

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

**MINUTES AND REPORTS**

**The 134<sup>th</sup> Synod Meeting  
November 21<sup>st</sup> and 22<sup>nd</sup>, 2008**

**St. Matthew's Presbyterian Church  
Ingleside, Ontario**

**THE PRESBYTERY OF SEAWAY-GLENGARRY**

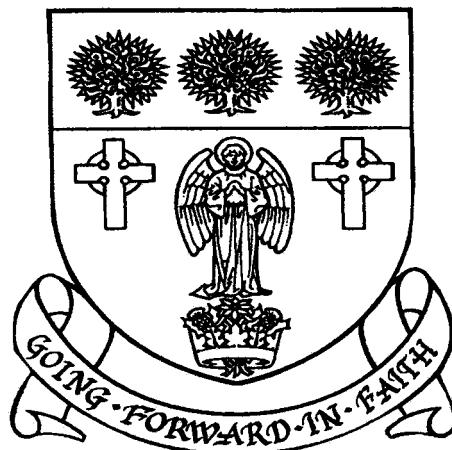


**THE SYNOD OF QUEBEC AND EASTERN ONTARIO  
THE PRESBYTERIAN CHURCH IN CANADA**



## **TABLE OF CONTENTS (cont'd)**

G..... Treasurer's Report – January 1 to December 31, 2007.....	58-59
H..... Treasurer's Report – January 1 to October 15, 2008.....	60-61
I..... Update – Actual and Anticipated October 15 to December 31, 2008.....	62-63
J..... The Gracefield Operating Committee Report.....	64-66
K..... Camp d'action biblique Report.....	67-70
L..... Regional Staffing Committee Report.....	71
M.... Regional Staff Report.....	72-73
N.... Youth Committee Report.....	74-75
O.... The Presbytery of Ottawa re Oversight of Gracefield Camp.....	76-83
P.... Task Force Report: "A Governance Framework for GCCC".....	84-107
Q.... Resource Team on Sexual Abuse and/or Harassment Report.....	108
R.... WMS Synodical Report.....	109
S.... Missions Committee & Robert Fund Committee Reports.....	110-112
T.... Synod Webservant Report.....	113
U.... Synod Representative on Assembly Council Report.....	114
V.... Memorial Records.....	115-118
W... Moderators of the Synod of Québec & Eastern Ontario 1945-2008.....	119-120



*ST. MATTHEW'S PRESBYTERIAN CHURCH*

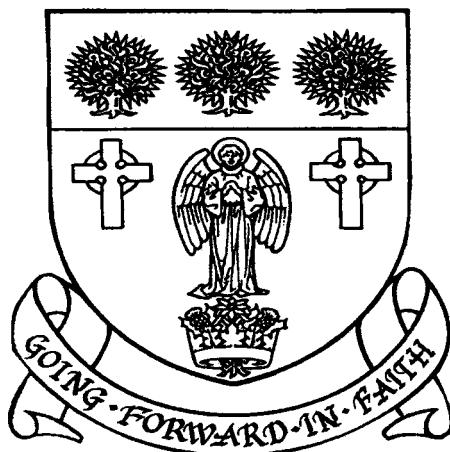
# *St. Matthew's Presbyterian Church*

2008 has seen both the community of faith here in St. Matthew's and the community at large celebrating 50 years since being formed into the new town of Ingleside.

As part of our 50<sup>th</sup> Anniversary celebrations the Session agreed to host Synod here at St. Matthew's. In 2006 we celebrated with a service of re-enactment of the original sod-turning in 1956. In 2007 we celebrated the laying of the corner-stone and in 2008 our Anniversary Service was held on Sunday, April 20 exactly 50 years to the date the new Sanctuary was dedicated by the Presbytery of Glengarry. Along the connecting corridor from the Sanctuary to the Lloyd Smith Memorial Hall are photographs depicting these events and we invite you to visit them.

## The Coat of Arms

St. Matthew's was named the second Presbyterian congregation in Canada to be so honoured. The Coat of Arms has a Loyalist coronet on the base containing edelweiss flowers and thistles representing German, Scots, and other refugees who came seeking a new life. The figure of St. Matthew, symbolises the Gospel writer, after whom the church is named. The two Celtic crosses portray the roots of faith as passed on by preachers who arrived at Scotland in the 6<sup>th</sup> century. Crowning the upper portion of the shield is a depiction of three burning bushes as a symbol of faith. Below is the motto 'Going Forward in Faith' to describe the ongoing fortitude of the congregation.



**THE MINUTES AND REPORTS  
OF  
THE ONE HUNDRED AND THIRTY-FOURTH MEETING OF  
THE SYNOD OF QUÉBEC AND EASTERN ONTARIO  
OF  
THE PRESBYTERIAN CHURCH IN CANADA  
HELD AT  
INGLESIDE, ONTARIO  
NOVEMBER 21<sup>ST</sup> – 22<sup>ND</sup>, 2008**

**FIRST SEDERUNT**

In the Township of South Dundas in the Town of Ingleside, Ontario, and within St. Matthew's Presbyterian Church, on Friday the twenty-first day of November in the year of our Lord two thousand and eight, 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 Borough of Côte des Neiges in the City of Montréal, in its final sederunt on the twentieth day of October 2007.

The public worship of God was held in the sanctuary of St. Matthew's Presbyterian Church, Ingleside. The Moderator, the Rev. Giancarlo Fantechi, conducted worship and preached the sermon, entitled "A Small Boat". The Sacrament of Holy Communion was celebrated. Elders serving were Reid McIntyre, Wendy Froats, Iain MacLeod and Diane DeRooy. Organist Alex Thomson provided music.

**SYNOD CONSTITUTED**

Thereafter, following a brief recess, at twenty past three o'clock in the afternoon, the Moderator, the Reverend Giancarlo Fantechi 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 memorial records for the ministers and the names of elders within the synod who had died during the previous year.

**From the Presbytery of Québec:**

Elder: Mr. Donald Campbell, Leggatt's Point, Mr. Auke DeVries, St. Andrew's, Melbourne.

**From the Presbytery of Montréal:** (no names received)

**From the Presbytery of Seaway-Glengarry:**

Minister: the Rev. Howard Smith; Miss Evelyn Walker (Diaconal)

Elders: Mrs. Helen MacLeod, St. Columba Church, Kirk Hill; Mrs. Gwelda Markell, St. John's Church, Cornwall; Mr. Harold Hollister, St. Matthew's Church, Ingleside; Mr. Hugh Fisher, Gordon Church, St. Elmo.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
**Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario**  
**On Friday and Saturday, November 21<sup>st</sup> and November 22<sup>nd</sup>, 2008**

---

**MEMORIAL SERVICE (Cont'd):**

From the Presbytery of Ottawa:

Minister: The Rev. Mariano Di Gangi

Elders: Mr. Michael George Bentinck Greig, St. Andrew's Church, Ottawa; Mr. John Edward Easton (Jack) Osborne, St. David and St. Martin Church, Ottawa; Ms. Edith Knox, Knox Church, Ottawa; Mr. Ross Brown, Parkwood Church, Ottawa; Mr. Roy Jenkins, Westminster Church, Ottawa, former elder Erskine Church, Ottawa; Mr. David Yuille, Knox Church, Ottawa; Ms. Olga McCadam DeLong, St. Giles Church, Ottawa; Mr. William Moon, St. Giles Church, Ottawa; Ms. Jane Trude-Kendrick, Trinity Church, Kanata; Ms. Joyce Harris, Knox Church, Ottawa; Mr. Alan James Seabright, former elder Westminster Church, Ottawa.

From the Presbytery of Lanark and Renfrew: (no names received)

Following the reading of the names, the Moderator offered a prayer of thanksgiving and a moment of silence was observed.

**MOTION:** It was moved by Mark Bourgon and seconded by Greg Davidson that the memorial records presented to the synod be included in the minutes from the 134<sup>th</sup> synod meeting. **ADOPTED.**

The Memorial Records for the Rev. Howard Smith, the Rev. Dr. Mariano Di Gangi and Miss Evelyn Walker are found at Appendix V – pages 115-118.

**WELCOME**

On behalf of the session and congregation, the Interim Moderator of the host congregation, the Rev. James Douglas, welcomed the commissioners and guests to the 134<sup>th</sup> annual meeting of the Synod of Québec and Eastern Ontario and to St. Matthew's Presbyterian Church.

**COMMITTEE ON BUSINESS**

James Hurd, on behalf of the Synod Council, presented the report.

**MOTION:** It was moved by Mark Bourgon and seconded by Patricia Van Gelder that the Report of the Committee on Business be received and considered. **ADOPTED.**

**Recommendation No. 1**

It was moved by Joan Forsythe and seconded by Joan Hilliard that the Roll of the Synod of Québec and Eastern Ontario be those commissioners appointed by its several presbyteries. **ADOPTED.**

---

Clerk:

ONE HUNDRED AND THIRTY-FOURTH MEETING  
OF THE SYNOD OF QUÉBEC AND EASTERN ONTARIO  
ST. MATTHEW'S PRESBYTERIAN CHURCH,  
INGLESIDE, ONTARIO  
NOVEMBER 21<sup>ST</sup> – 22<sup>ND</sup>, 2008

**TABLE OF CONTENTS**

**MINUTES**

<b><u>Sederunts:</u></b>	<b><u>Pages</u></b>
First .....	1-19
Second .....	20-22
Third .....	23-33
Fourth .....	33-38
 <b><u>Docket Items:</u></b>	
Memorial Service.....	1-2
Committee on Business .....	2-4, 11-14, 38
Roll of Synod .....	3
Notices of Motion: Gracefield Operating Committee.....	14, 24, 38
Regrets .....	3
Visitors .....	4
Election of Moderator .....	4-5
Installation of Moderator .....	5
Adoption of Docket .....	5
Adoption of Minutes of the 133 <sup>rd</sup> Synod Meeting .....	6
Adoption of Minutes of Full Synod Meeting, May 2008.....	6
Business Arising .....	6-9
Unfinished Business from 133 <sup>rd</sup> Synod Meeting	
Correspondence .....	9-10
Presbytery of Montréal Memorial	
Presbytery of Ottawa letter	
Finance Committee.....	14-15, 35-36
Treasurer's Report.....	16
Gracefield Operating Committee Report.....	16-17

## TABLE OF CONTENTS (cont'd)

<u>Docket Items:</u> (continued)	<u>Pages</u>
Camp d'action biblique Report.....	17
Regional Staffing Committee Report.....	18-19
Reports from Regional Staff.....	18
Committee on Roll and Leave to Withdraw.....	19, 22, 33
Lost Villages presentation.....	20
Youth Committee Report.....	20-22, 38
Youth in Mission speakers.....	21-22
Guest Speaker, the Rev. Dr. Dale Woods.....	22
Vine Helpline Presentation, David Phillips.....	23
Report from the Presbytery of Ottawa re Gracefield Camp.....	23-24
Task Force Report: "A Governance Framework for GCCC".....	24-31
Resource Team on Sexual Abuse and/or Harassment.....	31
WMS Synodical.....	32
100 <sup>th</sup> Anniversary of the Order of Diaconal Ministries.....	32
Missions Committee and Robert Fund Committee.....	33-35
Synod Webservant.....	36
Synod Representative on Assembly Council.....	36
Committee to Examine the minutes of the Presbyteries and the Synod Council...36-37	36-37
Committee on Courtesies.....	37-38

## REPORTS

<u>Appendices:</u>	<u>Pages</u>
A.....Docket.....	39-40
B.....Correspondence.....	41-43
C.....2009 Proposed Budget.....	44
D.....2009 Budget – Adopted.....	45
E.....5-Year Forecast.....	46
F.....Review Engagement Report & Financial Statements as at Dec. 31/07....	47-57

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**ROLL OF SYNOD**

**Presbytery of Quebec**

The Rev. Giancarlo Fantechi  
 The Rev. John Barry Forsyth

Mr. Alex Cook  
 Ms. Sarah MacDonald

**Presbytery of Montreal**

The Rev. Bruce Gourlay  
 The Rev. Jonah Ho  
 The Rev. Joseph Reed  
 The Rev. Dr. Dan Shute  
 The Rev. Dr. Richard Topping  
 The Rev. Luke Vanderkamp

Ms. Thea Calder  
 Mr. Warren Wong

**Presbytery of Ottawa**

The Rev. Dr. Adrian Auret  
Mrs. Christine Ball / The Rev. William Ball \*  
 The Rev. Greg Davidson  
 The Rev. Ruth Houtby \*  
 The Rev. Dr. Andrew Johnston

Ms. Joan Born-Flett  
 Ms. Debi Brown  
 Ms. Joan Forsythe  
 Mr. Norman Inglis  
 Ms. Sheila Selley

**Presbytery of Lanark and Renfrew**

The Rev. Marilyn Savage  
 The Rev. Alison Sharpe  
The Rev. Patricia Van Gelder

Ms. Lawrie Barton  
 Mr. Frank Cameron  
 Ms. Joan Hilliard

**Presbytery of Seaway-Glengarry**

The Rev. Julia Apps-Douglas  
 The Rev. Mark Bourgon  
 The Rev. Ed Charlton

Ms. Wendy Froats  
 Mr. Jim Purcell  
 Mr. Morris Watson

- name of commissioner underlined is a member of Synod Council
- \* commissioners who sent regrets are marked with an asterisk
- \* it was noted that the Presbytery of Ottawa named Christine Ball to serve as commissioner on Friday, November 21<sup>st</sup>, 2008 and William Ball to serve as alternate commissioner on Saturday, November 22<sup>nd</sup>, 2008. The Presbytery of Ottawa brought the request for the use of an alternate commission to the attention of the Synod Council on October 2<sup>nd</sup>, 2008. Upon review the synod council granted the request.

**Regrets:**

In addition to the regrets received from commissioners, the following members of synod council submitted regrets:

Dr. Michael Pettem, Presbytery of Montréal clerk and Mr. Gordon Walford, synod web-servant.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**Visitors:**

Synod Council: Mrs. Donna McIlveen (Synod Clerk and Presbytery of Seaway-Glengarry Clerk); the Rev. Ross Davidson (Treasurer and Presbytery of Québec Clerk); The Rev. James Hurd (Presbytery of Ottawa clerk); Mr. Don MacMillan (Missions Committee convener); Mr. Peter Rombeek (Youth Committee convener); Mrs. Brenda Patterson (Regional Staffing Committee convener); Mrs. Lois Klempa (WMS Synodical President).

Others: Mr. Alan and Mrs. Dorothy Herbert, Co-Directors Gracefield Camp and Conference Centre, Mrs. Christine Ball, Synod Regional Staff – Eastern Ontario, Mrs. Anita Mack, Synod Regional Staff – Québec, Mr. Craig Dewar, Camp d'action biblique.

**MOTION:** It was moved by Christine Ball and seconded by Joan Forsythe that the visitors be invited to sit and correspond. **ADOPTED.**

The Moderator welcomed all visitors to the synod meeting.

It was agreed that further recommendations from the Committee on Business would be considered later.

**ELECTION OF MODERATOR**

The time having come to elect a Moderator to preside over the 134<sup>th</sup> Meeting of the Synod of Québec and Eastern Ontario, the clerk reported that two nominations for Moderator had been received by four of the five presbyteries within the bounds of the Synod of Québec and Eastern Ontario. By rotation the nominees were to come from the Presbytery of Seaway-Glengarry. The nominees were: from the Presbytery of Québec: the Rev. Mark Bourgon; from the Presbytery of Seaway-Glengarry: the Rev. Mark Bourgon; from the Presbytery of Ottawa: the Rev. Mark Bourgon and the Rev. Ian MacMillan; and from the Presbytery of Lanark and Renfrew: the Rev. Ian MacMillan. The clerk contacted all nominees prior to the synod meeting. The Rev. Ian MacMillan withdrew his name. The Rev. Mark Bourgon agreed to let his nomination stand.

**MOTION:** It was moved by Morris Watson and seconded by Joan Forsythe that the name of the Rev. Mark Bourgon be placed before the Synod of Québec and Eastern Ontario as a nominee for moderator of the 134<sup>th</sup> synod meeting. **ADOPTED.**

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

**MOTION:** It was moved by Joan Hilliard and seconded by Patricia Van Gelder that nominations close. **ADOPTED.**

**MOTION:** It was moved by Morris Watson and seconded by Jim Purcell that the Rev. Mark Bourgon be declared elected as Moderator. **ADOPTED.**

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**ELECTION OF MODERATOR (Cont'd):**

The Rev. Giancarlo Fantechi declared the Rev. Mark Bourgon elected Moderator of the 134<sup>th</sup> Synod of Québec and Eastern Ontario.

**INSTALLATION OF THE MODERATOR**

The Rev. Mark Bourgon was invited to the front of the sanctuary. The Rev. Giancarlo Fantechi welcomed the Rev. Mark Bourgon. The Moderator asked the court the appointed questions, followed by the appointed questions to the moderator elect. The Rev. Giancarlo Fantechi then offered prayer and installed the Rev. Mark Bourgon as Moderator of the 134<sup>th</sup> Synod of Québec and Eastern Ontario.

The Rev. Ross Davidson expressed his appreciation to the Rev. Giancarlo Fantechi for his service to the Court this past year. During the Rev. Giancarlo Fantechi's term as moderator, two synod meetings were held. The extra responsibilities were taken on willingly and graciously and the synod is most grateful. A thank you and an extra thank you were offered to the past moderator. The Court then expressed their thanks to the Rev. Giancarlo Fantechi with a round of applause.

The Rev. Mark Bourgon thanked the Court for their expression of confidence and trust placed in him by his election as Moderator. He asked for their support in the conduct of the business of the Court.

**MINUTES OF PRESBYTERIES AND SYNOD COUNCIL**

The Synod called for the minutes of the several 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 the minutes from the Presbytery of Québec, the Presbytery of Montréal, the Presbytery of Seaway-Glengarry, the Presbytery of Ottawa, and the synod council were available for examination. The minutes from the Presbytery of Lanark and Renfrew were not available for examination.

**ADOPTION OF THE DOCKET (Appendix A – pages 39-40)**

MOTION: It was moved by Patricia van Gelder and seconded by Joan Forsythe that the proposed docket be received. ADOPTED.

MOTION: It was moved by Patricia van Gelder and seconded by Joan Forsythe that the proposed docket be adopted. ADOPTED.

The docket is as follows by these minutes.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**MINUTES OF THE 133<sup>rd</sup> SYNOD MEETING**

The minutes of the 133<sup>rd</sup> meeting of the Synod of Québec and Eastern Ontario were circulated to the presbyteries within the bounds for distribution as follows: (a) commissioners named (b) one copy to each congregation within the synod bounds (c) members of Synod Council.

**MOTION:** It was moved by Joan Hilliard and seconded by Patricia Van Gelder that the minutes of the 133<sup>rd</sup> meeting of the Synod of Québec and Eastern Ontario be adopted.  
**ADOPTED.**

**MINUTES OF THE SPECIAL FULL SYNOD MEETING**

The minutes of the Special Full Synod Meeting held on May 3, 2008 were circulated to the presbyteries within the bounds for distribution, as noted above.

**MOTION:** It was moved by Ed Charlton and seconded by Warren Wong that the minutes of the Special Full Synod of Québec and Eastern Ontario meeting of May 3, 2008 be adopted. **ADOPTED.**

**BUSINESS ARISING**

1. Unfinished Business from the 133<sup>rd</sup> meeting of the Synod of Québec and Eastern Ontario.

The Synod Council met on November 15<sup>th</sup>, 2007 to attend to the unfinished business from the 133<sup>rd</sup> synod meeting.

**MOTION:** It was moved by Giancarlo Fantechi and seconded by Joan Forsythe that the actions of the Synod Council following the adjournment of the 133<sup>rd</sup> Synod meeting, which adjourned without completing business, be received and the actions of the Synod Council affirmed, and that the record of the proceedings and actions with respect to the unfinished business be engrossed in the minutes of the 134<sup>th</sup> Synod meeting.  
**ADOPTED.**

**RECORD OF UNFINISHED BUSINESS – 133<sup>rd</sup> SYNOD MEETING**

1. Committee to Examine the Minutes of the Presbyteries and the Synod Council.  
The following report was given to the clerk, but was not received by the synod:

The committee to examine the minutes of the presbyteries and the synod council consisted of the Rev. Marilyn Savage of Lanark and Renfrew as convener, with the Rev. John Vaudry and Mrs. Elizabeth Turbyne of Montreal. The documents examined included those from the Presbyteries of Montreal, Seaway-Glengarry, Ottawa, Lanark & Renfrew, and the Synod Council of the Synod of Quebec and Eastern Ontario. The minutes from the Presbytery of Quebec were not available.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**RECORD OF UNFINISHED BUSINESS – 133<sup>rd</sup> SYNOD MEETING (Cont'd):**

**Recommendation No. 1**

It was moved by John Vaudry and seconded by Elizabeth Turbyne that the minutes of the Presbyteries of Montreal, Lanark & Renfrew, Seaway-Glengarry and the Synod Council of Quebec and Eastern Ontario be attested as neatly and correctly kept, and that the minutes of the Presbytery of Ottawa be attested as neatly kept with note.

**Recommendation No. 2**

It was moved by John Vaudry and seconded by Elizabeth Turbyne that the synod council be commissioned to examine the minutes of the Presbytery of Quebec at their next meeting.

a) Re: Recommendation No.1

The “with note” for the Presbytery of Ottawa minutes concerns blank spaces on the back side of each sheet of paper.

It was noted by the Clerk to the Presbytery of Ottawa that on the front page of the Presbytery of Ottawa minute book it states that the back side of each page is left intentionally blank.

MOTION: It was moved by Jim Patterson and seconded by Michael Pettem that the minutes from the Presbytery of Ottawa be attested as neatly and correctly kept. ADOPTED.

b) Re: Recommendation No. 2

MOTION: It was moved by Jim Patterson and seconded by Michael Pettem that the minutes from the Presbytery of Quebec be examined at the January synod council meeting. ADOPTED.

MOTION: It was moved by James Hurd and seconded by Jim Patterson that the report of the Committee to Examine the Minutes of the Presbyteries and the Synod Council be adopted, as amended. ADOPTED.

**2. Correspondence**

The following two items of correspondence were received by the synod and deferred until after the report from the Special Committee re Gracefield.

Item #10 James Hurd, clerk to the Presbytery of Ottawa. Letter with extract stating that the Presbytery of Ottawa go on record that should the commissioned synod decide to close the Gracefield Camp and Conference Centre that a special meeting of the full synod be called so that all members of the synod can be involved in making a final decision. Rec'd October 18, 2007.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**RECORD OF UNFINISHED BUSINESS – 133<sup>rd</sup> SYNOD MEETING (Cont'd):**

It was agreed that item #10 requires no further action as a full meeting of the synod has been called for the spring of 2008.

Item #11 Michael Pettem, clerk to the presbytery of Montreal. Letter with extract asking the synod to seek representation on the committee charged with the oversight of the Camp d'action biblique. Rec'd October 19, 2007.

**MOTION:** It was moved by James Hurd and seconded by Jim Patterson that the synod write to the Presbytery of Quebec requesting that the membership be enlarged to include a representative from the Synod of Quebec and Eastern Ontario, and that if a request is received that the synod council, as the nominating committee, name the representative. **ADOPTED.**

**3. Committee on Business**

Petition from the Presbytery of Montreal:

- To engage in a fundamental review of a long term support and promotion strategy for Christian (Presbyterian) camping within the bounds of the Synod, taking into account the ministries of both Camp d'action biblique and Gracefield Camp and Conference Centre and report back at the Synod meeting of 2008.

**MOTION:** It was moved by Jim Patterson and seconded by James Hurd that consideration on how to act on the petition from the Presbytery of Montreal be deferred until the synod council decides how to deal with the synod resolution re the future of Gracefield. **ADOPTED.**

**4. Finance Committee**

Section 3.3.1.6 of the synod standing orders states that:

Presbytery assessments will be based on a percentage of the total revenue raised for congregational purposes as per the most recent issue of the *Acts & Proceedings* of the General Assembly.”

The 2006 dollar base for the synod as recorded on page 708 of the 2007 A&P is:

**\$10,110,211.00**

**MOTION:** It was moved by James Hurd and seconded by Jim Patterson that the presbytery assessments for 2008 be based on the expenditure budget approved by the synod of \$87,850.00 and the dollar base figure as reported in the 2007 A&P. **ADOPTED.**

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**RECORD OF UNFINISHED BUSINESS – 133<sup>rd</sup> SYNOD MEETING (Cont'd):**

**Presbytery Assessments**

(1) Quebec	\$ 3,551.59	4.04 %
(2) Montreal	\$ 30,353.47	34.55 %
(3) Seaway-Glengarry	\$ 14,219.23	16.18 %
(4) Ottawa	\$ 27,475.24	31.27 %
(5) Lanark & Renfrew	\$ 12,250.47	13.94 %

MOTION: It was moved by James Hurd and seconded by Michael Pettem that in view of the fact that the synod did not adopt the report of the Finance Committee and in view of the fact that the synod adopted an amended expenditure budget, the synod council establish the 2008 assessments based on standing orders and past practice and decline to take any further action with respect to the report of the Synod Finance Committee. ADOPTED.

5. Presbytery of Ottawa re Gracefield

a. Gracefield Camp and Conference Centre Review Engagement Report and Financial Statements as at December 31, 2005

MOTION: It was moved by Jim Patterson and seconded by Peter Rombeek that the review Engagement Report dated May 14, 2007 be received and the financial statements for the year ended December 31, 2005, be adopted. ADOPTED.

b. Gracefield Camp and Conference Centre Review Engagement Report and Financial Statements as at December 31, 2006

MOTION: It was moved by Jim Patterson and seconded by Peter Rombeek that the review Engagement Report dated May 15, 2007 be received and the financial statements for the year ended December 31, 2006, be adopted. ADOPTED.

6. Gracefield Operating Committee Report

The GOC report was received by the synod and discussed, but not adopted.

MOTION: It was moved by Jim Patterson and seconded by Ross Davidson that the report from the Gracefield Operating Committee be adopted. ADOPTED.

**CORRESPONDENCE (Appendix B – pages 41-43)**

MOTION: It was moved by Giancarlo Fantechi and seconded by Jim Purcell that the following items of correspondence be received. ADOPTED.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

1. La Vie Chretienne, autumn 2007 issue, rec'd October 24, 2007: Christmas 2007 issue, rec'd December 20, 2007; spring 2008 issue, rec'd April 3, 2008; summer 2008 issue, rec'd July 17, 2008; and autumn 2008 issue, rec'd October 17, 2008.
  - Received for information.
2. Nominations for synod moderator from the various presbyteries within the synod:
  - a. Presbytery of Québec (the Rev. Mark Bourgon) rec'd April 1, 2008
  - b. Presbytery of Montréal (no nomination received)
  - c. Presbytery of Seaway-Glengarry (the Rev. Mark Bourgon) rec'd April 18, 2008
  - d. Presbytery of Ottawa (the Rev. Ian MacMillan & the Rev. Mark Bourgon) rec'd May 20/08
  - e. Presbytery of Lanark and Renfrew (the Rev. Ian MacMillan) rec'd May 21, 2008
  - Received for information.
3. Assembly Office. 132<sup>nd</sup> Synod Minutes (2006) returned after examination by the 134<sup>th</sup> General Assembly – neatly and correctly kept. Rec'd June 18, 2008.
  - Received for information.
4. Stephen Kendall, Principal Clerk. Letter re Overture No. 9, 2008, membership of synod commissions (Book of Forms section 4.4). The prayer of the overture was granted (A&P 2008, p. 255, 17). Rec'd August 28, 2008.
  - Received for information
5. Terrie-Lee Hamilton, Assembly Office. Letter re synod appointment of members to the 2009 General Assembly Committee to Nominate to Standing Committees. Rec'd Sept. 19, 2008.
  - Considered under the Committee on Business, recommendation no. 13.
6. Michael Pettem, clerk to the Presbytery of Montréal. A Memorial requesting that the Synod consider seriously whether or not steps should be taken to reduce the proposed Budget for 2009 to a much more realistic figure. Rec'd September 28, 2008.

**MOTION:** It was moved by Ed Charlton and seconded by Richard Topping that the Memorial from the Presbytery of Montréal be received and dealt with at the time of the Finance Committee report to the 134<sup>th</sup> Synod. **ADOPTED.**

7. James Hurd, clerk to the Presbytery of Ottawa. A letter from the presbytery with background information and subsequent request to accept a revised dollar base figure and to use it rather than the published number in the 2008 A&P for the presbytery's share of the annual assessment by the synod for the year 2009. Rec'd November 20, 2008.

**MOTION:** It was moved by Richard Topping and seconded by Joan Forsythe that the correspondence from the Presbytery of Ottawa be dealt with at the time of the Finance Committee report to the 134<sup>th</sup> Synod. **ADOPTED.**

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**COMMITTEE ON BUSINESS**

**Recommendation No. 2**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard 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. **ADOPTED.**

**Recommendation No. 3**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that the Rev. Dr. Dale Woods, Director of Pastoral Studies, The Presbyterian College, be invited to address the synod on Friday evening. **ADOPTED.**

**Recommendation No. 4**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that the following be invited to address the synod: the regional staff Christine Ball and Anita Mack, representatives from Gracefield Camp and Conference Centre, and a representative from Camp d'action biblique. **ADOPTED.**

**Recommendation No. 5**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that Mr. David Phillips of the Vine Helpline be invited to address the synod on Saturday morning. **ADOPTED.**

**Recommendation No. 6**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that a stated hour of 10:00 a.m. Saturday be set on the docket for the Task Force report re A Governance Framework for GCCC. **ADOPTED.**

**Recommendation No. 7**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that a slide show presentation marking the 100<sup>th</sup> Anniversary of the Order of Diaconal Ministries, be shown to the synod on Saturday morning. **ADOPTED.**

**Recommendation No. 8**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that commissioners desiring to leave the Synod early, receive permission from the court through the Committee on the Roll and Leave to Withdraw. **ADOPTED.**

**Recommendation No. 9**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that the Committee on the Roll and Leave to Withdraw be Greg Davidson and Joan Born-Flett, commissioners from the Presbytery of Ottawa. **ADOPTED.**

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**COMMITTEE ON BUSINESS (Cont'd):**

**Recommendation No. 10**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that the Committee to Examine Presbytery Minutes and Minutes of the Synod Council be convened by Dan Shute, commissioner from the Presbytery of Montréal, with Ed Charlton and Jim Purcell, commissioners from the Presbytery of Seaway-Glengarry. ADOPTED.

**Recommendation No. 11**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that the Committee on Courtesies be John Barry Forsythe and Sarah MacDonald, commissioners from the Presbytery of Québec. ADOPTED.

**Recommendation No. 12**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that the Committee to review the Minutes of the meeting of the 134<sup>th</sup> Synod of Quebec and Eastern Ontario be the Moderator of Synod and the Clerk of the Presbytery of Lanark and Renfrew. ADOPTED.

**Recommendation No. 13**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that the Presbytery of Montréal be named to appoint members (a minister/diaconal minister commissioner and an elder commissioner) to the 2009 General Assembly Committee to Nominate to Standing Committees. ADOPTED.

**Recommendation No. 14**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that Synod Council be authorized to fill any vacancies which may occur with (in the membership of) Synod Standing Committees prior to the next Synod meeting. ADOPTED.

**Synod Standing Committees**

**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**

\_\_\_\_\_ vacant \_\_\_\_\_ (Convener), Synod Treasurer, 5 Presbytery Treasurers or Presbytery Finance Conveners: Isabell Beattie (Quebec), Sandra Steadman (Montreal), Ian MacMillan (Seaway-Glengarry), Mark Ranson (Ottawa), Sandy McCuan (Lanark and Renfrew) and \_\_\_\_\_ vacant \_\_\_\_\_ (Finance Convener, Gracefield).

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**

Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario

On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**Synod Standing Committees (cont'd):****Youth Committee**

Peter Rombeek (Convener), Christine Ball (Regional Staff and Ottawa rep.), Anita Mack (Regional Staff), Gina Farnell (Quebec rep.), Warren Wong (Montreal rep.), Julia Apps-Douglas (Seaway-Glengarry rep.), Marilyn Savage (Lanark and Renfrew rep.), Dorothy or Alan Herbert (Gracefield rep.), and Craig Dewar (CAB rep.).

**Missions Committee / Robert Fund**

Donald MacMillan (Convener), representatives from the 5 Presbytery Missions Committees (Sarah MacDonald, Quebec; Barry Mack, Montreal; Floyd McPhee, Seaway-Glengarry; Stewart Elder, Ottawa; and Joan Hilliard, Lanark and Renfrew); Joe Reed (representing Francophone ministries within the Presbyteries of Quebec and Montreal) and the Synodical President, Lois Klempa.

**The Regional Staffing Committee**

Brenda Patterson (Convener), with three members from the Synodical (Catherine Blatch, Sheila Paterson and Lois Klempa) and three members from the Synod (Joan Forsythe, Wayne Menard and Luke Vanderkamp).

**Synod Historian** – \_\_\_\_\_ vacant \_\_\_\_\_

**Pension Board – Synod Corresponding Representative** – Synod Treasurer

**The Resource Team on Sexual Abuse and/or Harassment**

Patricia van Gelder (Convener and Lanark and Renfrew rep), with representation from the various presbyteries: Québec: presbytery clerk as contact; Montréal: Jocelyn MacKay; Seaway-Glengarry: Mark Bourgon & Ian MacLean; Ottawa: \_\_\_\_\_ vacant \_\_\_\_\_.

**Synod Web-Site** – Webservant, Gordon Walford

**Synod Web-Site Oversight Committee**

Gordon Walford, Stan Currie, and Donna McIlveen.

**Synod Representative to Assembly Council**

Jim Patterson (minister or diaconal minister for 2008-2012)

It was noted that the Synod Council would gladly accept any nominations for the vacancies.

**Recommendation No. 15**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that the above be the Standing Committees of Synod. ADOPTED.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**COMMITTEE ON BUSINESS (Cont'd):**

**Recommendation No. 16**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard 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 committee and agencies for possible nominations to them. ADOPTED.

**Recommendation No. 17**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that the Moderator and the immediate Past Moderator, in consultation with the synod clerk and synod council, be appointed the Commission on Unfinished Business. ADOPTED.

**Recommendation No. 18**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that the Synod accept, with thanks, the invitation from Westminster Presbyterian Church, Ottawa, Ontario within the Presbytery of Ottawa to host the 135<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario, October 16<sup>th</sup> and 17<sup>th</sup>, 2009. ADOPTED.

**Notice of Motion**

The following Notice of Motion was brought forward at the Special Full Synod Meeting, page 4.

I, James Hurd, hereby give notice that I will move or cause to be moved at a future sederunt that the Standing Orders of the Synod, section 3, re the terms of reference for the Finance Committee, and section 3.5, re the terms of reference for the Gracefield Camp and Conference Centre be reconsidered.

The Notice of Motion will be considered at a later sederunt.

**RECESS**

The time for a refreshment break having arrived, the moderator declared a fifteen minute recess.

**FINANCE COMMITTEE**

It was noted that the Glenn Sinclair had submitted his resignation as convener of the Synod Finance Committee to the Synod Council at their May 22, 2008 meeting, effective at the rise of the 134<sup>th</sup> synod meeting. As of October 17, 2008, he indicated that he was no longer able to serve and was therefore relinquishing the convenership effective immediately.

In the absence of a Finance Committee convener, Sandy McCuan presented a report including the 2009 proposed budget and a 5-year forecast. It was noted that at the time of the Correspondence Report it was agreed that item #6 from the Presbytery of Montréal and item # 7 from the Presbytery of Ottawa would be considered at the time that the Finance Committee reported.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**FINANCE COMMITTEE (Cont'd):**

**2009 Proposed Budget** (Appendix C – page 44)      **5-Year Forecast** (Appendix E – page 46)

MOTION: It was moved by Joan Forsythe and seconded by Norman Inglis that the 2009 proposed budget and the 5-Year forecast be received and considered. ADOPTED.

1. Correspondence item #7 (Appendix B – page 43)

Letter from the Presbytery of Ottawa re an adjustment to their 2007 year end dollar base

Sandy McCuan read the letter from the Presbytery of Ottawa. The letter concludes with the following request:

“The Presbytery of Ottawa respectfully requests that the Synod of Quebec and Eastern Ontario accept this revised dollar base and use it rather than the published number in the aforementioned Acts and Proceedings (2008) for the calculation of the presbytery's share of annual assessment by the synod for the year 2009.”

Sandy McCuan noted that if the request from the Presbytery of Ottawa is granted the presbytery allocations would be adjusted, up or down, as follows:

Allocations in Proposed 2009 Budget:

	<u>QUEBEC</u>	<u>MONTREAL</u>	<u>SEAWAY-GLENGARRY</u>	<u>OTTAWA</u>	<u>LANARK &amp; RENFREW</u>
<u>Rate:</u>	<b>3.9%</b>	<b>31.5%</b>	<b>16.0%</b>	<b>33.4%</b>	<b>15.2%</b>
<u>Cost:</u>	\$4,290	\$34,653	\$17,602	\$36,743	\$16,722

Adjusted Allocations:

	<u>QUEBEC</u>	<u>MONTREAL</u>	<u>SEAWAY-GLENGARRY</u>	<u>OTTAWA</u>	<u>LANARK &amp; RENFREW</u>
<u>Rate:</u>	<b>3.9%</b>	<b>31.5%</b>	<b>16.0%</b>	<b>33.4%</b>	<b>15.2%</b>
<u>Cost:</u>	\$4,424	\$35,393	\$17,935	\$35,127	\$17,132

MOTION: It was moved by Norm Inglis and seconded by Giancarlo Fantechi that the synod approve the adjusted allocation figures and that they be reflected in the proposed 2009 budget. ADOPTED.

2. Correspondence item #6 – Memorial from the Presbytery of Montréal

It was agreed that correspondence item #6 would be considered at a later sederunt after the Task Force report on a Governance Framework for Gracefield Camp & Conference Centre.

**5-Year Forecast**

It was agreed to defer discussion on the 5-Year Forecast until a later sederunt.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
**Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario**  
**On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008**

---

**TREASURER'S REPORT**

Ross Davidson, treasurer, was invited to present the Treasurer's Report, which consisted of 4 items for the consideration of the court.

1. Review Engagement Report 2007 (Appendix F – pages 47-57)

MOTION It was moved by Warren Wong and seconded by John Barry Forsyth that the Review Engagement Report be received and the Financial Statements as at December 31, 2007 be adopted. ADOPTED.

2. Treasurer's Report on Synod Finances from January 1, 2007 to December 31, 2007  
 (Appendix G – pages 58-59)

3. Treasurer's Report on Synod Finances from January 1, 2008 to October 15, 2008  
 (Appendix H – pages 60-61)

4. Synod Finances Update – Actual and Anticipated October 15, 2008 to December 31, 2008  
 (Appendix I – pages 62-63)

MOTION: It was moved by Joan Forsythe and seconded by Warren Wong that the Treasurer's Report on Synod Finances from January 1, 2007 to December 31, 2007, the Treasurer's Report on Synod Finances from January 1, 2008 to October 15, 2008 and the Projected Update to the end of 2008, be received for information. ADOPTED.

**GRACEFIELD OPERATING COMMITTEE**

(Appendix J – pages 64-66)

William Ball, convener, was invited to present the Gracefield Operating Committee Report.

MOTION: It was moved by Christine Ball and seconded by Joan Forsythe that the Gracefield Operating Committee report be received and considered. ADOPTED.

William Ball introduced a DVD presentation entitled "Gracefield: A Great Place To Grow" which was then shown to the court.

Following the DVD presentation, William Ball introduced Dorothy Herbert, co-director at the Gracefield Camp and Conference Centre. Dorothy thanked the court for the opportunity to speak on the benefits of Christian camping.

Dorothy then introduced Joseph Barnhardt who addressed the court on his experiences at Gracefield and how they have transformed his life.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**GRACEFIELD OPERATING COMMITTEE (Cont'd):**

Joseph is a member at Knox Presbyterian Church in Iroquois. He began camping at Gracefield in 1991, was enrolled in the LIT program in 1996, and worked on staff at Gracefield from 1997-2001. In 2001 he was the Children's Camp Director.

Joseph thanked the court for the opportunity to address them. He expressed his gratitude for the several key moments that have come his way at Gracefield. He reflected on the many wonderful opportunities that have been made available to him as he spent time at Gracefield, including the opportunity to live and grow in a Christian environment, to meet other Christians who have ended up being mentors to him, and to gain life-long leadership skills. Joseph encouraged the court to continue their support of Gracefield. He pointed out to the court that there is an energy obtained from spending time at Christian camp, which can then be transferred to the local church. We should be capitalizing on this energy! The synod should do all it can to ensure that great camping opportunities are presented to people of all ages for years to come.

The Moderator thanked Joseph Barnhardt for his encouraging message to the court.

William Ball concluded the GOC report with three reminders:

- The Second Annual 'Gracefield in the City' Fund-Raising Gala set for Saturday, November 29, 2008 at Westminster Church in Ottawa.
- Gracefield is a part of PAR (Pre-Authorized Remittance).
- Prayers for Gracefield and Christian camping are welcome!

MOTION: It was moved by Christine Ball and seconded by Sheila Selley that the report of the Gracefield Operating Committee be adopted. ADOPTED.

**CAMP D'ACTION BIBLIQUE**

(Appendix K – pages 67-70)

Craig Dewar, Director General (Convenor) / Secretary of Camp d'action biblique Committee, was invited to address the court. A report, with accompanying financial statement, was presented for the information of the court.

Craig Dewar highlighted the tireless efforts of the various hardworking people associated with CAB. He noted that Luc and Nadine Fafard were retiring after faithfully serving on the camp committee for 15 years. He further noted that Luke Vanderkamp is a new member of the camp committee. Craig Dewar ended his report by expressing appreciation to the Presbytery of Québec and to the Synod for their support.

The Moderator thanked Craig Dewar for his report, and thanked him and the other CAB committee members for their service on the CAB committee.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**REGIONAL STAFFING COMMITTEE**

(Appendix L – page 71)

Brenda Patterson, convener, was invited to present the Regional Staffing Committee report.

**MOTION:** It was moved by Joan Hilliard and seconded by Patricia Van Gelder that the Regional Staffing Committee report be received and considered. **ADOPTED.**

It was noted that Brenda assumed the duties of convening the committee in September 2008, and that Dan de Silva served as acting convener from January to September 2008.

It was further noted that the Committee on Business in Recommendation #15, named Luke Vanderkamp to the Regional Staffing Committee.

**Reports from the Regional Staff**

(Appendix M – pages 72-73)

Brenda Patterson introduced the Regional Staff to the Court:

- (1) Anita Mack, regional staff in the Québec part of the synod.
- (2) Christine Ball, regional staff in the Eastern Ontario part of the synod

Each regional staff presented their respective report and spoke to the highlights of their work this past year. They addressed both the opportunities of sharing in the work together, as well as the unique aspects of their work as their minister in their respective geographical areas of the synod.

The Moderator thanked Anita and Christine for their numerous contributions to the ongoing work of the synod as they minister in partnership with congregations and presbyteries. The synod is grateful for their continuing dedication as our regional staff.

The court expressed their gratitude with a round of applause.

**Regional Staffing Committee (cont'd):**

**Performance Appraisal**

It was noted that the results from the performance appraisal were extremely positive. The committee is grateful to the regional staff for their high quality of work. The convener noted that both regional staff are a joy to work with.

**Review of the Regional Staffing Model**

It was noted that the Consultant's Report submitted by the consultant Bruce Wade of Cenera to the Life and Mission Agency and the WMS has not been circulated to the Regional Staffing Committees in the various synods. A summary is included in the Assembly Council report to the 134<sup>th</sup> General Assembly (A&P 2008, pages 216-220)

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**REGIONAL STAFFING COMMITTEE (Cont'd):**

A question was raised as to whether the synod would have any input in the preparation of the human resource manual that has been tasked to the Personnel Policy Committee of Assembly Council in conjunction with the Life and Mission Agency and the WMS (A&P 2008, page 220).

**MOTION:** It was moved by Patricia Van Gelder and seconded by Lawrie Barton that the Synod of Quebec and Eastern Ontario express their appreciation for and support of the Regional Staff, and in an effort to assist the work of the Regional Staffing Committee that the Synod request from the Life and Mission Agency and the WMS a copy of the Consultant's Report and in addition, information regarding the formation of the human resource manual and a mechanism for contributing input to the manual from the Synod. **ADOPTED.**

A copy is to be sent to Druse Bryan, president of the WMS.

The Moderator thanked the Regional Staffing Committee for their service to the synod.

**MOTION:** It was moved by Patricia Van Gelder and seconded by Joan Hilliard that the report of the Regional Staffing Committee, with its recommendations, be adopted. **ADOPTED.**

**COMMITTEE ON ROLL AND LEAVE TO WITHDRAW**

**MOTION:** It was moved by Greg Davidson and seconded by Joan Born Flett that Alison Sharpe, Giancarlo Fantechi, Sarah MacDonald, Alex Cook and Luke Vanderkamp be granted leave to withdraw for the fourth sederunt. **ADOPTED.**

**ADJOURNMENT**

**MOTION:** It was moved by Ed Charlton and seconded by Warren Wong that the Synod adjourn. **ADOPTED.**

The Moderator, at six o'clock evening, adjourned the Synod to reconvene at seven o'clock in the evening in the same place.

The sederunt closed with prayer by the Moderator.

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**Lost Villages Presentation**

Prior to dinner, and within the Lloyd Smith Hall, Rosemary Rutley, author, historian, and elder at St. Matthew's Church, gave an informative talk on the Lost Villages. 50 years ago, in 1958, the villages of Mille Roches, Moulinette, Wales, Dickinson's Landing, Farran's Point, and Aultsville, as well as the hamlets of Maple Grove, Santa Cruz and Woodlands, along with the farming community of Sheik's/Sheek's Island were lost to the waters of the St. Lawrence River. Over 6500 people were displaced to enable the St. Lawrence Seaway and International Hydro Electric Project to proceed. Two new communities were developed – Ingleside (New Town #1) and Long Sault (New Town #2). As a result of the flooding required for the Seaway Project, the congregations of St. Matthew's Church in Woodlands, St. John's Church in Farran's Point and Immanuel Church in Aultsville lost their buildings. The three congregations became one pastoral charge and moved together to the newly built church in Ingleside, known as St. Matthew's Presbyterian Church after the 'mother' church at Woodlands.

Rosemary Rutley presented the Past Moderator, the Rev. Giancarlo Fantechi and the present Moderator, the Rev. Mark Bourgon, each with a copy of the book "Built on Faith – a History of St. Matthew's Presbyterian Church".

**SECOND SEDERUNT**

On the same day and place at seven fifteen o'clock in the evening, the synod met pursuant to adjournment. The Moderator constituted the court with prayer.

**YOUTH COMMITTEE**

(Appendix N – pages 74-75)

Peter Rombeek, convener, was invited to present the Youth Committee report.

**MOTION:** It was moved by Greg Davidson and seconded by Richard Topping that the Youth Committee report be received and considered. **ADOPTED.**

Peter Rombeek presented highlights from the written report.

He encouraged congregations to take advantage of the various workshops and activities sponsored by the Synod Youth Committee.

He further encouraged participation in Canada Youth 2009 (CY09). There will be 3 branches offered: Conference Branch (high school age), Mission Branch (18-25 years) and Youth Ministry Branch (youth leaders). CY09 will take place at Brock University in St. Catharines, Ontario from July 20-25, 2009. The theme is "Rooted" from Ephesians 3:17.

Peter thanked the Regional Staff, Anita Mack and Christine Ball, for their invaluable work on the Youth Committee.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
**Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario**  
**On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008**

---

**YOUTH COMMITTEE (Cont'd):**

A question was asked regarding the discrepancy between the budget figures presented in the Youth Committee report and the 2009 proposed budget.

The committee requested the following:

Committee expenses	\$ 300
CY2009	\$3,500
<u>Leadership Development</u>	<u>\$1,000</u>
	<b>\$4,800</b>

The 2009 proposed budget includes the following:

Youth Work	\$1,500
Youth Program	\$1,500
<u>Canada Youth</u>	<u>\$1,000</u>
	<b>\$4,000</b>

It was noted that in the 2009 proposed budget there is a separate line item for committee expenses, and that the \$300 requested from the Youth Committee will come from that line. The Youth Committee accomplishes much of its work electronically thereby decreasing the amount needed for face to face meetings.

It was further noted that \$1,000 is set aside each year for Canada Youth, which with the addition of the \$1,000 in 2009 adds up to \$3,000. Even though this is less than the \$3,500 requested, the 2009 proposed budget includes two line items (youth work and youth program) totally \$3,000 which is greater than the \$1,000 requested by the Youth Committee.

Peter Rombeek indicated that the Youth Committee is satisfied with the amount allocated for youth related activities in the 2009 proposed budget.

**Youth in Mission (YIM) Speakers**

1. Gordon Wice (from Trinity Presbyterian Church in Kanata)

Gordon spoke on his Youth in Mission (YIM) trip to the Mistawasis Reserve in Mistawasis, Saskatchewan. Gordon was part of a group of 6 youth from Trinity Church who participated in the 2 week YIM program this past summer. Mistawasis is a First Nations community located in Mistawasis, Saskatchewan. While at Mistawasis they assisted the Mistawasis Memorial Church with a VBS style day camp. Gordon found the YIM experience to be a wonderful opportunity that he was grateful to be a part of. He thanked everyone for their support.

2. Aisling Boomgaardt (from St. Andrew's Church, Ottawa) and Sara McIlveen (from St. Andrew's & St. James Church, Cardinal)

Aisling and Sara spoke on their Youth in Mission (YIM) trip to India from June 20 – July 6, 2008. Aisling and Sara were part of a group of 9 young adults and 2 adult leaders who travelled to the Bhil Mission Field. They each spoke about the impact the YIM trip had on their lives. They shared some history about the partnership between the Presbyterian Church in

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**Youth in Mission (YIM) Speakers (cont'd):**

Canada and The Church of North India, which is over 100 years old. On the trip the participants explored this mission partnership as they visited churches, schools, hospitals, village health centres and as they shared experiences with the Bhil youth. As the participants travelled, some of the Bhil youth accompanied them and together they learned from one another as they shared their faith journeys. They were privileged to spend some time with Pauline Brown and many other dedicated mission partners. They encouraged everyone to pray for our Bhil brothers and sisters, who daily pray for us. Aisling and Sara each expressed their gratitude for the opportunity to be a part of the YIM trip. They thanked everyone for their support.

The Moderator thanked each of the YIM participants and the court expressed their appreciation with a round of applause.

**GUEST SPEAKER**

Richard Topping introduced the Rev. Dr. Dale Woods, Director of Pastoral Studies at the Presbyterian College. Following the introduction, the Moderator invited Dale Woods to address the synod.

Dale Woods spoke on the topic, The Challenge of Change. He addressed the timely topic of change and made use of a power point presentation as he spoke to the commissioners and visitors. Acknowledging that change is difficult, we respond by approaching it with fear and are even reluctant to understand the change process. He spoke to a variety of the challenges of change and encouraged everyone to realize the growth in change. The address provided many helpful tools to tackle the challenge of change.

The Moderator thanked Dale Woods for her informative and engaging presentation. The court showed their appreciation with a round of applause.

**COMMITTEE ON ROLL AND LEAVE TO WITHDRAW**

The committee reported that no request had been received.

**ADJOURNMENT**

**MOTION:** It was moved by Joan Forsythe and seconded by Warren Wong that the Synod adjourn. **ADOPTED.**

The Moderator, at nine o'clock in the evening, adjourned the Synod to reconvene at nine o'clock Saturday morning, in the same place.

The sederunt closed with prayer by the Moderator.

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**THIRD SEDERUNT**

On Saturday, the twenty-second day of November, two thousand and eight, at nine o'clock in the morning within St. Matthew's Presbyterian Church, Ingleside, Ontario, the Synod met pursuant to adjournment.

The Moderator, the Rev. Mark Bourgon, led in a time of worship. The choir, led by organist and choir director Alex Thomson, provided special music including the anthem "Communion Meditation".

Following worship the Moderator constituted the Synod with prayer at 9:35 a.m.

**THE VINE HELPLINE**

David Phillips, volunteer co-ordinator with The Vine Helpline, addressed the synod and showed a power-point presentation highlighting its work. The Vine Helpline is a tool to help Canadian Presbyterians in their ministry. The motto of The Vine Helpline is Connecting People, Places and Programs, with the emphasis on connecting. The Vine office is located in Toronto at 50 Wynford Drive and has been established to help congregations access information and resources and offer support and leadership. The Vine can also help presbyteries and synods by offering assistance in such areas as organizing small conferences. Access to The Vine Helpline is by phone at the toll free number of 866-642-2830 or by email at: [thevine@presbyterian.ca](mailto:thevine@presbyterian.ca)

The Moderator thanked David Phillips for his presentation to the court.

**REPORT OF THE PRESBYERY OF OTTAWA re: Gracefield Camp 2007-2008**

(Appendix O – pages 76-83)

James Hurd, clerk to the Presbytery of Ottawa, was invited to present the report.

MOTION: It was moved by Andrew Johnston and seconded by Adrian Auret that the report from the Presbytery of Ottawa for the year 2007-2008 regarding the management of the Gracefield Camp and Conference Centre be received and its recommendations considered. ADOPTED.

**Recommendation No. 1**

It was moved by Andrew Johnston and seconded by Adrian Auret that the audited financial statements of the Gracefield Camp and Conference for the year ended December 31, 2007 be adopted.

It was noted that the audited financial statements are found in the minutes of the Special Full Synod meeting of May 3, 2008 on Appendix D, pages 37-47.

On being put to the vote, recommendation #1 was ADOPTED.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**REPORT OF THE PRESBYERY OF OTTAWA re: Gracefield Camp 2007-2008 (Cont'd):**

**Recommendation No. 2**

It was moved by Andrew Johnston and seconded by Adrian Auret that the unaudited balance sheet as at October 31, 2008 and year-to-date statements of revenue and expenditure for the Gracefield Camp and Conference Centre be received for information. ADOPTED.

**MOTION:** It was moved by Andrew Johnston and seconded by Adrian Auret that the report from the Presbytery of Ottawa for the year 2007-2008 regarding the management of the Gracefield Camp and Conference Centre, as a whole, be adopted. ADOPTED.

**TASK FORCE REPORT**

**A GOVERNANCE FRAMEWORK FOR GRACEFIELD CAMP & CONFERENCE CENTRE**  
 (Appendix P – pages 84-107)

**Additional Recommendations from Synod Council**

**Recommendation No. 1**

It was moved by Giancarlo Fantechi and seconded by Joan Hilliard that subject to the agreement of the Presbytery of Ottawa at their next regular stated meeting, the Synod of Québec and Eastern Ontario cede authority to the Presbytery of Ottawa for governance of the Gracefield Camp and Conference Centre subject to the adoption of the Task Force report on a new governance structure. ADOPTED.

**Recommendation No. 2**

It was moved by Norman Inglis and seconded by Joan Forsythe that in Recommendation #20 of the Task Force Report: A Governance Framework for Gracefield Camp & Conference Centre, the words "and all assets" be inserted following the word "property". ADOPTED.

**Notice of Motion**

**MOTION:** Pursuant to the notice of motion given in the first sederunt of the Special Full Synod Meeting of May 3, 2008, it was moved by Giancarlo Fantechi and seconded by Joan Hilliard that the Standing Orders of the Synod, section 3, re the terms of reference for the Finance Committee, and section 3.5, re the terms of reference for the Gracefield Camp and Conference Centre be reconsidered. ADOPTED.

The Moderator invited Doug Kendall, chair of the Task Force, to present the report.

**MOTION:** It was moved by Andrew Johnston and seconded by Greg Davidson that the Task Force Report on A Governance Framework for Gracefield Camp and Conference Centre be received and considered. ADOPTED.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**TASK FORCE REPORT (Cont'd):**  
**A GOVERNANCE FRAMEWORK FOR GRACEFIELD CAMP & CONFERENCE CENTRE**

MOTION: It was moved by Greg Davidson and seconded by Andrew Johnston that the Gracefield Governance Working Group be invited to address the court. ADOPTED.

Doug Kendall, chair, introduced the working group:

Gary Pluim, Ruth Draffin and Trefor Munn-Venn. James Hurd also served as clerk consultant.

Trefor Munn-Venn introduced the report, providing an overview of the report and its key themes.

A time of questions was offered, which was then followed by the presentation of the recommendations:

**Recommendation No. 1**

It was moved by Andrew Johnston and seconded by Adrian Auret that effective September 1, 2009 the name of Gracefield Camp and Conference Centre be changed to "Gracefield Christian Camp and Retreat Centre" and that references to the Presbyterian Church be included in all marketing and promotional material. ADOPTED.

**Recommendation No. 2**

It was moved by Andrew Johnston and seconded by Adrian Auret that a new governance body, to be called the Board of Directors for Gracefield Christian Camp and Retreat Centre, with full and exclusive accountability for governance of the camp on behalf of the Presbytery of Ottawa, be established effective September 1, 2009; such board to be comprised of a minimum of seven and a maximum of twelve voting members. ADOPTED.

**Recommendation No. 3**

It was moved by Andrew Johnston and seconded by Adrian Auret that the Board of Directors lead the development of a Strategic Plan every three years and that this process include:

- (a) The Board of Directors;
- (b) The Managing Director(s);
- (c) One representative from each of the Presbyteries of Ottawa, Lanark & Renfrew, and Seaway-Glengarry;
- (d) The Camping Advisory Team; and
- (e) Any other individuals as agreed to by the Board of Directors.

**Friendly Amendment:**

It was agreed by the mover and seconded that the phrase "a minimum of every five years" replace the phrase "every three years".

On being put to the vote, Recommendation No. 3 was ADOPTED.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**TASK FORCE REPORT (Cont'd):**  
**A GOVERNANCE FRAMEWORK FOR GRACEFIELD CAMP & CONFERENCE CENTRE**

**Recommendation #3, was adopted as follows:**

'That the Board of Directors lead the development of a Strategic Plan a minimum of every five years and that this process include:

- (a) The Board of Directors;
- (b) The Managing Director(s);
- (c) One representative from each of the Presbyteries of Ottawa, Lanark & Renfrew, and Seaway-Glengarry;
- (d) The Camping Advisory Team; and
- (e) Any other individuals as agreed to by the Board of Directors.'

**Recommendation No. 4**

It was moved by Andrew Johnston and seconded by Adrian Auret that the Board of Directors submit a report to the Presbytery of Ottawa twice a year, in advance of the presbytery's stated meetings in March/April and October, including (a) a summary of the previous year's ministry and a synopsis of future plans; (b) a report of progress versus the strategic plan; (c) financial statements including a balance sheet and a statement of revenue and expenditure, with comparison to the year's budget; and (d) any major difficulties or issues which the board believes should be drawn to the attention of the presbytery. ADOPTED.

**Recommendation No. 5**

It was moved by Andrew Johnston and seconded by Adrian Auret that beginning in 2011, the Presbytery of Ottawa, in a manner similar to its triennial visitation of all congregations within its bounds, conduct a visitation of the Gracefield Christian Camp and Retreat Centre every three years, meeting with the Board of Directors and the Managing Director(s). ADOPTED.

**Recommendation No. 6**

It was moved by Andrew Johnston and seconded by Adrian Auret that in keeping with the current schedule a financial review be conducted in 2008, that a full audit of operations of the Gracefield Camp and Conference Centre and the Gracefield Christian Camp and Retreat Centre be conducted in the year 2009 and, thereafter, a full audit be conducted every third year, with a financial review to be done in the intervening years; the results of such annual audits or reviews to be submitted by the Board of Directors to the Presbytery of Ottawa upon completion. ADOPTED.

**Recommendation No. 7**

It was moved by Andrew Johnston and seconded by Adrian Auret that a Camping Advisory Team be established by the Presbytery of Ottawa on recommendation of the Transition Team, representing a broad range of congregations and stakeholders, to provide input to the development of the Vision and Strategic Plan. ADOPTED.

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**TASK FORCE REPORT (Cont'd):**  
**A GOVERNANCE FRAMEWORK FOR GRACEFIELD CAMP & CONFERENCE CENTRE**

**Recommendation No. 8**

It was moved by Andrew Johnston and seconded by Adrian Auret that the Board of Directors strike a Nominating Committee comprised of two members of the board and one representative appointed by the Presbytery of Ottawa. **ADOPTED.**

**Recommendation No. 9**

It was moved by Andrew Johnston and seconded by Adrian Auret that a slate of candidates for the Board of Directors, including rationale for their appointment, be put forward annually to the Presbytery of Ottawa in advance of its June stated meeting for appointment with the understanding that the Presbytery will either appoint the entire slate or refer it back to the Board of Directors for reconsideration. **ADOPTED.**

**Recommendation No. 10**

It was moved by Andrew Johnston and seconded by Adrian Auret that members of the Board of Directors be appointed for a three-year term with one-third retiring each year on August 31st; with the understanding that retiring members are eligible for reappointment for a second term, to a maximum of six consecutive years, following which members will be ineligible for a minimum of one year for re-appointment to the Board of Directors. **ADOPTED.**

**Recommendation No. 11**

It was moved by Andrew Johnston and seconded by Adrian Auret that a minimum of three-quarters of the voting members of the Board of Directors be members or adherents of The Presbyterian Church in Canada. **ADOPTED.**

**Recommendation No. 12**

It was moved by Andrew Johnston and seconded by Adrian Auret that the current Gracefield Operating Committee and its committees continue planning for the 2009 summer camping season including preparing a budget for submission to the January 2009 meeting of Presbytery of Ottawa, and continue operating Gracefield Camp and Conference Centre until August 31, 2009. **ADOPTED.**

**Recommendation No. 13**

It was moved by Andrew Johnston and seconded by Adrian Auret that the Presbytery of Ottawa maintain full accountability for Gracefield, as is the current situation, until September 1, 2009, at which time accountability will be transferred to the Board of Directors of Gracefield Christian Camp and Retreat Centre. **ADOPTED.**

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**TASK FORCE REPORT (Cont'd):**  
**A GOVERNANCE FRAMEWORK FOR GRACEFIELD CAMP & CONFERENCE CENTRE**

**Recommendation No. 14**

It was moved by Andrew Johnston and seconded by Adrian Auret that a Transition Team be established effective January 1, 2009 with the accountability to:

- (a) Develop new by-laws for approval by the Presbytery of Ottawa;
- (b) Establish the Terms of Reference for the new Board of Directors and Committees, including the Camping Advisory Team, for approval by the Presbytery of Ottawa;
- (c) Identify potential board members and submit the slate of candidates for approval to the Presbytery of Ottawa by the June 2009 stated meeting;
- (d) Undertake the activities outlined in Recommendation 18;
- (e) Participate in the 2008 financial review; and
- (f) Organize a celebration in recognition of all individuals who have been committed to the ministry of Gracefield.

It was noted that recommendation No. 14 is advanced with the understanding that the term by-laws is also understood as terms of reference.

On being put to the vote, Recommendation No. 14 was ADOPTED.

**Recommendation No. 15**

It was moved by Andrew Johnston and seconded by Adrian Auret that the Presbytery of Ottawa with the concurrence of the Synod of Quebec and Eastern Ontario appoint the following as the Transition Team:

- (a) Douglas Kendall, Minister, Knox Church, Ottawa
- (b) Ruth Draffin, Minister, St. John's Church, Cornwall
- (c) Gary Pluim, Member, Knox Church, Manotick
- (d) Trefor Munn-Venn, Elder, Knox Church, Ottawa.

ADOPTED.

**Recommendation No. 16**

It was moved by Andrew Johnston and seconded by Adrian Auret that the Presbytery of Ottawa appoint the following individuals to the Board of Directors of Gracefield Christian Camp and Retreat Centre effective September 1, 2009 for a term of three years, in the roles identified:

- (a) Douglas Kendall, Minister, Knox Church, Ottawa, Chair
- (b) Ruth Draffin, Minister, St. John's Church, Cornwall, Personnel
- (c) Gary Pluim, Member, Knox Church, Manotick, Treasurer
- (d) Trefor Munn-Venn, Elder, Knox Church, Ottawa, Secretary.

ADOPTED.

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
**Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario**  
**On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008**

---

**TASK FORCE REPORT (Cont'd):**  
**A GOVERNANCE FRAMEWORK FOR GRACEFIELD CAMP & CONFERENCE CENTRE**

**Recommendation No. 17**

It was moved by Andrew Johnston and seconded by Adrian Auret that the Presbytery of Ottawa appoint Douglas Kendall as the convener of the Gracefield Operating Committee effective January 1, 2009 to provide guidance for the coming months and to facilitate the transition to the new Board of Directors effective September 1, 2009. **ADOPTED.**

The Moderator thanked William Ball, outgoing convener of the Gracefield Operating Committee, for his long, distinguished and committed service to Gracefield Camp.

**Recommendation No. 18**

It was moved by Andrew Johnston and seconded by Adrian Auret that the following four priorities be pursued immediately by the Transition Team:

1. Develop a clear, concise and compelling vision for the Gracefield Christian Camp and Retreat Centre that will set the direction for and engage children, families, churches, communities and others in the ministry of Gracefield;
2. Establish a grounded, realistic Strategic Plan that will outline the direction for Gracefield and enable the Board of Directors and Presbytery of Ottawa to measure and assess progress;
3. Establish a Sustainability Committee to take an integrated, holistic assessment of Gracefield—financial, facilities, spiritual growth, etc.—that will help to strengthen the foundation of this ministry and to improve the future opportunities for growth; and
4. Initiate a set of outreach activities to ensure that as this ministry undergoes a transformation those who have supported Gracefield in the past experience a sense of renewal and excitement, and ensure that those who have not been engaged with Gracefield identify opportunities to participate in this unique community and ministry.

**ADOPTED**

**Recommendation No. 19**

It was moved by Andrew Johnston and seconded by Adrian Auret that the Managing Director(s) be given full responsibility for all management and operational roles and duties related to the camp.

**Friendly Amendment:**

It was agreed by the mover and seconder that the words “effective September 1, 2009” be added at the end of the sentence.

On being put to the vote, recommendation No. 19 was **ADOPTED**.

**Recommendation No. 19 was adopted as follows:**

‘That the Managing Director(s) be given full responsibility for all management and operational roles and duties related to the camp, effective September 1, 2009.’

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
**Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario**  
**On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008**

---

**TASK FORCE REPORT (Cont'd):**  
**A GOVERNANCE FRAMEWORK FOR GRACEFIELD CAMP & CONFERENCE CENTRE**

**Recommendation No. 20**

It was moved by Andrew Johnston and seconded by Adrian Auret that the title of the property of Gracefield Camp and Conference Centre be transferred to the Presbytery of Ottawa effective January 1, 2009 to enable borrowing against the property, should that be required.

A question was posed wondering whether it would be prudent to combine Recommendations No. 20 and No. 21.

**Friendly Amendment:**

It was agreed by the mover and seconder that recommendation No. 20 and No. 21 be combined, with the addition of the word 'and' linking the two recommendations.

**Recommendation No. 21**

It was moved by Andrew Johnston and seconded by Adrian Auret that should the Board of Directors, for any reason, conclude that the sale of the Gracefield property (i.e., land) is desirable or necessary, and obtain concurrence of the Presbytery of Ottawa for such sale, the decision to sell not be made without the concurrence of the Synod of Quebec and Eastern Ontario, and any proceeds of the sale be disposed of by resolution of the synod and in keeping with the guidelines established by The Presbyterian Church in Canada.

**Combined Recommendation**

That the title of the property and all assets of Gracefield Camp and Conference Centre be transferred to the Presbytery of Ottawa effective January 1, 2009 to enable borrowing against the property, should that be required, and should the Board of Directors, for any reason, conclude that the sale of the Gracefield property (i.e., land) is desirable or necessary, and obtain concurrence of the Presbytery of Ottawa for such sale, the decision to sell not be made without the concurrence of the Synod of Quebec and Eastern Ontario, and any proceeds of the sale be disposed of by resolution of the synod and in keeping with the guidelines established by The Presbyterian Church in Canada.

Discussion on the combined recommendation (No. 20 and No. 21) ensued.

**Amendment**

It was moved by Greg Davidson and seconded by Patricia Van Gelder that the combined recommendation (No. 20 and No. 21) begin with the words "That subject to study and acceptance by the Presbytery of Ottawa".

Discussion on the amendment ensued.

On being put to the vote, the amendment was ADOPTED.

Recommendation as amended. ADOPTED.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**

Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario

On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**TASK FORCE REPORT (Cont'd):****A GOVERNANCE FRAMEWORK FOR GRACEFIELD CAMP & CONFERENCE CENTRE**

Recommendation No. 20 was adopted as follows:

“That subject to study and acceptance by the Presbytery of Ottawa, that the title of the property and all assets of Gracefield Camp and Conference Centre be transferred to the Presbytery of Ottawa effective January 1, 2009 to enable borrowing against the property, should that be required, and should the Board of Directors, for any reason, conclude that the sale of the Gracefield property (i.e., land) is desirable or necessary, and obtain concurrence of the Presbytery of Ottawa for such sale, the decision to sell not be made without the concurrence of the Synod of Quebec and Eastern Ontario, and any proceeds of the sale be disposed of by resolution of the synod and in keeping with the guidelines established by The Presbyterian Church in Canada.”

**MOTION:** It was moved by Andrew Johnston and seconded by Adrian Auret that the Task Force Report on A Governance Framework for Gracefield Camp and Conference Centre, as amended, be adopted. **ADOPTED.**

The Moderator thanked the Task Force for their attendance at the synod meeting and for their diligent work.

The Moderator also thanked the commissioners for their thoughtful comments as the report was discussed.

Doug Kendall expressed thanks to the Synod and the Synod Council. He further expressed thanks to the Task Force for all their work to date and for agreeing to keep looking forward and their resolve to continue the work.

**RESOURCE TEAM ON SEXUAL ABUSE AND / OR HARASSMENT**

(Appendix Q – page 108)

**MOTION:** It was moved by Patricia Van Gelder and seconded by Lawrie Barton that the report from the Resource Team on Sexual Abuse and/or Harassment be received and considered. **ADOPTED.**

Patricia Van Gelder, convener, spoke to the written report. She emphasized the need to gather educational resources to assist the Resource Team. The Team would be pleased to receive any resources and/or suggestions of educational material.

The Presbytery of Ottawa was encouraged to find a representative for the Resource Team.

**MOTION:** It was moved by Patricia Van Gelder and seconded by Lawrie Barton that the report from the Resource Team on Sexual Abuse and / or Harassment be adopted. **ADOPTED.**

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**WOMEN'S MISSIONARY SOCIETY SYNODEICAL**

(Appendix R – page 109)

MOTION: It was moved by Joan Hilliard and seconded by Lawrie Barton that the report of the Women's Missionary Society Synodical be received for information. ADOPTED.

It was noted that at the WMS annual meeting held at the Crieff Hills Community in May 2008, two mission projects for the year 2008-2009 were chosen. (1) Buy A Brick for Jobat Hostel and (2) School Supplies for Eastern Europe. Donations to these worthwhile projects can be sent directly to the WMS at 50 Wynford Drive in Toronto.

A concern was expressed from the floor that there seems to be a lack of clear reporting of financial information with respect to how the whole Regional Staffing Model is funded. Specifically, that no where in the most recent report of the Life and Mission Agency to the General Assembly, does it appear that it is the WMS that provides the generous financial gift that enables Regional Staffing to exist.

MOTION: It was moved by Alison Sharpe and seconded by William Ball that the Synod write to the Chief Financial Officer and the Life and Mission Agency expressing concern that in the present reporting of financial information, there is an insufficient explanation as to how the salaries and benefits of Regional Staff are funded, and that it needs to be noted that it is primarily through the generous gift of monies received from the Women's Missionary Society. ADOPTED.

The Moderator commended the WMS for the faithful work.

MOTION: It was moved by Alison Sharpe and seconded by Joan Hilliard that the report as a whole of the Women's Missionary Society be adopted. ADOPTED.

**THE 100<sup>TH</sup> ANNIVERSARY OF THE ORDER OF DIACONAL MINISTRIES**

The Moderator invited Donna McIlveen to introduce the power-point presentation marking the 100<sup>th</sup> anniversary of the Order of Diaconal Ministries.

A request to distribute Order of Diaconal Ministries bookmarks and bulletin inserts was granted.

Donna McIlveen thanked the court for this opportunity to participate in the 100<sup>th</sup> anniversary of the Order of Diaconal Ministries. She noted that it was at the 34<sup>th</sup> General Assembly in 1908 that the Order was established. For over 100 years members have faithfully fulfilled their calling as Deaconesses and now Diaconal Ministers. Donna expressed thanksgiving to the many members of the Order who have or who are presently serving within the bounds of the synod.

The power-point presentation was shown to the court. At the conclusion of the presentation, the court expressed their appreciation with a round of applause.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**COMMITTEE ON ROLL AND LEAVE TO WITHDRAW**

The committee reported that no request had been received.

**ADJOURNMENT**

MOTION: It was moved by Ed Charlton and seconded by Warren Wong that the Synod adjourn.  
 ADOPTED.

The Moderator, at twelve twenty o'clock in the afternoon, adjourned the Synod to reconvene at one twenty o'clock in the afternoon, in the same place.

The sederunt closed with prayer by the Moderator.

---

Moderator

---

Clerk

**FOURTH SEDERUNT**

On the same day and place at one twenty o'clock in the afternoon, the synod met pursuant to adjournment. The Moderator constituted the court with prayer.

**MISSIONS COMMITTEE & ROBERT FUND COMMITTEE**

(Appendix S – pages 110-112)

Donald MacMillan, convener, was invited to present the Missions Committee Report, including the Robert Fund Report.

MOTION: It was moved by Greg Davidson and seconded by Joan Forsythe that the report of the Missions Committee, including the Robert Fund Committee, be received and its recommendations considered. ADOPTED.

Donald MacMillan spoke to the report. The following correction to the report was noted. On the second page, under Robert Fund, the first church should correctly be Eglise St-Luc not St-Marc.

Appendix S contains the report as corrected.

The convener noted that the Cluster Ministry is in development. As well the French Work Committee proposal is for the future.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**MISSIONS COMMITTEE & ROBERT FUND COMMITTEE (Cont'd):**

**Recommendation No. 1**

It was moved by Greg Davidson and seconded by Joan Forsythe that the Synod homologate the actions of the Missions Committee in submitting the 2009 grant request to Canada Ministries in advance of the synod meeting.

Amendment

It was moved by Andrew Johnston and seconded by William Ball that the Synod homologate, for this year only, the actions of the Missions Committee in submitting the grant requests for 2009 in advance of the synod meeting.

Donald MacMillan indicted that he had not yet been advised as to what grants Canada Ministries had approved. Normally the proposed grant requests from the synod are brought before the synod when it meets in October. The deadline for submitting grant requests to Canada Ministries is the end of October.

When put to the vote the amendment was ADOPTED.

The recommendation as amended. ADOPTED.

**Robert Fund**

The fund, established in 1951 from the estate of Mr. William Robert and his sister Sarah, is used annually for "religious and charitable schemes in the Province of Quebec."

The convener noted in his written report that in 2008 the Robert Fund took a big hit from the decline of the financial markets. The interest fell from \$13,500 to \$8,000. This will be divided among Mission St-Paul, Église St-Luc, Camp d'action biblique and La Vie Chrétienne.

<b>Group</b>	<b>Approved 2008</b>	<b>Based on \$8,000</b>	<b>Based on \$10,000</b>	<b>Based on \$12,000</b>
Mission St-Paul (Sherbrooke)	\$1,500	\$600	\$1,000	\$1,500
Église St-Luc	\$1,500	\$600	\$1,000	\$1,500
Camp d'action Biblique	\$3,000	\$600	\$1,000	\$1,500
La Vie Chrétienne	\$7,500	\$6,200	\$7,000	\$7,500
<b>TOTALS</b>	<b>\$13,500</b>	<b>\$8,000</b>	<b>\$10,000</b>	<b>\$12,000</b>

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**MISSIONS COMMITTEE & ROBERT FUND COMMITTEE (Cont'd):**

A question was raised as to how the approval for the distribution of the funds is agreed upon.

The convener noted that Canada Ministries does not have a voice in the distribution of the funds.

**MOTION:** It was moved by Andrew Johnston and seconded by Warren Wong that for 2009 the distribution of funds for the Robert Fund be based on \$8,000 and divided with Mission St-Paul receiving \$600.00; Eglise St-Luc receiving \$600.00; Camp d'action biblique receiving \$600.00 and LaVie Chretienne receiving \$6,200.00. **ADOPTED.**

**MOTION:** It was moved by Joe Reed and seconded by Richard Topping that the Missions Committee examine the Trust Document of the Robert Fund and clarify the procedure to be followed regarding the distribution of funds. **ADOPTED.**

**MOTION:** It was moved by Greg Davidson and seconded by Joan Forsythe that the report of the Missions Committee, including the Robert Fund Committee, as a whole be adopted. **ADOPTED.**

**FINANCE COMMITTEE (Cont'd – from page 15):**

2. Correspondence item #6 – Memorial from the Presbytery of Montréal  
 (Appendix B – page 41-42)

Joe Reed spoke to the memorial, received in the fist sederunt.

**MOTION:** It was moved by Joe Reed and seconded by Warren Wong that \$10,000.00 of surplus in the Synod Current Account be transferred to reduce the presbytery allocations.

Sandy McCuan spoke to the background of the increase in the proposed 2009 synod budget. He noted that the 2008 synod budget did not include an amount for the septic system and water treatment projects.

Discussion on the motion ensued.

On being put to the vote, the motion was **ADOPTED**.

**MOTION:** It was moved by Joe Reed and seconded by Warren Wong that the Synod Council, in consultation with the Synod Finance Committee, be instructed to reduce the budget by an additional \$1,010, thereby reducing the total budget to \$99,000.00.

Discussion on the motion ensued.

On being put to the vote, the motion was **DEFEATED**.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
 Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
 On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**FINANCE COMMITTEE (Cont'd):**

**2009 Proposed Budget**

MOTION: It was moved by Joe Reed and seconded by Norman Inglis that the 2009 Synod Budget, as amended, be adopted. ADOPTED.

Presbytery Assessments, as revised, will be sent out to the various presbyteries through the presbytery clerks.

(The 2009 approved budget can be found at Appendix D – page 45)

**5-Year Forecast**

MOTION: It was moved by William Ball and seconded by Norman Inglis that the 5 Year Forecast be accepted, for information. ADOPTED.

**REPORTS WITHOUT RECOMMENDATIONS**

The following reports without recommendation were not specifically addressed as the convener or representative was not present in the court:

- 1) Synod Webservant (Appendix T – page 113)
- 2) Synod Representative on Assembly Council (Appendix U – page 114)

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

MOTION: It was moved by Dan Shute and seconded by Jim Purcell that the report of the Committee to examine the Minutes of the Presbyteries and Synod Council be received and considered. ADOPTED.

**Recommendation No.1**

It was moved by Dan Shute and seconded by Jim Purcell that the minutes of the Presbytery of Montréal, The Presbytery of Seaway-Glengarry and the Presbytery of Ottawa be attested as neatly and correctly kept. ADOPTED.

**Recommendation No. 2**

It was moved by Dan Shute and seconded by Jim Purcell that the minutes from the Presbytery of Québec be attested as neatly kept with note. ADOPTED.

Dan Shute, convener, reported with regrets that the committee was of the opinion that they were not competent to review the minutes of the synod council. Therefore there was no recommendation forthcoming.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
**Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario**  
**On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008**

---

**COMMITTEE TO EXAMINE THE MINUTES OF THE PRESBYTERIES AND THE SYNOD COUNCIL (Cont'd):**

**MOTION:** It was moved by Dan Shute and seconded by Jim Purcell that the report of the Committee to Examine the Minutes of the Presbyteries and the Synod Council be adopted. **ADOPTED.**

**COMMITTEE ON COURTESIES**

**MOTION:** It was moved by Patricia Van Gelder and seconded by Warren Wong that the report of the Committee on Courtesies be received and considered. **ADOPTED.**

On behalf of the Committee on Courtesies (Sarah MacDonald and John Barry Forsyth) Ross Davidson presented the following report:

Words of thanks and appreciation are extended by the Synod:

To our host church, St. Matthew's, Ingleside, for their warm hospitality and numerous meals  
 To those who opened their homes for billets  
 To the organist and choir for their musical support  
 To Ross Walker who graciously took care of the sound system.

To the Rev. Giancarlo Fantechi, for graciously serving as Moderator of the 133<sup>rd</sup> synod meeting and the special full synod meeting of May 2008, and for his inspiring worship throughout.

To the Rev. Mark Bourgon, for directing the proceedings of the 134<sup>th</sup> synod meeting, and for his Inspiring Saturday morning worship.

To our guest speaker, the Rev. Dr. Dale Woods for his challenging address to us as we seek God's guidance in seeking the changes he would have us engage in.

To David Phillips and his introduction of the Vine Helpline – connecting people, places and programs.

To the Order of Diaconal Ministries on their 100<sup>th</sup> anniversary and for their inspiring power-point presentation.

To all those who prepared and presented reports, including  
 Camping reports related to the Gracefield Camp and Conference Centre  
 and Camp d'action biblique.

The Task Force for their extensive study and recommendations.

The Youth Committee with special mention of the young people who spoke on their mission trip experiences.

The Regional Staff, Anita Mack and Christine Ball, for their excellent work.

The Regional Staffing Committee, the Finance Committee, the Missions Committee, the Resource Team on Sexual Abuse and/or Harassment, and the WMS Synodical.

---

Clerk:

---

**The 134<sup>th</sup> meeting of the Synod of Québec and Eastern Ontario**  
Meeting at St. Matthew's Presbyterian Church, Ingleside, Ontario  
On Friday and Saturday, November 21<sup>st</sup> and 22<sup>nd</sup>, 2008

---

**COMMITTEE ON COURTESIES (Cont'd):**

To our synod treasurer, Ross Davidson, for his care of the synod finances.

To our synod clerk, Donna McIlveen, for her committed and efficient work.

To all commissioners for their participation in the synod meeting.

Our heartfelt thanks to all.

MOTION: It was moved by Patricia Van Gelder and seconded by Warren Wong that the report of the Committee on Courtesies be adopted. ADOPTED.

**YOUTH COMMITTEE (cont'd from page 20)**

MOTION: It was moved by Richard Topping and seconded by Julia Apps-Douglas that the report of the Youth Committee, as a whole, be adopted. ADOPTED.

**COMMITTEE ON BUSINESS**

MOTION: It was moved by William Ball and seconded by Norman Inglis that Section 3.5 of the Synod Standing Orders be repealed. ADOPTED.

MOTION: It was moved by Patricia Van Gelder and seconded by Lawrie Barton that the report of the Committee on Business, as a whole, be adopted. ADOPTED.

**ADJOURNMENT**

At two forty-five o'clock in the afternoon, the business being finished, the Moderator entertained a motion to adjourn.

MOTION: It was moved by Joan Forsythe and seconded by Richard Topping that the Synod adjourn. ADOPTED.

The Moderator thanked the commissioners and participants for their diligence throughout the several sederunts. The Moderator led the synod in prayer.

He then said:

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



Moderator: Rev. Giancarlo Fantechi

Clerk: Mrs. Donna McIlveen

**134<sup>th</sup> MEETING PROVISIONAL DOCKET**  
**FRIDAY, NOVEMBER 21<sup>ST</sup> to SATURDAY, NOVEMBER 22<sup>ND</sup>, 2008**

**ST. MATTHEW'S PRESBYTERIAN CHURCH**  
**INGLESIDE, ONTARIO**

**FIRST SEDERUNT**Friday, November 21<sup>st</sup> at 2 p.m.

- |     |           |  |
|-----|-----------|--|
| 1.  | 2:00 p.m. | Opening Worship / Communion  |
| 2.  | 3:15 p.m. | Constitution of the Synod  |
| 3.  |           | Memorials  |
| 4.  |           | Welcome to St. Matthew's Presbyterian Church                                   |
| 5.  |           | Roll of Synod / Regrets / Visitors   |
| 6.  |           | Election of Moderator / Installation of the Moderator                          |
| 7.  |           | Records of Presbyteries and Synod Council                                      |
| 8.  |           | Adoption of the Docket   |
| 9.  |           | Minutes of the 133 <sup>rd</sup> meeting and special full meeting              |
| 10. |           | Business Arising<br>- unfinished business from 133 <sup>rd</sup> synod meeting |
| 11. |           | Correspondence   |
| 12. |           | Committee on Business  |
| 13. | 3:50 p.m. | Refreshment Break  |
| 14. | 4:00 p.m. | Finance Committee  |
| 15. |           | Treasurer's Report   |
| 16. | 5:00 p.m. | Gracefield Operating Committee report<br>Gracefield testimonials               |
| 17. | 5:30 p.m. | Camp d'action biblique   |
| 18. | 5:35 p.m. | Regional Staffing Committee<br>- Regional Staff: Christine Ball and Anita Mack |
| 19. |           | Committee on Roll and Leave to Withdraw  |
| 20. | 5:55 p.m. | Announcements  |
| 21. |           | Adjournment / Prayer   |
| 22. |           | Supper   |
| 23. | 6:00 p.m. |  |

**SECOND SEDERUNT**Friday, November 21<sup>st</sup> at 7:00 p.m.

- |    |           |   |
|----|-----------|---|
| 1. | 7:00 p.m. | Prayer/Constitute the Court   |
| 2. | 7:05 p.m. | Youth Committee   |
| 3. | 7:40 p.m. | Guest Speaker, the Rev. Dr. Dale Woods<br>"The Challenge of Change" |
| 4. | 8:55 p.m. | Committee on the Roll and Leave to Withdraw                         |
| 5. |           | Announcements   |
| 6. | 9:00 p.m. | Adjournment and Prayer  |

**THIRD SEDERUNT**

Saturday, November 22<sup>nd</sup> at 9:00 a.m.

- |     |            |  |
|-----|------------|--|
| 1.  | 8:00 a.m.  | Committee Meetings (as needed)   |
| 1.  | 9:00 a.m.  | Worship  |
| 2.  |            | Prayer to Constitute the Court   |
| 3.  | 9:30 a.m.  | Vine Helpline Presentation, David Phillips   |
| 4.  | 9:35 a.m.  | Report from the Presbytery of Ottawa re: Gracefield  |
| 5.  | 10:00 a.m. | Task Force Report: "A Governance Framework for GCCC"<br>(re: page 7 minutes of special full synod meeting May 3, 2008) |
| 6.  |            | Slide show presentation – 100 <sup>th</sup> anniversary The Order of Diaconal Ministries                               |
| 7.  | 12:00 p.m. | Committee on Roll and Leave to Withdraw  |
| 8.  | 12:15 p.m. | Adjournment and Prayer   |
| 9.  |            | Lunch  |
| 10. | 12:20 p.m. |  |

**FOURTH SEDERUNT**

Saturday, November 22<sup>nd</sup> at 1:00 p.m.

- |     |           |  |
|-----|-----------|--|
| 1.  | 1:00 p.m. | Prayer to Constitute the Court   |
| 2.  | 1:05 p.m. | Resource Team on Sexual Abuse and/or Harassment                            |
| 3.  |           | Mission Committee and Robert Fund Committee                                |
| 4.  |           | Women's Missionary Society Synodical                                       |
| 5.  | 1:45 p.m. | Finance Committee (cont'd)   |
| 6.  |           | Committee to Examine the minutes of the Presbyteries and the Synod Council |
| 7.  |           | Unfinished Business  |
| 8.  |           | Committee on Courtesies  |
| 9.  |           | Time and Place of the next Synod meeting                                   |
| 10. |           | Adjournment and Prayer   |

L'ÉGLISE PRESBYtérienne au Canada — THE PRESBYTERIAN CHURCH IN CANADA  
CONSISTOIRE DE MONTRÉAL — PRESBYTERY OF MONTREAL

3495 UNIVERSITY ST.,  
MONTREAL, QUE. H3A 2A8  
845-2566



At Montreal, the 21<sup>st</sup> day of October in the year 2008:

Which day the Presbytery of Montreal met and was constituted with prayer.

Among other matters addressed, the presbytery agreed to transmit the following memorial to the Synod of Quebec and Eastern Ontario:

To the Venerable the Synod of Quebec and Eastern Ontario:

**W**hereas, the Presbytery of Montreal fully supports the first recommendation of the Synod Special Committee on Christian Camping, passed by the Synod of Quebec and Eastern Ontario at its Special Full Synod Meeting on 3 May 2008 “that the Synod of Quebec and Eastern Ontario strongly affirm the importance of and its support for Christian camping within its bounds,”

**W**hereas, the Synod Finance Committee recently met to set the Proposed Synod Budget for 2009. At that time the members of the Finance Committee inserted into the proposed budget the figures for camping as set out by Synod at the Special Full Synod Meeting held on 3 May 2008 at St. Andrew's, Lancaster, Ontario. The purpose of the Special Synod meeting was to receive and consider the report of the Special Committee on Christian Camping and Gracefield Camp and Conference Centre. The recommendations passed at the Special Meeting included specific amounts of money to be granted to Gracefield and Camp d'action biblique. These amounts represent significant annual increases to each of the camps and together represent a significant increase, in the extreme, to the proposed Synod Budget for 2009 and subsequent years. The 2008 Synod Budget is \$87,850 and the proposed 2009 Synod Budget jumps to \$110,010 in view of the decisions of the Special Meeting of Synod. This represents a Budget increase of 26%, one year to the next, which is to be assessed out to the Presbyteries of the Synod.

**W**hereas, the *Acts and Proceedings* for 2008 gives the Cost Of Living Allowance (COLA) as 2.1%. In view of the report of the Special Committee on Camping and the support seen in this Synod for the camping ministry an increase in the Synod Budget of even double (or even triple) that amount might be seen as reasonable and achievable by Congregations. An increase of 26% is excessive, especially at this time of economic calamity around the world when people are seeing their savings and pension funds plummeting and look forward to probable job losses due to the economic slump.

**W**hereas, it is the position of the Presbytery of Montreal that a 26% increase is too great an increase to expect Congregations to cover in one year, and

**W**hereas the presbytery believes that budget restraint is in order and must be seriously considered,

**T**herefore, the Presbytery of Montreal humbly memorializes the Synod that it consider seriously whether or not steps should be taken to reduce the proposed Budget for 2009 to a much more realistic figure. The presbytery notes that various methods could be used to reduce the budget. Notice of motion might be given to reduce the grants established for camping in 2009, or short term borrowing could be used. Short term borrowing could allow the camping grants to be made as adopted by Synod but not assessed in full to Presbyteries all in one year, but rather the Synod could work up to this new grant level over a period of perhaps five years. The presbytery also notes as positive factors the Presbytery of Seaway-Glengarry Overture on national funding for camping ministry (*Acts and Proceedings*, 2008 pages 533-534), and that Gracefield is projecting a budget surplus for this year.

Extracted from the records of the Presbytery of Montreal by Dr. Michael Pettem.



Michael Pettem  
Clerk of Presbytery

From: James T. Hurd

Sent: November 20, 2008 11:48 PM

To: Donna McIlveen

Subject: Adjustment to the dollar base for the year ended December 31, 2007 of the Presbytery of Ottawa

Mrs. Donna McIlveen, Clerk,  
Synod of Quebec and Eastern Ontario.

Dear Donna:

The Presbytery of Ottawa at its stated meeting November 11, 2008 took cognizance of two major errors in the dollar base figures for December 31, 2007 as published in The Acts and Proceedings of the One Hundred and Thirty-fourth General Assembly of The Presbyterian Church in Canada. One of these errors was as a result of improper accounting of the finances in the amalgamation of Erskine Church, Ottawa with Westminster Church, Ottawa. The second error was caused by the handling of a one-time donation to St. Andrew's Church, Ottawa intended largely for future use but recorded as general operating revenue.

Following conversations with Mr. S. Roche, Chief Financial Officer and Treasurer of The Presbyterian Church in Canada, the presbytery understood that it has authority to adjust the dollar base of the two congregations for good and sufficient reasons, and has received assurances that subject to receipt of sufficient documentation the national office will accept the adjustment.

The Finance and Maintenance Committee of the Presbytery of Ottawa meeting on November 20, 2008 and exercising the power to issue granted by the presbytery did resolve that the dollar base for the year ended December 31, 2007 of Westminster Church, Ottawa should be justly reduced by \$124,015, and rightly calculated as \$165,750, and that of St. Andrew's Church, Ottawa, subject to provision of documentation to the treasurer of the presbytery, should be justly reduced by \$93,731 and rightly calculated as \$483,702. This means that the total dollar base for the year ended December 31, 2007 for the Presbytery of Ottawa is reduced by \$217,746 and totals \$3,189,786.

The Presbytery of Ottawa respectfully requests that the Synod of Quebec and Eastern Ontario accept this revised dollar base and use it rather than the published number in the aforementioned Acts and Proceedings (2008) for the calculation of the presbytery's share of annual assessment by the synod for the year 2009.

In Christ's service,

J. T. Hurd,  
Clerk, Presbytery of Ottawa.

***The Synod of Quebec & Eastern Ontario***  
**THE SYNOD FINANCE COMMITTEE**

**2009 Proposed Budget**

<u>Administration &amp; Synod Programs</u>		<u>Camping &amp; Outreach</u>
Committees	\$3,500.00	
Synod Meeting	\$4,000.00	<i>Gracefield (GCC) Capital = \$15,360.00</i>
Minutes	\$ 800.00	
Clerk's Honoraria	\$2,000.00	<i>GCCC Operating Grant = \$50,000.00</i>
Treasurer Honoraria	\$1,000.00	
Audit	\$1,200.00	<i>Camp d'action biblique = \$16,000.00</i>
Office	\$ 800.00	
Liability Insurance	\$1,700.00	sub-total:
Banking Costs	\$ 250.00	<i>Camping &amp; Outreach = \$81,360.00</i>
Synod Council	\$2,200.00	
La Vie Chrétienne	\$1,700.00	
Youth Work	\$1,500.00	
Youth Program	\$1,500.00	
Canada Youth	\$1,000.00 <sup>1</sup>	
Notary	\$ 500.00	
<u>Regional Staff</u>	<u>\$5,000.00</u>	
Sub-total		
Admin & Programs: <b>\$28,650.00</b>		

***BUDGET TOTAL = \$110,010.00***

The allocations will require the following levels of financial support from each Presbytery:

	<u>QUEBEC</u>	<u>MONTREAL</u>	<u>SEAWAY-GLENGARRY</u>	<u>OTTAWA</u>	<u>LANARK &amp; RENFREW</u>
<u>Rate:</u>	3.9%	31.5%	16.0%	33.4%	15.2%
<u>Cost:</u>	\$4,290	\$34,653	\$17,602	\$36,743	\$16,722

---

<sup>1</sup>An annual allocation to ensure sufficient funds is available to support delegates to the triennial congress.

***SYNOD BUDGET (2009)******Synod of Quebec & Eastern Ontario***  
***2009 Approved Budget***

Administration & Synod Programs		Camping & Outreach
Committees	\$3,500.00	
Synod Meeting	\$4,000.00	<i>Gracefield (GCCC) Capital = \$15,360.00</i>
Minutes	\$ 800.00	
Clerk's Honoraria	\$2,000.00	<i>GCCC Operating Grant = \$50,000.00</i>
Treasurer Honoraria	\$1,000.00	
Audit	\$1,200.00	<i>Camp d'Action Biblique = \$16,000.00</i>
Office	\$ 800.00	
Liability Insurance	\$1,700.00	sub-total:
Banking Costs	\$ 250.00	<i>Camping &amp; Outreach = \$81,360.00</i>
Synod Council	\$2,200.00	
La Vie Chretien	\$1,700.00	
Youth Work	\$1,500.00	
Youth Program	\$1,500.00	
Canada Youth	\$1,000.00 <sup>1</sup>	
Notary	\$ 500.00	
Regional Staff	<u>\$5,000.00</u>	
Sub-total		
Admin & Prog	<b>\$28,650.00</b>	

**BUDGET TOTAL = \$110,010.00****FROM RESERVE = 10,000.00****BALANCE = \$100,010.00**

The balance will require the following levels of financial support from each Presbytery:

	Quebec	Montreal	Seaway/Glengarry	Ottawa	Lanark & Renfrew
Rate	<b>4.022%</b>	<b>32.172%</b>	<b>16.302%</b>	<b>31.930%</b>	<b>15.573%</b>
Cost:	<b>\$4,022</b>	<b>\$32,175</b>	<b>\$16,304</b>	<b>\$31,934</b>	<b>\$15,575</b>

---

<sup>1</sup>An annual allocation to ensure sufficient funds are available to support delegates to the triennial congress.

<u>PROPOSED 5 YEAR FORECAST</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
<b>Description</b>					
<b>Administration</b>					
Synod meeting	4,000	4,000	4,000	4,000	4,000
Minutes	800	800	800	800	800
<b>Honoraria</b>					
Clerk	2,000	2,100	2,100	2,100	2,100
Treasurer	1,000	1,050	1,050	1,050	1,050
Audit/Review	1,200	1,200	1,200	1,200	1,200
Notary	500	500	500	500	500
<b>Clerk's Office</b>					
Office expenses	800	800	800	800	800
Liability insurance	1,700	1,700	1,700	1,800	1,800
Clerk's consultation	0	500	0	500	0
<b>Committees</b>					
Synod council	2,200	2,200	2,200	2,200	2,200
Other Committees	3,500	3,500	3,500	3,500	3,500
<b>Finance</b>					
Banking Costs	250	250	250	250	250
Escalation (cost of living)	0	200	400	700	900
<b>Regional staff</b>					
Expenses	5,000	5,000	5,000	5,000	5,000
<b>Programs</b>					
<b>Youth</b>					
Youth program	1,500	1,500	1,500	1,500	1,500
Canada youth	1,000	1,000	1,000	1,000	1,000
Leadership training	1,500	1,500	1,500	1,500	1,500
<b>Vie chretienne</b>					
Operating grant	1,700	1,750	1,800	1,850	1,900
<b>Gracefield</b>					
Operating grant	50,000	45,000	43,216	43,480	43,744
Capital (Septic/Water Project)	15,360	15,360	15,360	15,360	15,360
<b>Camp d'action biblique</b>					
Operating grant	16,000	21,000	23,692	23,606	23,520
<b>TOTAL EXPENSES</b>	<b>110,010</b>	<b>110,910</b>	<b>111,568</b>	<b>112,696</b>	<b>112,624</b>

Note: Cost of living has not been applied to the Gracefield & Camp d'action biblique grants.

<u>Description</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
<b>Base Amounts</b>					
Quebec	401,758	398,758	395,758	392,758	389,758
Montreal	3,213,927	3,203,927	3,193,927	3,183,927	3,173,927
<b>Tot. Quebec Province</b>			<b>3,589,685</b>	<b>3,576,685</b>	<b>3,563,685</b>
Seaway Glengarry	1,628,615	1,623,615	1,618,615	1,613,615	1,608,615
Ottawa	3,407,532	3,313,532	3,343,532	3,373,532	3,403,532
Lanark & Renfrew	1,555,703	1,570,703	1,585,703	1,600,703	1,615,703
<b>Tot. Eastern Ontario</b>			<b>6,547,850</b>	<b>6,587,850</b>	<b>6,627,850</b>
<b>Total Synod</b>	<b>10,207,535</b>	<b>10,110,535</b>	<b>10,137,535</b>	<b>10,164,535</b>	<b>10,191,535</b>
<b>Assessments</b>					
Quebec	4,290	4,374	4,355	4,354	4,307
Montreal	34,653	35,146	35,151	35,301	35,074
Seaway Glengarry	17,602	17,810	17,814	17,890	17,776
Ottawa	36,743	36,350	36,797	37,404	37,612
Lanark & Renfrew	16,722	17,230	17,451	17,747	17,855
<b>Total</b>	<b>110,010</b>	<b>110,910</b>	<b>111,568</b>	<b>112,696</b>	<b>112,624</b>

**The Synod of Quebec  
and Eastern Ontario  
Financial Statements  
December 31, 2007**

Review Engagement Report	2
Financial Statements	
Revenues and expenses	3
Changes in Fund Balances	4
Balance Sheet	5
Notes to Financial Statements	6 - 9
Supplementary Information	10 - 11

# Raymond Chabot Grant Thornton

Raymond Chabot Grant Thornton, S.E.N.C.R.L.  
Comptables agréés

## Review Engagement Report

To the Directors of  
The Synod of Quebec and Eastern Ontario

We have reviewed the balance sheet of The Synod of Quebec and Eastern Ontario as at December 31, 2007 and the statements of revenues and expenses and changes in fund balances 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 Organization.

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

Based on our review, 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.

The accounts for the year ended December 31, 2006, shown for comparative purposes, were reviewed on by other chartered accountants.

*Raymond Chabot Grant Thornton LLP*

Chartered Accountants

Thetford Mines  
October 9, 2008

257, rue Notre-Dame Ouest  
Thetford Mines (Québec) G6G 1J7  
Téléphone : (418) 335-7511  
Télécopieur : (418) 335-2105  
www.rcgt.com

241, 2<sup>ème</sup> avenue  
Weedon (Québec) J0B 3J0  
Téléphone : (819) 877-2200  
Télécopieur : (819) 877-3765

150 A, rue Champoux  
Disraeli (Québec) G0N 1E0  
Téléphone : (418) 449-3875  
Télécopieur : (418) 449-1626

# The Synod of Quebec and Eastern Ontario

## Revenues and expenses

Year ended December 31, 2007

(Unaudited)

					2007	2006
				Restricted Funds		
				Operating		
	Budget	fund	Gracefield	Regional		
	\$	\$	\$	Staff	Total	Total
<b>Receipts</b>						
<b>Presbytery Assessments</b>						
Quebec	3,993	3,993			3,993	4,490
Montreal	31,387	31,387			31,387	29,670
Seaway - Glengarry	16,065	16,065			16,065	15,410
Ottawa	28,879	28,879			28,879	27,830
Lanark - Renfrew	12,536	12,536			12,536	11,570
<b>Donations</b>			4,610		4,610	17,210
<b>Grants</b>				90,633	90,633	89,350
<b>Other Receipts</b>						
Goods & Services Tax						
Refund		358			358	537
Offering at synod meeting						116
Interest on investments			989		989	
Other						130
	92,860	93,218	5,599	90,633	189,450	196,313
<b>Expenses</b>						
Administration	5,900	9,281			9,281	5,662
Honoraria	3,500	5,037			5,037	5,461
Clerk's office	2,200	2,491			2,491	1,766
Committee expenses	4,100	2,354			2,354	1,626
Gracefield camp & conference centre	48,800	48,400			48,400	48,207
Summer Christian camp	8,200	8,200			8,200	10,200
Regional staffing				93,920	93,920	95,889
Youth	3,000	350			350	5,435
	75,700	76,113		93,920	170,033	174,246
<b>Excess (deficiency) of revenues over expenses</b>	<b>17,160</b>	<b>17,105</b>	<b>5,599</b>	<b>(3,287)</b>	<b>19,417</b>	<b>22,067</b>

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

## The Synod of Quebec and Eastern Ontario

### Changes in Fund Balances

Year ended December 31, 2007  
(Unaudited)

	Restricted Funds			2007	2006
	Operating Fund	Gracefield	Regional Staff	Total	Total
Balance, beginning of year	\$ 20,239	40,094	1,877	62,210	40,143
Net earnings	17,105	5,599	(3,287)	19,417	22,067
Interfund transfer	37,344	45,693	(1,410)	81,627	62,210
Balance, end of year	<u>35,167</u>	<u>45,693</u>	<u>767</u>	<u>81,627</u>	<u>62,210</u>

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

# The Synod of Quebec and Eastern Ontario

## Balance Sheet

December 31, 2007  
(Unaudited)

	2007			2006	
	Restricted Funds				
Operating Fund	Gracefield	Regional Staff	Total		Total
	\$	\$	\$	\$	\$
<b>ASSETS</b>					
Current assets					
Cash	34,367	4,704	767	39,838	61,841
Term deposit, 3.10%		40,000		40,000	
Accounts receivable (Note 4)	800	989		1,789	1,337
	<b>35,167</b>	<b>45,693</b>	<b>767</b>	<b>81,627</b>	<b>63,178</b>
<b>LIABILITIES</b>					
Current liabilities					
Accounts payable					968
<b>FUND BALANCES</b>					
Operating Fund	<b>35,167</b>			<b>35,167</b>	20,239
Gracefield		<b>45,693</b>		<b>45,693</b>	40,094
Regional Staff			<b>767</b>	<b>767</b>	1,877
	<b>35,167</b>	<b>45,693</b>	<b>767</b>	<b>81,627</b>	<b>62,210</b>
	<b>35,167</b>	<b>45,693</b>	<b>767</b>	<b>81,627</b>	<b>63,178</b>

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

On behalf of the Board,

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director

# The Synod of Quebec and Eastern Ontario

## Notes to Financial Statements

December 31, 2007  
(Unaudited)

---

### **1 - GOVERNING STATUTES AND PURPOSE OF THE ORGANIZATION**

The Synod operates under the auspices of the Presbyterian Church in Canada and is comprised of representatives being both lay and ordained/diaconal ministers, known as Commissioners, from the various Presbyteries of the Presbyterian Church in Canada in Quebec and Eastern Ontario. The Synod's purpose is to co-ordinate the work of its constituent presbyteries through a number of standing committees which report through a properly constituted Synod Council.

### **2 - CHANGE IN ACCOUNTING POLICY**

#### **Recently adopted standards**

##### *Accounting changes*

On January 1, 2007, in accordance with the applicable transitional provisions, the Organization applied the recommendations of new Section 1506, "Accounting Changes", of the Canadian Institute of Chartered Accountants' Handbook. This new section, effective for the years beginning on or after January 1, 2007, prescribes the criteria for changing accounting policies, together with the accounting treatment and disclosure of changes in accounting policies, changes in accounting estimates and corrections of errors. Furthermore, the new standard requires the communication of the new primary sources of GAAP that are issued but not yet effective or not yet adopted by the Organization. The new standard has no impact on the Organization's financial results.

##### *Financial instruments*

On January 1, 2007, in accordance with the applicable transitional provisions, the Organization adopted the new recommendations in Sections 3855, "Financial Instruments – Recognition and Measurement", and 3861, "Financial Instruments – Disclosure and Presentation", of the *Canadian Institute of Chartered Accountants' Handbook*.

Sections 3855 and 3861 deal with the recognition, measurement, presentation and disclosure of financial instruments and non-financial derivatives in the financial statements. The transitional provisions of these sections require that the Organization remeasure the financial assets and liabilities as appropriate at the beginning of its fiscal year. Any adjustment of the previous carrying amount is recognized as an adjustment of the balance of fund balances at the beginning of the fiscal year of initial application. The financial statements of prior fiscal years are not restated.

Adoption of these new recommendations resulted in the following impacts on the classification and measurement of the Organization's financial instruments, which were previously recognized at cost :

- Cash is classified as held-for-trading financial assets. They are measured at fair value and changes in fair value are recognized the revenues and expenses;
- Accrued interest and expense advances are classified as loans and receivables. Accrued interest and expense advances are measured at amortized cost, which is generally the initially recognized amount, less any allowance for doubtful accounts;

# The Synod of Quebec and Eastern Ontario

## Notes to Financial Statements

December 31, 2007  
(Unaudited)

---

### **2 - CHANGE IN ACCOUNTING POLICY (Continued)**

- The term deposit is classified as held-to-maturity investments. It is recognized at amortized cost using the effective interest method, including any impairment;
- The accounts payable are classified as other financial liabilities. They are measured at amortized cost using the effective interest method.

These changes had no significant impact on the financial statements as at December 31, 2007.

### **Future accounting standards**

#### *Continuity of the exploitation*

In June 2007, the Canadian Institute of Chartered Accountants modified Section 1400, "General Standards of Financial Statement Presentation", in order to require that management make an assessment of the Organization's ability to continue as a going concern over a period which is at least, but is not limited to, twelve months from the balance sheet date. These new requirements are effective for fiscal years beginning on or after January 1, 2008 and the Organization will implement them as of January 1, 2008. The new requirements only address disclosures and will have no impact on the the Organization's financial results.

#### *Financial instruments - Information to be supplied and presentation*

In December 2006, the CICA published new Sections 3862, "Financial Instruments – Disclosures", and 3863, "Financial Instruments – Presentation", which establish standards for the presentation and disclosure of financial instruments and non-financial derivatives. These new standards are effective for fiscal years beginning on or after October 1, 2007 and the Organization will implement them as of January 1, 2008.

The Organization is currently assessing the impact that the application of these new standards will have on the financial statements.

### **3 - ACCOUNTING POLICIES**

#### **Basis of presentation**

The financial statements are prepared using the historical cost method, except for certain financial instruments that are recognized at fair value. No information on fair value is presented when the carrying amount corresponds to a reasonable approximation of the fair value.

#### **Fund accounting**

Assets, liabilities, revenues and expenses relating to service delivery and administration are reported in the operating fund.

Assets, liabilities, revenues and expenses relating to projects are reported in the restricted funds.

# The Synod of Quebec and Eastern Ontario

## Notes to Financial Statements

December 31, 2007  
(Unaudited)

---

### **3 - ACCOUNTING POLICIES (Continued)**

#### **Revenue recognition**

Revenue is recognized in the period in which it is earned. As a result, donations and funds transferred from the Presbyterian Church in Canada which are designated to be spent on particular operations and which are not expended in the current fiscal year are deferred.

#### **Accounting estimates**

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts recorded in the financial statements and notes to financial statements. These estimates are based on management's best knowledge of current events and actions that the Organization may undertake in the future. Actual results may differ from these estimates.

#### **Financial assets and liabilities**

On initial recognition, all financial assets and liabilities are measured and recognized at their fair value. Subsequently, financial assets and liabilities are measured and recognized as follows.

##### *Held-for-trading financial assets and liabilities*

Held-for-trading financial assets and liabilities are measured at their fair value and changes in fair value are recognized in revenues and expenses. Changes in fair value that are recognized in revenues and expenses include interest and dividend income, exchange gains or losses and realized and unrealized gains or losses, and are presented under Interest on investments.

Upon initial recognition, the Synod designates term deposits as held for trading because it considers that the financial information generated by this classification is more relevant for decision-making and provides a better means for evaluating the Synod performance.

##### *Held-to-maturity investments, loans and receivables and other financial liabilities*

Held-to-maturity investments, loans and receivables and other financial liabilities are measured at amortized cost using the effective interest method. Interest calculated using the effective interest method is presented in earnings under Interest on investments.

### **4 - ACCOUNTS RECEIVABLE**

	<b>2007</b>	<b>2006</b>
	\$	\$
Loans and Receivables		
Accrued interest	989	
Regional staffing - expense advances	800	800
Indirect taxes receivable		537
	<b>1,789</b>	<b>1,337</b>

# **The Synod of Quebec and Eastern Ontario**

## **Notes to Financial Statements**

December 31, 2007  
(Unaudited)

---

### **5 - STATEMENT OF CASH FLOWS**

No statement of cash flows has been presented since principal operating, investing and financing activities may be readily apparent from the other financial statements and presenting such a statement would provide no additional information.

### **6 - COMPARATIVE FIGURES**

Certain comparative figures have been reclassified to conform with the presentation adopted in the current year.

# The Synod of Quebec and Eastern Ontario

## Supplementary Information

Year ended December 31, 2007

(Unaudited)

		2007	2006
		Budget	Actual
		\$	\$
<b>YOUTH</b>			
Youth program		1,500	280
Canada Youth, net			606
Leadership Training		1,500	70
		<b>3,000</b>	<b>350</b>
			<b>5,435</b>
<b>ADMINISTRATION</b>			
Synod Meeting		3,200	4,596
Minutes		500	673
Annual declaration expenses			32
Bank charges			206
Synod council		2,200	2,626
Commission 2006			1,463
		<b>5,900</b>	<b>9,281</b>
			<b>5,662</b>
<b>HONORARIA</b>			
Clerk		2,000	2,000
Treasurer		1,000	1,000
Professional fees		500	2,037
		<b>3,500</b>	<b>5,037</b>
			<b>5,461</b>
<b>CLERK'S OFFICE</b>			
Photocopying, postage, communication		500	994
Liability insurance		1,700	1,497
Clerk's consultation			262
		<b>2,200</b>	<b>2,491</b>
			<b>1,766</b>
<b>COMMITTEE EXPENSES</b>			
Committee Expenses		<b>4,100</b>	<b>2,354</b>
			<b>1,626</b>
<b>GRACEFIELD CAMP &amp; CONFERENCE CENTRE</b>			
Operating Grant		48,400	48,400
Major Maintenance			207
In memorium donation - John Paul			1,000
Gracefield finance committee		400	
		<b>48,800</b>	<b>48,400</b>
			<b>48,207</b>

**The Synod of Quebec and Eastern Ontario**  
**Supplementary Information**

Year ended December 31, 2007  
 (Unaudited)

	<b>2007</b>		<b>2006</b>
	<b>Budget</b> \$	<b>Actual</b> \$	<b>Actual</b> \$
<b>SUMMER CHRISTIAN CAMP</b>			
Operating Grant	1,500	1,500	1,500
Facility upgrade program	5,000	5,000	7,000
Vie chrétienne	1,700	1,700	1,700
	<b>8,200</b>	<b>8,200</b>	<b>10,200</b>
<b>REGIONAL STAFFING</b>			
Salaries and employee benefits		93,470	94,040
Staff conference		200	428
Expenses for the staff		250	1,421
	<b>-</b>	<b>93,920</b>	<b>95,889</b>

TREASURER'S REPORT ON SYNOD FINANCES - JANUARY 01<sup>ST</sup> TO DECEMBER 31<sup>ST</sup>, 2007**2007 AT A GLANCE:**

Total receipts and balances forwarded:		Total expenditures:	
Synod	115,480.48	Synod	81,113.56
Gracefield	40,703.87	Gracefield	40,000.00 (G.I.Certificate)
Regional Staff	<u>95,654.60</u>	Regional Staff	<u>94,887.88</u>
	<b>255,838.95</b>	---	<b>216,001.47</b> = <b>39,837.51</b>

**1. SYNOD FUNDS**

Brought forward from December 31 <sup>st</sup> , '06	21,725.79	
RECEIPTS DURING THE PERIOD:	<u>2007 ACTUAL</u>	<u>2007 BUDGET</u>

## Assessments:

Québec	3,993.00	3,993
Montréal	31,387.00	31,387
Seaway\Glengarry	16,065.00	16,065
Ottawa	28,879.00	28,879
Lanark\Renfrew	12,536.00	12,536
Refunds of GST :	<u>894.69</u>	
TOTAL:	93,754.69	92,860

## EXPENDITURES DURING THE PERIOD:

Synod (travel, meals, speakers, hotels)	4,596.18	3,200
Synod Council meetings	2,625.72	2,200
Bank charges	206.35	-----
Office expenses (clerk and/or treasurer)	993.90	500
Minutes	673.51	500
Committee meetings:	2,354.17	4,500
(mission, youth, regional staff, finance, abuse, history, Gracefield finance)		
Camp d'action biblique grant	1,500.00	1,500
CAB facilities upgrade programme	5,000.00	5,000
La vie chrétienne	1,700.00	1,700
Gracefield grant	48,400.00	48,400
Gracefield capital investments project		15,360
Auditor's report	1,537.00	500
Clerk's honorarium	2,000.00	2,000
Treasurer's honorarium	1,000.00	1,000
Group insurance premium	1,496.75	1,700
Youth programming	279.69	1,500
Youth leadership development	70.00	1,500
Commission 2006	1,147.71	-----
Notary - "personne morale" ('06, '07)	532.58	-----
Reserve & contingency fund		1,300
Mission outreach		300
Canada youth		1,000
Regional Staff funding	<u>5,000.00</u>	<u>3,700</u>
TOTAL:	81,113.56	97,360

BALANCE: (93,754.69 + 21,725.79) = 115,480.48 - 81,113.47 = 34,366.92

Page 2. over.....

## 2. PROJECT GRACEFIELD

Brought forward from December 31<sup>st</sup>, '06 40,093.87

#### RECEIPTS DURING THE PERIOD:

St. Andrew's, Ottawa	1,000.00
L & R Presbytery	610.00
Beechridge, Montreal	100.00
St. Paul's, Ottawa	1,500.00
Parkwood, Ottawa	<u>1,400.00</u>
 TOTAL	 4,610.00

#### EXPENDITURES DURING THE PERIOD:

(\$40,000 placed in a redeemable GIC)

**BALANCE: 40,093.87 + 4,610.00 = 44,703.87 - 40,000.00 = 4,703.87**

### 3. REGIONAL STAFF

Brought forward from December 31<sup>st</sup>, '06 21.24

#### RECEIPTS DURING THE PERIOD:

Grants (7,549.83 X 12)	90,597.96
Refund from the PCC	35.40
Transfer in from Synod funds	<u>5,000.00</u>
<b>TOTAL</b>	<b>95,633.36</b>

#### EXPENDITURES DURING THE PERIOD:

Stipends	52,510.12
Social benefit payments	39,152.91
Continuing education	249.82
Staff conference	200.00
Expenses, including advances:	<u>2,775.03</u>
<b>TOTAL</b>	<b>94,887.88</b>

**BALANCE:**    95,633.36    +    21.24    =    95,654.60    -    94,887.88    =    766.72

#### CONSOLIDATION STATEMENT:

On hand:	1 - Synod	=	34,366.92
	2 - Gracefield	=	4,703.87
	3 - Staff	=	<u>766.72</u>
	<b>TOTAL</b>		<b>39,837.51</b>
<b>RUNNING LEDGER TOTAL</b>		=	<b>39,837.51</b>
<b>BANK BALANCE (less cheques)</b>		=	<b>39,837.51</b>

Respectfully submitted, J. Ross H. Davidson

Page 1 over.....

**THE TREASURER'S REPORT ON SYNOD FINANCES**  
**FROM JANUARY 01<sup>ST</sup> TO OCTOBER 15<sup>TH</sup>, 2008**

**1. SYNOD FUNDS**

Brought forward from December 31 <sup>st</sup> , '07	34 366.92	
RECEIPTS DURING THE PERIOD:	<u>2008 ACTUAL</u>	<u>2008 BUDGET</u>
Assessments:		
Québec	3 551.59	3 551.59
Montréal	22 764.75	30 353.47
Seaway\Glengarry	14 219.00	14 219.23
Ottawa	20 606.25	27 475.24
Lanark\Renfrew	8 000.00	12 250.47
Refunds:		
Overpayment	40.72	
GST rebate (302.25 & 217.77)	520.02	
Cancelled cheque	145.53	
Meals at synod	<u>45.00</u>	
TOTAL:	69 893.09	<u>69 893.09</u>
		<u>87 850.00</u>

**BALANCE:** **104 259.78**

**EXPENDITURES DURING THE PERIOD:**

Synod - May '08	3 767.71	3 200
Synod minutes	1 623.05	500
Synod Council meetings	2 212.90	2 200
Bank charges	179.26	250
Office expenses (clerk and/or treasurer)	1 230.16	500
Committee meetings:		4 100
mission: - youth -	-	
regional staff - 535.15 finance - 310.50	845.65	
abuse - history -	-	
Camp d'action biblique grant	2 500.00	2 500
CAB facilities upgrade programme	7 500.00	7 500
La vie chrétienne	1 700.00	1 700
Gracefield grant	36 000.00	50 000
Project Gracefield (transfer to #2)	15 360.00 (from the 2007 budget)	
Auditor's report		1 200
Clerk's honorarium	1 000.00	2 000
Treasurer's honorarium	500.00	1 000
Group insurance premium	1,508.25	1 700
Regional staffing costs to Synod		5 000
Youth programming	550.00	1 500
Youth leadership development	2 750.00	1 500
Canada Youth '09		1 000
Special committee for the spring Synod	1 030.27	
Clerks' conference	262.50	
Notary (personne morale)		<u>500</u>
TOTAL:	<u>80 519.75</u>	<u>80 519.75</u>
		<u>87 850</u>

**BALANCE:** **23 740.03** Page 2. over.....

**2. PROJECT GRACEFIELD**

Brought forward from December 31 <sup>st</sup> , '07	4 703.87
G. I. C. with the Bank of Commerce	40 000.00
RECEIPTS DURING THE PERIOD:	
St. Andrew's, Ottawa	1 727.00
Parkwood, Ottawa	1 050.00
St. Paul's, Ottawa	1 500.00
Synod from the 2007 budget	<u>15,360.00</u>
TOTAL	19 637.00
TOTAL	<u>19 637.00</u>
LESS (G.I.C's 40 000.00 + 23 640.87)	<u>64 340.87</u>
LESS (G.I.C's 40 000.00 + 23 640.87)	<u>63 640.87</u>

<b>BALANCE ON HAND:</b>	700.00
-------------------------	--------

**3. REGIONAL STAFF**

Brought forward from December 31 <sup>st</sup> , 2007	766.72
RECEIPTS DURING THE PERIOD:	
National Church grants (7 622.83 X 10)	<u>76 228.30</u>
TOTAL	76 995.02

## EXPENDITURES DURING THE PERIOD:

Québec stipend	22 928.21
Ontario stipend	23 464.30
PCC - pension & insurance	8 690.58
PCC - health & dental	3 875.62
Revenue Canada	8 112.24
Revenu Québec	4 829.41
Québec work expenses	1 191.60
Ontario work expenses	1 721.07
Québec continuing education	326.23
Ontario continuing education	395.00
Staff conference	<u>200.00</u>
TOTAL	75 734.26

<b>BALANCE:</b>	<b>1 260.76</b>
-----------------	-----------------

## CONSOLIDATION STATEMENT:

On hand:	1 - Synod	=	23 740.03
	2.- Gracefield	=	700.00
	3 - Regional staff	=	<u>1 260.76</u>
	TOTAL	=	25 700.79

RUNNING LEDGER TOTAL: = 25 700.79

BANK BALANCE - SEPTEMBER 30<sup>TH</sup> (plus deposits, less cheques) = 25 700.79

**Respectfully submitted,**  
**J. Ross H. Davidson - treasurer**

Page 1 over.....

**SYNOD FINANCES UPDATE - ACTUAL AND ANTICIPATED**  
**OCTOBER 15<sup>TH</sup>, 2008 - DECEMBER 31<sup>ST</sup>, 2008**

**A. SYNOD FUNDS**

Balance reported on October 15<sup>th</sup>, 2008: 23,740.03

**ANTICIPATED INCOME:**

Montréal	7,588.72
Ottawa	6,868.99
Lannark & Renfrew	<u>4,250.47</u>
 TOTAL:	18,708.28
	<u>18,708.28</u>

 TOTAL:	42,448.31	<b>42,448.31</b>
------------	-----------	------------------

**EXPENDITURES ADDED SINCE THE LAST DATE:**

G.I.C. for CY '09	2,000.00
Camp Gracefield grant (Oct.)	4,000.00
Auditor for '07 report	2,596.13
Bank charges (Oct.)	<u>9.32</u>
 TOTAL:	8,605.45
	<b>8,605.45</b>

**ANTICIPATED EXPENDITURES:**

November Synod	3,500.00
Gracefield grants (N. & D.)	10,000.00
Clerk's honorarium (2/2)	1,000.00
Treasurer's honorarium (2\2)	500.00
Bank charges (N. & D.)	20.00
Office expenses	200.00
Committee meetings	350.00
Notary	200.00
Regional staffing costs	<u>4,000.00</u>
 TOTAL:	19,770.00
	<u>19,770.00</u>
 TOTAL:	28,375.45
	<b><u>28,375.45</u></b>

ANTICIPATED BALANCE ON HAND : 42,448.31 - 28,375.45 = **14,072.86**

**B. PROJECT GRACEFIELD**

Balance reported on October 15 <sup>th</sup> , 2008:	700.00	
G.I.C. deposit	<u>63,640.87</u>	
 TOTAL:	64,340.87	64,340.87
 TOTAL to transfer to the Gracefield governing board (plus interest accumulated):		<u>64,340.87</u>
 <b>ANTICIPATED TOTAL:</b>		<b>00000000</b>

**C. REGIONAL STAFF**

Balance reported on October 15 <sup>th</sup> , 2008:	1,260.76
--	----------

## ACTUAL AND ANTICIPATED INCOME:

PCC grants (N. & D.)	15,245.66	
Transfer from Synod	<u>4,000.00</u>	
 TOTAL:	19,245.66	<u>19,245.66</u>
 TOTAL:		20,506.42

## ACTUAL AND ANTICIPATED EXPENDITURES:

PCC - H. & D. (4/4)	1,937.81	
Québec stipend (N. & D.)	4,585.68	
Ontario stipend (N. & D.)	4,692.86	
PCC - pension and insurance	2,896.86	
Revenu Québec (O., N., D.)	1,613.96	
Revenue Canada (O., N., D.)	2,704.08	
Québec office expenses	800.00	
Ontario office expenses	<u>800.00</u>	
 TOTAL:	20,031.25	<u>20,031.25</u>
 TOTAL:		475.17

ANTICIPATED BALANCE ON HAND:	20,506.42	-	20,031.25	=	<b>475.17</b>
------------------------------	-----------	---	-----------	---	---------------

## CONSOLIDATION STATEMENT:

Anticipated:	1 - Synod	=	<b>14,072.86</b>
	2.- Gracefield	=	<b>00.00</b>
	3 - Regional staff	=	<u><b>475.17</b></u>
 ANTICIPATED END OF YEAR TOTAL:		=	<b>14,548.03</b>

Respectfully submitted,  
**J. Ross H. Davidson - treasurer**

Page 1 over.....

## To the Synod of Quebec and Eastern Ontario Report of the Gracefield Operating Committee 2008

We have had a wonderful summer camping season for 2008, and have hosted many congregations and groups throughout the year in their retreat programs. However, there has been a great many changes which we've dealt with since we last reported to you in October 2007. The issue of governance was addressed by a full Synod meeting in May 2008, during which we heard the Synod's continuing support of Christian Camping and of Gracefield. We anticipate a revised report on the governance of Gracefield Camp at the November 2008 meeting of Synod.

With the effort of a great many supporters we finished 2007 almost \$8,000 in surplus. This meant that as in other years of surplus, the accumulated operational deficit was reduced. A full audit of the Gracefield books was made and submitted to the Presbytery of Ottawa which has oversight, and to the Synod Council. A Chartered Accountant, acting as a consultant, has reviewed the financial procedures document drawn up some time ago with a former GOC Treasurer, and believes that the procedures look very good and accurate.

As of September 30, 2008, we are \$71,000 net ahead of 2007 (lower expenses, higher revenue) which will reduce the deficit that much more. We can expect finances to look even better towards the end of 2008 if previous experience is a good indicator.

How did we get here? ....

By the nature of GCCC's operations there are considerable swings in monthly cash flow. The financial figures reported for August 31<sup>st</sup> has always seemed the worst in any given year; but donations and Fall group rental income continue to flow in until the end of the year. As a result the end of year surplus for 2007 was considerably different than September 30<sup>th</sup>, which last year caused the Presbytery of Ottawa to fear a budget deficit for 2007. Because of this concern, it directed the GOC to make drastic changes to its program and budget for 2008. This included a shortened camp season, more efforts at fundraising and grant-seeking, fewer staff and more work done by volunteers. It also directed that there be a \$25,000 surplus for 2008.

As of September 30, 2008, a combination of increased revenue (\$27,676 up from same period 2007), but even more significantly decreased expenses (\$43,485 down from same period 2007) has improved our year-to-date result by \$71,161. The surplus exceeds our budget expectation for the end of September by \$40,802 and if all goes to plan in the final 4 months a positive net outcome for year-end 2008 can be expected.

However, this result has been achieved by some significant shifts in the source of revenues and one-time expense savings in operations. The increase in revenue is primarily attributable to two items: 1) a successful grant application to the federal summer student job grant program, and 2) the significant amount of monthly pledged

Pre-Authorized Remittance donations received to date which has provided a donation stream earlier than the usual 4<sup>th</sup> quarter. The shorter 4 week children's camp schedule resulted in a 25% (\$19,900) drop in revenue which was only partially offset by higher LIT and outdoor education revenues. It will be very difficult to even begin to return these revenues to the levels achieved in recent years without first re-establishing a full summer children's program schedule. Although adult and family revenues increased by 11.5% from 2007 this was all due to our traditional summer family camping activities. The hoped for additional group rentals in August did not materialize and as a result this revenue item is over \$4,200 below budget.

On the expense side of the ledger significant savings versus planned expense levels were achieved both in food services and property maintenance primarily due to lower children's camp attendance and our inability to find staff willing to work a shorter summer camp schedule. The primary motivation for young people to work at summer camp, and the source of their energy, is the children's camp program, even for those working in operations positions. The shorter camp schedule discouraged many from applying and we had several vacant positions during the crucial spring maintenance and camp development season. As a result many routine and preventive maintenance projects were postponed with consequent expense savings in the short term. Other expense centres were pretty much according to budget. A closer look at the expense items associated with the children's camp program makes it clear that expense savings which can be directly attributable to the shorter camp schedule (approx \$8,200) were offset more than double by the dramatic drop in kids camp revenue. GOC fears a short-term financial gain but a longer-term mission deficit, not to mention maintenance and care for the facility.

### **Summer Program attendance**

This was a great summer, where staff were creative in getting good program put together in a shorter time, and the creative use of rainy days. Attendance was 160, down from 209 last year. Two camps which were not in the original schedule, but later added, accounted for 23 of the 160. Clearly adventure camps (canoe-tripping) are very popular. We achieved the budget target of 140 paying campers, but the drop in paying campers from 2007 means that revenue was down \$13,000. The shortfall on camperships was significant; we couldn't encourage campers to come because of the presbytery mandate that we couldn't award camperships unless money was in the bank. Donations did come in through the summer as usual which means that we have campership funds in the bank to begin next year, so hopefully this problem won't repeat itself. We note that the "Campership tithe" was dropped by half of those attending since we had to charge sales taxes. As some congregations subsidize camperships, it is very difficult to determine by how much or how many.

It should be noted that this summer could not have been as successful as it was without the volunteering of GOC members, many other supporters, and staff alumni who spent many weekends attending to work that would not be done because of lack of staff. Fall maintenance has been done by weekend volunteers and the co-directors. This make-up was not by entirely by design and in the opinion of the GOC is it not sustainable in the

long run; the size of operation requires staff to handle spring and fall maintenance items, as well as a longer summer schedule both for camp revenue (campers) and to attract summer staff.

There were summer campers from four of the five presbyteries, with a significant portion of summer staff coming from Montreal Presbytery. These Leaders and leaders-in-training from the different presbyteries will take these positive experiences back into other church and ministry settings, becoming both present and future leaders.

While there were a number of Presbyterian congregations which used the facilities throughout the year, there were even more from other denominations, local schools, and retreat groups. Examples of this: Ethiopian Evangelical Pastors group, a United church, Boy Scouts, both Aboriginal and Inuit healing and reconciliation groups. We are particularly pleased this year that Gracefield hosted and partnered with aboriginal groups to share stories and work on reconciliation, receiving a grant from the P.C.C.s Healing and Reconciliation Fund. We have found that with group rentals, Tent and Trailer usage, the lodges, family groups, and general retreat times (e.g. Thanksgiving weekend program), this actually exceeds the numbers who attend the summer camps. While the children's Summer Camp remains a priority, this highlights the growing importance of hosting. It matches the need that we've seen for an ecumenical camp which provides opportunities for many in the broader church and the world to experience God in Creation, in Community and in Christ.

**Next year:**

Given the clear mandate on the importance of Christian camping ministry in the Synod, the GOC has been directed by the Presbytery of Ottawa to plan for 2009 with a budget to support the programming. To do this, we examined camper attendance statistics from previous years and the year end recommendations of the senior summer program staff to prepare a Summer 2009 program. The schedule will be based on anticipated enrollment and arranging camps which will maximize attendance. The general parameters would be that the camp programs would be between June 29 to Aug 16, with 276 beds offered and an target attendance of 175. The proposed budget will be presented at the January 2009 meeting of the Presbytery of Ottawa.

Please look for the summer schedule and promotional material to be made available to you, including our occasional newsletter, "Beavertales." Check out the website at [www.gracefieldcamp.ca](http://www.gracefieldcamp.ca) And have a Grace-filled day.

Respectfully submitted,

Rev. William Ball  
Convenor, Gracefield Operating Committee

CAMP D'ACTION BIBLIQUE – September 2008

The camp continues to move forward with your help and prayers. The following updates are submitted to the Presbytery of Quebec for your information and consideration.

1. Camp Committee staff. Nadine and Luc attended their last meeting as part of the CAB committee last Saturday. The Fafard's have bought a house in Lennoxville and will be moving in October 2008. Effective October 1<sup>st</sup>, 2008 Nadine has resigned as Executive Director and will cease all functions. Her tasks have been divided amongst current committee members and will be discussed further at our end November meeting. Luc will continue to lead the construction of the new washroom and hopes to finish in the spring of 2009. He plans to work most of the month of October on the washroom weather permitting.
2. Staff and campers for 2008. There were 115 campers and 32 different staff involved with CAB this past summer. The list is attached. Additionally a summer of camper demographics is provided to give you a better understanding of who attended and their respective backgrounds.
3. Full or Part-time position. The need for new leadership has become critical with the departure of Nadine.
4. 60<sup>th</sup> Anniversary. The 60<sup>th</sup> Anniversary celebration of the camp was held on Saturday July 5<sup>th</sup>, 2008 from 3 to 9:30 PM. It included a number of activities including a silent auction, BBQ, special activities, displays, tours of the new washroom and an evening service. A total of \$1,600 was raised.
5. The following is the status of property projects:

Completed:

- a. New Washroom. Laundry room, electrical and installation of all piping;
- b. General Upkeep tasks as follows:
  - (1) Installation of the island in the kitchen,
  - (2) Installation of the new dishwasher,
  - (3) Chapel and Dining Hall air conditioning,
  - (4) Installation of light towers at the entrance and in the parking lot,
  - (5) Tetherball posted dug out and replaced,
  - (6) Gate by the baseball field replaced;

Ongoing:

- c. New Washroom. The priority for completion is boys / girls / staff girls / boys staff. Luc is planning to start working at camp at the end of September for at least 4 weeks. Priority of effort is to finish all the tiling, glue/painting (at least 2 weeks effort) while it is still warmer out followed by the hardware and

plumbing. The siding and balcony may be started this fall and finished in the spring; and

d. General Upkeep tasks as follows:

- (1) Cabin 5 roof,
- (2) Old washroom roof must be replaced ASAP,
- (3) Repairs to the dam,
- (4) Pond dredging,
- (5) Trap the beaver in the pond,
- (6) Empty septic tank, and
- (7) Close the camp for the winter.

6. Welcome Hall Mission. WHM did not send any campers in 2008 although they had planned to send 40. They agreed however to help sponsor 25 campers at \$160 each for a total of \$4,000. The new point of contact is Mr. Paul Rainone and it is hoped that a good working relationship can be developed early with him.

7. CAB websites. The PCC web page located at <http://www.presbycan.ca/gesynod/cab> has the basic information about CAB. A second site is being developed and can be viewed at: <http://www.cabqc.ca/>.

8. Synod Youth Committee. It is requested that the Presbytery of Quebec appoint a representative to this committee in addition to the Executive Director of CAB who is already a member.

If you have any questions, please do not hesitate to call,



C.A. Dewar                    24 Sep 08  
Director General (Convenor) / Secretary  
Camp d'action biblique

**For general information or camp rental possibilities, please visit or contact CAB by:**

Website: [www.cabqc.ca](http://www.cabqc.ca)

E-mail: [cabqc@yahoo.ca](mailto:cabqc@yahoo.ca)

Phone: (819) 826-5400

Address: Camp d'action biblique  
P.O. Box 3154  
Richmond, Québec J0B 2H0



31 May 08

**CAMP D'ACTION BIBLIQUE****Camp Operating Income / Donations / Misc - 2008**

<b>Camp Operating Income</b>	\$6,085.00
Camper dues week 1	\$2,140.00
Camper dues week 2	\$1,735.00
Camper dues week 3	\$0.00
Camper dues week 4	\$0.00
Camper dues week 5	\$530.00
Camper dues week 6	\$430.00
Camper dues week 7	\$1,250.00
<b>Donations</b>	\$19,775.05
Presbytery of Montreal (New Washroom)	\$7,500.00
Synod	\$2,500.00
Various Churches (4)	\$1,858.00
Various Individuals (10)	\$1,146.26
Barrington Memorial Donations	\$1,600.00
Robert Fund	\$3,000.00
WMS - St Andrews & St Paul	\$1,505.79
Presbyterian Women	\$215.00
Oddfellows	\$250.00
St Andrew's Guild Sherbrooke	\$200.00
<b>Miscellaneous - 2008</b>	
Joe Kelly Bottles	\$12,703.00
Insurance Claim	\$0.00
Rentals Fees	\$12,150.00
Bottle Return	\$550.00
	\$3.00
<b>Camp Operating/Donations/Misc - 2008 (Total)</b>	\$38,563.05
Opening Balance (01 Jan 07)	\$ 29,758.56
+ Camp Operating/Donations/Misc 2008	\$ 38,563.05
- Expenses 2008	<u>\$ 24,951.31</u>
Book Balance 31 May 08	\$ 43,370.30

**Notes**

- 12 cheques written for just over \$12,200
- still waiting for insurance cheque of \$12,500
- dishwasher \$4,000 to be reimbursed by PCC

31 May 08**CAMP D'ACTION BIBLIQUE****EXPENSES 2008**

Hydro Quebec	\$65.47
Superieur Propane	\$13.55
Bell	\$331.95
Postage / Stationary	\$436.35
Property	\$84.81
New Washroom - material	\$10,685.51
New Washroom - Plastering	\$0.00
New Washroom - excavating	\$596.26
New Washroom - Electrical	\$0.00
New Washroom - honourariums	\$7,000.00
Database - honourarium	\$0.00
Program	\$674.99
Misc Travel	\$63.00
Fafard Travel	\$0.00
Snow Blowing + work permit	\$175.00
Dishwasher	\$3,916.76
Supplies Kitchen and others	\$115.08
Domain Name	\$22.58
returned cheque	\$330.00
bank charge	\$10.00
refund	\$430.00
<b>Total Expenses</b>	<b>\$24,951.31</b>

<b>Sent to Presbytery of Quebec for Tax Receipts</b>	<b>\$0.00</b>
--	---------------

<b>Bank Balance 31 Dec 07</b>	<b>\$32,291.03</b>
<b>Cheques not yet cashed from 2007 (total 6)</b>	<b>\$2,522.47</b>
	<hr/>
	<b>\$29,758.56</b>

<b>Book Balance - 31 Dec 07</b>	<b>\$29,758.56</b>
---------------------------------	--------------------

**Report of the Regional Staffing Committee  
to the Synod of Quebec and Eastern ON  
November 2008**

**Committee members:**

**Synodical reps**

C. Blatch  
L. Klempa  
S. Paterson

**Synod reps**

B. Patterson, convenor  
J. Forsythe  
W. Menard

**Staff members**

C. Ball - Ont.  
A. Mack – Que.

**Convenorship**

Brenda Patterson was elected convener at the meeting held on Sept. 4, 2008 for a two year term, completing the synod 3 year cycle. Year 1 was served by Dan De Silva who retired after 6 years on the committee.

**Committee membership**

To complete the full complement of members, the Synod should name a new representative without delay.

**Performance appraisal**

In light of the many reports received from participants at the various workshops and presentations lead by our regional staff the Committee is pleased to report that the ongoing service provided by the regional staff is greatly appreciated and well executed. There have been no negative comments. Having completed the work appraisal process the committee is working toward an ongoing method of assessing information gathered from the work being carried out by the staff. It is the hope of the committee that this will aid in future planning and utilization of the great resource which the Synod enjoys in these two women.

In carrying out the staff performance appraisal the committee has touched on the matter of its own self appraisal. Thoughts on taking a more pro-active stance and encouraging congregations to be more aware of the resources available are being considered. Also that we as a committee need to be more proactive in advocating for fair remuneration commensurate with the rising costs of living.

**Review of the Regional Staffing Model**

It was with some disappointment the committee learned that the report on the review was adopted at the General Assembly without question or comment.

The committee has studied the report and is interested to note that whatever changes may be introduced, the synod will continue to act as the “employer” of regional staff.

We as a committee are deeply concerned over the inaccessibility of the report submitted by the consultant Bruce Wade of Cenera, given that both regional staff as well as the convenor of the committee took part in the research last November. Also of concern was the lack of information regarding the creation of a handbook for regional staffing committees, i.e. Who shall be contributing to this manual and whether or not anyone from the regional staffing committees across the country or the regional staff will have any input or critique before said document is published?

The committee wishes to thank Dan De Silva for his extra year's service and for stepping up as chair of the committee for that period of time. Please be assured of the regional staffing committee's commitment to the staff and the continuing Christian education of the constituency of the Synod.

Respectfully submitted  
Brenda Patterson  
Convenor

**REPORT TO THE SYNOD OF QUEBEC & EASTERN ONTARIO - 2008**  
**Anita Mack – Regional Staff for the Presbyteries of Québec and Montréal**

During the year 2008, a different event or ministry dominated each season. The winter was marked by issues around congregational health and the Natural Church Development process, in the spring the *Heart, Mind & Soul* conference took centre stage, the summer was all about Christian camping and Camp d'action biblique (CAB) and so far, during the Fall season, the Presbytery of Montréal's Church Life committee has taken up a good chunk of my time.

Natural Church Development (NCD) is a process which measures congregational health through the completion of a survey by the minister and thirty active members. The scoring results can be a great help in guiding congregational leadership in setting program and ministry priorities. Many congregations in Québec – Presbyterian and other – are struggling to survive and any help in knowing where to focus scarce resources can make a big difference. So far, a couple of Montreal congregations have availed themselves of the NCD process. In early April, I was enriched by attending a two-day mini-conference led by NCD expert Ian Campbell, an Australian who is currently based in Vancouver.

It was a great privilege for me to be on the planning team of the *Heart, Mind & Soul* Conference/Retreat for women in congregational leadership. It took place at the Presbyterian College in Montréal, May 27 - 30. Right from the start, there was wonderful spirit and harmony among the roughly 60 participants. Colleague Christine Ball brought her Spirituality Centre (*Soul Harbour*) and, in a matter of hours, transformed the rather plain basement at PC into a magnificent place for rest, renewal and contemplation. Those of us on the planning team were very pleased with the conference - as it turned out to be the way we hoped it would: a time of celebration and restoration.

As for Camp d'action biblique: although camper numbers were on the low side and the weather did not cooperate, both the kids and staff had a very good summer. My week as solo-cook for about 30 people gave me a much greater appreciation for camp cooks anywhere. But my favourite moment came at the end of my week as Chaplain when a nine year old boy came up to me and said: "Where can I get a children's Bible like you have? I want my parents to read it to me me".

At the conclusion of yet another busy year of attending meetings, writing reports, organizing events, writing e-mails and letters, gathering people to attend certain events, holding workshops, resourcing congregations and individuals etc., it seems necessary to stand back, take stock and try to see the Big Picture by asking what all my 'business' adds up to. My sense – also the conclusion of the Presbytery of Montréal's Church Life Committee – is that our collective 'business' in our Presbyteries and congregations would be so much more effective if we were all working towards common goals. I hope that through the Church Life committee a few conversations can be arranged that deal with priority setting and focusing on a few issues that appear to be in dire need of attention (evangelism? children & youth?).

In closing, I would like to express my appreciation to the Regional Staffing Committee as they continue to guide, support and encourage me.

Respectfully submitted,  
Anita Mack  
[anitamack@sympatico.ca](mailto:anitamack@sympatico.ca) or 450-923-0794

**Synod Report 2008**  
**Regional Staff: Christine Ball**

I have been pleased to serve the Synod and Synodical of Quebec and Eastern Ontario and most particularly the congregations of the Presbyteries of Lanark Renfrew, Seaway-Glengarry and Ottawa. I continue to enjoy the variety and breadth of experiences provided in serving as regional staff. It is especially nice to meet and get to know so many children, youth, WMS members, teachers, youth leaders, elders and ministers.

My time is divided into supporting Youth Ministry, Christian Education and Teacher/Leadership Training, Elder and Congregational Support, Mission Education and WMS and, of course, meetings.

**Youth 32%** : Support of youth leaders- networking and pastoral care, Ottawa Youth Worship, C.G.I.T., Youth Events such as Praise Band Workshop and Easter Vigil, Y.A.R. Facilitator, Gracefield and Kalalla Camps, Resources for Leaders, Youth Leader Training, Youth Ministry for the Small Youth Group Workshop, Confirmation Classes, Soul Harbour Spirituality Centres.

**Meetings 25%** : Presbytery Meetings (Ottawa, Lanark Renfrew and Seaway-Glengarry), Worship and Witness sub-committee of Ottawa, Synod Youth, Synod Staffing, General Assembly, National and Local Order of Diaconal Ministry, Assessor Elder for Ottawa

**C.E. and Leadership Training 20%** : Teacher Training, Curriculum Consultation, Parenting Workshops, Spiritual Disciplines, Spiritual Gifts, Communion Lessons, Leading with Care, Children in Worship, Meetings with ministers/committees for resources

**Mission and WMS 13%** : Presbyterial and Synodical, C.G.I.T., Hosting Missionaries on Deputation, Introduction to Mission Resources and Congregational Study, Mission Speaker, Palestinian Round Table, Native Healing Children's Program

**Elder Training and Congregational Development 10%** : NCD - Natural Church Development, Strength, Weaknesses, Opportunities, Threats Analysis, Term Service for Elders, New Elder Training, Faith Development and Pastoral Visitation for Elders, Developing a Mission Statement

This fall I sent out an information survey to all congregations to update my records. Thank-you to all those who made the effort to fill it out. I try to keep an accurate list of the congregation's contacts for youth leaders, WMS and mission convenors, adult Bible study leaders and Sunday school co-ordinators so that I can pass on information efficiently to the appropriate people. The survey also provided opportunity for congregations to communicate their particular needs for resources, information or workshops. I hope that in this manner I may better serve your needs and use my time effectively.

My greatest challenge is to do the job within the hours allotted to this 2/3 position. Sometimes it feels impossible to accomplish the task in 28 hours. I have appreciated the Synod Regional Staffing Committee's support and understanding as I try to spread the hours over the longer term. They acknowledge the uneven demand for workshops and events and the seasonal pressures of the church calendar that result in Aug.-Nov., Jan.-June being very busy and Dec., Easter, July and early Aug. very quiet. I have appreciated all the encouragement and support the Regional Staffing Committee provides in this area of time management, in giving direction and in evaluation.

Respectfully Submitted, Christine Ball

# Synod Youth Committee

## Report 2008

**Membership:** Gina Farnell (Québec), Warren Wong (Montréal), Anita Mack (Synod Staff), Craig Dower (CAB), Julia Apps-Douglas (Seaway-Glenngary), Christine Ball (Synod Staff and Ottawa), Marilyn Savage (Lanark-Renfrew), Dorothy or Alan Herbert (Gracefield), Peter Rombeek (convenor)

- subcommittees haven't had a joint meeting this year
- meetings held: Western Sub-Committee in April 3, 2008

### Western Sub-Committee

- leadership grants to: Aisling Boomgaardt, Dieudonne Aaanji, Sara McIlveen (who all sent us lovely thank you cards), Trinity Presbyterian Church Youth Group (\$150x4 = \$600)
- Maundy Thursday/Good Friday Vigil. Held in conjunction with the Ottawa Presbytery Youth Service and Westminster Presbyterian Church. This was promoted in the three Ontario Presbyteries, but only four churches participated: Trinity, Parkwood, Westminster & St. Andrew's all in the Ottawa Presbytery.
- supporting a series of three leadership training days. Christine has been working on this with her United Church, Lutheran and Anglican counterparts. They will be on September 27<sup>th</sup>, November 22<sup>nd</sup> (this one will be hosted at St. Paul's Ottawa), January 31<sup>st</sup> (\$1000)
  - The first of the three Ecumenical Youth Leaders Training Events that we are supporting with \$1000 seed money was held last weekend at Riverside United/Anglican Church of the Resurrection in Ottawa. It was a wonderful day including worship, a session exploring the framework and purpose of Youth ministry, developing concrete steps to develop youth and young adult ministry, three workshops (Social Action and Youth, Spirituality and Youth and Youth Worship: Lead by Katie Munnik). The day ended with "Soul Harbour" and Labyrinth (Workshop: Christine Ball). The workshop included about 30 leaders and clergy but other than the two Presbyterians who were in leadership there were no Presbyterian participants.
  - The next session will take place on Nov 22 at St. Paul's Presbyterian Church and will highlight the goals and purpose of local mission projects, exposure trips, mission projects, fund raising and preparing youth for such experiences. Two of the Presbyterian Youth Leaders in Ottawa will lead workshops and we hope to have the youth who participated in these projects last year share their experiences.
- Christine has been talking to several youth to participate on the Synod Youth Committee but no one is interested. They did say they might be able to attend meetings of the Ottawa Region if they fit with classes.

### Eastern Sub-Committee

- sent 5 people from Montreal to the conference for Ethnic and Racial minorities (\$750)
- leadership grant to Raquel Ramos for her Youth in Mission India trip (\$150)
  - who also sent us a thank you card
- programming funds helped with a rafting trip down the St. Francois river (\$550)

Referring back to our standing orders

- we don't have "ten members plus regional staff", but we do have most of the categories covered. The exception being youth representatives
- Peter has served two (plus) three year terms as convenor. Technically you can be convenor forever, but this probably isn't best. There isn't anybody else on the committee who wants the job.
- we report to Synod, but not to Synodical (except through Synod)
- we repeatedly tried to create a directory of youth workers. Although there is no comprehensive list (when attempted it was always out of date), each local representative has an idea of what is going on in their presbytery and disseminates information. The Presbytery of Ottawa has a list of youth leaders. Christine has sent out a questionnaire, but has had only 6 responses.

### Future Plans

- CY 2009 is coming this summer. We (synod staff with help) usually...
  - pay for Adult Advisors who donate their week
  - help with publicity
  - organize a pre-conference event that serves as an ice-breaker to (potential) participants and the theme, and is a time to answer questions from participants and their parents.
  - organize transportation
  - have a Synod t-shirt made
  - organize a post-conference event to carry on ideas from CY and help with transitioning back 'from the mountain'
  - the total expenses for CY2006 (cheaper gas, etc.) was \$6609.72
- leadership development grants (ex. CY Mission track, CY Training Track, Youth in Mission trips) - \$1000

### Budget

\$300 committee expenses

\$3500 CY2009

\$1000 Leadership Development

Presbytery of Ottawa

Report on oversight of Gracefield Operating Committee

November 20, 2008

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](mailto:jthurd@sympatico.ca)

The Rev'd Dr. Adrian Auret, Moderator

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

---

November 20, 2008.

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 2007-2008.

In our report last year to the October, 2007 meeting of the synod, the presbytery indicated that a special committee, convened by G. L. Zimmerman, had undertaken a complete review of the operating procedures of the Gracefield Operating Committee, and following careful consideration of the committee's report, the Presbytery of Ottawa had adopted some sixteen recommendations, which were contained in our report, and advanced to the synod. A supplementary report indicated that the financial position of the camp as at October 15, 2007 was not satisfactory.

In response to the report of the presbytery, including the supplementary report, the synod -- rather than dealing with the sixteen recommendations -- struck a special committee to examine options for the future of camping ministry including the disposition of the camp. The special committee, named by the moderator and convened by S. W. Hurd, made a report to a special meeting of the full synod held May 3, 2008. At that meeting, the synod in acting on the report of the special committee strongly affirmed its support for Christian camping, made and reaffirmed specific financial commitments, and charged the Presbytery of Ottawa to take the lead in defining the terms of reference for a new governance structure for the Gracefield Camp and Conference Centre, together with a credible and timely plan to transition to the new model.

In response to this, a task force under the convenership of D. R. Kendall was appointed at the May, 2008 stated meeting of the presbytery and charged to make a report to the October, 2008 stated meeting of the presbytery, with a final report to be made to the November, 2008 stated meeting, the date for which was advanced to ensure that the presbytery's report would be in the hands of the Synod Council for November 13, 2008.

At its November 11, 2008 stated meeting, the final report of the task force including twenty-one recommendations was adopted unanimously by the Presbytery of Ottawa. Having been deemed "credible and timely" by the Synod Council, the transition plan, together with the proposed framework for future governance outlined in the report, has been distributed to all commissioners to the 134th annual meeting of the synod in advance for careful consideration.

The Presbytery of Ottawa would submit that it has fulfilled the mandate assigned by the synod in May, 2008, and would urge the synod to carefully and fully consider the report and its recommendations.

With respect to the oversight of the Gracefield Operating Committee, the Presbytery of Ottawa would report that the work of the committee and the administration of the Gracefield Camp and

Presbytery of Ottawa

Report on oversight of Gracefield Operating Committee

November 20, 2008

Page 2

Conference Centre were considered with care at every stated meeting of the court during the year.

At its November 20, 2007 stated meeting, the Presbytery of Ottawa advised the Gracefield Operating Committee to draft a proposed budget for 2008 utilising various specific parameters, including provision for debt repayment in the amount of approximately \$25,000., a one-month camping programme for children and youth, receipts for camp fees based on enrollment of 140 paying campers, and provision for up to 45 additional campers to attend on full or partial camperships, with the proviso that all such camperships be received in advance. The presbytery requested that the proposed budget be submitted by January 22, 2008 and appointed a special meeting for January 29, 2008 to consider it.

At its January 15, 2008 stated meeting, the presbytery, in view of the expired contract for the Managing Co-Directors and in view of consideration (deferred to a future meeting) of a pending motion and amendment for limited renewal of the contract, agreed to pay stipend for the months of January and February on the basis of what was provided in 2007.

At its special meeting January 29, 2008, the presbytery received the unaudited financial statements for the year ended December 31, 2007, which while still showing a total negative net equity position, indicated an improvement from the year previous by an amount of \$9,223., and a substantial improvement over the position reported at October 15, 2007. The presbytery sat as a committee of the whole and considered at length the proposed budget for 2008, and, after amendment, adopted a budget projecting revenue of \$326,990. and authorising expenditure of \$302,321., projecting a surplus of \$24,669.

At its stated meeting in February, 2008, the presbytery received a report from the Gracefield Operating Committee, and on recommendation of the committee appointed Karen Hill as a member. In response to a recommendation from the committee, the presbytery also agreed to overture the 134th General Assembly to seek funding at the national church level for Christian camping. The Gracefield Operating Committee reported that completion of a performance review for the Managing Co-Directors was pending, and in the light of this, the presbytery agreed to authorise payment of stipend and allowances per previous arrangements for the months of March and April, 2008.

At its April 15, 2008 stated meeting, the presbytery resolved to approve the offer of a new contract to Alan and Dorothy Herbert for the year ended December 31, 2008. In view of the fact that the Gracefield Operating Committee did not present to the April 15, 2007 stated meeting as anticipated the audited financial statements for the year ended December 31, 2007, the court took immediate steps to obtain these statements, to ensure their review by the Committee on Finance and Maintenance of the Presbytery of Ottawa, and to ensure their availability for the use of members of the synod at the special meeting called for May 3, 2008.

At its May 20, 2008 stated meeting, the presbytery on recommendation of its Committee on Finance and Maintenance adopted the following resolution: "that the auditor's report from Jean V. Dubuc, C. A. be received and the financial statements for the Gracefield Camp and Conference Centre for the year ended December 31, 2007 be adopted".

Inasmuch as these statements were received by the Synod of Quebec and Eastern Ontario at its special meeting held May 3, 2008 and published in the minutes [Appendix D, pages 37-47], they are not appended to this report, but a recommendation for their adoption by the synod is advanced.

At its June, 2008 stated meeting, the presbytery appointed the membership of the Gracefield Operating Committee for the year beginning September 1, 2008: William J. Ball, Convener;

Robert Ewing, Minister; W. Phil Campbell, Elder; David Brittain, Jennifer Chadsey, Terry Flett, Karen Hill, Sandy Higgs-Nesbitt, Mark Nesbitt, Anna Pinck, Douglas Powell, Members; [to be appointed], Treasurer; Christina Ball, Area Educational Consultant (ex officio); Alan Herbert, Managing Co-Director (ex officio); Dorothy Herbert, Managing Co-Director (ex officio), and Anita Mack, Area Educational Consultant (ex officio).

At its September, 2008 stated meeting, the presbytery on recommendation of its Task Force on Gracefield Governance adopted the following resolution: that the current Gracefield Operating Committee and its committees continue planning for the 2009 summer camping season including preparing a budget by the January, 2009 meeting of presbytery.

At its November, 2008 stated meeting, the presbytery adopted the following resolution: that the Presbytery of Ottawa approve the offer of a contract to the present Managing Co-directors for the period for January 1st to August 31st, 2009, and commend its extension to December 31, 2009 to the new Board of Directors should such board be appointed.

William J. Ball has requested that he be relieved of duties as convener of the Gracefield Operating Committee effective December 31, 2008, and the presbytery has acceded to his request, expressing thanks for his service cheerfully offered amid challenging circumstances. The presbytery has appointed Douglas R. Kendall to succeed him. The presbytery has also requested its Committee on Policy and Planning to review the membership of the committee to ensure that the list reflects accurately those actively serving. It is a matter of serious concern to the presbytery that the committee is presently without either a treasurer or a convener for the Finance Committee. One of the Managing Co-Directors, Alan Herbert, has been doing the bookkeeping and preparation of the financial statements, and the Business Committee of the presbytery has been functioning in place of a finance committee in assisting the presbytery in offering financial guidance to the Gracefield Operating Committee.

For information, interim financial statements including a balance sheet as at October 31, 2008 and a year-to-date statement of revenue and expenditure for the ten months ended October 31, 2008 with comparisons to the budget and to the previous year are appended to this report. The statement of revenue and expenditure shows a surplus of some \$32,000. year-to-date, and the net equity position while still negative is some \$29,000. improved over the position as at December 31, 2007, and some \$67,000. better than the position reported to the synod in October, 2007. In the final two and half months of 2006, the camp's financial position recovered a net \$30,000.; in the final two and half months of 2007, the camp's financial position recovered a net \$54,000. Should results for the final two months of 2008 prove to show a modestly similar recovery, it is possible that the Gracefield Camp and Conference Centre could approach a positive net equity position on December 31, 2008. A clean balance sheet would be a very helpful and encouraging starting point for those appointed to provide leadership in the new governing structure, should such be approved by the synod.

Recommendation #1 - That the audited financial statements of the Gracefield Camp and Conference Centre for the year ended December 31, 2007 be adopted.

Recommendation #2 - That the unaudited balance sheet as at October 31, 2008 and year-to-date statements of revenue and expenditure for the Gracefield Camp and Conference Centre be received for information.

All of which is respectfully submitted,

J. T. Hurd,  
Clerk, Presbytery of Ottawa.

Gracefield Camp & Conference Centre  
Balance Sheet Prev Year Comparison  
As of 31 October 2008

	31 Oct 08	31 Oct 07	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Chequing/Savings</b>				
1001 · CAISSE POPULAIRE # 34138	7,107.42	3,884.73	3,222.69	82.96%
1004 · SHARE (C.POP.GRACEF.2 ACCOUNT)	5.00	5.00	0.00	0.0%
2001 · LINE OF CREDIT	0.00	(60,000.00)	60,000.00	100.0%
<b>Total Chequing/Savings</b>	<b>7,112.42</b>	<b>(56,110.27)</b>	<b>63,222.69</b>	<b>-112.68%</b>
<b>Accounts Receivable</b>				
1200 · Accounts Receivable	15,563.47	12,367.18	3,196.29	25.85%
2382 · G.S.T. RECEIVABLE	2,121.03	3,083.37	(962.34)	-31.21%
2397 · Q.S.T. RECEIVABLE	2,423.90	1,699.51	724.39	42.62%
<b>Total Accounts Receivable</b>	<b>20,108.40</b>	<b>17,150.06</b>	<b>2,958.34</b>	<b>17.25%</b>
<b>Other Current Assets</b>				
1500 · Pre-paid expenses	6,459.59	0.00	6,459.59	100.0%
<b>Total Other Current Assets</b>	<b>6,459.59</b>	<b>0.00</b>	<b>6,459.59</b>	<b>100.0%</b>
<b>Total Current Assets</b>	<b>33,680.41</b>	<b>(38,960.21)</b>	<b>72,640.62</b>	<b>-186.45%</b>
<b>Fixed Assets</b>				
1641 · Owned Vehicles	15,446.41	0.00	15,446.41	100.0%
<b>Total Fixed Assets</b>	<b>15,446.41</b>	<b>0.00</b>	<b>15,446.41</b>	<b>100.0%</b>
<b>TOTAL ASSETS</b>	<b>49,126.82</b>	<b>(38,960.21)</b>	<b>88,087.03</b>	<b>-226.1%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
2000 · ACCOUNTS PAYABLE	7,868.42	6,133.70	1,734.72	28.28%
<b>Total Accounts Payable</b>	<b>7,868.42</b>	<b>6,133.70</b>	<b>1,734.72</b>	<b>28.28%</b>
<b>Other Current Liabilities</b>				
2100 · PAYROLL LIABILITIES	3,555.93	4,735.51	(1,179.58)	-24.91%
2121 · Accrued liability	459.09	459.09	0.00	0.0%
2240 · GST/QST Payable	12,661.87	0.00	12,661.87	100.0%
2301 · JEMIMA RAE FUND	5,020.23	7,736.20	(2,715.97)	-35.11%
2303 · Turtle Rock Land Fund	761.86	761.86	0.00	0.0%
2306 · Vision Capital Fund	20,018.91	18,664.00	1,354.91	7.26%
2308 · Capital infrastructure grants	14,312.63	14,053.05	259.58	1.85%
2309 · Program grants	3,182.33	1,701.90	1,480.43	86.99%
2399 · Campership Fund	5,182.11	(1,546.27)	6,728.38	-435.14%
2401 · DEFERRED REVENUE	6,273.50	6,120.10	153.40	2.51%
2402 · Continuing Education Allowance	264.35	100.00	164.35	164.35%
<b>Total Other Current Liabilities</b>	<b>71,692.81</b>	<b>52,785.44</b>	<b>18,907.37</b>	<b>35.82%</b>
<b>Total Current Liabilities</b>	<b>79,561.23</b>	<b>58,919.14</b>	<b>20,642.09</b>	<b>35.04%</b>
<b>Total Liabilities</b>	<b>79,561.23</b>	<b>58,919.14</b>	<b>20,642.09</b>	<b>35.04%</b>
<b>Equity</b>				
3000 · OPENING BAL EQUITY	(59,052.79)	(59,052.80)	0.01	0.0%
3900 · RETAINED EARNINGS	(3,527.67)	(10,087.23)	6,559.56	-65.03%
Net Income	32,146.05	(28,739.32)	60,885.37	-211.85%
<b>Total Equity</b>	<b>(30,434.41)</b>	<b>(97,879.35)</b>	<b>67,444.94</b>	<b>-68.91%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>49,126.82</b>	<b>(38,960.21)</b>	<b>88,087.03</b>	<b>-226.1%</b>

Gracefield Camp & Conference Centre  
Profit & Loss Budget vs. Actual  
January through October 2008

Appendix O – page 80

	Jan - Oct 08	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
Donations				
4205 - Donations Individuals	9,726.06	15,000.00	(5,273.94)	64.84%
4206 - Donations Churches/organization	8,079.30	3,000.00	3,079.30	202.64%
4212 - Designated Donations (Individ)	1,571.60	0.00	1,571.60	100.0%
4213 - Designated Donation (Church)	1,150.00	0.00	1,150.00	100.0%
4218 - Gala dinner & auction	225.00	0.00	225.00	100.0%
4219 - Gala dinner donations	140.00	0.00	140.00	100.0%
4220 - Pledged donations	22,290.00	14,190.00	8,100.00	157.08%
4221 - Canada Helps donations	215.00	0.00	215.00	100.0%
Total Donations	41,396.96	32,190.00	9,206.96	128.8%
Grants & Other revenue				
4208 - SYNOD GRANTS	36,000.00	40,000.00	(4,000.00)	90.0%
4209 - Presbytery Grants	5,100.00	5,000.00	100.00	102.0%
4407 - GOVT GRANTS	9,522.00	0.00	9,522.00	100.0%
4410 - Fundraising Grants	3,519.57	7,500.00	(3,980.43)	46.93%
4411 - JEMIMA RAE MEMORIAL	2,871.00	0.00	2,871.00	100.0%
4801 - INTEREST REVENUS	221.77	0.00	221.77	100.0%
4901 - Net Sales taxes collected	8,804.07	0.00	8,804.07	100.0%
Total Grants & Other revenue	65,838.41	52,500.00	13,338.41	125.41%
Pgm Revenue - Adult/Family				
4101 - FAMILY CAMP FEES	4,350.60	6,000.00	(1,649.40)	72.51%
4111 - LODGE GUEST FEES	11,277.94	8,000.00	3,277.94	140.97%
4112 - LODGE GSTS EQP. RENT	320.00	500.00	(180.00)	64.0%
4121 - TENT/TRAILER FEES	24,187.99	24,500.00	(312.01)	98.73%
4131 - FAMILY RETREAT FEES	4,480.00	3,100.00	1,380.00	144.52%
4141 - Group Retreat Fees	61,871.67	67,000.00	(5,128.33)	92.35%
4142 - GROUP EQUIP. RENT	1,316.00	800.00	516.00	164.5%
Total Pgm Revenue - Adult/Family	107,804.20	109,900.00	(2,095.80)	98.09%
Pgm Revenue - Child/Youth				
4001 - CO-ED CAMP FEES	49,915.15	50,510.00	(594.85)	98.82%
4010 - Coed camperships allocated	7,869.00	11,480.00	(3,611.00)	68.55%
4011 - DAY CAMP FEES	419.00	500.00	(81.00)	83.8%
4021 - L.I.T. CAMP FEES	3,781.48	3,000.00	781.48	126.05%
4041 - OUTDOOR EDUC. FEES	11,354.75	3,500.00	7,854.75	324.42%
4050 - March break camperships alloc.	155.00	0.00	155.00	100.0%
4051 - YOUTH RETREAT FEES	6,309.00	7,700.00	(1,391.00)	81.94%
Total Pgm Revenue - Child/Youth	79,803.38	76,690.00	3,113.38	104.06%
Store Revenue				
4301 - T-SHIRT / SWEATSHIRT	2,062.74	1,700.00	362.74	121.34%
4303 - TUCK	1,905.84	2,000.00	(94.00)	95.3%
4304 - SOUVENIRS	223.22	200.00	23.22	111.61%
4305 - PAY PHONE SALES	589.27	600.00	(10.73)	98.21%
4306 - Laundromat	211.00	200.00	11.00	105.5%
Total Store Revenue	4,992.17	4,700.00	292.17	108.22%
Total Income	299,835.12	275,980.00	23,855.12	108.64%
<b>Expense</b>				
Administration Expenses				
6001 - Wages (office admin)	3,987.50	3,360.00	627.50	118.68%
6002 - Directors Stipend	31,910.80	31,910.83	(0.03)	100.0%
6011 - Payroll Taxes (all depts)	9,170.92	10,560.00	(1,389.08)	86.85%
6012 - Vacation Pay (all depts)	2,668.21	2,948.00	(281.79)	90.44%
6021 - Health Insurance (Directors)	2,678.00	3,572.00	(893.00)	75.0%
6031 - Pension Plan (Directors)	3,574.00	3,574.00	0.00	100.0%
6041 - Workers Comp (all depts)	1,583.32	1,816.00	(32.68)	97.98%
6071 - COMMITTEE TRAVEL (ADMIN)	88.06	0.00	88.06	100.0%
6081 - AUTO GAS (ADMIN)	1,217.28	2,000.24	(782.96)	60.86%
6091 - AUTO MILEAGE (ADMIN)	3,043.41	2,300.00	743.41	132.32%
6101 - AUTO REGISTRATION (ADMIN.)	1,280.40	1,000.00	280.40	128.04%
6111 - PROP/LIABILITY (ADMIN)	12,919.19	12,000.00	919.19	107.66%
6121 - OFFICE - POSTAGE (ADMIN.)	1,807.80	1,960.00	(152.20)	92.24%
6131 - OFFICE SUPPLIES (ADMIN.)	914.86	1,200.00	(285.14)	76.24%
6141 - OFFICE-COPIER (ADMIN)	2,730.08	2,800.00	(69.92)	97.5%
6151 - OFF. MAINTENANCE (ADMIN)	879.88	679.75	200.13	129.44%
6161 - OFFICE-ACCOUNTING (ADMIN)	637.54	583.34	54.20	109.29%
6171 - OFFICE EQUIPMENT (ADMIN.)	74.73	200.00	(125.27)	37.37%
6181 - HEALTH CARE (ADMIN)	810.26	600.00	210.26	135.04%
6182 - SAFETY EQUIPMENT	367.96	500.00	(132.04)	73.59%
6191 - TELECOMMUNICATIONS (ADMIN.)	3,889.85	3,900.00	(10.15)	99.74%
6202 - Staff Training (all depts)	860.79	1,700.00	(839.21)	50.64%
6211 - PUBLICITY (ADMIN)	2,648.37	3,000.00	(351.63)	88.28%
6221 - MEMBERSHIPS/PERMITS (ADMIN)	941.00	1,500.00	(559.00)	62.73%
6231 - AUDIT/PROF. SERVICES (ADMIN)	1,775.00	0.00	1,775.00	100.0%
6251 - AUTO INSURANCE (ADMIN)	2,340.10	1,000.00	1,340.10	234.01%

Gracefield Camp & Conference Centre  
Profit & Loss Budget vs. Actual  
January through October 2008

	Jan - Oct 08	Budget	\$ Over Budget	% of Budget
8001 - Bank & Merchant Card charges	3,049.88	2,850.00	399.88	115.09%
8011 - Line of Credit & Interest	1,414.43	4,125.00	(2,710.57)	34.29%
8021 - GST Net expense	2,408.99	2,383.00	25.99	101.09%
8022 - GST Net Expense	3,812.24	3,846.10	(233.86)	93.92%
8023 - ONTARIO PROVINCIAL SALES TAX	472.13	290.00	182.13	162.8%
<b>Total Administration Expenses</b>	<b>105,755.98</b>	<b>107,758.26</b>	<b>(2,002.28)</b>	<b>98.14%</b>
<b>Camp Store</b>				
7651 - TUCK SUPPLIES	2,236.80	2,000.00	236.80	111.84%
7671 - Souvenir Shirts	1,894.30	1,500.00	394.30	126.29%
7681 - STAFF T-SHIRTS	460.53	400.00	60.53	115.13%
7691 - Phone cards	399.47	400.00	(0.53)	99.87%
<b>Total Camp Store</b>	<b>4,991.10</b>	<b>4,300.00</b>	<b>691.10</b>	<b>116.07%</b>
<b>Food Services</b>				
5001 - Wages - kitchen staff	21,956.89	25,046.00	(3,089.31)	87.87%
5003 - Chef Services	531.56			
5051 - Small kitchen equipment	866.45	500.00	166.45	133.29%
5061 - Staff Travel - Kitchen	855.01	500.00	155.01	131.0%
5171 - Major kitchen equipment	159.00	500.00	(341.00)	31.8%
5311 - Repairs and kitchen supplies	2,820.68	2,000.00	620.68	131.03%
5541 - Food & beverage supplies	39,865.06	49,800.00	(9,734.94)	80.37%
5551 - Propane (cooking) supplies	1,127.11	1,200.00	(72.89)	93.93%
<b>Total Food Services</b>	<b>67,581.56</b>	<b>79,346.00</b>	<b>(11,764.44)</b>	<b>85.17%</b>
<b>Program - Adult/Family</b>				
7007 - PROGRAM SUPPLIES (FAMILY)	454.23	350.00	104.23	129.78%
7009 - Program events	328.98	200.00	128.98	164.49%
7033 - HONORARIA (SEMINAR/RETREATS)	1,300.00			
7051 - WAGES (GROUP RENTALS)	314.12			
<b>Total Program - Adult/Family</b>	<b>2,397.33</b>	<b>550.00</b>	<b>1,847.33</b>	<b>435.88%</b>
<b>Program - Child/Youth</b>				
6701 - WAGES (CO-ED CAMP)	17,922.50	21,508.00	(3,585.50)	83.33%
6703 - Honoraria International staff	1,387.50	0.00	1,387.50	100.0%
6704 - BUS TRANSPORT (CO-ED CAMP)	5,853.13	6,350.00	(496.87)	92.18%
6706 - PROGRAM EQUIPMENT (CO-ED)	1,096.23	2,000.00	(903.77)	54.81%
6707 - PROGRAM SUPPLIES (CO-ED CAMP)	1,160.38	1,800.00	(439.62)	72.52%
6721 - Wages - LIT & senior pgm	8,000.00	8,000.00	0.00	100.0%
6727 - PROGRAM SUPPLIES - LIT	630.18	1,000.00	(369.84)	63.02%
6741 - WAGES (OUTDOOR EDUCATION)	700.00	0.00	700.00	100.0%
6743 - HONORARIA OUTDOOR ED	1,000.00			
6745 - Staff travel (outdoor ed)	63.88	0.00	63.88	100.0%
6751 - WAGES - YOUTH RETREATS	1,255.00	950.00	305.00	132.11%
6754 - Bus transport - youth retreats	618.00	550.00	68.00	112.36%
6757 - Program Supplies (youth retreat	20.04	0.00	20.04	100.0%
7662 - STAFF/CAMPER PHOTO SOUVENIRS	258.68	250.00	9.68	103.87%
7817 - Wilderness & Trip Equipment	2,916.47	400.00	2,516.47	729.12%
<b>Total Program - Child/Youth</b>	<b>42,882.97</b>	<b>42,608.00</b>	<b>274.97</b>	<b>100.65%</b>
<b>Property Management</b>				
6301 - Wages - Maint & housekeeping	9,864.05	14,828.00	(4,963.95)	66.52%
6361 - Staff travel - Maintenance	22.70	0.00	22.70	100.0%
6381 - Fuel - tractors, engines	899.21	1,000.00	(100.79)	89.92%
6401 - Housekeeping supplies	2,308.58	2,500.00	(191.42)	92.34%
6411 - Repairs & building supplies	3,547.52	4,450.00	(902.48)	79.72%
6414 - Water testing services	1,050.90	1,010.72	40.18	103.98%
6421 - Road Maintenance	1,858.50	1,900.00	(41.50)	97.82%
6431 - Garbage/septic collection	2,158.34	1,600.00	558.34	134.9%
6441 - Hydro electricity	12,565.45	13,329.38	(763.93)	94.27%
6451 - Auto repair & maintenance	1,101.34	4,000.00	(2,898.66)	27.53%
6452 - Vehicle depreciation	1,218.92			
6471 - Major maint. equipment	37.72	0.00	37.72	100.0%
7813 - Structural Improvement projects	7,446.90	6,000.00	1,446.90	124.12%
<b>Total Property Management</b>	<b>44,080.13</b>	<b>50,618.10</b>	<b>(6,537.97)</b>	<b>87.08%</b>
<b>Total Expense</b>	<b>267,889.07</b>	<b>285,180.36</b>	<b>(17,491.29)</b>	<b>93.87%</b>
<b>Net Income</b>	<b>32,146.05</b>	<b>(8,200.36)</b>	<b>41,346.41</b>	<b>-349.4%</b>

Gracefield Camp & Conference Centre  
Profit & Loss Prev Year Comparison  
January through October 2008

	Jan - Oct 08	Jan - Oct 07	\$ Change	% Change
<b>Income</b>				
<b>Donations</b>				
4205 - Donations Individuals	9,726.06	12,803.69	(3,077.63)	-24.04%
4206 - Donations Churches/organization	6,079.30	5,896.48	182.82	3.1%
4212 - Designated Donations (Individ)	1,571.60	350.00	1,221.60	349.03%
4213 - Designated Donation (Church)	1,150.00	1,020.00	130.00	12.75%
4216 - Canoe-a-thon donations	0.00	447.00	(447.00)	-100.0%
4218 - Gala dinner & auction	225.00	0.00	225.00	100.0%
4219 - Gala dinner donations	140.00	0.00	140.00	100.0%
4220 - Pledged donations	22,290.00	0.00	22,290.00	100.0%
4221 - Canada Helps donations	215.00	0.00	215.00	100.0%
4509 - Gracefield Improvement Fund	0.00	4,363.81	(4,363.81)	-100.0%
<b>Total Donations</b>	<b>41,396.96</b>	<b>24,880.98</b>	<b>16,515.98</b>	<b>66.38%</b>
<b>Grants &amp; Other revenue</b>				
4208 - SYNOD GRANTS	36,000.00	44,000.00	(8,000.00)	-18.18%
4209 - Presbytery Grants	5,100.00	5,000.00	100.00	2.0%
4407 - GOVT GRANTS	9,522.00	0.00	9,522.00	100.0%
4410 - Fundraising Grants	3,519.57	6,858.18	(3,338.61)	-48.68%
4411 - JEMIMA RAE MEMORIAL	2,871.00	0.00	2,871.00	100.0%
4801 - INTEREST REVENUS	221.77	140.26	81.51	58.11%
4901 - Net Sales taxes collected	8,604.07	0.00	8,604.07	100.0%
4951 - OTHER REVENUS	0.00	12.35	(12.35)	-100.0%
<b>Total Grants &amp; Other revenue</b>	<b>65,838.41</b>	<b>56,910.79</b>	<b>9,827.62</b>	<b>17.55%</b>
<b>Pgm Revenue - Adult/Family</b>				
4101 - FAMILY CAMP FEES	4,350.60	5,952.82	(1,602.22)	-26.92%
4111 - LODGE GUEST FEES	11,277.94	7,595.10	3,682.84	48.49%
4112 - LODGE GSTS EQP. RENT	320.00	473.00	(153.00)	-32.35%
4121 - TENT/TRAILER FEES	24,187.99	22,966.80	1,221.19	5.32%
4131 - FAMILY RETREAT FEES	4,480.00	3,091.00	1,389.00	44.94%
4141 - Group Retreat Fees	61,871.67	55,373.94	6,497.73	11.73%
4142 - GROUP EQUIP. RENT	1,316.00	763.77	552.23	72.3%
<b>Total Pgm Revenue - Adult/Family</b>	<b>107,804.20</b>	<b>96,216.43</b>	<b>11,587.77</b>	<b>12.04%</b>
<b>Pgm Revenue - Child/Youth</b>				
4001 - CO-ED CAMP FEES	49,915.15	64,404.58	(14,489.43)	-22.5%
4010 - Coed camperships allocated	7,869.00	13,703.50	(5,834.50)	-42.58%
4011 - DAY CAMP FEES	419.00	314.50	104.50	33.23%
4021 - L.I.T. CAMP FEES	3,781.48	1,656.00	2,125.48	128.35%
4041 - OUTDOOR EDUC. FEES	11,354.75	8,222.50	3,132.25	38.09%
4050 - March break camperships alloc.	155.00	0.00	155.00	100.0%
4051 - YOUTH RETREAT FEES	6,309.00	7,000.00	(691.00)	-9.87%
<b>Total Pgm Revenue - Child/Youth</b>	<b>79,803.38</b>	<b>95,301.08</b>	<b>(15,497.70)</b>	<b>-16.26%</b>
<b>Store Revenue</b>				
4301 - T-SHIRT / SWEATSHIRT	2,062.74	1,657.00	405.74	24.49%
4303 - TUCK	1,905.94	1,815.52	90.42	4.98%
4304 - SOUVENIRS	223.22	96.50	126.72	131.32%
4305 - PAY PHONE SALES	589.27	808.16	(218.89)	-27.09%
4306 - Laundromat	211.00	178.25	32.75	18.37%
<b>Total Store Revenue</b>	<b>4,992.17</b>	<b>4,555.43</b>	<b>436.74</b>	<b>9.59%</b>
<b>Total Income</b>	<b>299,835.12</b>	<b>276,964.71</b>	<b>22,870.41</b>	<b>8.26%</b>
<b>Expense</b>				
<b>Administration Expenses</b>				
6001 - Wages (office admin)	3,987.50	4,800.00	(812.50)	-16.93%
6002 - Directors Stipend	31,910.80	31,347.60	563.20	1.8%
6011 - Payroll Taxes (all depts)	9,170.92	10,308.77	(1,137.85)	-11.04%
6012 - Vacation Pay (all depts)	2,666.21	3,152.22	(486.01)	-15.42%
6021 - Health Insurance (Directors)	2,679.00	3,568.00	(889.00)	-24.92%
6031 - Pension Plan (Directors)	3,574.00	3,511.00	63.00	1.79%
6041 - Workers Comp (all depts)	1,583.32	2,104.08	(520.76)	-24.75%
6071 - COMMITTEE TRAVEL (ADMIN)	88.06	0.00	88.06	100.0%
6081 - AUTO GAS (ADMIN)	1,217.28	2,000.56	(783.28)	-39.15%
6091 - AUTO MILEAGE (ADMIN)	3,043.41	2,753.00	290.41	10.55%
6101 - AUTO REGISTRATION (ADMIN.)	1,280.40	986.79	293.61	29.75%
6111 - PROP./LIABILITY (ADMIN)	12,919.19	18,263.00	(5,343.81)	-29.26%
6121 - OFFICE - POSTAGE (ADMIN.)	1,807.80	2,035.40	(227.60)	-11.18%
6131 - OFFICE SUPPLIES (ADMIN.)	914.86	1,121.17	(206.31)	-18.4%
6141 - OFFICE-COPIER (ADMIN)	2,730.08	2,740.25	(10.17)	-0.37%
6151 - OFF. MAINTENANCE (ADMIN)	879.88	635.94	243.94	38.36%
6161 - OFFICE-ACCOUNTING (ADMIN)	637.54	299.90	337.64	112.58%
6171 - OFFICE EQUIPMENT (ADMIN.)	74.73	171.07	(96.34)	-56.32%
6181 - HEALTH CARE (ADMIN)	810.26	527.24	283.02	53.68%
6182 - SAFETY EQUIPMENT	367.96	479.06	(111.10)	-23.19%
6191 - TELECOMMUNICATIONS (ADMIN.)	3,889.85	3,849.21	40.64	1.06%
6202 - Staff Training (all depts)	860.79	2,243.18	(1,382.39)	-61.63%
6211 - PUBLICITY (ADMIN)	2,648.37	2,762.50	(114.13)	-4.13%

Gracefield Camp & Conference Centre  
Profit & Loss Prev Year Comparison  
January through October 2008

	Jan - Oct 08	Jan - Oct 07	\$ Change	% Change
6221 · MEMBERSHIPS/PERMITS (ADMIN)	941.00	1,995.00	(1,054.00)	-52.83%
6231 · AUDIT/PROF. SERVICES (ADMIN)	1,775.00	0.00	1,775.00	100.0%
6251 · AUTO INSURANCE (ADMIN)	2,340.10	962.00	1,378.10	143.25%
6505 · Fundraising services	0.00	2,795.00	(2,795.00)	-100.0%
8001 · Bank & Merchant Card charges	3,049.88	2,814.31	235.57	8.37%
8011 · Line of Credit & Interest	1,414.43	3,971.58	(2,557.15)	-64.39%
8021 · GST Net expense	2,408.99	2,889.51	(480.52)	-16.63%
8022 · QST Net Expense	3,612.24	4,420.94	(808.70)	-18.29%
8023 · ONTARIO PROVINCIAL SALES TAX	472.13	257.44	214.69	83.39%
<b>Total Administration Expenses</b>	<b>105,755.98</b>	<b>119,765.72</b>	<b>(14,009.74)</b>	<b>-11.7%</b>
<b>Camp Store</b>				
7651 · TUCK SUPPLIES	2,236.80	2,210.10	26.70	1.21%
7671 · Souvenir Shirts	1,894.30	1,702.15	192.15	11.29%
7681 · STAFF T-SHIRTS	460.53	342.35	118.18	34.52%
7691 · Phone cards	399.47	497.48	(98.01)	-19.7%
<b>Total Camp Store</b>	<b>4,991.10</b>	<b>4,752.08</b>	<b>239.02</b>	<b>5.03%</b>
<b>Food Services</b>				
5001 · Wages - kitchen staff	21,856.69	19,488.74	2,467.95	12.66%
5003 · Chef Services	531.56	40.00	491.56	1,228.9%
5051 · Small kitchen equipment	668.45	260.98	405.47	155.36%
5061 · Staff Travel - Kitchen	655.01	811.61	(156.60)	-19.3%
5171 · Major kitchen equipment	159.00	2,513.00	(2,354.00)	-93.67%
5311 · Repairs and kitchen supplies	2,620.68	2,334.85	285.83	12.24%
5541 · Food & beverage supplies	39,885.06	46,116.89	(6,251.83)	-13.56%
5551 · Propane (cooking) supplies	1,127.11	844.83	282.28	33.41%
<b>Total Food Services</b>	<b>67,581.56</b>	<b>72,410.90</b>	<b>(4,829.34)</b>	<b>-6.67%</b>
<b>Program - Adult/Family</b>				
7007 · PROGRAM SUPPLIES (FAMILY)	454.23	347.94	106.29	30.55%
7009 · Program events	328.98	653.00	(324.02)	-49.62%
7033 · HONORARIA (SEMINAR/RETREATS)	1,300.00	0.00	1,300.00	100.0%
7051 · WAGES (GROUP RENTALS)	314.12	290.00	24.12	8.32%
<b>Total Program - Adult/Family</b>	<b>2,397.33</b>	<b>1,290.94</b>	<b>1,106.39</b>	<b>85.7%</b>
<b>Program - Child/Youth</b>				
6701 · WAGES (CO-ED CAMP)	17,922.50	26,990.10	(9,067.60)	-33.6%
6703 · Honoraria International staff	1,387.50	0.00	1,387.50	100.0%
6704 · BUS TRANSPORT (CO-ED CAMP)	5,853.13	8,978.83	(3,125.70)	-34.81%
6706 · PROGRAM EQUIPMENT (CO-ED)	1,096.23	2,108.54	(1,012.31)	-48.01%
6707 · PROGRAM SUPPLIES (CO-ED CAMP)	1,160.38	1,717.18	(556.80)	-32.43%
6709 · Program - Aerial trek	0.00	4,090.00	(4,090.00)	-100.0%
6721 · Wages - LIT & senior pgm	8,000.00	9,600.00	(1,600.00)	-16.67%
6727 · PROGRAM SUPPLIES - LIT	630.16	721.86	(91.70)	-12.7%
6741 · WAGES (OUTDOOR EDUCATION)	700.00	800.00	(100.00)	-12.5%
6743 · HONORARIA OUTDOOR ED	1,000.00	0.00	1,000.00	100.0%
6745 · Staff travel (outdoor ed)	63.88	142.01	(78.13)	-55.02%
6751 · WAGES - YOUTH RETREATS	1,255.00	905.00	350.00	38.67%
6754 · Bus transport - youth retreats	618.00	550.00	68.00	12.36%
6756 · Program equipment yth retreats	0.00	94.94	(94.94)	-100.0%
6757 · Program Supplies (Youth retreat	20.04	0.00	20.04	100.0%
7662 · STAFF/CAMPER PHOTO SOUVENIRS	259.68	295.31	(35.63)	-12.07%
7817 · Wilderness & Trip Equipment	2,916.47	188.38	2,728.09	1,448.19%
<b>Total Program - Child/Youth</b>	<b>42,882.97</b>	<b>57,182.15</b>	<b>(14,299.18)</b>	<b>-25.01%</b>
<b>Property Management</b>				
6301 · Wages - Maint & housekeeping	9,864.05	15,118.00	(5,253.95)	-34.75%
6361 · Staff travel - Maintenance	22.70	38.70	(16.00)	-41.34%
6381 · Fuel - tractors, engines	899.21	1,018.84	(119.63)	-11.74%
6401 · Housekeeping supplies	2,308.58	2,454.84	(146.26)	-5.96%
6411 · Repairs & building supplies	3,547.52	4,469.72	(922.20)	-20.63%
6414 · Water testing services	1,050.90	902.26	148.64	16.47%
6421 · Road Maintenance	1,858.50	1,860.05	(1.55)	-0.08%
6431 · Garbage/septic collection	2,158.34	1,594.38	563.96	35.37%
6441 · Hydro electricity	12,565.45	12,555.99	9.46	0.08%
6451 · Auto repair & maintenance	1,101.34	7,226.22	(6,124.88)	-84.76%
6452 · Vehicle depreciation	1,218.92	0.00	1,218.92	100.0%
6471 · Major maint. equipment	37.72	0.00	37.72	100.0%
7813 · Structural improvement projects	7,446.80	3,063.24	4,383.66	143.11%
<b>Total Property Management</b>	<b>44,080.13</b>	<b>50,302.24</b>	<b>(6,222.11)</b>	<b>-12.37%</b>
<b>Total Expense</b>	<b>267,689.07</b>	<b>305,704.03</b>	<b>(38,014.96)</b>	<b>-12.44%</b>
<b>Net Income</b>	<b>32,146.05</b>	<b>(28,739.32)</b>	<b>60,885.37</b>	<b>-211.85%</b>

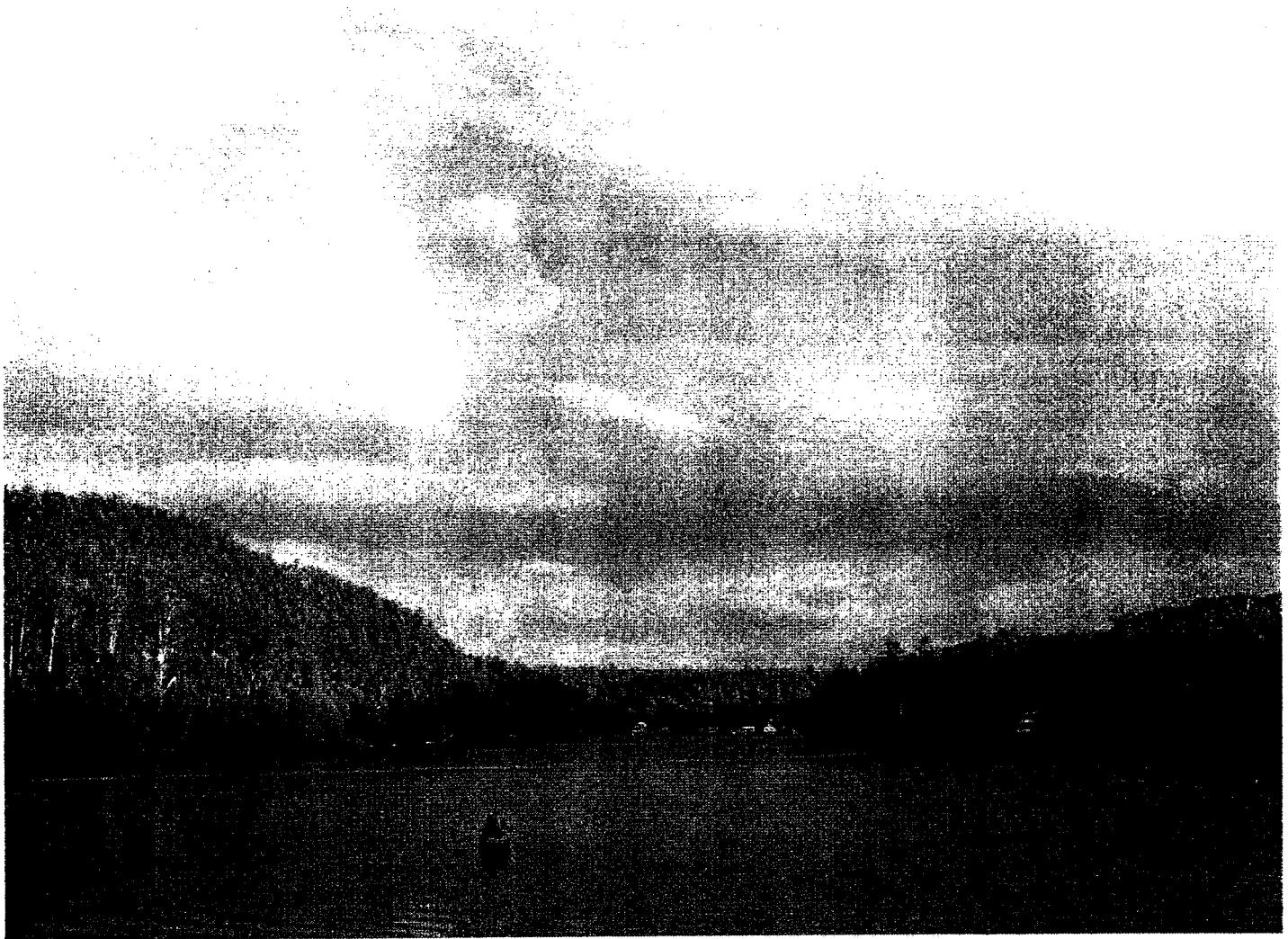


Photo Credit: Jennifer Buie, Gracefield, QC, 2008

# **A Governance Framework for Gracefield Camp & Conference Centre**

**Approved by the Presbytery of Ottawa,  
November 11, 2008**

**Affirmed by the Synod Council as “timely and credible”  
November 13, 2008**

## Contents

<b>Executive Summary .....</b>	<b>i</b>
Summary of Recommendations .....	iv
<b>1. Existing Governance Structure.....</b>	<b>1</b>
Synod of Quebec and Eastern Ontario .....	2
Presbytery of Ottawa .....	2
Gracefield Operating Committee .....	2
Governance Challenges in the Current Structure.....	3
<b>2. Moving Toward Effective Governance.....</b>	<b>4</b>
Align the Name of the Camp .....	4
Establish a Board of Directors .....	5
Responsibilities of the Board of Directors.....	6
Accountability of the Board of Directors .....	8
Appointment to the Board of Directors .....	9
Transition to the New Governance Model.....	11
Align All Operational Accountabilities to the Managing Director(s).....	13
Property and Title.....	13
<b>3. Conclusion .....</b>	<b>15</b>

## Executive Summary

Following the 2007 meeting of the Synod of Quebec and Eastern Ontario a special committee was set up to look at the viability of Gracefield Camp and Conference Centre moving forward. That Special committee met throughout the winter of 2007 and early 2008 meeting with many stakeholders and presented a complete report to a full meeting of the Synod in April of 2008. Recommendation #3 of that report was the terms of reference for our working group (details are provided in the Text Box).

### Direction from Synod—Recommendation No. 3

It was recommended “that the Synod of Québec and Eastern Ontario immediately appoint the Presbytery of Ottawa to assume a leadership role to work, in conjunction with other interested parties, to define the terms of reference for a new governance structure for Gracefield Camp and Conference Centre, together with a credible and timely plan to transition to the new model. This plan needs to include, at a minimum:

- Definition of the formal governance structure;
- Identification of at least three key members of the proposed governance committee (including the Chairperson) who have committed to serve for a minimum three-year term, and who have proven experience and expertise in Board management and a passion for camping ministry;
- Definition of the key roles and responsibilities for the governance committee;
- Definition of the relationship between the governance committee, the chief executive officer and any sub-committees that may be engaged for day-to-day operations;
- Definition of the key activities and the timeframe (not to exceed twelve months) over which the current management structure will transition to the new model, including addressing any pastoral concerns related to changing the existing operating model;
- Definition of a model for succession planning to ensure orderly transition and replacement of governance and sub-committee members over time;
- Identification of the top four priorities that the governance committee will address first (e.g. setting up the full governing body, vision, strategic plan, urgent maintenance/investment requirements, etc.)”

Since that time the Gracefield Governance Working Group was struck by the Presbytery of Ottawa and included the following members:

- Douglas Kendall (Minister, Knox Church, Ottawa—Chair);
- Ruth Draffin (Minister, St. John’s Church, Cornwall);
- Gary Pluim (Member, Knox Church, Manotick);
- Trefor Munn-Venn (Elder, Knox Church Ottawa); and
- James Hurd (Minister, Parkwood Church, Ottawa—clerk consultant).

We have met several times, toured the camp, interviewed the Managing Co-Directors, consulted with senior staff and relied heavily on the reports of the special committees of both the Presbytery of Ottawa and the Synod of Quebec and Eastern Ontario.

The specific objective of this report is to identify how to improve the clarity, accountability and effectiveness of the governance of Gracefield Camp and Conference Centre. We have prayerfully and diligently pursued this objective with a focus on furthering the ministry of Gracefield while bringing focus, sustainability, and confidence to the future of the camp.

In the course of our work, we have identified a number of specific actions that can be taken to improve governance, bring alignment and clarity to roles and responsibilities, position Gracefield for future success, and establish a strong foundation on which Christ's ministry can grow.

All of the recommendations are made in the context of a number of decisions and indications that Synod has made with respect to several key issues. The Synod of Quebec and Eastern Ontario at its special full meeting May 3, 2008 adopted the following resolutions, among others:

- (a) That the Synod of Quebec and Eastern Ontario allocate a minimum of 0.66% of the dollar base as part of its annual budget to support Christian camping ministries operating within its bounds ... (Recommendation #2 of the special committee)**
- (b) That the Synod of Quebec and Eastern Ontario, should it approve the proposed governance structure and transition plan at its Fall 2008 meeting, immediately thereafter make all funds heretofore raised for capital projects at Gracefield Camp and Conference Centre available to the Presbytery of Ottawa for use in planning and work at the facility. (Recommendation #8 of the special committee)**
- (c) That the Synod of Quebec and Eastern Ontario, in affirming the decision made in 2006 to help finance the cost of necessary water and septic upgrades for White Pine Lodge, include in its annual budget, beginning in 2009, an amount of \$15,360 (over and above the recommended operating grant) for improvements of the water and septic system at Gracefield (subject to the availability of a full capital plan aligned with the vision for Gracefield through 2027 ... or until such time as the water and septic upgrade for White Pine Lodge has been fully completed and paid off (subject to the continued operation of Gracefield). (Recommendation #11 of the special committee)**
- (d) That the Synod of Quebec and Eastern Ontario set the Synod operating funding levels for Christian camping in 2009 to be a minimum of \$50,000 for Gracefield (subject to its continued operation) and \$16,000 for Camp d'action biblique. (Recommendation #13 of the special committee)**

**(e) That the Synod of Quebec and Eastern Ontario set the Synod operating funding levels for Christian camping for 2010 to be a minimum of \$45,000 for Gracefield (subject to its continued operation and \$21,000 for Camp d'action biblique, subject to satisfactory compliance with such camping standards as synod may determine. (Recommendation #15 of the special committee, as amended)**

**(f) That the Synod of Quebec and Eastern Ontario set the Synod operating funding levels for Christian camping for 2011 for all Presbytery- or synod-operated camps to be at least 0.66% of the dollar base ... with the full proportion of the assessment assigned the Presbyteries of Montreal and Quebec being directed to Camp d'action biblique and the full proportion of the assessment assigned to the Ontario Presbyteries being directed to Gracefield (subject to their continued satisfactory operations). For context, on a dollar base of \$10,200,211 (2008), 0.66% represents a total of \$66,727 assigned for camping support, with \$25,752 going to CAB and \$40,974 going to Gracefield. (Recommendation #16 of the special committee, as amended)**

**(g) That the Synod of Quebec and Eastern Ontario agree to receive and evaluate exceptional funding requests from approved Christian camps operating within its bounds from time to time, with such requests being accepted or denied based on their merit as determined by Synod. Such requests would typically not be expected to be related to the ongoing operations of the facilities, but would reasonably include large capital projects or other projects requiring broad support for the ministry.**

The foregoing resolutions are a clear indication of the strength of the synod's commitment to camping ministry. They provide clear and specific guidance as to the scope of the synod's support for those who will be entrusted with the future governance of Gracefield.

The detailed rationale for each of our recommendations is provided in the remainder of this report. We recognize that the recommendations made in this report have wide-reaching implications. It asks that changes be made as it relates to the vision, operation, and oversight of Gracefield. We know that these changes will take time and we also believe that all changes must be taken in a manner that prayerfully reflects what is best for Gracefield Camp and Conference Centre, and Christ's ministry. We respectfully submit these recommendations for consideration.

## ***Summary of Recommendations***

**Recommendation #1— That effective September 1, 2009 the name of Gracefield Camp and Conference Centre be changed to “Gracefield Christian Camp and Retreat Centre” and that references to the Presbyterian Church be included in all marketing and promotional material.**

**Recommendation #2—That a new governance body, to be called the Board of Directors for Gracefield Christian Camp and Retreat Centre, with full and exclusive accountability for governance of the camp on behalf of the Presbytery of Ottawa, be established effective September 1, 2009; such board to be comprised of a minimum of seven and a maximum of twelve voting members.**

**Recommendation #3—That the Board of Directors lead the development of a Strategic Plan every three years and that this process include:**

- (a) The Board of Directors;**
- (b) The Managing Director(s);**
- (c) One representative from each of the Presbyteries of Ottawa, Lanark & Renfrew, and Seaway-Glengarry;**
- (d) The Camping Advisory Team; and**
- (e) Any other individuals as agreed to by the Board of Directors.**

**Recommendation #4— That the Board of Directors submit a report to the Presbytery of Ottawa twice a year, in advance of the presbytery’s stated meetings in March/April and October, including (a) a summary of the previous year’s ministry and a synopsis of future plans; (b) a report of progress versus the strategic plan; (c) financial statements including a balance sheet and a statement of revenue and expenditure, with comparison to the year’s budget; and (d) any major difficulties or issues which the board believes should be drawn to the attention of the presbytery.**

**Recommendation #5 – That beginning in 2011, the Presbytery of Ottawa, in a manner similar to its triennial visitation of all congregations within its bounds, conduct a visitation of the Gracefield Christian Camp and Retreat Centre every three years, meeting with the Board of Directors and the Managing Director(s).**

**Recommendation #6— That in keeping with the current schedule a financial review be conducted in 2008, that a full audit of operations of the Gracefield Camp and Conference Centre and the Gracefield Christian Camp and Retreat Centre be conducted in the year 2009 and, thereafter, a full audit be conducted every third year, with a financial review to be done in the intervening years; the results of such annual audits or reviews to be submitted by the Board of Directors to the Presbytery of Ottawa upon completion.**

**Recommendation #7— That a Camping Advisory Team be established by the Presbytery of Ottawa on recommendation of the Transition Team, representing a**

**broad range of congregations and stakeholders, to provide input to the development of the Vision and Strategic Plan.**

**Recommendation #8— That the Board of Directors strike a Nominating Committee comprised of two members of the board and one representative appointed by the Presbytery of Ottawa.**

**Recommendation #9—That a slate of candidates for the Board of Directors, including rationale for their appointment, be put forward annually to the Presbytery of Ottawa in advance of its June stated meeting for appointment with the understanding that the Presbytery will either appoint the entire slate or refer it back to the Board of Directors for reconsideration.**

**Recommendation #10—That members of the Board of Directors be appointed for a three-year term with one-third retiring each year on August 31<sup>st</sup>; with the understanding that retiring members are eligible for reappointment for a second term, to a maximum of six consecutive years, following which members will be ineligible for a minimum of one year for re-appointment to the Board of Directors.**

**Recommendation #11—That a minimum of three-quarters of the voting members of the Board of Directors be members or adherents of The Presbyterian Church in Canada.**

**Recommendation #12—That the current Gracefield Operating Committee and its committees continue planning for the 2009 summer camping season including preparing a budget for submission to the January 2009 meeting of Presbytery of Ottawa, and continue operating Gracefield Camp and Conference Centre until August 31, 2009.**

**Recommendation #13—That the Presbytery of Ottawa maintain full accountability for Gracefield, as is the current situation, until September 1, 2009, at which time accountability will be transferred to the Board of Directors of Gracefield Christian Camp and Retreat Centre.**

**Recommendation #14—That a Transition Team be established effective January 1, 2009 with the accountability to:**

- (a) Develop new by-laws for approval by the Presbytery of Ottawa;**
- (b) Establish the Terms of Reference for the new Board of Directors and Committees, including the Camping Advisory Team, for approval by the Presbytery of Ottawa;**
- (c) Identify potential board members and submit the slate of candidates for approval to the Presbytery of Ottawa by the June 2009 stated meeting;**
- (d) Undertake the activities outlined in Recommendation 18;**
- (e) Participate in the 2008 financial review; and**
- (f) Organize a celebration in recognition of all individuals who have been committed to the ministry of Gracefield.**

**Recommendation #15—That the Presbytery of Ottawa with the concurrence of the Synod of Quebec and Eastern Ontario appoint the following as the Transition Team:**

- (a) **Douglas Kendall, Minister, Knox Church, Ottawa**
- (b) **Ruth Draffin, Minister, St. John's Church, Cornwall**
- (c) **Gary Pluim, Member, Knox Church, Manotick**
- (d) **Trefor Munn-Venn, Elder, Knox Church, Ottawa.**

**Recommendation #16—That the Presbytery of Ottawa appoint the following individuals to the Board of Directors of Gracefield Christian Camp and Retreat Centre effective September 1, 2009 for a term of three years, in the roles identified:**

- (a) **Douglas Kendall, Minister, Knox Church, Ottawa, Chair**
- (b) **Ruth Draffin, Minister, St. John's Church, Cornwall, Personnel**
- (c) **Gary Pluim, Member, Knox Church, Manotick, Treasurer**
- (d) **Trefor Munn-Venn, Elder, Knox Church, Ottawa, Secretary.**

**Recommendation #17—That the Presbytery of Ottawa appoint Douglas Kendall as the convener of the Gracefield Operating Committee effective January 1, 2009 to provide guidance for the coming months and to facilitate the transition to the new Board of Directors effective September 1, 2009.**

**Recommendation #18—That the following four priorities be pursued immediately by the Transition Team:**

1. **Develop a clear, concise and compelling vision for the Gracefield Christian Camp and Retreat Centre that will set the direction for and engage children, families, churches, communities and others in the ministry of Gracefield;**
2. **Establish a grounded, realistic Strategic Plan that will outline the direction for Gracefield and enable the Board of Directors and Presbytery of Ottawa to measure and assess progress;**
3. **Establish a Sustainability Committee to take an integrated, holistic assessment of Gracefield—financial, facilities, spiritual growth, etc.—that will help to strengthen the foundation of this ministry and to improve the future opportunities for growth; and**
4. **Initiate a set of outreach activities to ensure that as this ministry undergoes a transformation those who have supported Gracefield in the past experience a sense of renewal and excitement, and ensure that those who have not been engaged with Gracefield identify opportunities to participate in this unique community and ministry.**

**Recommendation #19—That the Managing Director(s) be given full responsibility for all management and operational roles and duties related to the camp.**

**Recommendation #20—That the title of the property of Gracefield Camp and Conference Centre be transferred to the Presbytery of Ottawa effective January 1, 2009 to enable borrowing against the property, should that be required.**

**Recommendation #21—That should the Board of Directors, for any reason, conclude that the sale of the Gracefield property (i.e., land) is desirable or necessary, and obtain concurrence of the Presbytery of Ottawa for such sale, the decision to sell not be made without the concurrence of the Synod of Quebec and Eastern Ontario, and any proceeds of the sale be disposed of by resolution of the synod and in keeping with the guidelines established by The Presbyterian Church in Canada.**

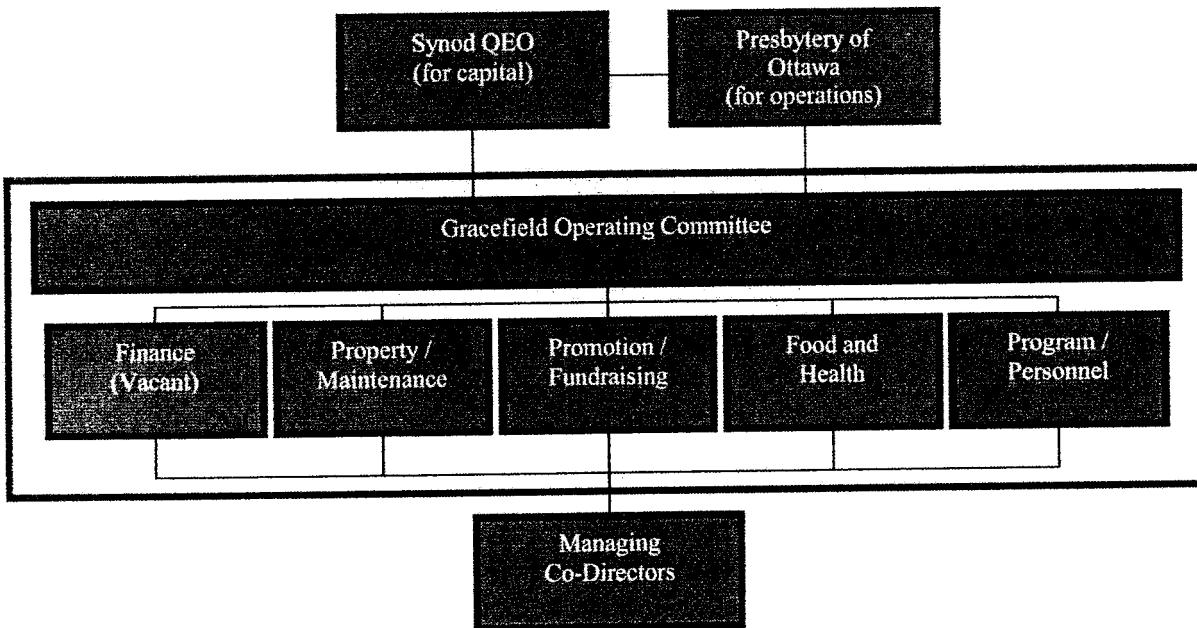
## 1. Existing Governance Structure

In order to understand clearly the current governance structure and mechanisms that are relevant to Gracefield, a number of activities were undertaken including:

- A review of existing studies and analyses that have been conducted related to Gracefield;
- In-depth discussions with the Managing Co-Directors and some staff members; and
- Analysis of existing Terms of Reference and related documentation.

Based on the investigation of the current governance situation, the Exhibit 1. has been developed to outline the existing structure.

**Exhibit 1. Existing Governance Structure**



In developing this organizational chart, a number of important factors became clear. First, there is some confusion or ambiguity of roles. Second, is that there are points where governance (oversight) overlaps with delivery. This is a particular area of focus in this document because there needs to be a clear separation between those who are providing oversight and those who are operating the camp if effective/independent governance is to be achieved.

One oversight challenge facing Gracefield is based on the requirement for a governing body to have a detailed understanding of that which they are governing. Without a nuanced knowledge of the operation, it is impossible to ask the right questions, develop

the right metrics, and make the right decisions that will ensure the camp is fulfilling its mandate.

Camping operations are complex at the best of times. Effective oversight requires an understanding of how to deliver the ministry in a retreat context, environmental protection obligations, health and safety rules, labour law, accounting and finance, marketing, and many other factors. It also requires a clear understanding of why this Ministry is so important and the affect it has on the spiritual development of those who participate in this important ministry.

### ***Synod of Quebec and Eastern Ontario***

Currently, the Synod of Quebec and Eastern Ontario provides oversight and, on occasion, makes major decisions related to the camp—particularly with respect to infrastructure. However, the fact that Synod meets only once per year, and that the representatives of Synod rotate annually, suggests that Gracefield and the Synod are not communicating on an on-going basis, and that the individuals who are required to make major decisions about the camp are not typically familiar with the necessary details and nuances.

### ***Presbytery of Ottawa***

The Presbytery is responsible for the programming at Gracefield, but nothing defines who is explicitly accountable for the infrastructure. It *appears* that Synod has this accountability based on the fact that most infrastructure-related decisions require major expenditures that need the approval of Synod. In camping, decisions related to programming and infrastructure often have a direct impact on one another. Ensuring the oversight of these two elements (infrastructure and programming) are under the same body will be important for effective decision-making and delivery of service in the future.

### ***Gracefield Operating Committee***

Currently, the Gracefield Operating Committee (GOC) is a standing committee of the Presbytery of Ottawa. The GOC is accountable for the day-to-day running of the camp through the Managing Co-Directors. Today, the GOC is comprised of 18 positions—of which 12 are currently occupied—and a number of sub-committees (Finance, Property / Maintenance, Promotion/Fundraising, Food and Health, and Program / Personnel). Some ad hoc committees are also established from time to time to address specific issues.

The GOC plays an active role in the running of the camp and has provided a source of knowledge, energy, support, and talent that has been important to the development of Gracefield. The functions that it addresses—finance, maintenance, programming, etc.—are core operating elements of all camps.

## ***Governance Challenges in the Current Structure***

The greatest challenge facing the camp as a result of the existing structure is that there is no single group whose exclusive role is to ensure the effective governance of the Gracefield Camp and Conference Centre.

- One might infer that the GOC would play this role since it is a Standing Committee of Presbytery. However, the GOC is tasked explicitly to oversee the day-to-day operations of the camp and it is directly involved in operating and managing the camp. It is neither reasonable nor appropriate for a single group to both manage the camp and hold itself accountable, as these roles are in direct conflict.
- The fact that accountabilities for governance and oversight are split between the Presbytery of Ottawa (with accountability for operations) and the Synod of Quebec and Eastern Ontario (which appears to have *de facto* accountability for infrastructure) adds greater confusion. Moreover, decisions relating to infrastructure and operations are so directly linked that separating them introduces a greater likelihood of confusion, miscommunication, and ineffective oversight. Finally, many of the oversight decisions require a detailed understanding of camping operations and mission that are best made by individuals who are dedicated to, focused on, and educated in this service and ministry.

Therefore, the key question is how to structure relationships, roles and activities in a manner that ensures both that the camp is functioning effectively and receiving the support it requires, and that a simple, clear governance structure is established to ensure effective accountability.

Achieving this will require that all operational activities related to the camp—finance, health and safety, personnel and hiring, marketing, etc.—be held by the Managing Co-Directors. Unless, the Managing Co-Directors have full control over these activities, it is unrealistic and impossible to hold them accountable for these activities. For example, if they are not able to hire their own staff, they cannot reasonably be held accountable for the performance of that staff.

## 2. Moving Toward Effective Governance

Central to the development of effective governance, as it relates to any organization, is clarity about accountability and appropriate alignment of roles and responsibilities. As it relates to effective governance, Table 1 identifies the core responsibilities by organizing them into six distinct categories.

**Table 1. Overarching governance principles**

<b>Leadership and stewardship</b>	The ethical and moral leadership (setting long-term strategic direction and vision) and stewardship (shepherding resources that belong to others) of the camp
<b>Empowerment and accountability</b>	Delegating sufficient authority levels, accepting strategic responsibilities and expecting to be held accountable for carrying out those duties
<b>Communication and transparency</b>	Having the right information available for the right people at the right time in the right place, and using the right dissemination method
<b>Service and fairness</b>	Fairness in service, whether to campers, churches, Presbytery, Managing Director(s), etc.
<b>Accomplishment and measurement</b>	Responsibility for accomplishment and results that begins with the board
<b>Learning and growth</b>	Ensuring that continuous growth is a reality: improving the ability to learn will mean higher impact both at the individual and camp levels

### **Align the Name of the Camp**

One way to improve alignment is to ensure there is clarity in the minds of those the camp serves as it relates to the mission, function and services of Gracefield.

Currently, the name of the camp makes no reference to the Presbyterian Church, or the Christian Church. It also emphasizes the conference services of the camp. It is our understanding that part of the reason for these choices was based on an attempt to encourage businesses to take advantage of the camp's facilities.

The logic was that if the name emphasizes the Christian ministry of the camp, businesses would be less likely to take advantage of the facilities. However, the desire to make the camp attractive to businesses was challenged by the importance of maintaining the charitable status of the camp. Maintaining this status required that Gracefield stay

focused on ministry-based services and activities. As a result, our understanding is that there was little or no marketing of the camp's facilities to businesses and we have been advised that, to date, businesses have made little use of the camp for conferences or meetings. Based on this, the following recommendation is made:

**Recommendation #1—That effective September 1, 2009 the name of Gracefield Camp and Conference Centre be changed to “Gracefield Christian Camp and Retreat Centre” and that references to the Presbyterian Church be included in all marketing and promotional material.**

### ***Establish a Board of Directors***

Governance—oversight—needs to be clearly separated from operations. Those who are responsible for ensuring that the organization is functioning as it should, cannot and should not be the same individuals who are delivering the service or they are in a conflict of interest. Effective oversight at Gracefield requires that a body be established whose sole responsibility is that of governance. Key priorities of this body should be the following:

- Growing Christ's ministry;
- Clarifying mission / vision;
- Participating in / approving strategic directions;
- Overseeing financial risk;
- Ensuring adequate financial resources;
- Engaging congregations;
- Monitoring camp performance / ensuring accountability;
- Explaining the impact of camping in the presbytery and beyond;
- Improving board performance;
- Providing expertise for camp needs; and
- Selecting, evaluation, developing camp leadership.

Based on the importance of having a single, clear accountable body as it relates to the governance of the camp, the following recommendation is made:

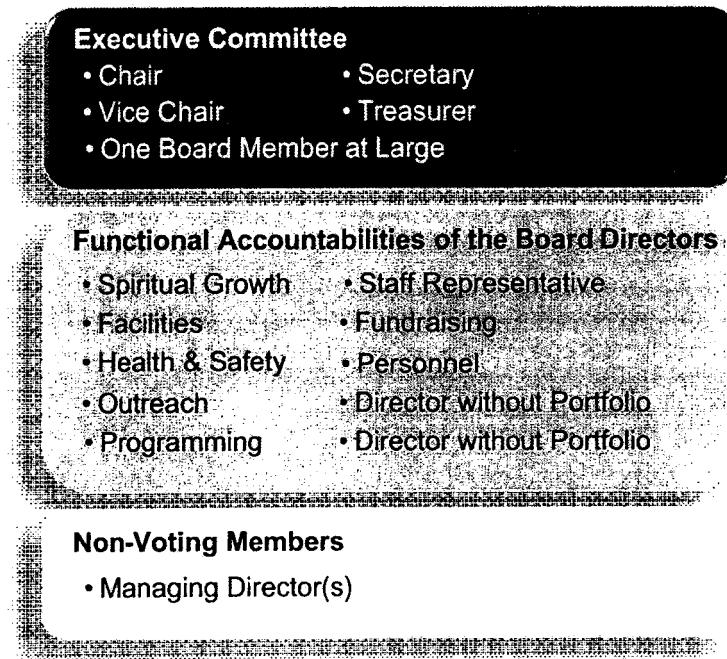
**Recommendation #2—That a new governance body, to be called the Board of Directors for Gracefield Christian Camp and Retreat Centre, with full and exclusive accountability for governance of the camp on behalf of the Presbytery of Ottawa, be established effective September 1, 2009; such board to be comprised of a minimum of seven and a maximum of twelve voting members.**

## ***Responsibilities of the Board of Directors***

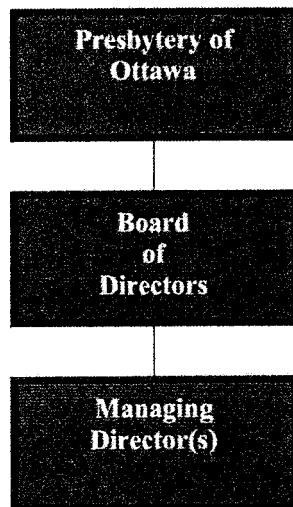
As is suggested later, a Transition Team should be accountable for finalizing the specific composition of the Board of Directors as well as the Terms of Reference. The areas of responsibility that the Board of Directors should oversee include:

- Responsibility for leading the development of a vision and strategic plan that will guide the operations and activities of Gracefield;
- Responsibility for the ministry and spiritual growth of resulting from the work of Gracefield;
- Responsibility to ensure the long-term sustainability of Gracefield including the financial situation, facilities, spiritual growth and impact;
- Responsibility to ensure the provision of support for the Managing Director(s) and staff.
- Responsibility for ensuring that the facilities and infrastructure of the camp meet appropriate codes and standards, meet the objectives of the strategic plan and vision, and are being renewed in a deliberate and effective manner;
- Responsibility to ensure the camping operations are delivered in a healthy and safe manner;
- Responsibility to ensure that a full range of stakeholders are being reached and that Gracefield is engaging at a minimum with churches across the presbyteries in Eastern Ontario, and with individuals of all ages;
- Responsibility to ensure that the programming of Gracefield achieves the objectives of the Strategic Plan and the spiritual growth goals of the camp, and are delivered in a consistently, high-quality manner;
- Responsibility to ensure that fund-raising activities are pursued to strengthen the financial sustainability of Gracefield; and
- Responsibility to ensure the services of Gracefield are delivered by high quality individuals who have the necessary experience, skills and training.

Other responsibilities will also emerge over time and the specific structure and of the Board of Directors will need to respond to those requirements. The following Figure has been provided to help illustrate what the new Board of Directors might look like.

**Figure 2. Draft Structure of the Board of Directors**

Based on the recommendations outlined in this document, a new governance structure emerges that shows a direct and straightforward model that lends clarity and focus.

**Figure 3. New Governance Structure**

This model eliminates ambiguity around accountabilities, and will serve to ensure that the individuals and bodies involved in this structure understand the specific issues and details necessary to make effective decisions related to Gracefield Christian Camp and Retreat Centre.

## ***Accountability of the Board of Directors***

The Board of Directors will act on behalf of the Presbytery of Ottawa as it relates to delivery of the ministry of the Gracefield Christian Camp and Retreat Centre. While the Board of Directors will have full accountability and oversight for all activities related to the Gracefield Christian Camp and Retreat Centre, the Board functions on behalf of the stakeholders of the camp including campers and their families, staff, and the Presbytery of Ottawa. It is therefore important to ensure alignment between the Board of Directors and those represented. A number of mechanisms are proposed in order to accomplish this important objective.

First, is the role that the Presbytery of Ottawa will play in the appointment of members to the Board of Directors. (This is discussed in a later section).

Second, the Board of Directors will lead the development of a Strategic Plan every three years to clearly set the direction and priorities of Gracefield Christian Camp and Retreat Centre. It is believed that the future success of Gracefield will require the active engagement of the presbyteries and that they should be directly involved in setting the direction of the camp and retreat centre. With this in mind, the following recommendation is offered:

**Recommendation #3—That the Board of Directors lead the development of a Strategic Plan every three years and that this process include:**

- (a) The Board of Directors;**
- (b) The Managing Director(s);**
- (c) One representative from each of the Presbyteries of Ottawa, Lanark & Renfrew, and Seaway-Glengarry;**
- (d) The Camping Advisory Team; and**
- (e) Any other individuals as agreed to by the Board of Directors.**

Furthermore, it is important that the Board of Directors submit regular reports to the Presbytery of Ottawa that describe the main activities undertaken at the camp in the previous year, the progress made against the Strategic Plan and the impacts being made by Gracefield Christian Camp and Retreat Centre. This will also provide an important mechanism to share the progress and impact of the Gracefield ministry. Furthermore, to keep Synod aware of the ongoing development of this ministry, an annual report is to be submitted to the Presbytery of Ottawa to be shared with Synod for information purposes. To that end, the following recommendation is made:

**Recommendation #4—That the Board of Directors submit a report to the Presbytery of Ottawa twice a year, in advance of the presbytery's stated meetings in March/April and October, including (a) a summary of the previous year's ministry and a synopsis of future plans; (b) a report of progress versus the strategic plan; (c) financial statements including a balance sheet and a statement of revenue and expenditure, with comparison to the year's budget; and (d) any major difficulties or issues which the board believes should be drawn to the**

**attention of the presbytery.**

In seeking to ensure that a healthy relationship between the Presbytery of Ottawa and the new Board of Directors for the Gracefield Christian Camp and Retreat Centre is established and nurtured, the following recommendation is put forward:

**Recommendation #5 – That beginning in 2011, the Presbytery of Ottawa, in a manner similar to its triennial visitation of all congregations within its bounds, conduct a visitation of the Gracefield Christian Camp and Retreat Centre every three years, meeting with the Board of Directors and the Managing Director(s).**

It is also believed that appropriate financial controls be established to ensure effective stewardship by the Board of Directors on behalf of the Presbytery of Ottawa. As such, the following recommendation is offered:

**Recommendation #6— That in keeping with the current schedule a financial review be conducted in 2008, that a full audit of operations of the Gracefield Camp and Conference Centre and the Gracefield Christian Camp and Retreat Centre be conducted in the year 2009 and, thereafter, a full audit be conducted every third year, with a financial review to be done in the intervening years; the results of such annual audits or reviews to be submitted by the Board of Directors to the Presbytery of Ottawa upon completion.**

In addition to this, it is important to ensure that a broad range of perspectives are included in establishing the Vision and Strategic Plan of Gracefield. With the goal of finding ways to integrate a wide cross-section of perspectives in the work of Gracefield, it is suggested that a new body be established that injects greater representation into the direction of the Gracefield Christian Camp and Retreat Centre.

**Recommendation #7—That a Camping Advisory Team be established by the Presbytery of Ottawa on recommendation of the Transition Team, representing a broad range of congregations and stakeholders, to provide input to the development of the Vision and Strategic Plan.**

### ***Appointment to the Board of Directors***

Appointment of individuals to the Board of Directors of the Gracefield Christian Camp and Retreat Centre should be initiated by a Nominating Committee of the Board that is comprised of two representatives of the Board of Directors and one representative from the Presbytery of Ottawa.

Based on the identified needs of the Board (i.e. the balanced skill set required), the Nominating Committee will seek nominations from the three presbyteries in Eastern

Ontario, at a minimum, but not be bound to accept those nominations. A comprehensive slate of nominations will be provided by the Nominating Committee to the Board of Directors for discussion and approval. Every attempt should be made to establish a Board comprised of individuals committed to Christian Camping and skilled in their areas of specific responsibility.

Once the Board finalizes its slate of candidates, the entire slate will be presented to the Presbytery of Ottawa, distributed in advance of the June stated meeting. The Presbytery would have the opportunity to either approve the recommendations of the Board of Directors or refer the entire slate back for re-consideration, but would not pick and choose individual board members preferred or not preferred.

Members of the Board should be appointed for a three-year term with one-third retiring each year in the fall. Each member is eligible for reappointment for a second term, up to a maximum of six consecutive years. With a minimum of a one-year retirement, a member can be invited to return to the Board of Directors.

Individuals may also be appointed by the Board of Directors to complete the term of any member who resigns mid-term. Replacement members are eligible for reappointment for up to a six-year term. The Board of Directors shall have the authority to appoint individuals to fill any vacancies which may occur during the year. These actions are to be reported in writing to Clerk of the Presbytery of Ottawa immediately for report at the next regular meeting of the Presbytery. Should a vacancy in the office of chair occur, the board shall propose a nominee to the presbytery for the presbytery to appoint. These appointments are to be conducted on an interim basis until the next slate of nominations is put forward to Presbytery for approval.

**Recommendation #8—That the Board of Directors strike a Nominating Committee comprised of two members of the board and one representative appointed by the Presbytery of Ottawa.**

**Recommendation #9—That a slate of candidates for the Board of Directors, including rationale for their appointment, be put forward annually to the Presbytery of Ottawa in advance of its June stated meeting for appointment with the understanding that the Presbytery will either appoint the entire slate or refer it back to the Board of Directors for reconsideration.**

**Recommendation #10—That members of the Board of Directors be appointed for a three-year term with one-third retiring each year on August 31<sup>st</sup>; with the understanding that retiring members are eligible for reappointment for a second term, to a maximum of six consecutive years, following which members will be ineligible for a minimum of one year for re-appointment to the Board of Directors.**

**Recommendation #11—That a minimum of three-quarters of the voting members of the Board of Directors be members or adherents of The**

Presbyterian Church in Canada.

### ***Transition to the New Governance Model***

In the development of this new governance model, it was requested that the plan identify “the key activities and the timeframe (not to exceed twelve months) over which the current management structure will transition to the new model, including addressing any pastoral concerns related to changing the existing operating model”.

Initiating a major transition to a new accountability model requires that care be taken to ensure a smooth shift from the current model. A major priority is ensuring the smooth transition to a new governance model while continuing the summer and year round ministry at Gracefield. We appreciate William Ball’s willingness to stay on as the Convenor of the GOC until the end of the year. Obviously there will be a time of transition as the new governance structure takes effect in 2009, therefore we would suggest that the current GOC and its committees continue planning for the 2009 summer camping season including preparing a budget by the January meeting of Presbytery, and that the GOC report to the Presbytery on the impact of the shortened 2008 summer camping season, and take that into account when planning for 2009.

To address the requirement to establish a clear and stable transition plan over the next 12 months, the following recommendations are made:

**Recommendation #12—That the current Gracefield Operating Committee and its committees continue planning for the 2009 summer camping season including preparing a budget for submission to the January 2009 meeting of Presbytery of Ottawa, and continue operating Gracefield Camp and Conference Centre until August 31, 2009.**

**Recommendation #13—That the Presbytery of Ottawa maintain full accountability for Gracefield, as is the current situation, until September 1, 2009, at which time accountability will be transferred to the Board of Directors of Gracefield Christian Camp and Retreat Centre.**

**Recommendation #14—That a Transition Team be established effective January 1, 2009 with the accountability to:**

- (a) Develop new by-laws for approval by the Presbytery of Ottawa;**
- (b) Establish the Terms of Reference for the new Board of Directors and Committees, including the Camping Advisory Team, for approval by the Presbytery of Ottawa;**
- (c) Identify potential board members and submit the slate of candidates for approval to the Presbytery of Ottawa by the June 2009 stated meeting;**
- (d) Undertake the activities outlined in Recommendation 18;**
- (e) Participate in the 2008 financial review; and**
- (f) Organize a celebration in recognition of all individuals who have been**

**committed to the ministry of Gracefield.**

**Recommendation #15—That the Presbytery of Ottawa with the concurrence of the Synod of Quebec and Eastern Ontario appoint the following as the Transition Team:**

- (a) **Douglas Kendall, Minister, Knox Church, Ottawa**
- (b) **Ruth Draffin, Minister, St. John's Church, Cornwall**
- (c) **Gary Pluim, Member, Knox Church, Manotick**
- (d) **Trefor Munn-Venn, Elder, Knox Church, Ottawa.**

**Recommendation #16—That the Presbytery of Ottawa appoint the following individuals to the Board of Directors of Gracefield Christian Camp and Retreat Centre effective September 1, 2009 for a term of three years, in the roles identified:**

- (a) **Douglas Kendall, Minister, Knox Church, Ottawa, Chair**
- (b) **Ruth Draffin, Minister, St. John's Church, Cornwall, Personnel**
- (c) **Gary Pluim, Member, Knox Church, Manotick, Treasurer**
- (d) **Trefor Munn-Venn, Elder, Knox Church, Ottawa, Secretary.**

**Recommendation #17—That the Presbytery of Ottawa appoint Douglas Kendall as the convener of the Gracefield Operating Committee effective January 1, 2009 to provide guidance for the coming months and to facilitate the transition to the new Board of Directors effective September 1, 2009.**

Based on the issues outlined in this document, and in response to the specific request that this plan identify the top four priorities that the governance committee will address first, we make the following recommendation:

**Recommendation #18—That the following four priorities be pursued immediately by the Transition Team:**

1. **Develop a clear, concise and compelling vision for the Gracefield Christian Camp and Retreat Centre that will set the direction for and engage children, families, churches, communities and others in the ministry of Gracefield;**
2. **Establish a grounded, realistic Strategic Plan that will outline the direction for Gracefield and enable the Board of Directors and Presbytery of Ottawa to measure and assess progress;**
3. **Establish a Sustainability Committee to take an integrated, holistic assessment of Gracefield—financial, facilities, spiritual growth, etc.—that will help to strengthen the foundation of this ministry and to improve the future opportunities for growth; and**
4. **Initiate a set of outreach activities to ensure that as this ministry undergoes a transformation those who have supported Gracefield in the past experience a sense of renewal and excitement, and ensure that those who have not been engaged with Gracefield identify opportunities to participate in this unique community and ministry.**

## ***Align All Operational Accountabilities to the Managing Director(s)***

To be clear, it is the role of the Board of Directors to develop and oversee policy, ensure accountability, and assess the performance of the Managing Director(s) as it relates to achieving the objectives outlined in the Strategic Plan. It is not the role of the Board to function in an operation role.

Looking to the future, it is expected that the scope of activities that the Managing Director(s) must address will increase and these changes will certainly affect how the camp is organized and managed on a day-to-day basis. It is reasonable to expect that this will change how the Managing Director(s) structures the organization, the capabilities required from staff, etc. Fundamentally, the key roles and functions of the Managing Director(s) are to:

- Develop and conduct Christian camp programmes that encourage and care for the spiritual, physical, social, emotional and educational needs of all campers;
- Recruit, hire and train Christian staff to facilitate campers' personal and spiritual growth through example and programme leadership;
- Request, receive and administer funds necessary to maintain all camping facilities, site, programmes, staffing and administration;
- Promote the experiences, programmes and facilities offered through camping at Gracefield;
- Maintain and improve camp facilities and site to support changing programme needs and to meet applicable health and safety standards; and
- Conduct an annual evaluation of camp programmes and operations, long-term planning, as well as professional staff to ensure faithful stewardship of resources, provision of effective programmes and adherence to operating procedures.

It may be that volunteer committees are created for many of the roles that the current GOC provides, but it will be imperative that these committees are under the management of the Managing Director(s) and that these committees are working to deliver on the commitments that the Managing Director(s) has made to the appropriate governance and oversight body. Until the Managing Director(s) is responsible for all activities and operations of the camp, they cannot be reasonably held responsible for the outcomes.

**Recommendation #19—That the Managing Director(s) be given full responsibility for all management and operational roles and duties related to the camp.**

## ***Property and Title***

In order to ensure full accountability and oversight, it is proposed that the title of the property that currently comprises Gracefield Camp and Conference Centre be transferred to the Presbytery of Ottawa. Doing so will enable borrowing against the property should that be deemed necessary. If the title does not rest with the presbytery, the governance and oversight of major decisions may *de facto* rest with the synod as opposed to with the presbytery.

That said, it is recognized that, in the unlikely event that the property is sold, the proceeds of the sale would need to be allocated between the presbyteries of the Synod of Quebec and Eastern Ontario in an appropriate manner that reflects investments that have been made and risks that have been borne. Fundamentally, as the Presbytery of Ottawa takes on more accountability and related risks, it should also be assigned a proportional share of the assets. In this context, the following recommendations are offered:

**Recommendation #20—That the title of the property of Gracefield Camp and Conference Centre be transferred to the Presbytery of Ottawa effective January 1, 2009 to enable borrowing against the property, should that be required.**

**Recommendation #21—That should the Board of Directors, for any reason, conclude that the sale of the Gracefield property (i.e., land) is desirable or necessary, and obtain concurrence of the Presbytery of Ottawa for such sale, the decision to sell not be made without the concurrence of the Synod of Quebec and Eastern Ontario, and any proceeds of the sale be disposed of by resolution of the synod and in keeping with the guidelines established by The Presbyterian Church in Canada.**

### **3. Conclusion**

It can not be overstated the debt of gratitude that is owed to the many stakeholders, staff, campers, congregations and various committees that have worked diligently at so many levels to support the effective ministry of Gracefield since 1962. Many lives have been touched in powerful ways by God through the children's and youth camps, retreats and the tent and trailer camping ministries offered by Gracefield. Those lives have in turn have had an impact on many others in their congregations, in the wider church, and in their communities. It is the fervent hope and prayer of the Gracefield Governance Working Group that our recommendations and our energies offered to the Presbytery of Ottawa and to the Synod of Quebec and Eastern Ontario will help to carry the ministry of Gracefield Christian Camp and Retreat Centre forward in a sustainable and exciting way for a new generation of children and adults.

## **RESOURCE TEAM ON SEXUAL ABUSE and / or HARASSMENT REPORT**

It is usually not seen as a good thing when a committee report remains the same year after year but, in our case, it is a reason for celebration. Once again, the Synod Resource Team on Sexual Abuse and /or Harassment had a quiet year. We were not called upon at all.

Our goals for this next year remain the same as for the year just past.

- 1) to review the policy of the church in order to make sure we are up-to-date
- 2) to gather information on resources concerning sexual abuse and / or harassment that might be helpful to the Synod. Members of the Synod are invited to forward information about any resources they have found helpful (print, electronic, names of resource people) to the convener.

The members of the Resource Team are: Mark Bourgon (Seaway-Glengarry), Joycelyn MacKay (Montreal), Ian MacLean (Seaway-Glengarry), Patricia Van Gelder (Lanark & Renfrew).

Respectfully Submitted,

Patricia Van Gelder, Convener  
(613) 646-7687  
[vangp@sympatico.ca](mailto:vangp@sympatico.ca)

**REPORT OF THE SYNODICAL OF QUEBEC & EASTERN ONTARIO**  
**to**  
**THE SYNOD OF QUEBEC & EASTERN ONTARIO - November 21st & 22nd, 2008**

As president of the synodical of Quebec & Eastern Ontario, I am pleased to give this report on behalf of the Women's Missionary Society.

Our fall rally was held on Thursday, September 25th, 2008 in the lovely Knox Presbyterian Church in Moose Creek with approximately 60 people in attendance. Our guest speakers in the morning were the Rev. Marion Barclay MacKay and Dr. Donald MacKay, mission partners who have been serving in Ghana since the beginning of 2007. In Ghana they were responsible for conducting Lay Training courses for catechists in Nsaba as well as assisting in the development of manuals for the Lay Ministries Training programme. They gave a wonderful powerpoint presentation of their work. Gloria Wasacase, who taught at the Cecilia Jeffrey Residential School from 1959 to 1963 and again from 1966 to 1969, was our guest speaker for the afternoon session. Gloria gave a very heart-felt presentation of her time spent at the school and of the hurt she, and other teachers who had served at the school, felt by the criticism of the residential schools that we have heard so much of in recent years. Without taking away from the pain many children experienced in the residential schools or denying their demands for redress, Gloria said that we need to listen to both sides of the story if we really hope to have some idea of what really happened at the schools. A lively discussion followed her presentation and, as it was the Women's Missionary Society that was responsible for the residential schools, ways were discussed for making the WMS side of the story known to the church and to the aboriginal people if we hoped for any kind of truth and reconciliation. Our national President, Druse Bryan, who was present, said that this would be brought up at the WMS Executive meeting in November. Our Synod regional staff persons, Christine Ball and Anita Mack ended the meeting with a meaningful worship service which included elements of aboriginal spirituality such as the medicine wheel, prayer and a hymn with a dakota melody.

The WMS, at its annual meeting in Crieff, Ontario in May 2008, chose two mission projects for the year 2008-2009. One project is the building of a new hostel at the Jobat Christian School in India, and the other is for the purchase of school supplies for students in Eastern Europe. A colourful flyer promoting these projects is available from the WMS, 50 Wynford Drive and more material will be available soon. We are asking WMS groups to include their congregations in the support of these projects and we urge ministers in our churches to promote these projects in their congregations.

Also available is the booklet ON THE MOVE....IN MISSION which is produced by the WMS and includes information about the WMS president, the national staff and a financial overview of how the WMS spends its money. Also, a new publication, a newsletter, gives up-to-date news about what is happening in the WMS. Both these publications are available free from the WMS, 50 Wynford Drive, and we would invite ministers in our congregations to avail themselves of the opportunity to find out what is happening in the WMS and to inform their congregations as well.

Respectfully submitted,

Lois Klempa, synodical president

## **SYNOD MISSION COMMITTEE**

### **Mandate**

- make recommendations to Synod regarding any matters under the general area covered by the mission work of the General Assembly;
- review and approve Presbytery requests for mission grants and mission personnel appointments, for submission to Life and Mission Agency of the General Assembly.

### **Members**

Lois Klempa, WMS (corresponding member)  
Floyd McPhee, Seaway Glengarry Presbytery  
Stewart Elder, Ottawa Presbytery  
Sarah MacDonald, Quebec Presbytery  
Barry Mack, Montreal Presbytery  
Joan Hilliard, Lanark Renfrew Presbytery  
Joe Reed, French Work Coordinator  
Don MacMillan, Convener

### **Meetings**

We held 2 meetings in 2008: first was on June 19 at Maisonneuve PC in east-end Montreal, second was on Oct. 16 at St-Columba PC in Pointe-Claire.

### **Grants**

A principal task is to review the grant requests from Presbyteries and to submit our recommendations to the Synod meeting in November; then we forward this to the Canada Ministries grants meeting. Because our Synod is meeting late this year, these 2 events were out-of-phase as Canada Ministries met on October 26-28/08. (This year for the first time, Synod can homologate Canada Ministries.)

One of the missions, Tyndale St-George got a lot of our attention as they are engaged in a gradual shift of becoming a more secular agency. We did not have time to thoroughly complete our review of Tyndale. This will be a major task in 2009. So as to not negatively impact their work, without identifiable

justification, we agreed to formally recommend them at this point for 2009 only; 2010 funding is unstated.

The 2 Montreal chaplaincies are also undergoing some policy shifts, in that they now discourage any proselytizing. These will be further reviewed in 2009.

### **Cluster Ministry**

In October, the Presbytery of Seaway-Glengarry submitted a grant proposal to begin a Cluster Ministry in 2010, shared by 6 small rural congregations. Unlike a 6-point charge where one minister cares for 6 congregations, the basis of this cluster ministry is that a team of professionals would act jointly. The team would consist of a minister, secretary, outreach person, etc. This proposal will be fleshed-out in first-half of 2009.

### **Persecution of Christians**

At both of our meetings, we discussed this topic and sought to determine what we (as a denomination) could do to better assist our brothers and sisters who are being persecuted for their faith in Christ. Daily we hear of torture and killings. What can we do, as a church? We intend to explore this further.

At our meeting in October, Glynis Williams of Action Refugees Montreal showed a DVD dealing with the persecution of Christians in the area immediately north of Mosul in Northern Iraq. We also watched a 10-minute video on the violence against Christians in Orissa (India) and another video by Barnabas Fund on the continuing refugee persecution in Iraq.

### **French Work Committee**

Joe Reed presented a proposal in October for \$20K to be used to encourage French team-ministry. This would include the following:

- a) \$8K for additional language training for ministers and student ministers in French and English.
- b) \$4K for “Stewards by Design” seminar (in French) in Montreal.
- c) \$1.5K support for French Christian radio station Radio Ville Marie (91.3 Montreal, 100.3 Sherbrooke, 89.9 Trois-Rivieres, 89.3 FM Victoriaville)
- d) \$5K to advertise La Vie Chrétienne in the Presbyterian Record

### **Robert Fund**

In 2008, the Robert Fund took a big hit from the decline of the financial markets. The interest fell from \$13.5K to \$8K. This will be divided among Eglise St-Luc, Eglise St-Paul, La Vie Chrétienne and Camp d'action biblique.

### **Overture on Christian Camping and Colleges**

Currently, the 2000 policy manual of Canada Ministries offers no assistance to either Christian Camping or Chaplaincies at Colleges (only universities are permitted). It is our opinion that this is too restrictive and that the range of Christian ministries needs to be expanded.

The proper path is to raise an Overture and test the will of the next General Assembly. Our committee will draft such and present it to Synod for approval.

### **Overture on Christian Mission**

As we consider the topic of "Christian Mission within a pluralistic (secular), ecumenical / interfaith, society", the committee posed the question of what the General Assembly has stated in this regard. Yes, our denomination has created an International Affairs Committee and an Ecumenical and Interfaith Relations Committee, but the question remains. Joe Reed was requested to draft such an overture on behalf of the Mission Committee for ultimate Synod consideration.

Convener  
Don MacMillan

**TABLE OF GRANT REQUESTS**

	<b>2009</b>	<b>2010</b>
<b><u>Quebec Presbytery</u></b>		
St-Paul Mission (Sherbrooke)	\$ 55,818	\$ 56,713
Scottstown	\$ 1,000	\$ 1,000
Inverness	\$ 1,500	\$ 1,500
Legatt's Point	\$ 1,500	\$ 1,500
<b><u>Montreal Presbytery</u></b>		
Eglise St-Luc	\$ 36,852	\$ 36,874
Concordia Chaplaincy	\$ 3,000	\$ 3,000
McGill Chaplaincy	\$ 3,000	\$ 3,000
Tyndale Programme Director	\$ 25,971	
Tyndale Executive Director	\$ 23,500	
Action Refugees	\$ 32,124	\$ 32,904
Ghanaian Presbyterian Church	\$ 25,348	\$ 0
<b><u>Ottawa Presbytery</u></b>		
Carleton Chaplaincy	\$ 3,300	\$ 3,400
<b><u>Seaway-Glengarry Presbytery</u></b>		
Cluster Ministry	\$ 0	\$ 50,000

### **Synod Webservant Report, 2008**

The Synod site continues to reside on the national church's server. The changes to the site instituted in the fall of 2007 have been "fixed" so the synod page address is now back to <http://www.presbyterian.ca/qeosynod/>

Currently, the presbyteries' stats re: e-mail and church websites are as follows:

Quebec:	4 e-mail addresses, no church websites (8 charges, 5 vacant); presbytery clerk is back online
Montreal:	25 e-mail addresses, 4 church websites (34 charges, 9 vacant, 2 supply, 2 summer supply, 2 stated supply, 1 under interim ministry)
Seaway-Glengarry:	18 e-mail addresses, 3 church websites (16 charges, 1 vacant, 1 lay missionary, 2 under interim ministry)
Ottawa:	38 e-mail addresses, 14 church websites (19 charges, 3 vacant)
Lanark-Renfrew:	13 e-mail addresses, 3 church websites (15 charges, 5 vacant)

*(note: in some cases churches may have two or more e-mail addresses, including one for the church office and one or more for the clergy; for these statistics, a church with an interim minister or various forms of supply have not been labeled vacant)*

The synod site consists of two main pages, one listing the churches by presbytery, including e-mail and web address links, and one listing the appendices and retired missionaries by presbytery, including e-mail addresses (where known). The listings are similar to those found in the back of the Acts and Proceedings. Camp d'action biblique also provides content.

Listings are updated periodically based on input from contacts within the presbyteries and the list of changes sent out from church offices, as well as occasional detective work using other sources such as ads and vacancy listings in the Presbyterian Record.

Gord Walford  
Synod Webservant  
[gord.walford@sympatico.ca](mailto:gord.walford@sympatico.ca)

**Report of Synod representative on Assembly Council**

I was appointed as Synod's representative on Assembly Council in the fall of 2005, and my term as Synod representative ended officially in the spring of 2008; since I continue to serve as convenor of the Council's Finance Committee, my term on council has been renewed for another three years as a "member at large. Good things are happening with the Finance Committee, including work on a Treasurer's Handbook that we hope will be available some time this year. One item of concern is "flat" revenue over several years from Presbyterians Sharing, which will ultimately lead to church offices providing less services. Some effort is being devoted to getting the word out about the good things our Presbyterians Sharing dollars do and the excellent resources available from 50 Wynford Drive. It's always a great experience serving the church along with so many other dedicated and talented folk from across the country (as well as church offices). Thanks for giving me the opportunity to serve.

Gord Walford

**MEMORIAL RECORD****The Presbytery of Seaway-Glengarry****MISS EVELYN BEATRICE WALKER**

Miss Evelyn Walker, member of the Order of Diaconal Ministries, entered into rest at the age of 97 on Saturday, December 8, 2007 in Winchester, Ontario. Evelyn was born in Winchester Springs on July 21, 1911. Evelyn attended Winchester Springs Public School, Winchester High School and the Ottawa Normal School. Following graduation she worked for the federal government in the external affairs department.

In 1943 Evelyn entered the Deaconess Missionary and Training School. While attending school Evelyn served for a time during her first year at Evangel Hall, her second year at Glenview Church, and her third year at Wychwood Church in Toronto. Her first summer mission field was at Gonor and Ashfield churches in Manitoba followed in her second year at Meath Park, Pine Valley and Weirdale in Northern Saskatchewan where she was highly commended for her work of building up those churches. Evelyn graduated on April 16, 1946 and was designated on December 5, 1946 in Fairbank Church by the presbytery of East Toronto. Mrs. Ralston, Principal of the Missionary and Deaconesses Training School presented Evelyn with her deaconess pin. Evelyn was appointed Deaconess at Large in Sarnia, and began her duties there on December 9, 1946.

Evelyn also served as deaconess at large in Regina, Saskatchewan for the Presbytery of Assiniboia for 6 years doing extension work. In 1952 she moved to a different location for extension work, this time to Nova Scotia, to McClure's Mills, just outside Truro. St. Paul's Church was built during her time there, and she was honoured to be invited back for their 40<sup>th</sup> anniversary. Evelyn's next appointment was to Carberry, Flin Flon and Portage la Prairie in the Presbytery of Brandon. Evelyn continued her service to the church as she went to work in New Brunswick and Newfoundland.

Evelyn retired from active deaconess service in 1968. A plaque of recognition for 15 years of faithful service was presented to Evelyn by the Board of Mission. Evelyn retired to the family farm in Winchester Springs, then in 1981 moved with her brother Donald to Winchester. Evelyn was an active member of St. Paul's Church in Winchester, Ontario. She was a member of the Ladies Aid, and the WMS group. She received a WMS life membership and honorary WMS membership from her local group. She also served for a time as the literature secretary for the Brockville Presbyterial. Evelyn was the congregation of St. Paul's first newsletter secretary. Evelyn was a strong believer in the power of prayer and for many years donated prayer calendars for the use of the church in memory of her dear brother Donald. The congregation of St. Paul's, Winchester honoured Evelyn in 1996 marking her 50 years as a deaconess. In 2006 the congregation was again pleased to honour Evelyn, as together they celebrated the 60<sup>th</sup> anniversary of her designation as a deaconess.

Most recently Evelyn was honoured when the Presbytery of Seaway-Glengarry nominated her for an honorary Doctor of Divinity degree from Presbyterian College. Evelyn was predeceased by her parents Philip Robinson Walker and Edith Jane Dillabough and her brother Donald Dwight

Walker. Evelyn will be sadly missed by her many cousins, friends and neighbours. Her hospitality was ongoing and her generosity commendable. Evelyn was a positive person who offered words of encouragement to all she met. She strongly believed that all you did for Christ's sake should be your best effort. Her constant faith in her Lord Jesus Christ was an inspiration and her true commitment to serving him never waned.

Family, friends, and neighbours gathered at St. Paul's Church in Winchester on Epiphany Sunday, January 6<sup>th</sup>, 2008 for a memorial service honouring the life of Evelyn Walker. The closing hymn was "All The Way My Saviour Leads Me" which was most fitting as that is how Evelyn lived her life.

#### **THE REV. HOWARD DONALD SMITH**

The Rev. Howard Donald Smith passed away peacefully, with his family by his side, at the age of 84 on Wednesday, May 28, 2008 at the Winchester District Memorial Hospital.

Howard was born in Toronto, Ontario. Following High School, he joined the Armed Forces, serving in the Army and the Air Force from May 1943 – August 1945. In September 1945 he entered Normal School graduating the following year. At this point Howard began teaching. For one year he taught grade 6 at Port Dover and then moved to a grade 4 class at Rawlinson School in Toronto.

Howard continued his love of learning by studying at the Toronto Bible College from 1950-1953. He studied at Waterloo College from 1953-1955 and then at Knox College from 1955-1958. He was ordained to the Ministry of Word and Sacraments on May 29, 1958, by the Presbytery of Hamilton and within Knox Church, Jarvis. His first pastoral charge was Knox Church, Jarvis and Chalmers Church, Walpole where he served from 1958-1962. In the fall of 1962 Howard took up the challenge of church extension work serving the new Strathcona congregation, within the bounds of the Presbytery of Hamilton. Howard then moved to Quebec and was inducted by the Presbytery of Montreal on August 7, 1967 to the Ormstown congregation. From there he went to the Presbytery of Brampton, and was inducted to the Norval and Union pastoral charge on June 18, 1970. In 1975, Howard received a call from St. Paul's Church, Winchester and Knox Church Mountain within the Presbytery of Brockville and was inducted there on June 25. Following his time in Winchester, Howard was called to MacKay Church in Timmins within the Presbytery of Temiskaming and served there from November 1982 until his retirement on May 31, 1989.

Howard was a pastor who had a sincere interest in others. He was a man who walked the talk and encouraged others along the way. His wife Isabel was an integral part of the ministry team, and together they spent a great deal of time visiting and witnessing to all they met. Howard loved people and wanted to share the love of his Lord and Saviour with everyone. He led a purposeful life, beginning each day with a time of devotion and prayer. He spent hours reading the Bible and preparing his sermons. He had a voracious appetite for reading and shared that love with his family. Spending time with his family was an important part of his life. He was a Christian father who prayed daily for his children and shared his steadfast faith with them throughout his life. Howard never resented his struggles in life. Suffering was a part of life that he knew had a happy ending. For Howard the joy of the Lord was his strength.

Howard is survived by his beloved wife of 52 years, Isabel. He was the precious father of Stephen, Paul, Susan, and Mark. His son Peter predeceased Howard, but in confident faith, Howard knew that they would be reunited.

A service of worship to God in gratitude for the life of Howard Smith was held at St. Paul's Presbyterian Church in Winchester on Saturday, May 31, 2008.

“For to me, to live is Christ and to die is gain.” Philippians 1:21

### **The Presbytery of Ottawa**

#### **THE REVEREND DR. MARIANO DI GANGI**

The Rev'd Dr. Mariano Di Gangi, Minister of the Gospel of Jesus Christ, was called home to see his Lord and Saviour face to face on the evening of March 18, 2008. He died peacefully in his 85th year, after suffering from Multiple System Atrophy Disorder, which he bore with patience and grace.

Mariano Di Gangi was born at Brooklyn, New York, on July 25, 1923, the son of Joseph Di Gangi and Rose Piacenti. Responding as a very young man to the call of God, Mariano trained for ministry at Westminster Theological Seminary, Philadelphia, and came to serve as a student minister in Glengarry County, Ontario.

He was licensed to preach the gospel and ordained to the Christian ministry by the Presbytery of Montreal on July 2, 1946, serving as an ordained missionary with the Italian mission, which became Beckwith Memorial Church, Montreal.

On September 6, 1951, he was inducted by the Presbytery of Hamilton to St. Enoch's Church, Hamilton, where he served for ten years until August 31, 1961, during which time the communicant roll of the congregation grew from 421 to 1049 members.

He accepted a call to Tenth Presbyterian Church, Philadelphia, where he served as senior minister from 1961 to 1967, giving sacrificial service in aiding that congregation in the integration of its leadership and the renewal of its ministry amid the challenges and opportunities of the civil rights movement.

Returning to Canada, he became the national and then the North American Director of the Bible and Medical Missionary Fellowship, which under his leadership became Interserve, and through which he laboured tirelessly in support of mission work around the world for some twenty years.

After several years of service as a ruling elder at Knox Church, Toronto, he was appointed as regular pulpit supply for the congregation in 1987 during a long vacancy. Subsequently he was called by the congregation as senior minister, and was inducted by the Presbytery of East Toronto on April 19, 1989. He pastored the congregation faithfully until his retirement on February 1, 1992.

From 1953 to 1960, Mariano served on the Board of Evangelism and Social Action of the General Assembly, and as its chairman from 1955 to 1960, commuting one day a week from Hamilton to Toronto to direct the work as volunteer executive secretary. He also served as a member of the committee which prepared the Declaration of Faith Concerning Church and Nation which in 1955 became part of the confessional position of The Presbyterian Church in Canada.

He served as President of the Evangelical Fellowship of Canada from 1969 until 1971.

For ten years from 1976 to 1986 during his leadership at Interserve, he also taught Pastoral Studies at Tyndale Seminary, Toronto (formerly Ontario Theological Seminary), retiring as Professor Emeritus.

His interest in the work and writings of Peter Martyr Vermigli was instrumental in inspiring a recovery of an appreciation of the life and witness of the Italian reformer, and Dr. Di Gangi was significantly involved in the translation of his works.

Many activities and organisations were blessed by his God-given talents, but especially dear to his heart were global missions, Puritan preachers, and evangelism in Italy. His authorship of many books on these and other subjects of interest will continue to enrich the Church into the future, and only the Day will declare how many owe to him, under God, eternal thanksgiving for having heard and observed the grace of God in Jesus Christ faithfully preached and lived.

In his retirement he moved to Ottawa, and worshipped at St. Paul's Church, Ottawa.

In addition to his parents, he was predeceased by his younger brother, John. He is survived by his much-loved and devoted wife "Jo" (Ninette Maquignaz) and their three children: John (Vicki); Marian (Jack Archibald); and Peter (Sheila), all of Ottawa. Seven grandchildren and two great-grandchildren also cherish his memory.

A private family gathering witnessed the interment of his earthly remains at Pinecrest Cemetery, Ottawa on the morning of March 20, 2008. A memorial service was held at St. Paul's Church, Ottawa in the afternoon, conducted by son-in-law J. L. Archibald, Minister of St. Paul's Church, Ottawa, assisted by George Sinclair, Rector of St. Alban's Anglican Church, Ottawa, long-time friend and colleague Dr. A. Donald MacLeod, and J. T. Hurd, Clerk of the Presbytery of Ottawa. A memorial service at Knox Church, Toronto was held on April 22, 2008.

*"Precious in the sight of the Lord is the death of his saints." (Psalm 116: 15)*

**MODERATORS OF THE SYNOD OF QUÉBEC AND EASTERN ONTARIO 1945- 2008**

<b><u>YEAR LOCATION</u></b>	<b><u>MODERATOR</u></b>	<b><u>HOME PRESBYTERY</u></b>
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 Smiths 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 Smiths 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 Smiths Falls	Lawrence J. Cowper, B.Th.	Brockville
1977 Prescott	George E. Dobie, B.A., B.D., M.Th., D.D.	Ottawa
1978 Cornwall	James C.M. Jack, M.A.	Québec
1979 Ottawa	Bill McElwain, M.A., Th.M.	Ottawa
1980 Sherbrooke	Donovan G. Neil, B.A., B.D., Th.M.	Montréal
1981 Arnprior	Wilfrid M. Moncrieff, B.A., M.Div.	Lanark and Renfrew
1982 St. Lambert	Robert Martin, M.A.	Glengarry
1983 Brockville	Allan M. Duncan, B.A., B.D.	Brockville
1984 Ottawa	P. Lyle Sams, C.C., B.A.	Québec
1985 Vankleek Hill	Graham Kennedy, B.A., B.Th., M.Th.	Ottawa
1986 Perth	J. Bruce Robertson, S.T.M.	Montréal

**MODERATORS OF THE SYNOD OF QUÉBEC AND EASTERN ONTARIO 1945- 2008**

<b><u>YEAR LOCATION</u></b>	<b><u>MODERATOR</u></b>	<b><u>HOME PRESBYTERY</u></b>
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 Smiths 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
2005 Lennoxville	John P. Vaudry, B.A., S.T.M.	Montréal
2006 Smiths Falls	James M. Patterson, B.A., B.Th., M.Div.	Lanark and Renfrew
2007 Montréal	Giancarlo Fantechi, B.A., B.Th., M.Div.	Québec
2008 Ingleside	Mark Bourgon, B.A., M.Div.	Seaway-Glengarry