

The Presbytery of Westminster
Regular Meeting at Richmond
June 21 2022

The Presbytery of Westminster met in Regular Session on Tuesday, June 21, 2022 at 7:00pm at Richmond Presbyterian Church. Worship was led by the Moderator, Isabel Evans, and Rev. Victor Kim.

The Moderator acknowledged that June 21, 2022, was National Indigenous Peoples' Day.

CONSTITUTION

The Moderator, Isabel Evans constituted the Court and opened the meeting with prayer at 7:38 pm.

The Moderator welcomed the following guests:

Sophie Kim, Mary Hansen, Rev. John Paeng, Rev. Stephen Kendall, Cathy Sosnowsky, Margaret Simpson.

Leave to withdraw: Willem van de Wall, 9:00pm, Murdo Marple, 9:00pm, Chris Gleimius, 9:30pm.

DOCKET

It was moved by Martin Baxter, seconded by Paddy Eastwood that the consent agenda below be adopted.

CARRIED

Consent Agenda:

1. that the Docket be as indicated,
2. that the attendance be recorded as noted in the Roll Record Book,
3. that regrets and requests for permission to withdraw be noted as sent to the clerk of presbytery,
4. that the minutes of the regular meeting held on May 3, 2022 be adopted,
5. that the correspondence be dealt with as indicated,
6. that reports without recommendations be received "for information."
7. that reports with recommendations be received and their recommendations considered,
8. 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 Any member may ask for an issue on the consent agenda to be withdrawn from this list before the agenda is adopted.

ROLL

Constituent Roll:

M. Baxter, P. Eastwood, M. Fontaine, B. Fraser, S. Goble, T. Kim, V. Kim, C. MacLeod, B. Skelding, G. Snyman, M. Szigeti, W. van de Wall, M. Wong, D. Woods,

M. Allan, B. Astop, J. Cheng, I. Evans, B. Feick, C. Gleimius, B. Shepansky, C. Sosnowsky, S. Stacey, E. Wilson, M. Zaine.

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Appendix:

L. Bae, M. Marple, W. Sosnowsky.

Alternate Elders:

G. Youdan

Students:

D. Martinez

Non-voting guests:

J. Paeng, A. Edmonds, B. Dennehy

REGRETS:

Ta-Li Hsieh, R. Lockhart, L. McKay, R. Simpson, R. Topping, R. Watson,

M. Adams, J. Con, L. Johnson, L. Lanaras, K. Patrick, N. Pringle, G. Shields, J. Sonachansingh, J. Allan, G. Booy, G. Davis, P. Dutcher-Walls, B. Garvin, K. Jordan, L. Lee.

**Presbytery Correspondence
 May 3 – June 21 2022**

Date	Name	Content	Action
4-May-22	Ben MacRae	Ukrainian Benefit Concert info	Circulated
4-May-22	TechSoup	Registration confirmation on behalf of PMV	Responded via email
6-May-22	Terrie-Lee Hamilton	Memo calling for memorial records for the 2022 A&P (including those from 2020-2021)	Responded and resent MMs for Joyce Davis & Zena Mackay
7-May-22	Paddy Eastwood	Inquiry about PWS&D flood funds	Victor responded
8-May-22	Pearl Overhill	Info about changes affecting contacts info to be sent to 50 Wynford	Received with thanks
9-May-22	Terrie-Lee Hamilton	Changes affecting professional workers form for 2022 A&P	Received
9-May-22	Marjorie Copeland	Cte Ed & Reception – Decision on Rev. Arthur Surjadi effective date July 10 2022	Received
10-May-22	Terrie-Lee Hamilton	Confirmation that Memorial Minute for Joyce Davis will be included in 2022 A&P	Received

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10-May-22	Marjorie Copeland	Competent Objection Memo from Cte on Ed & Reception	Received
11-May-22	Morgan Wong	Notice that he has got his updated PRC, and forwarded his invoice related to this.	Forwarded to Larry
11-May-22	Miklos Szigeti	Updated Trust Deed from First Hungarian	Received
12-May-22	Brian Fraser	Unable to attend GA	Received
13-May-22	Terrie-Lee Hamilton	Confirmation re change of commissioner for GA – Rev. Miklos Szigeti	Confirmed
13-May-22	Leila Howard	Business & Finance Dir for “Living Systems Counselling & Training”	Responded to ask for more detail
16-May-22	Gordon Shields	Haney Session approval of Paddy Eastwood’s Study Leave in July 2022	Referred to Min Cte
17-May-22	Linda Sze (VCPC)	Changing signing authority from Victor to Martin at TD	Confirmed
19-May-22	Jennifer Astop	Notification of Grant allocation to Brentwood from Avondbloem Fund (\$8000)	Received
19-May-22	Jennifer Astop	Notification that grant request from Chisholm Fund by Brentwood rejected	Received
19-May-22	Kathryn Muir	Requesting Contact info for Rev. Lip Boon Lee	Replied
20-May-22	Dale Wood	“Central PC” Housing Society needing a person to assist	Circulated via Presbytery news
20-May-22	Maggie Leung	Presbyterian Sharing Reports – April 2022	Circulated as part of Presbytery News
20-May-22	Daniel Martinez	Camp Douglas newsletter	Circulated via Presbytery news
21-May-22	Melanie Adams	Get to know your rep elder?	Circulated via Presbytery news
23-May-22	Brian Fraser	Info from Brentwood to be circulated	Circulated via Presbytery news
24-May-22	Steven Chambers	Info regarding “Pathways for Tomorrow” VST – June 15 ZOOM 9-10am	Received
24-May-22	Willem van de Wall	Ethics & Care Workshop	Circulated via Presbytery news
24-May-22	Kelly Patrick	Requesting help re Appraisal for WPGPC	Larry and Ian have replied.

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24-May-22	Liz Brewer	Requesting info re candidates for ministry	Forwarded to Brian Fraser
26-May-22	Jennifer Astop	2023 Re-application Letter for Hummingbird Ministries	Cc'd to Mary and Isabel
26-May-22	Ross Lockhart	Confirmation that SAH willing to host Presbytery in Sept 2022	Received with thanks
27-May-22	Terrie-Lee Hamilton	A&P reports from Presbyteries – reminder of info being requested	Noted
27-May-22	Joe Mick	Coquitlam PC Trust Deed	Received
31-May-22	Jeffrey Crawford	Canadian Ministries – PCC Cyclical info	Circulated
02-Jun-22	Calvin Crichton	Request for licence to perform marriages	Application sent
02-Jun-22	Larry Eastwood	POW Financial statements – May 2022	Received with thanks
03-June-22	Miklos Szigeti	Forwarding his PRC	Received and filed
06-June-22	Beverley Shepansky	Forwarding her PRC	Received and filed
07-June-22	Jackie Czeglédi	Notice that some churches in Westminster have not forwarded their 2021 Statistical reports	Forwarded to relevant churches
08-Jun-22	Woldy Sosnowsky	Request for licence to perform marriages	Application sent
08-June-22	Graeme Stager	Clerk of Session at RPC – notifying me of RPC reps for June 21 – Mike Zaine & Ronda Manuel	Noted with thanks
09-Jun-22	Mavis Ho	SAH 2022 Annual Report	Circulated in Presbytery News
09-Jun-22	Bev Shepansky	PRC expense receipt	Forwarded to Larry Eastwood
09-Jun-22	Kit Schindell	Notification that she is the new rep elder for Fairview	Received with thanks
10-Jun-22	Stephen Kendall	Call from 2022 GA to Rev. Victor Kim	received
13-Jun-22	Claudine Rebosura	Signed Trust Deed from First Church NW	filed
15-Jun-22	John Paeng	Call documents – re Daniel Martinez	received

COMMITTEE REPORTS

ADMINISTRATIVE COMMITTEE REPORT

The report was presented by Martin Baxter, Administrative Committee Convener.

All motions, unless otherwise noted, moved by Martin Baxter, seconded by Paddy Eastwood.

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STATED HOUR – 7:45pm

Translation of Rev. Victor Kim from Richmond Presbyterian Church to become the next Principal Clerk of the General Assembly of The Presbyterian Church in Canada, and Secretary of the Assembly Council

At the recent General Assembly, Rev. Victor Kim's appointment as Principal Clerk was sustained.

The following citation was sent to Richmond Presbyterian Church prior to Sunday June 12th.

*A call to be the next Principal Clerk of the General Assembly of The Presbyterian Church in Canada, and Secretary of the Assembly Council, to Rev. Victor Kim, minister of this congregation, having been laid before the Presbytery of Westminster, the said presbytery has agreed to cite, and accordingly hereby cites, the session and congregation to appear at the meeting of the said presbytery by chosen representatives to be held at Richmond Presbyterian Church on the 21st day of June 2022, at 7:30pm, that they may give reasons, if they have any, why Rev. Kim's translation should not be proceeded with, with certification that if no appearance be made, they shall be held as consenting to their translation. In order to facilitate this citation, the session is asked to appoint **two** representatives to attend and, when called upon, to speak to the presbytery.*

Recommendation 1. *That the appointment of Rev. Victor Kim as the Principal Clerk of The Presbyterian Church in Canada be considered.* **CARRIED**

The following is copied from the terms of the call forwarded to Victor

The annual stipend for this position has been set by the General Assembly (inclusive of housing) at \$110,447 for 2022. Five weeks annual vacation is provided. Your membership in the church pension plan and the health and dental plan will continue uninterrupted.

Recommendation 2. *That Rev. Stephen Kendall be invited to address the presbytery, via ZOOM.*

CARRIED

Recommendation 3. *That representatives from Richmond Presbyterian Church be invited to address the presbytery.*

CARRIED

Elders Mike Zaine and Mary Smithson addressed the court and expressed their church's sense of loss that Victor was being called elsewhere, but at the same time they give God all the praise that He will use Victor in his new role as Principal Clerk.

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Recommendation 4. *That Rev. Victor Kim, at his own request, be transferred to the care of the Presbytery of East Toronto and commended to the confidence of the court.*

CARRIED

Rev. Victor Kim was invited to address the court, then the moderator offered a prayer for Rev. Victor Kim, and his family.

Consideration of Call from St. Andrew's, Duncan, to Mr. Daniel Martinez

Recommendation 5. *That the Call from St. Andrew's Presbyterian Church, Duncan, to Mr. Daniel Martinez be considered.*

CARRIED

Recommendation 6. *That the Rev. John Paeng, Interim Moderator for St. Andrew's, Duncan, speak on behalf of the Presbytery of Vancouver Island.*

CARRIED

The Terms of the Call are as follows,

Total membership – 126

62 have themselves subscribed and 20 requested an elder to subscribe to same. – 65%

10 adherents concurred with the call.

Details of Stipend et al ...

Stipend \$43,654

Housing \$38,400

Education \$1,200

Book \$800

Cell \$600

PCC Extended Health & Dental

Recommendation 7. *That the Call be sustained as a True Gospel Call and be placed in the hands of Mr. Daniel Martinez.*

CARRIED

Mr. Martinez accepted the call and was invited to address the court.

The moderator offered a prayer for Daniel Martinez.

In anticipation of both presbyteries sustaining this call to Mr. Daniel Martinez, and Mr. Martinez accepting it, the Administrative Committee sent a letter to the Presbytery of Vancouver Island on May 25th, 2022, requesting permission to ordain Mr. Martinez, as per Book of Forms, Section 233.

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Having received that permission,

Recommendation 8. *That a service of ordination for Mr. Daniel Martinez be held at St. Andrew's & St. Stephen's Presbyterian Church, North Vancouver, on Sunday August 21st, 2022 at 3pm.*

CARRIED

Presbytery will meet at 2:45pm and a reception will follow the service. The Moderator, the Clerk and Mr. Martinez will produce the service outline in due course.

Presbytery of Westminster Constituent Roll

Currently our constituent roll is made up of:-

<i>Ministers ...</i>	
<i>Ordained ministers serving in at least half time capacity</i>	16
<i>Other ministers serving in colleges, Hummingbird, & PMV</i>	6
	<i>Total 22</i>
<i>Elders ...</i>	
<i>Total # of Congregations</i>	27
<i>Representative Elders named on the roll</i>	27
<i>Equalising elders</i>	1
	<i>Named Total 28</i>

As such we have a slight imbalance of # of representative elders to # of ministers.

BoF 176.1.10

Where there are more elders than ministers on the constituent roll of a presbytery, the presbytery may, on an annual basis, add to the constituent roll ministers from the appendix to the roll, who are serving as interim moderators, to act as equalizing ministers.

We currently have 7 ministers, on the appendix, serving as interim moderators. The administrative standing committees has reached out to them and invited them to be moved from the appendix to the constituent roll.

This will enable them to move reports and recommendations, to vote on motions, and be included on the rotation list of commissioners to General Assembly.

Recommendation 9. *As per Book of Forms, Section 176.1.10, the following ministers be moved from the appendix to the constituent roll, for the duration of their service as interim moderators.*

Rev. Dr. Pat Dutcher-Walls

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Rev. Dr. Glen Davis
Rev. Lydia Bae
Rev. Woldy Sosnowsky
Rev. Bev Shepansky (Bev is already on the roll as rep elder for Central)

CARRIED

Recommendation 10. *That the Administrative Committee be given power to issue in maintaining the constituent roll as per the above on an ongoing basis to maintain, as far as is possible, an equal number of ministers and elders on the roll.*

CARRIED

Presbytery of Westminster Standing Orders & Committee membership

Over the past few years as our presbytery has been seeking to become more effective in what we do we have had a working copy of our Standing Orders. At the same time we have not had an updated list of committee members presented to the presbytery since early 2020.

We are therefore bringing the following before the court.

Notice of Motions :-

I will move or cause to be moved at a future meeting of presbytery that our Standing Orders (June 2022), as circulated, be adopted.

The Standing Orders (June 2022) will be attached to these minutes as Appendix A

I will move or cause to be moved at a future meeting of presbytery that the membership of our standing committees, for the year Sept 1, 2022 – August 31, 2023, be approved as follows.

Ministry:- up to 10

Paddy Eastwood
Ross Lockhart
Bev Shepansky - App
Richard Topping
Mike Zaine – Equalising Elder
Laurel Gorman

Visitation:- up to 8

Ministers
Dennis Howard - App
Woldy Sosnowsky – App
Geof Jay

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Thomas Kim
Elders
Gordon Shields
Emily Wilson
Pam Wong
Bev Feick

Student :- up to 8

Brian Fraser
Lydia Bae - App
Cal MacLeod
Jim Smith - App
Ta Li Hsieh
Marion Baird – congregational representative
Jacqui Lilley – congregational representative

Ethics:- up to 6

Willem Van de Wall – convener
Sumarme Goble – workshop co-ordinator
Bev Feick – in a supporting roll if needed
Bob Astop
Isabel Evans

SLC:- 10

Pat Dutcher-Walls - App
Martin Baxter
Rebecca Simpson
Bernie Skelding
Dale Woods, PMV
Susan Stacey
Mike Zaine

P&F

Ian Rokeby – convener (congregational representative)
Larry Eastwood
Emily Wilson
Rob Steward
Richard Watson

CEC:- 15

Dennis Howard - App
Isabel Evans
Jennifer Martin – cong rep
Laurie McKay
Margaret Allan
Miklos Szigeti

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Neil Abramson (Co-convener)
Sumarme Goble
Ron Miller – cong rep
Glenn Inglis (by correspondence) - App
Glen Davis (Co-convener) - App

Camp Douglas

Standing Orders – 5 members of Presbytery

Currently ...

Rebecca Simpson (presbyter / convener) TRUSTEE
Valerie Sanguinetti (secretary & congregational rep - Kerrisdale)
Theresa Chang (treasurer)
Daniel Martinez (director)
Pamela Roa (administrator)
Larry Yen (presbyter) - TRUSTEE
Brian Dennehy (would like to continue on camp committee)
Joyce Huang (congregational rep - Richmond)
Meghan Adrian (congregational rep - Coquitlam)
Katherine Allan (alumni - used to be congregational rep - Calvin)
Nate Hartley (ministry student)
Larry Eastwood (ex officio - presbytery treasurer - attends meetings as needed)
Gabriel Snyman (presbyter)

*Martin Baxter – (clerk of Presbytery) – named as a **TRUSTEE***

Hummingbird Ministries Council

Isabel Evans
Laurie McKay

In addition to the above “standing committees” of Presbytery, over the summer we will be contacting a number of people to create a “Presbytery Grants Application Review Team.” In consultation with the SLC the aim is to have up to 10 members to be named in that team, of which 5 will serve for any specific round of application reviews.

Recommendation 11. *That Larry Eastwood be appointed as Presbytery Treasurer for the period June 2022-June 2023.*

CARRIED

Congregational Trust Deeds / LOTA / Camp Douglas

The Land Owner Transparency Act (“LOTA” or the “Act”) came into force in British Columbia on November 30, 2020. The Act impacts all parties who own an interest in land, regardless of

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whether such interest is in the form of register on-title ownership or unregistered off-title beneficial ownership. Introduced as part of the provincial government's campaign to end hidden ownership in BC, LOTA and its regulations mandate filing transparency declarations and reports in specific situations. Certain information collected from these filings regarding off-title beneficial owners is publicly searchable in a newly formed database called the Land Owner Transparency Registry.

LOTA mandates, among other circumstances where disclosure is required, that any reporting body who was the registered owner of an interest in land on November 30, 2020 must file a transparency report in respect of such ownership interest by November 30, 2022.

In November 2021 presbytery was informed about LOTA, and at that time Larry Eastwood offered to file transparency declarations for all the churches in our presbytery. To make this as easy as possible for Larry we required all Trust Deeds to be reapproved and signed to be as "up to date" as possible.

Thank you for your help and consideration with this matter.

The "latest" Trust Deed for Camp Douglas was approved by presbytery on 9th April 2013. It has been re-circulated for re-approval at this presbytery meeting.

Recommendation 12. That the Presbytery of Westminster adopt the Trust Deed for Camp Douglas (dated June 21st, 2022) as circulated.

CARRIED

Recommendation 13. That Rev Rebecca Simpson, Rev. Martin Baxter and Larry Yen be named as Camp Douglas Trustees pursuant to the above approved Trust Deed, for the term June 2022-June 2023.

CARRIED

Format of Presbytery Meetings – Sept 2022-June 2023

The committee shared their opinions on running HYBRID presbytery meetings, taking in to account ongoing anxiety due to COVID-19, the difficulties many presbyters have in travelling distances on dark nights, and also the technology requirements and limitations for running HYBRID meetings.

As such we are bringing ...

Recommendation 14. That the following schedule for Presbytery meetings for the year September 2022-June 2023 be approved

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<i>September 20, 2022</i>	<i>In-person Presbytery meeting, hosted by St Andrew's Hall Dinner 6:00pm Worship 7:00pm</i>
<i>November 1, 2022</i>	<i>ZOOM presbytery meeting, 7:00pm</i>
<i>December 6, 2022</i>	<i>ZOOM presbytery meeting, 7:00pm</i>
<i>January 17, 2023</i>	<i>ZOOM presbytery meeting, 7:00pm</i>
<i>March 7, 2023</i>	<i>Format TBD</i>
<i>April 11, 2023</i>	<i>Format TBD (moved from April 4 which is in Holy Week)</i>
<i>May 2, 2023</i>	<i>Format TBD</i>
<i>June 20, 2023</i>	<i>In-person Presbytery meeting, hosted by TBD Dinner 6:00pm Worship 7:00pm</i>

CARRIED

2022 GA – Education & Reception Report

The Committee on Education & Reception presented their report at the 147th General Assembly.

The Committee on Education and Reception reviews applications of Presbyterian Church in Canada certified candidates for ministry with three types of educational backgrounds: mature students lacking a university undergraduate degree, diaconal ministers seeking ordination to the Ministry of Word and Sacraments and graduates of non-Presbyterian Church in Canada theological colleges. It is also the committee's responsibility to review the applications of ministers from other denominations who wish to work within this branch of the church.

Part of their review includes opportunities for competent objections to be raised by presbyteries about candidates – i.e.

*Calvin Burt, Presbytery of Halifax and Lunenburg
 Daniel Surya, Presbytery of Western Han-Ca
 Jae Woong Park, Presbytery of Paris
 Arthur Surjadi, Presbytery of Westminster*

In addition, E&R also included the following :-

Ministers of Reformed Churches Declared Eligible for Reception

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The following applicants have been declared eligible for reception, however in some cases their eligibility for reception has not yet come into effect. In all cases, presbyteries are circularized with information about the applicants and given opportunity to raise competent objections, based on their knowledge of the individuals. Until the period for raising objections has elapsed, applicants are not permitted to apply for calls and presbyteries are not permitted to place their names on the roll.

Presbyteries are advised to confirm details with the Committee on Education and Reception before making a decision to receive one of the applicants named below.

- 1. Esther Acolatse, USA*
- 2. Madalitso Banda, Zambia*
- 3. Stefan Botha, South Africa*
- 4. Bien Yi-Hsun Chung, USA*
- 5. Jonathan (Tae Wook) Kwon, Presbytery of Westminster*
- 6. Warren Muller, South Africa*
- 7. Ernest van Eck, South Africa*

If any presbyter wishes to raise a competent objection about any candidate named above, please do so, via an email to the clerk, prior to our June 21st Presbytery meeting in order for it to be dealt with in our meeting.

Installation of new Moderator

At the end of our June presbytery meeting Rev. Laurie Mackay will be installed as our new moderator of presbytery.

We would like to express our sincere thanks to Isabel Evans for her term as Moderator and look forward to Laurie's leadership in the year ahead.

Respectfully submitted,

Martin Baxter
Presbytery Clerk

It was duly moved and seconded that the report be adopted.

CARRIED

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STRATEGY AND LEADERSHIP COMMITTEE REPORT

*The report was presented by Paddy Eastwood, Strategy and Leadership Committee member.
 All motions, unless otherwise noted, moved by Paddy Eastwood, seconded by Susan Stacey.*

The Strategy and Leadership Committee met on Zoom on June 14, receiving reports from Dale Woods and the Property and Finance subcommittee.

Report from PMV

- *Dale updated SLC on his work with a number of congregations on visioning, his involvement with the West Point Grey – Kerrisdale explorations of amalgamation, and his role at Central increasing their income streams and building administrative capacity. He notes that the visioning work is challenging because a discernment process cannot be rushed.*
- *He is working with the Ministry Committee and interim moderators to see if there is a better way to create congregational profiles in preparation for calling a minister. The present forms seem outdated and don't really engage congregations at the level of discernment required for the congregation and for a potential candidate.*
- *On the teaching/learning part of his mandate, Dale is exploring several ideas for workshops and study groups. In particular, SLC agreed that two learning opportunities would be appropriate uses of some of the PMV budget for education. (See the attachments to this report.)*
 - *A 3-hour workshop on September 24 with Jeffrey Mahan, the author of the book we reviewed called *Church as Network: Christian Life and Connection in Digital Culture*. This workshop will be for the Presbytery and for the wider church because it is a topic most people are wrestling with, and it would be good to see our presbytery taking some leadership across the broader church.*
 - *Alan Roxburgh is offering 4 ninety-minute leadership workshops from September through November for \$150. This could be an opportunity to have a cohort of 10 or more people participate and then we could do our own follow up as to how we might see this applying to our own presbytery.*

Presbytery Grants under Seeking Transformation Program

With the Seeking Transformation grants document approved by Presbytery last month, and potential monies potentially being received over the next few months, two tasks require attention.

- *One task is the setting up of a committee to review any applications once they are presented to presbytery, as outlined in the Seeking Transformation document. The Committee is proposing setting up a team of up to 10 people for the upcoming year, of whom five would serve for any round of application reviews. The team will be named on the Presbytery Committee lists to be considered at the September presbytery meeting.*

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- *Setting priorities for use of funds as they become available, following the strategic priorities set by the Presbytery. Any new monies received to be put toward the priorities will be over and above commitments already made by Presbytery, for example monies currently funding the position of the PMV and support for Hummingbird Ministries.*

Recommendation 1: *That the Presbytery use the following percentages as guidelines for distributing any monies designated by Presbytery for support of our strategic priorities and that any such monies be awarded or distributed either through one of the established Presbytery grant programs or in response to a proposal for the use of the monies by the group or initiative involved.*

Transforming congregations 25%

New Witnessing Communities 25%

Hummingbird Ministries 10%

Camp Douglas 30%

Learning initiatives 3%

Contingency fund of 7%

CARRIED

Property and Finance Report

- *Development Risk Management - Many of our congregations are examining their patterns of ministry, worship, and engagement with their community as they address the changes in the church and in society. Often this re-examination brings forward proposals for congregational building projects. While these can present great opportunities to support expanded or revitalized congregational ministry, they also present our congregations with very large risks, which congregations are often ill-prepared to address. Some of these risks, if not properly managed can become existential—that is, they can put the continued viability of the congregation at risk. In order to support Congregations in pursuing projects which can advance ministry and improve congregational sustainability, and in order to create the promised guidelines mentioned under the moratorium imposed on building projects last November, the subcommittee is preparing a Risk Management Guide. It will suggest a sequence of planning steps that congregations contemplating a property development project should follow as they work together to advance towards its realization. It also identifies Approvals at key steps in the process, where Presbytery review and approval of the risk mitigation work undertaken to that point is required before advancing to the next stage. The subcommittee and SLC will aim to bring this to Presbytery early in the fall.*
- *Brentwood Presbyterian Church proposed development - Both P&F and SLC have had a series of communications with Brentwood about their proposed development project, including recently a meeting with Dale and Pat with the Brentwood session about their mission and vision, and a June meeting where Brian Fraser and Pam Wong presented details about the development project to P&F. Presbytery previously gave permission for BPC to work with a company called Synthesis 6*

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years ago for the concept development work for things like accessibility, washrooms, sanctuary space, and childcare space. Subsequent work on project development evolved the scope to include recording studio functionality and support for a music school, also Sunday School/music school classrooms downstairs. BPC sees the jazz community of Greater Vancouver as their congregation, and have testimonials from these folks who need space to rehearse and collaborate. The estimated budget for such a project has increased to \$2.6 million. While Brentwood has not yet framed the details of the fundraising campaign, they would like to explore potential to fund the entire project, and are seeking permission to do that.

- *Given the moratorium voted by Presbytery (November 2021) on Final Investment Decision (FID) for any Major Capital Project by congregations for a period of 1 year (through end of 2022), and current work on Development Risk Management by P&F for SLC, this requested stage of fundraising is separate from any approval by Presbytery of the project itself. P&F reviewed the fundraising request and flagged 1) the need to do a cost workshop with the BPC consultant to query level of detail and items provided for in current budget development (eg escalation, operating implications of elevator maintenance, etc.), and 2) the need for BCP to bring a detailed funding plan to P&F for their comment and review. In the discussion at SLC, additional concerns were raised about the need for any fundraising to be on a pledge only basis until the viability of the project is established, and for the trustees of the congregation to understand their liability.*

Recommendation 2: *That approval be granted to Brentwood Presbyterian Church to commence planning for and implementation of a fundraising campaign for their proposed building project, subject to:*

- *A workshop between a consultant for BPC and P&F to discuss details of capital and operating determination (e.g. maintenance implication, amount of contingency, etc.)*
- *That BPC bring the details of their proposed funding plan to P&F for review and comment at the first opportunity, noting that the following requirements need to be observed:*
 - *The PCC position on rejecting funds sourced from gaming revenues*
 - *That the campaign proceed on a “pledges” basis to avoid receiving funds until the viability of the overall project is confirmed*
- *That BPC trustees be briefed on their personal liability exposure in their role.*

CARRIED

- *For information: Upon recommendation from P&F, SLC approved the proposed loan from the Gordon PC Endowment Fund to the Growing Together Churches of up to \$30,000 to fund early planning work related to rationalizing the real estate portfolio of the amalgamated congregation.*

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West Point Grey – Kerrisdale Amalgamation Exploration

- *A committee composed of WPG, KPC, and Presbytery representatives meets regularly and is reviewing an early draft of an amalgamation plan. At a June 12 West Point Grey congregational meeting, members expressed support for the work that has been done so far and passed a motion to continue with the process. Kerrisdale has invited members from both congregations to a series of meetings to start planning for a vision for an amalgamated future. An initial meeting to begin the visioning process was held on June 19 at Kerrisdale. Further meetings are planned for the fall.*

Proposal for Ministry with Gen Z

- *The Community Engagement Committee forwarded a proposal to SLC provide Presbytery support for a ministry with Generation Z, originating in a letter from Allen Aicken; CEC stated that they feel that this proposal is one that requires consultation and involvement with the SLC and the PMV. SLC discussed the proposal, including hearing from Dale on his views, and offers this initial response. We are concerned that the Presbytery cannot take on another strategic priority, especially since the target ministry group in this proposal is already addressed creatively and missionally by one of our specialized ministries, Camp Douglas. Rebecca Simpson, also on SLC, shared a general sense of the upcoming plans for Camp Douglas expanding their ministry to a wider scope and a year-round time frame. The Camp's established track record and its own strategic planning may be a better way to address this vital ministry need. The Committee agrees that it would benefit any interested congregations to explore what a ministry to Gen Z might mean for them, and we encourage congregations to explore opportunities for such a ministry. However, we feel that to encourage more conversation among the Camp committee, the CEC, and any interested presbyters is a better way to proceed.*

Recommendation 3: *That this matter be referred back to the Community Engagement Committee, to consult with the Camp Douglas Committee, and any interested presbyters or members of congregations, about ways to address the concerns articulated by the CEC proposal. As well, we commend to the PMV that concerns about Gen Z ministry be added to learning initiatives that could be included in upcoming programming, including input from Camp Douglas in that planning.*

CARRIED

*With respect, for the committee,
 Pat Dutcher-Walls*

It was duly moved and seconded that the report be adopted

CARRIED

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Following the report of the SLC, the Presbyter for Mission and Vision, Dale Woods, gave a short, 10 minute, presentation on “leadership”.

(8:33-8:50)

MINISTRY COMMITTEE REPORT

The report was presented by Paddy Eastwood, Ministry Committee Convener.

All motions, unless otherwise noted, were moved by Paddy Eastwood, seconded by Mike Zaine.

The Ministry Committee met on Tuesday May 17, 2022 at 7pm on Zoom.

The Ministry of Interim Moderators

The Ministry Committee has concerns that the present congregational profile is not as helpful as we believe it could be. It was developed many years ago and we believe the process of preparing a congregation for a call should be reviewed and revised. To that end, Dale Woods will meet with the interim moderators of several of our congregations to engage in a conversation as to how we might address the concern of engaging congregations in preparing for calling a minister.

Stated Supply Minister Agreement with St Columba Presbyterian Church

On May 5, 2022, Mike Zaine and the Reverend Beverley Shepansky, spoke to the Reverend Calvin Crichton via Zoom to discuss the renewal of his Stated Supply contract with St. Columba.

It is clear that Mr. Crichton and the congregation of St. Columba are happy with the Stated Supply ministry.

In their interview with Mr. Crichton, the following questions were asked :

What are some exciting facets of ministry at St. Columba?

St Columba is a mission type congregation with 15 to 20 people attending in person and approximately 50 on-line viewers. Mr. Crichton conducts Bible studies on-line, prayer time on-line and provides refugee assistance to a new family in the church.

What Challenges do you and the church face?

There are 15 to 20 attendees. It is a bit of a transient congregation as exchange students get involved. Five people are over 70 years old; the remainder average age 45 years.

What kind of transitioning can you envision for St. Columba?

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The session has completed a year-long study of who they are. They help outside groups and one refugee family. They are looking at the possibility of adding a staff member at perhaps 1/3 time to expand the music ministry, specifically to reach a younger demographic.

We note that Mr. Crichton cannot commit to more time than he currently spends in ministry with St. Columba as he has two other jobs: one as a Chinese medicine doctor and one as a Chinese medicine instructor. Mr. Crichton would be happy to move to a permanent 1/3-time position, however, ministers cannot be called to a less than half-time stipend call.

There was some confusion around Mr. Crichton serving as both Stated Supply Minister and Interim Moderator. The committee subsequently explained that a few years ago, the Presbytery decided that there was no need for a congregation to have both an Interim Moderator and a Stated Supply minister. We now appoint an Interim Moderator to oversee the renewal of the Stated Supply contracts.

*Respectfully submitted,
 The Rev. Beverley Shepansky & Mr. Mike Zaine*

Recommendation 1: *that the Stated Supply Contract between the Presbytery, St. Columba Presbyterian Church and the Rev. Calvin Crichton as prepared in accordance with the Ministry Committee's approved template together with the following material amendments be approved:*

	<i>Twelve Months</i>	<i>Monthly</i>
<i>Stipend (inclusive of travel allowance)</i>	<i>\$17,726.16</i>	<i>\$1,477.18</i>
<i>Housing Allowance (fair rental value of appropriate housing or use of manse)</i>	<i>\$12,000</i>	<i>\$1,000</i>
<i>MSP Premium</i>		
<i>Other (specify)</i>		
<i>Utilities 1/3 actual cost up to \$83.33/month</i>	<i>\$1,582</i>	<i>\$ 131.83</i>

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<i>Media Allowance</i>	\$400	
Total	\$31,708.16	\$2,609.18

- Note - the media allowance of \$400 is not included in the monthly totals

CARRIED

Assessor Elder to Burnaby Taiwanese Presbyterian Church

Mr. Brian Dennehy has served as an assessor elder since March 2018 and has indicated that he wishes to resign effective June 30, 2022.

Recommendation 2: that the Presbytery thank Mr. Dennehy for his faithfulness to Burnaby Taiwanese Presbyterian Church and accept his resignation.

CARRIED

Recommendation 3: that Ms. Pam Wong be appointed as an assessor elder to Burnaby Taiwanese Presbyterian Church effective July 1, 2022.

CARRIED

Ms. Ruth Chueh, appointed March 2018 continues to serve as an assessor elder to Burnaby Taiwanese Presbyterian Church.

Langley Presbyterian Church

The Ministry Committee has reviewed the profile for Langley Presbyterian Church. We note that they plan on calling a minister at 60% compensation level.

INTERIM MODERATOR REPORTS

This month there are reports from First, Knox, Langley and St John's Presbyterian Churches.

FIRST CHURCH NEW WESTMINSTER
 INTERIM MODERATOR'S REPORT TO PRESBYTERY
 FOR JUNE 2022 MEETING

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What ministries have taken place since your last report? *In response to this question, I would say that it is early days for me as the IM at First Church, but we have made arrangements for an initial interview with Dale Woods in order to begin to discern next steps for the work and ministry of First Church. We have also undertaken to participate in the No One Goes Hungry Program operated by the Growing Together Churches by making our building a distribution centre for the folks in our neighbourhood who need this support. We are also planning an Appreciation Evening where we will invite the leaders of the various groups who rent our facility to share a meal with us so we can get to know one another and grow a relationship that goes beyond that of landlord and tenant. By this we hope to begin to grow our engagement with our community.*

Are you facing any key challenges and if so, what are they? *In response to this question, I would say that our challenges are not unique to First but shared by many congregations in our presbytery, namely the small number of folks attending worship and the funding issues that face small congregations. On a positive note, it is worth saying that the core group at First are enthusiastic, young enough to still have good energy and interested in growing their ministry at First.*

Do you require any support from Presbytery at this point? *We are grateful that presbytery has appointed two assessor elders to help us carry on our ministry at First. We are late to the table with regard to developing a hybrid form of worship and so missed the opportunity presented early in the COVID pandemic to upgrade our video equipment. If presbytery still has funds available for this use we would be pleased to make application for same.*

Is there anything for your congregation for which you would like the Presbytery to pray in particular?

We covet presbytery's prayers for two things: God's guidance in helping us to discern the future of our ministry at First and God's help in making us a blessing to others in our neighbourhood as we learn to creatively and in new ways share the Good News of the Gospel of Jesus Christ through the way we love and serve our neighbours.

Respectfully submitted by,

*Rev. Dennis Howard
Interim Moderator
First Presbyterian Church New Westminster
May 5, 2022*

KNOX PRESBYTERIAN CHURCH NEW WESTMINSTER
INTERIM MODERATOR'S REPORT TO PRESBYTERY
FOR JUNE 2022 MEETING

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1. *What ministries have taken place since your last report?*
The Knox congregation remains active with the amalgamation process of the Growing Together churches; all activities are coordinated with the congregations of Gordon and St. Aidan's. In particular, the joined congregations are undertaking a 're-visioning' process between Easter and Pentecost, reading and re-enlivening the Vision that we expressed during the preparation of our Amalgamation Proposal. We are using the worship services of Eastertide to celebrate and pray about our collaborative relational vitality, organizational vitality, spiritual vitality and missional vitality. We will engage in a "Worship and Conversation" Sunday on May 29, where small groups will be asked to respond to questions about how we envision our future now. Then on Pentecost we will have a celebratory worship service (with balloons!) to wrap up the visioning process, along with a BBQ. The Joint Session of the congregations will use the feedback from the 7 week re-visioning process to name and plan more specific initiatives for the joint congregation over the next months.
2. *Are you facing any key challenges and if so, what are they?*
Working out the technical side of hybrid worship continues to be a challenge, especially using all three sanctuaries, each with its own tech needs. But we are committed to our Zoom congregation, which stretches from the lower mainland to Kamloops to Alberta and beyond, so we are motivated to keep honing our IT connections and skills.
3. *Do you require any support from Presbytery at this point?*
Nothing in particular at this point. We are fine tuning our implementation process towards our actual amalgamation date and will continue to work with the Admin Committee on that.
4. *Is there anything for your congregation for which you would like the Presbytery to pray in particular?*
That we continue to seek the welfare and blessing of all the members of these three congregations and the lives of all the people with whom we interact in our Don't Go Hungry mission program, as we continue to explore what 'growing together' will mean for our journey as God's people.

Respectfully submitted by,

*Rev. Dr. Pat Dutcher-Walls
Interim Moderator
Knox Presbyterian Church New Westminster*

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THE PRESBYTERY OF WESTMINSTER
*Interim Moderator's Report – Langley Presbyterian Church
June 21, 2022*

Langley Presbyterian Church continues to be a light for Jesus Christ in their community in every way possible. Covid-19 continues to have an impact on the congregation. The financial situation has changed, because givings went down. Also, the numbers in the congregation declined, because of lock downs. Unfortunately, just when the church opens up for in person worship services, there are situations forcing the church to be closed again. At the end of April, some members tested positive for Covid-19 and the concern of an outbreak in the congregation became a concern. In spite of all these challenges the people of Langley Presbyterian Church have been sharing the same vision of standing together as a people of God and seeking God's plan for them.

On May 1st the congregation celebrated Communion for the first time in over a year. After the service, the congregation approved the Congregation Profile to be posted on the national church website under Pulpit Vacancies. There is a sense of excitement in the congregation as the search for a new minister will now take momentum. The affect Covid-19 played on the finances is that the prospect of a full time ministry is not feasible. The congregation decided to call a minister at a 60% compensation level. The hope is that over time it will grow back into a full time ministry.

The leadership of Session with all the committees reporting to Session is well in place. Though some of the ministries are on hold because of in person gatherings cancelled, the same diligence is seen of how people want to keep connected as much as possible. The elders have been faithful in reaching out to the people in their districts.

Pastoral support is well in place as people who are facing challenges receive either visits where possible and phone calls. The Pastoral Support committee reports very faithful to Session about the situations of those in need of care.

The office at Langley Presbyterian Church is functioning well with office hours in place and the Church Administrator communicating news to the congregation, Session and myself as Interim Moderator.

Worship has continued as much as it's possible with different clergy preaching on Sundays. There is a sense among people that they really want to be back in church and we all pray that the pandemic would not prevent people for much longer.

The congregation of Langley Presbyterian Church is to be commended for the diligence in which they fulfill their calling as a people of God. The prayers of Presbytery for Langley Presbyterian Church are appreciated as they go forward in God's grace.

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Respectfully submitted,

*Rev. Willem van de Wall
Interim Moderator, LPC*

*ST JOHN'S WHITE ROCK
INTERIM MODERATOR'S REPORT TO PRESBYTERY
FOR JUNE 2022 MEETING*

I have lead the worship at St. John's for 5 consecutive Sundays. On the 19th the Rev. Dr. Dale Woods will lead the worship and moderate a congregational meeting on a financial matter. I will return to the pulpit again on the 26th and most of the Sundays in July. I have moderated one Session meeting. While the gathered worshippers are small in number, there are others joining via the internet.

While the Rev. W. v.d.Westhuizen is on medical leave, the congregation cannot proceed with plans for the future.

The Session is challenged by the workload they are currently handling. Their numbers are very small, even with the Assessor Elders who are a great asset. There are many tasks that need to be done and not enough hands to do them. Thankfully, some non-active elders are helping out.

A small committee has met with the Music Director, Reynhardt Crause, to discuss terminating his contract for 1/2 time work. He has also been filling the need for someone in the office three days a week. He prepares the bulletin and PowerPoint slides for each service. A committee has presented him with a proposal for the future and he is considering it.

I am delighted at the reception that I have received after 18 years. Though there are many changes, people are willing to participate and embracing some of the things I have introduced, particularly dramatic readings of the day's Scripture texts.

Respectfully submitted,

*Rev. Diane Tait-Katerberg
Interim Moderator, St John's White Rock*

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Study Leave

The following study leave was approved:

The Rev. Paddy Eastwood to take two courses at Vancouver School of Theology's Summer School:

- *July 4-8 – Love and Desire: can we love God, our neighbour and even ourselves?*
- *July 11- 15 - Leading Change Without Losing Your Soul*

The Ministry Committee will meet again on Tuesday September 6, 2022 at 7pm on Zoom.

*Respectfully submitted,
 The Rev. Paddy Eastwood
 Ministry Committee Convener*

It was duly moved and seconded that the report be adopted

CARRIED

VISITATION COMMITTEE REPORT

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

All motions, unless otherwise noted, were moved by Bev Feick, seconded by Emily Wilson.

In 2020, Chinese, Fairview, Gordon, Haney, Richmond Churches' regular visits were tabled and slated for the 2022 schedule. Fairview and Richmond transitioned to exit visits conducted in April 2022. In consideration of construction and amalgamation processes, Chinese and Gordon are tabled in 2022.

2021 regular visits would have been Cooke's, First Hungarian, St. Paul's, Vancouver Taiwanese. These, with the exception of St. Paul's which transitioned to an Exit visit in December 2021, are slated for 2022. In addition, Haney is slated for a regular visit in 2022.

West Vancouver exit visit was conducted in April 2022.

EXIT VISIT TO RICHMOND PRESBYTERIAN CHURCH – REV VICTOR KIM AND SESSION

May 4, 2022, by Zoom with Rev. Victor Kim

May 23, 2022, by Zoom and in person with the Session

Meeting with Rev. Victor Kim

Rev. Victor Kim has enjoyed six and a half years as Minister of Richmond Presbyterian Church (RPC)

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and has developed wonderful support and affection from the Session and congregation. The highlights of his ministry showed a number of things: he has integrated RPC into the community, addressed racism, temporary housing, and housing modules during discussions with City Hall. The congregation has hired new staff including a new Children & Youth Ministries Director, hired a new Music Director and a new Church Administrator. Victor has felt blessed with excellent people helping him. He sees the church as a missional resource. The organization doing good work. The congregation is helping people with disabilities and hosting community meals which are take-out now, but they eventually hope to change that to in-house in the future.

During the six years he has witnessed a demographic shift and navigated the diversity of the congregation. There is a mix of people of Asian descent, including people from China, Taiwan, Korea, the Philippines, Malaysia and Indonesia, which represent roughly half of the congregation. The other half is Caucasian. Rev. Kim said that Covid changed everything, but there was a solid enough foundation for RPC to move forward with confidence. He hopes that the congregation will call a gifted communicator, one who can identify with the various demographic groups who are represented in the congregation. Victor felt he was fairly progressive in his theological approach, and he has tried to keep this in mind. There is a growing Asian population in Richmond who tend to have a more conservative understanding in terms of theology. He felt that there is a need to create trust before asking people to extend their comfort zones, especially if they are new immigrants.

Worship & Sacraments

Rev. Kim felt that worship has generally been a strength of the ministry at RPC. There is a blended music service. The strength of the music program is a gifted music director, Dr. Jannie Burdeti, and a talented worship band and choir. There is lay involvement in worship with reading scripture and other areas, such as presentation through music and singing. Rev. Kim has used biblical and relevant cultural events

in preaching the Gospel. Communion is celebrated four times annually, with an additional service in Holy Week. Baptism is celebrated as requested.

There will likely be a change in attendance now that Covid is in recovery phase. There are still some families worshipping through the streaming channels. The in-person attendance has varied from fifty to eighty with close to one hundred views on livestream weekly.

Pastoral Care

Covid presented many obstacles to the pastoral care ministry. Victor endeavored to maintain contact with members through the phone and email contacts. He did considerable home visits with shut-ins and hospitalized members. Victor commended the Session for keeping in touch with their districts. He recommended that a new minister would be wise to plan a systemic pastoral care strategy around congregational visitation, which would involve the leadership of the elders as well.

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When Victor first arrived, he tried to personally visit as many of the congregation as he could in person. He felt this created a strong pastoral relationship with the congregation.

Christian Education – all ages

Discipleship for all ages is slowly starting to recover from the limitations of the pandemic. There are online and zoom meetings for bible studies and discipleship groups are now offered. Recently they have returned to discipleship opportunities that embraced missional themes, such as learning from Indigenous wisdom. These events have been well supported by the congregation and the greater community.

The children and youth programs had to resort to online learning with the pandemic and some families still have not returned. Gradually more Christian education in person on Sundays is being offered. Dr. Anne-Marie Ellithorpe leads the ministry to children and youth and has offered a variety of options.

Finances/Stewardship

The congregation is strong and healthy in their faith. They are faithfully generous in their giving with a strong core of members and adherents. Finances are slowly recovering from the pandemic. There is a strong and effective Session. There are 12 members, they may not always agree, but they work to come up with a solution. The leadership of Session is very effective. The Board of Managers was recently dissolved and Session has taken on the responsibility of finances as well as building maintenance and upkeep.

Mission/Outreach

The congregation are very supportive of a missional outlook and shown to be a leader around community engagement, whether through the Richmond Food Bank, or support Safe Arms Richmond, a church-led refugee sponsorship group. They also support community meals for those who are hungry and/or homeless. They offer a weekly community take out meal on Mondays, but they hope to have sit down meals later this year. This is a well-supported and a funded ministry of the congregation.

The building is being used as a key resource in RPC mission and outreach ministry. They are partnering with the City of Richmond to find user groups who may not be able to afford high priced rental spaces to be able to use church space for their meetings and gatherings. This is seen as a gift to the community. RPC has always met the denominational assessments in support of PWS&D and Presbyterians Sharing.

It is part of their vision of being a congregation that goes Deep with God and Wide with the World.

Administration/Communication

Victor feels the Session are the strength of the congregation. The elders are strong leaders and faithful

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disciples of Jesus. He has tremendous regard and respect for them. He feels there is much work ahead for them and strong visionary leadership will be critical. The Session are capable of that leadership. There are capable staff in place and strength in the music ministry, and the discipleship area. RPC is blessed with an excellent Church administrator. Victor says she will be vital to helping any new minister. The congregation is kept fully informed through regular weekly emails, bulletins, a website, and Facebook/YouTube social media sites. The Session reports to the congregation after every meeting with highlights for the congregation to be aware of around the work of the Session.

One area which Victor would like to have further developed is in missional engagement. He would like to have seen a better integration of faith outside the church halls. "To serve our community – we need to go beyond the church walls and live out our faith in Jesus". He would have liked to have been able to have a list of service opportunities outside the church and then have at least one person sign up for those service opportunities from the congregation. Victor also was beginning to implement what he termed Critical Community Conversations on topics which were at the forefront of the local community, including racism and Indigenous relationships. An ecumenical community based model was envisaged but never started due to Covid restrictions.

There is a Rain Garden on the property, there are lots of volunteers. Funding was received from agencies which provided resources for the Rain Garden. It is an environmental project. In past years, summer students were hired and they went to A Rocha to learn about ecology. The Rain Garden program involved local high school students, RPC youth, the congregation, and a community group which raised awareness on environmental issues.

Victor feels the next minister at RPC will need to have a strong worship presence. The new minister will need to get to know all the congregation as members and help each person to recognize where they fit into the life of the church. They will need to get the volunteer base up again and show missions which are compelling, such as volunteers for refugees. The new minister will need to be fluently, culturally Canadian, with sensitivity to the diversity of Richmond and the congregation with a good grasp of current cultural understanding to fit the hybrid community. Theological substance is needed. A good preacher who will interpret scripture for our time. Prayerful discernment should be used around the person called to minister, especially from a culturally conversant perspective. It will be critical.

Victor leaves RPC in a good position to respond to the new reality of the post pandemic. There is capable and faithful leadership in place, strong staff with gifts in ministry, and sustainable finances and resources. He is confident of progress within the congregation, the staff, the session, and the leadership provided by the presbytery in this time of transition. Give thanks to God for God's provision.

Meeting with Session

The following elders were present for an in person and zoom meeting: Isabel Evans, Eleanor Tan, Vicinte

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Beltran, David Whiteside, Mike Zaine, Heather Campbell, Ronda Manuel, Mary Hanson, Margaret Smithson, Graeme Stager, Clerk of Session. Steve and Janet Norris attended by zoom.

Rev. Woldy described them as follows, “they are truly an exemplary group of faithful servants”. It was evident during the meeting that the elders love and respect Rev. Victor Kim. They reminisced about the fact that when Victor joined them, they had been without a minister and a church, as RPC was being renovated. Victor started with a challenge. They spoke of their admiration of how Victor stepped in and provided amazing leadership to their church. He provided stability to the congregation and encouraged a sense of outward focus on the community. Strong preaching, excellent music and good fellowship post-worship is how one of the elders described it. Another elder said “he pulled yeoman duties in seeing us through the last Covid disturbed years”.

Victor started a program of book studies for the elders, twice a month. Most of the books were missional. They showed great respect and approval for Victor’s quick response to Covid and his initiation of on-line communication. Victor also started mid-week meditations on YouTube using their mission statement, “Deep with God – Wide with the World”. Their study sessions focused on the ministry, session leadership, and an eldership workshop, which was open to all of Presbytery. He encouraged them to attend sessions with Rev. Dale Woods. RPC had annual retreats until Covid stopped them. They also liked the Spring meetings, which Victor started. They felt it was a great concept. All of them showed great concern for Victor when he was ill. He demonstrated a high capacity, and he was not afraid to take things on. He helped everyone and was always available when needed. He was pastoral and amazing in his care of the congregation. When there were difficulties, he was outstanding in seeing them through with success. He even helped with setting up tables.

They were very happy with how each project was developed and the hiring and search committees which were used in a collaborative way. They felt that Victor saw the bigger picture, he had vision, could delegate and he was involved in everything. Session thought he had so much to offer and a great energy to move projects forward. His strength was in working with the different ethnicities through Session. He encouraged people to work to seek and find common ground despite language barriers. The tenacity of the congregation was excellent and has been strengthened in the last number of years. Session work well together. The Bible studies are the strength of the session. There is a feeling that work needs to be done on volunteers, committee needs and encouragement to reach out into the community. The greatest need is building back from Covid. Their spiritual health could show improvement. Bible studies are optional. They are available in the afternoon, evening and online. They are not well attended by the congregation.

Financially RPC has always met the needs. Giving is down from pre-Covid. Donors are down. They are a generous giving congregation and received a significant endowment which has no restrictions. They now have a finance committee who they feel looks after the funds in a respectful and caring manner.

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There were some questions as to whether the Manse will be maintained. It needs some work, but it is adequate. Going forward, Session is prepared to discuss and come to an agreement regarding housing allowance and expenses.

The session and congregation feel they were really blessed to have Victor as their Minister. They were happy that he was Clerk of Presbytery and did a lot of good work there too. They are very sad to lose him and his family, as they feel love and caring for the whole family. They wish Victor and his family all the very best. As one session member put it, "we will miss him, but the church at large will benefit". They are in the process of developing a Search Committee. There is no reason for delay. RPC is a good functioning church. They would like a good preacher as Victor was outstanding. As Victor advised, RPC could be an excellent role model and leader for Presbytery.

RPC's main challenge is re-inventing themselves and re-discovering God's will for them as they emerge into the 'new normal' following pandemic restrictions. How to re-motivate people to attend, give of their time, participate, and to see the need of volunteers to take on crucial roles in leadership, as well as roles in supporting programs.

The Minister and Session are more than happy to have Rev. Dr. Richard Topping as their Interim Moderator.

It was a most uplifting and meaningful experience to complete the exit visit at Richmond Presbyterian Church.

"Keep alert, stand firm in your faith, be courageous", 1 Cor. 6:13

Recommendation 1: to commend Rev. Victor Kim, the Session and the congregation for their resolution, spirit and dedication to God's work on Earth.

CARRIED

Blessings
 Rev. Woldy Sosnowsky
 Emily Wilson
 Presbytery Visitation Team

Exit Visit West Vancouver Presbyterian Church

April 19 2022 via Zoom
 Reverend Heinrich Botha; West Vancouver Presbyterian Church
 Reverend Dennis Howard and Pam Wong met with Session and with Rev. Botha

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We received 3 responses to the questionnaire

Session:

Worship was weekly and Sacrament Holy Communion was celebrated once a month.

The Session was willing and able to share comments with each other and their minister. They had communicated with the minister that they felt the sermons, although long, were well researched. It was felt the older congregants found it difficult to focus because the length of the service.

Heinrich was very good at pastoral care. The Elders were active during covid contacting their districts.

The number of people attending church is back to pre covid levels.

Wednesday Morning Faith Group – they discuss various books, meeting in person except for a few months during the worst of Covid. During that time only, they met via zoom. They have been meeting in-person again for several months. Zoom is not their preferred method of meeting.

Stewardship – Financially they are doing well, having a surplus this year, due to good stewardship, government benefits and rentals (movie industry, Mandarin speaking classes 4 days a week, and regular rental times to several other organizations.

They are looking forward to the future...what God will be doing in the future, creative and visionary outlook.

They donated to a Christian based food bank believing in a hand up not a hand out.

They have a knitting group that donates creations to Children's Hospital and prayer shawls to the North Shore Crisis Society.

They've allocated funds for better audio equipment to assist with their hybrid services.

They've hired an office assistant who is helping with administration but could use more time and help in this area.

They are sorry to see Heinrich and his wife leave but they are departing on good terms. They wish him well in his new journey.

Heinrich:

High points of his ministry: It was refreshing to see a willingness to experiment with lots of leeway for changes in trying new things...an openness to work along side neighbouring church...St. David's United. St. David's similar in composition...good working relationship and values.

Support from Session – open to share and talk.

Pastoral care strongest suit ministerial focus...care for one another...they would report on what's happening and care for each other.

Heinrich's concerns were for outreach, Christian education, volunteers (burn out), and office administration.

It was a challenge to connect with neighbours because of the way the properties are structure. For Christian education they adapted to an adult study group (open to learning and social)

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Finances – healthy, consistence offerings, board transparent and has a realistic budget, works well with funds available.

Weak point: At present there needs to be a stronger administrative team. Budgeted for 10 hours weekly...need is for 15-17 hours weekly, requiring flexibility depending on scheduling requirements 5-25 hours. Experience with Microsoft and power point. Requires someone to coordinated booking rentals. Heinrich has found he is not well suited for congregational ministry. He hopes to enroll for an MA in psychology focusing on therapeutic ministry. He supports the church and is looking for new ways to do so.

We thank Heinrich for his service and pray for God’s guidance in his and his wife Linda’s continuing journey.

Recommendation 2: to commend the session and congregation of West Vancouver Presbyterian Church for their faithful support of Heinrich and the ministry of Jesus Christ in their neighbourhood.

CARRIED

In Christ’s service,
Pam Wong and Rev. Dennis Howard.

Fairview Church Exit Visit

13 April 2022 by Zoom (6pm with Rev. Brad Childs/ 7:30pm with Session of Fairview Church)

Visitation Team:
Gordon Shields (lead)
Rev. Dennis Howard

Interview with Rev. Brad Childs

The visitation team met with Rev. Brad Childs separately for one hour in advance of the meeting with Session. We reflected on the successes at Fairview during Brad’s ministry, as well as the challenges he faced.

Brad mentioned that he believed he was brought to Fairview to be an “agent of change”, but once in place it became apparent that making some of the changes he wanted would be difficult. Brad experienced some resistance to his changes to the format of worship, and felt at times that there was instead pressure on him to conform to the culture at Fairview.

In hindsight, Brad feels that he should have made some administrative staffing changes early on in his ministry. Not doing so has left him with extra work, due to the skill set lacking in the church

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administrative position. Brad admits that saying “yes” too often and not pushing for change left him with an unnecessary burden that made for challenges.

Worship

Brad introduced a more “relaxed” style of worship and overall approach at Fairview. The music ministry at Fairview proved to be challenging, with the departure of the long-serving church organist in 2020. Some people have left Fairview and followed the organist to her new church appointment. Since that time there has been a decision by Brad to turn to a much more informal music style, including use of music videos during the worship service. During COVID, the congregation met for Sunday worship using Zoom technology, which in general worked well, although it took a lot of effort to master technology required.

Recently, Fairview briefly engaged the services of John Carr, a ministry student with extensive AV experience, who assisted Fairview toward significant changes in the way technology is used during worship services. *Clever AV*, a firm specializing in audio-visual, media will be installing a system that should simplify the process of integrating on-line and in-person worship. There is a significant outlay of funds required to get this system up and running in the sanctuary, representing a major commitment by Fairview Church to continuing online ministry after the pandemic.

Pastoral

Brad feels that pastoral ministry is one of his strengths and that the quality of pastoral care at Fairview has been relatively high, thanks to his efforts along with those of the elders and others in the congregation. Brad’s pastoral concern centres on the elders at Fairview, who have been working hard through the pandemic to support the congregation, but neglecting themselves.

Christian Ed

The recent resignation of the Family Ministry staff person (there have been several during Brad’s ministry at Fairview which began in 2016) is leaving the operation of the Sunday School in the hands of a few dedicated volunteers. The Sunday school met online during COVID with limited success due to a lack of engagement by children and families, and they have recently begun meeting in person again on Sunday mornings.

Brad feels there is a great opportunity to attract local “young adults” to the congregation and that two other things would be essential in this effort: Firstly, an Engagement Ministry - meeting and helping assimilation of neighbourhood people. Secondly, a Small Groups Ministry - setting up one small group per “district” (be that a prayer group, bible study group or whatever).

Finances

The minister’s stipend represents a large part of Fairview’s budget, and Brad’s departure as of May 30 will help to lighten the financial load while the congregation recovers from the disruptions brought

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about by the pandemic. Brad feels strongly the Fairview Church should be looking for a full-time minister who will love and embrace the people at Fairview.

Missions

Neighbourhood outreach has been tried in different ways, although COVID has interrupted this. Hosting movie nights and offering popcorn to local people, inviting people to gather at the church for fellowship. Brad senses that the congregation is keen to see the church facility used to benefit the surrounding community. One challenge is that most of the congregation does not live in the area, but commutes to the church from areas further afield, and spontaneous connections between the congregation and the local community don't happen easily as a result. There are two groups in the community, one affluent and the other poor, or even homeless. Brad states that the congregation needs a centralized mission to act as a focus support. Someone needs to articulate that mission and the Session will need help with that challenge. There has been difficulty in determining a direction for a "major mission" and that will be a large factor in what the future looks like for the congregation.

Brad would like to see the creation of a new space where secular and spiritual meet. This would be a way for the church to become a centre of the community whereby everyone thinks of it as "theirs" and worship is but one thing the community does together in that space.

Communications

Brad feels that the clerk prepares excellent letters to the congregation, and these are both well-received and important in maintaining connectivity during the pandemic.

Finally, our meeting with Brad concluded with a note of alarm on his part at the exodus of people from the congregation over the past few months, particularly since his departure was announced. Most of the people who have left have followed the music person. The disharmony between Brad and the admin person also upset some people. Despite this, he feels that Fairview is full of good news stories and experiences of growing faith, and prayerful discernment by the elders and congregation will open new doors to ministry in this neighbourhood at the heart of Vancouver.

Meeting with Session

The following elders were present for a discussion with the Visitation Team: Kit Schindell (Clerk), Brian Dennehy, Kiejoon Kim, Brian Mills, Marion Stroet, Nancy Woo.

Worship

The congregation has been back to in-person worship since early Advent, 2021, with those at home joining via Zoom. The technological challenges of worshiping in a hybrid format have been many, but overall, the approach has worked. (The Zoom service is concurrent and "live" with the in-person service and cannot be viewed afterward).

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The elders agree that Zoom (or an alternative online arrangement) is here to stay. Much as we are happy to be back to meeting in person, the elders accept the fact that for some people, Zoom was a godsend. Those with mobility issues, transport problems, or poor health, suddenly found they could worship with their beloved Fairview again. Session is committed to supporting these people. For many the “experience” of worship is compromised online because of fundamental barriers of technology in that they are not physically together, or because of limitations such as the loss of singing as a group. The challenge has been managing the technology and skills required to do live-streaming of the worship service. The congregation generally lacks these skills, and this led to John Carr being brought in to assist. John is developing some templates which will provide a structure for live-streamed services, with worship elements contained within the template. It is expected that this new livestreaming system being put in place will significantly reduce the complexity and skill set required to livestream the worship service.

Singing in worship during the pandemic has not always had enthusiastic participation from the congregation. Brad accompanies with the guitar and music videos are used during worship. Since returning to in-person services, a small group of members have been stepping forward to help lead the congregation in singing.

Pastoral care

The elders agreed that Brad has generally done a good job in pastoral care of the congregation. At least two of the elders make regular phone calls to people in the congregation. The congregation is assigned to a pastoral care district, rather than having each elder responsible for a district. Fairview also has a ten-member Prayer Team, drawn from across the congregation, to whom requests for prayer are directed. There was a concern that some people in the congregation are ‘falling through the cracks’, and the Session needs to find a way to maintain contact with everyone. Some elders felt that the elder district model would be a better option, but only if they were able to add more elders to Session. Throughout the duration of the pandemic, the Clerk has been preparing a series of letters to the congregation, which are very well received. It was mentioned that the minister should also be regularly in contact with the congregation in this way.

A coffee time following the service is a beloved Fairview tradition. During the pandemic, when church was exclusively online using Zoom, the congregation would be assigned to ‘breakout groups’ at the conclusion of the service, and this became a sort of online coffee time. Since returning to in person worship, Fairview has slowly restored the coffee time after church, which has been well received. Members have voiced their feeling that the coffee time is very much missed, and is a way of strengthening connections and pastoral support within the congregation.

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During the pandemic, Fairview has also used Zoom technology to keep in touch for significant events in church life. At least four baby showers were mentioned as having been held on Zoom, with very good attendance from across the congregation. A lovely baptism was part of the hybrid service as well.

Christian Ed

Fairview has a Sunday school program, teen program, young adults program and adult studies. The family ministries have been supported by a part-time staff position for the latter half of Brad's ministry. All have struggled during COVID. Brad took leadership of this ministry for the first half of his ministry hosting and organizing family and youth events which were modestly attended. The congregation was blessed to have the services of Paulo (VST grad student) for a couple years. Paulo was a great help and encouragement to Brad. However he was called back to his home church in Brazil during the pandemic. A more recent Family Director left recently quite unexpectedly. Fairview is currently in the process of recruiting a new leader for Family Ministries.

Sunday School met on Zoom during the pandemic, but has recently been meeting in person (and no longer on Zoom). Some elders expressed concern that the Sunday School program should be a hybrid of online and in person. It has been hard transitioning back to in person Sunday School.

There have been a number of online adult bible and book study groups, but there has not been a lot of participation from across the congregation.

Finances

The elders stated that they feel Fairview will be financially manageable for 2022, partly owing to COVID subsidies received last year, and the anticipated reduction in stipend expenditures with Brad leaving, although the financial resilience is now slim and a shrinking congregation has increased the challenge of balancing budgets. Fairview has a long history of strong financial stewardship. However, they are well aware that cracks are beginning to show with a slow but steady decline in givings during COVID and years previous. There was a consensus that the congregation must not fear the future but adapt to it. There are some significant givers in the congregation, but the consistency of regular giving is not always present especially during the pandemic. Ideally, more people could be using PAR to help provide regular givings. There was some discussion for the need to better communicate the congregation's current financial position to the members, so people can make adjustments to support the budget that was passed by the congregation as a whole.

Outreach

The congregation has a long history of support for missions and outreach. It continues to support a number of ministries and missionaries including a longstanding commitment to missionaries serving/retired with Latin America Mission, specifically Jorge and Gail Atencia. Over the years, the congregation has especially taken an interest and financially supported their work with the "escuelitas" or "little schools" (for pastor development) in South America.

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The large numbers of people walking and driving past the church building on any given day represent a mission opportunity for the congregation at Fairview. Various ideas have been tried over the past few years to bring people into the church, including engaging with the community through movie nights, music concerts, handing out popcorn etc. innovative signage on the street to advertise church events, and a book-lending library outside the church doors.

During Brad's ministry an Alpha Program was spearheaded and organized by one of the Elders at Fairview. Alpha was quite successful in engaging congregational volunteer support and did result in a few participants (under 10) making Fairview their church home.

The church property is the outward face of the congregation to the community, and in a sense is a part of outreach. There was a significant concern during the pandemic with people sleeping overnight on the property, leaving considerable garbage behind, that contributed to the negative curb appeal. It should be noted that there is a team of people in the congregation working hard to maintain the church property.

Administration/Communication

The current administrator job description is not aligned with what is needed. Discussion about redefining and rehiring the Administrator staff role (or not) have drifted and no action has been taken. The lack of staff support has been frustrating for Brad and has increased the strain on him personally. Technological change has had a significant impact on the nature of the role and new skills are needed. With the numbers of people who have recently left Fairview, the elders agree that they will have to be open to doing things differently and trying to include more of the congregation in new ways to use their gifts. As it is, some of elders are already over-committed with preparing services, leading services, finding readers, serving coffee, looking after the property, painting, etc. Several elders acknowledged how important and well-received the regular letters from the Clerk to the congregation have been at keeping people together during the pandemic.

Additional comments

Elders agreed that this is a challenging time to be heading into a pulpit vacancy, with so much uncertainty about the return to regular worship in the face of the pandemic. The elders know that they need to work closely with the incoming Interim Moderator to plan for the Fairview of the future. Although the congregation feels a bit fragile right now, and the elders are exhausted, they voiced their desire not to give up. They are both hopeful and afraid, but know that God is not finished with Fairview yet.

Recommendation 3: To give thanks for the service of Rev. Brad Childs to the congregation at Fairview Church, and to pray that the elders will be guided by the Holy Spirit as they work with the Interim Moderator on the next phase of ministry at Fairview.

CARRIED

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In His service,
 Gordon Shields
 Rev Dennis Howard
 Presbytery Visitation Team
Respectfully submitted
Bev Feick, Visitation Convenor

It was duly moved and seconded that the report be adopted

CARRIED

GA 2022 Commissioners REPORT

Received for information

A video from Melanie Adams, Rep Elder, Knox Presbyterian Church, was shown to the court.

The Clerk invited the commissioners in attendance at presbytery to come to the front. Each of them responded to one of the following questions circulated to them prior to the presbytery meeting.

- **What were the highlights from GA?**
- **What were the lowlights?**
- **What were the major differences, +ve or -ve, doing GA online from having it in-person?**
- **Was the preparation beforehand adequate? Could you have done with more information?**
- **Would you go again if you had the opportunity? Why?**

The Clerk thanked the commissioners for the amount of personal time they committed to attending GA, mentioning particularly the Representative Elders. He then quoted the conclusion to the email sent to him from Laurel Gorman, who said,

“To elders who hesitate to participate in General Assembly, I would encourage you to accept the opportunity to help make decisions that affect and direct our churches across Canada. You will learn and understand not only the reasoning behind many decisions, but also the emotions and concerns that are raised by many of these.”

Report of the Commissioners to the 2021 General Assembly

List of Commissioners from Westminster

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Elders: Bob Astop (City Centre Surrey) Chris Gleimius (Coquitlam), Laurel Gorman (Gordon), Loraine Johnson (St. Paul's Mission) Melanie Adams (Knox)

Clergy: Cal MacLeod (Gordon), Paddy Eastwood (Haney) Gabriel Snyman (City Centre Surrey), Miklos Szigeti (First Hungarian), Richard Watson (Kerrisdale)

Introductory comments (Richard Watson)

As presbyters will know, GA 2022 was held online from June 5-8. The online format of GA from 2021 carried forward using the same but improved tool, called PC-BIZ: some challenges persisted. The agenda and official business of GA was completed through seven sederunts each set for 2 ½ hours. The last three sederunts were extended in an effort to conclude all the business and it was successful. The last sederunt however, was extremely rushed and by the last day commissioners were exhausted. There were of course moments of joy, but the few opportunities for social interactions in-between sederunts were inadequate to create a joyful fellowship and to help commissioners recharge for the hard work of GA. Many Commissioners, including myself, prefer the personal format of in person GA's.

A full summary with details of reports, all decisions, minutes with summaries and videos of key events are available at <https://presbyterian.ca/gao/ga2022/>. This report by the commissioners from Westminster offers a summary with highlights of reports and recommendations which we hope will be helpful to this Presbytery. The order of our report follows the actual business agenda of GA. Some reports also offer reflections on the respective commissioners' experience with the 2022 General Assembly.

Note the following reports are not summarized below. Detailed information is available on the GA2022 website.

- **Atlantic Mission Society (AMS)**
- **Women's Missionary Society (WMS)**
- **Maclean Estate Committee (MEC)**
- **Trustee Board (TRB)**
- **Presbyterian Church Building Corporation (PCB)**
- **Bills and Overtures Committee (BOV)**
- **Committee to Examine Records (CER)**
- **Committee to Nominate Standing Committees (NOM)**

Ecumenical and Interfaith Relations Committee (Melanie Adams)

It was very exciting to be serving for the first time as a Commissioner to the General Assembly. When one does a lot of church volunteer work, and when one's church is going through a lot of things, as mine has been over the past several years, it is very easy to get tunnel vision and to forget that you are part of a much larger whole of other churches, all with their struggles, their successes and their failures.

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I have always known that the Presbyterian Church does excellent missioning and assistance work throughout the world, as well as ecumenical work and outreach, but until I read all the reports to prepare for General Assembly, I admit that I was unaware of just how huge this scope is, and how much we do. It is truly inspiring.

The report of the Ecumenical and Interfaith Relations Committee gave us updates on their work in the following areas:

- Recognition of retiring members Dr. Rick Allen, and Rev. Stephen Kendall
- Ecumenical Shared Ministries
- Week of Prayer for Christian Unity
- Korea Peace Appeal
- A Common Word (a resource for engaging in dialogue between Christian and Muslim groups)
- Refugees and Internally Displaced Persons
- LGBTQI+ and Mental Health Resources
- Canadian Council of Churches
- Christian Interfaith Reference Group
- Intentional Anti-Racism Work
- World Council of Churches

This report requested that Sessions be encouraged to:

- Consider how to build ecumenical partnerships and consult the Ecumenical Shared Ministries handbook
- Plan a Week of Prayer Bible Study based of 2022 Week of Prayer for Christian Unity materials, and a 2023 Week of Prayer for Christian Unity event with other neighbouring churches in January, 2023
- Become aware of the Korea Peace Appeal being pursued by the National Council of Churches in Korea and how congregations can participate and help. They can visit endthekoreanwar.net to learn more
- Use the resource *A Common Word* as they reach out to their Muslim neighbours
- Nurture relationships with our Jewish neighbours by sharing written greetings on their Holy Days
- Engage in intentional anti-racism work in their communities. There are many resources to be found through the Canadian Council of Churches and the PCC.
- Engage in Bible studies and prayer in preparation for the 11th Assembly of the World Council of Churches, which will be meeting in Germany August 31-September 8.

Other things to note are the consultations of this Committee with the Life and Mission Agency to explore how to care and advocate for the millions of people in the world who are displaced from their homes; with the Justice Ministries on inclusion of LGBTQI+ people; with Ministry and Church Vocations

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on dealing with mental health issues; and the participation of our church in the Canadian Council of Churches, the Evangelical Fellowship of Canada, Canadian Interfaith Conversation, and the World Council of Churches.

We pray for the excellent work of this committee, for the upcoming World Council of Churches Assembly, and for Sessions and Presbyteries across Canada as they consider the recommendations from this report and seek for Christian Unity with their neighbours.

Special Committee re Confession to LGBTQI People (Laurel Gorman)

The 147th General Assembly adopted “the Confession to God and LGBTQI People” which confessed the harm done by the church and the need of the church to seek forgiveness from God and from those harmed. It also commits the church to a true change of heart and behavior.

The second recommendation to discharge the committee was adopted.

It is important to note that the Rainbow Communion made the following point:

Although those who told their stories have asked for a public confession or apology, they have clearly stated that this must be accompanied by actions ... otherwise, the church will simply perpetuate the hypocrisy of the “All are welcome” signs.

Note The Presbyterian Church in Canada’s Confession to God and LGBTQI People
Adopted on June 6, 2022 is appended as a separate document.

National Indigenous Ministries Council (Laurel Gorman)

The NIMC was created as a standing committee by the GA in 2021 and they submitted their first report. The report was organized in the following sections:

- The need for more Indigenous people to be represented in The Presbyterian Church in Canada;
- The need to reconcile Indigenous wisdom and spirituality with the Christian faith;
- The need to speak against Indigenous-specific racism, hate and violence;
- And the need for sustained funding to enable healing for Indigenous people and the need to reconcile the church’s relationship with God and Indigenous people.

It was recommended that the National Indigenous Ministries Council work on a statement of faith relevant to today, in consultation with the Church Doctrine Committee.

This was ADOPTED

And I have included the speaker, Rev. Margaret Mullin’s notes if you wish to include them. Margaret spoke in place of Mary Fontaine, whose sister had just passed away.

The National Indigenous Ministries Council believe that an Indigenous Christian Statement of Faith will enhance other Statements of faith we have already as our subordinate Standards. It is time for us, in

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consultation with the Church Doctrine committee, to determine for ourselves how to express our Indigenous faith in Creator, Jesus, and The Great Spirit.

The conquering Empires of Turtle Island and their Churches did not give us that chance. Western Philosophies, world views, and Theology are indeed rich and right for European Countries and they do not resonate with our world view and understanding of Creator, right relationships with all our relations, and nature's role. We see ourselves as one humble and very small piece of Creation. We are called to be in right relationship with earth, fire, water, and air, the four elements of our planet we cannot live without. We are called to be in right, loving, caring relationship with all of nature, with the plant life, the animal life, the with the ones that fly, and the one's that live in the water, as well as with all other races and Nations of people.

We are called by Creator to be at peace with all our relations and to be good stewards of the land Creator placed us on. Called to take only what we need from the earth and to replace what we can leaving the waters, the air, and the land clean and livable for the next seven generations.

We need a statement of Indigenous Christian faith that addresses all of this and we wish to be in consultation with the Church Doctrine committee through out the development of this document.

Theological Colleges (Paddy Eastwood)

We received reports from four theological colleges: Knox College, St Andrew's Hall, Presbyterian College and Vancouver School of Theology. Each school reflected on the effects of the pandemic on their ministry as well as their Strategic Plans. Both Knox and PC received generous grants from the Lily Foundation.

Knox College - A minute of appreciation for the Rev. Dr. John Vissers, as he retired as Principal of Knox College was adopted. He will continue teaching historical theology at the school.

Dr Ernest van Eck was appointed as principal of Knox College, effective July 1, 2022. The search committee spoke very highly of him.

There was some discussion as to whether the General Assembly needed to have a say in the sale of the buildings of Knox College. The school had consulted the Trustee Board and the Assembly Council. In the end, the Assembly "affirmed" the sale.

St Andrew's Hall - There were no recommendations in this report.

Presbyterian College -There were no recommendations to the General Assembly. It was noted that the school has appointed Rev. Dr. Karen Petersen Finch as Professor of Pastoral Leadership, a three-year appointment which started in the summer of 2021.

Vancouver School of Theology - The minute of appreciation for the Rev. Dr. Pat Dutcher-Walls as she retired as Professor of Hebrew Bible and Dean of the Faculty at Vancouver School of Theology on July 1, 2021 was adopted.

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Reflection - As always, reading the reports of the General Assembly are cause for celebrating the faithfulness of God to the Presbyterian Church in Canada. The breadth and depth of our ministry is astonishing, and these reports are significant resources as we continue to serve God in our particular situations. The GA team handled the challenges of another zoom Assembly well and our moderator, the Rev. Dr. Bob Faris was gracious as the occasional hiccups occurred.

Bob Faris was a good moderator, both firm and transparent in his leading. There was good discussion, particularly on the contentious issues regarding racism and the remits of 2021.

Paulette Brown was a passionate preacher who consistently oriented us to listening to what the Holy Spirit was saying to the Church. It was a pleasure to be led in worship by congregations, choirs and bands across Canada. I am grateful for this experience.

Life and Mission Agency Committee (Gabriel J Snyman)

As a commissioner tasked to have a specific eye out for points of relevance and interest in the Life and Mission Report, the following has caught my attention.

- Call to local governments for housing, especially for the vulnerable. I have noticed that not only in Vancouver with its well-known housing shortage but all over Canada, the fact that many churches sit on what is considered prime property, presents ministry opportunities to appeal to local authorities to attend to the needs of fringe groups and marginal figures within society. As churches we have an opportunity to share our spaces and enter win-win partnerships that opens up ministry opportunities and GA nudged congregations to pursue this as difficult, lengthy and complicated as such endeavours may be.
- Call to governments to fund and support reconciliation and healing efforts among First Nation groups. It was good to see that The PCC's commitment to reconciliation with First Nation People's groups is a long term one that is now evolving in partnering with them in advocacy. The proof will be in the pudding though in the sense that congregations will need to heed this call by putting into practice locally.
- Call to not support platforms with ties to non-supremacy and a renewed commitment to fight racism as the church. There was an emphasis throughout GA on racism and the call to end it. The preacher Paulette who opened each day's devotion chose this as a main theme in her messages. Most interestingly Rev. Peter Bush pointed out the following recommendation from a previous General Assembly...in 1981!:

Recommendation 22:

That the following statement be approved:

(It was approved by the Assembly)

The Presbyterian Church in Canada is a pluralistic church. Among the congregations in many presbyteries, are congregations of various ethnic backgrounds, some of which are among the strongest congregations of our church. Among the membership of many congregations are people of various

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ethnic backgrounds who bring different Presbyterian and cultural traditions and add spiritual strength to these congregations. Some of them contribute welcome leadership. We thank God for this growing pluralistic community of faith, and for the sharing, and new life, and growth which it occasions.

A pluralistic church also brings some challenges. One is to provide ordained ministers for congregations of minority language and cultural groups. Regulations and facilities designed to strengthen white English-speaking Presbyterians can have the reverse effect on ministry for Presbyterians of minority groups. Ways must be found that will enable and encourage an ordained ministry for this part of our Church, with appropriate standards and opportunities for training.

A related challenge is for congregations, presbyteries, and national boards and committees to seek out leadership from minority group Presbyterians. If we are a pluralistic church, we must be seen to be a pluralistic church. Representatives of the minority groups who make up the membership of our congregations must be given opportunity to use their gifts on Sessions, Boards, Church School staff, leadership of Presbytery Committees and national staff.

A third challenge which is of prime importance is racism. There are sometimes overt, and blatant expressions both in the church and the community, which must be challenged directly and publicly by members of the majority group, i.e., white English-speaking Presbyterians. Perhaps the larger challenge is in the subtler forms of racism, because while minority groups may be sensitive to these expressions, the members of the majority group are often oblivious, cavalier or even unintentional participants. A racially sensitive majority group will make for a strong pluralistic church.

- Ten-week Sabbatical for ministers after serving a five-year term. This issue was a hotly debated one. Some felt that this allowance should only be applied once during a minister's tenure in a single congregation, considering the costs involved to congregations. The motion survived unqualified by this recommendation.
- Support for Long term pulpit vacancies. It was acknowledged that a growing number of congregations can either not afford or find a full-time pastor and especially in rural and remote locations, pulpit supply and sermons fall on the shoulders of congregants. Measures shall be put in place to support such congregations and their leaders in a variety of ways.
- Health of Pastors post COVID will be studied and reported on. There are currently very little data on the effect COVID had on the physical, mental, and spiritual well-being of pastors and there is a need to study this so that the PCC can respond with appropriate care and support to clergy dealing with unwelcome and unexpected consequences from COVID.

Special Committee re Petitions 1 and 2, 2021 (Miklos Szigeti and Chris Gleimius)

The 2021 General Assembly appointed the Committee to review the petitions received from the two Han-Ca presbyteries and meet with representatives of those presbyteries and others. Their purpose was to listen, reflect, and speak to the Church about matters of race, ethnicity, colonialism and whiteness. They felt the guidance of the Holy Spirit as they learned together, grew, and were broken.

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Among the voices heard was an elder who wondered what would be different this time? Would there be anything more than a nice report full of nice sounding words which produced no change? The committee's prayer was that the Holy Spirit would use the report to begin a transformation in the church.

Of the committee's 10 recommendations, amendments were proposed for 7, and an additional recommendation for funding to the Canadian Council of Churches' Forum for Intercultural Leadership and Learning was approved. Two of the amendments were for minor wording changes and extending the mandate of the committee for a further year to complete the additional work proposed, and two were to stipulate that the funding granted funding was not to reduce funding to any other program or agency. The effect of the other three amendments was to diminish or disregard the cries from the Han-Ca presbyteries; these are discussed in more detail. Two of these were defeated, and the other effectively denied and contradicted the original recommendation.

The recommendations, as approved, encompassed the following:

- An apology act and statement to the non-Euro Canadian communities within the church is to be prepared, supported by further listening to stories and gathering accounts.
 - Funding approved for counselling (\$80,000/year for five years) and mentoring (\$20,000/year for five years) and to the Canadian Council of Churches' Forum for Intercultural Leadership and Learning (\$75,000)
 - A new Office of Cross-Cultural Liaison is to be established. The committee noted that, pre-COVID, approximately 20% of Presbyterians attending worship were in non-Euro Canadian congregations. The Office's mandate is to include all matters impacted by the cross-cultural mix of the church, including church planting, polity, stewardship, International Ministries, Church Vocations, General Assembly, etc...
 - o The proposed amendment to develop a proposal to create the lesser position of Associate Secretary of Intercultural Leadership and Ministry was defeated.
 - Membership on Standing Committees of the Assembly are to be representative of the ethnic and cultural mix of the denomination as an aspirational goal, and the Nominating Committee is to achieve this representation over the next three years.
 - A course in Inter-cultural Studies at theological colleges, and workshops to all presbyteries in cross-cultural awareness are to be implemented by Ministry and Church Vocations in consultation with the colleges and members of the special committee, reporting back to the General Assembly on progress in 2023 and 2024.
 - o The proposed amendment, not to implement inter-cultural courses and workshops, but to use the resources of the Canadian Council of Churches' Forum for Intercultural Leadership and Learning to support and develop leadership, tools and skills for faithful ministry in diverse contexts, was defeated.
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- Intentional associations for connecting and support are to be explored and their practicality and usefulness evaluated, to support the needs of clergy and congregations. Such associations would have no polity or accountability role, and would be intended for mutual support.
- Recommendation SCP-009: Balancing both definitions of marriage. The committee heard many voices reflecting on the implications of the remits. If the two definitions of marriage are to co-exist, a balance is required, no matter how difficult or awkward, to provide a space and belonging within a community of mutual respect. The original (defeated) proposal was to ensure this balance and respect for both definitions of marriage in:
 - o all correspondence sent to congregations sessions presbyteries and synods
 - o the delivery of resources and workshops, and
 - o membership of boards and committees of the church.

The approved amendment denied this request for balance and representation, and merely made a provision to “ensure that people are not excluded from serving based on their theological conviction of either definition of marriage”

The approved amendment to SCP-009 demonstrated the unwillingness to recognise the reality in ethnic, mainly first-generation presbyteries and congregations. Remits B and C have the effect of alienating the ethnic people groups historically, culturally and theologically from the church. Ministers face an unbearable burden that makes their mission almost in vain. The Hungarian congregation within our own Presbytery, being non-English speaking Europeans from a conservative country and church, are going through the same experience as our non-Euro Canadian brothers and sisters.

The tone of the discussion on Recommendation 9 was that the denomination intends to continue moving in an "inclusive" direction. The implications of the difference in definitions of marriage are downplayed, refusing to acknowledge the disagreement on biblical anthropology, the authority and interpretation of scripture, and our teachings on sin and salvation which lie at the very heart of the gospel message. Those with a contrary opinion are being tolerated for now as a gracious concession, but the church is unwilling to hear or recognise the conflict and incompatible contradictions facing those who now experience “exclusion” due to our doctrinal changes.

Assembly Council (Richard Watson)

Interesting to note that the Assembly Council (AC) report did not come to the floor until the final day of GA.

Background - The Assembly Council is responsible for ensuring that the work of the church is carried out efficiently and effectively within the policies established by the General Assembly and coordinates the work of the national agencies of the church, having direct links with national staff and responsibility for the policies of the national office. It has final responsibility for financial matters under the authority of the General Assembly and recommends policy direction for the church to the Assembly. It is called upon

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to present a vision for the mission of the church. It is also called to affirm the work of the agencies of the church as they carry out a prophetic role for our denomination. The Principal Clerk is at the centre of all this work and responsibility.

Of first importance was the minute of appreciation for The Rev. Stephen Kendall, Principal Clerk and Secretary of Assembly Council - who is now retired after 24 years of dedicated service in this role. A minute of appreciation followed a tribute to Stephen's work and some reflections by Stephen himself. This was followed by the appointment of the Rev. Victor S.J. Kim to the position of Principal Clerk and Secretary of the Assembly Council, effective July 1, 2022. Victor was warmly introduced and welcomed by the GA. Victor graciously accepted the role with a sincere statement of dedication using his usual humour and intellectual sharpness.

Second in significance is that the 2023 Budget was not approved. The implications of this act are not particularly severe, the Assembly Council still has the mandate to carry out the work of the Church in between GA's and will presumably act in accordance to the budget presented. However, the rejection of the budget itself was presented as a statement of concern from the GA Commissioners over the ongoing deficit.

Third, regarding the practical outworking of the PCC policies on Human Sexuality (Remit B and Remit C that were adopted in 2021). Discussion on ASC -021, Voluntary Withdrawal from The Presbyterian Church in Canada was deferred until after the discussion of the ASC-022, Dealing with Overtures regarding proposed alternate governing bodies within the church. Intense debate ensued over the creation of a proposed theologically grouped Synod. The Assembly eventually adopted the original recommendation: there will be no changes to our present governance arrangement. I noted that, given the number of votes in support of considering a change to governance, a deep concern was expressed by a significant minority of commissioners. This also set the tone of the debate on Voluntary Withdrawal.

ASC-021 – on Voluntary Withdrawal – was amended and adopted as follows: *“That the proposed approach for congregations wishing to depart from The Presbyterian Church in Canada on a voluntary withdrawal basis and retain a stipulated portion of assets be approved, including determination of the value of church property that may be distributed upon withdrawal and related procedures to effect voluntary withdrawal from The Presbyterian Church in Canada, but that the time for sessions to register their intention to leave the PCC be November 1, 2022 to May 31, 2024.”*

You will have to read the report itself to get the full details of the general terms and procedures of the “proposed approach.” To summarize however, the end result for congregations wishing to pursue voluntary withdrawal is that 50 percent of the net assets of a given congregation will become available as support to the new fellowship outside The Presbyterian Church in Canada.

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Reflection - Personally, although I respect and am committed to our presbyterian polity, I found the debate on alternate governance options and voluntary withdrawal deeply concerning and draining. I long for a church that dwells on things of unity and becomes more like soothing oil on Aaron's beard, or leaves for the healing of the nations than thorns in each other's sides. I would rather not spend my time debating things like special governance structures and voluntary withdrawal. However this is and was our burden as commissioners. Having witnessed the stress and strain of debate, I also confess that the decisions arrived at are not unreasonable to my spirit. I trust God's hand was and remains at work. My hope and prayer is that regardless of a personal, a session or a congregation's position on issues like this Christ will still be able to unite us in our collective ability to share the gospel and witness God's marvelous and mighty deeds of transformation. I hope we can move forward together as brothers and sisters in Christ.

Clerks of Assembly (Chris Gleimius)

Many 2021 overtures referred to the Clerks of Assembly related to requests to establish a court system whose bounds are formed on the basis of theology, and related to requests for congregations to leave the denomination with their assets. It was submitted that these overtures would be answered by decisions taken at General Assembly on the recommendations of the Assembly Council.

Overture 40, 2021 (on procedures for an immediate vote) recommended an amendment to Book of Forms 48, increasing the required approval for a motion for an immediate vote from a simple majority to a two-thirds majority. The concern of the overture was that use of a call for immediate vote silences the opportunity of minority voices to be fully heard. The Clerks considered that, given the responsibilities of the Moderator to conduct meetings in a fair and orderly manner, there was no convincing need to amend this legislation.

Overture 2, 2022 (session oversight of adherents) raised the issue of adherents engaging in behaviour detrimental to the good order of the congregation, who are not subject to the same disciplines of the session as are members and office bearers. The Clerks drew attention to several policies that apply equally to members and adherents, such as the Policy on Sexual Abuse and Harassment, Leading with Care, the Policy of Racial Harassment and the recently adopted Policy and Procedures for Addressing Harassment in the Church, and the availability of the Clerks of Assembly and the office of Ministry and Church Vocations to advise.

Overture 8, 2019 (right to dissent). The recommendation was to remove the right to dissent for any member of the court not present, including any member who was absent due to their attendance at a higher court such as the General Assembly. The Clerks proposal was defeated, leaving the Book of Forms unchanged and leaving the right to dissent intact.

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Membership of Presbytery: the required qualification for ordained ministers to be members of a presbytery are that they be ordained ministers within the bounds, whose ministry is carried out on a minimum of a half-time basis, and the previous additional requirement of “and not as a complement to some other vocational pursuit” has been deleted. (Book of Forms 176.1)

The Guidelines regarding the Book of Forms Appendix L, Ordination and Marriage, have now received comment and the guidelines have been revised.

- The revised guidelines are now commended to sessions, congregations and presbyteries.
- Ministers and congregations are free to set wedding policies that follow either of the accepted definitions of marriage.
- In the case of a same-sex couple requesting marriage by a minister or congregation that does not host same-sex weddings, the minister or congregation are *required* to refer the couple to a minister or congregation willing to consider conducting the wedding.

This last decision has the effect that a minister who understands that same-sex sexual relations are sinful in the eyes of our Holy God, as stated in scripture, our primary standard of faith, is now required to facilitate what they consider to be a sinful action in contradiction to their own faith conviction. Liberty of conscience and action is denied in this regard.

Church Doctrine Committee (Chris Gleimius)

The committee reports works-in-progress that were not ready to be presented by this year’s General Assembly:

- Study guide for “Living in God’s Mission Today”
- Updating Preambles to Ordination Vows
- Inductions for Ruling Elders
- Unity and Diversity
- Church and State

The committee explained the need for a theological framework on gender, to be prepared with humility and care, for reporting back to a future Assembly.

Notwithstanding the reflection over the past seven years on questions of human sexuality and identity, the more recent focus on marriage, and the change in doctrine through Remits B and C, there are questions about gender that have not yet been explored. Previous reports to General Assembly have provided contemporary definitions of gender and related concepts, but there has been no significant discussion of related theological and cultural questions.

The adoption of Remit C on ordination of LGBTQI people implies an understanding of gender that is inconsistent with the underlying gender assumptions in Living Faith. The church does not have an articulated shared understanding of gender beyond what is expressed in our subordinate standards.

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Neither do we have therefore a clear or shared understanding of what types of policies, procedures, practise, and language should be conceived as inclusive.

A further complication is the affirmation of freedom of conscience and action in relation to Remit C, whereas the second and eleventh recommendations of the Rainbow Communion, adopted by General Assembly in 2021, do not acknowledge this freedom, but requires that the courts and other bodies of the church, without exception, update policies and language towards full inclusion by June 2022. The Committee suggests that some inconsistency and confusion has been introduced into the church by the adoption of these remits and recommendations.

However, the proposal for a Doctrinal Statement on Gender was amended to a directive to compile the previous reports (unspecified) in this area into a single document for church use. The Committee's conclusions regarding confusion and contradiction on the issue of gender was disregarded.

International Affairs Committee (Loraine Johnson)

This committee draws attention to international affairs and situations of injustice with a global perspective. This year the report was divided into 3 sections:

1. Global vaccine equity
2. Global food security
3. An update on the climate crisis

Presbyterians are asked to learn about the "Love My Neighbour", campaign in support of global equity. The moderator was asked to write letters to various government ministers asking that Canada be made a hub for vaccine production and that a set percentage of vaccines be donated to countries in need. Congregations are asked to find out how they can make a global impact on food security. They are also asked to advocate for governmental policies that protect the human right to food. Congregations are encouraged to amplify Canada Food Grains Banks efforts in producing more food and supporting small-scale growers. We are also asked to support the "Olive Tree Project", through the Presbyterian Church in Canada's Gifts of Change.

The update on the climate crisis focused mainly on Presbyterians writing to federally elected representatives encouraging them to make sure that Canada meets its' carbon-reduction targets. This was a well-written report with a great deal of research and effort put into it. It is too bad that it was literally the last report tabled and passed with no discussion. There are many parts of this report that would be wonderful for congregations to learn more about and take actions that could improve the world we live in.

Pension and Benefits Board (Chris Gleimius and Cal MacLeod)

Every three years the pension plan is required to file a valuation report with the Ontario pension regulator. The last valuation was filed December 31, 2019; but because of some good returns, an early

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valuation report was filed December 31 last year. In 2019 the fund was valued at 92.8% of what it should be and in 2021 it was valued at 108.1%. That I believe is why the Pension Board decided to submit a valuation report a year early. The pension fund formal valuations report as at 31 August 2021 showed that the pension plan was in a fully solvent position (on both a going concern and wind-up basis) for the first time since 2007.

Statistics were presented concerning new retirees and former members who had passed. In 2021, thirty (30) new members began to receive their pensions and another twenty (20) were added this year. The report also shared that in 2021, thirty-three (33) retirees died and two (2) active members also passed and in 2022 nine (9) members have died.

Cost of Living Increases and Contribution Reductions – The solvency surplus permitted the board to offer a cost of living increase to pensions, and reduce pension plan contribution rates. Because retirees have not received any increase for a number of years, the increase will be scaled to provide bigger increases to those who have been receiving pensions for a longer period of time. Increases range from 6.1% for pensions with a start date of January 2008 or earlier, down to 0.8% for those whose pensions started between Feb 2021 and Jan 2022.

Effective January 1, 2023, the member pension contribution rate will be reduced to 7.5 percent of pensionable income, the pension plan congregational assessment rate will be reduced to 4.0 percent of dollar base and the employer contribution rate be reduced to 10.5 percent of pensionable income.

In response to an overture, mental health benefits have been increased from \$300 per benefit year to \$700, and the list of approved practitioners has been expanded to include registered clinical counsellors, marriage and family therapists, psychotherapists and psychoanalysts.

Communication - The Pension Board uses emails, print and our webpage to communicate with its members. They have begun to use social media as another means of communication with the intention of reaching all demographics of our membership. In addition, a new resource for treasurers has been produced: "The Treasurers Guide to Pension and Benefits". This and other resources are available through the pensions and benefits section of the PCC website.

Church History Committee (Laurel Gorman)

The Committee on history was established on June 21, 1879. It believes in the importance of preserving Presbyterian history across Canada and encourages congregations to care for their records such as microfilming, and otherwise preserving our books, records, and artifacts. One of their projects is the Oral and Visual History Project.

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Seeking accuracy in our recorded history, Recommendation 001, referring to the liberty of conscience relating to the ordination of women in 1966, which was granted and later revoked, is erroneous. The GA voted to refer this back to the Committee for further clarification.

Congregations are encouraged to celebrate Heritage Sunday on February 19, 2023.

The 2022 winners of two history prizes were recognized.

A PRESBYTERIAN REQUIEM – A. Donald MacLeod

A SACRAMENTAL VISION OF THE WORLD – Kenneth Post

Congregations and individuals are encouraged to contribute to the Presbyterian Church Heritage Centre's – Our New Home Campaign – over the next two years. They plan to open in late 2023.

A moment of recognition for the clergy and workers who have retired in 2021 was taken with thanks for their faithful service.

HUMMINGBIRD MINISTRIES COUNCIL REPORT

The report was presented by Paddy Eastwood.

All motions, unless otherwise noted, were moved by Paddy Eastwood, seconded by Cal MacLeod.

Hummingbird Ministries Council met June 3rd.

We were saddened to hear of the death of Mary's sister on June 5th. Mary has traveled to be with her family in this time of sorrow. Our prayers are with Mary and her family. The June/July plans may need to be adjusted because of this death. Her brother has also been very ill and Mary has been advocating for his health care.

Rev. Mary Fontaine has provided care for the Indigenous community with food and gas cards, prayers, and presence. She has been working hard as convenor of the Special Committee of General Assembly on Racism, as well as the National Indigenous Ministries. She will be a resource person attending General Assembly.

June 21 - the date of Presbytery- is the National Indigenous Peoples Day being celebrated across Canada. We urge the church to acknowledge the land upon which we worship before every worship service as the unceded territory of the Coast Salish people. We encourage the presbytery to mark this day with a prayer for further healing between Indigenous People and the settler nations, and in particular the church.

Film Project:

Rev. Mary Fontaine and her filming assistant Sheldon Tan, traveled to Edmonton, Alta. and Mistawasis, Sask. to interview 6 elders before Mary got sick and needed to be quarantined. We are thankful for the Star of the North Catholic Retreat community in St. Albert and Sheldon for their care for Mary during this time.

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The plan is to visit five Nis'gaa communities: New Aiyansh, Canyon City, Greenville, Kincolith, and Nass Camp in June or July. We plan on shifting some of the funds from unused programs (due to Covid) to this project and this has been permitted by the funder (Canadian Ministries).

Canadian Ministries has invited Hummingbird Ministries to apply for the annual grant of \$67,000 for 2023. Due date is October 1, 2022. Hummingbird needs Presbytery's permission to apply for this grant at the June 21st meeting.

Recommendation: That Presbytery grant permission for Hummingbird Ministries to apply for the annual grant of \$67,000 for 2023 from Canadian Ministries.

CARRIED

Upcoming Events:

June 22: Eagles Rising Indigenous/Chinese Reconciliation event with the Chinese community in Vancouver. Dancers will hopefully be prepared to participate.

September 30 - The National Day of Truth and Reconciliation

We encourage people to wear orange. We will offer a meditative walk on that day for Presbytery. Time and location TBA.

October 15th - Synod of BC - Walk in harmony offered as part of Synod.

November 4-5 Peace through the Arts Festival, in partnership with Gilmore Park United. Because Cheryl Bird is not able to perform, we are seeking an artist/musician or group to help with the fundraising on Friday or Saturday.

December 10 - Christmas Party at Richmond Presbyterian

Respectfully Submitted

Laurie McKay - Co-Convenor

The moderator offered prayers for Mary Fontaine during this time.

It was duly moved and seconded that the report be adopted

CARRIED

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STUDENT SUPPORT & CERTIFICATION COMMITTEE REPORT (SSC)

The report was presented by Brian Fraser, SSC Committee Convener.

All motions, unless otherwise noted, were moved by Brian Fraser, seconded by Cal MacLeod.

Your committee met on Zoom on Mon, June 13, to interview Afonso Henrique Teixeira Magalhaes Issa for certification for study for ministry in The Presbyterian Church in Canada on recommendation of the Session of Kerrisdale Presbyterian Church.

Afonso comes to Canada from Brazil. He is married with four children. Both he and his wife are trained as medical doctors. Afonso has a special interest in family medicine and his wife, Louinne, in general surgery and emergency care. A focus on multi-dimensional family health is a seminal interest for Afonso as he discerns his calling in ministry.

Afonso's early formation in the Christian faith was shaped by Pentecostal and Presbyterian influences in Brazil. They seeded within him a passion for evangelism, for cultivating new churches/worshiping communities, and for structures of support and accountability that encourage the collegiality of the Presbyterian tradition. He is currently applying his gifts for these passions with Around the Well, an intercultural ministry at UBC being done with Kerrisdale. Its vision is "building community through welcoming mutually transforming relationships."

It is in cultivating those relationships that Afonso believes people will find the hope and healing offered by Jesus Christ and his gospel message. He is convinced that the experiences of his Pentecostal background need to be informed by the theological insights of his Presbyterian roots. Further, he finds the theological breadth of The Presbyterian Church in Canada more conducive to evangelism than the dogmatism of much of Brazilian Presbyterianism.

Afonso plans another three years of study to complete his MDiv and enter the ministry of The Presbyterian Church in Canada. He is discerning what shape that ministry might take – full-time ordained ministry, a lay ministry while he practices as a doctor, or some bi-vocational configuration. He appreciates the networks within which that ongoing discernment can take place – congregation, new church plant, college, and presbytery.

It was a thoughtful and engaging interview. We tried an experiment that we will evaluate at our next committee meeting. We invited a representative from the recommending congregation, in this case Susan Stacey, Kerrisdale's Clerk of Session, to participate. Our intent was to expand the ways we can nurture the cooperation among congregation, college, and court that we envision in our Standing Orders. We will inform the court of our assessment of this innovation in our next report.

Recommendation:

Martin Baxter (clerk)

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That Afonso Henrique Teixeira Magalhaes Issa be certified as a candidate for ministry in The Presbyterian Church in Canada.

CARRIED

For the information of the court, we append the current version of the questions we are using to guide our conversations, along with the introduction. We welcome any comments or suggestions from any of the members of the court.

These suggested questions were derived from the longer list of questions in Appendix J in the Canadian Presbyterian Book of Forms (2021) and from the Standing Orders of the Presbytery of Westminster. We strongly suggest that candidates being interviewed read or review the questions presented at Services of Ordination in the Book of Forms as well. They can be found under Standards and Subscription in Sections 444-451. These give you a pretty clear picture of how The Presbyterian Church in Canada hopes you will contribute your gifts to the missioning of the church and the kind of support you can expect from your colleagues in Christ.

1. Tell us about the three most formative influences on your sense of call to ministry and how they have focused your attention in your preparation to this point.
2. What are the three most promising possibilities you see the church having as it seeks to be an ambassador of God's forgiving and reconciling love for the world (2 Cor 5:19-21)?
3. What are the three most critical challenges you see the church facing today that are barriers to being better ambassadors?
4. What are the three most significant gifts you can contribute to the church's missioning?
5. What kinds of support will enable you to offer those gifts most powerfully?
6. What is your current formulation of your theology of missioning and ministry and how do you see it aligned with the Canadian Presbyterian tradition from and for which you will be innovating?
7. What questions do you have for us?

It was duly moved and seconded that the report be adopted

CARRIED

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CAMP DOUGLAS COMMITTEE REPORT

The report was presented by Dale Woods.

Adapted from a Strategic Way Forward report to the CD Committee by the PMV Dale Woods

There is a saying: “If you want a strong forest, you have to look after the seedlings.” In other words, a strong church needs to look after its youth. While congregations offer a variety of ministries to children, youth and young people, it is difficult for any congregation to duplicate the experience of an immersive Christian camp. As more and more congregations age, it becomes increasingly difficult to provide ministries for children, youth, and young people. This report seeks to highlight the important role that Camp Douglas can play within the Presbytery of Westminster and beyond.

The camp was started in the late 1940’s for the purpose of providing a “Christ-centered program ... where the camper is enabled to develop recreational, educational and social skills, and to know Christ as Savior and Friend”.^[1] Camp Douglas also served congregations by providing space for congregational retreats and other similar activities.

This report is the current Camp Committee’s attempt to articulate the ministry of Camp Douglas today and into the future.

A. Camp Douglas Purpose:

Camp Douglas exists to support children, youth and young adults in becoming all that God intends them to be—gifted, joyful, thankful, and blessed. This support is best provided by Camp Douglas:

- within a caring Christian community where life-long friendships can be developed,
- where relationships with Jesus Christ are cultivated,
- and the guidance of the Holy Spirit is recognized,
- in a setting that inspires wonder for the beauty of nature and its Creator
- with opportunities to engage in learning, meaningful worship, and safe, adventuresome activities,
- that result in personal growth and recognition of each one’s unique contribution to God’s world.

In addition to this primary purpose, the camp also offers its facilities for retreat settings for congregations and others when not being used for its camping ministry.

God’s richest blessing comes to us through the gift of Christ’s redeeming love and we at Camp Douglas seek to be ambassadors of that gift.

B. Core Values – The People of Camp Douglas are:

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- **Ambassadors** - we value being an **authentic and compassionate Christian witness** to God's love in Jesus Christ, through the power of the Holy Spirit.
- **Architects** - we are intentional builders of a **safe dynamic Christian community** where deep friendships are formed, the unique contributions of others are welcomed, and people feel free to be who they are.
- **Encouragers** - we celebrate **the value and worth of every person**. We have a genuine joy in working with and walking alongside children, youth and young adults as they come to an increasing awareness of their own worth, the love of God in Jesus Christ, and the gifts which God has given them for the common good.
- **Explorers** - we value **the wonder and experience of God's Creation** and how such wonder allows children and youth to grow in their sense of freedom, trust and creativity as they face challenges and experience accomplishment.

C. Common Values – As part of the Christian camping movement Camp Douglas values:

- Safety of staff and campers
- Financial accessibility for all campers
- Discipleship and leadership training for staff and campers
- Accountability – both within the structure of our ministry, denomination, presbytery and the BC Camping Association
- Striving for excellence in qualifications and training for all staff
- Integrity, honesty, and good stewardship of resources
- Appreciation for the broader network of the church that shares in a ministry to children, youth, and young adults
- Challenge by choice – participants are offered opportunity for new adventures that challenge their skills and experiences, with the full safety of knowing that engaging in challenge is always a choice made only by the participant, with no shame or fear in declining to participate
- Community building and stability through tradition and healthy routines for campers and staff

D. How will the Camp Douglas ministry flourish in the coming years?

Three Strategic Anchors are essential for the strength and growth of the Camp Douglas ministry:

- **Building** authentic, relevant, and dynamic **Christian community** for children, youth, and young adults
- Providing an impactful and memorable immersive **camping experience in a natural setting**
- **Fostering a network of relationships** within the Presbytery of Westminster and beyond for the good of Christ's church

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E. What is most important right now?

If we only accomplish one thing in the next twelve months, what would it be? What is preventing us from achieving this goal? This is where the committee will spend its time, energy, and resources.

At the present time, the camp only has the leadership resources to oversee the present programs, and even at that, the leadership resources are stretched. The goal has been to try to maintain the camp as it is. To thrive, the camp will require the leadership necessary to fulfill its potential, beyond maintaining what is. Much was said about vision and planning, but vision and planning are primary tasks of leadership. They do not happen in a vacuum and they require time and energy. Without sufficient leadership, there is little chance that the required vision and planning, along with effectively communicating that vision will be achieved. The present time allotted to leadership means that there is not sufficient time for planning, expanding, or new initiatives. Without more investment in leadership, the camp cannot advance. It can only maintain what is. This leadership would have primary responsibility in considering ways to advance the mission of the camp over the next three years.

Assuming the camp could find the resources, its number one goal would be to build leadership capacity in addition to summer leadership with a full-time Executive Director and a part-time Summer Director.

The leadership role of the Executive Director would be to:

a. Build connections - Establish an intentional and ongoing strategy for maintaining and growing the connection with various stakeholders and strategic partners within the Presbytery of Westminster and the broader church by promoting a clear, consistent, and compelling vision that gathers support and momentum for the present and future building of the camp.

b. Expand the program - The experience and benefits of being part of an authentic and caring Christian community do not end when camp ends. It has longer term benefits and one question for the camp is how to increase these benefits for campers year-round. It means extending the ministry of the camp from offering an 'experience' to using that experience as the foundation to develop leaders in the church and beyond.

c. Develop a Youth Ministry Hub - Within the Presbytery of Westminster and the Synod of BC, there is need for resourcing of presbyteries, congregations, communities and individuals in the area of youth and young adult ministry. By gathering and developing resources and by equipping others for fruitful ministry with youth and young adults, Camp Douglas may become a leader in youth ministry. Some examples of Youth Ministry Hub endeavours are:

- a yearly youth-led forum for open discussion of the spiritual realities of young people

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- educational and training events for presbyteries and synod
- vocational discernment retreats and resources
- local day retreats and longer regional retreats for youth spiritual formation

In conclusion

Highlighting the priority of expanded leadership does not mean that there are not other ongoing tasks that need to be accomplished. Planning programs, maintaining facilities, ensuring safety requirements are met are all important. But on their own, they cannot take the camp to a new level.

Significant resources have been entrusted to the Camp Douglas ministry already. With generous gifts such as that from the late Patricia Boyd from West Vancouver PC, the camp has accumulated upwards of \$ 375,000 for furtherance of Christ's ministry with children, youth and young adults. With the previously promised \$ 200,000 and perhaps more pledged to the ministry of Camp Douglas by the Westminster Presbytery, Camp Douglas is poised to carry out God's mission of equipping Christian leaders for the world.

Significant relationships are being forged in the active use of Camp Douglas as a ministry site for St. Andrew's Hall / Vancouver School of Theology students for the ministry and in the expressed intent of our out-going Camp Director to liaise with the Vancouver Island Presbytery on Camp Douglas's behalf. We hope to be in conversation with Westminster Presbytery's Community Engagement Committee as we look at the concern for ministry among Generation Z people.

Coming out of the pandemic our registration numbers are strong, our staff and volunteer engagement is excellent and the families we've serve for years are thirsty for camping experiences.

Our Camp Committee members are committed to giving time, energy, prayer and service to this ministry. We have a wide range of experienced and wise members who together form an excellent team for discerning and steering the overall vision of the ministry.

These strengths mean that Camp Douglas is far from a waning institution struggling to stay afloat. It is a dynamic Christ-centered movement ripe for expanding its opportunities for Christian witness and disciple-making.

For these gifts we thank God!

On behalf of the Camp Committee, Rebecca Simpson Convener

[1] Iris Ford, The Camp Douglas Legacy, page k, from Camp Committee minutes.

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COMMUNITY ENGAGEMENT COMMITTEE REPORT

Community Engagement Committee
Report to June 21, 2022 meeting of Presbytery

Grant applications – none

Proposal for Ministry among Generation Z

We have begun conversations with SLC and Presbyter for Mission and Vision. We shall have more to report at a future meeting.

Items for which we are awaiting further information:

1. Follow-up to the GLI webinar
2. Use of church property resources to assist with the affordable Housing crisis

Climate Crisis and the Trans-Mountain Pipeline project:

Janette McIntosh and her colleagues were invited to tell their story on a workshop presented by Kairos and it was well received.

Consultation/collaboration with Hummingbird Ministries

We have not yet followed up on this matter, partly because of pandemic issues and health/family matters experienced by the HM staff. We shall make this a priority in the fall.

Respectfully submitted
Glen Davis

Installation of New Moderator

Rev. Laurie McKay joined the presbytery meeting via ZOOM.

The outgoing moderator addressed the presbytery:

Members of the Presbytery of Westminster: having elected **Rev. Laurie McKay** to be your Moderator for the term beginning today, do you promise to accept her authority in the office of Moderator, cooperate with her in conducting the business of this court, and support her in your prayers?

We do.

The moderator addressed the moderator-elect saying:

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Laurie, do you, with a free mind and heart,
accept the responsibility of office to which this court now calls you?
I do, God being my helper.

Do you promise to uphold the standards and doctrine of The Presbyterian Church in Canada?
I do, God being my helper.

Will you, in dependence on Christ who stooped to wash his servants' feet,
seek to rule with the same mind that was in him?
I will, God being my helper.

The Moderator led the presbytery in prayer.

Sovereign God; you have called your church into being
and have appointed men and women to positions of responsibility, authority and service.
We thank you for your servant **Laurie** who now enters upon this term as Moderator of the Presbytery of
Westminster. Sustain her, we pray, in health, wisdom and peace,
that her life and work may be a gift of grace to this Court and your church in the world.
These prayers we offer in the name of our Lord Jesus Christ,
to whom, with you and the Holy Spirit, be all praise and glory. **Amen.**

The Moderator then made the following declaration,

Rev. Laurie McKay, in the name of our Lord Jesus Christ,
the only King and Head of the church,
and by the authority of the Presbytery of Westminster,
I install you as Moderator of this court
and transmit to you all the obligations and authority that belong to the office.

On behalf of all members of this court, I give you the right hand of fellowship.

The grace of the Lord Jesus Christ be with you.
Amen.

Laurie McKay was introduced as our new moderator and she thanked Isabel Evans for her service, as moderator,
over the past year.

It was moved by Miklos Szigeti, seconded by Bernie Skelding to adjourn the meeting.

CARRIED

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The Moderator asked the court to stand, and announced when the Presbytery would next meet.

- Presbytery of Westminster will meet on August 21, 2022, 2:30pm, St. Andrew's & St. Stephen's Presbyterian Church, for the ordination of Daniel Martinez, as a Minister of Word & Sacraments within The PCC.
- The next regular scheduled meeting of presbytery is September 20, 2022, 7:00 pm, St. Andrew's Hall. (Dinner at 6:00 p.m.) Worship will be led by the Moderator, Rev. Laurie McKay

The Moderator offered a closing prayer.

The Moderator closed the court with a benediction at 9:36pm.

Appendix A

THE PRESBYTERY OF WESTMINSTER STANDING ORDERS June 21 2022

STATED MEETINGS AND SERVICES

Any of these standing orders can be set aside temporarily for a specific purpose with a 75% vote of the Court.

Due to the ongoing CoVid-19 pandemic our proposed schedule of meetings, under items A, B, and C below, is on hold until further notice.

The schedule of Presbytery meetings and in what format they will take will be at the discretion of the Admin Cte.

- A. Regular meetings shall normally be held on the first Tuesday of each month except January, June and September (3rd Tuesday), July, August, and October (no regular meeting) but request permission of the Synod of BC to meet at Synod when that Court is not in session in order to deal with any genuinely urgent matters, or as otherwise directed by the Court. (Nov 2015 p. 7445)*
- B. The January, April and December meetings shall be held in a church decided upon by the Court at its December meeting.*
- C. Normally the March, May, June, September and November meetings shall be preceded by a supper. The Moderator celebrates communion at the September meeting. It is hoped that various*

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congregations within the bounds of the Presbytery will extend invitations to the Court for these supper meetings. When no invitation is forthcoming, the Court shall meet in the Church decided upon in b. above.

- D. The time of the meeting shall normally be 7:00 p.m. When there is a supper, it shall be at 6:00 pm. A time for worship shall be provided from 7:00-7:30 p.m. before each regular meeting of the court. The hours of meeting may be extended from the usual 10:00 p.m. to 10:30 p.m. if required. (Sept 2011)
- E. The Moderator shall be elected at the May meeting.
- F. At the June meeting, Presbytery shall formally install the new Moderator, shall receive reports from the Commissioners to General Assembly, and shall appoint its Standing Committees for the coming year. Appointments shall be effective as of the conclusion of the June meeting.
- G. Procedures and rules of debate per sections 33 to 64 inclusive of the Book of Forms shall be followed at all regular meetings.
- H. Diligent attendance at meetings is expected from all Presbyters; and as it is the duty of the Clerk to inform members of the Court of the place, date and time of the meetings, so it is the duty of the Representative Elder to inform his/her alternate when he/she is unable to be present. Regrets for non-attendance shall be recorded only when they are submitted to the Clerk in writing, or when otherwise ordered by the Court. (Members of the Presbytery are not to be absent from, or leave a sederunt without good and sufficient reasons, and only after receiving the Court's permission.)
- I. That all committees of Presbytery as well as the Administrative Committee consider whether the report and work of Presbytery can be efficiently and appropriately accomplished by one of the following practices:
 - 1. Consent agenda: committees make a motion that certain items in their report be voted on by Presbytery without debate in an omnibus motion at the beginning of their report, with the inclusion of full information about the matter in the report itself. Any consent agenda item can be removed and thus be subject to regular rules of debate by the request of any presbyter. Committees are encouraged to use this practice as extensively as is appropriate for the work to be done.
 - 2. Committee Fair: The practice of a Committee Fair allows committees of Presbytery to present ideas and information concerning upcoming motions that would be presented at a later Presbytery meeting or ideas that are in the development stage within the

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committee's discussions. The goals of the Committee Fair model are to share information and receive feedback for further consideration by the committees.

3. Small Group Discussion: Presbytery as a whole breaks into small groups to discuss an agenda item set by Administrative Committee on recommendation of one of the Presbytery committees. The goals of Small Group Discussions are to promote free expression of ideas, encourage everyone to speak, and they may also be used to record feedback to give to the committee recommending the small group discussion.
- J. Given that the Administrative Committee of presbytery meets on the Wednesdays before regular meetings of presbytery, that any item for discussion at the presbytery must be submitted for consideration by the Administrative Committee and placed on the docket, either through the pertinent committee or as a new item of business, and that submission of items for the docket which are not already included in committee reports must be received by the Administrative Committee through Clerk of Presbytery by the end of the day on the Tuesday prior to the Wednesday Administrative Committee meetings. Emergent matters must be presented to the presbytery at the time of the consideration of the Docket and must receive 2/3rd majority support of the presbytery in order to be considered at that meeting.
- K. Power to Issue: given that occasionally a committee or other group within presbytery may be granted power to issue on matters, that there be an obligation for the committee or group granted that power to issue to report to presbytery at the next meeting on any decisions that have been taken with respect to the power to issue granted them. (Sept 2020)

COMMITTEES of PRESBYTERY

COMMITTEE MEMBERSHIP IN GENERAL

- Committee make up should reflect an attempt to balance teaching and ruling elders as far as possible.
- We encourage committees to seek appropriate gifts from within the broad range of gifts represented in our congregations
- Any member or adherent from our congregations can serve on a committee, but only presbyters may report to the presbytery and speak to motions at presbytery
- We encourage all presbyters, ministers and elders alike, to contribute as fully as possible to the collective work of the presbytery

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INSTRUCTIONS TO COMMITTEES

- A. The Presbytery committees shall hold stated meetings normally in the week prior to the meeting of Presbytery. The Administrative Committee shall normally meet within the week before the Presbytery meeting at a regular time as determined annually by the Committee;
- B. Committees shall, when time permits, concern themselves with research and development. Committees requiring longer periods of time to introduce study material to the Court may do so by giving notice of time required on the docket to the Administrative Committee;
- C. All committees shall present written reports to the Administrative Committee for the convenience of Presbytery and for the purpose of allocating time on the docket. Major reports or reports which the committee presenting expects to generate considerable discussion should normally be received at one meeting and tabled for discussion at a subsequent meeting.
- D. When a member of the Court or any of its committees desires to become involved in a contractual professional relationship through or with the Court, such an individual may maintain the right of membership in the Court or on any of its committees, but must withdraw from any discussions pertaining to this contractual relationship or voting thereon, and their absence from that portion of the meeting be noted in the Minutes.
- E. When a committee or individual is given “power to issue” they shall inform the Clerk of Presbytery within twenty-four (24) hours what action has been taken so that the clerk may write letters of notification, where appropriate, on behalf of the Presbytery.

The following standing committees shall be appointed at the June meeting (unless otherwise noted):

ADMINISTRATIVE COMMITTEE

- A. Membership
 - I. Moderator, Clerk and Conveners of the other Standing Committees of the Presbytery
 - II. The Treasurer will be consulted as required, but doesn't need to be a member of the committee
 - III. All committees of Presbytery other than the Administrative Committee should seek a balance of clergy and lay people as members of the committee
 - IV. Any committee of Presbytery may choose to add others to their membership drawn from the Appendix to the Roll or from members of congregations within the Presbytery
 - B. Coordinating responsibilities
 - I. Plan and coordinate Presbytery meetings
-

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- II. Deal with correspondence, remits, referrals, memorial minutes, publicity
 - III. Annual orientation of new members of Presbytery
- C. Rolls and Records responsibilities
- I. Examine the rolls and records of congregations on an ongoing basis
- D. Nominating responsibilities
- I. Bring forward nominations for standing committees at the May meeting of the Court
 - II. Bring forth nominations for Camp Douglas Trustees at the June meeting of the Court
 - III. Name ad hoc committees, i.e. Church Doctrine, as necessary for specific tasks
- E. The Admin Committee will also prepare and present an annual draft budget.

MINISTRY COMMITTEE

- A. Up to 10 people
- B. Review and present recommendations regarding Calls to ministers or diaconal ministers.
- C. Provide pastoral care of professional church workers as required
- D. Review and approve study leave requests
- E. Administer counselling fund to assist all full-time professional church workers and/or family members to obtain appropriate counselling when needed
 - I. The fund is to be maintained annually at \$4000.00;
 - II. Full time professional church worker, spouse or dependent family member may approach the convener or vice-convener of the Committee for financial assistance towards the costs of counselling with a qualified counsellor at \$500 per full time professional church worker and \$300.00 per family member
- F. Provide support and resources for youth ministry, including the biennial Canada Youth conferences
- G. Provide personnel leadership, i.e. Interim Moderators, Stated Supply and inform the Presbytery regarding these ministries

VISITATION COMMITTEE

- A. Membership of up to 8 people, but able to co-opt others from the presbytery and congregations for visitation teams as needed

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- B.** Coordinate congregational visitations at least every 3 years, including a first year visit after a new ministry begins, and/or as requested by Presbytery or a congregation
- C.** Conduct exit interviews after the retirement or resignation of a minister
- D.** Use the resources in Appendix 3 as a guide for the visitation and reporting back to presbytery

STUDENT SUPPORT AND CERTIFICATION COMMITTEE

- A.** Membership of up to 8 people
 - B.** Support, advise, and examine students interested in and/or preparing for the Ministry of Word and Sacraments and for the Order of Diaconal Ministries in The Presbyterian Church in Canada. The committee might also, from time to time, provide support and supervision for students taking courses for other forms of service in the mission of the church of Jesus Christ;
 - C.** Coordinate the cooperation of the various courts and agencies of the church in providing the best formation for ministry possible including matters concerning candidates for reception into the denomination
 - D.** Offer ongoing guidance and mentoring of the students as they navigate the process;
 - E.** Keep up-to-date files on the progress and evaluations of each student until they are certified for ordination or withdraw from the process;
 - F.** Enhance the alignment of the support that comes from the Session that recommended the student, the college personnel responsible for denominational formation, the congregations where the student is involved, and the Ministry and Church Vocation personnel who offer the Guidance Conference;
 - G.** Meet 2-3 times a year with the students to ensure a supportive supervision from the time of initial certification for study to their final certification for ordination;
 - H.** Explore with the students, in an initial meeting or two, the Ordination Services of The Presbyterian Church in Canada and sections on church and ministry in Living Faith as a way of orienting the students to the denomination's expectations of its leadership, of deepening their sense of their calling, and of supporting them in determining the best ways of using the resources of the colleges to align their particular gifts with that calling;
 - I.** Ensure that students, as they move through the process, are supported in meeting the denomination's requirements as detailed in the Book of Forms, viz:
 - I.** be recommended by a Session;
 - II.** provide details about his/her background and reasons for seeking certification;
 - III.** be available for all the appropriate interviews throughout the process;
 - IV.** be advised of the proper process should certification be denied or revoked, or lapse;
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- V. be advised that no examination for certification for ordination will happen until all the requirements outlined in a-d are completed to the satisfaction of the Student Support and Certification Committee and the Presbytery;
- J. Ensure that the Presbytery not cede its right to certify candidates for ordination to any other Presbytery until after it has determined, in consultation with all the courts and agencies involved in formation and evaluation, that the student is fit for ministry;
- K. In preparation for its final examination for certification for ordination, the committee will receive from the student:
 - I. A copy of the major paper that they enjoyed most;
 - II. A copy of their major paper on the theology and practice of ministry;
 - III. A sermon script;
 - IV. A letter from the Principal of the college to confirm its final decision that the student is fit for ministry within The Presbyterian Church in Canada.

ETHICS AND CARE COMMITTEE

- A. Membership of up to 6 people
- B. Responsible for the implementation and review of the Leading with Care Policy of The Presbyterian Church in Canada
- C. Responsible for the implementation of the Policy of The Presbyterian Church in Canada for Dealing with Sexual Abuse and Sexual Harassment
- D. Responsible for the implementation of the Policy of The Presbyterian Church in Canada for Dealing with Allegations of Racial Harassment
- E. Arrange Broken Boundaries workshops and Leading with Care workshops at least every other year; and as time allows will provide other education events in relation to “Growing in Christ: Seeing the image of God in our neighbour” and other topics related to the respect and care of persons

STRATEGY AND LEADERSHIP COMMITTEE

Encompassing the work of Strategic Planning, Property and Finance and will be the committee to which the Presbyter for Mission and Vision (PMV) will report.

- A. Membership
-

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- I. Up to 10 people, including the Presbyter for Mission and Vision and Treasurer of Presbytery, ex officio
- B. Strategic Planning responsibilities**
- I. Keep the vision, goals, direction of the Presbytery always before the Court
 - II. This committee will also oversee the work of the Presbyter for Mission and Vision who will be a member and report through this committee
- C. Work collaboratively with the Presbyter for Mission and Vision around the following areas:**
- I. Provide leadership in helping catalyze and support new and existing congregations within Presbytery to be healthy and flourishing
 - II. Support specialized ministries within Presbytery to focus their mission and priorities to enhance their vitality
 - III. Stress leadership development to assist present leadership to address the adaptive changes needed in our Presbytery and to encourage future leaders within our Presbytery
 - IV. Present to Presbytery goals, priorities, educational opportunities and experiential models that will assist congregations and specialized ministries as they undertake change to be more faithful and fruitful in their ministries
 - V. Determine a sensible way to free up resources to advance the vision and mission of the Presbytery and its strategic priorities

Property and Finance responsibilities

a. Stewardship of Real Estate

- i. Any proposed transaction involving the improvement, amendment, transfer, encumbrance or title of real estate held by a congregation, specialized ministry, or Presbytery, if either the legal status is changed or its cost exceeds of the greater of (i) \$20,000 and (ii) an amount equal to 10% of the annual operating budget of the congregation, specialized ministry or Presbytery shall be submitted to the committee for its review, and shall include regardless any:
- ii. real estate being bought, sold, or otherwise transferred (to arm's length persons or to related legal entities)

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- iii. indebtedness incurred by a congregation, specialized ministry, or Presbytery, if such indebtedness is secured by or otherwise encumbers its real estate
 - iv. leasing of all or a portion of a property or building or manse for a period that could exceed two years
 - v. a property transaction, a building program, or a project involving substantive structural changes or additions to a church building or manse if its cost exceeds of the greater of (i) \$20,000 and (ii) an amount equal to 10% of the annual operating budget of the congregation, specialized ministry or Presbytery
 - vi. A level of oversight and reporting on all real estate held by a congregation, specialized ministry, or Presbytery shall be exercised by the committee in a manner determined by the committee from time to time, including ensuring adequate insurance is maintained for properties and buildings and their use by congregations, minister(s), staff and others using the building
 - vii. Obtaining reports on all leases of properties that extend for more than six months
 - viii. Obtaining satisfactory evidence that a manse, at the time of a vacancy and periodically thereafter or upon a request by any person in the congregation, is suitable for the minister and any family members
- b. Stewardship of Financial Assets**
- i. Each congregation, specialized ministry and Presbytery itself is expected to achieve a positive double bottom line of both fiscal performance and prudence and positive Kingdom impact. In order to assist each congregation, specialized ministry and Presbytery with achieving this goal, the committee will:
 - ii. with respect to financial assets held by the congregation in excess of the greater of \$150,000 and six month's operational needs, whether those assets' use is restricted or not, the committee will confirm such funds are invested in The Presbyterian Church in Canada's Investment Fund or such other reputable investment portfolio that provides adequate product, industry and risk diversity and financial performance
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- iii. ensure annual balance sheets. income statements and financial notes are reviewed by certified public accountants
- iv. review all proposed loans in excess of 20% of the annual gross income, with such loans not to be advanced until committee approval is received
- v. review all proposed withdrawals of monies from invested funds in excess of the actual and deemed returns (whether interest, dividend, capital gain or otherwise) to ensure missionally important work is balanced by long term prudent financial returns, with such proposed withdrawal not to be undertaken until committee approval is received

COMMUNITY ENGAGEMENT COMMITTEE

- A. Membership, up to 15 people, free to co-opt members from congregations as deemed helpful to the make-up of the committee
 - B. Collaborate with Hummingbird Ministries Committee in furthering the work of healing and reconciliation between Indigenous and non-Indigenous peoples as a primary responsibility of this committee
 - C. Mission responsibilities
 - I. Review grant requests from congregations and ministries within the presbytery, including for aid-receiving charges: special grant/loan requests
 - II. These reviews will ensure that grant application forms are completed according to the requirements of the granting agency, and that the project/ministry is one that has potential to advance the strategic priorities and goals of the Presbytery of Westminster.
 - III. Grant requests must be received in time (at least 2 weeks prior to deadlines) for the Committee to perform due diligence prior to bringing recommendations to presbytery
 - IV. The committee will bring recommendations to presbytery regarding all grant requests
 - V. The committee will highlight the work of, and coordinate any work with, Presbyterian World Service and Development at the presbytery level
 - VI. Coordinate itineraries of missionaries on deputation work when requested by the Life and Mission Agency
 - VII. In conjunction with the Presbyter for Mission and Vision, seek to offer missional education information and opportunities as needed, including possible workshops around mission and social justice and action, or inviting speakers on appropriate topics at presbytery meetings
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- VIII. Be the contact point for congregational special ministries involved with mission for issues such as grant applications
- D. Social Justice and Action responsibilities
 - I. Making congregations aware of the mission and social justice opportunities that are presented to them within the BC context and through priorities adopted by the national church, and assisting congregations in responding faithfully to those opportunities
 - II. Encourage and equip Presbytery of Westminster congregations and ministries in local, regional, national and international partnerships, seeking to further opportunities for congregational members to engage in transformational ministries
 - III. Provide connections between congregations regarding tools, resources, models and ideas that deal with issues of social justice and mission
 - IV. Be aware and help equip congregations and ministries within the Presbytery around issues of demographic change and opportunities for inter-cultural and inter-faith connections, specifically as they relate to issues of mission and social justice
 - V. Advocate for congregations seeking to be involved in housing as a social need to which churches can and should respond, perhaps through creative re-purposing of their property, including focusing on affordable housing when feasible
- E. Aspects of the Community Engagement Committee's work will necessarily involve a high level of coordination with the Strategy and Leadership Committee and care should be taken to ensure the appropriate level of coordination.

SPECIALIZED MINISTRY – HUMMINGBIRD MINISTRIES

Hummingbird Ministries is an Indigenous healing ministry located in the lower mainland of BC. It is committed to walking with Indigenous people in their healing journeys and to promote healing and reconciliation between Indigenous people and the Church.

Hummingbird Ministries serves children, youth and adults through regular healing circles that help restore hope. The ministry instills freedom in various ways and justice for Indigenous people. It engages youth in sports and healthy alternatives, works with the community in art and celebration, and provides educational and healing workshops, Bible studies, children's art and music programs. These ministries help increase understanding of Indigenous people around issues of ministry, theology and Indigenous cultures.

Hummingbird Ministries is a ministry of the Presbytery of Westminster, reporting annually through the Hummingbird Ministries Council

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A. Membership

- I. A Council of up to 7 people, including the Director of Hummingbird Ministries
- II. The Council will bring nominations for Council members annually at the AGM normally held during the March meetings of Presbytery

SPECIALIZED MINISTRY – CAMP DOUGLAS

Camp Douglas is a ministry of the Presbytery of Westminster, reporting annually through the Camp Douglas Committee

A. Membership

- I. Up to 9 people, including the Director(s) of Camp Douglas
 - II. 5 members of the Presbytery, including 2 ministers, and 4 non-presbyters (Mar 2015 p. 7546)
 - III. The Camp Committee will bring nominations for Committee members annually at the June meeting of Presbytery
- B.** This Committee shall be responsible for the operation, maintenance, development, and program of Camp Douglas and such other matters as the Court may from time to time designate to it.
- C.** The Executive shall also be responsible for securing the assistance of other interested persons from various congregations to promote Camp Douglas and the camping ministry of the Westminster Presbytery.

PASTORAL CARE OF CONGREGATIONS

Regular Visitations

- I. That four Visitation Teams (each one including at least one ruling elder and one minister) be appointed for the period of one year, to conduct regular visitations to the congregations within our bounds. (Dec 2012)
- II. That the purpose of a regular visitation be "to promote the well-being of congregations by providing regular pastoral care, support, encouragement, and guidance in their ministries."
- III. That reports from congregational visits by Presbytery be received by the Visitation Committee as specified in APPENDIX 3, Visitation Protocol as adopted at the November 2015 meeting of the Presbytery, or, at the latest, by its May meeting of each year. (Nov 2015)

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- IV. That Visitation Teams follow the Visitation Protocol (APPENDIX 3 Visitation Package) as adopted at the November 2015 meeting of the Presbytery. (Available from the Ministry Committee. (May 2016)
- V. The Visitation Committee arrange Exit Interviews with Ministers and Sessions at the transition of a Minister from a congregation

Procedures to be followed in resolving issues of conflict within congregations

- I. It being understood that only when conflicts are properly brought before Presbytery do these procedures apply.
 - II. Either party or parties, who are the constituent members of the Presbytery, should approach Presbytery, by letter, with the understanding that all communication to/from Presbytery will be shared with all parties involved; and such correspondence can be sent to a specific committee that is delegated or assigned to oversee matters of this nature. Where congregational well-being is affected, correspondence must be submitted through the session to Presbytery, and vice versa.
 - III. Upon receipt of such a letter(s), the Clerk of Presbytery should refer the matter immediately to the Ministry Committee, or the appropriate Standing Committee.
 - IV. Upon receiving the reference from the Clerk of Presbytery, the said Standing Committee is urged to take the following action:
 - V. An Ad Hoc Committee be appointed immediately to study and research the issue, determine the nature of the conflict, and make every effort to resolve the issue. If resolution cannot be achieved at this stage, the Ad Hoc Committee should make recommendation for further action.
 - VI. Finding of the Ad Hoc Committee must be completed and reported to the Standing Committee that is responsible for overseeing the matter within ten (10) days. (It is the conviction of the sub-committee that in resolving matters of this kind, time is of the essence.)
 - VII. Further action: When all other avenues toward resolution have been exhausted, only then, should a Commission be appointed. The establishment of any Commission should be a matter of last resort.
 - VIII. If a Commission is deemed necessary, nomination for membership should be the responsibility of the Standing Committee. Note: That the initial members on the Ad Hoc Committee be ineligible for serving on the Commission to avoid possible bias or prejudices.
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- IX.** Specific and detailed terms of reference for the Commission must be clearly established, based on the report of the Ad Hoc Committee.
- X.** Parties involved in the conflict be encouraged to seek and obtain pastoral counsel and support from within the Presbytery in consultation with the convener of the Ministry Committee, if desired.
- XI.** The name(s) of the Counsellor(s) must be recognized and officially appointed by Presbytery.
- XII.** Counsellor(s) shall be present with the parties involved throughout the entire process until the Commission has fulfilled its mandate.
- XIII.** Members of the Commission shall remain objective and impartial at all times throughout the entire process, conscious of the fact that we are dealing with one another as sisters and brothers in Christ.
- XIV.** Copies of all information, including documents, given to the Commission shall be made available to the parties involved to eliminate any unnecessary anxiety and/or misunderstanding. (cf. Book of Forms #341)
- XV.** Methods and Means of Presenting Report to Presbytery from the Commission:
- XVI.** Only the final resolution of the Commission be presented to Presbytery in written form, and nothing shall be included in Presbytery's minutes except in the case of formal charges. (cf. Book of Forms, Paragraph #30)
- XVII.** Following its report of the final resolution to Presbytery, providing: a) there is no charge involved; b) there is no formal dissent or appeal indicated, it is the responsibility of the convener of the Commission, at the conclusion of the matter, to gather, secure, and destroy, in the presence of Presbytery, all written documents pertaining to the Commission. (cf. Book of Forms #31)
- XVIII.** The Moderator shall lead the Court in prayer.
- XIX.** The Ministry Committee and every congregation within the bounds of the Presbytery of Westminster be advised to purchase a copy of the book entitled "Managing Church Conflict" by Hugh F. Halverstadt."

MISCELLANEOUS PRESBYTERY BUSINESS

PRESBYTERY FINANCES

- A.** The financial year of the Presbytery shall be the calendar year;

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- B.** At the November meeting, the Administrative Committee shall present a budget for the coming year, recommend the rate of congregational assessment, and appoint auditors of the Financial Statements for the current year. All committee conveners must submit their requests for finances for the ensuing year by October 31;
- C.** At the March meeting, the Treasurer shall present his annual statement on the financial position of the Presbytery, and shall present to the Court the audited financial statements for the previous year;
- D.** The Presbytery fund from which the operating expenses and the Synod assessment are to be paid shall be raised by the annual assessment upon the congregations. Additional allocations may be levied for other work within the Presbytery, i.e. Camp Douglas. All such must be approved by Presbytery;
- E.** The expenses of members attending regular, special or pro re nata meetings of Presbytery and committees may be paid from the Presbytery's Operating Fund at the rate published for Sunday Supply in the annual minimum stipend and allowance schedule effective 1 September annually;
- F.** The signing officers of the Court shall be the Treasurer and either the Moderator or the Clerk; The "Definition of the Use and Availability of Funds" be appended (as Appendix 1) to the Standing Orders.

CORRESPONDENCE

- A.** All correspondence is to be received through the Presbytery Clerk
- B.** To facilitate the work of the Court, the Clerk shall refer correspondence to the appropriate committees. This should be done before stated meetings of the committees; Correspondence received between the stated meetings of committees and the meeting of Presbytery shall be referred to the Court only if the matter is urgent or routine and non-controversial.

PROFESSIONAL CHURCH WORKERS

- A.** Vacancies
 - I.** The general procedure to be used in calling a minister to a vacant congregation is found in the Book of Forms 1979, Sections 213-232, it being noted that interim moderators be required to consult the Ministry and Church Vocations office regarding the files of candidates for calls or appointments;
 - II.** In addition, all professional church workers including ministers shall have the following explicitly stated in the Call Guarantee (Appendix A 10) or contract of service; and in the case of the Call Guarantee or contracts of service given prior to January 12, 1972,

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implicitly understood to be a part of the Call Guarantee or contract of service beginning as of January 1, 1972:

- 1) that two weeks annually for continuing education shall be given with pulpit supply (for ministers) plus for expenses a minimum amount as established by the General Assembly be provided annually with accumulation rights to a maximum of 5 years;
- 2) that it be understood that study leave will only be granted for study at a recognized college, either approved institution or Pastoral Counselling Institute.
- 3) that all calls include the direction for congregations to pay the BC Medical Services Plan for their ministers and that this be understood to include all ministers serving prior to July 1, 2002.
- 4) The Property and Loans Committee shall ensure that the manse of a congregation considering a call is suitable for the family of the minister being considered. The report of the committee must be heard before the congregation's call can be approved by Presbytery.

B. Interim Moderators

- I. All Interim Moderators are to use and follow the document Calling a Minister (Presbytery of Westminster edition) available from the Clerk (see also Ministry Committee: II.B.2)

C. Calling And/or Appointing of Additional Pastoral Staff in Congregations

- I. Presbytery Advisor
- II. Whenever a congregation, through the direction of its session, has decided to look into the question of adding to its ministry staff, the session must apply to the Presbytery for a Presbytery Advisor to assist and advise the congregation in its proposal and endeavour. An addition to the ministry staff is defined as an ordained minister or member of the Order of Diaconal Ministries, Pastoral Worker, Youth Director, Parish Nurse, Christian Educator or any similar positions called or appointed on a half-time or greater basis.
- III. The Presbytery Advisor will act in liaison with the Presbytery throughout the process. (Preferably, the appointed Presbytery Advisor should be a minister with considerable congregational experience and, if possible, with some knowledge of multiple staff operation.)
- IV. The appointed Presbytery Advisor will work with the congregation's representatives:
- V. to draft clear and detailed "job descriptions" for all its staff members, together with adequate levels of stipend and benefits;

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- VI. to specify the working relationship which will be in operation among members of the pastoral staff;
 - VII. to anticipate and outline possible action to be taken by the pastoral staff in the event of future disruptions of the proposed joint ministry, e.g. resignations, retirement, etc.;
 - VIII. to moderate in a call or appointment.
 - IX. A vital part of the responsibility of the appointed Presbytery Advisor will be the task of making clear to the congregation, the session, board and members, the nature of the "team ministry" which is being proposed, the increased cost of the new arrangement and, when approved, to solicit and encourage full acceptance, respect and harmonious support for the same.
 - X. The appointed Presbytery Advisor must be a minister other than the minister of the congregation in question.
- D. Consultative Committee for Team Ministries
- I. Presbytery, through its Ministry Committee, will form a sub-committee called "The Consultative Committee for Team Ministries" for the purpose of dealing with conflicts and reconciling differences which may be brought before it by members of the pastoral staff and congregation.
- E. Title
- I. Whenever a title is used to describe an additional pastoral staff member in a congregation, the meaning of the title for each call or appointment must be clearly spelled out in the job descriptions and in other matters relating to the office, work, relationship with colleagues and expectations which apply to the pastoral staff member who is to be employed.
- F. Special Presbytery Advisor
- I. When Presbytery appoints a Special Presbytery Advisor, this appointment be for a term of up to one year.
 - II. That before the appointment of a Special Presbytery Advisor, a clear description of the responsibilities be negotiated between the Moderator and the Session of the requesting congregation and the Ministry Committee of Presbytery.
 - III. That the Special Presbytery Advisor report regularly to the Presbytery through the Ministry Committee.
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- IV. That normally no one who has previously served the congregation as moderator would be appointed as Special Presbytery Advisor to the requesting congregation.

G. General

- I. That the Presbytery minimum stipend is 10% above the minimum stipend set by the General Assembly.
- II. Minister in Association "Ministers in good and regular standing who are not called or appointed to a congregation, should be associated with a congregation. Such association does not detract from the fact that they are primarily under the care and discipline of the Presbytery." (Book of Forms: Appendix I.)
- III. The relationship is to be documented in a written agreement between the Minister in Association and the Session and the agreement is to be approved by the Presbytery and filed with the Ministry Committee.
- IV. Should the Minister in Association and/or the Session wish to change the agreement, they must submit the change to the Presbytery for approval.
- V. An agreement between a Minister in Association and the Session of a congregation is suspended by the Presbytery and reviewed by the Ministry Committee (with recommendation) upon the Call of a new Minister to the congregation.

H. Police Records Check / Criminal Record Check

- I. In accordance with the policy of The Presbyterian Church in Canada (Leading with Care 3.10) all ministers (Word and Sacraments or Diaconal) who are engaged in active ministry are required to obtain a PRC/CRC.
- II. The Clerk will provide a letter requesting a comprehensive Police Records Check/Criminal Record Check (PRC/CRC) to each professional church worker (Minister of Word and Sacraments and/or Diaconal Minister) in the Presbytery on the Constituent Roll or the Appendix to the Roll. The individual is responsible for taking the request to their local police and acquiring a PRC/CRC in a timely manner. Any fees incurred for the PRC may be claimed from the Presbytery with a valid receipt.
- III. The completed PRC/CRC will be sent to the Clerk who will note its receipt and the date in a confidential file. The original document will be returned to the church worker.
- IV. A PRC/CRC will be required from each professional church worker every five years. The Presbyterian Church in Canada also requires that a PRC/CRC be done at the time of a new

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call, at the time of a change of position, and/or at a time when the ministry (job) position changes.

- V. Any PRC/CRC that is not clear will be dealt with on a case by case basis. The Clerk will consult with the Ministry Committee for guidance. Ministers on the Appendix who do not have a current PRC/CRC will not be able to undertake ministries that involve one-to-one counselling or other high risk activities. They will be able to preach and lead worship and/or other activities that take place in group settings.

I. Specialized Transitional (Interim) Ministers

- I. In order to avoid confusion between the terms "Interim Moderators" and "Interim Ministers" the Presbytery will use the term "Transitional Minister" to refer to those persons appointed under the guidelines for specialized Interim Ministry (see "Calling a Minister... Westminster Presbytery edition" SUPPLEMENT III Policy and Procedures for Interim Ministry).

J. Definitions of Ministry Terms

- I. Interim Moderator: A Minister of Word and Sacraments, appointed by the Presbytery in consultation with the Session, to assist a congregation during a vacancy and to assess their readiness to proceed with a Call, and to proceed with a search and Call if the congregation is ready. (Book of Forms 213)
- II. Transitional Minister: A Minister of Word and Sacraments, usually with specialized training, appointed by the Presbytery in consultation with the Session, during a vacancy to address particular goals identified by the Presbytery, and to help the congregation prepare for its next phase of ministry. (Book of Forms 213.3)
- III. Stated Supply: A Minister of Word and Sacraments, appointed by the Presbytery in consultation with the Session, to supply the pulpit and other regular ministerial tasks for one year. This may be renewable. (Book of Forms 213.2)
- IV. Pulpit Supply: A Minister of Word and Sacraments, or theological student, or qualified lay leader, contracted by an incumbent Minister, to supply the pulpit during the absence of the regular minister.

K. License to Officiate at Marriages (April 2013)

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- I. The Province of BC through its Office of Vital Statistics, works with the clerk of Presbytery to authorize clergy to officiate at marriages. Clergy who are members of the Presbytery are usually routinely provided with a license to officiate at marriages.
- II. From time to time, the Clerk receives requests for a temporary license:
- III. Criteria for clergy who are not members of the Presbytery of Westminster:
- IV. It was agreed at the March 2013 meeting of the Presbytery that the Presbytery continue to sponsor temporary licenses to officiate at marriages to persons from other presbyteries and/or other denominations (residing outside of BC) with the assurance that the person is familiar with and willing to abide by the criteria of The Presbyterian Church in Canada.
- V. Sometimes clergy who are not ministers of the PCC, often from sister denominations outside of Canada, and who are living and working within the Lower Mainland request that the Presbytery of Westminster arrange for them to have a license to officiate at marriages on a permanent basis.
- VI. Criteria for clergy who are not ministers of the PCC:
- VII. It was agreed at the March 2013 meeting of the Presbytery that persons from other denominations who are seeking to obtain a regular license to officiate at marriages through this Presbytery shall apply through the Clerk and each case will be considered individually by the Administrative Committee who will bring recommendations to the Presbytery.
- VIII. The Committee will seek assurance that the person is familiar with and willing to abide by the criteria of The Presbyterian Church in Canada. Such endorsement will need to be reviewed every two years or when there is a change of circumstances. The committee will seek information about how many marriages have been performed in the last two years (for those currently authorized under the Presbytery of Westminster) and where the marriages are recorded.

OTHER

- A. This category contains items that do not easily fall under any other specific category.
 - B. Obituary Notices In the event of a minister's death, a simple obituary is to be prepared by the Presbytery in consultation with the family, with the Presbytery paying up to \$150, with any further costs to be borne by the estate and/or the congregation.
 - C. Grants, Presbyterian Innovative Ministries (PIM) Applications for grants from PIM be directed to the Mission Committee for consideration.
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- D. That copies of documents concerning agreements signed between congregations and the Presbytery be maintained by the Clerk's Office.

GENERAL ASSEMBLY BUSINESS

COMMISSIONERS TO GENERAL ASSEMBLY

- A. For the purpose of facilitating the designating of Minister-Commissioners and Elder-Commissioners to General Assembly, a rotation list shall be managed by the Presbytery Clerk.
- B. The required number of Commissioners will be determined and designated at the December meeting as follows.
 - 1. Ministers on the Constituent Roll who have attended a majority of the regular meetings of the Court in the previous year shall be eligible to be designated. The topmost required number on the clergy rotation list shall be, unless otherwise directed by the Court, proposed. The names of those so designated shall move to the bottom of the list as of the date of the Assembly unless otherwise excused by the Court.
 - 2. Sessions who have been represented at a majority of the regular meetings of the Court in the previous year shall be eligible to propose Elder-Commissioners from their membership following the order of preference: first choice, representative elder; second choice, parity elder; third choice, alternate representative elder; fourth choice, any other member of Session. Those Sessions providing designated Elder-Commissioners shall move to the bottom of the list at the date of the Assembly unless otherwise excused by the Court.
- C. The Clerk shall have the authority of Presbytery to proceed in order down the rotation list in order to make substitute appointments to compensate for those declining their commission. Clergy or congregations who have declined a commission twice in consecutive years shall be moved to the bottom of the rotation list. (Nov 2015 p. 7445).
- D. Names added to the constituent roll shall be placed at the bottom of the list as of the date they are placed on the Roll. Should this change the number of commissioners required, the Clerk shall proceed as in Number 5 above.

OVERTURES TO GENERAL ASSEMBLY

- A. A proposed Overture to the General Assembly must normally be submitted first as a Notice of Motion in order that members of the Court will have adequate time to consider and reflect on the issue(s) raised in the Overture.

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POW Standing Orders - APPENDICES

APPENDIX 1: POW Strategic Priorities – Adopted March 5 2019

Presbytery of Westminster: Inspiring Leadership For Transformation

Strategic Priorities:

1. Engage in biblical theological reflection and education that deepens understanding of and commitment to God, the church, and its place in Christ's ministry and mission,
2. Engage in evangelism, outreach and discipleship
3. Embrace a missional culture that nurtures initiative and risk taking
4. Discern, prepare and support leaders – lay, youth and young adults and clergy – for faithful and fruitful ministry
5. Create, encourage and support communities of faith
6. engage in healing and reconciliation between indigenous and non-indigenous peoples

Presbytery Strategic Planning Day –February 9, 2019

On February 9, 2019 the Strategic Planning Committee ("SPC") hosted a Presbytery-wide strategic planning day at Richmond Presbyterian Church. In the opinion of SPC, it was an overwhelming success. Over 60 presbyters and congregational leaders attended from most of the congregations in the Presbytery. Over the six hours we met, we reminded ourselves of the six-year journey Presbytery has taken to arrive at the place where we were ready to embark on real change. The previously circulated proposed short-term goals SPC prepared were presented and discussed with unanimous or near unanimous support for each of them. The resources required to achieve those goals were identified and solutions discussed: debt financing and the hiring of a full time Presbyter of Mission and Vision.

As well, initial work on the standing orders of Presbytery and its committees were presented. While no conclusions were reached, small groups were asked to consider a new Presbytery structure with fewer committees and the powers each of those committees might have. That input has been gathered by SPC and will assist in preparing future recommendations to Presbytery.

An extensive summary of the day's work was prepared by the Clerk and disseminated on the evening of February 14, 2019. SPC requested further input from those in attendance as well as from those who had not been able to join us at the meeting.

The purpose of the day was not to reach final decisions (it was not a formal Presbytery meeting). Discussions were about hopes and possibilities, and since that meeting further opportunities for comment and input has been provided. Below are the results of that day for Presbytery's consideration with respect to the short-term goals and the job description for the full time Presbyter of Mission and Vision. Regarding

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the amendment of the standing orders of Presbytery and its committees, SPC will continue to work on providing draft recommendations for a future Presbytery meeting.

SPC assumes that it is tasked with the work of bringing before Presbytery relevant information and decisions to be made by Presbytery but SPC does not have any power to issue to make any decisions itself that incur material expenses or specific interpretations of the short-term goals or the position of Presbyter of Mission and Vision.

Short Term Goals

That brings us to this Presbytery meeting. SPC has revised the four short-term goals and the job description of the Presbyter of Mission and Vision to reflect input from the meeting. SPC recommends to Presbytery the adoption of the amended short-term goals:

Recommendation No. 1

WHEREAS:

- A. in May 2018 Presbytery adopted six strategic priorities for the Presbytery and charged the Strategic Planning Committee to prepare short term goals for the Presbytery based on those strategic priorities; being
 - 1. Engage in biblical theological reflection and education that deepens understanding of and commitment to God, the church, and its place in Christ's ministry and mission,
 - 2. Engage in evangelism, outreach and discipleship
 - 3. Embrace a missional culture that nurtures initiative and risk taking
 - 4. Discern, prepare and support leaders – lay, youth and young adults and clergy – for faithful and fruitful ministry
 - 5. Create, encourage and support communities of faith
 - 6. engage in healing and reconciliation between indigenous and non-indigenous peoples
- B. the Strategic Planning Committee circulated to the Presbytery four draft short-term goals for the next three to five years and presented them at the Presbytery wide gathering on February 9, 2019;
- C. the Strategic Planning Committee amended its proposed four short term goals to incorporate input from presbyters and congregational leaders at and after the February 9, 2019 gathering and has recommended these amended short-term goals be adopted by Presbytery;

BE IT RESOLVED THAT Presbytery hereby approves the following four short term goals of Presbytery for the next three to five years and the subsequent review process:

- 1. In order to address Strategic Priorities 1, 2 and 3, the Presbytery commits to starting at least 3 new worshipping communities within its bounds, arising out of possible new configurations of existing ministries, which may include amalgamations or the repurposing of existing ministries and their resources, and through the establishment of completely new initiatives which may be funded by grants from the national church and other sources. A process to identify priorities around which

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new communities would be supported by the Presbytery would need to be developed through consultation with representatives of the full variety of ministries and congregations of the Presbytery; the priorities identified will be adopted by a vote of the full Presbytery. Attention will be paid to making sure that the new worshipping communities take into consideration the local context and culture.

2. To address Strategic Priorities 4 and 5, the Presbytery commits to a process which will examine the health and vitality of every ministry within its bounds, with the express purpose of seeking to assist each ministry in identifying ways by which the Presbytery can offer support in achieving healthier, more vital outcomes. This process will include a review of the vision, structure and resources of each ministry and will also encourage and equip leadership within the ministries to best serve the vision and desired outcomes. A fund of up to \$200,000 will be established to provide the necessary skills and competencies required for this task. Through this process, the Presbytery will also celebrate successes within the ministries of the Presbytery, giving thanks to God for those stories.
3. To address Strategic Priorities 3, 4, 5 and 6, the Presbytery will also specifically commit to providing up to \$200,000 each to Hummingbird Ministries and Camp Douglas to assist these ministries in achieving healthier and more vital outcomes over the next 3-5 years. Presbytery expects that prior to releasing the funds, that the ministries would present clear documentation around the use of the funds, the goals envisioned and ways by which the Presbytery could seek accountability from the ministries around the use of the funds.
4. Addressing Strategic Priorities 1 and 4, the Presbytery will provide a number of immersive learning opportunities annually for all presbyters and congregational leadership and members. Topics may include biblical theological reflection and education as well as issues surrounding affordable/social housing and other issues identified by the Presbytery. A fund of up to \$50,000 will be established for this purpose.
5. At the end of the 3-5 years dedicated to the short-term goals, the Presbytery will do a full evaluation of the goals and determine the success or failure of the stated goals and determine what goals should be supported going forward and what goals need to be concluded and replaced with new ones. The Presbytery cannot put new resources, people, energy, money, time, imagination, into goals that are either not relevant or not bearing fruit. The discernment around relevance and fruitfulness will not be a one size fits all but will reflect the particular context that is unique for every ministry. Presbytery will need to determine, with the leadership and engagement of the Presbyter of Mission and Vision, the vital outcomes that will be particular to each ministry in our midst.

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APPENDIX 2: DEFINITION OF THE USE AND AVAILABILITY OF FUNDS. OPERATING FUND

General Operating expenses of Presbytery as forecast in the annual Budget, which is for guidance only.

- LEGAL ASSISTANCE FUND

This fund was created in 2003 to provide funds to meet legal expenses as they may arise. Income is derived from the Operating Fund and disbursement will be by specific motion of Presbytery.

- CONTINGENCY FUND

This Fund includes the old “Special” Fund. Its terms of reference are:-

- To hold 10% of the current year's budget
- To meet exceptional needs or expenses arising after acceptance of the Budget
- Disbursement by specific motion of Presbytery.
- Any drawing is to be replaced via the next year's budget
- Annual review of its adequacy.
- Receives income from Presbytery services.

- CAMP DOUGLAS FUND

This Fund receives 85% of the Camp Douglas Budget Assessment to cover

- Utility costs and current running expenses for the Camp
- Routine maintenance

- CAMP DOUGLAS CAPITAL FUND

This Fund receives 15% of the of the Camp Douglas Budget Assessment to cover:

- Major repairs in coming years
- Major decorating costs

- REV DR. THOMAS MURPHY FUND

This Fund originated in 1970 from a bequest by Margery D Smith from the provisions of her will and later decisions of the presbytery. The guidelines are:-

- Funds are to be used to make LOANS to congregations for repairs/improvements.
- The Fund is to be administered by a Committee of the Moderator, the Clerk & the Treasurer, recommending via Coordinating Committee.
- A maximum of 25% of the Fund would be lent to any one Congregation
- The term would be 5 years and the interest rate would be less than Prime.
- Funds are disbursed on a specific motion of Presbytery.

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APPENDIX 3: PRESBYTERY TREASURER POSITION DESCRIPTION (Adopted May, 2014 p. 737of)

5. Presbytery Role

- i. As laid down in the Book of Forms para. 182, the Treasurer is appointed by Presbytery to receive and disburse any moneys belonging to the Court, subject to instructions given by it. These instructions may be by way of the annual budget or by specific instruction.
- ii. Ex officio, the Treasurer will be an officer of presbytery and a member of the Property & Finance Committee of Presbytery.

6. Financial Role

- i. Preparation of the Annual budget - The annual budget is to be presented to Presbytery at its November meeting. The Treasurer should aim to make this available, in draft form, to the Property & Finance Committee of Presbytery at least 6 weeks prior to this presentation and in its final form 10 days before presentation to Presbytery. However, it is also understood that late amendments might need to be made.
 - ii. The Treasurer will ensure that an Annual Financial Statement, consisting of a Consolidated Balance Sheet and Income Statements for all Funds, is completed soon after the end of the financial year and that it, together with all necessary books of accounts, is submitted promptly to the Auditor appointed by Presbytery.
 - iii. The Treasurer will either undertake the task of bookkeeping himself/herself or will become responsible to the Property & Finance Committee for the supervision of the bookkeeper.
 - iv. The Treasurer will endeavour to keep himself/herself up-to-date on matters relating to pay and, in particular, to the requirements of The Presbyterian Church in Canada with regard to Pensions and associated plans, such as the Medical/Dental Plan.
 - v. As directed by Presbytery the Treasurer will liaise with Synod and General Assembly concerning various financial matters.
-

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7. Congregational Treasury Function Support Role

- i. The Treasurer should be prepared to act as a resource to all congregations, who request help with regard to financial and bookkeeping matters.
- ii. The Treasurer will periodically organize a Treasurer’s Workshop for the benefit of congregations within the bounds of Presbytery. The content of the Workshop will include general information concerning financial matters and include specific needs as identified.

APPENDIX 4: PRESBYTER OF MISSION & VISION (PMV) POSITION DESCRIPTION (April 10 2019)

Position Background

... the Presbytery of Westminster (POW) has intentionally examined its past practices and determined that material changes in its activities and goals are necessary if it is to be a good steward of the human and physical resources available to it and its constituent congregations and specialized ministries. POW rejected the “maintenance” model of doing church. POW believes that it must turn its focus toward helping congregations and specialized ministries thrive spiritually and missionally and either reduce or abandon its work that is not aimed toward that vision. This requires discernment and hard work, yet God is able to do great work in the congregations and specialized ministries of POW.

After two specific expert-led visioning days and other gatherings curated by an *ad hoc* vision team, POW created a Strategic Planning Committee (SPC) comprised of six directly elected clergy and lay leaders. SPC was charged to help make POW a good steward for “Inspiring Leadership for Transformation”: SPC’s mandate was to:

- Provide leadership in helping catalyze and support new and existing congregations within Presbytery to be healthy and flourishing, which will be evidenced by the congregation’s reaching out to its community in word and deed and participating with the Holy Spirit in the reconciliation of the world;
- Support specialized ministries within Presbytery to focus their mission and priorities to enhance their vitality;
- Stress leadership development to assist present leadership to address the adaptive changes needed in our presbytery and to encourage future leaders within our Presbytery

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- Present to Presbytery goals, priorities, educational opportunities and experiential models that will assist congregations and specialized ministries as they undertake change to be more faithful and fruitful in their ministries;
- Determine a sensible way to free up resources to advance the vision and mission of the Presbytery and its strategic priorities;
- Encourage accountability of all for the purpose of living out more effectively our Christian witness; and
- Prepare a strategic plan for the Presbytery and its congregations and specialized ministries that addresses the above purposes and goals.

While the SPC has, with POW approval, undertaken various actions with respect to its mandate, the need for greater consistency, skill and focus in those actions has been evident to SPC. SPC believes that it is good stewardship to invest in a Christian leader, with appropriate skills and giftedness, to support congregations and specialized ministries at such a time as this in the life of POW. As such, SPC recommended and POW approved in principle the presentation of a formal recommendation around the creation of a General Presbyter, the position to be henceforth referred to as the “Presbyter for Mission and Vision” for the purpose of bringing transformational leadership to POW and encouraging such leadership in others.

Position Purpose and Duties

The Presbyter for Missions and Vision (PMV) is responsible for faithful, innovative and transformational leadership within POW. The PMV is not an ‘administrator’ or a “Presbytery CEO”. Instead, the focus, efforts and results of the PMV will be tied to the mandate of SPC set out above for the purpose of healthy, flourishing and vibrant congregations, specialized ministries and leaders. The PMV will provide strategic executive and entrepreneurial leadership, oversight, and communication to implement significant changes in POW’s activities and goals generally in accordance with the strategic plan of the Presbyterian Church in Canada and specifically with the six strategic priorities of POW:

1. Engage in biblical theological reflection and education that deepens understanding of and commitment to God, the church, and its place in Christ’s ministry and mission,
2. Engage in evangelism, outreach and discipleship
3. Embrace a missional culture that nurtures initiative and risk taking
4. Discern, prepare and support leaders – lay, youth and young adults and clergy – for faithful and fruitful ministry
5. Create, encourage and support communities of faith

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6. Engage in healing and reconciliation between indigenous and non-indigenous peoples

The PMV's duties will vary over the term of the appointment based on the present and future health of POW and its congregations and specialized ministries. While PMV's duties cannot be fully articulated at present, the PMV will be responsible for reviewing and analyzing the present strength of POW and its congregations and specialized ministries, and be responsible for recommending changes to each of those entities for better alignment with their priorities and goals and health of the bodies. PMV will be expected, as part of the iterative review and analysis process for which the PMV is responsible, to be the main contact for all congregational visitations on behalf of POW. PMV will provide leadership, assistance and guidance to congregations and specialized ministries wherever they find themselves on the "incline-recline-decline" spectrum of organizational life. PMV will be expected to provide assistance (to the level related to giftedness and time constraints) with planting, implementing, renewing, and legacy honouring the vision of congregations. More specifically, PMV will be primarily accountable for the implementation of POW's adopted goals of the next three to five years, being:

1. starting at least 3 new worshipping communities within its bounds arising out of possible new configurations of existing ministries, which may include amalgamations or the repurposing of existing ministries and their resources, and through the establishment of completely new initiatives
2. examining the health and vitality of every ministry within its bounds, with the express purpose of seeking to assist each ministry in identifying ways by which the Presbytery can offer support in achieving healthier, more vital outcomes. This process will include a review of the vision, structure and resources of each ministry and will also encourage and equip leadership within the ministries to best serve the vision and desired outcomes
3. providing up to \$200,000 each to Hummingbird Ministries and Camp Douglas to assist these ministries in achieving healthier and more vital outcomes
4. providing a number of immersive learning opportunities annually for all presbyters and congregational leadership and members.

In each circumstance, the PMV is expected to bring together spiritual gifts, wisdom and knowledge gained from past experiences to creatively address these challenges and perform all duties in the spirit of the shared missional purpose of POW. The PMV will combine responsibility and authority with accountability.

Qualifications and Competencies

The successful candidate will be able to demonstrate clearly having the following qualifications and competencies:

Qualifications

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- Fosters Christ-centred faith and spiritual wisdom, and approaches ministry joyfully and personably.
- Has an aptitude for, as well as experience in, transition and change management.
- Demonstrates familiarity with, and willingness to learn more about, the mission, purposes and challenges of congregational ministry in the Lower Mainland of BC and POW's specialized ministries, Hummingbird Ministries (Indigenous Ministries), and Camp Douglas (Christian Camping).
- Is willing to challenge POW, take risks, and face failure to learn and change directions.
- Has strong interpersonal skills and is able to work collaboratively and respectfully with others in exploring options to lead POW through a period of adaptive change.
- Maintains compassion and trustworthiness in leadership and models open communication.
- Possesses a personal and professional attitude of openness, pastoral sensitivity, and respect for persons.
- Is able to bring vision and imagination for faithful innovation.
- Demonstrates skill for complex organizational leadership with an eagerness to tackle hard issues and engage challenging conversations (e.g., theological difference and relational conflict).
- Enjoys and cultivates diversity; is able to encourage discussion of issues with openness, grace, and respect for diverse opinions.
- Seeks God's justice in all levels of human affairs and encourages the involvement of the church in mission and ministry.

We note, all else being equal, that POW will favour a candidate who is an ordained teaching or ruling elder within the PCC or one of another Reformed denomination

Competencies

Change Agent and Change Manager	Collaboration
Communicator	Flexibility/Nimble
Interpersonal Engagement	Organizational Agility
Spiritual Maturity	Strategy and Vision
Willingness to Engage in Conflict	Bridge Builder

Physical Requirements

The PMV should hold a valid driver's license and be able to travel to churches and governing body meetings, both within and outside POW. The PMV must be able to attend denominational

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events/workshops when appropriate. The position requires the ability to stand, stoop, climb stairs, walk, crouch, sit, and regularly lift objects weighing less than 10 pounds. The position also requires the ability to use the phone and computer, with or without reasonable accommodation. The position requires physical and cognitive endurance; candidate must be able to perform coherently and accurately the duties of the position.

Evaluation and Review

Accountability and Evaluation

The PMV will be accountable to POW thru the Strategic Planning Committee. That committee will initially conduct a review of performance at the six-month mark. That performance conversation will be repeated in another six months and annually thereafter or as needed.

Term

The PMV's employment period will be for a period of up to five years.

Compensation

The position will pay compensation at least commensurate with Category A of the Stipend Grid of the PCC. There is flexibility around remuneration depending on the qualifications and circumstances of the candidate. The candidate will be enrolled in the pension and benefits programs of the PCC. Study leave of two weeks a year will be provided and a travel allowance of \$10,000 a year will be allocated for the candidate's work.

APPENDIX 5: VISITATION PROTOCOL/ VISITATION PACKAGE

The visitation package includes:

- A letter to the minister.
- A letter to the clerk of session and accompanying checklist.
- A bulletin announcement explaining the purpose of the visit.
- A form to be completed before the visitation, either a narrative reflection (A) and/or a questionnaire (B).
- Leading with Care questions.
- Worship Questions to be used by the visiting team when visiting at Sunday Worship and some questions to be included in the visitation itself.

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2. Letter to the Minister

The following letter is to be appropriately completed and sent (in print and electronically) to the congregation's minister. Please include a copy of the bulletin announcement and the questionnaire. A similar letter will be sent to the Clerk of Session with printed and electronic copies of the bulletin announcement, questionnaire, and Clerk of Session's check list.

VISITATION COMMITTEE
 THE PRESBYTERY OF WESTMINSTER

Date
 Name of minister
 Church name and address

Dear Rev. (Dr.,Mr.,Mrs.,Ms) Name.

The Visitation Committee last visited... name of church on...date.... As you know, the Presbytery's Standing Orders require that we visit each congregation every three years. Accordingly, our visit is (overdue: &/or is scheduled for the fall/winter/spring of 202...).

*1. Our visitation team would very much like to plan our visit formonth or month, 202...). One or more members of the visitation team will attend worship on at least one Sunday before the visit and would like to be introduced to the congregation during the announcements.

Our visit will include a conversation with you about the joys and challenges you have experienced in your ministry. Following our meeting with you we will spend time with the Session; and with the Board of Managers, or Deacons Court (or both) and as time allows with interested members and adherents. (You will not be expected to attend the meetings that follow our conversation with you.)

*2. If it is feasible we want to schedule all the meetings for the same evening or Saturday. Please discuss the matter of an appropriate date with the Session and respond by e-mail or phone as soon as possible.

At least two weeks prior to our visit, please complete the enclosed questionnaire and return it, preferably by e-mail, to the Visitation Team's lead visitor.

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The Clerk of Session will also receive a letter and a form (to be photocopied with copies to be given to each congregational leader and made available to the congregation (the same Sunday the bulletin announcement is given to the congregation). We ask that the forms be completed, collected by the Clerk of Session, and returned to our team at least two weeks prior to our meeting.

We are looking forward to our visitation and trust that our visit will be meaningful and helpful to you and the congregation as you reflect upon the mission and ministry of ...name of church.

With sincere regards,

The names of the visitors with the e-mail address and phone number of the Lead Visitor

Notes:

- *1. If the date and times have previously been established this paragraph should be altered to read: Our visitation team is looking forward to our visit on.....day, month, 202.... at..... times...

Minister:

Session

Board of Managers Deacon's Court

Congregational members not represented in one of the above leadership groups

Please let folks know that there is some flexibility in the schedule if any meeting goes longer than is anticipated.

One or more members of the visitation team will attend worship on at least one Sunday before the visit and would like to be introduced to the congregation during the announcements. (This would be a good Sunday to hand out the questionnaires and include the bulletin announcement.)

- *2. If the times have been decided by previous conversation with the minister and of Clerk of Session this paragraph should be deleted.

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3. Letter to the Clerk of Session

Initial contact may have been made by phone. Regardless, please send an electronic copy as well as a printed copy of the visitation

- package to the congregation's Clerk of Session at least one month prior to the date established for the visit
- this following letter (appropriately completed)
- the bulletin announcement to be used at least two weeks in advance of the visit;
- the questionnaire;
- the Clerk of Session's check list

The package should be sent at the same time it is sent to the minister.

VISITATION COMMITTEE
 THE PRESBYTERY OF WESTMINSTER

Date Name
 Clerk of Session
 Church name and address

Dear (Dr.,Mr.,Mrs.,Ms) Name,

The Visitation Committee last visited... name of church on...date.... The Presbytery's Standing Orders require that we visit each congregation every three years. Accordingly, our visit is (overdue: &/or is scheduled for the fall/winter/spring of 202...).

- *1. Our visitation team would very much like to plan our visit formonth or month, 201...). One or more members of the visitation team will attend worship on at least one Sunday before the visit and would like to be introduced to the congregation during the announcements.

Our visit will include a conversation with your minister about the joys and challenges he/she has experienced in his/her ministry. We will then spend time with the Session; and with the Board of Managers, or Deacons Court (or both), and as time allows with interested members and adherents. (Please note that your minister will not attend these meetings.)

- *2. If it is feasible we want to schedule all the meetings for the same evening or Saturday. Please discuss the matter of an appropriate date with the Session and respond by e-mail or phone as soon as possible.

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At least two weeks prior to our visit please return to the Visitation Team, electronic or printed copies of the enclosed questionnaire as completed by congregational leaders and interested members or adherents of the congregation. Please also send pertinent information about the congregation (see Clerk's check list.)

As possible it would be preferable to have the questionnaires sent electronically to the lead visitor by the individuals who have completed them.

We are looking forward to our visit and trust that it will be will be meaningful and helpful to the congregation as you reflect upon your ministry and mission.

With sincere regards,

The names of the visitors with the e-mail address and phone number of the Lead Visitor

Notes:

*1. If the date and times have previously been established this paragraph should be altered to read: Our visitation team is looking forward to our visit on.....day, month, 202.... at..... times...

Minister:

Session

Board of Managers Deacon's Court

Congregational members not represented in one of the above leadership groups

One or more members of the visitation team will attend worship on at least one Sunday before the visit and would like to be introduced to the congregation during the announcements.

*2. If the times have been decided by previous conversation with the minister and of Clerk of Session this paragraph should be deleted.

Bulletin Announcement (to be included in the Order of Service on the Sunday the questionnaires are made available to the congregation.) " A Presbytery Visitation Team is coming to meet with our congregation on date ."

The Presbytery sends a visitation team because it has oversight and pastoral care of all congregations within its bounds. Beyond providing oversight, all congregational visits are made

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with the hope that the Presbytery visitors may assist and encourage the congregation's ministry and mission.

In preparing for the visit, a questionnaire is provided to the members of the congregation and the congregation is encouraged to respond.

The visitation team will normally attend worship on at least one Sunday and will meet as scheduled with the Session; the minister(s); and the Board of Managers, Deacons' Court, and/ or finance and maintenance committee. The team will also meet with interested members and adherents of the congregation. This is the congregation's opportunity to receive answers for burning questions about Westminster Presbytery.

The visitation team of.....and (team leader) looks forward to learning about Church's ministry and mission!
 Questions about the visitation may be addressed to(name and email)

Visitation Committee, the Presbytery of Westminster — Clerk of Session's Check List

To enable the Visitation Team to get to know a bit about the congregation, at least two weeks prior to our visit, please forward by e- mail (1 copy) or in printed format (..... copies) the following items:

- Completed questionnaires not previously sent electronically by individuals (from Session, other congregational leaders, members and adherents)

Note: the minister will forward his/her questionnaire separately

- The last two Annual Reports;
- The most recent Financial Statement;
- A recent worship bulletin and Order of Service;
- A copy of the congregation's Mission Statement (dated as to when it was written (and/or revised).)
- Any other printed information you believe will be helpful to the visitation team.

Do not hesitate to call if you have any questions. Grace and peace,
 Lead visitor (for the Visitation Team) with e-mail address and phone number

Visitation Committee of Westminster Presbytery

Questionnaire in preparation for the visit to _____ on _____ Team on _____ by
 the Visitation

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In preparation for our visit to your congregation, we ask for the Session, the Board of Managers, (or the Finance and Facility Committee); the Deacon's Court if applicable; and interested members of the congregation to prayerfully respond to EITHER [Part A](#) or [Part B](#) of the following questionnaire. Anyone who wishes to do so, may of course, respond to both parts.

Please indicate by circling if you are responding: as the minister; an elder; a staff member; a member of the Board of Managers (or Finance & Facility Committee); as a congregation member or adherent.

Please return your responses to:

[Part A](#) Use as much space for each response as you need.

Please reflect upon the following areas of your congregation's ministry tell about the strengths, challenges, and hopes for moving forward in these areas that you have. tell how your congregation's mission, vision or purpose statement, helps to shape your ministries. tell in what ways the Presbytery might assist your congregation in furthering them?

- Worship & Sacraments:
- Pastoral Care:
- Christian Education – all ages:
- Finances/Stewardship:
- Mission/Outreach:
- Administration/Communication:
- Other areas you might like to comment upon:

[Part B](#)

Please consider the biblical texts (New Revised Standard Version) below and respond to the questions:

“Obey your leaders and submit to them, for they are keeping watch over your souls and will give an account. Let them do this with joy and not with sighing – for that will be harmful to you.” (Hebrews 13:17)

“Finally brothers and sisters. Pray for us, so that the word of the Lord may spread rapidly and be glorified everywhere....” (2 Thessalonians 3:1a)

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QUESTION:

Where do you see gracious dealings between people in the congregation?

How does the congregation celebrate milestones and special occasions in the lives of its people and in its history and life as a congregation?

Describe the ways you have seen mercy and forgiveness in relationships between people in the congregation.

How would you describe the relationship between the congregation and the minister?

Does the minister have the support of the congregation's leadership?

Describe the communication flow between the congregation and the Session.

"I therefore, the prisoner of the Lord, beg you to lead a life worthy of the calling to which you have been called, with all humility and gentleness, with patience, bearing with one another in love, making every effort to maintain the unity of the Spirit in the bond of peace."

(Ephesians 4:1-4)

QUESTION:

On a scale of 1 to 10 how would you rate your congregation with respect to the above scripture?

1 {not at all}.....10 {right on!}

1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10

If there is a need, how might the "unity of the Spirit in the bond of peace" be improved?

"The gifts he gave were that some would be apostles, some prophets, some evangelists, some pastors and teachers, to equip the saints for the work of ministry, for building up the body of Christ."

(Ephesians 4: 11-12)

QUESTION:

What training events or programs are in place designed to "equip the saints (members)for the work of ministry" in your congregation?

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If you have attended these event and programs, what else do you think might help equip the saints (members) for leadership roles in the congregation?

“By faith Abraham obeyed when he was called to set out for a place he was called to receive as an inheritance; and he set out, not knowing where he was going.” (Hebrews 11:8)

QUESTION:

How open is the congregation to change?

“If the whole body were an eye, where would the hearing be? If the whole body were hearing, where would the sense of smell be? But as it is , God arranged the members in the body, each one of them, as he chose. If all were a single member, where would the body be?

...But God has so arranged the body, giving the greater honor to the inferior member, that there be no dissension within the body, but that the members may have the same care for one another.”

(1 Corinthians 12: 17, 18, 24b-25)

“You did not choose me but I chose you.” (John15:16)

QUESTION:

Do you have a sense of being chosen by Jesus and placed, by him, to be a functioning member in this congregation?

How does this knowledge affect your participation in the congregation?

“Do all things without murmuring and arguing, so that you may be blameless and innocent, children of God without blemish in the midst of a crooked and perverse generation, in which you shine like stars in the world. “ (Philippians 2: 14, 15)

QUESTION:

How descriptive is this verse of the way your congregation functions?

“As God’s chosen ones, holy and beloved, clothe yourselves with compassion, kindness, humility, meekness, and patience. Bear with one another and, if anyone has a complaint against another, forgive each other; just as the Lord has forgiven you, so you also must forgive.” (Colossians 3:12, 13)

QUESTION:

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How does the congregation deal with differences of opinion?

“What good is it, my brothers and sisters, if you say you have faith but do not have works? Can faith save you? If a brother or sister is naked and lacks daily food, and one of you says to them, ‘Go in peace; keep warm and eat your fill,’ and yet you do not supply their bodily needs, what is the good of that? So faith by itself, if it has no works, is dead.” (James 2:14-17)

QUESTION:

How does your congregation meet the needs of the larger community?

Thank you for participating in this visitation!

Some Questions to Be Asked During the Interviews
See Appendix A of the Book of Forms

Missional Questions (such as these suggested by the Rev. Dr. Ross A. Lockhart, Associate Professor, Director, the Center for Missional Leadership, St. Andrew’s Hall.)

- How does the congregation teach mission? How does the congregation live it out? What does the Great Commission (Matthew 28: 18-20); and the Great Commandment (Matthew 22:34-40) mean in your own words for this community of faith?
- What is God up to in your neighbourhood? Where have you glimpsed signs of the Kingdom?
- Who is your neighbour in the Kingdom space surrounding the church? What are needs of the community? Where do you see brokenness in this community?
- What are the most important relationships/partnerships/friendships that your congregation has in this community? Why?
- Tell us the last time you did a commissioning for individuals or groups leaving for mission in congregation? Who was it and what were they doing? If you were to commission your members to mission in your local neighbourhood where would you send them?
- If you had to take people somewhere in this church or community to prove the existence/evidence of God...where would you take us? Why?

Questions regarding “Leading With Care” to be asked of the session during the visit

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- Tell us about the progress you have made in instituting the Leading With Care policy.
- When did the Session last evaluate this progress and the work that remains to be accomplished?
- What plans are afoot to make changes (if needed) to your building to conform with the LWC Policy
- When did you have your last congregational fire drill? Other fire drills?
- What have you learned during these drills?
- Are you aware that an annual form will need to be completed by the LWC Committee, or the session, and submitted to presbytery each year?

To Be Used When Visiting at Sunday Worship (based upon questions from “The Ship of Fools”)

Please keep in mind: your responses may be based upon your preference for a particular style of worship. Describe:

- The building
- The Neighbourhood
- The cast

Regarding the Service:

- What was the name of the service?
- How full was the building?
- Did anyone welcome you personally?
- Was your pew comfortable?
- How would you describe the pre-service atmosphere?
- What were the exact opening words of the service?
- What books did the congregation use during the service?
- What musical instruments were played?
- Did anything distract you?
- Describe the style of worship.
- How long was the sermon?
- On a scale of 1-10, how good was the preacher?
- In a nutshell what was the sermon about?
- Which part of the service was like being in heaven?

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- And which part of the service was like being in ...er ...“the other place”?
- What happened when you hung around after the service looking lost?
- How would you describe the after service “coffee time”?
- How would you feel about making this church your regular place of worship (where 10 = ecstatic; 0 = terminal)
- Did the service make you feel glad to be a Christian?
- What one thing will you remember about all this in seven days’ time?

Isabel Evans (Moderator of Presbytery)