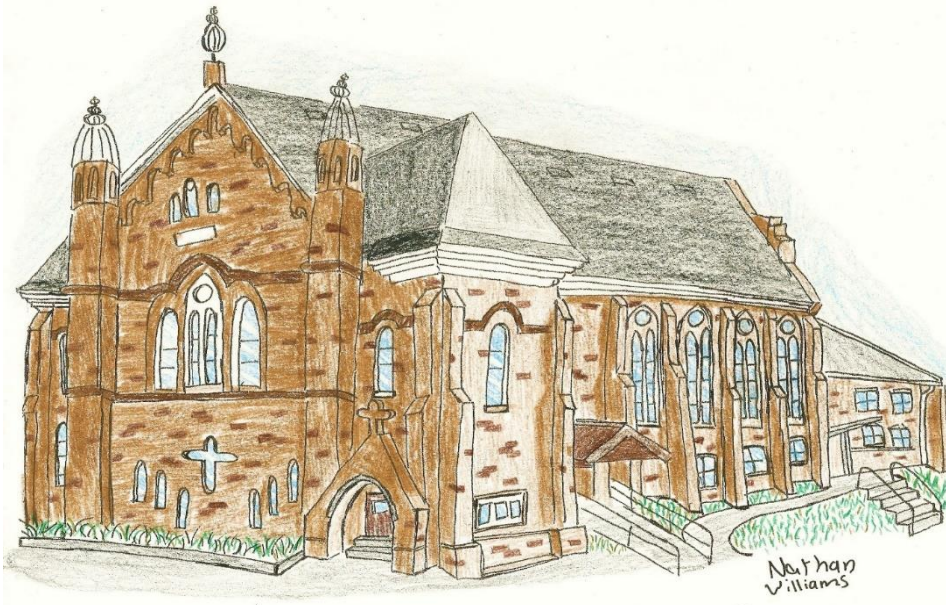




Kincardine United Church



2024 Annual Report

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KINCARDINE UNITED CHURCH BEHAVIOURAL COVENANT

Our Promises to God

We are called to be the church at Kincardine United.

We gather in God's name and, in all our interactions, celebrate God's presence.

We promise to pray and work together, seeking to follow God's will with grace and humility, always mindful of God's wisdom and abundance.

Our Promises to the Church

We are called to love and serve others. Our community of faith depends on our living in right relationship with one another.

We will respect the different perspectives, stories, talents and abilities each of us bring to our community, and will encourage one another to fulfill God's promise, which is in each of us.

We will be open to change.

We will strive to create a safe and inclusive environment where all are free to do God's work with joy and celebration.

When we hold positions of responsibility, we will seek to exercise authority wisely and well for the benefit of the whole community.

We will undertake to develop and maintain avenues of consultation and open decision-making. When a decision is made, we will honour that decision, and move forward.

Our Promises to One Another

We believe in God, who works in us and others by the Spirit.

We will interact with love, compassion, respect, affirmation and courtesy. In all we say and do, we will be aware of our body language, tone of voice, the words we use and how they impact others.

We will listen to each other without judgment.

We acknowledge that at times disagreements, disputes or conflicts will arise. We will seek to follow God's example of forgiveness and reconciliation in resolving such conflicts.

We are committed to build up this body of Christ which is Kincardine United Church, remembering that God is with us. We are not alone. Thanks be to God.

IN MEMORIAM - 2024

TULLY, Mary Eleanor	January 3, 2024
FRY, Betty Adelaide.....	January 9, 2024
CLARK, Trevor.....	January 11, 2024
FAIR, Shirley Margaret Jean.....	January 24, 2024
TROKE, Sally Suzanne.....	February 19, 2024
ROSS, Beverly Marlene.....	April 6, 2024
SMITH, Ronald James.....	May 9, 2024
ZARUBICK, Eugene Michael.....	May 18, 2024
FISHER, James Douglas "Doug" Gordon.....	May 28, 2024
THOMAS, Helen Dorothy.....	August 31, 2024
PASSMORE, Karen Marie.....	October 26, 2024
SMITH, Catherine Louise.....	December 1, 2024

This list represents those with a connection to our church who have passed away during the year. It includes members and adherents of our Congregation, friends and others whose families have requested our services, and summarizing information as received by the church. Each person reminds us of the loss that many feel at the death of someone they love very much. We commend the families of these people to your support and prayers with confidence in God's power to lift us all to eternal life.

"I am persuaded that neither life nor death....nor anything else in all creation will be able to separate us from the love of God in Christ Jesus our Lord."

Romans 8: sel

MEMBER STATISTICS 2024

	<u>2022</u>	<u>2023</u>	<u>2024</u>
Resident Members	295	281	300
Non-resident Members	<u>160</u>	<u>158</u>	<u>99</u>
	455	439	399
 Adherents	 113	 107	 109
 Added to Membership by			
Transfer	0	0	1
Profession of Faith	0	0	0
Action of the Council	<u>0</u>	<u>0</u>	<u>0</u>
	0	0	1
 Removed from Membership by			
Action of the Council	20	0	28
Death	16	9	7
Transfer	0	0	0
By Request	<u>5</u>	<u>7</u>	<u>6</u>
	41	16	41
 Baptisms	 1	 2	 0
 Marriages	 2	 4	 1

Notes to the 2024 Report

- 1) The Member Statistics published in the 2023 KUC Annual Report were incorrect. This report shows corrected figures for the past 3 years.
- 2) The shift in Non-Resident and Resident member totals since 2023 reflects a review by MART (Membership & Adherent Review Team) to realign members with their residence locations and to remove members with whom the church has lost contact.

KINCARDINE UNITED CHURCH **COUNCIL MEMBERS 2024**

PRESIDENT	Judy Zarubick
SECRETARY	Angela Hazlewood
MINISTER	Judy Zarubick
TREASURER	Liz Dillman
REGIONAL COUNCIL REP	Liz Dillman
REGIONAL COUNCIL REP	Vacancy (3)
REP FROM ADMINISTRATION	Donna Mowry
REP FROM MEMBERSHIP & MISSION	Charles Ludlow
REP FROM PROGRAMME	Sheila Bauer
REP FROM MINISTRY & PERSONNEL	Mary Phillips
REP FROM TRUSTEES	Jack Nancekivell

COMMITTEE MEMBERS 2024

ADMINISTRATION

Donna Mowry ... Chair
Ralph Knowles
Dotty McClelland
Jack Nancekivell
Liz Dillman (resource)
John Phillips (resource)
Judy Zarubick (resource from Aug 1/24)

MEMBERSHIP & MISSION

Nancy Brash
Liz Dillman
LouAnne Dudman
Katrena Johnston
Charles Ludlow
Janice McKean
Melinda Smegal
Judy Zarubick (resource from Aug 1/24)

MINISTRY & PERSONNEL

Mary Phillips ... Chair
Sheryl Elliott
Rad Michielson
David Mullinex
Pam Plagos

PROGRAMME

Judy Zarubick ... Chair
Sheila Bauer
Jackie Clements
Liz Coates
Randy Norris
Emily Perry
Jim Zarubick
David Hamilton (resource)

TRUSTEES

Jack Nancekivell ... Chair
John Brash
Ralph Knowles
Don Merritt
Joan Norris
Pat Porter
Gord Dunbar (to Aug 1/24)
Judy Zarubick (from Aug 1/24)

REGIONAL COUNCIL REPS

Liz Dillman
Vacancy (3)

For all committees, Gord Dunbar was a resource until Aug 1/24

A MESSAGE FROM JUDY

This past year has once again been one of change and adjustments. Kincardine United was fortunate to walk with Rev. Gord Dunbar for the first seven months of 2024. Unfortunately, Gord felt that he needed to move closer to his family and to reduce his hours to half time. We were all sorry to see him leave but understood his need to be close to family.

I have been asked on numerous occasions about our agreement with Bervie/Kinloss Pastoral Charge. Since our Collaborative Agreement was with Bervie/Kinloss Pastoral Charge and not specifically with Gord, the agreement remains intact. There were however some changes.

According to the Collaborative Agreement, Kincardine United was responsible for finding Pulpit Supply for both Kincardine and Bervie when Gord was away, with Gord covering the meetings as required by the manual, and providing emergency pastoral care for Bervie. Bervie/Kinloss Pastoral Charge paid half the cost of any pulpit supply and paid for 2 hours of Gord's salary to Kincardine United Church.

During the first seven months the need for pulpit supply was minimal. Pulpit Supply was only needed when Gord was on vacation or study leave and the two hours per week paid to Kincardine United was to cover Gord's preaching on Sundays, attending required meetings and for any emergency pastoral care.

Pulpit Supply for Sunday services then became the norm and not an occasional thing once Gord left. Kincardine still arranges the weekly pulpit supply and Bervie/Kinloss Pastoral Charge pays half those costs, as they did before Gord left.

Bervie/Kinloss Pastoral Charge then, as well, pays me an hourly rate for any meetings that I have to attend and for any emergency pastoral care. The time I give to Bervie/Kinloss Pastoral Charge is over and above my hours for Kincardine United Church.

Our agreement with Bervie/Kinloss Pastoral Charge is one way that we enhance our ministry as we try to follow the way of Jesus showing love and care for our neighbours.

As we look back on the year that has just passed, I am encouraged by your love and care, not only for our neighbours, those close by and those further away, but for other non-profit groups in our community that need a space to meet.

I thank God for your ministry. As I continue to work with you into the next year, finding our path forward, may we open our hearts not only to each other, but to all those we encounter on our journey.

Many blessings and much love,

Judy

COUNCIL REPORT

At last year's Annual Meeting on February 18, 2024, Rod Coates, after many successful years as the Council President, retired from that position. The members of Council thank him for all the work he did on behalf of, not only the Council, but the whole congregation.

Since no one stepped up during the meeting to replace Rod as the President of Council, I took on that role so that Gord Dunbar, as minister, did not have to, as mandated by the Manual of the United Church of Canada.

Council met in person for our March, June, August, September, October, and November meetings. We met by zoom in April and May. Council minutes can be found by looking on our web site under "About Us", then "Governance", "Our Committees", "Council", "Minutes", then the meeting date.

In governance matters, Council continues to approve updates to policies & procedures, membership records, facility usage, invoice payments & signing authority. As mentioned in previous reports, helpful & current documentation aligns polity, policy, procedure, process, and practice.

In May, Gord Dunbar asked for a change in Pastoral Relations as of July 31, 2024. Council, as well as the whole congregation, was sad to hear of his request but understood his reasons— to be closer to family and to lower his hours of work.

Council began working on the documents required by the Western Ontario Waterways Region and the United Church of Canada, so that we could begin to look for a new minister.

The Administration Committee arranged a Special Council and Congregational meeting on July 11, 2024 to discuss Next Steps. One of the next steps, that was required, included completing 5 different reports. The Council completed and/or updated all the Community of Faith Profile worksheets which included a Cover Page, Financial Viability, Demographics, Real Property and a Living Faith Story.

A Special Congregational Meeting was called on October 20, 2024 to examine the reports and to approve the Community Faith Profile. A positions description was also approved by the congregation but a decision was not reached, at this meeting, for the type of ministry personnel for the position, number of hours and category (A-F) that we could afford.

The approved reports were uploaded to the Church Hub. Until a decision is made in regard to ministry personnel and affordability, a Search Committee cannot be formed. The congregation, at this year's annual meeting, will have the opportunity to continue this discussion. Council is reassured that, as a congregation, we are taking the time needed to answer these questions.

Council President is a yearly appointment and is open to any member of the congregation. Consider if you have the gifts and skills to take on this position in the church governance.

Judy Zarubick, Acting Council President

STANDING COMMITTEE REPORTS

ADMINISTRATION COMMITTEE

It was with regret that at the end of July, we said goodbye to our minister, Rev. Gord Dunbar. Rev. Judy Zarubick was hired for a few hours each week and she then became our Resource Person. We welcomed Judy to our meetings.

- We prepared and conducted the Celebration of Life Hymn Sing Service held on May 26 with David Hamilton on the organ and Ashton Dunk on the piano. Proceeds were \$2650.
- We renewed our Evacuation Agreement with Trillium Court for 2025.
- We completed the 2023 Annual Review Forms for three staff members for M&P.
- We began our June meeting with a moment of silence to remember Ron Smith. Ron was a very dedicated Head of the Property Ministry Team for many years.
- We donated wooden tables and chairs to the Consignment Auction at the Bruce County Heritage Association's 31st Heritage Farm Show and they sent us a \$25 cheque.
- We received a \$100 cheque from Tanya McClelland who sold our old cooking pots.
- Administration held a meeting for the Congregation on July 11 to discuss "What Next?" now that our minister has resigned. Twenty-five people attended, many issues were discussed and answers were provided mainly by Judy.
- We sent our Children's Choir robes to the Burloak Theatre Guild; they sent a thank you.

Financial Items

- We ended the year with a positive balance but that was mainly due to the fact that we cashed in some investments to cover our expenses. All financial details are shown in the "Financial Report", prepared by our Treasurer, which is printed in this Annual Report.
- We began the year with 79 households on PAR and ended the year with 74.
- Jack checked various insurance companies to get us the best coverage at the best price and chose a policy from the United Church of Canada at a savings of \$3200 for the year.
- The 2025 Budget was passed, as presented, at the Budget meeting on December 8, 2024.
- We moved the funds recorded under "AV Upgrade" to the Programme Committee to cover license fees.
- John Phillips sent out the 2023 Income Tax statements and 2024 mid-year statements.
- We returned the stamp machine to Pitney Bowes and received a refund for unused stamps on the machine.
- Pat Porter and Leanne Guppy reviewed the 2023 financial books and found them to be in order. They agreed to review the 2024 books.
- We purchased a new-to-us grand piano thanks to the generous donations of our members.
- The Power Church Renewal Fee was paid and John completed the Benevity Fund yearly recertification.
- We held an Indoor Yard Sale which netted us \$1,278.50 for the General Fund and \$1,418.00 for the Capital Campaign.
- We received funds from the frozen soup sale, the jam and pickle sale and the ice cream sundaes.

Property Related Items

Our custodian, Galyna Katkevych, sustained leg injuries when she was struck by a car. Her husband, Vova, then took over the custodial duties. Then Vova had knee surgery. Fortunately, Galyna was then well enough to return as our regular custodian.

We cannot thank Ralph Knowles enough for all the hours he spent at the church fixing a multitude of things, sometimes he had to make several trips in one day. Jack Nancekivell often assisted Ralph with these repairs.

- We completed two major property projects this year. **“Hy-Grade”** covered the roof on the north side with steel panels, which matched the panels on the south side roof, without removing the roof shingles (cost \$58,245.85). **“Under Construction”** (Dan Schiestel) repaired the windows, frames etc. on the south side of the sanctuary (cost \$11,815.29). Both companies repaired other items that were necessary to complete the jobs.
- Several emergency exit lights were replaced.
- Don Manary repaired several electrical wall heaters in the sanctuary which involved replacing controllers, burnt wiring and connectors. He also installed wall mounted hand switches for the lights in the Sanctuary to replace using the circuit breakers for on/off use. Don did the electrical work for this and Ralph and John completed the repairs to the wall. He and Howard Brown repaired the dishwasher (they found a broken part, it was ordered and installed). He corrected the flush mechanism on the toilet on the south side of the Fellowship Hall. He replaced the rheostat controlling the fans in Fellowship Hall.
- Ralph installed new batteries and a new paddle in the AED device.
- Bill McTavish volunteered to cut the lawns again this past year.
- Ralph Knowles and Dotty McClelland selected various unused items for our Indoor Yard Sale. These items were approved for sale by the Trustees.
- Jack relocated the Lockbox used by the Fire Department from the front entrance to the wall just inside the glass entrance doors near the office.
- Ralph hung eight “Every Child Matters” shirts in the Resource Room & Fellowship Hall.

Donna Mowry prepared the schedules for the Counting Ministry Team consisting of Angela and Don Hazlewood, Ralph and Mary Ann Knowles, Jack Nancekivell, Melinda Smegal, Sheila Elliott and Donna Mowry. They also acted as greeters and ran the elevator. The members of the Administration Committee are Donna Mowry, Ralph Knowles, Dotty McClelland and Jack Nancekivell with John Phillips, Liz Dillman and Gord Dunbar/Judy Zarubick as resource people. We hope that some of you might feel called to serve on the Administration Committee as we are always grateful for the skills and talents of those who volunteer.

Submitted by Donna Mowry, Chair

MEMBERSHIP AND MISSION COMMITTEE

The Membership and Mission Committee (M&M) is responsible for mission, outreach, membership and pastoral care, hospitality, MART and congregational life and fellowship.

Members are LouAnne Duncan (formerly Dudman), Charles Ludlow, Katrena Johnston, Krista Ritchie, Melinda Smegal, Nancy Brash, Janice McKean and Liz Dillman. Gord Dunbar and Judy Zarubick acted as our staff resources.

M&M continued to support the congregational life and fellowship of the Church with the following events:

Coffee before and after Church on Sundays

Sundae Sundays raising funds for the Capital Projects

Pancake Tuesday

Easter Sunday Potluck Breakfast with the profit from this event being sent to the Kincardine Food Bank

Church Potluck Picnic in the Park

Hot Dog Lunches

Mission and Service reports were provided the second Sunday of each month highlighting the many ways Mission and Service funds are being used.

The Committee was able to provide support/assistance to several organizations/individuals:

- purchased a Good Food Box for the Syrian Refugee Family for six months
- financial assistance to assist with Galyna and Vova's legal fees for Canadian residency – this included an appeal to the Congregation to consider helping out
- purchase of Grief books to be shared with families who have suffered a death
- donation to Silver Lake Camp – new dining hall project
- donation to Friends of the Observer

In May the Committee arranged for a speaker to come from the Parkinson's Society to speak during the Church service to provide information on Parkinson's and the work of the Society.

The Committee supported the creation of a regular "Movie Night" hosted by Terry Boyd and Joseph Addley. The group enjoyed watching and discussing films such as American Fiction and The Holdovers.

The Committee purchased frames for the Orange Shirts to be put into and hung around the Church. The shirts are on display in the Fellowship Hall and the Resource room

In September the M&M Committee prepared and presented the annual Mission and Service Sunday. Guest Speakers Jenny Raspberry and Catherine Evans spoke during the service about the Baby Playgroup that Community Living runs. A total of \$650 was given to Community Living to support this project.

In October, the M&M Committee sponsored the presentation of The Indigenous Blanket Exercise to Grade 11 students at Kincardine District Senior School. Two presentations were made.

Book Swap events were held in the Fellowship Hall twice this year. Building on the experience of the first, attendance of about 30 people and a guest author made the second swap interesting and enjoyable. Funds raised were donated to the general fund.

White Gift Sunday was held in November with the gifts once again going to the Neyaashiinigiing Reserve for the community. These gifts are always greatly appreciated.

Once again this year poinsettias were purchased and delivered to members of the congregation who would be alone at Christmas.

The Membership Adherents Review Team (MART) continues to keep our membership rolls updated.

Membership and Mission would like to thank all the individuals who assisted with the many events we arranged – the cooks, the servers, the people who set up and cleaned up and those who provided food and all of you who came out and participated. Without your support, much of the work Membership and Mission does would not happen.

Submitted on behalf of the Membership and Mission Committee by Liz Dillman.

PROGRAMME COMMITTEE

The Programme Committee was made up of the following people in 2024: Judy Zarubick (Chair), Jim Zarubick, Sheila Bauer, Randy Norris, Emily Perry, Liz Coates and Jackie Clements.

The committee was resourced for the first seven months of 2024 by Rev. Gord Dunbar, as the Full Time Minister of Word, Sacrament and Pastoral Care; and from March 1, 2024 to May 24, 2024 by Judy Zarubick, a Part-time Designated Lay Minister. Judy continued from May 25, 2024 to the year end as a Part-time Ordained Minister; and for the full 2024 year we were resourced by David Hamilton, Music Minister.

The committee met five times in 2024. Sheila Bauer became the Programme Committee's representative to Council when Judy Zarubick took on the roll of Council President, following last year's Annual Meeting.

The work of the Programme Committee in 2024 included arranging for Audio-Visual Coverage for Sundays, as well as for other events in the church which included: special worship services other than Sundays, Good Friday, evening worships, funerals, and concerts, for example.

Our work also involved arranging for pulpit supply when Gord Dunbar was away for vacation and study leave until July 31, 2024, when Gord's change in pastoral relationship required pulpit supply for every Sunday. Liz Dillman has helped greatly in finding people to cover those Sundays.

The Programme Committee purchased: flowers for Mother's Day and All Saint's Day, Dad's cookies for Father's Day, elements for communion Sundays, and made repairs to AV equipment.

The Programme Committee decorated the church for Thanksgiving, with help from Joan Gillespie, and we also decorated the church for Christmas.

A big thank you to all those committee members who worked diligently to do the work of the committee.

Many of our members have reached the end of their term and will not be looking to continue, so as you read this report and get an idea of what our committee does, please consider joining us in 2025.

Judy Zarubick, Chair

MINISTRY AND PERSONNEL

We are so blessed to have such a wonderful group of people who work at our church. They keep our church running smoothly and do it with a smile on their face!

The past year has seen some major changes, due primarily to Gord's retirement. We miss Gord greatly, and he will always have a special place in our hearts. However, Gord's leaving has left many questions as to what path is right for our community of faith. As we reflect on our future, our staff continue to work hard to ensure our church runs smoothly; in some cases, they have also taken on new tasks to fill gaps as required. We are forever thankful for everyone on our team.

We are proud that our church supports our staff with a minimum of a Living wage. A living wage reflects an income that a worker must bring home in order to meet their basic living needs within their community and participate more fully in life, work and community.

The annual staff reviews from the past year were completed as always, to ensure any issues are identified and addressed. The reviews for the 2024 year are currently in progress.

The Ministry and Personnel (M&P) Committee is a confidential, consultative body that supports the pastoral relationship. It is accountable only to Council and does not have any decision-making authority. The M&P Committee monitors the relationship between the pastoral charge and the staff of its church (including ministry staff) and makes informed recommendations to Council concerning those relationships to help ensure their continued health and well-being.

Submitted on behalf of the M&P Committee, 2024, by Mary Phillips, Chair.

MINISTRY TEAM REPORTS

KINCARDINE UNITED CHURCH LIGHTHOUSE UNIT

Lighthouse Members joined together in February to start the New Year with a Valentine Theme. We met at the Bruce Inn for Supper, socializing and enjoying time together. Members donated socks to be given to The Bridge.

Towards Spring, a guest speaker, Christine Roberts, joined our meeting. She impressed on us the importance of caring for our land and pollinators to keep our Earth healthy.

Another interesting meeting involved members, divided into groups and meeting at different homes. Through Zoom, prayers and business were presented. Afterwards, members appreciated their small group discussions and getting to know each other better.

We were graciously welcomed once again to Terry Boyd and Joseph Addley's lake home for our June Potluck Meeting. The theme of New Beginnings created the basis of Readings and Prayers. Many thanks again to Terry and Joseph!

Laughter and Joy were the theme for September. Members felt these emotions and were thankful to God for these expressive gifts.

We appreciated the touching presentation by Bernice Glenn in October. She has a personal connection to homelessness and thus her commitment to raise funds for the Coldest Night of the Year.

Our group supported CNOY, as well as Silver Lake Camp – Dining Hall Project, The Bridge, Cape Croker, Regina Native Outreach Ministries - Baby and Mother Bags and Kincardine Community Services and other charities.

Highlights of our Summer were discussed in November, followed by devotional stories, fun and fellowship in decorating gingerbread cookies!

Our final meeting of the year was our Christmas gathering at the Bruce Inn- MacKenzie Room. Everyone told of their Christmas plans, a delicious turkey dinner was enjoyed, followed by devotions, Carols and reading of a Christmas story.

A wonderful year of fellowship, learning, service and care was celebrated!

We happily welcome any women to join our group! *Submitted by Marion Brown*

KINCARDINE UNITED CHURCH SUNSHINE UNIT

The Sunshine Unit is a small group of ladies that meet monthly for fellowship and friendship. We support mission projects through the National U.C.W. and various local outreach programs. In December, we enjoyed a catered Christmas luncheon at Sue Maus' home. Santa Claus paid us a special visit and handed out gifts to each lady.

We will resume meetings in the spring. Watch for announcement in the church events.

All ladies are welcome to join us at any time. *Submitted by Elaine Holmes*

INSTRUMENTAL ENSEMBLE

KUCIE continues to practice every Tuesday from 7 to 8 pm in the sanctuary. The group played during 5 different services in 2024 including the service in the park in June and on Christmas Eve.

Anyone who plays an instrument is most welcome to join us. Either contact a KUCIE member or just come with your instrument to rehearsal. The music is not difficult even for those who haven't played in a while.

Respectfully submitted
Shirley Steele

KINCARDINE UNITED CHURCH CHOIR

The choir, under the direction of David Hamilton, practices weekly on Thursdays at 1:30 p.m. and Sunday mornings prior to the church service.

In June, we combined with Lucknow United Church choir and director Ashton Dunk for our morning service, and then attended Lucknow's Induction Service for their new minister later that day. The choir took part in two Hymn Sing evenings, and the Pride Service.

A "new to us" Grand piano and cover were purchased with donations from church members and other musicians who use our facility. David and Ashton's organ/ piano duets are appreciated by everyone.

Practices resumed in September, after the summer break. We welcomed new members, Meaghan Keane and Melinda Smegal.

If you love to sing, we would welcome you to join our fun group.

Submitted by: Elaine Holmes

FINANCIAL REPORTS

KINCARDINE UNITED CHURCH CHOIR Financial Report for 2024

Bank Account Balance as of December 31, 2023 **\$ 433.22**

REVENUE

Choir Social Donations for 2024	<u>\$ 221.00</u>	
Total Revenue 2024	<u>\$ 221.00</u>	<u>\$ 221.00</u>
Sub-total		\$ 654.22

EXPENSES

Bank Fees	\$ 9.00	
Gift to Choir Director	150.00	
Choir donation toward the new piano	<u>400.00</u>	
Total Expenses 2024	<u>\$ 559.00</u>	<u>\$ 559.00</u>

Bank Account Balance as of December 31, 2024 **\$ 95.22**

Note: The Choir Hymn Sing held on July 26, 2024 generated donation revenues of \$255.00. This money was given directly to our Donation Steward, John Phillips. By this date, the piano had been fully funded, so the \$255.00 was deposited in the KUC Capital Fund.

Respectfully submitted January 14 2025
Debbie Michielson
KUC Choir Treasurer

2024 REPORT FROM THE BOARD OF TRUSTEES

As defined in the Board of Trustees Handbook, “the Board of Trustees for a congregation holds all of the property of that congregation for the use and benefit of the congregation as part of the United Church”. The Board of Trustees is governed by the direction of Council.

At the annual meeting held in February 18th 2024, the following were elected to the Board of Trustees: Pat Porter, Don Merritt and Ralph Knowles.

The members of the 2024 Kincardine United Church Board of Trustees were as follows, with their respective areas of assigned task:

Jack Nancekivell (Chairperson) and Pat Porter: Insurance portfolio.

Joan Norris: Secretary and Governance Oversight.

John Brash and Don Merritt: investment portfolio.

Ralph Knowles: Property portfolio.

Judy Zarubick: Minister (automatically a Trustee)

Source of Investment Funds: Sale of Manse: \$115,000

MacDonald Estate Bequest: \$50,000

Memorial Donations during 2022: \$6,783.40

Memorial Donations during 2023: \$26,510

Memorial Donations during 2024: \$1,000

* Wieck Estate Bequest: \$10,000

Note: * The principal of this bequest can only be used to generate income.

The investment portfolio was valued at \$105,949 on December 31st. 2023.

During 2024 the amount of \$29,956 was transferred to the KUC general account from the sale of investments. This transfer resulted in the investments dropping to approximately \$76,000. The market has seen a rebound from the Pandemic, which resulted in the value of the investments increase to \$90,645.03 on December 31st. 2024.

During the past few years the United Church of Canada has increased their administration control of the Insurance Company HUB.

Consequently, after reviewing the HUB policy, along with added benefits offered that were not included in the previous underwriter Ecclesiastical, it was decided to change to the HUB Insurance Company with the United Church of Canada.

During the investigation, several quotes were requested from competing Brokerages along with the United Church of Canada. The cost of insurance from the other Brokerages was comparable to the cost experienced from Ecclesiastical.

However, HUB was able to add an "Abuse Coverage" along with allowing a reduced "replacement" value of 50% of the current estimated value of KUC building.

Should the KUC building experience a major destruction event, it would not be prudent to rebuild the same size of structure given the current number of members and adherents.

Currently the KUC building is approximately 10,000 square feet with a replacement cost of \$6.32 M. A new Church building of 4-5,000 square feet would suffice at a cost of \$3.0 M.

The resulting cost of insurance from HUB is \$10,559, including taxes, compared with the renewal cost with Ecclesiastical, including an abuse policy plus taxes, which totaled \$14,114.

There were two major improvements carried out on the KUC building this past year.

One was the cladding of the north side of the Sanctuary roof with Hy-Grade steel panels and the other was the restoration of the windows on the south side of the Sanctuary. Both projects were desperately needed to preserve the building value.

Regular maintenance items on the building during this past year will be listed under the Administration Committee report.

This report is respectfully submitted by Jack Nancekivell

BANK RECONCILIATION AS AT DECEMBER 31, 2024

BANK BALANCE DECEMBER 31, 2024	\$ 41,830.72
LESS OUSTANDING CHEQUES:	\$ (10,238.62)
RECONCILED BANK AND GL BALANCE	\$ 31,592.10

BALANCE SHEET DECEMBER 21, 2024

ASSETS		
CHEQUING ACCOUNT	\$	31,592.10
INVESTMENTS	\$	90,645.03
FIXED ASSETS		
BUILDING	\$	4,520,908.00
LAND	\$	350,000.00
TOTAL ASSETS	\$	4,993,145.13
LIABILITIES		
KEY DEPOSIT	\$	770.00
COMMUNITY PROGRAMS (NOT PAID OU	\$	50.00
CAPITAL PROJECTS	\$	12,494.19
TOTAL LIABILITIES	\$	13,314.19
NET ASSETS - UNRESTRICTED	\$	4,979,830.94
TOTAL LIABILITIES AND EQUITY	\$	4,993,145.13

INCOME AND EXPENSE STATEMENT

JANUARY 2024 – DECEMBER 2024

			2024 ACTUAL	2023 ACTUAL	2025 BUDGET
INCOME					
General / Offering			\$197,124.85	\$202,254.60	\$ 192,000.00
Memorial			\$2,348.87	\$3,013.90	
Rental Income			\$6,835.00	\$7,037.00	
Miscellaneous Income				\$0.00	
HST Refund NR			\$11,287.90	\$4,457.19	
Welsh Choir				(\$318.57)	
Fundraising			\$1,406.45	\$2,652.54	
Ice Cream Sunday			\$980.80		
Yard Sale			\$2,696.95		
Wedding Fees			\$550.00	\$450.00	
Hymn Sing			\$2,875.00	\$2,725.00	
Broadview			(\$30.00)		
Miscellaneous			\$127.80		
TOTAL INCOME			\$226,203.62	\$222,271.66	\$192,000.00
FUNDS RECEIVED FROM ASSETS CASHED					
			\$29,956.00		
EXPENSES					
MINISTRY AND PERSONNEL					
2024 WAGES	\$	171,500.00	\$142,760.91	\$169,939.12	\$ 81,900.00
LESS BERVIE WAGE REPLACEMENT			(\$7,573.56)		
TOTAL		\$ 171,500.00	\$135,187.35	\$169,939.12	\$81,900.00
PROGRAMME COMMITTEE					
	2024 BUDGET		2024 ACTUAL	2023 ACTUAL	2025 BUDGET
Worship Supplies	\$	500.00	\$612.51	\$684.62	\$ 500.00
Guest Musicians	\$	2,000.00	\$1,100.00	\$1,150.00	\$ 2,000.00
Music Supplies	\$	200.00	\$56.63	\$192.90	\$ 100.00
Piano/Organ Maintenance	\$	1,300.00	\$790.00	\$1,740.00	\$ 1,300.00
Band Supplies	\$	100.00			\$ 100.00
Pulpit Supply	\$	2,500.00	\$2,940.18	\$1,914.76	\$ -
Pulpit Supply - Post Gord			\$5,083.16		\$ 9,000.00
Organist Supply	\$	1,350.00	\$1,050.00	\$1,096.75	\$ 800.00
Licensing	\$	1,200.00	\$1,614.09	\$719.32	\$ 2,300.00
A V Supplies/Video Maintenance	\$	400.00	\$315.99	\$678.90	\$ 200.00
Total	\$	9,550.00	\$13,562.56	\$8,177.25	\$16,300.00

MEMBERSHIP & MISSION	2024 BUDGET	2024 ACTUAL	2023 ACTUAL	2025 BUDGET
Fellowship Enhancement	\$ 750.00	\$959.11	\$1,125.98	\$ 1,000.00
Grief Resources	\$ 250.00			\$ -
Broadview Subscriptions	\$ 80.00		\$30.00	\$ 80.00
Name Tags	\$ 100.00	(\$5.00)	(\$37.87)	\$ 50.00
Pancake Supper Expenses	\$ 350.00	\$108.88		\$ 250.00
Pancake Supper Revenue		(\$611.15)		
Pancake Supper Revenue donated to Food Bank		\$611.15		
Kincardine Benevolent Fund	\$ 400.00		\$375.00	\$ 350.00
Chaplaincy Fund	\$ 750.00		\$750.00	\$ 750.00
Friends of Broadview	\$ 125.00	\$125.00	\$125.00	\$ 125.00
Assistance Fund	\$ 3,500.00	\$675.00	\$3,153.12	\$ 3,500.00
Assistance for Kaatrevyeh				
Mission Sunday Expenses	\$ 350.00	\$350.00	\$350.00	\$ 350.00
Community Service Donatio	\$ 500.00	\$500.00	\$500.00	\$ 500.00
M & M Miscellaneous	\$ 100.00			\$ 100.00
Poinsettias	\$ 300.00	\$153.76	\$326.43	\$ 300.00
Outreach	\$ 2,000.00	\$2,035.00	\$514.41	\$ 2,000.00
Truth and Reconcilaiton	\$ 500.00	\$279.76	\$39.83	\$ 150.00
Total	\$ 10,055.00	\$5,181.51	\$7,251.90	\$9,505.00
ADMINISTRATION/COUNCI	2024 BUDGET	2024 ACTUAL	2023 ACTUAL	2025 BUDGET
ADP Payroll Charges	\$ 400.00	\$421.19	\$379.13	\$ 400.00
Bank Charges	\$ 350.00	\$381.41	\$406.93	\$ 350.00
Church Maintenance	\$ 3,000.00	\$5,023.84	\$3,633.41	\$ 4,000.00
Municipal Water Charges	\$ 1,100.00	\$1,287.17	\$998.30	\$ 1,500.00
Insurance	\$ 11,715.00	\$13,030.79	\$10,423.69	\$ 10,600.00
Online Service Charges	\$ 750.00	\$490.00	\$497.30	\$ 525.00
Westario	\$ 24,000.00	\$18,198.29	\$15,102.11	\$ 20,000.00
Elevator Maintenance	\$ 1,600.00	\$1,650.50	\$1,511.00	\$ 1,800.00
National Assessment	\$ 9,000.00	\$7,800.00	\$8,575.00	\$ 8,500.00
Office Expenses	\$ 3,000.00	\$3,125.46	\$3,808.97	\$ 3,000.00
Advertising	\$ 100.00	\$65.00	\$58.41	\$ 100.00
Council Miscellaneous	\$ 100.00	\$157.00	\$42.00	\$ 50.00
Training/Conferences	\$ 200.00			\$ 200.00
Telephone & Internet	\$ 2,556.00	\$2,053.35	\$1,919.74	\$ 2,200.00
Minister's Computer		\$260.00		\$ -
Total	\$ 57,871.00	\$53,944.00	\$47,355.99	\$53,225.00
HST Paid Out		\$13,337.98	\$4,774.82	
TOTAL EXPENSES	\$ 248,976.00	\$221,213.40	\$237,499.08	\$160,930.00

NET FUNDS AVAILABLE

<u>CAPITAL PROJECTS</u>	Budget	Acct. Bal.	Donations	Expensed	Balance
		Dec 31/23			
Donations for Capital Projects		\$ 55,573.14	\$ 20,612.55	\$ 63,691.50	\$ 12,494.19
NOTE: HST for Roof was \$6,700.85 and is included in Expensed total					
AV Upgrade		\$ 342.23		\$ 342.23	\$ -
					\$ -
		(transferred to Programme - Licensing)			\$ -
Totals		\$ -	\$ 55,915.37	\$ 20,612.55	\$ 64,033.73
				\$ 12,494.19	

<u>OTHER DISTRIBUTIONS</u>	Budget	Acct. Bal.	Donations	Expensed	BALANCE
		DEC 31, 2023			
Mission and Service		\$ -	\$ 29,558.00	-29,558.00	\$ -
Emergency Relief		-	\$ 1,600.00	-1,600.00	\$ -
Community Programs			\$ 680.00	-630.00	\$ 50.00
Memorial Wall			\$ 4,010.63	-4,010.63	\$ -
New Baby Grand Piano			\$ 8,533.50	-8,533.50	\$ -
Local Food Bank			\$ 580.00	-580.00	\$ -
Sunshine UCW Unit			\$ 221.00	-221.00	\$ -
Key Deposit		\$ 570.00	\$ 470.00	-270.00	\$ 770.00
		\$ -	\$ 570.00	\$ 45,653.13	-\$ 45,403.13
					\$ 820.00

NOTE - Balance of funds from Piano purchase transferred to Capital Projects Account in May

<u>RECONCILED BANK BALANCE</u>					
Bank balance as at December 31, 2024					\$41,830.72
Less Outstanding Cheques					(\$10,238.62)
Less M&S & Emergency Relief					\$0.00
less Memorial Wall					\$0.00
Less Sunshine Unit					\$0.00
Less Local Food Bank					\$0.00
Less Community Programs					(\$50.00)
Less Key Deposits					(\$770.00)
RECONCILED BANK BALANCE - DECEMBER 31, 2024					\$30,772.10
<u>GENERAL FUND BANK ACCOUNT RECONCILIATION</u>					
Capital Projects					\$ 12,494.19
Total Allocated Funds					\$12,494.19
Net Funds Available (bank balance minus allocated funds)					\$18,277.91
Memorial Tree Donations to Date					\$ 2,010.63

REVIEWER'S REPORT

TO: THE COUNCIL, MEMBERS AND ADHERENTS OF KINCARDINE UNITED CHURCH

The Finance Committee absolves the reviewers from a full individual donation review. As a result, we have examined the following church books – without direct verification to members or suppliers – and found that they appear to correctly reflect the financial transactions for the Church, for the year 2024.

Church Accounts:

- General Fund (including Mission and Service and Special Projects Fund)

Jan 24/25
Date

Leanne Guppy
Leanne Guppy

Jan 24/25
Date

Pat Porter
Pat Porter

CONGREGATIONAL MEETINGS

KINCARDINE UNITED CHURCH **ANNUAL CONGREGATIONAL MEETING** **SUNDAY, FEBRUARY 18th, 2024**

The congregation of Kincardine United Church was called to meet in-person and via the Zoom platform on Sunday, February 18th, 2024, immediately following the morning worship service for the Annual Congregational Meeting, (12:08 a.m.) to review the 2023 Annual Report, adopt the 2023 financial report, and to elect nominated positions. Proper notice of this meeting was given prior to the meeting and an e-mail went out with the agenda and other supporting documents prior to the meeting, as well.

ATTENDANCE: 38 people in the sanctuary and 10 households joined on-line (approximately 12 people).

1. **Call to Order and Constitution of the Meeting** (Rod Coates)

Having given due notice, Rod Coates declared this congregational meeting duly constituted in the name of Jesus Christ, the one true head of the Church, for the purpose of the business which may properly come before it.

2. **Opening Prayer** (Gord Dunbar)

Gord Dunbar led everyone in prayer.

3. **Behavioural Covenant** (All)

All present read the Behavioural Covenant as presented on the screen.

4. **Enabling Motions**

- a) That all adherents have full participation and voting privileges.
- b) That Rod Coates chair the 2024 Annual meeting.
- c) That Angela Hazlewood act as recording secretary for the 2024 Annual Meeting. (Angela Hazlewood joined meeting remotely).
- d) That the meeting Agenda be accepted as distributed.
- e) That the Congregational Meeting minutes of February 19th, 2023, March 19th, 2023, and December 10th, 2023 be approved as printed (in the 2023 Annual Report)
- f) That the Zoom meeting be recorded for use by the recording secretary.

Moved by: Liz Dillman

Seconded by: Louanne Dudman

CARRIED

5. **Business Arising from the Minutes** (Rod Coates)

- a) **Corrections to the 2022 KUC Annual Report.**

The corrections were completed and the updated report was posted to the website. Rod Coates thanked Gord Dunbar, Sarah MacKenzie, and others who were involved in completing the corrections.

b) Bervie Kinloss United Church Collaborative agreement update.

This item has been noted in two congregational meetings in 2023, but just to bring closure to the 2023 Annual Meeting wherein a trial was approved and that trial has now been implemented as a permanent arrangement.

6. In Memoriam (Gord Dunbar)

Gord Dunbar read all of the names as printed in the 2023 Annual Report and led participants in prayer.

7. 2023 Financial Report (Jack Nancekivell)

Jack Nancekivell presented the report. The excess income/expenses are comparable to other years, but there is still a deficit. The total income for 2023 was \$222, 271.66 as shared by Jack Nancekivell.

Also, Jack Nancekivell acknowledged that all committees came under budget and only spent money that was deemed necessary. Jack Nancekivell went on to say that variances are always explainable. No funds were taken out of our investment account which was very positive, according to Jack Nancekivell. Also, it was stated that \$26510.00 was added to the investment account making the total to \$106000.00. Significant donations were made to the capital projects which is close to \$56000.00, Jack Nancekivell added. The Mission and Service Fund showed as almost \$30000.00 which Jack Nancekivell thought was very commendable for Kincardine United Church. Lastly, Jack Nancekivell stated that the reconciled bank balance is \$37100.00, however, \$55000.00 is deemed for the capital projects which would make a deficit of \$18815.17. Jack Nancekivell asked if there were any questions. It was asked why there was not a balance sheet (listing the liabilities and assets) shared and Liz Dillman stated that this document has never been provided, but will make a note to ensure that it is provided next year. Jack Nancekivell mentioned the people who support the church behind the scenes and acknowledged Andrew Brown for checking the lighting systems and the fire extinguishers, Bill MacTavish for cutting the grass at the church, as well as Liz Dillman, as Treasurer, and John Phillips as the Donation Steward.

Moved by: Jack Nancekivell

Seconded by: Rad Michielson

That the 2023 Financial Report be approved as presented.

Rod Coates asked if there were any questions.

CARRIED

Rod Coates acknowledged the many hours by many people involved in participating in this meeting to make it happen very successfully.

8. 2023 Written Annual Reports

Having heard the financial report, Rod Coates asked if there were any questions or comments on the remainder of the written reports. Rod Coates noted that there are a couple of outstanding corrections to be made mostly regarding formatting, but nothing significant.

Moved by: Charles Ludlow

Seconded by: Sheila Elliott

That the balance of the 2023 KUC Annual Report be approved.

Rod Coates asked if there were any questions.

CARRIED

9. Nominations (Presentation & Elections – Gord Dunbar)

Gord Dunbar thanked Sarah MacKenzie for her work on the report and also thanked Rod Coates for his attention to detail for preparing the agenda for this meeting.

a) **These Committee members' terms have expired:**

Sheila Bauer, Joan Gillespie, Donna Mowry, Jack Nancekivell, Joan Norris, Melinda Smegal

b) **These Committee members have decided to retire:**

Art Danahy, Joan Gillespie, Bernd Portz

c) **These yearly appointments have expired:**

Regional Council Reps – Liz Dillman (Total of 4 allowed)

(Gord Dunbar thanked Liz Dillman as she is the only Regional Council Representative at this time).

Reviewers - Leanne Guppy, Pat Porter

Council President – Rod Coates

Council Secretary – Angela Hazlewood

d) **These adherents and members are continuing or have agreed to stand for election to the following Committees:**

Administration:

Resource Persons: Liz Dillman, Gord Dunbar, John Phillips

Members:	Term Ends at Annual Mtg In	Electoral Status
Ralph Knowles	2025	Continuing
Donna Mowry	2024	<u>Seeking re-election</u>
Dottie McClelland		Seeking election
Jack Nancekivell	2025	Continuing
Vacancy (3)		

Membership and Mission:

Resource Person: Gord Dunbar

Members:	Term Ends at Annual Mtg In	Electoral Status
Liz Dillman	2025	Continuing
LouAnne Dudman	2027	Continuing

Katrena Johnston	2026	Continuing
Charles Ludlow	2026	Continuing
Krista Ritchie	2027	Continuing
Melinda Smegal	2024	<u>Seeking re-election</u>
Janice McKean		Seeking election

Programme:

Resource Persons: Gord Dunbar, David Hamilton

Members:	Term Ends at Annual Mtg In	Electoral Status
Sheila Bauer	2024	<u>Seeking re-election</u>
Jackie Clements	2026	Continuing
Liz Coates	2025	Continuing
Randy Norris	2025	Continuing
Emily Perry	2025	Continuing
Jim Zarubick	2027	Continuing
Judy Zarubick	2025	Continuing

Ministry and Personnel:

Members:	Term Ends at Annual Mtg In	Electoral Status
Sheryl Elliott	2027	Continuing
Rad Michielson	2027	Continuing
David Mullenix	2027	Continuing
Mary Phillips	2027	Continuing
Pam Plagos	2025	Continuing

Trustees:

Gord Dunbar, ex officio

Members:	Term Ends at Annual Mtg In	Electoral Status
John Brash	2027	Continuing
Art Danahy	2025	Retired
Ralph Knowles		<u>Seeking election</u>
Gregg McClelland	2024	Deceased
Don Merritt		<u>Seeking election</u>
Jack Nancekivell	2024	<u>Seeking re-election</u>
Joan Norris	2024	Seeking re-election
Pat Porter		<u>Seeking election</u>

Members putting their names forward for yearly appointments:

Regional Council Reps: Liz Dillman (Total of 4 allowed)

Reviewers: Leanne Guppy, Pat Porter

Council President –

Council Secretary – Angela Hazlewood

e) Nominations from the Floor

Nominations may be made for any Committee position from the floor. Nominations were requested three times. No nominations were given.

f) Motion to Close Nominations from the floor:

Moved by: Louanne Dudman

Seconded by: Nancy Brash

Gord Dunbar asked if there were any questions.

CARRIED

g) Election of nominees presented in the report and from the floor:

Moved by: Brigitte Rauket

Seconded by: Esther Marshall

Gord Dunbar asked if there were any questions.

CARRIED

h) Motion to empower Council to fill any vacancies on Council or Committees that arise between congregational meetings:

Moved by: Jack Nancekivell

Seconded by: Rad Michielson

Rod Coates asked if there were any questions.

CARRIED

Gord Dunbar stated that Rod Coates is stepping down as Council President and asked if anyone would be interested in this role. Gord Dunbar went on to thank Rod Coates for his work as President over the last 6 years. Also, Gord Dunbar thanked everyone for their work on these committees and the members who have retired, as well. Gord Dunbar specifically mentioned the remarkable job that Art Danahy did for the Trustees during his time. Gord Dunbar also acknowledged all the outstanding work of Gregg McClelland before his death. Gord Dunbar shared that Gregg McClelland had great wisdom and a wonderful sense of humour. Lastly, Gord Dunbar thanked Jack Nancekivell for his work as a trustee especially recruiting those who have the skills necessary to take care of the assets of Kincardine United Church

The question was asked about the length of term for the above positions:

Gord Dunbar stated that:

3 year appointment for committee positions;

1 year appointment for the secretary;

1 year appointment for the Council President (Chair); and

1 year appointment for the Regional Representative.

Rod Coates thanked everyone who have agreed to be on each committee and also mentioned the diversity of talent that Kincardine United Church offers on each committee. Rod Coates continued by stating that Kincardine United Church is allowed to have 4 regional representatives and that there are 3 ex-officio members of Regional Council: Gord Dunbar, Judy Zarubick, and Rod Coates. Gord Dunbar stated that if people are interested to be a Western Ontario Waterways Regional Council representative, to attend the meeting at the Unifor Centre in Port Elgin the end of May. Gord Dunbar thanked Liz Dillman for continuing as a Regional Council representative.

10. Other Business

a) **Minister of Word, Sacrament and Pastoral Care – Pastoral Relations Change**

Presentation by Rad Michielson on behalf of Ministry and Personnel

Rad Michielson stated that Judy and Jim Zarubick have been long time members of Kincardine United Church and are often found upstairs as the audio visual team making the on-line portion happen, not to mention all the other valuable things they have done for the church. Judy Zarubick was a minister here at one time and has been working hard in order to have her Retired Designated Lay Minister recognized and respected. Having met all the criteria, in order to be ordained, Judy Zarubick has to be employed by a church. Gord Dunbar has created a motion whereby the ministry of Kincardine United Church would be shared. Gord Dunbar would reduce his paid hours to 35 hours per week and Judy Zarubick would work 5 hours per week. Gord Dunbar and Judy Zarubick will work out the details within a mutually beneficial manner. Rad Michielson went on to state that the cost associated with this proposal would be expected to be no more than \$1200.00 for 2024 primarily made up of the telephone allowance and the Employment Insurance (EI) paid by the employer for Judy Zarubick. There will not be any changes made to the job description for the Minister of Word, Sacrament, and Pastoral Care. Gord Dunbar will be taking his United Church pension, reducing the payment made to Kincardine United Church by over \$3000.00 per year. This proposal was presented to the Ministry of Personnel and they were impressed by it and Council have agreed to this proposal, as well. Rad Michielson asked if there were any questions. Gord Dunbar stated that he appreciates the care of Liz Dillman asking if he will really decrease his hours. Gord Dunbar went on to say that, yes, he will decrease his hours and remembers that he worked in a team ministry set up when he first arrived at Kincardine United Church. Gord Dunbar continued that he and Judy Zarubick have some ideas for how to divide up the work load. When Gord Dunbar is on vacation or on study leave, Judy Zarubick will be doing some of the pulpit supply coverage, but it is not included in the the 5 hours designated, it would be over and above the 5 hour appointment. Judy Zarubick is also eligible for vacation and study leave. Details of this team ministry will be worked out by Gord Dunbar and Judy Zarubick. This proposal does not affect the agreement with Bervie United Church. Gord Dunbar has no desire to retire yet, but he has to start taking his pension by a certain time.

Motion:

That the congregation of Kincardine United Church approve a team ministry proposal for a trial period of one year, to begin March 1st, 2024 and end Feb 28th, 2025, and with the opportunity to review prior to the end of the trial period.

Moved by: Mary-Ann Knowles

Seconded by: Liz Dillman

CARRIED

b) 2025 Budget Meeting Date – December 8, 2024 (?)

Motion:

That the 2025 budget meeting be held December 8, 2024.

Moved by: Brigitte Rauket

Seconded by: Dotty McClelland

Rod Coates asked if there were any questions

CARRIED

11. Adjournment and Prayers

The agenda having been completed and with no further business, Rod Coates declared this meeting ended at 1:08 p.m.

Gord Dunbar led everyone in prayer to close the meeting.

Signature of Chair

Signature of Secretary

Attachment #1

Draft Collaborative Agreement of Services between Bervie Kinloss United Church (BK) and Kincardine United Church

A Collaborative agreement on a trial basis from April 1 to December 31, 2023 for Kincardine United Church to provide pastoral services to Bervie Kinloss United Church.

Rev. Gord Dunbar to provide 2 hours a week to include in person Sunday Worship services at Bervie Kinloss United Church including Communion, Baptisms, Emergency Pastoral Care and Supervising Minister to Bervie United Church for quarterly Board Meetings or as needed and the Annual Congregational Meeting. Christmas Eve is on a Sunday in 2023 so discussion would be needed as to services – place and times – with both Churches. Decisions made concerning cancellations due to weather, road conditions or unforeseen circumstances in consultation with Rev. Dunbar and Chair of Bervie Kinloss Board.

Rev. Dunbar would be available 2 hours to Bervie Kinloss United Church per week and 38 hours to Kincardine United Church per week.

The hourly rate of compensation would be at the 2023 rate including benefits shared with the Kincardine United Church. This would be 2 hours a week throughout the entire length of the trial period.

Rev. Dunbar currently is entitled to 6 weeks of vacation and 3 weeks study leave. For those 9 Sundays or unforeseen circumstances Rev. Dunbar is unavailable, Kincardine United Church

Council would arrange for pulpit supply for BK, which would be shared 50/50. Plus current United Church of Canada (UCC) rate per km for travel to Bervie.

Transfer of compensation in compliance with the approved agreement will be made monthly by cheque from Bervie Kinloss United Church Treasurer to Kincardine. Invoicing of services will be provided to Bervie Kinloss United Church. Finances of the two Churches will remain independent.

Bervie Kinloss United Church will appoint one Ministry & Personnel (M&P) representative to communicate and be included in the Kincardine M & P Committee for discussions on Bervie only issues. Bervie Kinloss United Church will maintain an M & P Committee for employees or other contract employees providing services dedicated to Bervie Kinloss Pastoral Charge only.

In Rev. Dunbar's absence, a contact for Emergency Pastoral Care will be provided to Bervie Kinloss United Church. Kincardine M & P Committee would advise the Bervie Kinloss M & P representative of vacations, study leave and pulpit supply arrangements.

Time of Service proposed is 9:30 a.m. in Bervie. Kincardine Council will be canvassed if an 11:00 a.m. service is possible. If 9:30 a.m. service is accommodated in Bervie and time is available, Rev. Dunbar would like to visit with the congregation prior to the service in Bervie. Worship Services in Bervie would be conducted in the traditional format or as Rev. Dunbar deems. Congregations are welcomed at either Church for Worship.

Zoom is available to anyone for Kincardine Worship and those services are also available on YouTube and are broadcast the following week on the Community station of Rogers Cable.

Rev. Dunbar or designate will coordinate with the Bervie Kinloss Pastoral Charge Pianist/organist to prepare music for services.

For review purposes, the representatives of this Committee from both Kincardine and Bervie Kinloss United Church will meet in 5 to 6 months into the contract of 2023. Kincardine Council and Bervie Kinloss Pastoral Charge Board may consider agreed upon amendments at any time during the course of the agreement.

Office hours will not be provided in Bervie Kinloss United Church. Bervie Kinloss United Church phone voice mail will reflect contact information for Emergency Pastoral Care and basic information. Email contact as well would be appreciated.

Bervie Kinloss Pastoral Charge representative(s) will be appointed to receive weekly bulletin by email (digital) from Kincardine Secretary and be responsible for photocopying the bulletin for Bervie worship.

Signature of Chair

Signature of Secretary

KINCARDINE UNITED CHURCH **SPECIAL CONGREGATIONAL MEETING** **SUNDAY, OCTOBER 20th, 2024**

The congregation of Kincardine United Church was called to meet in-person and via the Zoom platform on Sunday, October 20th, 2024, immediately following the morning worship service for a Special Congregational Meeting (12:04 p.m.) to share the Community of Faith profile, minimum minister salary and benefits, minister responsibilities as outlined by Council, recommended skills and knowledge for minister, and Council's recommendation. Proper notice of this meeting was given prior to the meeting and an e-mail went out with the agenda and other supporting documents prior to the meeting, as well.

ATTENDANCE: Approximately 35 people were present for the meeting and there were about 14 households represented on-line.

1. **Call to Order and Constitution of the Meeting** (Judy Zarubick)

Having given due notice, Judy Zarubick declared this congregational meeting duly constituted in the name of Jesus Christ, the one true head of the Church, for the purpose of the business which may properly come before it.

Before Judy Zarubick led an opening prayer, Mary Phillips, on behalf of the Ministry and Personnel committee, thanked all the staff for their dedication to maintaining high standards. Mary Phillips specifically thanked Judy Zarubick as the Minister of Sacraments, David Hamilton as the Minister of Music, Sarah MacKenzie as the Office Co-ordinator, Galyna Katkevych as the Custodian, Liz Dillman as the Treasurer, and John Phillips as the Donation Steward, as well as all other volunteers.

2. **Opening Prayer** (Judy Zarubick)

Judy Zarubick led a prayer to open the meeting.

3. **Behavioural Covenant** (All)

All present read the Behavioural Covenant as presented on the screen.

4. **Enabling Motions**

- a) That all adherents be made Corresponding Members with privileges to vote.
- b) That Judy Zarubick chair the Special Congregational meeting.
- c) That Angela Hazlewood act as recording secretary for the Special Congregational meeting.
- d) That the meeting Agenda be accepted as distributed.
- e) That the Zoom meeting be recorded for the recording secretary.

Moved by: Donna Mowry

Seconded by: Liz Dillman

CARRIED

5. Community of Faith Profile

Judy Zarubick outlined the Community of Faith Profile discussing the real property, demographics, living faith story, and the financial viability that the Western Ontario Waterways (WOW) requires.

Please see Attachment #1 for each of the Community of Faith Profiles: Demographics Worksheet, the Financial Viability Worksheet, the Living Faith Story Worksheet, and the Real Property Worksheet.

That the Kincardine United Church congregation accept the Real Property, Demographic, Living Faith Story and Financial Viability reports that are on Church Hub and instruct Council to update as required by the Region.

Moved by: Krista Ritchie

Seconded by: Barry Schmidt

CARRIED

6. 2025 Minimum Minister's Salary and Benefits

Judy Zarubick shared all the options that we have for choosing ministry personnel and they are as follows:

Ordered Ministers Ordained and Diaconal

Admission Minister Is a minister from another denomination that wants to become United Church. They are usually from another country.

Recognized Designated Lay Minister

Student A Candidate that requires an Educational Supervisor.

As well, Judy Zarubick shared the minimum salary and benefits for each type of minister along with the benefits for each one.

Please see Attachment #2 for Salaries and Benefits.

Dotty McClelland asked if we still continue search for a minister at this time. Judy Zarubick stated that the congregation has to decide what type of minister that we require first. Judy Zarubick went on to say that she is a Pastoral Charge Supervisor which is required if we do choose a Student Minister.

Judy Zarubick clarified for Dr. Gary Gurbin, the fact that her appointment is until the end of February 2025 so it will be the congregation's decision whether she is re-appointed or not.

Judy Zarubick added that in Council's opinion, Kincardine United Church cannot afford a full-time minister at this time.

Comments were made about starting off with a minister with more hours and decreasing hours, but Judy Zarubick stated that it is much easier to increase hours than remove them.

Barry Schmidt stated that Council only seems to be focusing on reducing costs

through the minister's position and has not examined other ways to save money.

7. Church Council's List of Minister Responsibilities

Judy Zarubick listed the minister's responsibilities as created by Council.

Please see Attachment #3 for Minister Responsibilities (Ministry Team Personnel Profile) which includes recommended skills and knowledge.

8. Recommended Skills and Knowledge

Judy Zarubick shared the recommended skills and knowledge for the ministry personnel.

9. Church Council Recommendation

Judy Zarubick shared the Council's recommendation:

That Kincardine United Church seek a 20 hour/week ministry position open to an Ordered (Ordained or Diaconal) Admission, or Designated Lay Minister up to category F in Cost of Living category 4 or a Candidate with the following terms.

Terms:

- i. Salary
- ii. Travel
- iii. Moving Costs
- iv. Vacation
- v. Study Leave
- vi. Book Allowance/Continuing Education

10. Congregational Motion

After a fulsome discussion, it was decided that Kincardine United Church's congregation will not move forward with the above motion to seek a 20 hour/week ministry position. It was agreed to keep things status quo and to revisit this again at the Annual Congregational meeting February 2025.

Judy Zarubick declared this decision approved by consensus.

Liz Dillman shared that the January – June 2025 pulpit supply will be completed before the end of the year.

It was agreed that Kincardine United Church does not want to rush into making such an important decision and more time is needed to thoughtfully discern this endeavour.

12. Adjournment and Prayers

The agenda having been completed and with no further business, Judy Zarubick declared this meeting ended at 1:32 p.m.

Judy Zarubick led everyone in prayer to close the meeting.

Signature of Chair

Signature of Secretary

Attachment #1

Antler River Watershed; Horseshoe Falls; Western Ontario Waterways Regional Councils

Community of Faith: Demographics Worksheet

PURPOSE: To provide information about the Community of Faith's ministry and community.

Who uses it: Communities of Faith in preparing their Living Faith Story. Copies are sent to the Regional Council in digital form.

Community of Faith: Kincardine United Church

Address: 721 Princes Street, Kincardine

Pastoral Charge: Kincardine United Church

Regional Council: Western Ontario Waterways

Date: July 2024

1. Are you part of a multi-point pastoral charge or Collaborative Agreement

If yes, with whom? Bervie United Church

2. Number of Resident Members 301

3. Average Sunday Attendance: 73 (54 in person + 19 online)

4. We think of ourselves MAINLY as: Rural Remote Small town Suburban
 Urban Inner City Other _____

5. Our congregation includes (approx. number in each group)

Infants and pre-school	<u>5</u>	Children (5-12)	<u>2</u>	Teens (13-19)	<u> </u>
Young adults (20-30)	<u>3</u>	Adults (31-40)	<u>10</u>	Adults (41-50)	<u>20</u>
Adults (51-64)	<u>25</u>	Adults (65-70)	<u>65</u>	Adults (71+)	<u>120</u>

6. The proximity of our members to the church are (approx. number in each group)

0-5 km	<u>250</u>	5-10 km	<u>40</u>	10-15 km	<u>5</u>
15-20 km	<u>5</u>	over 20 km	<u>1</u>		

7. Our congregation is like: (choose one that best applies)

A big family where we all know each other;

- A medium sized church where we recognize each other but may not know each other well;
- A big church with lots of staff, where small groups of people are close to one another based on common interests.
- Other description:

8. In our Community of Faith we have gifts/skills/passions in the following areas:

Gifts	Description
<input type="checkbox"/> Education	Our COF includes dedicated Sunday school teachers as well as retired teachers.
<input checked="" type="checkbox"/> Artistic	Members include quilters + painters + decorators.
<input checked="" type="checkbox"/> Worship	One LLWL and members of congregation (non-LLWL) who can conduct services.
<input checked="" type="checkbox"/> Compassion	Our facilities are open to all non-profit organizations in the community.
<input checked="" type="checkbox"/> Hospitality	Several potluck events during the year – Loaves & Fishes, Soup & Sandwich, etc.
<input type="checkbox"/> Other	
Skills	Description
<input checked="" type="checkbox"/> Play musical instruments/Sing	Our instrumental ensemble plays worship services several times during the year.
<input type="checkbox"/> Teaching	
<input checked="" type="checkbox"/> Organizing	Members who will step up and organize events as required
<input checked="" type="checkbox"/> Social Media	The church maintains a Facebook page as well as an active website.
<input type="checkbox"/> Health Care	
<input checked="" type="checkbox"/> Cooking/Baking	Occasional bake & foodstuffs sales, potluck dinners.
<input type="checkbox"/> Listening	
<input type="checkbox"/> Other	
<input type="checkbox"/> Other	
<input type="checkbox"/> Other	
Passions	Description
<input checked="" type="checkbox"/> Poverty issues	Monthly donations to local food bank.
<input checked="" type="checkbox"/> Affirming Ministry	Not official affirming ministry but open to all
<input checked="" type="checkbox"/> Building Community	Building community by opening building to non-profit organizations for no cost or donations
<input type="checkbox"/> Climate Change	
<input checked="" type="checkbox"/> Health Care	Members work with the hospital foundation and hospital auxillary
<input type="checkbox"/> World hunger	
<input checked="" type="checkbox"/> Refugee support	Several members of the congregation volunteer with the local refugee committee. The congregation has donated to support local refugee families.
<input checked="" type="checkbox"/> Social Justice	Participate in Pride weekend, and support the local pride, and educate re: Indigenous issues, support Women’s House,
<input type="checkbox"/> Other	

9. We think of our Community of Faith as in the following way: (choose one that best applies):

- We have a new vision and are really excited; maybe not as organized as we will be but really excited; maybe even a bit unrealistic at times.
- We are clear about our vision and purpose and are developing the skills and gifts to bring it about; we are excited and optimistic in who we are.
- We are clear about our vision and purpose; we have the skills, gifts and confidence to move toward our vision.
- We know we are changing; we haven't yet come to terms with it; we have some anxiety about the future, but we are still confident in who we are.
- Our congregation is changing rapidly and it is clear that we can no longer continue as we have been; we don't know, though, how to go forward; we have some anxiety. We believe that we have a future, but we can't yet see it.
- We see that the ministry within this community is probably winding down after many positive and productive years of faithful ministry, mission and service; we want to celebrate what we have been as we intentionally and graciously end this ministry.

10. Governance structure:

How many people are on your Governing Body? 8

How many are typically present at a meeting of your Governing Body? 7

11. Our Church Building(s): (include information for each building if more than one)

a. We don't have a church building. Where do you worship? _____

b. How many people does the sanctuary hold? 250

c. What is the seating/set up in the sanctuary (pews, chairs, choir loft, etc.)

Pews on main floor & balcony, chairs in chancel area. Chancel is flexible open space.

d. Is the sanctuary used other than for Sunday worship? Yes No *if Yes, how?*

Performance venue for local and visiting artists.

e. Are there meeting rooms? Yes No *if Yes, for what are they used?*

Various non-profit and for-profit groups use the facilities. (E.g., local bands, community support organizations, counselling)

f. Is there a nursery? Yes No

g. Are there activity rooms? (i.e. quilting, gym, library) Yes No *if yes, please describe.*

Resource room – library.

h. Is there an approved Kitchen? Yes No

[Click or tap here to enter text.](#)

i. Are there groups leasing or using space in your building?

Presently 12 regular users

j. Is internet provided at the church? No Yes *if yes* High Speed Dial-up

k. Is your church set up for online worship? No Yes *if yes, how?*

Worship service broadcast live via Zoom, recordings posted to church website, facebook & YouTube.

l. Is the church accessible? No Yes Tell us how:

Main & office entrances have ramps for barrier free access. Sanctuary & Fellowship Hall (basement) both accessible via elevator at main entrance. Barrier-free access to 2nd floor of Learning Centre via sanctuary ramp. Office and ramp entrance have automatic door openers. Office entrance via ramp is only available in good weather.

m. What other measures of accessibility do you provide? (e.g. Assistive hearing device, large print, etc.)

Assistive hearing devices available for Sunday worship. Bulletins posted to church website so no printed bulletins, but large font TV monitor display projected for Sunday worship service. Some basement & Learning Centre washrooms barrier-free.

12. ABOUT OUR NEIGHBOURHOOD

a. Our relationship with our neighbours and community is:

Strong, we know them well and work together

Good, we have some connections with our neighbours and know about local concerns

Poor, we don't know people in the area around the church and have no knowledge of local projects or concerns.

Improving, we are getting to know people and are learning about the neighbourhood

b. Identify the following about your neighbourhood/community:

Strengths:

Multiple heritage & cultural activities, active Chamber of Commerce, diverse educated/professional population, multiple service groups.

Challenges:

Vandalism, substance abuse, homelessness, marginalized low-income earners.

c. Name some ideas where your gifts/skills/passions might be welcome in the community

Volunteer support for local "ministries" – e.g., Food Bank, Women's House, Community Garden, hospital auxiliary, hospital foundation, etc.

d. We have close ties with the following groups/organizations/faith communities:

Bervie United Church, Cape Croker United Church, Knox Presbyterian Church, Kincardine Pride, Refugee Committee, Islamic Centre, The Bridge.

Community of Faith: Financial Viability Worksheet

PURPOSE: To provide information about the Community of Faith's financial ability to support ministry.

WHO USES IT: Communities of Faith in gathering their profile information for ChurchHub and preparing their Living Faith Story. Regional Council as background for decision making on all matters requiring covenant commission approval. Copies are sent to the Regional Council in digital form.

IMPORTANT: If this is for the purpose of beginning a search for ministry personnel, the recommendation on the final page regarding hours, COL group, category (A-F) and percent above minimum **MUST** be completed or the Covenant Commission **will not** be able to approve the congregation for search.

Community of Faith: Kincardine United Church

Address: 721 Princes Street N., Kincardine N2Z 2A3

Pastoral Charge: Kincardine

Regional Council: Western Ontario Waterways

Date: July 2024

Please append a recent financial statement to this worksheet.

We have attached a copy of our recent financial statements

The following is a collection of background information. It is designed to help you look for trends over the last 6 years. This information is to help prepare your Living Faith Story, to determine your ability to support ministry, and to send to the Regional Council. **Please read the CoF Profile Handbook before completing this form.**

1. Do your expenses exceed your revenues?

Year	Total Revenues (incl. PAR, envelopes, fundraising, other income)	Amount given through envelopes	Amount given through PAR	Expenses	Do expenses exceed revenues? (yes/no)	Bank balance at end of year
Current year to May 31/24	\$83,712	\$2,310	\$85,881	\$107,438	yes	\$17,886
One year ago 2023	\$222,272	\$5,291	\$168,947	\$237,499	yes	\$37,100
Two years ago 2022	\$229,217	\$5,166	\$161,393	\$240,109	yes	\$20,296
Three years ago 2021	\$253,865	\$7,706	\$160,603	\$232,374	no	\$62,929
Four years ago 2020	\$225,596	\$7,424	\$154,393	\$225,713	yes	\$29,650
Five years ago 2019	\$221,313	\$11,874	\$153,951	\$254,632	yes	\$22,108
Six years ago 2018	\$268,683	\$14,035	\$138,470	\$249,385	no	\$51,711

Comments:

PAR includes donations to M&S

Envelopes are basically not used anymore

Note definitions for each would help!!!

2. Please list any investments, special funds, and other monies your community of faith holds. What are the rules/restrictions around the use of those funds?

Investment / Fund / other	Amount	Rules/Restrictions
RBC Direct Investing	106,000	No restrictions
Wieck Estate Bequest	\$10,000	Principal of this bequest can only be used to generate income

3. Payroll Costs:

At present we have called or appointed the following paid staff:

- Ministry Personnel: 40 hours per week
- Secretary: 14 hours per week
- Custodian: 13 hours per week
- Other (youth, Sunday School, etc.): hours per week

Our [Cost of Living Group](#) is 4

Cost of payroll (\$ paid plus employer contributions (EI, etc.) for everyone.

Current year	One year ago	Two years ago	Three years ago	Four years ago	Five years ago	Six years ago
May 31 2024	2023	2022	2021	2020	2019	2018
\$71,486	\$169,939	\$173,726	\$159,247	\$153,017	\$174,637	\$175,174

4. Do utilities, maintenance, and repairs exceed 25% of revenues?

Year	Utilities (Power & Water)	Fuel	Maintenance	Total	Exceeds 25% of Revenues (Yes or No)
Current year 2024	\$13,706	\$ N/A	\$2,089	\$14,232	No
One year ago 2023	\$11,435	\$ N/A	\$2,253	\$13,688	No
Two years ago 2022	\$16,765	\$ N/A	\$1,624	\$18,389	No
Three years ago 2021	\$14,671	\$ N/A	\$4,788	\$19,459	No
Four years ago 2020	\$20,774	\$ N/A	\$7,317	\$28,091	No
Five years ago 2019	\$20,093	\$ N/A	\$5,501	\$25,594	No
Six years ago 2018	\$19,812	\$ N/A	\$4,648	\$24,460	No

5. Have you experienced a deficit for more than two consecutive years in the last six years?

No Yes

6. Are there any outstanding loans? No Yes *if yes, please list?*

Click or tap here to enter text.

7. How many contributors support your congregation?

Current year	One year ago	Two years ago	Three years ago	Four years ago	Five years ago	Six years ago
123	147	146	153	169	182	198

8. How many contributors would you have in each age group this year?

0-20 years	0
21-30 years	0
31-40 years	1
41-50 years	2
51-60 years	7
61-70 years	16
71-80 years	37
81+ years	40

24 unknown ages

9. Is there a reliance on a few generous contributors where 50% of the revenues come from one or two contributors? No Yes

10. Contributors and Givings

Annual giving	Number of givers: Current year	One year ago	Two years ago	Three years ago	Four years ago	Five years ago	Six years ago
\$0-\$100	8	9	15	6	23	13	33
\$101-\$500	67	50	48	59	60	71	73
\$501-\$1,000	7	12	11	16	9	17	14
\$1,001-\$5,000	35	58	57	58	64	69	65
\$5,001+	6	18	15	14	13	12	13

11. Have you taken part in a stewardship project (campaign) in the past two years?

- No project
- Letters to congregation when we have the need
- Regular information and letters sent to all members and adherents
- Program such as Called to Be the Church with information during worship, letters, and a request for commitment
- Program and information presented at a congregational get-together
- All-member visitation
- Other

If you did, what were the results?

mixed

Have you encouraged members, at least yearly, to increase PAR givings? Yes No

If you are planning to search for new ministry personnel, the recommendation on next page must be completed.

Information Required for Approval to Search

RECOMMENDATIONS

This section must be completed if you are preparing to enter a search for new ministry personnel. If it is left blank the worksheet will be received for information only.

Need help making a recommendation? Contact the Minister, Congregational Support for assistance.

Please click here to find the [Ministers' Salary Schedule and Cost of Living Group](#).

**** When your congregation approves this document it is approving the recommendation below:**

Recommendation:

Name of Community of Faith

is viable to call/appoint a minister up to Category (A-F) _____

for _____ hours per week.

Date of Community of Faith meeting: _____

Community of Faith: Living Faith Story Worksheet

PURPOSE: To provide information about the Community of Faith's understanding of their ministry and mission.

Who uses it: Communities of Faith in regularly assessing their ministry and in gathering their profile information for ChurchHub.

How To: Use the other worksheets in the community of faith profile to help discern your ministry priorities.

Community of Faith: Kincardine United Church

Address: 721 Princes Street, Kincardine, Ontario. N2Z 2A3

Pastoral Charge: Kincardine United Church

Regional Council: Western Ontario Waterways Regional Council

Date: July 2024

Call/Purpose Statement:

The congregation of Kincardine United Church strives to be a loving, hopeful and inclusive community of faith that nurtures Christian discipleship. Our tag line is "Finding meaning and purpose in community."

1. Values:

1. To provide a safer space in which diversity is affirmed.
2. To work diligently toward reconciliation with Indigenous Peoples through education, actions and relationships.
3. To encourage questions that challenge all aspects of our faith journey.
4. To continue to explore opportunities for hybrid ministry in our community and beyond.

3. Summary of your community of faith (Who are you as a congregation?):

Beginning in 1851 as a Wesleyan Methodist house church, opening our first brick church in 1857, growing into a newly dedicated building in 1877 (the building currently used), we became Kincardine United Church at union on June 10th, 1925. Further renovations to the church building, including the addition of a large Learning Centre in 1992, helping create the semi-accessible facility we currently use, features a large office space (Office Co-ordinator area off which two other offices are located), WiFi throughout, four flat screens and three digital cameras providing more than suitable tech for live-streaming and in-house display (so no bulletins are used), a two-manual organ, space for both our choir and our Instrumental Ensemble, a flat screen in the Fellowship Hall, in the

nursery and in the kitchen linked to the sanctuary feed, a large kitchen with two ranges and a well-stocked library. Our facility booking policy encourages non-profit and charitable groups to book space for free – as long as they have appropriate liability insurance – because we consider our facility as an asset for the well-being of the community. Many of our people are retirees. We are struggling to re-engage volunteers and to engage young families not yet active in our community of faith. We have a Facebook page and a YouTube channel, both of which feature recordings of our worship services. We follow a relatively traditional worship style, but we are eagerly open to new and creative experiments or future traditions. On Ash Wednesday we have hosted a service of prayers with the music of Taizé which includes the imposition of ashes. On the longest night of the year, we have hosted a service of prayers for healing in the Iona style. Pastoral care is shepherded by the ministers, but there is a volunteer card group keeping in touch each month with congregants while many others keep tabs on people informally. After about a year of education in consultation with Indigenous neighbours at Cape Croker, we now have the Survivor Flag mounted in our sanctuary. Every June for Pride Month we replace the Canadian flag with the Intersex Progress Flag. Our exterior signage reflects our inclusivity. We are perceived as an open, inclusive and welcoming church.

4. What are your goals for the next year that might enhance your current ministry or begin something new?

The Council approved the adoption of a new Model for our community of faith. We are learning how to function in a small group model in which Council, Standing Committees, Ministry Teams and other groups now follow four priorities: check-in, prayer for each other, study (or task-oriented work), and mission into the wider community. We are aiming to grow this model by recruiting, training and equipping small group leaders who will be active in homes, in local business establishments or in the church building. The intent is to more deeply engage the people of our community of faith, to engage people in the wider community and to provide more immediate pastoral care which is not professionalized. We have also initiated two town halls – one in person and one on-line – to explore the future of our facility while being open to all options. We will hold more town halls over the coming year.

5. How does your Living Faith Story guide your decision making?

Essentially our tag line – “finding meaning and purpose in community” – guides our decision making. When we need to decide on something, it goes beyond policies and procedures (although we have an extensive handbook for that). Instead, we are looking for purpose in any issue and the meaning behind it. We have studied issues of affirming diversity – diversity of ability, of brain function, of sexual orientation, of gender identity, of mental health, of economic resources, of cultural identity – discovering that we wish to pursue a continual process of growing inclusivity which also provides a safe space for our community. In consultation with Kincardine Pride and with neighbouring Indigenous communities, we now display the Survivor Flag and the Intersex Progress Flag on our exterior church sign. Deciding to change our sign was rooted in the process of finding our purpose as an inclusive community of faith because it provided meaning to our collective ministry that reflects the welcome we perceive revealed in Jesus.

Definition of Current Ministry

a. **Worship: Priority - # 1**

Worship follows a relatively traditional format accompanied by organ or by piano, depending on what suits best. The community of faith appreciates creativity in worship, including drama, a variety of music styles, the choir, the instrumental ensemble, scripture mashed up with song, powerful imagery on screen (including videos from time to time), humour, and messages rooted in scripture which are relevant to current events. Worship is live-streamed, recorded for our YouTube channel, posted on our Facebook Channel and for local cable TV as well as hosted in person. The tech crew is small but skilled, co-ordinating a sound board, three digital cameras, hand held and head set microphones and the PowerPoint presentation. We also serve coffee before and after worship. Special worship services include Remembering our Baptism on the Baptism of Jesus Sunday, a Holy Humour Sunday during the dull days of mid-February, a Good Friday service in conjunction with Knox Presbyterian Church which includes a procession of the cross from one church building to the other, a Memorial Hymn Sing which honours those who have died, a Scottish Festival service on the first full weekend of July which celebrates the local Scottish Festival through Celtic prayers and local pipers, an All Saints Memorial service in which people connected to our community of faith who have died in the previous twelve months are named and remembered, a Remembrance Sunday service with a Piper's Lament, a White Gift Sunday where the white gifts are for items that Cape Croker United Church will use for their Christmas Store, a Christmas Eve Family service that is 30 minutes, chaotic and free-flowing, and a Christmas Eve Candlelight service with battery operated candles that is well attended by the community.

b. **Administration: Priority - # 2**

Our M&P Committee are very diligent in making sure that our personnel are well looked after and that they take all the days off they are entitled to. They also conduct yearly reviews to support each staff member in their work and requirements. We have a very active and knowledgeable Trustee Committee, whose members have strong financial backgrounds to manage our investments, a Memorial Tree and Legacy Givings. We have both a Donation Steward and Treasurer. The Office Co-ordinator provides 14 hours of administrative support each week, including preparing the Sunday worship PowerPoint slide show, maintaining the PowerChurch database and printing Sunday bulletins for Bervie Kinloss Pastoral Charge as per the Collaborative Agreement.

c. **Pastoral Care: Priority - # 3**

There is far more pastoral care desired by the people of our community of faith than ministry personnel can provide. However, there is a volunteer Card Group which sends out cards of congratulations, thinking of you, thank you and welcome on a monthly basis, initiated by ministry personnel. There is a volunteer Membership, Adherent Review Team (MART) which ensures the congregational database is accurate and current. The Council approved a new model for "doing"

church that uses a small group model. As we grow our small group model by recruiting, training and equipping small group leaders, pastoral care will become an essential component of our small groups, providing better and more immediate pastoral care which cultivates discipleship. Ministry Personnel provide monthly worship services at the local retirement/long-term care facility which enables pastoral visits monthly for resident members.

d. Community Outreach & Social Justice: Priority - # 4

There is a Membership and Mission Committee which has a passion for reaching out. They ensure there is a monthly Mission and Service Story shared – with accompanying images – each month during worship. They publicize donations to the local Food Bank, dedicating a full shopping cart of items each month. They support the Chaplaincy Fund for the local hospital, to the Ministerial Association for one-night transient shelter, to the local Women’s House, to the local Community Garden, and for truth and reconciliation with Indigenous Peoples. They also utilize an Assistance Fund to support local people in dire need. They host a Mission Sunday service in mid-September to raise awareness and to share stories of a local charity, inviting people to donate. Kincardine United Church also provides meeting and storage space for Kincardine Pride. We host an ecumenical “Celebrating Diversity” worship service on the Friday night of Pride Weekend in June which is live-streamed and welcomes the entire community. We also host a two-hour vigil raising awareness of violence against women in the evening of December 6th in collaboration with the local Women’s House. After all, without reaching out, we would just be a club serving only ourselves.

e. Leadership: Priority - # 5

Kincardine United Church values strong, informed and gracious leadership which communicates well. While volunteer engagement is a struggle post-pandemic and because of our ageing demographic, there is still a wide variety of gifts and skills to lead. Our goal is always to put the right people in the right seats on the bus, people with the skills and talents to best lead. We feel it is better to leave that position vacant than to just fill it out of desperation. Clear and timely communication is always a challenge in any community of faith, so this has become a focus over the past five years.

f. Continuing Education: Priority - # 6

As indicated in the position job description, continuing education is valued, requiring ministry personnel to take their three full weeks of study leave each year. As well, the community of faith supports the sabbatical policy of The United Church, gratified by what ministry personnel bring back to help enrich our collective ministry. Such life-long learning is perceived as an essential component to keeping current while sharing any learning with the people of the community of faith. Such sharing is welcomed through worship, through study groups, through small groups, through administration, through reaching out, through policies and procedures and through communication in print or on our YouTube channel.

g. Faith Formation & Christian Education: Priority - # 7

Since we have few children involved in the ministry and mission of our community of faith, we no longer have a regular Church School nor a regular Nursery. However, children and young families are welcome to use the stocked craft table in the sanctuary during worship, to join the worship leader for Sharing Time, to utilize the nursery room toys and space with volunteers, and to make themselves at home in the worship space as “free roaming” individuals. There is also a rocking chair in the worship space which is available for anyone to use.

h. Self Care: Priority - # 8

Kincardine United Church is always concerned that ministry personnel ensure their self-care. Ministry Personnel are required to take their full holiday time in consultation with the Ministry and Personnel Committee. As well, ministry personnel are strongly encouraged to take their days off and to keep their working hours to a sustainable level – regardless of the perceived needs of the people of the congregation. The Ministry and Personnel Committee is very strong and communicates well to monitor the well-being of all staff while ensuring suitable policies and procedures are in place for that purpose.

i. Denomination & Communities: Priority - # 9

Prior to the pandemic Kincardine United Church had four lay representatives to the Region. However, due to a death and failing health, we only have one lay representative to the Region currently. However, two past Presbytery Chairs attend Regional meetings because of their former service. As well, two people currently serve as Commissioners for General Council from our congregation – one of whom serves also on the Office of Vocation while the other just resigned after serving for five years on the Southwestern Ontario Candidacy Board. There is a long tradition of service to the wider church, but that has waned over the past two years.

Community of Faith: Real Property Worksheet

PURPOSE: To provide information about the Community of Faith's real property assets.

Who uses it: Communities of Faith in gathering their profile information for ChurchHub and to be sent to the Regional Council.

Community of Faith: Kincardine United Church

Address: 721 Princes Street N, Kincardine, Ontario N2Z 2A3

Pastoral Charge: Kincardine

Regional Council: Western Ontario Waterways

Date: July, 2024

1. Please list all church property including manses, building lots, or other property held separate from the church land and building. Include the street address.

Church building at 721 Princes Street North, as above.

2. Congregational property is sometimes listed in the name of one of the denominations that formed The United Church of Canada. Has the title for these properties been confirmed as being properly held as the property of a congregation of The United Church of Canada?

Yes No

3. Please list all cemeteries including any previously connected with the congregation and no longer operated by it. Please include cemeteries of congregations who may have amalgamated or from existing congregation.

N/A

Do you have a Manse associated with your church? Yes No

If you have a Manse, please ensure your Manse information on ChurchHub is up to date.

Attachment #2

Full Time Ministry Cost – 40 hour

A to F

Ordained Minister - \$67,767 to \$77,646
Diaconal Minister - \$67,767 to \$77,646
Admission Minister - GC sets years of service
Designated Lay Minister - \$66,352 to \$75,914
Step 1 Candidate – 1 to 2 years - \$65,415
Step 2 Candidate – 3+ years - \$65,828

Full Time Ministry Costs – 40 hours

Continuing Education - \$1,689/year
Travel per kilometre: \$0.55 per
Phone: Minimum \$50 per month (WOW requirement)
Moving Costs - ?
CPP Expense – 5.95% in 2024 to maximum \$3,867.50
EI Expense – 1.64% in 2025 to maximum \$1,077.48
Church Health & Pension Benefit Expense – approx 25%

Part-time Ministry Cost - 30 hours

A to F

Ordained Minister - \$50,825 to \$58,235
Diaconal Minister- \$50,825 to \$58,235
Admission Minister – \$50,825 to \$58,235
Designated Lay Minister - \$49,764 to \$56,936
Step 1 Candidates, 1-2 years - \$49,061
Step 2 Candidate, 3+ years - \$49,371

Part Time Ministry Costs – 30 hours

Continuing Education - \$1,267/year

Travel per kilometre: \$0.55 per

Phone: Minimum \$50 per month (WOW requirement)

Moving Costs - ?

CPP Expense – 5.95% in 2024 to maximum \$3,867.50

EI Expense – 1.64% in 2025 to maximum \$1,077.48

Church Health & Pension Benefit Expense – approx 25%

Part-Time Ministry Cost - 20 hours

A to F

Ordained Minister-\$33,884-\$38,832

Diaconal Minister -\$33,884-\$38,832

Admission Minister - GC years of service

Designated Lay Minister - \$33,176-\$37,957

Step 1 Candidate – 1 to 2 years - \$32,708

Step 2 Candidate – 3+ years - \$32,914

Part-Time Ministry Cost - 20 hours

Continuing Education and Learning Resources - \$845/year

Travel per kilometre: \$0.55

Phone: Minimum \$50 per month (WOW Requirement)

Moving Expense - ?

CPP Expense – 5.95% in 2024 to maximum of \$3,867.50

EI Expense – 1.64% for 2025 to maximum of \$1,077.48

Church Health and Pension Benefit Expense – approx 25%

Attachment #3

MINISTRY PERSONNEL TEAM PROFILE AND RECOMMENDED SKILLS AND KNOWLEDGE

Position Summaries

The Ministry Team is a 25 hour equivalent (20/5hour split). The team is working within the multi-generational congregation at Kincardine United Church and providing worship services and emergency pastoral care to Bervie Kinloss Pastoral Charge as per a Collaborative Agreement. The Team is accountable to Kincardine Council, the Bervie Board, and to the Office of Vocation. The Office Co-ordinator shall be accountable to the team. The 20 hour/week ministry position is open to Ordained, Diaconal, Admission, Designated Lay Ministers and Candidates. The 5 hour position is currently held until March 1, 2025 by an Ordained Minister, this position and time allotment may or may not be renewed in 2025

Key Responsibilities

Worship -- 50%

- Research, prepare and deliver sermons; write liturgies for the worship services, acknowledging sources as appropriate. Includes doing valid theological research for sermon preparation to ensure sermons are applicable to the experiences of the congregation, challenging the congregation to consider diverse ideas and concepts and providing inspiration to carry the congregation into their everyday lives.
- Lead worship for Bervie Kinloss Pastoral Charge using the service from Kincardine.
- Assist the Programme Committee to develop and update a long-term Programme Calendar detailing the worship schedule.
- Consult with the Minister of Music in the selection and styles of music for worship services.
- Plan and lead worship events such as the sacraments, weddings, funerals, and confirmation, including members of the congregation as appropriate.
- In conjunction with other ministers in the area and members of the congregation, provide occasional worship services at residential facilities for the elderly and/or disabled.

2. Pastoral Care – 20%

- Work with the Pastoral Care Team
- Provide emergency pastoral care to the people of Kincardine United Church and the Bervie Kinloss Pastoral Charge.
- Foster a congregational commitment to the duty of care within the Christian context.

3. Leadership and Visioning—15%

- Respond to general and specific requests for information and assistance, referring to other paid staff, the Council, Committees or Ministry Teams as appropriate.
- Attend meetings of the Bervie Kinloss Pastoral Charge Board, their Board of Trustees and their Congregation to satisfy the requirements of The Manual.
- Support and participate in key events planned and offered by the congregation.

4. Beyond the Congregation—10%

- Attend Western Ontario Waterways Regional Council meetings, serving on Commissions, Committees or task forces as required and participating in learning and support programmes offered to ministry personnel when available.
- Build relationships with other communities of faith, participating in projects as required to foster ecumenism and community outreach.

5. Continuing Education—5%

- In consultation with the Ministry and Personnel Committee, participate in continuing education.

RECOMMENDED SKILLS AND KNOWLEDGE

- Ability to create, to plan and deliver meaningful and inclusive worship experiences.
- Ability and/or willingness to learn how to take advantage of technology (audio, visual, PowerPoint, etc.) to enhance sermons and the entire worship experience
- Ability to work with the ministry team.
- Excellent communication skills.
- Provide empathetic pastoral care.

- Ability to set and maintain appropriate boundaries, professional objectivity and confidentiality
- Ability to set priorities within a wide range of competing professional demands and to seek assistance where required
- Good understanding of the United Church structure, policies and procedures
- Willingness to share gifts and skills within the wider church courts as time permits.

TERMS (Updated)

Salary: Commensurate with qualifications and experience, negotiable at or above minimum for the category. Maximum salary increment available to pay is Level F.

Travel: Reimbursed on church business as per the most recent United Church of Canada salary and allowances schedule which is \$0.55. Based on a log record and excluding travel from home to the church and back.

Moving Costs: Reasonable moving costs will be reimbursed according to the most recent salary and allowances schedule.

Vacation: At least one month per year, including five Sundays, in consultation with the Ministry and Personnel Committee.

Study Leave: Three weeks (21 days) per year in consultation with the Ministry and Personnel Committee.

Book Allowance/Continuing Education: Reimbursed according to The United Church of Canada salary and allowance schedule.

Office: The Minister's private office is on site at the church, part of a larger office suite that includes a second private office and a large reception/administrative office.

Administrative Support: The Office Coordinator is available afternoons Tuesday to Friday for 3.5 hours each day.

Hours of work:

Searching for a Candidate/Minister—20 hours per week.

Second Team Minister is an Ordered Minister working 5 hours per week or 21 hours per month and is appointed until March 1, 2025.

KINCARDINE UNITED CHURCH **2025 BUDGET CONGREGATIONAL MEETING** **SUNDAY, DECEMBER 8th, 2024**

The congregation of Kincardine United Church was called to meet in the sanctuary on Sunday, December 8th, 2024 following the morning worship service, to approve the 2025 budget. Approximately thirty people were gathered in-person and eight households participated on-line.

1. Opening Prayer

Judy Zarubick led the congregation in prayer.

2. Call to Order and Constitution of the Meeting

Judy Zarubick called the meeting to order at 12:25 p.m., in the name of Jesus Christ, the only head of the church for any business that is to become before this budget meeting.

3. Behavioural Covenant

All present read the Covenant as presented on the screen.

4. Enabling Motions

Judy Zarubick presented the enabling motions.

Moved by: Donna Mowry

Seconded by: Liz Dillman

- a) That all adherents be made Corresponding Members with privileges to vote.
- b) That Judy Zarubick chair the 2025 budget meeting.
- c) That Angela Hazlewood act as recording secretary for the 2025 budget meeting.
- d) That the meeting Agenda include for your information the 2024 Financial Report to the end of October and the recommendation for Council of the 2025 Proposed Budget including the Mission and Service Goal for 2025.

CARRIED

Judy Zarubick declared the above motions approved.

5. 2024 Financial Report and Budget for 2025

Judy Zarubick stated that the projected income for 2025 will be approximately \$192000.00. Judy Zarubick proceeded by inviting each committee representative up to the microphone at the lectern to share information about their respective budget. Judy Zarubick also asked that folks wanting to ask questions to go up to the microphone at the front of the sanctuary in order to ask questions so that those on-line could hear the questions asked.

Ministry and Personnel (M & P) – Mary Phillips presented the proposed budget for M & P. Mary Phillips stated that there are requirements set out by the United Church of Canada as to what ministers need to be paid. For the organist, the Royal Canadian College of Organists (RCCO) outline what wages are required to be paid, as well. For the custodian and office coordinator, M & P have always felt it was important to provide a living wage for these two positions. \$81900.00 is their recommended budget for 2025 for M & P. Mary Phillips asked if there were any questions and none were asked.

Programme –Next, Jackie Clements came up to the lectern to present the Programme committee’s budget. Jackie Clements explained that Programme is primarily responsible for pulpit supply. Jackie Clements added that Organist Supply may be needed, however, if it is not needed the budget will decrease. At this time, the proposed budget for Programme is as follows: \$16850.00. Jackie Clements commented that the budget would have been higher, but reminded the congregation about Bervie United Church’s contribution. Jackie Clements asked if there were any questions and none were asked.

Membership and Mission (M & M) –Thirdly, Katrena Johnston presented the budget for M & M. The proposed budget is \$9505.00 for 2025. Katrena Johnston acknowledged all the hard work of this committee. Lastly, Katrena Johnston asked for questions and none were asked.

Administration –The last presentation for budgets came from Donna Mowry for Administration. Donna Mowry expressed the fact that this budget is really the “meat and potatoes” and this budget covers items such as heat, lights, water, and insurance which are rates set by outside agencies. As a result, there is little control over this budget. However, Donna Mowry went on to acknowledge the work of Jack Nancekivell who worked hard to find insurance that would have the best coverage but would be the lowest price. Jack Nancekivell discovered that the United Church of Canada offers insurance at reasonable rates. The insurance will go from \$13800.00 down to \$10600.00 which is a substantial savings. Donna Mowry went on to say that this budget also covers office supplies/council supplies, licenses, and the internet, as well as the maintenance of the church. Donna Mowry stated that several items had to be fixed. Donna Mowry praised and thanked Ralph Knowles, Bill MacTavish, and Jack Nancekivell for all the work they have done for the church. Because of all of this hard work from these people, the cost was very much reduced. The total proposed budget for Administration is: \$56425.00, but does not include the reduction from the insurance rates.

Judy Zarubick stated that the total proposed budget for 2025 is \$164680.00 which does not include the reductions as stated by Programme and Administration. Judy Zarubick continued by asking if there were any questions and/or comments. John Phillips asked if there was any intention of paying back the \$30000.00 that was taken out of the investments. Judy Zarubick stated that it was her understanding that if there was additional funds that they would be moved back to investments that it would be considered, however, it is not something that needed to be done. Liz Dillman offered that it has not been past practice to pay back the investments.

Dotty McClelland asked how much is left in the investments at this time. Judy Zarubick stated that she did not have an exact amount but would find out the correct amount. Liz Dillman offered that there is approximately \$70000.00 in the investments at this time. Judy Zarubick added that if we can pay back the investments, the Trustees and Council

would certainly consider this as an option. Judy Zarubick will confirm the amount left in investments at this time. Dotty McClelland praised the committees for being stringent with the funds and using them wisely. Dotty McClelland also stated that she is happy that there seems to be a good amount left in the investment funds. Mary Phillips suggested creating a fundraising committee to look at replacing the funds taken out of the investments. Judy Zarubick stated that there have been fundraising efforts in the past such as the soup and bun lunch, the frozen soup sale, and the preserves sale, for example, which have not specifically been for the investment funds. Liz Dillman added that with the pulpit supply, the full budget for a minister's wage has not been paid out. Judy Zarubick stated that Kincardine United Church would be very willing to have volunteers to form a fundraising committee. John Phillips shared that they are always looking for donations. John Phillips also said that when investments are taken out to be put in the general funds, that there is a fee to the United Church of Canada so it is important to examine the ways that funds are found. Fundraising is one way to raise funds which reduces the amount paid to the United Church of Canada.

After the fulsome discussion a motion was created to approve the adoption of the 2025 budget.

Moved by: Krista Ritchie

Seconded by: Pam Plagos

That Kincardine United Church approve the adoption of the 2025 budget as recommended by Council.

CARRIED

Judy Zarubick declared the above motion approved.

6. 2025 Mission and Service (M & S) Goal

Krista Ritchie shared that the goal would be \$30000.00 for 2025 which is down \$2000.00 from past years considering the state of Kincardine United Church finances. Krista Ritchie stated that Kincardine United Church's congregation is very generous, and this goal could be surpassed. Because this is a goal, it was decided that a motion was not needed to approve as has been done in the past.

7. 2025 Annual Meeting Date

The 2025 Annual Congregational meeting will be held on February 23rd, 2025 (with a snow date of March 2nd, 2025).

8. Adjournment and Prayers

Judy Zarubick thanked everyone for their participation. The meeting ended at 12:54 p.m. with no other business to discuss.

Next Meeting: February 23rd, 2025 (March 2nd, 2025 -snow date)

Signature of Chair

Signature of Secretary

2024 ANNUAL CONGREGATIONAL MEETING AGENDA

SUNDAY, FEBRUARY 23, 2025

1. **Call to Order and Constitution of the Meeting** (Judy Zarubick)
2. **Opening Prayer**
3. **Behavioural Covenant** (All)
4. **Enabling Motions**
 - a) That all adherents have full participation and voting privileges.
 - b) That Judy Zarubick chairs the Annual meeting.
 - c) That Angela Hazlewood act as recording secretary
 - d) That the meeting Agenda be accepted.
 - e) That the Congregational Meetings of:
 - i. February 18th, 2024
 - ii. October 20, 2024
 - iii. December 8th, 2024
 - f) be approved as printed in the 2024 Annual Report
 - g) That the Zoom meeting be recorded for use by the recording secretary.
5. **Business Arising from the Minutes** (Judy Zarubick)
 - a) Reappointment of Judy Zarubick
 - b) Revisit Future Ministry
6. **In Memoriam (Judy Zarubick)**
7. **2024 Written Annual Reports**
8. **2024 Financial Report**
9. **Nominations (Presentation & Elections)**
 - a) **These Committee members' 3 year terms have expired:**
 - Administration** – Ralph Knowles, Jack Nancekivell
 - Membership and Mission** – Liz Dillman
 - Ministry and Personnel** – Pam Plagos
 - Programme** – Judy Zarubick, Liz Coates, Randy Norris, Emily Perry
 - WOW Regional Representative** – Liz Dillman

- b) These Committee members have decided to retire:**
LouAnne (Dudman) Duncan has moved to the United States after her marriage
Judy Zarubick from the Programme Committee
- c) These yearly appointments have expired:**
Reviewers – Leanne Guppy, Pat Porter and are willing to be reappointed
Acting Council President – Judy Zarubick as per the United Church Manual
Council Secretary – Angela Hazlewood
- d) These adherents and members agreed to stand for election to the following Committees for a three year term ending at the Annual meeting in 2028:**
Administration: Ralph Knowles, Jack Nancekivell, Looking for at least 2 more
Membership and Mission: Liz Dillman
Ministry and Personnel: ? Pam Plagos
Programme: looking for at least 2 volunteers
WOW Regional Representatives – Liz Dillman looking for 3 more volunteers
- e) Members putting their names forward for yearly appointments:**
Reviewers: Pat Porter and Leanne Guppy
Council Secretary: ? Angela Hazlewood
- f) Nominations From the Floor**
Nominations or self-nominations may be made for any position from the floor.
Requests for nominations and self-nominations from the floor will be requested three times as per the United Church Manual .
- g) Motion to Close Nominations from the Floor**
- h) Election of nominees and volunteers presented in the report and from the floor**
- i) Motion to empower Council to fill any vacancies on Council or Committees that arise between congregational meetings.**

10. These members and adherents whose three year terms have not yet expired.

Administration Committee Members

Resource People: Judy Zarubick, Liz Dillman, John Phillips

Members:	End of Term at Annual Meeting in
Dotty McClelland	2027
Donna Mowry	2027

Membership and Mission Committee Members:

Resource People: Judy Zarubick

Members:	End of Term at Annual Meeting in
Nancy Brash	2027
Katrena Johnston	2026
Charles Ludlow	2026
Janice McKean	2027
Krista Ritchie	2026
Melinda Smegal	2027

Ministry and Personnel Committee Members:

Members:	End of Term at Annual Meeting in
Sheryl Elliott	2026
Rad Michielson	2026
David Mullenix	2026
Mary Phillips	2026

Programme Committee Members:

Resource Persons: Judy Zarubick , David Hamilton

Members:	End of Term at Annual Meeting in
Sheila Bauer	2027
Jackie Clements	2026
Jim Zarubick	2026

Trustee Committee Members: are appointed for a 5 year term

Members:	End of Term at Annual Meeting in
John Brash	2029
Ralph Knowles	2029
Don Merritt	2029
Jack Nancekivell	2026
Joan Norris	2029
Pat Porter	2029

Judy Zarubick member due to ministry position

11. Other Business

- a) **Report from Western Ontario Waterways Regional Council and General Council**
- b) **Other Business**

12. Recommendation for the Dates for:

2026 Budget Meeting December 7, 2025

2025 Annual Meeting February 22, 2026

Adjournment and Prayers