

## Minutes of the Presbytery of London

Appin Presbyterian Church, Appin, Tuesday, October 11, 2016, 7:00 p.m.

In Appin, and within Appin Presbyterian Church, the Presbytery of London met for Worship and Team Meetings on Tuesday, the eleventh day of October, two thousand and sixteen, at the hour of seven o'clock in the evening.

- Constitution** The Moderator, Rev. Deb Dolbear-Van Bilsen, constituted the Court with prayer.
- Worship** The Worship Service was led by the CY16 participants.
- Welcome, Courtesies and Announcements** The Moderator welcomed everyone to the meeting and thanked the CY16 participants for leading worship this evening. Margaret McCullough and Mildred Greig represented the WMS.
- Attendance** John Bannerman, Deb Dolbear-Van Bilsen, James Clark, Andrew Fullerton, Ed Hoekstra, William Khalil, Amanda MacMillan, Keith McKee, John Park, Heather Paton, Andrew Thompson, Ministers; Jan McIntyre, Appendix; Bob Baron, Cal Bigg, Janis Boyle, Linda Charlton, Richard Cote, William Cron, Janet Donkervoort, Ruth Ann Drozd, Lynda Drummelsmith, Richard Foster, Mildred Greig, Tom Jeffery, Patrick Laurin, John McIntyre, Nancy Newell, Inge Stahl, Gerald Stocking, Donna Jean Van Bilsen, Elders; Lu Brule, Treasurer; Carrie Thornton, Clerk; Margaret McCullough, WMS; Jill Barker, Leroy Innanen, Trudy Ball, Westmount Presbyterian Church.
- Regrets** Michelle Butterfield-Kocis, Andrew Reid, Heather Vanderstelt, Ministers; Ian Fleck, Trudy Van Der Hoek, Elders.
- On Leave** Mavis Currie, Minister.
- Absent** Mark Turner, Minister; Ray Burgess, Sandra VanderVeen, Elders.
- Stated Hour Call to Rev Dr Jeffery Crawford** The Moderator invited the interim moderator, Rev. Heather Paton, to narrate the steps leading to the Call.  
**MOTION:** (Bannerman/Boyle) THAT the conduct of the interim moderator, Rev. Heather Paton, be approved. CARRIED.  
The Moderator asked the interim moderator, Rev. Heather Paton, to read the Call and the Guarantee of Stipend.
- Guarantee of Stipend** *Call and Guarantee to Presbytery of Stipend*  
*We, the professing members of Westmount Presbyterian Church, London, being well satisfied with your faithfulness to the Gospel and your your qualifications for the ministry of Word and Sacraments and*

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*confident that the Holy Spirit has led us to you, earnestly and solemnly call you Rev. Dr. Jeffery Crawford, to become the minister of this congregation. In calling you we promise you all due respect, encouragement, and allegiance in the Lord as, together, we seek to use our gifts in the church and in the world to the glory of God.*

*In order that you, Rev. Dr. Jeffery Crawford, may be free to devote yourself to ministry of Word and Sacraments among us, we the congregation of Westmount Presbyterian Church, hereby guarantee to the Presbytery of London, of The Presbyterian Church in Canada, that out of our estimated annual revenue of \$300,000.00) we promise and obligate ourselves to provide you, as a first charge thereon, the following annually:*

*Annual Stipend: \$49,000.00 (inclusive of travel allowance)  
Housing allowance: \$21,000.00 (inclusive of utilities)*

*We agree to make payments of the above amounts on the first day of each month and agree to review the stipend and allowances annually in view of any changes in the cost of living or the needs of our minister.*

*We agree further:*

- 1. To provide two weeks for continuing education annually and at least the minimum allowance as set by the General Assembly.*
- 2. That the benefits of number 1 above shall be cumulative up to five years.*
- 3. To provide five weeks holiday annually.*
- 4. To pay supply during the periods of continuing education and holidays.*
- 5. In case of disability or extended illness, to continue to provide stipend, accommodation and allowances for a period not less than that set by the General Assembly, and to pay the cost of pulpit supply.*
- 6. To pay for Medical and Dental Insurance as provided through the Pension and Benefits Board of the General Assembly and to make contributions to the Pension Plan in compliance with the terms of the plan.*
- 7. To pay necessary moving expenses.*

E. Hoekstra advised the Court that the Call documents have been reviewed by the Ministry Team and are acceptable.

**Permission to Address the Court**

**MOTION:** (Paton/Boyle) THAT the Call from Presbyterian Church be received and considered and that the following representatives of the congregation be heard: Jill Barker, Leroy Innanen, Trudy Ball. CARRIED.

**Call Sustained**

**MOTION:** (Paton/Boyle) THAT the Call to the Rev. Dr. Jeffery Crawford from Westmount Presbyterian Church be sustained as a gospel call and

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transmitted to the Presbytery of Barrie. CARRIED.

**MOTION:** (Paton/Boyle) THAT the ministry of the Rev. Dr. Jeffery Crawford at Westmount Presbyterian Church begin on November 21, 2016 pending receipt of his certificate from the Presbytery of Barrie. CARRIED.

**MOTION:** (Paton/Boyle) THAT arrangements for the induction service be left in the hands of the moderator, clerk and interim moderator. CARRIED.

**Lay Missionary Agreement Tom Jeffery** E. Hoekstra advised the Court that the Ministry Team has met with T. Jeffery and reviewed his ministry at St. John's Presbyterian Church, Port Stanley.

**MOTION:** (Hoekstra/Donkervoort) THAT the contact between St. John's Presbyterian Church, Port Stanley and Mr. Tom Jeffery, Lay Missionary, from October 1, 2016 to September 30, 2017 be approved. CARRIED.

A copy of the contract is attached to these minutes.

**Other Business** None

**Adjournment** On a motion by A. Thompson, the Court stood adjourned at thirteen minutes after eight o'clock in the evening, to meet again in Regular Session on Tuesday, the eighth day of November, two thousand and sixteen, at seven o'clock in the evening, in Crinan and within Argyle Presbyterian Church.

The Moderator closed the meeting with prayer.

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Moderator

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Clerk

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**St. John's Presbyterian Church, Port Stanley, Ontario  
Lay Missionary Agreement Between  
Tom Jeffery and St. John's Presbyterian Church, Port Stanley**

The contract of employment with Mr. Jeffery is for a period of Oct. 1, 2015–Sept. 30, 2016.

The contract must be renewed in writing yearly. Either party may terminate the contract by providing thirty (30) days written notice. The contract consists of sixteen (16) hours of paid employment weekly, with the expectation that eight (8) hours will be spent in preparation and deliverance of preaching and worship, with eight (8) hours committed to performing pastoral care, attending meetings, and programs (as outlined by Session). Mr. Jeffery will receive a yearly stipend of \$23,000, which is inclusive of housing, utilities and study leave. (This figure is greater than the calculated minimum stipend and allowances for Category III for 2017, as set out in the 2016 Acts and Proceedings of the General Assembly). In addition, Mr. Jeffery is to receive five (5) weeks of paid holidays annually.

Mr. Jeffery will be responsible to the Session of St. John's Presbyterian Church, Port Stanley, and its Interim-Moderator. Regular reports will be made to Session.

**Roles and Responsibilities of Mr. Jeffery will include, but are not limited to the following:**

- **Worship and Preaching each Sunday:**  
Order and share conduct of worship (ie order of service, choice of scripture readings, hymns);  
Prepare and preach sermons on all Sundays except on Communion Sundays, and occasional absences such as illness, or with prior permission of the Session and Interim-Moderator;  
To arrange for pulpit supply on those Sundays when absent from the pulpit, in consultation with Session and the Interim-Moderator;  
Conduct funerals and other appropriate services as requested;  
Conduct nursing-home services as requested, and with the permission of Session.
- **Pastoral Care**  
Oversee the general pastoral care of the congregation, working in close association with the Session and Interim Moderator.  
Visit new families who have come into the church;  
Do hospital and institutional visits.
- **Nurture and Christian Development**  
Support and nurture Christian Development through Bible Study and other Activities designed for adults and children and as requested by Session.