

**THE UNITED CHURCH OF CANADA
TORONTO SOUTHEAST PRESBYTERY
FINANCE AND PROPERTY TEAM**

Minutes of the meeting of the Finance and Property Team of Toronto Southeast Presbytery, held on Monday, December 12, 2011 at 4:00 p.m. at Toronto Southeast Presbytery Offices, 963 Pharmacy Ave., Scarborough, Ontario, with Thomas Clarke, Chair, presiding.

PRESENT: Thomas Clarke (Chair), Nick Walker, Joan Chinnery, Clyde Harris, Winston Roach, Al Morson, Wayne White, Aubrey Petersen, Anne Shirley Sutherland (Staff Support)

REGRETS: Hyacinth Robinson-Powell

CALL TO ORDER

Tom Clarke called the meeting to order at 4:00 pm.

DEVOTION

Wayne White provided a reflection on the past year noting the adoption of the 5 priorities noting our work with congregations and closing with a prayer.

1. Appointment of Secretary

In the absence of a permanent secretary the Chair undertook to provide minutes for this meeting.

2. Agenda

MOVED by Aubrey Petersen and SECONDED by Joan Chinnery that the agenda be approved with two additional items regarding Beach United Church and the AODA legislation. **MOTION CARRIED**

3. Approval of Minutes:

MOVED by Nick Walker and SECONDED by Winston Roach that the minutes of November 14, 2011 are approved with two editing corrections. **MOTION CARRIED**

4. Business Arising

i. Presbytery Policy for dealing with future Assessment Arrears: This item was deferred to a future meeting.

ii. 2012 Draft Budget – Update on process: The Treasurer shared a budget worksheet with information received to date. Some Teams and the Executive have yet to respond. As it appears that there is no allowance for supporting youth attending the General Council Youth Forum in Ottawa this summer, it was recommended that \$1,000 be added for that purpose. Questions were raised as to the significant amounts allocated for partnering with other organizations by Justice & Global Issues (\$1,600) and Inter Church Inter Faith (\$5,200), what those organizations were and the potential for overlap. The absence of such information underscores the lack of a narrative to support the requested allocations. Nick Walker suggested that with some financial history behind us it would be appropriate to show previous years actuals, 2011 projected and 2012 budget in a columnar presentation. He offered to share Knox budget presentation spreadsheets as a possible model. The final draft budget will come back to the Team at our January meeting.

iii. Practice for Handling Cash Receipts: This item is deferred to a future meeting.

iv. Follow up re College Street inquiry re property evaluation: Al Morson shared the letter that he had written in response to questions raised by the Trustees of College Street

United Church. There had been no response as yet and none expected until sometime in the new year.

- v. **Presbytery Mission Strategy and Team Mandate and Priorities:** This item is deferred to a future meeting.

5. Treasurer's Report

- i. **Current Year (Jan 1/11 – Dec 31/11):** Current data from the Conference (November 30, 2011) was not available to update the report from the previous meeting.

- ii. **Assessment Update:** Updated information was also not available. The Treasurer also advised that the Yearbook data on which the 2012 assessment would be calculated had not yet been received from General Council. Consequently 2012 assessment information and invoices could not be sent to congregational treasurers. It was agreed that this was a matter of concern. Although the Toronto Conference assessment will go down in 2012, how it would be allocated across the presbyteries and congregations depends very much on the Yearbook data. Hopefully most congregations will not see a significant increase.

6. Bedford Park United Church – Request for Approval to Spend Funds for Demolition

Correspondence and resolution (attached as Appendix "A") was received from the Trustees of Bedford Park United Church in regard to the demolition of the church building at 100 Ranleigh Avenue. This request follows from earlier presentations to Finance and Property Finance and Property regarding the plan for redevelopment and most recently approval of an application to the City of Toronto for a demolition permit. A decision on that permit is still pending. The 3 year financial projection provided earlier was reviewed and it was noted that the tendered demolition cost of \$160,799 by Priestly Demolition was a significant saving over the \$250,000 projected. There was brief discussion and the following motion was put to the meeting.

MOVED BY AL MORSON AND SECONDED BY WINSTON ROACH that the Finance and Property Team acting for Toronto Southeast Presbytery consent to the request of the Bedford Park United Church Trustees to expend \$160,799 for the demolition of the church building by Priestly Demolition as per their letter of December 9, 2011.

MOTION CARRIED

Wayne White, a member of Bedford Park United Church, abstained from voting on the motion.

7. Malvern Community Outreach Ministry (MCOM) – Request for Additional Funds

MCOM advised some months ago that they would need additional funds to meet salaries at end of year or beginning of next year because they were exhausting their surplus funds. A suggestion was made by the Chair to the Chair of Mission Support and Outreach Ministries (M&O) that M&O consider using the Outreach Fund and the St. Enoch's 2011 surplus by reallocating some of the Tri-presbytery allocation. In the meantime the Pastoral Oversight Chair convened a meeting with the Board of MCOM, the Chair of F&P, and Chair and some members of M&O. The notes of that meeting were shared with members of F&P but essentially MCOM has received presbytery endorsement of M&S support for 2012 which will also be a year to look closely at the MCOM priorities and viability. There was also a commitment to address the current shortfall. The opportunity to consider use of the St. Enoch's surplus has passed but the Outreach Fund is still available. Email correspondence with Liz Tinker, Chair of M&O, confirms M&O support for a recommendation to the Executive to use the Outreach Fund.

Wayne White advised that the Bathurst Street Corporation, now named the 763 Outreach Corporation had just dealt with a number of recommendations to make unsolicited donations from its funds and that MCOM would shortly receive \$5,000.

The Treasurer advised that although MCOM had regained its charitable status and, as a result, the Tri-Presbytery grants which had been withheld would now be flowing, it would need to draw significantly on any retained surplus funds in January to meet a number of employee related obligations. He advised that the presbytery funds would likely still be required.

MOVED BY JOAN CHINNERY AND SECONDED BY NICK WALKER that the Finance and Property Team recommends to the Toronto Southeast Presbytery that \$3,500 be paid to Malvern Community Outreach Ministry from the Outreach Fund of Toronto Southeast Presbytery.

MOTION CARRIED

The Treasurer will take the recommendation to the Executive meeting of December 13, 2011 and, if it is dealt with and approved will try to expedite payment though it may not be possible to do this until January.

[Note added: Executive approval of the recommendation was obtained]

8. Tamil United Church Mission – Financial Issues

From various emails and documents, provided to the Chair and shared with the Team, we understand that the Tamil United Church Mission, recently recognized by the Presbytery, is seeking financial assistance from the Presbytery. According to the Treasurer such need for financial assistance and the financial state of the mission were not part of the information provided to or discussed at Executive when the matter came forward. Application has been made in respect to 2012 funds available through the PTCC Annual Income Grant and such is being considered by M&O whose discernment will come forward at January's plenary. Some Mission Support monies have been granted for 2012.

There seems to be an expectation that 6 months of a 2011 salary, either 30 hours per week (\$22,397.50) or 40 hours per week ((\$26,430.00) will also be provided. This expectation was not known to the Treasurer or Finance & Property until this month. Anne Shirley Sutherland and Clyde Harris provided some additional background. Discussion identified the following points:

- No such commitment to meet a minister's salary needs was made by anyone in presbytery authorized to do so.
- 2011 unspent funds would not meet the need and by our policies Presbytery has identified important uses for them.
- There are problems with the calculations such as housing allowance not pro-rated for part time.
- How does this kind of funding expectation look to congregations currently struggling to pay ministerial and other salaries and considering down-sizing.
- Who determines that this is three-quarter or full-time position; why not half-time.

There was general agreement that:

- The funding claim for 2011 salary cannot be dealt with.
- The Tamil United Church Mission is really a church/congregational development project and should be funded as such from a PTCC Capital Grant. In that event Executive should establish a Church Development Task Group with representation from Finance & Property, Pastoral Oversight, Mission Strategy, Pastoral Charge Supervisor and Steering Group. Among the tasks would be to develop a realistic and sustainable financial plan going out a number of years with the assumption that grants would decrease over a number of years.

Clyde agreed to convey the gist of this discussion to Executive in the unlikely event that the funding request is on the agenda.

9. City of Toronto Garbage Fees for Churches

The Chair explained that this matter came to his attention as a result of a letter sent to all places of worship advising that there was a proposal going forward in the City budget process to remove the exemption from solid waste management (garbage) fees previously enjoyed by places of worship, charitable organizations and a variety of non-residential properties. The proposed fee schedule was posted a City of Toronto web page: \$403 annually per bin for bi-weekly pick up typical of residential collection. The fee would be phased in at 25% per year starting July 1, 2012. Yellow bag fee per bag is \$3.10.

Although the Chair received several suggestions that Presbytery make a deputation in opposition, his considered response was that he could not come up with any supportable reason why churches who are tax exempt should expect others to pay for their garbage. Churches can respond by:

- Understanding better what goes into the garbage bin
- Reducing their actual garbage which for churches should be minimal
- Doing a better job of recycling and making more use of blue and green bins for which there is no fee.
- Passing on costs to building users who do generate garbage through adjustments to rental agreements and fees.

10. Questions About Riverdale United Church property from Douglas DuCharme

The questions from Douglas DuCharme and the Chairs response had been shared earlier. There were no additional comments to be conveyed from the Team.

11. Update on Other Property Matters

- i. **Dentonia Park United Church – Property Closing:** The Chair reported that he had been in conversation with Rev John Lee and that the congregation had moved to Hope United Church and the property sale had closed as scheduled. There appeared to be second thoughts among some in the congregation regarding the investment with RBC that the economic climate made the proposed investment too risky. The Chair advised that the relocation, sale and new ministry were all predicated on a level of investment income that gave some hope of sustainability for Dentonia Park; that the motion regarding the disposition of funds was clear that the capital did not have to be reserved against market value fluctuations; that if the financial plan was compromised, Presbytery would have to look at the decisions that it had made.
- ii. **Kingston Road United Church (KRUC) – Boiler Replacement:** The Chair reported that he had visited KRUC web site and read reports that after a chilly October the boiler replacement was successfully completed in early November. Also that there had been some encouraging fund raising.
- iii. **TUCC – Designating Carry Over of St. Enoch’s Unused Income from 2011:** After correspondence with Liz Tinker determined that M&O would not use the \$3,920 additional funds available in 2011 and wished to have it available for 2012, the Chair undertake to write to TUCC to exercise that option. Copies of the letter were shared with the Team and Secretary of Presbytery.
- iv. **PTCC Grant Application – Lake Scugog:** A capital grant application has been received and copies provided to the Team for information. In due course if the Executive follows the practice that it adopted, a review team will be formed with representation from Finance & Property as well as others.

12. Correspondence

- i. **Beach United Church** – Telephone call from Chair of Guiding Council and follow up Email and response from Chair regarding next steps re Presbytery for approval of the building project. It is likely that this will come to our January meeting.

13. Other

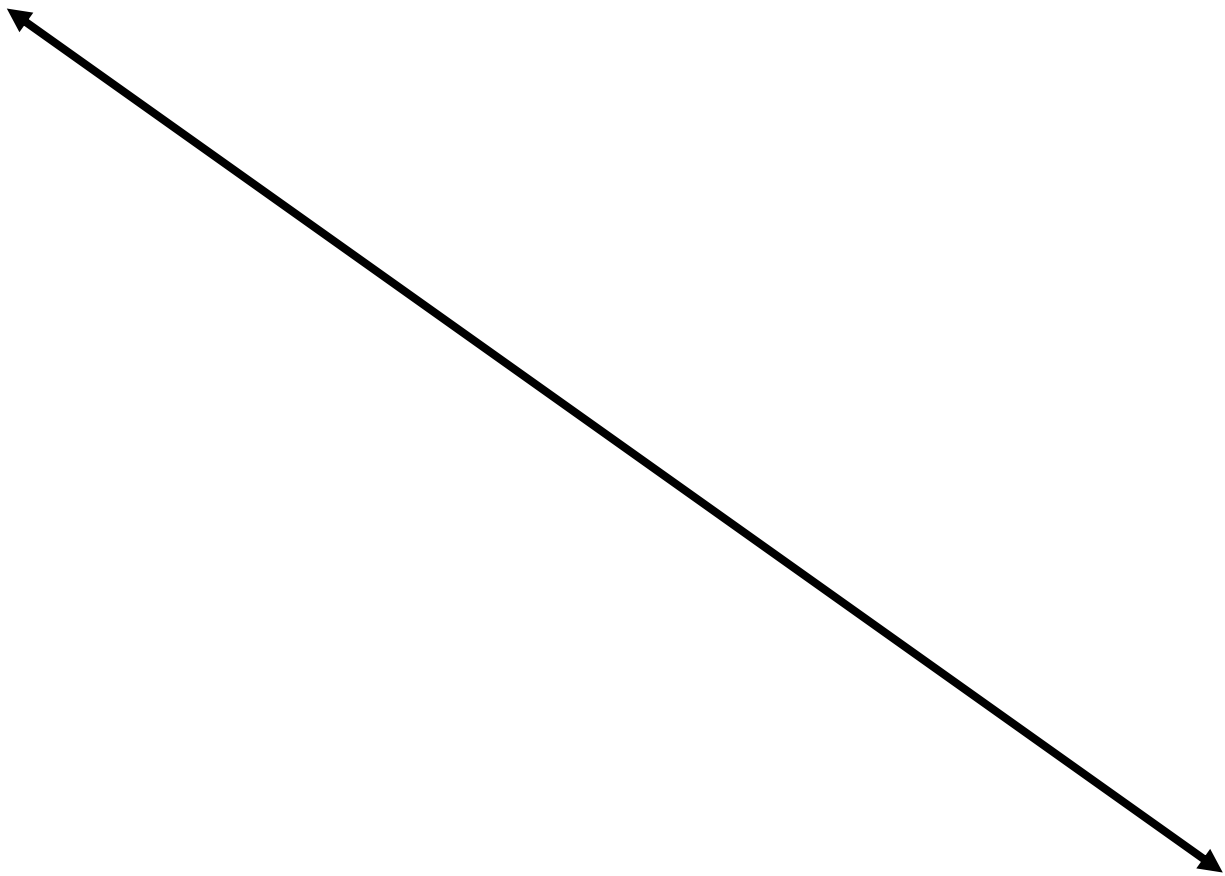
- i. **AODA – Clarification re Accessibility Built Environmental Standard:** The Chair shared the gist of a letter from the Minister responsible for the new accessibility standards regarding the fifth accessibility standard which deals with physical accessibility. In it she clearly states that this standard “will not require buildings, or other structures such as playgrounds to be retrofitted to meet accessibility requirements. Once it becomes law, the standard will apply to new construction and extensive renovation only, as is the case with the Ontario Building Code now.” This mitigates the concern that the later stages of the AODA would require expensive physical upgrades to church buildings.

- 14.** There being no further business the Chair declared the meeting terminated at 6:35 pm.

Thomas Clarke
Chair and Secretary Protem

Next Meetings

Monday, December 12, 2011 4:00 pm to 6:30 pm
Monday, January 9, 2012 4:00 pm to 6:30 pm



**BEDFORD PARK UNITED CHURCH
BOARD OF TRUSTEES
MEETING December 6, 2011**

PRESENT: Marcia Camaraire, Diane Carlton and Susan McCloy
Meeting was chaired by Diane Carlton and started at 6:00p.m..

PURPOSE OF MEETING:

To approve a recommendation from the Board of Bedford Park United Church to seek approval from the Toronto Southeast Presbytery for the demolition of the church at a cost of \$160,799 to be performed by Priestly Demolition whose tender had been accepted.

After discussion of the above proposal Marcia Camaraire made the following motion. "That the Board of Trustees of Bedford Park United Church request Toronto Southeast Presbytery's approval to demolish the church building at 100 Ranleigh Avenue at a cost of \$160,799, to be paid from the Charitable Donations or Bequests already received and to be performed by Priestly Demolition, the winning tender for this project." Seconded by Susan McCloy. MOTION CARRIED

ADJOURNMENT:

We adjourned at 6:45 p.m.

NEXT MEETING: TBA