

The Presbytery of Westminster met in Regular Session on Tuesday, May 7, 2019 at 7:00pm within St. Andrew's Hall, Vancouver, BC. Worship was led by the Camp Douglas Staff.

CONSTITUTION

The Moderator, Miklos Szigeti constituted the Court and opened the meeting with prayer at 7:30pm.

Motion moved by Paddy Eastwood, seconded by Martin Baxter that Bob Garvin be named Clerk pro tem in Victor Kim's absence. **CARRIED**

The Moderator welcomed the following guests in attendance.
Rev. Dr. Darrell Guder and Camp Douglas Summer Staff.

Moved by Ross Lockhart, seconded by Martin Baxter to allow Darrell Guder to sit and correspond.

CARRIED

DOCKET

It was moved by Willem van de Wall, seconded by Bev Shepansky the consent agenda below be adopted. **CARRIED**

Consent Agenda:

- that the Docket be as indicated,
- that the attendance be recorded as noted in the Roll Record Book,
- that regrets and requests for permission to withdraw be noted as sent to the clerk of presbytery,
- that the minutes of the regular meeting held on April 2, 2019 be adopted,
- that the correspondence be dealt with as indicated,
- that reports without recommendations be received "for information."
- that reports with recommendations be received and their recommendations considered,
- that the presbytery treasurer be permitted to speak to financial issues.


If the Court is agreed, these motions will be adopted at the beginning of the meeting. Any member may ask for an issue on the consent agenda to be withdrawn from this list before the agenda is adopted.


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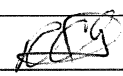
04-01-19	Kathryn Muir	March 2019 Changes to the Roll update	Received
04-01-19	Miklos Szigeti	Request for certification on the existence of First Hungarian Church for the Hungarian Government RE: authentic supplies	Received
04-02-19	Jennifer Martin	Updated address for directory	Received and noted
04-02-19	Larry Eastwood	POW Financial Statements for March 2019	Received
04-03-19	Marianne Lazaro	Notification that LPC Session approved the increase in ministry time for Dennis Howard from 70% to 80%.	Received
04-04-19	Larry Eastwood	Authorization required by clerk for increase in ministry time for Dennis Howard for Pension Board	Responded
04-04-19	Emily Wilson	Notification that she will be away for May and June meeting of Presbytery	Received and noted
04-05-19	Jackie Czegledi	Information Requested for 2019 General Assembly Report – Applicants for Education and Reception	Received
04-05-19	Richard Topping	Stanley Hauerwas Event at VST: Revitalizing the church workshop on May 14 th and convocation speaker on May 13 th .	Received and circulated
04-05-19	Marianne Lazaro	Official documentation for increase in time for Dennis Howard.	Received
04-09-19	Ross McClelland	Informed Presbytery of the death of his son, Robert on April 7, 2019.	Received and shared with Presbytery
04-09-19	Janette McIntosh	BC-Yukon KAIROS Gathering to be held April 26-27 in Vancouver (2 locations)	Received and circulated
04-09-19	Maggie Leung	WE Presbyterians Sharing update - March 2019	Received and circulated
04-09-19	Keith Leishman	New interim clerk of Session for St. John's White Rock is Jacqueline Chartier effective 04-01-19.	Received and noted
04-09-19	Laurie Deacon	BC Yukon Kairos Gathering is April 26-27 in Vancouver	Received and circulated
04-10-19	Janet Eastwood,	Booking a Camp Douglas	Received and circulated


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	Daniel Martinez	spokesperson for congregations is now open	
04-12-19	Richard Watson	Submission of Grant Application to POW	Received
04-12-19	Don Muir	POW Clerk has been asked to stand on the Committee on Bills and Overtures - 2019 General Assembly	Responded
04-12-19	Garland Chow	Signed VCPC contract with Omicron waiting for POW signature	Received and responded
04-12-19	Richard Watson	Copy of WPGPC Legacy wishes to B Fraser- cc to POW Clerk	Received and responded
04-12-19	Richard Watson	Looking for update on status of Assessor Elders for WPGPC	Responded
04-12-19	Pat Dutcher-Walls	Volunteer Day a A ROCHA is May 11 th – registration required	Received and circulated
04-12-19	Brad Childs	Dal Schindell, long time elder from Fairview is not well, prayers are appreciated.	Received and shared with Presbytery
04-14-19	David Jennings	First Presbyterian Church has approval from the POW to make an application to the Canadian Ministries for a loan to subsidize their roof repair.	Noted
04-15-19	Linda MacLeod	Excerpt from Central PC Session minutes indicating Ted Hannah be the contact person for Central in the title transfer of property	Received
04-15-19	Diana Veenstra	Submission of Invoice for Insurance for the Officers and Directors 2019	Received
04-15-19	Linda MacLeod	Central PC would like to host POW on November 5, 2019.	Received and noted
04-16-19	Don Muir	Committee on Bills and Overtures - 2019 General Assembly	Noted
04-17-19	Hannah Cho	Changes affecting Report for A&P 2019	Noted
04-17-19	Audrey Guay	Engaging with the City of Vancouver in a forum on redevelopment of churches	Received
04-17-19	Eileen Sparrow	Candidate for Ministry Recommendation for Shirley Charlton	Forwarded to Cal MacLeod, Student Certification Committee Chair
04-21-19	Richard Topping	Submission of Police Record Check	Received and filed


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04-24-19	Glen Davis	Submission of Social Justice Action Committee report to Presbytery for April	Received and forwarded to Coordinating Committee
04-26-19	Rev. Michael Koslowski	Minister Search - St. David's, Toney River & St. George's, River John N.S. Congregational Profile included	Received
04-28-19	Glen Davis	Belonging amidst the Housing Crisis - MVA event on May 15 th at the Jewish Community Centre	Received and circulated
04-28-19	Susan Stacey	PWS&D fundraiser at Kerrisdale PC on May 4 th at 2pm featuring KPC worship team	Received and circulated
04-26-19	Isabel Evans	Submission of Mission Committee Report to Presbytery for April	Received and forwarded to Coordinating Committee
04-30-19	Bev Feick	Submission of Visitation Committee Report to Presbytery	Received and forwarded to Coordinating Committee

It was noted by the clerk that two pieces of correspondence be received and added to Consent Agenda:

1. From Terri-Lee Hamilton: GA Commissioners have been forwarded the Book of Reports but copies of the report are available online from the PCC for other members of Presbytery should they wish copies.
2. A letter from Victor Kim regarding the state of his health condition was read to the Court.

CARRIED

ROLL

Constituent Roll:

M. Baxter, L. Deacon, P. Dutcher-Walls, P. Eastwood, B. Fraser, S. Goble, T. Hsieh, G. Jay, J. Lin, R. Lockhart, C. MacLeod, B. Paul, B. Skelding, J. Smith, M. Szigeti, R. Topping, W. van de Wall, M. Wong

N. Abramson, S. Carleton (Alt for St. Aidan's), B. Dennehy, B. Feick, A. Lin, J. Low, H. McClelland, K. Patrick, K. Sewell, B. Shepansky, G. Shields, S. Stacey, R. Wensler, L. Yen

Appendix:

A. Aicken, J. Davis, B. Garvin, J. Martin, T. Siverns, W. Sosnowsky, R. Watson

Students:

D. Martinez, M. Arsenault, A. Perrett



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REGRETS

H. Botha, B. Childs, M. Fontaine, V. Kim, R. Simpson,
A. Beattie, I. Evans, R. McClelland, D. Schindell, R. Steward, E. Wilson, P. Wong, G. Youdan
G. Booy, S. Cleland, K. Jordan, J.H. Kouwenberg, B. McLagan, R. Ross

Permission to withdraw given to: none requested.

CORRESPONDENCE

03-27-19 through to 04-30-19

REPORTS

CAMP DOUGLAS COMMITTEE REPORT

The report was presented by Bernie Skelding, Camp Douglas Committee Convener.

Camp Douglas Report - Presbytery of Westminster - May 7, 2019

The Camp Committee is excited about the summer program that lies ahead, and the summer staff who will offer leadership!

Please keep the camp ministry and the following staff in prayer throughout the summer:

- that many children and families would experience the wonder of knowing Jesus and the beauty of God's grace and love, and
- that the staff would grow closer to God, deeper in their faith and more able to be a light for Jesus to campers and each other.

Co-Directors

Janet Eastwood (Thistle)
Daniel Martinez (Chico)

Camp Summer Staff - 2019

Adrian Kiss (Shorts)
Breanne Robinson-Fleming (Mickey)
Mikayla Berry (Prima)
Mackenzie Wallace (Jitters)
Michelle Vaughan (Llew)
Sofia Avelino (Treble)
Andrew Whiteside (Bass)
Cailin Dennehy (Rio)
Kate Simpson (Violet)



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Stephanie Weibe (Manning)
Reid Skelding (Raptor)
Ryan Siverns (Dizzy)
Lindsay Hempstead (NaCl)

'Thank you' in advance to all those who will minister as **Camp Chaplains** this summer. This is a wonderful way to be a blessing to campers, staff and directors, and much appreciated by the Camp Committee. We are still looking for a camp chaplain for Girl's Camp (July 21-26) and Family Camp (Aug. 2-5). Please let Janet, Daniel, Bernie or Rebecca know if you (or someone you know) are willing to serve in this way.

Humbly Submitted
Bernie Skelding

The Camp Staff came forward and was commissioned by the Moderator.

SOCIAL JUSTICE ACTION COMMITTEE REPORT

*The report was presented by Pat Dutcher-Walls, Social Justice Action Committee Co-Convener.
All motions moved by Pat Dutcher-Walls, seconded by Neil Abramson.*

SOCIAL JUSTICE ACTION COMMITTEE REPORT TO PRESBYTERY, MAY 7, 2019

Arocha Farm Volunteer Day

On Saturday, May 11, SJA is sponsoring a group visit to The Arocha Farm in Surrey. A brochure has been sent to all congregations. In order to inform the farm of our numbers for lunch, we need to know if you and family members are planning to participate. Please inform Glen Davis at gjidavis@telus.net and he will register you.

Faith and Housing

We draw attention to the recommendation approved at the April meeting of presbytery that all congregations considering redevelopment of their land/property be asked to include, as one of their priorities, ways they might help to address the critical lack of affordable housing in their communities. The Metro Vancouver Alliance has done work in this area, and is prepared to support congregations that are interested in working on this goal. Audrey Anne Guay is the person to contact. She works with the Metro Vancouver Alliance on Faith and Housing, and we are privileged to have her with us tonight.

Recommendation 1:

That Audrey Anne Guay be invited to address the court at this time.

CARRIED

The Moderator welcomed her to the Court. Audrey Guay gave a 10-minute presentation on the state of homeless in the lower mainland and how congregations can make a positive impact through new construction development followed by a *Question and Answer* session.


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Video on Home

The SJA Committee is preparing a short video testimony on the positive effect that acquiring a home has had on the life of one person from a homeless community. We hope to have it available for viewing at the June meeting of presbytery, and then for distribution to congregations who wish to show it.

Appreciation to the Life and Mission Agency

Our committee has been asked to send a message of appreciation to the Life and Mission Agency for two recent actions related to justice. First, the LMA has recruited a person to prepare a revision of the study document - "Church and Nation: A Study for Congregations" which will assist congregations in studying an important, but often ignored, subordinate standard of our Church – The Declaration of Faith Concerning Church and Nation. They are also moving forward on producing a Chinese translation of Living Faith which might also be combined with a translation into Taiwanese.

Recommendation 2:

That Presbytery send an expression of appreciation to the Life and Mission Agency for its work on producing a revision of the 1980 document, Church and Nation: A Study for Congregations, and also its work on preparing a Chinese translation of Living Faith.

CARRIED

Respectfully submitted,
Glen Davis – Co-convenor

COORDINATING COMMITTEE REPORT

The report was presented for information only.

Coordinating Committee Report – May 7, 2019

The committee met via video conferencing through the Zoom software.

General Assembly Delegate

There is the possibility that Victor Kim will not be able to attend General Assembly this year. In that event, the next minister in line to be a delegate is G. Jay, followed by R. Simpson, and B. Childs.

Hosting Presbytery

There are openings for congregations to host presbytery on March, May and June 2020. If congregations are interested in hosting presbytery, please contact the Clerk as soon as you are able.

Respectfully submitted,
Paddy Eastwood, convener

PRESBYTER OF MISSION & VISION SEARCH COMMITTEE REPORT

The verbal report was presented by Bob Paul, Search Committee Member.


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VISITATION COMMITTEE REPORT

The report was presented by Bev Feick, Visitation Committee Convener.

All motions moved by Bev Feick, seconded by Gordon Shields.

Presbytery of Westminster Visitation Report May 2019

Regular 2019 Visits

- Burnaby Taiwanese regular visit - Rev Dr. Morgan Wong (Lead), Rev Richard Watson, Gordon Shields & Bev Feick met with Minister, Session, Board & congregation on March 30, 2019.
- St Andrew's St Stephens's regular visit will be scheduled for April. Changed to September 2019
- Coquitlam's regular visit will be scheduled in December.

One-year Visits

- Haney will be scheduled in June.

Presbytery of Westminster One Year Visit to West Vancouver Presbyterian Church April 23, 2019, 5:15 PM & 7PM.

Visitation Committee:

Rev. Bob Garvin (lead)- Haney PC
Gordon Shields- Haney PC


The Committee met first with Rev. Heinrich Botha at 5:15pm.

This is Rev. Botha's first full time ministry charge in Canada, since arriving in the country in 2014. Previous to his call to West Vancouver, he was involved in Christian Education and administration with First Presbyterian Church in Edmonton.

Rev. Botha reflected on his first year as full-time minister, describing the challenges and successes. He has engaged in pastoral visits with nearly all of the worshippers at West Vancouver P.C. noting that these have taken a fair bit of time, with some visits lasting as long as 2-3 hours. He senses a strong feeling of a tight-knit community among the members and adherents but at the same time the church is open and welcoming to newcomers.

The main challenge in his view is the aging demographic of the church community, with many people unable to contribute energy to the life and work of the congregation to the degree that is required to grow church ministries.

The sacrament of communion continues to be celebrated once per month. Also, a pre-Communion Breakfast on is held quarterly on Saturday mornings, to give members of the congregation an opportunity to prepare their hearts and minds for the sacrament. In meeting with the elders subsequently it was mentioned that it is principally only


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the elders who attend although the Breakfast is open to all. A worship committee has been struck to work with Rev. Botha in planning future worship activities, giving him a means to bounce ideas off of a small team made up of elders and others in the congregation.

Rev. Botha was asked what was his scheduled time off, his day off. He responded that he finds it stressful playing catch up following time off, so as a result tends not to take much time off, other than Saturdays when his wife is not working. Rev. Botha needs to be encouraged to take advantage of his vacation time, as it is there to provide an opportunity for rejuvenation and relaxation, two things a new minister needs in abundance.

Rev. Botha is feeling supported and embraced by the elders and congregation, and is looking forward to working with them to bring the gospel message to the surrounding community.

Meeting with Session members 7pm

Elders present: Kaireen Morgan (Clerk), Jean Lawrence, Neil Abramson, Bob Wyber, Shirley Pearson, Nancy Farran, Ian Scott, Joan Grant and Muriel Whitlock.

The meeting with the elders clearly indicated that they feel blessed to have Heinrich as their minister and are very comfortable with his style of ministry.

Elders were particularly excited about the recent Good Friday communion service, where the congregation shared the elements around a table set up in the sanctuary, some 20 at a seating, while the other members of the congregation carried on with worship of readings and hymns, until it was their turn at the table. Experiencing communion in a new way was appreciated as an important aspect of growing our faith. Finding other ways to experiment with worship formats was mentioned as a worthwhile goal, as the formats that worked in the past have not been working as effectively recently. The newly reconstituted Worship Committee is seen as a tangible means of supporting Heinrich's ministry providing feedback on worship styles and content.

Elders reflected on the ministry of West Van P.C. to the surrounding community. Work is needed to better understand the demographic they are dealing with. It was recognized that there are not large numbers of young families with children, but rather a more mature community with many different cultures represented. Jazz vespers and other events are seen as a way to bring people inside the doors of the church, some for the first time. There was some discussion of Heinrich's need to manage time better, as he may be trying to do too much. Some felt the worship services were too long. Pastoral visits may be better if they are shorter in length, and communication by text and email with elders and other church staff may be more efficient than phone calls. We encourage the Session to discuss the importance of Heinrich taking a designated day off and of time management in suitable length of congregational visits.

There was some low level of concern regarding church finances. While the congregation has investments to draw on and can sustain deficits for some time, encouraging better stewardship by members of the congregation in response to the annual budget was seen as a needed step. While there are fewer people in the congregation due to death and declining health, many are generally giving more than in the past. The congregation is a generous one, with special appeals being responded to, and the Mission and Outreach Grant Committee provides funding to outreach programs locally as well as throughout the Presbytery. Session members voiced a desire to have better reporting of finances by the Board to the Session.


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To conclude, the meeting with Session was overwhelmingly positive, an indication that Heinrich's first year of ministry at West Van is more than meeting the expectations of the congregation. One elder shared the feeling of being personally blessed to have Heinrich as minister, providing a deeper understanding of Christian faith through a fresh interpretation of God's word.

Recommendation: To commend Rev. Heinrich Botha and the Session of West Vancouver Presbyterian Church for their faithful stewardship of and dedication to the work of Christ in this first year of Rev. Botha's ministry to the congregation. **CARRIED**

In Christ's service,
Rev. Bob Garvin (lead), Gordon Shields
Visitation Team.

Respectfully submitted

Bev Feick
Convenor Visitation Committee
Westminster Presbytery

MINISTRY COMMITTEE REPORT

*The report was presented by Martin Baxter, Ministry Committee Convener.
All motions moved by Martin Baxter, seconded by Bev Shepansky.*

Ministry Committee Report to Presbytery May 7, 2019

1. First Presbyterian Church, NW

Rev. Guy Sinclair's Stated Supply contract extension was forwarded to the Ministry Committee by Rev. Laurie Deacon, after a congregational meeting on April 14, 2019.


This marks the beginning of the **FOURTH** year of stated supply at First, with Rev. Sinclair. The Ministry Committee have reviewed the updated contract, (Appendix A) and recommend ...

Recommendation #1: that the Stated Supply Contract between the Presbytery, First Presbyterian Church and the Rev. Guy Sinclair, dated 14th April 2019, as prepared in accordance with the Ministry Committee's approved template be approved.

A friendly amendment that the signed contract should reflect 22.5 hours per week not 35 hours as listed in the attached Ministry Contract Schedule A, bullet point one. **CARRIED**

2. Knox Presbyterian Church

At our November 2018 Presbytery meeting we passed the following recommendation,


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"That the Ministry Committee, in consultation with the Strategic Planning Committee, the Session of Knox, and others as needed, be given power to issue to appoint someone(s) to work with Knox (including the need for an interim moderator) to determine the viability of and future vision for Knox, and report back to Presbytery at its May 2019 regular meeting."

Rev. Brad Childs was appointed as Interim Moderator at Knox and to help Knox determine a way forward financially, he arranged for representatives to attend the recent Stewards by Design conference. In addition, Brad has been working with the Session to develop a Mission & Vision for Knox. A draft version of that has been reviewed by the Ministry Committee who support the work that is being done and look forward to future updates from Brad over the next few months. We are also encouraged by the ongoing discussions re collaboration taking place between the PCC churches in NW.

Respectfully submitted,
Rev. Martin Baxter
Convener



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Appendix A

The Presbyterian Church in Canada

Stated Supply Ministry Agreement

Presbytery of Westminster

This agreement ("Agreement") is dated the **14th day of April, 2019** between:

The Congregation of First Presbyterian Church located at 335 Seventh Avenue, New Westminster, British Columbia and having an email address of firstchurch@shaw.biz.ca ("Congregation").and:


The Rev. Guy Sinclair of 5249 Chambers Street, Vancouver, British Columbia, V5R 3L7 and having an email address of guysinclair@shaw.ca ("Minister").

The Presbytery of Westminster within The Presbyterian Church in Canada with an address at 7111 No. 2 Road, Richmond, British Columbia, V73 3L7 and having an email address of vsjkim@gmail.com ("Presbytery").

This Agreement outlines the terms for the Presbytery appointment of the Minister to the position of Stated Supply in the Congregation.

- 1.0 The goals and expectations for this ministry are found at Schedule A, attached.
- 2.0 Qualifications of the Minister are found at Schedule B, attached.
- 3.0 This ministry is part time based on 50% of full time of 45 hours per week.
- 4.0 This contract covers the period **May 1st, 2019 to April 30th, 2020**. It may be renewed with the mutual consent of all parties.
- 5.0 The stipend and allowances shall meet or exceed General Assembly and Presbytery requirements.
- 6.0 The Congregation shall pay the following monthly stipend and allowances, less payroll deductions, to the Minister at the beginning of each month:

	Annual	Monthly
Stipend	\$25,000.00	\$2083.33
Housing allowance (fair rental value of appropriate housing or use of manse) invoiced	11,000.00	\$916.66
MSP premiums are covered by spouse's plan		
Travel costs on voucher (est.)	\$1,500.00	\$125.00
Utilities (including phone) on voucher (est.)	\$1,000.00	\$83.33


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Total	\$38,500	\$3,207.66
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- 7.0 In addition to the above, the Congregation shall provide:
- Five weeks paid vacation per year.
 - Congregational pension payments as required by the Pension Plan of The Presbyterian Church in Canada.
 - Health and Dental benefits per The Presbyterian Church in Canada plan for Retired Ministers. In this case the minister is covered by his wife's plan.
 - \$600 annually and two weeks leave for Continuing Education allowance according to General Assembly and Presbytery regulations, to be used on approval of the Presbytery.
 - Cost of pulpit supply during the Minister's vacation and continuing education leave.
 - WCB coverage
 - Remittance of CPP and EI payments including employers portion
 - \$600 annual Book Allowance
- 8.0 In the case of the Minister's total disability or extended illness, this Agreement will terminate as of the date the medical leave commences. The Congregation will then continue to provide stipend and all allowances for a period of three months. Housing allowance and cost of utilities only will be continued for a further four months.
- 9.0 The Minister shall serve as Interim Moderator of Session for the term of the ministry.
- 9.1 The Minister shall not moderate any discussion of Session related to the current or possible renewal of the stated supply contract.
- 10.0 The Minister shall be a member of and accountable to the Presbytery in accordance with Book of Forms 176.
- 11.0 This Agreement can be terminated by the Presbytery on its own or at the request of either the Congregation or the Minister on 60 days written notice. During the first three years of ministry under the terms of this Agreement including subsequent consecutive renewals no further payments shall be required at the date of termination or expiry. After three years of consecutive service, the provisions of the Policy for the Dissolution of Pastoral Ties shall apply. (Policy attached if renewal is past three years)
- 11.1 The term covered in this contract is the fourth year of the contract. 38 months of service have been completed as this contract begins
- 12.0 This Agreement is in accordance with the policies for ministry within The Presbyterian Church in Canada and shall be subject to the laws of the province of [name].
- 13.0 This Agreement may only be amended or modified in writing and with the consent of all parties.



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This agreement is approved by the parties as of the date written above.

For the CONGREGATION:


Clerk of Session

For the PRESBYTERY

_____ Clerk of
Presbytery

For the MINISTER:

Minister



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SCHEDULE A

Stated Supply Ministry Goals and Expectations (Adjust for specific situation)

The **goals** for this Stated Supply Ministry shall include:

- facilitating the development of short-range objectives for the Congregation;
- assisting the development and maintenance of a healthy congregational life for the Congregation.

To the extent the goals of the Stated Supply Ministry cannot be fulfilled as a result of the actions of any one party (as identified by the other parties), the party covenants to correct its behaviour to enable the achievement of the goals.

The **expectations** of the Stated Supply Minister shall include:

- hours of work – part-time, 35 hours per week, which includes leading worship services and preaching most Sundays, except for holiday and continuing education time. • celebrate the sacrament of Holy Communion on a regular basis as determined by the Session of the Congregation (“Session”);
- celebrate the sacrament of baptism for members of the Congregation as approved by the Session;
- officiate at weddings and funerals as requested by the Congregation;
- provide pastoral conversations and visits with sick and shut-in members and adherents of the Congregation as time permits;
- attend board and committee meetings as required and moderate meetings of the Session Congregation;
- perform other administrative duties as requested by the Session or Presbytery;
- upon Presbytery approval for this Agreement, remain during the duration of the Stated Supply Ministry a member of the constituent roll of Presbytery as the Stated Supply Ministry is a full half-time ministry;
- attend Presbytery meetings and provide quarterly reports about the mission and ministries of First Church;

SCHEDULE B

Stated Supply Minister Qualifications (Adjust for specific situation)

The Minister shall have the following qualifications:

- being an ordained minister in good standing of the Presbyterian Church in Canada;
- able to honour the work of other people in the congregation, past and present;
- having attended the Broken Boundaries and Leading with Care course with Completion Certificate.
- having obtained a police record check within the previous two months as mandated by The Presbyterian Church in Canada confirming the Minister has no criminal record.



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PROPERTY & FINANCE COMMITTEE REPORT

*The report was presented by Richard Watson, Property & Finance Committee Acting Convener.
All motions moved by Martin Baxter, seconded by Ross Lockhart.*

REPORT OF PROPERTY AND FINANCE COMMITTEE

May 7, 2019 Presbytery Meeting

Since the last Presbytery meeting, the Property & Finance Committee has continued to receive congregational materials, corresponded with those enquiring about potential property matters, and held a meeting by conference call on May 2nd. P&F wishes to report to Presbytery on the following matters:

A. Vancouver Chinese Presbyterian Church- Status Update

VCPC and the Presbytery have engaged the services of Omicron to analyze the proposed development project. No request for reimbursement of previously incurred expenses has been received.

B. Central Presbyterian Church-Title Transfer and Related Matters

Since the last Presbytery meeting P&F wrote to Central to clarify the outstanding matters that need to be addressed prior to any recommendation being made to Presbytery. To date no response has been received other than a confirmation that Dr. Ted Hannah is still the contact person for this matter.

C. Congregational Trust Deeds


Trust deeds have been received from three additional congregations but many remain outstanding. **Please send the materials directly to Greg Toll at tollhouse@telus.net.** It would be greatly appreciated if the Subject line of the congregation's email and the attached document could reference both the congregation's name and a reference to the trust deed to make identification easier.

If congregations have not adopted a trust deed (or it was not in a form provided by the Presbytery in 2015) please contact David Jennings at djj@iwjlaw.com.

D. First Presbyterian Church - capital expense application for the roof repair.

On April 13, 2019 P&F received a memo from the Rev. Laurie Deacon (Interim Moderator) requesting approval of a loan application to Presbyterian Church Building Corporation (PCBC) and Presbytery approval of the loan itself in the amount of \$30,000 to help fund a proposed roof repair project. A very brief project description was provided indicating that project costs to repair the roof are anticipated in the order of \$80,000 and the situation requires some immediate action.

According to present standing orders no capital transaction with a value of more than \$20,000 can be made by a congregation before the Presbytery receives a report from the Property and Finance Committee. P&F thus requested that more information be provided so that they could effectively evaluate the situation and make a recommendation. The P&F Committee has received more information from First Presbyterian church including photographs illustrating the need for the roof repair, quotes from three roof repair contractors obtained last


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autumn and historical financial statements. P&F acknowledges the effort that has been made in putting this information together, however, too many questions remain: We are not convinced that FPC actually has a financial plan in place to enable the congregation to continue operating as a church and pay for the required repairs. As such, P&F does not recommend outright approval of the project at this time.

Since the roof is in need of repair and it is in the best interest of the Congregation and Presbytery to protect the building asset itself we propose that First Presbyterian Church prepare, with P&F assistance if desired, a workable plan for the project. This includes the following:

- (I) A summary description of the proposed capital expenditure including establishment of a contingency fund, which is required to improve clarity of the work scope and costs involved.
- (II) Bid details from three contractors were received by FPC last autumn and reviewed. However, it is unclear which prices are applicable and which contractor is preferred for the work involved. An analysis of bids is required with a clear recommendation of the scope of work and contractor to carry it out is required along with an updated quotation.
- (III) Financial statements have been provided by First Presbyterian establishing that they are in an improving financial position and have some assets to pay for the work, including a \$20,000 project fund and some cash on hand. Considering that they also are planning a \$30,000 loan from Canada Ministries they have at least \$50,000 set aside for the allocated project. However, if the work is going to cost in the order of \$80,000 further clarity is required on how the work is to be financed. Larry Eastwood has agreed to work with FPC on putting a feasible plan together.
- (IV) We understand that a congregational meeting occurred on April 14 and that a certified resolution of a congregational meeting approving the capital expenditure and use of funds has been procured. We ask that the meeting minutes be provided before formal approval is given.
- (V) We understand that integral to project financing FPC will need support from Presbytery for potentially obtaining the \$30,000 grant from Presbyterian Church Building Corporation so that when the above details are worked out the money is in place to pay for the work.
- (VI) Finally, we want to encourage the people of FPC in taking proactive steps to protect their building assets and want to suggest that a temporary plan (e.g. putting tarps in place to prevent leakage and protect the roof structure) be implemented until the above work plan has been completed and put in place.

In order to help FPC with their roof project in a timely manner we set before Presbytery the following recommendations:

Recommendation 1: That Presbytery gives power to issue to the Property and Finance committee for approval of a capital expenditure for the repair of roofs at First Presbyterian Church of up to \$90,000.

CARRIED


Bob Garvin, Clerk pro tem

Recommendation 2: That Presbytery approve First Presbyterian Church's application for a 15-year term loan of \$30,000 for the purpose of assisting with their roof project and that Presbytery support and assist FPC in submitting the required application information to the Presbyterian Church Building Corporation.

A friendly amendment to increase the amount of the loan to \$50,000 subject to congregational approval.

CARRIED

Recommendation 3: That should such loan be provided by Presbyterian Church Building Corporation, the funds beheld in escrow by Presbytery until such time as the project itself is approved.

CARRIED

Respectfully Submitted,
Richard Watson, Acting Convener

MISSION COMMITTEE REPORT

The report was withdrawn as no committee member was present to give report.

INDUCTION OF NEW MODERATOR

The Moderator invited the Rev. Cal MacLeod, Moderator Elect, to come forward and proceeded to install him as the Moderator of Westminster Presbytery for the 2019-2020 Presbytery year.

The new Moderator assumed the chair. The Moderator expressed the appreciation of the Court for the outgoing Moderator and the Court affirmed this with applause.

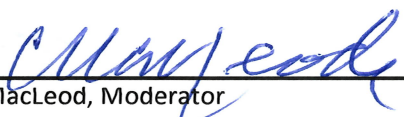
ANNOUNCEMENTS

ADJOURNMENT

Miklos Szigeti motioned to adjourn meeting.

The next **regular meeting** of presbytery will be on **June 18, 2019**, at **St. Paul's Presbyterian Church**, 8469 Cedar Street, Mission, beginning with dinner at 6 p.m. with worship led by Miklos Szigeti at 7 p.m.

The Moderator closed the court with prayer and a benediction.



Cal MacLeod, Moderator



Bob Garvin, Clerk pro tem