

## Minutes of the Presbytery of London

New St. James Presbyterian Church, London, Tuesday, October 10, 2017, 7:00 p.m.

In London, and within New St. James Presbyterian Church, the Presbytery of London met for worship and team meetings on Tuesday, the tenth day of October, two thousand and seventeen, at the hour of seven o'clock in the evening.

- Constitution** The Moderator, The Reverend Deb Dolbear-Van Bilsen, constituted the Court with prayer.
- Worship** The Worship Service was led by The Reverend Andrew Reid.
- Welcome, Courtesies and Announcements** The Moderator welcomed everyone to the meeting. Margaret McCullough and Mildred Greig represented the WMS.
- Attendance** John Bannerman, Michelle Butterfield-Kocis, James Clark, Jeffrey Crawford, Mavis Currie, Deb Dolbear-Van Bilsen, Andrew Fullerton, Ed Hoekstra, William Khalil, Andrew Reid, Andrew Thompson, Ministers; James Patterson, Appendix; Bob Baron, Bob Bedggood, Cal Bigg, Lily Carrothers, Richard Cote, Janet Donkervoort, Ruth Ann Drozd, Lynda Drummelsmith, Ian Fleck, Richard Foster, Mary Ellen Gagnier, Mildred Greig, Joan Mansell, Sheila McMurray, Nancy Newell, Inge Stahl, Donna Jean Van Bilsen, Elders; Margaret McCullough, WMS; Lu Brule, Treasurer; Carrie Thornton, Clerk; Kathryn Ferguson, John Van Eyk, St. James Presbyterian Church, North Yarmouth; members of New St. James Presbyterian Church; Rev. Dr David Thompson, Guest.
- Regrets** Amanda MacMillan, Keith McKee, John Park, Ministers; Gerald Stocking, Trudy van der Hoek, Elders.
- Absent** Mark Turner, Jon Van Den Berg, Ministers; Ray Burgess, Tom Jeffery, andra Van Der Veen, Elders.
- On Leave** Heather Paton, Minister.
- Docket** **MOTION:** (Fleck/Crawford) THAT the Docket as circulated be adopted for the meeting. CARRIED.
- Stated Hour Retirement of Rev. Andrew Reid** **MOTION:** (Clark/McMurray) THAT the action of the Clerk in citing the congregation of New St. James Presbyterian Church be homologated. CARRIED.
- The Clerk reminded the Court that the Rev. Andrew Reid's application to retire effective November 1, 2017 was accepted by the Court at the February 14, 2017 regular meeting of the Presbytery.

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**MOTION:** (Fleck/Bannerman) THAT Bruce Curtis and Margaret McGugan from New St. James Presbyterian Church be given permission to address the Court. CARRIED.

Bruce Curtis, clerk of session, came forward and spoke about Rev. Reid's time at New St. James, the congregation has much to be thankful for and Rev. Reid leaves New St. James a better place.

Margaret McGugan, Christian education committee, spoke about the work of Cathy Reid and her example of "doing the Gospel".

The Moderator thanked B. Curtis and M. McGugan.

B. Baron, representative elder for New St. James, came forward and thanked Rev. Reid for his work, that he has served the Lord with gladness and given hope and encouragement to many.

The Moderator invited members of Presbytery to speak to the retirement of Rev. Reid.

A. Fullerton, J. Bannerman and J. Clark thanked Rev. Reid for his friendship, his good works and good words and his mentorship.

The Moderator thanked Rev. Reid for his service and for being an example to everyone in the Presbytery. She invited him to address the Court.

A. Reid thanked everyone for their kind words. He has learned that ministry wears people down and that deep reserves of faith and stamina are required. He is grateful that he finished his time in ministry at New St. James and he will miss working with his colleagues at Presbytery.

The Court and guests stood and applauded.

The Moderator reminded the Court that The Rev. Dr Andrew Fullerton was appointed interim moderator of New St. James Presbyterian Church at the June 21, 2017 regular meeting of the Presbytery.

**MOTION:** (Baron/Thompson) THAT the Rev. Andrew Reid be placed on the Appendix to the Roll of the Presbytery of London effective November 1, 2017. CARRIED.

The Moderator thanked the guests from New St. James for attending and invited them to stay for the remainder of the meeting but gave them permission to leave if they wished.

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**Interim  
Ministry  
Agreement  
New St. James**

The Moderator invited the interim moderator of New St. James Presbyterian Church, The Rev. Dr Andrew Fullerton, to narrate the steps leading to the interim ministry agreement.

A. Fullerton read the narration of the steps to the Court.

The Interim Ministry Agreement is attached at the end of these minutes beginning at page 5840.

**MOTION:** (Fullerton/Baron) THAT the Covenant between The Reverend Dr David Thompson and Congregation of New St James Presbyterian Church be approved. CARRIED.

**MOTION:** (Fullerton/Baron) THAT the appointment of The Rev. Dr David Thompson as Interim Minister of New St James Presbyterian Church be approved in accordance with the terms set forth in the Covenant. CARRIED.

The Moderator advised the Court that the Ministry Team has reviewed the Interim Ministry agreement and that it was found to be in order.

**MOTION:** (Fullerton/Baron) THAT a service of recognition for this appointment be held in the near future, under the auspices of the interim moderator, in consultation with the Moderator and Clerk of Presbytery and the Session of New St. James Presbyterian Church. CARRIED.

**Stated Supply  
Ministry  
Agreement  
St. James**

The Moderator invited the interim moderator of St. James Presbyterian Church, The Rev. John Bannerman, to narrate the steps leading to the stated supply appointment..

J. Bannerman read the narration of the steps to the Court.

N. Newell, representative elder from St. James, and C. Taylor, alternate representative elder of St. James spoke briefly about this appointment.

The Stated Supply Agreement is attached at the end of these minutes beginning at page 5844.

**MOTION:** (Bannerman/Newell) THAT The Rev. Jim Patterson, a retired minister of The Presbyterian Church in Canada, be appointed by the Presbytery of London to serve as Stated Supply Minister of St. James Presbyterian Church on a part-time basis (4/9 ; 20 hours/week) beginning on November 1, 2017, according to the terms of the Stated Supply Agreement. CARRIED.

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**MOTION:** (Bannerman/Newell) THAT The Rev. Jim Patterson be named as interim moderator of St. James Presbyterian Church for the period of the Stated Supply Agreement. CARRIED.

The Moderator advised the Court that the Ministry Team has reviewed the Stated Supply agreement and that it was found to be in order.

**MOTION:** (Bannerman/Newell) THAT a service of recognition be held by the Presbytery of London at St. James Presbyterian Church at a date and time to be determined by the Moderator of Presbytery. CARRIED.

**MOTION:** (Reid/Baron) THAT the Rev. John Bannerman be dismissed as interim moderator for St. James Presbyterian Church with the thanks of the Court. This is effective October 31, 2017. CARRIED.

**Other Business** None.

**Adjournment** On a motion by A. Reid, the Court stood adjourned at twenty-nine minutes after eight o'clock in the evening, to meet again in Regular Session on Tuesday, the fourteenth day of November, two thousand and seventeen, at seven o'clock in the evening, in London and within Oakridge Presbyterian Church.

The Moderator closed the meeting with prayer.

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Moderator

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Clerk

**Minutes of the Presbytery of London**  
**New St. James Presbyterian Church, London, Tuesday, October 10, 2017, 7:00 p.m.**

**The Presbyterian Church in Canada**  
**Interim Ministry Agreement**  
**Presbytery of London**

This agreement (“Agreement”) is dated the 29<sup>th</sup> day of September 2017

Between:

The Congregation of New St. James Presbyterian Church  
located at 280 Oxford Street, London, ON N6A 1V4  
 (“Congregation”)

and:

The Rev. Dr. David Thompson, of 200 Albert St. Ingersoll, ON N5C 2Y6,  
 (“Minister”)

and:

The Presbytery of London, within The Presbyterian Church in Canada,  
 (“Presbytery”)

This Agreement outlines the terms for the Presbytery appointment of the Minister to the position of Interim Ministry in the Congregation.

- 1.0 The goals and expectations for this ministry are found at Schedule A, attached.
- 2.0 Qualifications of the Minister are found at Schedule B, attached.
- 3.0 This ministry is full time
- 4.0 This ministry will begin on November 6, 2017, and end on October 31, 2018, and may be renewed with the consent of all parties but not beyond a total of 24 months.
- 5.0 The stipend and allowances shall meet or exceed General Assembly and Presbytery requirements and may be prorated in the case of part time.

- 6.0 The Congregation shall pay the following monthly stipend and allowances, less payroll deductions, to the Minister at the beginning of each month:

	Annual	Monthly
Stipend (inclusive of travel allowance)	\$59,000	\$
Housing allowance	\$16,000	\$
<b>Total</b>	<b>\$75,000</b>	<b>\$</b>

- 7.0 In addition to the above, the Congregation shall provide:
  - Five weeks vacation per year.
  - Pension payments as required by the Pension Plan of The Presbyterian Church in Canada
  - Health and Dental benefits per The Presbyterian Church in Canada plan.

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- Continuing Education allowance according to General Assembly and Presbytery regulations, to be used on approval of the Presbytery.
  - Cost of pulpit supply during the Minister's vacation and continuing education leave.
- 8.0 In the case of the Minister's total disability or extended illness, this Agreement will terminate as of the date the medical leave commences. The Congregation will then continue to provide stipend and all allowances for a period of three months. Housing allowance only will be continued for a further four months.
- 9.0 An Interim Moderator shall be named by the Presbytery to the Congregation for the term of the ministry.
- 10.0 The Minister shall be accountable to the Presbytery generally through the Interim Moderator.
- 11.0 The Minister shall not be eligible to be called to the Congregation during the term of this Agreement and for five years thereafter.
- 12.0 The Presbytery shall arrange for a service of recognition and periodic evaluations of this ministry.
- 13.0 This Agreement can be terminated by the Presbytery on its own or at the request of either the Congregation or the Minister on 60 days written notice. At the date of termination no further payments shall be required. If this Agreement continues to its maximum term of 24 months, it will expire automatically with no further notice or pay in lieu of notice.
- 14.0 This Agreement is in accordance with Interim Ministry Policy and Procedures approved by the General Assembly ([presbyterian.ca/resources-ministry](http://presbyterian.ca/resources-ministry)) and shall be subject to the laws of the province of Ontario.
- 15.0 This Agreement may only be amended or modified in writing and with the consent of all parties.

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

For the CONGREGATION:

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Clerk of Session

For the PRESBYTERY OF LONDON:

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Clerk of Presbytery

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For the MINISTER:

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Minister

### **SCHEDULE A**

#### **Interim Ministry Goals and Expectations**

The goals for this Interim Ministry shall include (see also Policy and Procedures for Interim Ministry, The Presbyterian Church in Canada, 2016, p. 7, [presbyterian.ca/resources-ministry](http://presbyterian.ca/resources-ministry)):

- coming to terms with history;
- discovering a new identity;
- allowing and empowering new leaders;
- renewing denominational linkages;
- committing to new leadership and a new future;
- providing stability and continuity for worship during the vacancy and search process;
- providing leadership for the church and its activities during the vacancy/search process;
- recognizing this an interim ministry that does not result from a difficult or challenging previous ministry and therefore does not require intentional intervention in that regard.

The expectations of the Interim Minister shall include:

- work with the Session to develop and implement plans to lead the Congregation in accomplishing the goals of the Interim Ministry;
- lead worship and preach, subject to vacation and continuing education;
- celebrate the sacrament of Holy Communion as determined by the Session;
- celebrate the sacrament of Baptism as approved by the Session;
- provide for a leader of worship on Sundays when the Minister is absent, subject to the Minister ensuring that the leader shall support the Congregation's vision and the polity and doctrine of The Presbyterian Church in Canada;
- provide pastoral care for sick and shut-in;
- officiate at weddings and funerals;
- work with boards and committees of the Congregation (other than the search committee) to assist them in carrying out their assigned tasks;
- attend meetings of the Session and of the Congregation's committees as required;
- at the request of the Interim Moderator, moderate meetings of the Session and of the Congregation;
- perform other administrative duties as requested by the Session or Presbytery; (e.g., work with church office administrator in preparing bulletins, newsletters, etc., exercise general oversight of church facilities, and represent the church in dealing with outside organizations);

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- provide oversight and direction where necessary, in cooperation with the Human Resources Committee and Interim Moderator, for Church staff members (Church Office Administrator, Music Director, Associate for Congregational Life, and Custodian);
- attend Presbytery meetings and provide regular reports about the ministry separately or jointly with the Interim Moderator;
- provide the Session, Interim Moderator and Presbytery a written report regarding the Congregation at the end of the Interim Ministry.

### **SCHEDULE B**

#### **Interim Minister Qualifications**

The Minister shall have the following qualifications:

- an ordained minister in good standing of The Presbyterian Church in Canada or an ordained minister with demonstrated good standing in a denomination represented in the Ecumenical Shared Ministries Handbook, as outlined in the Book of Forms of The Presbyterian Church in Canada, section 213.3.
- identifiable skills in healing, conflict resolution, management of congregational change, organizational development, and setting short-term objectives;
- demonstrated ability to join and leave congregational systems quickly and with ease;
- demonstrated ability to diagnose a situation accurately and develop action plans quickly;
- demonstrated ability to provide honest and accurate feedback;
- demonstrated ability to prepare the way for another minister for the Congregation;
- demonstrated ability to honour the work of other people in the Congregation, past and present;
- demonstrated ability to be a non-anxious presence in the midst of transition, grief and conflict;
- congregational pastoral experience as an ordained minister;
- attended workshop on the *Policy for Dealing with Sexual Abuse or Sexual Harassment* of The Presbyterian Church in Canada or has taken similar training with a Presbyterian Church organization and has demonstrated knowledge of the current Presbyterian Church in Canada Policy for Dealing with Sexual Abuse or Sexual Harassment;
- provide a vulnerable sector police records check prepared within the previous two months and demonstrate familiarity with the *Leading with Care Policy* of The Presbyterian Church in Canada;
- specialized training for Interim Ministry.



**Stated Supply Ministry Agreement**  
**The Presbytery of London within The Presbyterian Church in Canada**

This agreement (“Agreement”) is dated 1 November 2017

Between:

The Congregation of St. James Presbyterian, North Yarmouth  
 (located at 44936 Ferguson Line, Central Elgin, “Congregation”)  
 and

The Rev. James Patterson of West Lorne, Ontario (“Minister”)  
 and

The Presbytery of London within The Presbyterian Church in Canada

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

- 1.0 The goals and expectations for this ministry are found at Schedule A, attached.
- 2.0 Qualifications of the Minister are found at Schedule B, attached.
- 3.0 This ministry is part-time (4/9ths) based on 44% of full time 45 hours per week (i.e., 20 hours per week on average).
- 4.0 This ministry will begin on 1 November 2017 and end on 31 October 2018 (not to exceed a maximum term of one year) and may be renewed with the mutual consent of all parties.
- 5.0 The stipend and allowances shall meet or exceed General Assembly and Presbytery requirements and may be prorated in the case of part-time ministry.
- 6.0 The Congregation shall pay the following monthly stipend and allowances, less payroll deductions, to the Minister at the beginning of each month:

	Annual	Monthly
Stipend (inclusive of travel allowance*)	\$ 19,700.00	\$ 1,641.67
Housing allowance (fair rental value of appropriate housing or use of manse)	\$ 4,945.00	\$ 412.08
Utilities	\$ included	\$
Other ,	\$	\$
<b>Total</b>	<b>\$ 24,645.00</b>	<b>\$ 2,053.75</b>

- 7.0 In addition to the above, the Congregation shall provide:
  - Five weeks vacation per year.
  - Continuing Education allowance according to General Assembly and Presbytery regulations, to be used on approval of the Presbytery.
  - Cost of pulpit supply during the Minister’s vacation and continuing education leave.
- 8.0 In the case of the Minister’s total disability or extended illness, this Agreement will

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terminate as of the date the medical leave commences. The Congregation will then continue to provide stipend and all allowances for a period of three months. Housing allowance and cost of utilities only will be continued for a further four months.

- 9.0 The Minister shall serve as Interim Moderator if approved by the Presbytery for the period decided by Presbytery.
- 10.0 The Minister shall be a member of and accountable to the Presbytery in accordance with *The Book of Forms* 176.
- 11.0 The Minister shall not be eligible to be called to the Congregation during the term of this Agreement.
- 12.0 The Presbytery shall arrange for a service of recognition and periodic evaluations of this ministry.
- 13.0 This Agreement can be terminated by the Presbytery on its own or at the request of either the Congregation or the Minister on 60 days written notice. During the first three years of ministry under the terms of this Agreement including subsequent consecutive renewals no further payments shall be required at the date of termination or expiry. After three years of consecutive service, the provisions of the Policy for the Dissolution of Pastoral Ties shall apply. (Policy attached if renewal is past three years)
- 14.0 This Agreement is in accordance with the policies for ministry within The Presbyterian Church in Canada and shall be subject to the laws of the province of Ontario.
- 15.0 This Agreement may only be amended or modified in writing and with the consent of all parties.

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

For the CONGREGATION:

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Clerk of Session

For the PRESBYTERY

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Clerk of Presbytery

For the MINISTER:

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Minister

## **Minutes of the Presbytery of London**

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### **SCHEDULE A**

#### **Stated Supply Ministry Goals and Expectations**

The goals for this Stated Supply Ministry shall include:

- provision of sustaining ministry for the Congregation
- provision of uplifting worship, a faithful teaching ministry, a continuity of worship and pastoral leadership and the nurturing of spiritual and numerical growth.

The expectations of the Stated Supply Minister shall include:

- lead worship and preach, subject to vacation and continuing education leave;
- celebrate the Sacrament of Holy Communion as determined by the Session;
- celebrate the Sacrament of Baptism as approved by the Session;
- provide for a leader of worship on Sundays when the Minister is absent, subject to the Minister ensuring that the leader shall support the Congregation's vision and the polity and doctrine of The Presbyterian Church in Canada;
- provide pastoral care for sick and shut-in;
- officiate at weddings and funerals;
- provide leadership for other ministry initiatives such as Christian education and community outreach in conjunction with the Session with a view toward holistic church growth;
- work with boards and committees of the Congregation (other than the search committee when ministerial candidates are being considered for a call to the Congregation) to assist them in carrying out their assigned tasks;
- if serving as Interim Moderator, attend board and committee meetings as required and moderate meetings of the Session of the Congregation;
- perform other administrative duties as requested by the Session or Presbytery; (e.g., work with church secretary in preparing bulletins, newsletters, etc., exercise general oversight of church facilities, and represent the church in dealing with outside organizations);
- attend Presbytery meetings and provide regular reports about the ministry;
- provide the Session and Presbytery a written report regarding the Congregation at the end of the Stated Supply Ministry.

### **SCHEDULE B**

#### **Stated Supply Minister Qualifications**

The Minister shall have the following qualifications:

- ordained minister in good standing of The Presbyterian Church in Canada;
- congregational pastoral experience as an ordained minister;
- demonstrated ability to work with a Session to provide leadership in times of transition;
- attended workshop on the *Policy for Dealing with Sexual Abuse or Sexual Harassment* of The Presbyterian Church in Canada;

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- provide a vulnerable sector police records check prepared within the previous two months and demonstrate familiarity with the *Leading With Care* policy of The Presbyterian Church in Canada.