Worker and his/her congregation, and

Whereas: Although Presbytery in its role as corporate bishop has pastoral responsibility for Professional Church Workers, it also through committees and Commissions that the Court itself can and must also sit in judgment on its members, and

Whereas: Professional Church Workers are often uncomfortable in sharing information on personal problems or issues, as it may harm their relationship and standing with members of Presbytery, and

Whereas: While members of the congregation and ruling Elders may feel that they know the problems and pressures a minister undergoes, it is only a fellow Professional Church Worker who can fully comprehend the difficulties of this calling, and

Whereas: With the creation within Presbyteries of an employee assistance type program where confidentiality was guaranteed except in certain specified cases, the Professional Church Worker can safely explore personal issues with a fellow Professional Church Worker, and

Whereas: Within the framework of both our church polity and the laws of this Land guidelines within which the employee assistance program would operate need to be outlined, and

Whereas: The following would be the guidelines for volunteers involved with this program:

Absolute confidentiality is to be maintained with the exception of the following cases:

1. Sexual Abuse
2. An indication where the professional church worker is about to harm him/herself or a member of his/her congregation
3. A serious breach of the federal laws including the Criminal Code of Canada
4. Where the Professional Church Worker indicates that he/she wants the matter brought up to Presbytery

Whereas: There would be no specific reporting by these volunteers to the Presbytery except to indicate that volunteers have spoken to a (x) number of Professional Church Workers and have referred them to outside professionals if necessary, and

Whereas: Any breach of confidentiality by any volunteers working on this program should result from their immediate removal from the program, and

Whereas: It is understood that for this program to be an effective employee assistance program, volunteers need to come from beyond specific Presbytery bounds,

Therefore: The Presbytery of Seaway-Glengarry respectfully requests that the Synod of Quebec and Eastern Ontario, at their 130th Annual Meeting, institute this program within their bounds or do otherwise as it may deem best.

FINANCE COMMITTEE REPORT TO SYNOD - OCTOBER 15, 2004
(prepared September 25, 2004)

The following appendices form part of this report.

1. Audited financial statement to December 31, 2003 - Appendix A
2. Financial statement to September 30, 2004 (available at meeting) - Appendix B
3. Budget for 2005 - Appendix C
4. Report on 5 year Major Maintenance and Capital Projects program - Appendix D
5. Financial 5 year forecast and major projects at Gracefield - Appendix E
6. Water treatment facilities and White Pine Lodge septic system - Appendix F
7. Director's residence - Appendix G

MOTION: That the Finance Committee's report be received and considered.

AUDITED STATEMENT FOR 2003

David Milne, treasurer, presented the audited statement to December 31, 2003 as prepared by Mr. J.B. Hoyer CGA. (appendix A)

- (1) Funds available for Synod operations at January 1, 2003 were \$ 21,630 and at December 31, 2003 \$10,135 for an operating loss of \$11,495.
- (2) Regional staffing funds at January 1, 2003 were \$ 7,830 and at years end the account balance was \$ 0.
- (3) The 5 year Major Maintenance and Capital Projects program started the year with \$ 3,301 and received \$ 24,294 in donations with expenditures of \$ 24,272 leaving a balance at December 31, 2003 of \$ 3,323.

MOTION: That the auditors report be received and the audited financial statement at December 31, 2003 be adopted.

FINANCIAL STATEMENT TO SEPTEMBER 30, 2004

The statement will be available at the meeting (appendix B)

MOTION: That the financial statement for Synod to September 30, 2004 be received for information.

APPOINTMENT OF AUDITOR

MOTION: That a chartered accountant be retained to audit the 2004 financial statements.

PLEASE READ THIS REPORT AND APPENDICIES PRIOR TO THE MEETING TO SAVE TIME AT THE MEETING READING THE MATERIAL, Thanks.

2005 BUDGET (appendix C)

MOTION: That the 2005 budget dated September 25, 2004 be received and considered.

There are a number of significant changes in the budget for next year.

1. Due to the fact that we will be having an audit carried out by a Chartered Accountant to coincide with the change of treasurers we have increased the budget to ~~\$2,000~~^{\$2,800} from \$150 for 2005. (line 5)
2. The ever increasing costs to operate Gracefield Camp and Conference Centre requires an increase to \$47,000 next year. (line 18)
3. A water treatment facility will be required for Gracefield so we are budgeting ~~\$12,000~~^{\$4,000} for 2005. (line 21)
4. Gracefield needs to do major maintenance on the septic bed for White Pine Lodge, therefore \$3,000 has been budgeted against the cost. (line 26)
5. Next year we should contribute ~~\$2,000~~^{\$1,200} to our reserve fund to ensure that we are in a good financial position to deal with future emergencies. (line 31)
6. The Finance Committee under budgeted the expenses for Regional Staff last year at \$1,000. This year we did a detailed audit of these expenses and Synod's share is \$1,600 each next year. (lines 34/35)
7. *Sexual harassment training (line 45) up to \$2,500.*

MOTION That the budget be tabled until a later sederunt.

MOTION: That the 2005 budget dated September 25, 2005 (as presented) (as amended) be adopted.

5 YEAR MAJOR MAINTENANCE AND CAPITAL PROJECTS PROGRAM (appendix D)

MOTION That the July 2004 report on the 5 year Major Maintenance and Capital Projects program be received for information.

The attached report dated July 2004 is a summary of the program activity to date with projections for the expenditures for this year and next.

The expected expenses for the 5 year program have been revised to;

2004 Directors' residence	\$12,000 ^{\$6,000}	2005 Water treatment facilities	\$13,000
Water consultant	10,000	White Pine Lodge septic	3,000 ^{1,000}
Other projects	4,000 ^{4,900}	Other projects	5,100 ^{3,000}
Some adjustments may be necessary,		<i>Residence from Seavoy/Kengany</i> 6,000	

The program funding has not achieved the original goal but it has been very beneficial for the camp facilities. Our appreciation to the 3 Presbyteries, 22 Congregations and the 4 individuals who have supported the program. We are very concerned that the contributions continue so that we can achieve priorities.

The Finance Committee will recommend next year that the Synod continue to support this cause after the 5 year program is completed next year.

5 YEAR FORECAST

The forecast Appendix E is a draft prediction for the next 5 years based on todays information for the Synod's annual expenses. Also part of Appendix E is a summary of the known major projects for Gracefield Camp and Conference Centre that will require action in 2005.

There is a possibility of financial assistance from the Friends of Gracefield for the water treatment facilities. Any funds made available from that source would first reimburse the proposed use of reserve funds and secondly reduce the costs for Synod in 2005/2006.

WATER TREATMENT FACILITIES AND WHITE PINE LODGE (WPL) SEPTIC SYSTEM (appendix F)

The fees for the consultant that has been retained to study and develop a plan to implement water treatment and the septic system are being covered by the 5 year Major Maintenance and Capital Projects program (approximately \$10,000).

• • • • • 4

WATER TREATMENT FACILITIES AND WHITE PINE LODGE (WPL) SEPTIC SYSTEM continued

For the purpose of budgeting, we have assumed a \$35,000 expenditure for the treatment facilities and \$10,000 for the septic system.

Until next summer/fall we will not know exactly where we go from here.

MOTION: That the Finance Committee be encouraged to work with the camp representatives to obtain the best possible solution for potable water.

DIRECTOR'S RESIDENCE

MOTION, That the report on the director's residence appendix G be received and considered.

The cost of the well and septic system for the house were not included in the \$90,000 approved by Synod last year. In addition we will need new appliances for the house. A preliminary estimate for these items is \$25,000.

Synod 2003 approved the borrowing of up to \$25,000 for the residence. It will be necessary to borrow \$20,000 to cover the cost of the well, septic system and appliances. We have forecast \$4,600 / year to reduce the loan beginning in 2006 for 5 years (line 25 in the forecast)

We may receive support from the WMS towards the cost of appliances
MOTION: That the Synod approve the amount of approximately \$25,000 to provide a well, septic system and appliances for the residence.

MOTION: That the report on the director's residence be adopted.

MAJOR CONCERN

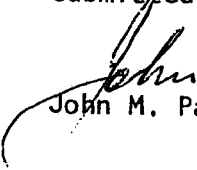
The contributions to the 5 year plan from churches that made pledges, other church donations and individuals are very slow coming in this year. In order to meet our commitments for the projects we need to receive these donations. Thank you.

We encourage any congregation or individual who has not contributed in the past to become involved in the program. You should note that there is a space at the bottom of your expense sheet for the Synod to donate your expenses back.

END OF FINANCE COMMITTEE'S REPORT

MOTION: That the Finance Committee's report as a whole and as amended be adopted.

Submitted by

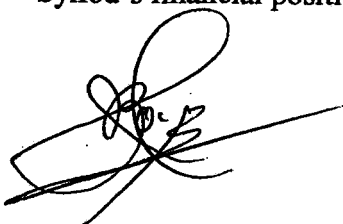

John M. Paul - Convenor Synod Finance Committee

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 Receipts and Disbursements for the Synod of Quebec and Eastern Ontario, Regional Staffing Statement and the Five Year Gracefield Camp and Conference Centre Major Maintenance & Capital Plan for the year ended December 31, 2003. 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, 2003, 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.

A handwritten signature in black ink, appearing to be 'J.B. Hoye', with a large, stylized flourish extending from the bottom left.

J.B. Hoye, CGA
September 23, 2004

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

Appendix I – page 56

**Audited Balance Sheet
As at 31 December 2003**

	<u>As at 31 December 2002</u>	<u>As at 31 December 2003</u>
Current Assets		
Bank Account	\$32,762	\$5,458
Non-Registered Guaranteed Investment Certificates, Scotiabank @ 1.6% - Cashable	0	8,000
Goods and Service Tax Refund Receivable	432	83
Total Assets	\$33,195	\$13,543
Liabilities		
Regional Staffing Expenses - See ABC Statement of Receipts and Disbursements for more details (Presbyterian Church in Canada and the Women's Missionary Society (WMS) has given the Synod advanced ABC Expense funds to pay for future ABC expenses)	\$7,193	\$0
Regional Staffing - Accrued Education Allowances	637	928
5 Year Capital Gracefield Camp & Conference Centre Plan	3,301	3,323
St. Andrew's, St. Lambert, Québec for Gracefield	6,500	0
Sub-Total Liabilities	\$17,631	\$4,251
Total Liabilities	\$17,631	\$4,251
Equity	\$15,564	\$9,292
Total Liabilities and Equity	\$33,195	\$13,543

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

Appendix I – page 57

**Audited Bank Reconciliation
Period Ending 31 December 2003**

Available from Bank Account 1 January 2003		\$32,762.21
Less: Area Education Consultant Funds Available		<u>\$7,830.45</u>
Less: Five Year Gracefield Camp & Conference Centre Plan		<u>\$3,301.00</u>
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	<u>\$82,672.25</u>	
Less: Total Disbursements for 2003	<u>-94,167.54</u>	
Surplus Available for Synod Operations Starting 1 January 2004	<u>-\$11,495.29</u>	-\$11,495.29
Regional Staffing for 2003		
Available from 2002 as at 31 December 2002	<u>\$7,830.45</u>	
Total Receipts from Womens' Missionary Society in 2003	<u>\$5,774.00</u>	
Refund from Revenu du Québec- Payroll Deductions 2003	<u>276.00</u>	
Total Disbursements for Regional Staffing in 2003	<u>-93,880.45</u>	
Surplus Available for Synod Regional Staffing Starting 1 January 2004	<u>\$0.00</u>	\$0
5 Year Gracefield Camp & Conference Centre Major Maintenance & Capital Plan for 2003		
Available from 2002 as at 31 December 2002	<u>\$3,301.00</u>	
Receipts in 2003	<u>18,794.20</u>	
Synod Transfer from the 2003 Operating Budget	<u>5,500.00</u>	
Total 5 Year Gracefield Capital Plan Disbursements for 2003	<u>-24,272.23</u>	
Surplus Available for 5 Year Capital Plan Starting 1 January 2004	<u>\$3,322.97</u>	\$3,322.97
Balance for General Synod Expenses, AEC Expenses and the 5 Year Major Maintenance and Capital Plan Gracefield Camp & Conference Centre 1 October 2003		<u>\$13,458.44</u>
Bank Statement Balance 31 December 2003		\$10,235.15
Outstanding Deposits		
Parkwood Donation to 5 Year Major Maintenance & Capital Plan	<u>\$521.00</u>	
Paul Heinzman Donation to 5 Year Major Maintenance & Capital Plan	<u>100.00</u>	
Total Outstanding Deposits		\$621.00
Less Outstanding Cheques		
- #760	<u>805.37</u>	
- #764	<u>663.22</u>	
- #766	<u>805.37</u>	
- #770	<u>249.07</u>	
- #771	<u>2,468.75</u>	
- #772	<u>79.63</u>	
- #773	<u>39.33</u>	
- #774	<u>286.97</u>	
Total Outstanding Cheques	<u>\$5,397.71</u>	5,397.71
Bank Balance 31 December 2003		<u>\$5,458.44</u>
Bank Balance 31 December 2003	\$5,458.44	
Non-Registered Guaranteed Investment Certificate	<u>8,000.00</u>	
Total Bank and GICs	<u>\$13,458.44</u>	
Less: Money Remaining for Education Allowance Payable	<u>\$927.85</u>	
Less: 5 Year Capital Gracefield Camp & Conference Centre Plan	<u>3,323.00</u>	
Available for Synod Expenses as of 1 January 2004	<u>\$9,207.59</u>	

L'EGLISE PRESBYTERIENNE AU CANADA

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

THE PRESBYTERIAN CHURCH IN CANADA

The Synod of Québec and Eastern Ontario

Audited Statement of Receipts and Disbursements

For the Period 1 January to 31 December 2003

	Actual 2002	Annual Budget 2003	Actual to 31 December 2003
Receipts			
Presbytery Assessments			
Québec	\$2,480	\$3,110	\$3,110
Montréal	29,160	26,335	26,335
Seaway-Glengarry	14,460	14,285	14,285
Ottawa	25,840	24,900	24,900
Lanark & Renfrew	10,660	11,170	11,170
Total Assessments	\$82,600	\$79,800	\$79,800
Donations & Other Receipts			
Goods & Services Tax Refund Received	\$0	\$0	\$341
Meal reimbursement from non-council member	0	0	7
Refund of Canada Youth - person cancelled for medical reasons	0	0	150
Quebec Sales Tax Refund for Gracefield Camp & Conference Centre - Received in error	0	0	2,368
Interest on Guaranteed Investment Certificates Cashed	0	0	6
Refund of Insurance Premiums	35	0	0
Total Donations & Other Receipts	\$35	\$0	\$2,872
Total Receipts	\$82,635	\$79,800	\$82,672
Disbursements			
Administration			
Synod Meeting	\$2,511	\$2,200	\$2,301
Minutes	430	800	0
Disbursements sub-total	\$2,942	\$3,000	\$2,301
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	\$534	\$800	\$439
Liability insurance	0	900	2,012
Conference	500	0	0
Clerk's Office sub-total	\$1,034	\$1,700	\$2,451
Disbursements (continued)			
Committee Expenses			
Synod Council	\$1,468	\$1,700	\$1,611
Youth	518	1,000	645
Sexual Abuse / Harassment	0	500	0
Mission/Outreach	570	700	1,089
Finance (including treasurer's expenses)	601	700	822
Regional Staffing	440	1,000	462
Gracefield Camp & Conference Centre Three Year Review	0	0	241
Committee Expenses Sub-total	\$3,598	\$5,600	\$4,876
Total Overhead Expenses	\$10,074	\$12,800	\$12,122

Programme costs and Mission related grants	Actual 2002	Annual Budget 2003	Actual to 31 December 2003
Gracefield Camp & Conference Centre			
Operating Grant	\$36,000	\$39,000	\$39,000
Gracefield Operating Deficit Contribution	\$0	\$0	10,000
5 Year Major Maintenance & Capital Gracefield Camp & Conference Centre Plan	3,100	5,500	5,500
Quebec Sales Tax Refund for Gracefield Camp & Conference Centre - Received in error	0	0	2,368
Church Loans Payment - St. Andrew/St. Paul, Montréal	5,000	0	0
Church Loans Principle & Interest Payment St. Lambert	2,425	3,500	6,825
Assembly Council Loan Principal Payment plus Interest	5,745	0	0
Synod Finance Gracefield Camp & Conference Centre Expenses	547	400	645
Total Gracefield Camp and Conference Centre	\$52,817	\$48,400	\$64,338
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 chrétienne	\$1,500	\$1,500	\$1,500
Regional Staffing			
Quebec Regional Staffing operating expenses	\$1,000	\$1,300	\$4,304
Eastern Ontario Regional Staffing operating expenses	1,000	1,300	4,304
Total Regional Staffing	\$2,000	\$2,600	\$8,608
Youth			
Youth Programs	\$0	\$1,000	\$2,000
PYPS	714	\$1,000	0
Canada Youth	0	\$2,000	1,600
Total Youth	\$714	\$4,000	\$3,600
Sexual Abuse / Harassment	0	\$2,500	\$0
Programme costs and Mission related grants sub-total	\$66,031	\$67,800	\$82,046
Total Disbursements	\$76,105	\$79,800	\$94,168
Surplus/(Deficit)	\$6,530	\$0	(\$11,495)

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 Regional Staffing Statement
Funded by the Women's Missionary Society & the Presbyterian Church in Canada
For the Period 1 January to 31 December 2003

	Actual 2001	Actual 2002	Actual to 31 December 2003
Receipts			
<u>PCC/WMS Grants for Regional Staffing Grants</u>	<u>\$50,905</u>	<u>\$85,368</u>	<u>\$85,774</u>
<u>Carried Forward into the New Year</u>	<u>1,659</u>	<u>5,423</u>	<u>7,830</u>
<u>Refund from Revenu du Québec- Payroll Deductions</u>	<u>0</u>	<u>0</u>	<u>276</u>
Total Available for Regional Staffing Stipend, Allowances and Expenses	\$52,564	\$90,791	\$93,880
Disbursements			
<u>Regional Staff for Presbytery of Montréal Stipend, Allowances and Expenses</u>	<u>\$30,637</u>	<u>\$42,939</u>	<u>\$49,133</u>
<u>Regional Staff for Eastern Ontario Stipend, Allowances and Expenses</u>	<u>\$16,504</u>	<u>40,021</u>	<u>44,748</u>
Total Disbursements	\$47,141	\$82,960	\$93,880
Net Surplus - for Regional Staffing	\$5,423	\$7,830	\$0

Audited Five Year Gracefield Camp & Conference Centre Major Maintenance & Capital Plan
For the Period 1 January to 31 December 2003

Receipts	Actual Annual 2001	Actual Annual 2002	Actual to 31 December 2003
Presbytery of Montréal	5,000	3,000	3,000
Parkwood, Ottawa	3,773	2,332	2,395
St. Paul's, Ottawa	1,500	1,500	1,500
St. John's, Cornwall	0	1,028	1,267
St. Timothy's, Ottawa	0	1,250	1,250
St. Stephen's, Ottawa	250	500	1,200
S. Elisabeth Neelin, Ottawa	5,000	2,000	1,000
Barbers & Rick Aubrey, Ottawa	0	0	1,000
Knox, Vankleek Hill	1,000	1,000	1,000
St. Andrew's, Kinburn	1,000	1,000	1,000
Trinity, Karata	1,000	1,000	1,000
St. Andrew's, Ottawa	0	4,291	1,000
Erskine, Ottawa	598	441	403
James Parker	0	0	400
Betty Parker (nee Mack)	0	500	0
Church of Covenant, Lansdowne	0	0	320
Knox Crescent Kensington and First Presbyterian, Notre Dame de Grace, Montréal	0	0	180
C. Chan	0	0	93
C. Glenne	0	0	20
Dave Milne	0	0	190
Jan Fraser	0	0	76
Kenyon, Dunvagan	200	200	200
St. Andrew/St. Paul, Montréal	100	100	100
Lorna I. Van Mossel	0	200	100
Paul Hienzman	0	100	100
Knox, Westport	200	250	0
Dunbar, Morrisburg	75	75	0
Maisonneuve-St. Cuthbert's, Montréal	250	0	0
Knox, Morrisburg	0	222	0
St. Andrew's, St. Lambert, Québec	0	210	0
St. Columba-By-the-Lake, Québec	0	139	0
St. Paul's, Winchester	0	73	0
Anonymous	0	60	0
Leggatt's Point	0	50	0
Total Receipts	\$19,946	\$21,521	\$18,794
Transfer from the Synod of Quebec & Eastern Ontario Operating Budget	\$1,700	\$3,100	\$5,500
Carried Forward Surplus Previous Year	0	907	3,301
Total Receipts Including Synod Transfer and Carried Forward	21,646	25,528	27,595
Credits from Gracefield Camp & Conference Centre for the Pavilion			
St. Andrew's, Ottawa		\$7,818	\$0
Insurance Claim Allocation		600	0
Total Available for Five Year Major Maintenance and Capital Plan	\$21,646	\$33,946	\$27,595
Disbursements	Actual Annual 2001	Actual Annual 2002	Actual to 31 December 2003
Pavillon			
Expenses paid by the Synod	\$0	\$13,722	\$15
2002 Credits from Gracefield Camp and Conference Centre for Expenses to Build the Pavilion (See Note 1)	0	8,418	0
Total Cost of the Pavilion	0	\$22,140	\$15
Vehicles - Astro van, Kubota tractor, tires & dump trailer	0	0	\$7,498
Entrance Road Maintenance	0	0	15,000
Picnic tables for the pavilion	0	0	1,625
Signs	0	0	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	\$24,272
5 Year Gracefield Camp & Conference Centre Major Maintenance & Capital Plan Reserve	\$907	\$3,301	\$3,323

Note 1 In 2002, 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
Le Synod du Québec et de l'Est de l'Ontario

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

Unaudited Balance Sheet As at 30 September 2004

	<u>As at 31 December 2003</u>	<u>As at 30 September 2004</u>
Current Assets		
Bank Account	\$5,458	\$15,267
Non-Registered Guaranteed Investment Certificates, Scotia Bank @ 1.1% - Cashable	8,000	8,129
Goods and Service Tax Refund Receivable	83	146
Capital		
Gracefield Camp & Conference Centre	1	1
Total Assets	\$13,543	\$23,543
Liabilities		
Regional Staffing Expenses - See Regional Staffing Statement for more details (Presbyterian Church in Canada and the Womens' Missionary Society (WMS) has given the Synod advanced Regional Staffing Expense funds to pay for future Regional Staffing expenses)	\$0	\$0
Regional Staffing - Accured Education Allowances	928	1,348
5 Year Capital Gracefield Camp & Conference Centre Plan	3,323	14,810
Total Liabilities	\$4,251	\$16,158
Equity	\$9,292	\$7,385
Total Liabilities and Equity	\$13,543	\$23,543

**Unaudited Bank Reconciliation
Period Ending 30 September 2004**

Available from Bank Account 1 January 2004		\$5,458.44	
Non-Registered Guaranteed Investment Certificate (GIC)		8,000.00	
Total Bank and GICs		\$13,458.44	
Less Regional Staffing Funds Available for Accrued Education Allowances		927.85	
Less Five Year Gracefield Camp & Conference Centre Plan		3,323.00	
Net Available in Bank Account & GIC for General Synod Expenses 1 January 2004		\$9,207.59	
Synod Operations for 2004			
Plus: Total Operating Receipts for 2004	\$59,270.58		
Less: Total Disbursements for 2004	-63,652.88		
Surplus Available for Synod Operations Starting 1 October 2004	-4,382.30		-4,382.30
Regional Staffing for 2004			
Available from 2003 as at 31 December 2003	\$0.00		
Total Receipts from Womens' Missionary Society in 2004	65,223.00		
Total Disbursements for Regional Staffing in 2004	-65,223.00		
Surplus Available for Synod Regional Staffing Starting 1 October 2004	\$0.00		\$0.00
5 Year Gracefield Camp & Conference Centre Major Maintenance & Capital Plan for 2004			
Available from 2003 as at 31 December 2003	\$3,323.00		
Receipts in 2004	11,487.20		
Total 5 Year Gracefield Capital Plan Disbursements for 2004	0.00		
Surplus Available for 5 Year Capital Plan Starting 1 October 2004	\$14,810.20		\$14,810.20
Balance for General Synod Expenses, Future Regional Staffing Expenses and the 5 Year Gracefield Camp & Conference Centre 1 September 2004			\$19,635.49

Bank Statement Balance 30 September 2004		\$15,266.73
Outstanding Deposits		
Parkwood Presbyterian, Ottawa	\$350.00	
Total Outstanding Deposits	\$350.00	\$350.00

Less Outstanding Cheques	
#855	\$829.20
#862	510.00
#867	829.20
#871	91.00
#873	46.00
#874	80.00
#876	220.00
#877	46.00
#878	53.82
#880	57.72
#881	60.00
#882	120.00
#883	75.00
#884	75.00
#885	75.00
#886	75.00
#887	75.00
#888	75.00
#889	75.00
#890	75.00
#891	75.00
#892	34.00
#893	75.00
#894	75.00
#896	33.00
#899	275.00

Bank Balance 30 September 2004	\$4,109.94	4,109.94
		\$11,506.79

Bank Balance 30 September 2004	\$11,506.79
Plus: Non-Registered Guaranteed Investment Certificates	8,128.70
Total Bank and GICs	\$19,635.49
Less Money for Regional Staffing Accrued Education Allowances	1,347.84
Less 5 Year Capital Gracefield Camp & Conference Centre Plan	14,810.20
Balance Available for Synod General Expenses as of 1 October 2004	\$3,477.45

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 2004

	Actual 2003	Annual Budget 2004	Actual to 30 September 2004
Receipts			
Presbytery Assessments			
Québec	\$3,110	\$2,637	\$2,987
Montréal	26,335	28,854	21,641
Seaway-Glengarry	14,285	11,247	8,247
Ottawa	24,900	24,045	18,034
Lanark & Renfrew	11,170	10,782	4,000
Total Assessments	\$79,800	\$77,565	\$54,908
Donations & Other Receipts			
Goods & Services Tax Refund Received	\$341	\$0	\$0
Meal reimbursement from non-council member	7	0	0
Refund of Canada Youth - person cancelled for medical reasons	150	0	0
Québec Sales Tax Refund for Gracefield Camp & Conference Centre - Received in err	2,368	0	4,234
Interest on Guaranteed Investment Certificates Cashed	6	0	129
Refund of Insurance Premiums	0	0	0
Total Donations & Other Receipts	2,872	\$0	\$4,362
Total Receipts	\$82,672	\$77,565	\$59,271
Disbursements			
Administration			
Synod Meeting	\$2,301	\$2,800	\$522
Minutes	0	800	210
Disbursements sub-total	\$2,301	\$3,600	\$732
Honoraria			
Clerk	\$1,600	\$2,000	\$1,000
Treasurer	800	1,000	500
Audit/review	100	150	150
Honoraria sub-total	\$2,500	\$3,150	\$1,650
Clerk's Office			
Photocopying, postage, communication	\$439	\$600	\$206
Liability insurance	2,012	1,500	1,194
Conference	0	500	275
Clerk's Office sub-total	\$2,451	\$2,600	\$1,675
Committee Expenses			
Synod Council	\$1,611	\$1,700	\$1,498
Youth	645	700	181
Sexual Abuse / Harassment	0	500	87
Mission/Outreach	1,089	700	706
Finance (including treasurer's expenses)	822	700	587
Regional Staffing	462	700	178
Gracefield Camp & Conference Centre Three Year Review	241	0	0
Committee Expenses Sub-total	\$4,870	\$5,000	\$3,237
Total Overhead Expenses	\$12,122	\$14,350	\$7,294
Disbursements (continued)			

Actual 2003 Annual Budget 2004 Actual to 30 September 2004

Programme Costs and Mission Related Grants

Gracefield Camp & Conference Centre

Operating Grant	\$39,000	\$40,500	\$40,500
Gracefield Operating Deficit Contribution	10,000	0	0
5 Year Major Maintenance & Capital Gracefield Camp & Conference Centre Plan	5,500	5,600	0
error			
by the Synod and sent to GCOCC	2,368	0	4,234
Church Loans Principal and Interest Payment St. Lambert	6,825	0	0
Synod Finance Gracefield Camp & Conference Centre Expenses	645	600	233
Total Gracefield Camp and Conference Centre	\$64,338	\$46,700	\$44,967

Camp d'action biblique

Camp d'action biblique	\$1,000	\$1,500	\$1,500
Facility Upgrade Program	3,000	5,000	5,000
Total Camp d'action biblique	\$4,000	\$6,500	\$6,500

Finance

Reserve Fund	\$0	\$2,015	\$0
Total Finance	\$0	\$2,015	\$0

Vie chretienne	\$1,500	\$1,700	\$1,700
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Regional Staffing

Eastern Ontario Regional Staffing operating expenses	\$4,304	\$1,000	\$885
Québec Regional Staffing operating expenses	4,304	1,000	885
Total Regional Staffing	\$8,608	\$2,000	\$1,770

Mission/Outreach

Program		\$300	\$0
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Youth

Youth Programs	\$2,000	\$1,500	\$0
PYPS	0	\$0	0
Canada Youth	1,600	\$0	0
Triennium	0	\$1,000	\$10
Leadership Training	0	\$1,500	\$25
Total Youth	\$3,600	\$4,000	\$1,335

Sexual Abuse / Harassment

	\$0	\$0	\$0
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Programme costs and Mission related grants sub-total	\$82,046	\$63,215	\$56,359
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Total Disbursements	\$94,168	\$77,565	\$63,653
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Surplus/(Deficit)

	(\$11,495)	\$0	(\$4,382)
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Unaudited Regional Staffing Statement

Appendix J – page 66

Funded by the Women's Missionary Society & the Presbyterian Church in Canada
For the Period 1 January to 30 September 2004

	Actual 2002	Actual 2003	Actual to 30 September 2004
Receipts			
PCC/WMS Grants for Regional Staffing Grants	\$85,368	\$85,774	\$65,223
Carried Forward into the New Year	5,423	7,830	0
Refund from Revnu du Québec- 2003 Payroll Deductions	0	276	0
Total Available for AEC Contract, Stipend and Expenses	\$90,791	\$93,880	\$65,223
Disbursements			
Regional Staff for Presbyteries of Quebec Stipend, Allowances and Expenses	\$42,939	\$49,133	\$34,369
Regional Staff for Eastern Ontario Stipend, Allowances and Expenses	40,021	44,748	30,854
Total Disbursements	\$82,960	\$93,880	\$65,223
Net Surplus - for Regional Staff	\$7,830	\$0	\$0

Unaudited 5 Year Gracefield Camp & Conference Centre Major Maintenance & Capital Plan
For the Period 1 January to 30 September 2004

Receipts	Actual Annual 2002	Actual 2003	Actual to 30 September 2004
The Presbytery of Seaway-Glengarry from the sale of South Mountain Church for Camp Managers' Residence	\$0	\$0	\$6,000
Presbytery of Montréal	3,000	3,000	0
Parkwood, Ottawa	2,332	2,395	1,280
St. Paul's, Ottawa	1,500	1,500	1,500
St. John's, Cornwall	1,028	1,267	0
St. Timothy's, Ottawa	1,250	1,250	1,250
St. Stephen's, Ottawa	500	1,200	0
S. Elisabeth Neelin, Ottawa	2,000	1,000	0
Barbara & Rick Aubrey, Ottawa	0	1,000	0
Knox, Vankleek Hill	1,000	1,000	0
St. Andrew's, Kinburn	1,000	1,000	1,000
Trinity, Kanata	1,000	1,000	0
St. Andrew's, Ottawa	4,291	1,000	0
Erskine, Ottawa	441	403	0
James Parker	0	400	200
Betty Parker (nee Mack)	500	0	0
Church of the Covenant, Lansdowne	0	320	150
Knox Crescent Kensington and First Presbyterian, Notre Dame de Grace, Montréal	0	180	0
T. Lloyd	0	0	73
D. Bryan	0	0	34
C. Chan	0	93	0
C. Glennie	0	20	0
Dave Milne	0	190	0
Ian Fraser	0	76	0
Kenyon, Dunvagan	200	200	0
St. Andrew/St. Paul, Montréal	100	100	0
Lorna I. Van Mossel	200	100	0
Knox, Westport	250	0	0
Dunbar, Morrisburg	75	0	0
Knox, Morrisburg	222	0	0
St. Andrew's, St. Lambert, Québec	210	0	0
St. Columba-By-the-Lake, Québec	139	0	0
St. Paul's, Winchester	73	0	0
Anonymous	60	0	0
Leggatt's Point	50	0	0
Paul Hienzman	100	100	0
Receipts	\$21,521	\$18,794	\$11,487
Synod of Quebec & Eastern Ontario	3,100	5,500	0
Carried Forward Surplus Previous Year	907	3,301	3,323
Total Available for the Five Year Program	\$25,528	\$27,595	\$14,810
Credits from Gracefield Camp & Conference Centre for the Pavillon			
St. Andrew's, Ottawa	\$7,818	\$0	\$0
Insurance Claim Allocation	600	0	0
Total Available for Five Year Major Maintenance and Capital Plan	\$33,946	\$27,595	\$14,810
Disbursements			
Pavillon			
Expenses paid by the Synod	\$13,722	\$15	\$0
2002 Credits from Gracefield Camp and Conference Centre for Expenses to Build the Pavillon (See Note 1)	8,418	0	0
Total Cost of the Pavillon	\$22,140	\$15	\$0
Vehicles - Astro Van, Kubota Tractor, Tires & Dump Trailer	0	\$7,498	0
Entrance Road Maintenance	0	15,000	0
Picnic Tables for the Pavillon	0	1,625	0
Signs	0	135	0
Exterior Emergency Exit	1,660	0	0
Boathouse Docks	1,689	0	0
Canoe Trailer	2,900	0	0
Mattresses	2,256	0	0
Total Disbursements	\$30,645	\$24,272	\$0
5 Year Gracefield Camp & Conference Centre Major Maintenance & Capital Plan Reserve	\$3,301	\$3,323	\$14,810

Note: 1. In 2002, 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.

	Actual 2003	Budget 2004	Budget 2005
<u>INCOME</u>			
Assessments	79800	77565.	94350
Other	<u>2872</u>		<u>88350</u>
	82672		
<u>EXPENDITURES</u>			
<u>ADMINISTRATION</u>			
1 Synod meeting	2300	2800	2400 3400
2 Minutes	0	800	800
<u>HONORARIA</u>			
3 Clerk	1600	2000	2000
4 Treasurer	800	1000	1000
5 Audit	100	150	2000 800
<u>CLERK'S OFFICE</u>			
7 Photo copies, postage, communications	440	600	500
8 Liability insurance	2010	1500	1700
9 Conference (1)	0	500	0
<u>COMMITTEE EXPENSES</u>			
10 Synod council	1610	1700	1750
11 Youth	645	700	500
12 Sexual abuse / harassment	0	500	500
13 Mission / outreach	1090	700	1000
14 Finance	820	700	800
15 Regional staffing	460	700	600
16 Pastoral assistance program	0	0	500 0
17 GCCC 3 year review	240	0	0
<u>PROGRAM COSTS AND RELATED GRANTS</u>			
<u>Gracefield Camp and Conference Centre</u>			
18 Operating grant	39000	40500	47000
19 Debt recovery grant	10000	0	0
20 5 year major maintenance	5500	5600	0
21 Water treatment facilities	0	0	10000 4000
22 St. Andrew's, St. Lambert loan	6825	0	0
24 Finance committee expense	645	600	600
25 Residence mortgage	0	0	0
26 WPL septic system	0	0	3000
27 Sales tax rebate	<u>2370</u>	0	0
<u>Camp d'action biblique</u>			
28 Operating grant	1000	1500	1500
29 Facility upgrade program	3000	5000	5000
<u>Finance</u>			
31 Reserve fund	0	2015	2000 1200

	<u>FINAL</u>	Actual 2003	Budget 2004	Budget 2005
<u>Vie chretienne</u>				
33	Operating grant	1500	1700	1700
<u>Regional Staffing</u>				
34	Eastern Ontario expenses	4305	1000	1600
35	Quebec expenses	4305	1000	1600
<u>Mission / outreach</u>				
37	Program	0	300	300
<u>Youth</u>				
39	Youth program	2000	1500	1500
40	PYPS	0	0	0
41	Canadian youth (2)	1600	0	0
42	Triennium (2)	0	1000	0
43	Leadership development	0	1500	1500
<u>Sexual abuse / harassment</u>				
45	Training (3)	0	0	2500
<u>TOTAL EXPENDITURES</u>		<u>94168</u>	<u>77565</u>	<u>88350</u>
<u>RESERVES</u>				
		<u>2002</u>		
48	Surplus (deficit)	(11495)	0 (5)	1200
49	Reserves December 31	21630	10135	11535
Missing numbers are no longer applicable			Ø Rounded off	

Notes.

- (1) Every 2 years
- (2) Every 3 years
- (3) Training subject to the approval of the Council of the individual and cost before registration
- (4) Fund to a maximum of \$ 30,000
- (5) Estimated surplus in 2004 is \$6,000 minus \$6,000 transferred to 5 year Major Maintenance program for White Pine Septic.

ASSESSMENTS	2003 \$ base	2003 %	2005 Assessments
Quebec	461,525	4.6	4,065
Montreal	3,477,540	34.7	30,660
Seaway / Glengarry	1,616,735	16.1	14,225
Ottawa	3,155,261	31.5	27,830
Lanark / Renfrew	1,313,261	13.1	11,570
	<u>10,024,707</u>	<u>100</u>	<u>88,350</u>

FIVE YEAR
MAJOR MAINTENANCE AND CAPITAL PROJECTS PROGRAM
Administered by the Synod Finance Committee for Gracefield

JULY 2004

Income - original target \$200,000
 current estimate for the 5 years \$135,000

We have been very encouraged with the support for the program which has provided significant improvements for the camp.

Earlier semi-annual reports covered in detail the projects in the first three years. (details available on request).

A preliminary outline for the use on the contributions for the final two years.

2004 Estimated contributions - \$ 28,000

Expenses - Directors residence	\$ 10,000 #
Consultants water report	5,000,
Report on existing well	2,000
Beaver Lodge repairs	11,000 #

There will be lots
of opportunity for
volunteers

2005 Estimated contributions - \$ 28,000

Expenses - Water treatment plant	\$ 15,000
Other building maintenance	13,000 #

*Refer to page 2 of the
report for revised
figures.*

RECENT AND NEW PROJECTS

"Pine View Room"

That is the name that an extension to the dining hall is being called. Last year Betty Mack Parker left a bequeath to the camp that was used to construct the addition. It is a 36'x24' extension to the dining hall as a separate carpeted room with a fireplace and a 3 section patio door facing the lake. A ideal place for meetings that are uninterrupted by other activities. (This project did not involve 5 year major maintenance program funds).

New residence for the camp directors

Synod 2003 approved the construction of a residence to replace the partially winterized cabin which has been in use for years. Funding is in place, plans are being developed, asite needs to be determined, septic and water services are under investigation. God willing they will be in the new residence before the snow flies this year.

Water Treatment Plant

Quebec government regulations will require the camp to provide a water treatment plant. Estimates run as high as \$60,000 but when a consultant's study is done a more accurate estimate will be available. The 5 year program intends to contribute \$15,000 in 2005. Balance of the financing will be by grants and the Synod budget.

If you have not been to Gracefield recently we think you would be impressed with recent improvements. Plan to go up as a couple or a group (Phone ahead) to fully appreciate the improvements.

John M. Paul - Convenor Synod Finance Committee (613) 828-2176 Telephone/fax,

THANKS FOR YOUR PRAYER AND FINANCIAL SUPPORT.

EXPENDITURES

Budget 2005	Forecast 2006	Forecast 2007	Forecast 2008	Forecast 2009
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ADMINISTRATION

1	Synod meeting	3400 2400	2400	2400	2400	2400
2	Minutes	800	800	800	800	800

HONORARIA

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

CLERK'S OFFICE

7	Photo copies, postage, communications	500	500	500	500	500
8	Liability insurance	1700	1700	1700	1700	1700
9	Conference (1)	0	500	0	500	0

COMMITTEE EXPENSES

10	Synod council	1750	1750	1750	1750	1750
11	Youth	500	500	500	500	500
12	Sexual abuse / harassment	500	500	500	500	500
13	Mission / outreach	1000	1000	1000	1000	1000
14	Finance	800	800	800	800	800
15	Regional staffing	600	600	600	600	600
16	Pastoral assistance program	0 500	500	500	500	500

PROGRAM COSTS AND RELATED GRANTSGracefield Camp and Conference Centre

18	Operating grant	47000	47000	47000	47000	47000
20	Major maintenance	0	0	5000	5000	5000
21	Water treatment facility	4000 12000	12000	0	0	0
24	Synod finance committee expenses	600	600	600	600	600
25	Residence mortgage (\$20,000 @ 5%)	0	4600	4600	4600	4600 + 1/2%
26	White Pine septic system	3000	0	0	0	0

Camp d'action biblique

28	Operating grant	1500	1500	1500	1500	1500
29	Facility upgrade program	5000	5000	5000	5000	5000

Finance

31	Reserve fund	1200 2000	0	4000	4000	4000
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Vie chretienne

33	Operating grant	1700	1700	1700	1700	1700
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Regional staffing

34	Eastern Ontario expenses	1600	1600	1600	1600	1600
35	Quebec expenses	1600	1600	1600	1600	1600

Mission / outreach

37	Program	300	300	300	300	300
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September 25, 2004

		Budget 2005	Forecast 2006	Forecast 2007	Forecast 2008	Forecast 2009
	<u>Youth</u>					
39	Youth program	1500	1000	1000	1000	1000
40	PYPS	0	1000	1000	1000	1000
41	Canadian youth (2)	0	2000	0	0	2000
42	Triennium (2)	0	0	2000	0	0
43	Leadership development	1500	0	0	0	0
	<u>Sexual abuse / harassment</u>					
45	Training (3)	2500 1000	1000	1000	1000	1000
	<u>TOTAL EXPENDITURES</u>	94350 88350	95600	92100	90600	88100

	<u>RESERVES (4)</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
48	Surplus (deficit)	(11495)	0 (5)	1200	0	4000	4000	4000
49	Reserves December 31	10135	10135	11335		15335	19335	23335

Missing line numbers are no longer applicable.

Future 5 year forecasts will adjust for cost of living and program changes each year.

Notes:

- (1) Every 2 years
- (2) Every 3 years
- (3) Training subject to approval of Council of the individual and the cost before registration
- (4) Fund to a maximum of \$ 30,000
- (5) Estimated surplus in 2004 is ~~\$4,000~~ ^{6,000} minus \$6,000 transfered to 5 year Major Maintenance program for White Pine septic.

RESIDENCE	Crabtree Foundation	\$ 60,000
	Ottawa Presbytery	25,000
	5 year Maintenance program 2004	12,000
		<hr/>
		\$ 97,000
	Loan	20,000
		<hr/>
		\$ 117,000
	Loan payback by Synod budget	
	\$4,600/year for 5 years starting in 2006	

WATER TREATMENT FACILITIES

5 Year Maintenance program 2005	\$ 13,000
Synod budget 2005	10,000
Synod budget 2006	12,000
	<hr/>
	\$ 35,000

SEPTIC BED FOR WHITE PINE LODGE

Reserves 2004	\$ 6,000
5 Year Maintenance program 2004	3,000 1000
Synod budget 2005	3,000
	<hr/>
	\$ 10,000

Synod Youth Committee

report to synod 2004

1. The Committee

- a. Members: Marilyn Savage [Lanark-Renfrew Rep], Christine Ball [Ottawa rep, Synod Staff], Peter Rombeek [convenor], Donna McIlveen [Seaway-Glengarry rep], Anita Mack [Montréal Rep, Synod Staff], Dorothy (and/or Alan) Herbert [Gracefield Rep], Nadine Fafard [corresponding member - camp d'action biblique], Ross Davidson [in leu Québec rep]
- b. Meetings: we meet 3 times and over e-mail and the phone.

2. Retreats

a. Grade 6-8

- i. Feb 28-29 at Knox, Vankleek Hill. We had lots of fun (games, Bible studies, crafts, sleigh ride & participated in the service). Knox was very good at providing us with meals. We slept at the church. We had participants from the Ottawa, Seaway-Glengarry & Montréal presbyteries.
- ii. The next retreat is **Oct 30-31 in Cornwall**. Calling All Saints - if you dare!!! This will have a combination of games, crafts and sessions. This is an excellent opportunity for churches with very few (one?) Children in the age group to show them there are others. It also provides a ready made retreat. We do need leaders. The cost is \$25. Registration can be made with Christine Ball at (613) 836-9658 or cball@magma.ca
- iii. We are considering a may retreat in Montréal for this age group.

b. Grade 9-12

- i. Feb 7-8 at St. Andrew's, Ottawa. We looked at making healthy decisions and played games and saw the ice sculptures and prayed around the centennial flame. We participated in the service. We slept at the church. We had participants from Lanark-Renfrew, Ottawa & Seaway-Glengarry presbyteries.
- ii. Sept 25-26 we had a great retreat at Gracefield. Our theme was prayer, which we looked at from several angles with Anita and Christine. Between the sessions there were games, ropes course, canoeing, crafts, campfire, the Labyrinth, worship prep (we co-led the worship with Westminster, Ottawa who were having their retreat) and the prayer walk. We had about 35 people with a balance of the sexes.
- iii. We are planning another retreat for this age group in Feb 19th -20th. We are hoping for Ottawa during Winterlude.

- c. Young Adult Retreat in Montréal, May 7-9. These retreats are called Roots & Wings. The 2003 edition was great. Both the participants and leaders had a fun time building community and engaging in deep discussions. The difficulty in organization was promoting it too early and finding male leaders.

- d. The Future: For these retreats to continue we need to bring new leadership into the events. At the moment we are particularly in need of male chaperones. We have used our resources and need help. If you think this is a good ministry **please suggest people for us to contact**.

3. Triennium

- a. Synod Representatives: Marcelo Wu, Hernan Wu, Aaron Tsay, Isamu Cheng, Melanie

Ho (Taiwanese-Robert Campbell, Montréal) with Maureen Cleary (Westminster, Ottawa) as our Adult.

- b. travel: Arrangements were made to join with a bus leaving from Crief Hills. Between SWO, T-K and our synod we were able to make a bus with one pick-up affordable. To get them to Crief we arranged to rent a mini-van (driven by Maureen). The cost was around \$300 for transportation. We subsidized this by around \$150 per person.

4. Leadership Development

- a. **Peer Ministry Trainers Training**: This is a program that trains and supports youth in counselling their peers from a Christian perspective. The training was held Friday, November 7 – Sunday, November 9, 2003 at Westminster Presbyterian Church, Ottawa. Pat Allison, Regional Staff and Youth Director, Atlantic Synod provided leadership with her daughter Naomi Young. Fourteen people from the Synod took the training (4 out of 5 presbyteries were represented, with no one from the Presbytery of Québec this time). This was a good beginning and a worthwhile undertaking.
- b. Bursaries of \$75 offered to Gracefield LITs (with Presbyterian church connections and not under full sponsorship) and YIM participants. A nice letter was included thanking them for their effort and encouraging them in future participation and leadership.
- c. **Youth Worship & Workshop & Forum**: November 20th in Vankleek Hill with Lunch and supper provided. This is an opportunity to participate in workshops on drama, music & tying it all together (reformed style). There will also be opportunities to share you ideas and experiences. To register contact: Kim Webster (613) 678-2570 or focusyouth@sympatico.ca
- d. **Discussion within the committee**:
 - i. we discussed the Faithful Response: The Policy and Procedures for the Protection and Care of Children, Youth and Vulnerable Adults in the Presbyterian Church in Canada. The committee agreed that the need for a policy is great, for both workers in the church and children, youth etc. who are a part of the church.
 - ii. Concern was expressed that youth workers serving in the bounds of the Synod should be receiving appropriate housing and allowances etc. It was agreed that such needs should be addressed through the respective presbytery first. The Synod Youth Committee agreed that congregations and presbyteries must look after the needs of youth workers and will continue to monitor difficult situations and help as needed. Youth workers must be affirmed in their work.
- e. We would also like to point out the availability of Cloud of Witnesses: an audio journal on youth, church and culture produced by the Princeton Theological Seminary Institute for Youth Ministry. Contributors to the journal include: Eugene Peterson, Kenda Creasy Dean, Jana Childers, Carol Miles and Robert Dykstra. You can ask for it to be mailed to you free or download it (also free). Visit www.ptsem.edu/iym for more information. Oh ya, they're FREE!!!

Respectfully submitted,
Peter Rombeek

REPORT OF SYNOD SEXUAL ABUSE AND OR HARASSMENT RESOURCE TEAM

The following are the current members of this team: Rev. Mark Bourgon, convener, Joycelyn Mackay, Rev. Ian McLean, Rev. Patricia Van Gelder

Additional members are needed for this committee to make it more effective.


Unfortunately, to date, efforts to increase the membership on this committee have not been fruitful.

The committee met on July 8th, 2004, and through discussions resolved to bring the following recommendations to the Synod:

- 1 - That at least one person from each presbytery within the synod bounds be part of this committee
- 2 - That the committee obtain and distribute pamphlets on sexual harassment and or abuse to the various presbyteries in the synod
- 3 - That presbyteries be encouraged to put on sexual abuse and or harassment seminars on a periodic basis (ie: 5 Years)
- 4 - That this committee meet with all presbytery and or harassment committees in a general meeting
- 5 - That funds for this resource team be preserved at existing levels for operational and training purposes as there is a need for training for its members.

This resource team sees its major function as acting as a resource to the various presbyteries in the event of a complaint of sexual abuse or harassment. This resource team may also have to deal with appeals from presbytery decisions which have not been forwarded directly to General Assembly. As well, another possible use of this team is the investigation of sexual abuse or harassment complaints arising from the operations of presbytery programs.

Submitted for your consideration,


Mark Bourgon
Convener

REPORT OF REGIONAL STAFF COMMITTEE
TO THE SYNOD OF QUEBEC & EASTERN ONTARIO
October 15 -16, 2004

The Regional Staff Committee has held two meetings this year. The first on April 14th and the second on September 15th. I am happy to report that we have a full committee - three appointed by the synod and three by the WMS synodical, plus the convener. As my time as convener ended with the meeting on September 15th, the committee has agreed to invite Henny Donkersteed, a member of the committee appointed by the WMS, to act as convener.

Recommendation #1

That Synod approve the decision of the Regional Staff Committee to invite Henny Donkersteed to act as convener of the Committee.

I was unable to attend the meeting on September 15th. Sheila Patterson graciously agreed to convene the meeting on my behalf. Attached is a proposed budget prepared by Anita Mack and Christina Ball as requested by the Regional Staffing Committee at its meeting on September 15th.

Recommendation #2

That Synod approve an expense budget of \$1500 for each regional staff worker for the year 2005.

I am wholly in agreement with the proposed budget. Both Anita and Christina have seen an increase in their responsibilities as churches have become more aware of their services. This, plus rising costs in postage, paper, etc. necessitates an increase in expense money in order to do a proper job.

The committee believes that the decision taken four years ago to have two part-time synod workers instead of one has solved many of the problems experienced in the past. We are delighted with the work Christina and Anita are doing in their respective presbyteries and the way they work together on synod events.

I have enjoyed working with the synod council and the regional staffing committee and wish to thank the council and the committee for their co-operation and interest.

Respectfully submitted,

Lois Klempa

CHRISTINE BALL: REGIONAL STAFF

Synod Staff Report 2004

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

I find the work with youth in the synod to be very rewarding because I have the opportunity to work with colleagues. This past year was a very busy year for youth activities. I have been busy working with the Synod Youth Committee and helped in the leadership of several youth retreats. Junior High Sleep over in Nov. 1-2nd, Winter Youth Retreat Feb 7-8th, Jr. High Sleep-Over Feb 28th-29th, Youth and Young Adults Retreat in Montreal May 7-9, Fall Youth Retreat at Gracefield this past September and of course the Triennium travel preparations. In Ottawa I have worked through the Worship and Witness Committee to support the work of Katie Munnik and other youth and young adults who plan and lead the Youth Worship each month. Last November 7-9th Peer Ministry Training for Leaders was offered to Synod Youth Workers and 13 leaders were trained to lead the Peer Ministry Training Course. At Westminster, Ottawa I was a co-leader of a Peer Ministry Training and feel that the youth and the leaders benefited greatly from the opportunity to develop their skills of ministry of listening, welcoming, sharing faith, dealing with conflict and authorities. I have also been volunteering one hour a week as a Pastoral Care Volunteer at A.Y. Jackson, a local high-school.

The WMS has invited me to their meetings and I have often lead worship, Bible studies or workshops for the Presbyterian meetings of Seaway Glengarry, Brockville and Lanark Renfrew. At Synodical Anita Mack and I led worship and arranged a Spirituality Centre for the delegates to experience.

One Mission highlight for me this past year was being able to arrange a special gathering of CGIT girls with Mary Nichol (a former missionary to India). This delightful evening celebrated the end of the girl's mission unit and fundraising for the Bhil People of India. Mary shared her stories, experiences and pictures with the CGIT members, leaders, parents and guests. The evening was completed with Mary presenting the mission badges to the CGIT girls and surprising them with a gift of an Indian coin.

I have welcomed the opportunity to be invited by churches through out Eastern Ontario to meet with and speak to sessions and congregations. I have assisted two congregations as they undertook a NCD survey. I have participated in several Elders Training and Workshops including a couple of workshops dealing with the new Policy for the Protection of Children, Youth and Vulnerable Adults, conflict management, an elders workshop at Moose Creek on the role of elders and I helped organize a Elders Institute Workshop in Ottawa. I have enjoyed numerous meetings with CE committees and sessions to discuss curriculum and Christian Education program options. This fall I was very pleased that Knox Manotick hosted a Teacher Training Event and agreed to open it up to other congregations to attend. The group tackled the topics of Story Telling and Teaching Children with Special Needs.

I have enjoyed have the opportunity to work with Anita Mack on various projects. It is nice having a co-worker. I thank the ministers, elders and congregations that have supported me this year, the Synod Staffing Committee for encouraging our work and the Synod for allowing me to attend the "First Six Years Conference in Moncton last spring.

SYNOD/SYNODICAL REGIONAL STAFF REPORT: Presbyteries of Quebec & Montreal - October 2004

Over the years I have learnt that, when people ask me about my job, the title 'Regional Staff' or 'Christian Education Co-ordinator' do not explain much. Especially with the non-church crowd, these terms have proven rather baffling. So, these days I tend to use words like 'Event Planner and Workshop Leader'. Here are a few examples of events and workshops that I have had the pleasure of planning and/or leading.

- *To my delight, the Services with & for young People in the Presbytery of Montreal, which take place every other month, appear to be well Established - with attendance usually around 80. I still do most of the publicity and background work for these services, but the young people are becoming increasingly involved in shaping and leading them.
- *Under the auspices of the Synod Youth Committee, there have been a handful of Weekends Away for a variety of age-groups (see Synod Youth Committee Report).
- *2004 was a Triennium year and I was thrilled that 5 young people from the Taiwanese Robert Campbell church were keen to be Synod delegates for this event. Figuring out transportation was quite the puzzle, but through a co-ordinated effort between myself, Adult Advisor Maureen Cleary from Ottawa, Christine Ball and the Synod of South Western Ontario, we managed to get the young people safely there and back.
- *Again this year, both the Montreal Presbyterial and several local WMS groups honoured me with leadership roles at their meetings.
- *I organised 2 Elder Training Workshops in conjunction with the Elders' Institute. One attracted excellent attendance, the other..... oh well.
- *The Rev. Barry Forsyth of Sherbrooke, and I co-led a workshop on 'Transmission de la foi aux enfants' from a Presbyterian perspective at the ROQ (Réseau œcuménique de Québec) annual meeting. Presenting a workshop *tout en français* was a first for me.

All in all, I have had another year full of blessings and I wish to thank the Regional Staffing Committee, the Synod/Synodical (thanks for the laptop!), colleague Christine for their wisdom and support.

Respectfully submitted,
Anita Mack
anitamack@sympatico.ca

Synod of Québec and Eastern Ontario

Terms of Reference and Job Description for Treasurer

1. The Synod of Quebec and Eastern Ontario of The Presbyterian Church in Canada (hereinafter called "the synod") shall appoint a treasurer.
2. The appointment of a treasurer is without term and is at the will of the synod.
3. The treasurer is expected to attend the annual meeting of the synod (usually held in October for a day and a half) and any emergent meetings of the synod, should such be called.
4. The treasurer is ex officio a member of the Synod Council and is expected to attend meetings of the Synod Council (which are usually held three times a year, each for a few hours in a location convenient for the members of the Council).
5. The treasurer is ex officio a member of the Finance Committee of the synod, and is expected to attend meetings of the Finance Committee, as called by the convener.
6. The treasurer is expected to possess a suitable level of education and/or experience related to accounting and/or financial administration; experience in accounting within a church setting is advantageous and desirable.
7. An honorarium for the treasurer is set and paid by the synod.
8. In addition to attendance at the meetings indicated above, the treasurer is responsible to fulfill the following duties (which normally involve on average one to two hours of work per week throughout the year):
 - (a) To maintain in the name of the synod accounts as authorized by the synod with chartered banks to hold the synod's funds;
 - (b) To hold along with others appointed by the synod the signing authority on such account or accounts;
 - (c) To deposit in the synod's accounts all monies properly remitted to the synod;
 - (d) To pay obligations of the synod by cheque as authorized within the synod's annual budget as adopted or by special resolution of the synod or its council lawfully mandated;
 - (e) To maintain in either electronic or hand-written form a ledger including all relevant particulars of financial transactions and adequate vouchers or documentation accounting for all transactions;
 - (f) To handle payroll for those employed by the synod;

(g) To remit source deductions for payroll to the federal and provincial governmental authorities as required;

(h) To prepare and distribute charitable income tax receipts for donations received;

(i) To prepare and file the annual registered charitable financial return as required by the federal and/or provincial governmental authorities;

(j) To report in written form in advance of each meeting of the synod council current financial statements including a balance sheet and a year-to-date statement of revenue and expenditure;

(k) To prepare financial statements including a balance sheet and a year-to-date statement of revenue and expenditure in advance for submission to the annual meeting of the synod;

(l) To assist the Finance Committee in the preparation of a proposed annual budget for the synod;

(m) To provide in a timely fashion financial statements and supporting documentation to those appointed by the synod to conduct the annual financial review and/or audit.

STANDING ORDERS

**3.4.6 SYNOD RESOURCE TEAM ON SEXUAL ABUSE AND/OR HARASSMENT
(as adopted)**

- 3.4.6.1 The Convener and the membership of the team shall be appointed by Synod.
- 3.4.6.2 The membership of the Resource Team will consist of a minimum of 5 people, balanced as possible, with female and male, clergy and lay, including representatives from each Presbytery and persons with experience in the church and community.
- 3.4.6.3 The Resource Team will be a resource to Presbyteries within the Synod; they will also provide and encourage education and a database of resource information.
- 3.4.6.4 As the Presbytery of Ottawa is responsible for the management of Gracefield Camp and Conference Centre, allegations of sexual abuse and/or harassment relating to the operation of Gracefield Camp and Conference Centre will be dealt with through the Presbytery of Ottawa.
- 3.4.6.5 The Resource Team will keep up-to-date with resources through various means such as reading, discussions, and courses.
- 3.4.6.6 The Resource Team will meet at least once a year to discuss and plan how to be helpful to the Synod, Presbyteries and Congregations.

The Presbyterian Church in Canada

Presbytery of Ottawa

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

The Rev'd Mr. Cedric C. Pettigrew, Moderator

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

October 5, 2004.

The Synod of Quebec and Eastern Ontario,
c/o Mrs. Donna McIlveen, 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 the Gracefield Camp and Conference Centre, begs to submit the following report for the year 2003-2004.

The Presbytery of Ottawa received at each of its stated meetings during the year, except for the one in March, 2004, a report from the Gracefield Operating Committee.

At the stated meeting in November, 2003, the court received and adopted a report including the schedule of camps for 2004. The court also took notice that a most satisfactory accreditation report from the Association of Camps of Quebec had been received by the committee. The presbytery approved a special grant of three thousand dollars to the Gracefield Operating Committee to offset costs associated from a leave of absence of one of their summer staff in 2003 arising from directives of a committee of the presbytery.

The court also approved that if necessary the Presbytery of Ottawa would provide from its Extension Fund up to \$25,000. as a grant and up to \$25,000 as a loan for the erection of the new directors' residence.

At the January, 2004 stated meeting a proposed budget for 2004 anticipating total revenue of \$310,750 and expenditure of \$308,765 was presented, considered, and adopted.

The report to the stated meeting on May 18, 2004 drew to the court's attention a significant and unaffordable increase in insurance costs. In reviewing this problem with the Synod Council at its meeting May 20, 2004, the Council was pleased to provide the following guidance: "That Synod Council advise the Gracefield Operating Committee with respect to the insurance as follows: a) that adequate liability insurance be maintained and b) that property insurance coverage on older buildings, i.e. other than White Pine Lodge, be reduced or eliminated if financially necessary."

A most satisfactory highlight of the year occurred in June, when the court held its stated meeting at the Gracefield Camp and Conference Centre, and conducted as part of that meeting a Service of Dedication for the addition to White Pine Lodge, known as Pineview. Some 25 members of the court were present, in addition to some members on the appendix to the roll and others associated with the work of the presbytery. The record of the second sederunt of that meeting includes the following:

In the same place and on the same date, at half past one o'clock in the afternoon, the court assembled for worship, which began at 1:35 p.m., led by the summer staff of Gracefield, including prayers led by Mr. Derek Krunys, Programme Director, and Katherine Ward. The moderator dedicated the addition to White Pine Lodge, named Pineview, "to the worship of Almighty God and the service and fellowship of the people who live in this community and all who visit here throughout the year" and in loving memory of Betty Mack-Parker and Stan Mack.

The court sang the paraphrase of Psalm 121, "Unto the hills around do I lift up", accompanied on the piano by Mr. Colin Mack.

At the same meeting, the Presbytery received and adopted the financial statements for the year ended December 31, 2003, copies of which are appended to this report.

At the stated meeting in September, 2004, the court received a report on the ministry during the summer, indicating a total attendance of 236 campers of whom thirty-five percent were youth in high school. For this the presbytery joins the Gracefield Operating Committee in giving thanks to God.

The Gracefield Operating Committee also reported that two major site problems require immediate attention. The first is that the new water quality requirements of the Province of Quebec mean that certified testing and treatment of what is essentially good quality lake water must be undertaken. The initial findings from the engineering study (which we are advised will likely cost between ten and twelve thousand dollars before finished) indicate that an installation of an ultra-violet system at an approximate cost of \$25,000 to \$35,000 should meet the requirements, avoiding the prospect of constructing a filtration plant at a cost of \$300,000. The second problem is that the septic system servicing White Pine Lodge appears to be inadequate, both in terms of the original design and on account of increased use arising from the expansion. We are advised by the Gracefield Operating Committee that an outlay of approximately \$12,000. will be required to replace the septic system bed with an enlarged and satisfactory one. The Gracefield Operating Committee reports that it has received some assurance from the Finance Committee of the Synod that the Five Year Capital and Maintenance Campaign will attempt to cover the costs of these two items.

The Policy and Planning Committee of the Presbytery of Ottawa which is charged with the responsibility of nominating committees of the court was pleased to recommend to the court that, in conformity with the terms of the mandate given to the Presbytery of Ottawa to oversee the work of the Gracefield Operating Committee, three members of the presbytery be appointed to the Gracefield Operating Committee. The court appointed Messrs. John R. Wilson and William J. Ball, Ministers; and Mr. John G. Davidson, Elder, effective September 21, 2004, and named Messrs. Wilson and Ball as co-conveners. The presbytery is also aware that the Gracefield Operating Committee has also suffered some losses among its membership due to resignations, and is eager to solicit additional members for the committee both from within and beyond the bounds of the presbytery.

In receiving the report of the Gracefield Operating Committee on September 21, 2004, the presbytery also took note of higher than anticipated costs for property taxes, audit fees, and general maintenance costs in part due to increased use of larger facilities, and echoes the concern of the Gracefield Operating Committee that a deficit for this year's operations appears likely.

The court is aware that the current and accumulated deficit is presently being carried by

internal borrowing against the special foundation grant received and earmarked for the construction of the new directors' residence. This situation cannot continue and must be addressed for the long-term health of the synod's camping ministry.

It was moved by J. R. Wilson, seconded by A. J. R. Johnston, and agreed, that the court adopt and endorse the recommendation contained in the report of the Gracefield Operating Committee, as follows: "that Synod and Presbyteries consider a fundamental review of a long term support and promotion strategy for Gracefield Camp and Conference Centre consistent with the Mission, Vision and key elements of the overall program outlined in our strategic plan that was developed last year, and that the Presbytery of Ottawa advise the Synod of Quebec and Eastern Ontario to return to the 1997 funding levels as quickly as possible.

All of which is respectfully submitted,

For the Presbytery of Ottawa,

J. T. Hurd
William J. Ball.

Gracefield Camp and Conference Centre

**Financial Statements
December 31, 2003**

Review Engagement Report	2
Financial Statements	
Operations and Change in Net Assets	3
Cash Flows	4
Financial Position	5
Notes to Financial Statements	6 - 7

Comptables agréés
Société en nom collectif

Chartered Accountants
General Partnership

Review Engagement Report

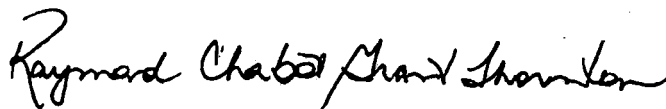
To the Synod of Quebec and Eastern Ontario of the Presbyterian Church in Canada:

We have reviewed the financial position of Gracefield Camp and Conference Centre as at December 31, 2003 and the statements of operations and changes in net assets and cash flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by the Centre, except as stated below.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

In common with many charitable organizations, the Centre derives revenue from donations, the completeness of which is not susceptible of satisfactory review. Accordingly, we were not able to determine whether any adjustments might be necessary to donation revenues, excess of revenue over disbursements, assets and net assets.

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 donations referred to in the preceding paragraph, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.



Chartered Accountants

Ottawa, Canada
April 6, 2004

2505 St-Laurent
Ottawa, Ontario K1H 1E4
Tel: (613) 236-2211
Fax: (613) 236-6104

Membre de Grant Thornton International

Member of Grant Thornton International

Gracefield Camp and Conference Centre

Operations and Change in Net Assets

Year ended December 31, 2003
(Unaudited)

Appendix T – page 88

3

	2003	2002
	\$	\$
Revenue		
Camp and off season revenue	187,675	204,748
Donations	95,773	34,391
Synod grants	73,123	66,670
Miscellaneous	5,880	6,443
	<u>362,451</u>	<u>312,252</u>
Disbursements		
Salaries and benefits	135,884	126,209
Building projects	76,897	26,310
Utilities	14,099	15,083
Maintenance	31,323	9,889
Property taxes	6,712	7,757
Insurance	11,086	9,025
Automobile operations	8,606	8,055
Staff travel	315	505
Food services	54,661	54,858
Fundraising professional services		3,000
Equipment	14,404	13,689
Publicity	3,896	3,831
Office	9,447	9,919
Professional fees	2,850	4,350
Interest and bank charges	2,135	2,474
Bus transportation	8,445	8,009
Program supplies	3,215	5,055
Merchandise for resale	6,494	8,750
	<u>390,469</u>	<u>316,768</u>
Excess of disbursements over revenue	(28,018)	(4,516)
Net asset deficiency, beginning of year	(22,325)	(17,809)
Net asset deficiency, end of year	<u>(50,343)</u>	<u>(22,325)</u>

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

Gracefield Camp and Conference Centre

Cash Flows

Year ended December 31, 2003
(Unaudited)

Appendix T – page 89

4

	<u>2003</u>	<u>2002</u>
	\$	\$
OPERATING ACTIVITIES		
Excess of disbursements over revenue	(28,018)	(4,516)
Non-cash items		
Changes in working capital items (Note 3)	<u>68,480</u>	<u>(3,612)</u>
Net increase (decrease) in cash	40,462	(8,128)
Cash, beginning of year	<u>4,667</u>	<u>12,795</u>
Cash, end of year	<u>45,129</u>	<u>4,667</u>

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

Gracefield Camp and Conference Centre

Financial Position

December 31, 2003
(Unaudited)

Appendix T – page 90

5

	<u>2003</u>	<u>2002</u>
	\$	\$
ASSETS		
Current assets		
Cash	45,129	4,667
Accounts receivable	<u>12,213</u>	<u>8,469</u>
	<u>57,342</u>	<u>13,136</u>
LIABILITIES		
Current liabilities		
Accounts payable and accrued liabilities	15,377	7,882
Deferred contributions (Note 5)	<u>92,308</u>	<u>27,579</u>
	107,685	35,461
NET ASSET DEFICIENCY		
Net asset deficiency	<u>(50,343)</u>	<u>(22,325)</u>
	<u>57,342</u>	<u>13,136</u>

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

On behalf of the Board,

Director

Director

Gracefield Camp and Conference Centre

Notes to Financial Statements

December 31, 2003
(Unaudited)

Appendix T – page 91

6

1 - GOVERNING STATUTES AND NATURE OF OPERATIONS

The Centre is a camp facility owned by the Synod of Quebec and Eastern Ontario of the Presbyterian Church in Canada. It is managed by the Gracefield Operating Committee, a Sub-committee 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 2003 were \$14,404 in equipment (2002 - \$13,689) and \$76,897 of building project costs (2002 - \$26,310) of which \$70,681 was for the dining hall (2002 - \$21,765 for the picnic pavilion). The net asset deficiency of \$50,343 (2002 - \$22,325) 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.

Gracefield Camp and Conference Centre

Notes to Financial Statements

December 31, 2003
(Unaudited)

Appendix T – page 92

7

3 - INFORMATION INCLUDED IN THE STATEMENT OF CASH FLOWS

The changes in working capital items are detailed as follows:

	<u>2003</u>	<u>2002</u>
	\$	\$
Accounts receivable	(3,744)	321
Accounts payable and accrued liabilities	7,495	240
Deferred contributions	<u>64,729</u>	<u>(4,173)</u>
	<u>68,480</u>	<u>(3,612)</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, 2003.

5 - DEFERRED CONTRIBUTIONS

	<u>2003</u>	<u>2002</u>
	\$	\$
Jemima Rae Restricted Fund	10,414	13,093
Campership Fund and other deferred contributions	7,825	13,065
Mack Memorial Restricted Fund	12,169	1,421
Vision Capital Fund	1,900	
Harold Crabtree Grant	<u>60,000</u>	
	<u>92,308</u>	<u>27,579</u>

The Jemima Rae Fund is restricted for the purpose of purchasing camp equipment. The Mack Memorial Fund was used to fund the expansion of the dining hall. The Harold Crabtree Grant was received at the end of the year and will be used for the director's residence.

6 - COMPARATIVE FIGURES

The amounts shown as comparative figures have been audited.

GRACEFIELD OPERATING COMMITTEE
SYNOD OF QUEBEC AND EASTERN ONTARIO

Convener's Report

On behalf of the Gracefield Operating Committee (GOC), I would like to present the following report.

Summer Camping Experience

With much thanksgiving to the graciousness of God, and with thanks also to those who worked so hard to improve the spring outlook on camper numbers, we are pleased to report that we hit our budgeted target of campers. This was reached with 236 campers of which 188 were full fee paying and 48 were through full or partial sponsorships.

In a preliminary overview of camping patterns, we note that cabin based camping is decreasing and specialty camps (Night Owl, tripping and wilderness camps) are increasing in popularity. Our Leaders in Training program was oversubscribed. What is helpful for the church to note is that 35% of participants in our summer camping program are high school youth, denoting, we feel, a positive Christian connection with youth that is encouraging.

Camper participation according to Presbyteries breaks down in the following categories.
OTTAWA 92, MONTREAL 17, LANARK AND RENFREW 6, SEAWAY GLENGARRY 22, QUEBEC 0. TOTAL SYNOD ATTENDANCE IS 137 CAMPERS, PRESBYTERIAN CHURCH ELSEWHERE 3, AND OTHER DENOMINATIONS 96 CAMPERS.

This years' summer Bible Study program went very well. "Join the Party" was very well received by staff and children as well. The staff continue to be a credit to the gospel of Christ and worked very well together. We wish to offer thanks to them for their deep commitments to Gracefield and to the mission work of the gospel in which they are a significant part.

Status and Outlook for Gracefield Camp and Conference Centre (GCCC) Finances

1. Current Status. The results to the end of August are very close to budget, with the exception of expenses due to property/school taxes (\$5,000), the audit fees that are \$1,000 higher than forecast, and nominally higher expenses for busing and general maintenance. Group Rentals continue to be a major contributor to our overall revenue, with \$30,000 of this being directly attributable to the Dining Hall extension, Pineview.
2. Year-end Outlook. With the above noted extra costs, the current bookings for the rest of the year, forecasted donations, we expect to end the year with a \$10,000 deficit for 2004. Unless we can increase our summer camper registrations to approximately 300 campers, which would optimize the use of existing minimum program staffing levels, we will have no choice but to raise overall fees by at least 5% to break even in the future, unless there is significant increase in Synod/Presbyteries support.
3. 2005 Budget and Major Capital. An initial estimate of the 2005 budget is an increase of 5-7% over 2004. This reflects some staff increases, notably for office administration and a further extension of the work period for the Maintenance Director. These two positions are essential to

be able to manage both the summer season as well as the income generating infrastructure which is in use all year round. Goods and utility costs continue to increase and we cannot avoid reasonable maintenance activities if we wish to maintain the camp facilities at a reasonable standard for the long term. Operating revenues must also provide some support for the adequate maintenance of existing and new capital construction projects.

Two major capital projects require immediate attention. The first is a water treatment system to meet Québec's water quality standards, and the second is the septic system at White Pine. We were required to engage the services of an engineer. Through the Association des camps du Québec, we secured preferential rates, but engineering fees alone will cost \$10,000-\$12,000 before we are done, depending on the type of treatment system we have to install. The initial findings from the engineering study suggest that the lake water quality is high enough that we MAY be able to meet standards by installing an ultra-violet system at a cost of approximately \$25-35,000, far less than that of a full filtration and treatment system (perhaps \$300,000). Extensive tests October through December and April through June are required to validate the lower cost solution. This additional testing will add approximately \$2500 to our usual water test costs.

It now appears the septic drainage tile bed for White Pine will have to be replaced, as it seems to be plugged and overflowing. Its original design capacity was minimal by today's standards and the expansion and increased year round use of the facilities requires replacement and expansion. Preliminary estimates for this work are \$12,000. John Paul has agreed to attempt to fund both these projects from the five year capital projects funds, but GCCC should attempt to cover some portion from the increased operating revenues.

The maintenance of a sustainable financial situation at Gracefield continues to be a major challenge. There continues to be increasing competition amongst a wide range of camps for attendees. Increasingly stringent requirements from regulating bodies, and costs of mandated liability protection have resulted in dramatic cost increases, not to mention the overall inflationary trends for personnel, food, utilities and maintenance materials.

These challenges suggest that a review of the overall financial model is in order. For example, in 1997, total operating costs were \$202,000, with revenues of \$219,000. Synod support was \$45,000 (22.5%) and donations \$20,000 (10%). Year end forecasts for 2004 show operating costs of \$310,000, revenues of \$300,000, Synod support of \$40,500 (13%), and donations of \$35,000 (12%). If Synod support had been maintained at its 1997 percentage level, we would have received in excess of \$65,000 this year, and this level of support over the past seven years would have resulted in balanced budgets and elimination of the accumulated deficit that will quite possibly exceed \$60,000 by year end.

Even if we achieve a balanced budget in future years, we have to urgently address the accumulated deficit as it is not sustainable. As soon as we use the Designated Funds for the Jemima Rae Fund and the Crabtree grant for the Director's residence we will have to finance this

accumulated deficit from commercial sources since we have no other cash flow reserve... It must also be recognized that failure to use the funds in a reasonable time frame for the purpose granted means that the funds must be returned to the donors.

The consequences of failure to address the approximately \$60,000 accumulated deficit will be an even greater increase in camping fees or synod may have to consider the economic viability of continuing those activities which generate and increase the deficit. Unfortunately, these happen to be the primary mission of the Centre in the delivery of its summer children's and family camps, a prospect which none of the members of the GOC considers wise.

Group rentals outside the traditional summer camping season are an increasing portion of total usage and revenues for Gracefield, largely due to the capacity and attractive character of the Pineview Room extension to White Pine. This latter usage, however, demands extended periods of maintenance coverage as well as placing greater demand on the existing White Pine facilities, pointing to the mandatory allocation of increased maintenance budgets. If we do not keep current with life-cycle maintenance, we will be faced with unaffordable repairs in the near future.

Gracefield is clearly an attractive facility that continues to contribute in a major way throughout the year to the Presbyterian and Christian ministry for our youth, families and many church groups. It is recommended that Synod and Presbyteries consider a fundamental review of a long term support and promotion strategy for GCCC consistent with the Mission, Vision and key elements of the overall program outlined in our strategic plan that was developed last year. We further recommend **THAT THE SYNOD OF QUEBEC AND EASTERN ONTARIO RETURN TO THE 1997 FUNDING LEVELS AS QUICKLY AS POSSIBLE.** Nominal support by congregations, Presbyteries and Synod can ensure a sustainable vibrant program for this Christian mission.

It is also further recommended by the Gracefield Operating Committee that the Synod give its approval in principle for the GOC to attain a mortgage on the property of up to \$60,000. This will enable us to finance our operating deficit, proceed with the construction of the Director's Residence, ensure the uninterrupted financial operating of Gracefield Camp and Conference Centre, achieve a much better interest rate than an unsecured line of credit, and allow the Gracefield Operating Committee to provide for the debt elimination within its budgeting process.

Respectfully Submitted,

Rev. William Ball, co-Convener of the Gracefield Operating Committee

Early August Dorothy Herbert was able to retain a consultant to do an initial study as required by the Quebec government for potable water supply for the camp for a fee of \$1,500. The initial report was submitted on August 25.

The camp operates 2 water supply systems from the lake. One for the entire camp (shut down for the winter) and the other for White Pine for winter operation.

The consultant has estimated the cost of a full filtration plant at \$100,000 but is confident that UV treatment of the water with chlorine added will meet the requirements. This alternative would cost less than \$25,000. If turbidity is a problem with the supply, it could be treated with filtration, UV and chlorine for less than \$35,000. He is pleased with the quality of water from the lake. Testing the two supplies, the camp supply in October, May and June and the White Pine in November, December and April is required for water quality. Flow meters to be installed to determine requirements for the whole camp.

In order to simplify the water treatment facilities, the consultant has suggested a new water line from the camp pump house to White Pine (approx 1000') to permit the installation of one treatment facility in White Pine Lodge. An alternative may be to run the existing line for White Pine out another 1000 feet into the lake.

The next phase of consultant work, based on the water testing results will include treatment system evaluation, cost estimates and recommendations which will be submitted in July 2005 at a cost of \$3,500.

Plans and specifications and government approval of the proposed system would follow at a cost to design a UV/chlorine system at approximately \$5,000.

Construction could start in October 2005.

During the consultant's site visit in early August another problem was identified. The septic bed in front of White Pine is showing signs of clogging. The bed is 15 years old but a grease interceptor was only installed in the kitchen 5 years ago, meaning that the grease was being dumped into the septic bed for 10 years, likely the cause of the problem. The existing bed does not meet the current requirements of the Quebec government. An evaluation will cost \$400

The consultant has provided the information necessary to carry out the investigation of the septic bed which is proceeding with a volunteer on site.

It has been confirmed that the septic bed must be replaced

At the 2003 Synod meeting approval was given for the Finance Committee to provide a new residence for the camp directors for up to \$90,000. The committee was empowered to solicit funds and borrow up to \$25,000.

On the fund raising side of the project we had very positive results. The Gracefield Camp and Conference Centre applied for a grant from the Harold Crabtree Foundation and received \$60,000. The Finance Committee requested financial support from the Ottawa Presbytery and received a grant of up to \$25,000 and the opportunity to borrow up to \$25,000. In addition the Synod's 5 year Major Maintenance and Capital Projects has designated \$12,000 this year for the residence. Summary \$97,000 in grants and a loan of up to \$25,000. With this kind of support within a month of the Synod's decision to proceed with the residence indicates our Lord's endorsement of the project.

\$90,000 is still our target for the construction of the residence utilizing volunteers in the construction. There will be other expenses for a well, septic system and appliances estimated at \$25,000.

In March 2004 the finance committee met with guests familiar with the housing construction industry. Our thanks to Arnold Wepler, Ottawa and Robert Scott, Perth for their valuable input. The committee addressed a wide range of alternatives for construction including interior and exterior finishes.

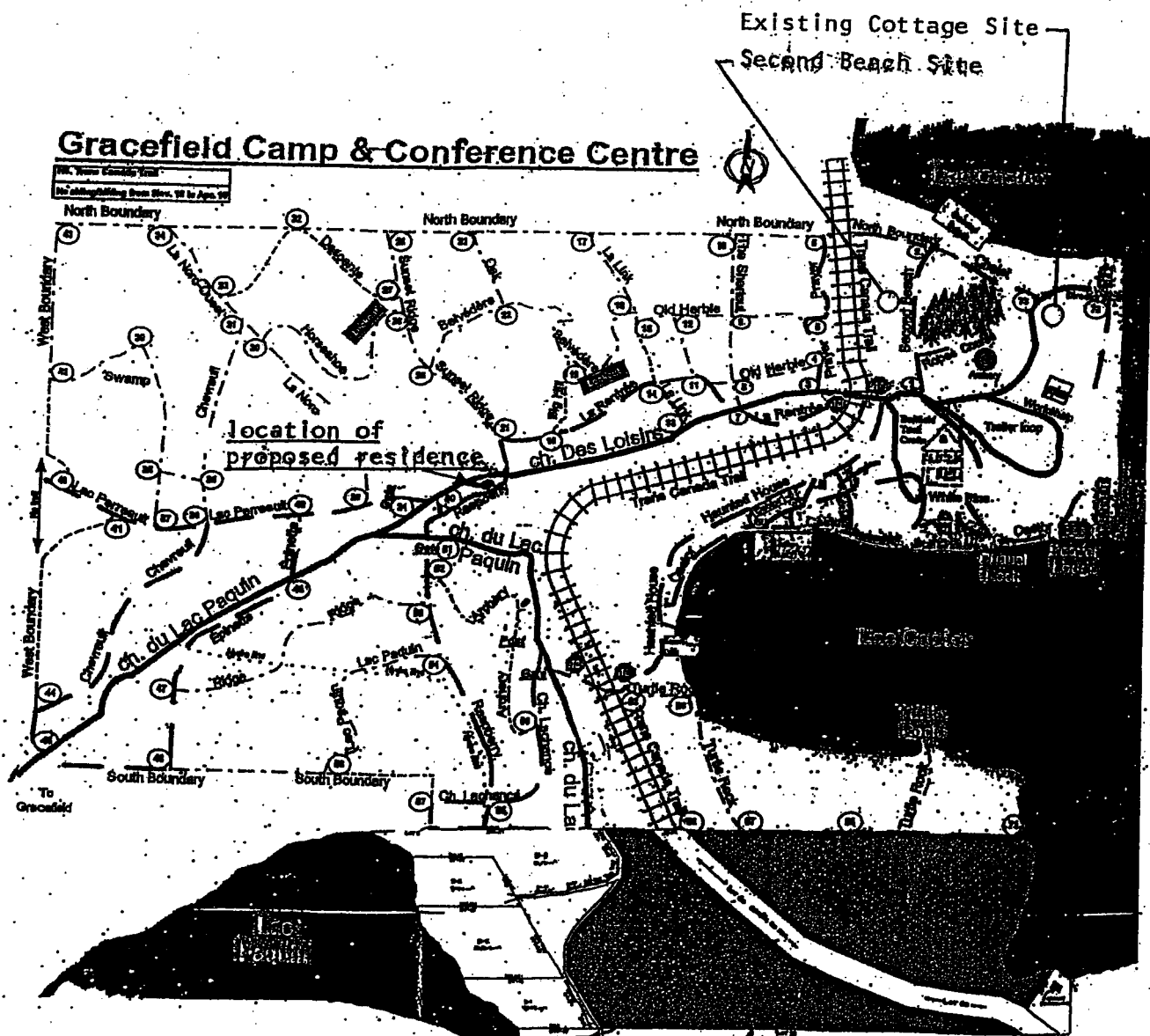
It was decided to proceed with a 3 bedroom bungalow in the 1100-1200 square foot size. A prefabricated unit by Modulex was decided on so that a significant portion of the work could be carried out by volunteers. In April a number of steps were in place (1) determine the depth of bed rock and choose a site. (2) investigate well and septic system possibilities and (3) to obtain preliminary prices from contractors for foundation, erection of the shell, electrical and dry wall. Unfortunately my emergency admission to hospital in early May that lasted 2 months, resulted in very little being accomplished of our identified initial steps. No plans were in place for follow up in the event I was incapacitated. During the summer we attempted to do catch-up on the project but ran into difficulty attempting to get prices from local contractors.

Our expectation of completing the residence this year, has evaporated. If we can get a few issues resolved we may be able to drill a well and pour a foundation this fall.

In September, test holes were drilled at 5 locations to determine the depth of the overburden to facilitate the construction of a basement and septic system for the residence.

The site in the vicinity of the existing cottage, bed rock was encountered at less than a foot. Another site close to second beach was ruled out due to the cost of extending hydro and access road and it is an area that is being considered for future development of the camping area. Two sites at the access road to the camp inside the main gate have over 5 feet of sand so the construction of a basement is possible.

The final site was decided at a meeting at Gracefield on September 9 on the south side of the road. Hydro is available at this location and access will be a short driveway off the main road. This is a location that could serve future development on the north side of the road. Refer to sketch below.



Camp d'action biblique

Financial Statement

BALANCE JAN 1, 2004			\$ 13,614.93
CAMP FEE FROM 2003	\$	290.00	
CHEQUE NOT CASHED 2003	\$	25.00	
REGISTRATIONS - WK 2	\$	6,905.00	
- WK 3	\$	1,965.00	
- WK 4	\$	305.00	
- WK 5	\$	7,075.00	
- WK 6	\$	7,050.00	
- WK 7	\$	6,540.00	
FALL RETREAT	\$	535.00	
RENTAL	\$	1,868.61	
DONATIONS	\$	6,477.88	
ROBERT FUND	\$	1,000.00	
PRES OF QC - ANNUAL GRANT	\$	1,000.00	
PRES OF MONTREAL	\$	2,000.00	
SYNOD OF QC AND EAST ONT - OPERERATING GRANT	\$	1,500.00	
SYNOD OF QC AND EAST ONT - UPGRADE	\$	5,000.00	
PRAISE AND WORSHIP	\$	241.89	
CCI TRAINING	\$	25.00	
MEALS	\$	36.00	
TSHIRTS	\$	89.00	
TUCK	\$	19.73	
SALE OF FOOD	\$	20.00	
REPLACEMENT OF NSF CHEQUES AND S/C	\$	430.00	
	\$	50,398.11	
HONORARIUMS	\$	10,937.50	
HYDRO	\$	592.18	
BELL	\$	742.50	
PROPANE	\$	347.97	
STATIONERY	\$	623.10	
POSTAGE	\$	364.40	
PROGRAM	\$	2,445.17	
FOOD	\$	13,161.27	
PROPERTY	\$	9,057.30	
CCI	\$	50.00	
TRAVEL - FAFARDS	\$	390.00	
GAS - VAN/ CHAINSAW/ TRACTOR	\$	278.97	
INSURANCE	\$	3,226.00	
NSF CHEQUES AND S/C	\$	975.00	
ADVERTISEMENT - THE RECORD	\$	12.00	
GESPRA	\$	207.05	
BOX RENTAL	\$	86.27	
CITQ	\$	218.55	
AUDITOR	\$	30.00	
PRES OF QC - DONATIONS SENT FOR RECEIPT	\$	1,505.00	
	\$	45,260.23	
TRUE BOOK BALANCE SEPT 19, 2004		\$ 5,147.88	
		\$ 18,762.81	

HELD IN ACCOUNT FOR WASHROOMS FROM 2003	\$ 4,000.00
PRESBYTERY OF MONTREAL FOR UPGRADE OF FACILITIES	\$ 1,000.00
SYNOD OF QC AND EASTERN ONT FOR UPGRADE OF FACILITIES	\$ 5,000.00
PRESBYTERY OF MONTREAL FOR SPECIAL PROJECT	\$ 2,000.00

CHERAN DOLLARD - TO BE USED SPECIFICALLY FOR PURCHASE OF BOARD GAMES. She mentioned bingo, taboo, Scategories JR

\$ 129.30

\$ 12,129.30

CREDIT WITH SYSCO QUEBEC - The account was paid when the bill in, but a cheque was also given to the driver when he made delivery.

\$ 1,369.60

Some Additional Facts - CAB - 2004

7. The following is the status of property projects:

- a. The new cabin (#8) has been constructed next to the Chapel. The finishing touches on the siding and construction of the bunk beds are all that remains. All material has been purchased. The total cost for the cabin is \$4,000;
- b. The staff room off of the dining hall has been divided into two separate rooms;
- c. A sink at the entrance to the dining hall was added;
- d. The pond dredging has been delayed to the spring of 2005;
- e. New Washroom Complex. The project is estimated to cost \$40,000 and needs to be done in the next year if at all possible. A minimum of \$30,000 would be required to undertake the project. The possibility of taking out a loan is being investigated. A commitment from the Presbytery and Synod to support this project with an indication of planned contributions in future years would help the committee with the difficult decisions to be made;

8. The final numbers for 2004 were:

- a. Campers 171; (150 last year.)
- b. Staff 101 (including pre-camp and Praise & Worship week); (some repeats)
- c. Praise & Worship Evenings 100; and
- d. Fall Retreat 35 (including 4 staff).

MEMORIAL RECORDS

The Presbytery of Seaway-Glengarry

THE REVEREND SAMUEL JOHN KENNEDY

Born in County Antrim on June 29th, 1915, Samuel John Kennedy passed away peacefully in St. Catharines, Ontario, surrounded by his family, on Monday, March 15, 2004, after a lifetime of adventure in God's service. He was predeceased by his beloved wife of 44 years, Anna Maria McBride (1989), and is the loving father of Graham and his wife Catharine (St. Catharines), Trevor and his wife Susanne (Montreal), and Laurence (predeceased in India, 1952), and proud grandfather of Jane, Rachel and husband Matthew McKay, Alison, Jean-Michel, and Laura.

The call to be a missionary in India necessitated rigorous study towards entrance exams at Trinity College, Dublin, and then Assembly's College in Belfast, all a long-way from Limnaharry and the Kennedy farm, which was a crown grant in 1760. Ordination in First Church, Ahoghill (1941), and appointment to India was subject to World War II, and led to service with the YMCA, first in Iceland and then Nigeria, before an opening in Calcutta, and the beginning of mission work in Gujarat with the Irish Presbyterian Mission. It was here that Samuel and his new bride, Anna began their family and the call and vision that had been a part of his life for so long.

After twelve years in India, Samuel and Anna accepted an appointment with the Mission Board of the Presbyterian Church in Canada, at Whitewood and Broadview, in Saskatchewan, November 1956. It was somewhat of a change in climate from Ahmedabad, but every bit as friendly and welcoming, as the prairie congregations showed their love and warmth to the new Irish minister and family just arrived from India. In 1960, the Kennedys were called to Knox Church (latterly St. Andrew's), Fort Frances, for a memorable and rewarding pastorate of 18 years. Then in 1978, Samuel and Anna moved to St. Paul's, Kemptville, where he finished his ministry near their grandchildren in Ottawa.

Remembered in India for church-building skills, including architecture and masonry, Samuel Kennedy was noted for the warmth and pastoral care of his people, the beauty and language of his prayers, the sensitivity and depth of his sermons, and the respect he showed to others, including all Christians. The God of Love revealed to us in Jesus Christ touched and shaped his life at every turn, adding strength through times of sadness and illness, and encouragement when the clouds of life seemed dark and menacing, reminding him that God can use weakness, suffering and inadequacy to accomplish great things for Christ's Church, world, and work.

Samuel's funeral service was ably conducted at his home church in Canada, St. Paul's, Kemptville, led by the minister, the Rev. Paul Chambers. The Kennedy grandchildren read the lessons, and his son, Graham added words of remembrance. Bob Martin, the moderator of the Presbytery of Seaway-Glengarry, took part, the choir and soloist added their own special notes, and the pall bearers (St. Paul's Elders) did what good Christians are supposed to do, carrying him to rest. So now, he's gone to glory, and the world, a little poorer at his passing, says thank-you to God for his life.....

In His will is your strength; in His will is your peace; In His will, our salvation (S.J.K.)

THE REVEREND EARL F. SMITH

The Rev. Earl F. Smith entered into rest at the age of 90 years on Monday, April 19, 2004 in Kemptville, Ontario. He was married to Marjorie who predeceased him on February 29, 2004. Earl was born in Owen Sound, Ontario, and was a member of St. Andrew's Presbyterian Church, Owen Sound. He was active in the congregation, leading in Bible Study and working with the

young people. Earl heard the call to full-time ministry and graduated from The Presbyterian College, Montréal in 1947. Earl served his Ordained Missionary appointment at Robert Campbell Memorial Church in the Presbytery of Montréal. He then went to the Presbytery of Guelph where he was inducted into St. Andrew's Church, Hespler on May 20, 1948. Earl served there until March 22, 1953. Earl then went to serve in the Presbytery of Brockville (now the Presbytery of Seaway-Glengarry) and was inducted on March 25, 1953 into First Church, Brockville. During his years in Brockville, Earl provided many opportunities and activities for young people and their numbers grew under his leadership. He is also credited with starting the Presbyterian Women at First Church in 1957. Earl served at First Church in Brockville until December 31, 1961.

On January 11, 1962, Earl was inducted into Runnymede Church, in the Presbytery of West Toronto. Earl was then called to Park Lawn Church in the same presbytery and was inducted on September 9, 1965. Earl served at Park Lawn Church until March 31, 1979, when he retired.

Earl and his wife Marjorie moved back to Brockville, upon their retirement. They continued their love of life, spending as much time together as possible. They enjoyed the more leisurely pace that was now theirs and for a time wintered in Florida. Marjorie was a tremendous help to Earl in his ministry and was a helpmate and partner throughout their life together. Earl was also a helpmate and partner to Marjorie, caring for her with great love. In their beautiful log home along the St. Lawrence River, Earl and Marjorie entertained and enjoyed having people over. Thoughtful conversation was engaged in, always tempered with a wonderful sense of humour. Earl was an avid reader and had a tremendous love for music. He was devoted to the classics and spent much time listening and sharing the glorious sound of music. In his retirement, Earl and Marjorie would worship at various churches in the area, where Earl would at times offer to share his gift of music by accompanying the organist on the piano. He is fondly remembered and appreciated by the many whose lives he touched. He was a humble man, self-effacing and a true gentleman. He was a man of prayer, offering prayer, especially for those who were struggling. And Earl was a man of great faith, who was ready "to go home". At the time of his death, Earl was surrounded by his children, Marjorie Lou Barati of Chicago, Illinois, and Michael Dean Smith of Langley, British Columbia.

THE REVEREND JACOB VANDERWAL

The Rev. Jacob Vanderwal, a retired Minister of the Presbyterian Church in Canada, passed away peacefully on April 17th, 2004, in the Cornwall Community Hospital, in his 90th year. He was predeceased by his beloved wife Willy Marie in 1998, and is survived by their children and spouses, Hendrika, Johannes, Frits, Willy Marie, and Gerben. Jacob (or "Jake", by which he preferred to be known) is also survived by 14 grandchildren. As a dearly loved father, he in turn, "loved all his children equally".

Jake was born in 1914, in Rotterdam, the Netherlands, where he received his elementary and secondary education. He worked at various vocations for a number of years, one of which was as a glazier. When his homeland came under Nazi occupation during World War II he secretly joined the Dutch Resistance, rising to the rank of Colonel. He was ably assisted by his wife in various clandestine operations. As he often said jokingly, "at night I blew up windows, and in the daytime I replaced them".

Jake and Willy Marie with their growing family emigrated to Canada in 1951, settling for a short time in Dundas, Ontario, before moving on to Eastern Ontario. They lived for a number of years in the little village of Farran's Point, before it was inundated by the new St. Lawrence Seaway. While there he offered his gifts to overworked clergy to provide worship services in the small nearby Presbyterian

Church in Aultsville on the weekends, in which ministry his talented wife served as his organist. During the week Jake applied his knowledge of pipe and steam fitting to local Cornwall industries.

Having “heard the call to Ministry” he enrolled in The Presbyterian College, Montreal, as a General Assembly student in 1957. He graduated in 1960 with fond memories of both faculty and students. While at the College, he served as Married Student in the pastoral charge of Knox, Moose Creek where his passion for the Gospel of Jesus Christ, garbed in plain language, became well known.

Jake served the following pastoral charges in his active years – Knox, Campbellton, N.B. (1960-1964); St. Andrew’s, Upper Melbourne, and Richmond, in the Eastern Townships of Quebec (1964-1969); and St. Matthew’s, Montreal (1969-1977). He came out of a planned retirement to minister to St. Luke’s, Finch and Knox, Crysler from 1977-1981. While serving as the Stated Supply (half time) in this charge Jake was also engaged as a chaplain/counselor at the Provincial Training School for Youth, in Alfred, Ontario. He had the capacity to “connect” with these troubled youth in their teens and to help them return to responsible life in society. Upon retirement he and Willy Marie returned to the Moose Creek area to enjoy many happy years together.

A well attended Service of Worship as a Witness to the Resurrection was held in St. John’s, Cornwall, on April 21st, officiated by the Rev. Ruth Draffin, assisted by the Rev. Robert Martin and the Rev. Dr. Fred Rennie, long time associates of Jake during his ministry in Presbytery of Glengarry. Interment took place on June 12th in Tayside Cemetery, Moose Creek, Ontario.

The Rev. Jacob Vanderwal was a fine Christian gentleman, committed to the Christian faith. From his broad experience he could relate the gospel message to working people in a practical and meaningful way. He was immensely proud of his Reformed heritage, and is worthy of the commendation of his Lord; “Well done, good and faithful servant”.

The Presbytery of Ottawa

LARRY WALTON

Larry Walton was summoned from our midst on May 23, 2004. The Presbytery of Ottawa joins the session and congregation of St. Andrew’s Church, Stittsville in mourning his passing and in giving thanks to God for his service and witness. Although a member of this court as representative elder for only four years, his faithful and passionate representation of the interests and concerns of the session and congregation of St. Andrew’s Church was informed and undergirded by some twenty years of service as an elder at Stittsville, in which his leadership in many areas including the Sunday school and in improving access to the church building is held in high esteem.

The Presbytery of Ottawa remains particularly grateful along with the congregation of Gloucester Church, Ottawa for his willingness to answer the call of the presbytery to stand in the breach and serve as an assessor elder at Gloucester during the past year and a half. His eagerness to tackle problems and to contribute to finding solutions was an encouragement to many.

The Presbytery of Ottawa record and expresses our thanksgiving to God for his life and service and expresses our sympathy to his family.

THE REVEREND WILLIS EDWIN SAYERS

Willis Edwin Sayers was born December 31, 1924 in Nassagawega Township, Ontario. In 1944 he enlisted in the armed forces, and was honourably discharged the following year, 1945, with the end of World War II. He pursued his education at the University of Toronto, obtaining the degrees Bachelor of Arts and Master of Arts. Answering a call to ministry, he enrolled at Knox College, Toronto, in the fall of 1950, and graduated in the spring of 1953 with the diploma of the college.

Mr. Sayers was ordained to the ministry May 26, 1953 at Meaford, Ontario, by the Presbytery of Barrie, and inducted into Knox Church, Meaford, where he served until 1957, when he moved within the presbytery to the four-point charge of St. Andrew's Church, Creemore, Dunedin, East Nottawasaga, and Knox Church, Hornings Mills.

He was translated on September 29, 1959 to the Presbytery of Peterborough, which conducted a service of recognition on October 23, 1959 for his appointment to the three-point charge of Old St. Andrew's Church, Colborne, St. Andrew's Church, Brighton, and St. Paul's Church, Lakeport.

On September 1, 1964, Mr. Sayers took up an appointment to serve in the Presbytery of Halifax and Lunenburg at a church extension work known as Woodlawn, Dartmouth, which was renamed Iona Church, and which he served until June 20, 1968.

Mr. Sayers accepted a call to the three-point charge of St. Andrew's, Avonmore, St. James Church, Gravel Hill, and St. Andrew's Church, Monkland, in the Presbytery of Glengarry, and was inducted on July 5, 1968, serving until September 2, 1974, when he was translated to the Presbytery of Ottawa.

Inducted on September 5, 1974, to the two-point charge of St. Andrew's Church, Lucerne, Québec (known after 1978 as St. Andrew's Church, Aylmer, Québec) and Cushman Memorial Church, Hull, Québec, Mr. Sayers served within our bounds until 1983. He also continued his studies, completing the Master of Pastoral Studies degree at Saint Paul University, Ottawa.

On February 3, 1983, he was inducted to the two-point charge of Burns Church, Milverton, and North Mornington, by the Presbytery of Stratford-Huron. From this service he retired on August 3, 1987, and returned to reside within the Presbytery of Ottawa, and affiliated with Parkwood Church, where he joined the choir.

He was admitted as a ruling elder of the session of Parkwood Church, Ottawa, on September 17, 1989, and continued to serve until his death on his 79th birthday, December 31, 2003.

Willis is survived by his five children: Rosanne (Roger) O'Neil; Lorraine (Kelvin) Fickes; Caley; Kenzie (Theresa); and Sheryl (Richard) King; twelve grandchildren; and one brother, Grant, of Priceville, Ontario.

The funeral was held from Parkwood Church, Ottawa on January 3, 2004, conducted by the Rev'd Mr. J.T. Hurd.

The session of Parkwood Church, Ottawa and the Presbytery of Ottawa record thanksgiving to God for his life and service, and express heartfelt sympathy to the family.

MODERATORS OF THE SYNOD OF QUÉBEC AND EASTERN ONTARIO 1945- 2004

<u>YEAR 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 McE'wain, 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

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<u>YEAR 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
2004 Ottawa	Charlene E. Wilson, B.A., B.Th., M.Div.	Ottawa