

Report to the Congregations of
Wellington United Church and
St. John's United Church, Fall River

Amalgamation Plan

PROPOSED – Updated Sept 30, 2024

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Introduction

Since 1955 Wellington United Church has been the beloved “Church in the Wildwood” for generations of churchgoers. At their Annual Meeting this year, the Wellington congregation decided to create a Future Directions Team to explore three alternative ways forward. On May 26, 2024, the Wellington congregation met to hear the results of the work of the Future Directions Team. After consideration, the congregation voted to request formal amalgamation conversations with St. John’s United Church, Fall River, their sister church in the Waverley Pastoral Charge. Lois Miller presented this request to the June 6th meeting of the SJUC Council on behalf of the Wellington congregation. An Amalgamation Team was formed with representatives from both congregations. Over the summer they have worked diligently to create the following Amalgamation Plan.

The timeline we have been working toward is as follows:

- | | |
|---------|---|
| Sept 22 | Presentation of proposed Amalgamation Plan to the congregations for discussion and feedback |
| Oct 6 | Congregational meetings (at each church) to vote on the Amalgamation Plan with a representative from Bermuda-Nova Scotia Regional Council of the United Church, 6 pm at Wellington and 7 pm at St. John’s |
| Oct 20 | Service of Closure and Celebration of the Legacy of Wellington United Church |
| Oct 27 | Celebration Service for the blended congregation of St. John’s United, Fall River, in the Waverley Pastoral Charge |

We look forward to grafting our two congregations together. Two branches will be joined into one tree, by the power of the Spirit. We look forward to a new life and new growth that will result from this amalgamation. And we enter the next chapter of our lives confident in the companionship and guidance of Jesus Christ, the vine to which all our churches are grafted.

The Motions that will go before the congregational meetings are as follows:

- 1) That the congregation accept the Amalgamation Plan from the Amalgamation Team.
- 2) That the congregation formally agree to amalgamate with (insert name here) under the name of St. John’s United Church, Fall River, in the Waverley Pastoral Charge, as of October 27, 2024.

Mission and Vision Statements

Wellington United Church and St. John's United Church, Fall River have made up the Waverley Pastoral Charge since the opening of St. John's, Fall River in 1994. Before that the Waverley Pastoral Charge consisted of St. John's United Church, Waverley, St. John's United Church, Windsor Junction (the two churches who amalgamated to form St. John's United Church, Fall River), and Wellington United Church, Wellington. In other words, these are two congregations that know each other well and have been working together for decades.

After reviewing the congregations' vision and mission statements, we suggest the following be adopted by the blended congregation:

Mission Statement:

At St. John's United Church, we are a welcoming Christian family, nurturing and inspiring people of all ages to continue in the ministry of Jesus.

Vision Statement:

In response to God's call, St. John's United Church, Fall River, is a community of faith that seeks to welcome all people to participate fully in all aspects of our life and work, including but not limited to, people of all sexual orientations, gender identities, ancestry, race, age, cultural background, economic status, language, and ability. We are all about creating community, following Christ and serving the world!

Welcome

Welcome to the new congregation. *A congregation's life does not end when it amalgamates with another congregation. Rather, the congregation continues to exist in ministry as the new amalgamated congregation.*¹

This section of the Wellington-St. John's Amalgamation Plan outlines ways to support the two congregations as they move forward "to exist in ministry" as one new congregation.

Amalgamating these congregations was one of the topics addressed in the Report of the Future Directions Team set up on February 25, 2024 by the congregation of Wellington United Church. The Team reported back to the congregation on May 26, 2024:

*We have been assured that St. John's will welcome our members and help them feel at home and valued in the life of that congregation. The St. John's representatives [of the Future Directions Team] are open to helping us find creative ways to incorporate some of our cherished mementos into the new setting. St. John's is working to resolve ongoing problems with their sound system [an issue raised by Wellington members].*²

The Amalgamation Team proposes these actions to welcome new members and make sure everyone feels at home in the new congregation and valued there:

- Name the chapel at St. John's United Church the "Wellington Chapel."
- Continue the new congregation under the name of St. John's United Church, Fall River in the Waverley Pastoral Charge.
- Hold a service at Wellington United Church to celebrate the years of life, work and worship of this congregation; the service will be followed by a time of conversation over refreshments.
- Hold a service of worship at St. John's to mark the beginning of the new congregation; the service will be followed by a time of fellowship over lunch.
- Weave some of the Wellington United Church cherished mementos, traditions and symbols of worship into the fabric of St. John's. For more information, please see the sections on Property and on Worship and Spiritual Life.
- Try to improve the sound system at St. John's; this has been noted as a problem, especially for seniors in the congregation and for persons using hearing aids.
- Hold a choir "meet and greet" so that transferring singers can meet other choir members.

The Amalgamation Team is pleased to report that two members of St. John's United Church have already volunteered to help organize the activities and events noted above.

¹ *A Handbook for Communities of Faith*: Bermuda-Nova Scotia Regional Council, UCC, rev. August 1, 2023, p. 2.

² Minutes, Wellington United Church Congregational Meeting, May 26, 2024, p. 3.

Governance Model

St. John's United Church has always emphasized the importance of having all members of the congregation engaged in ministry in one form or another. Since the beginning, its governing Council has been accountable to the whole congregation. Now that St. John's United Church is being amalgamated with Wellington United Church, engagement of the whole congregation continues to be a significant guiding principle in designing our new governance model. Therefore, we recommend that the new congregation follow the Church Council model of governance.

The following principles served as a guide in this model's design:

- The strengths of the former governance framework should be carried forward.
- Building trust in a governance model must always be kept in mind.
- The governance structure and processes should be and be perceived as uncomplicated and easily understood, especially as they relate to decision making.
- The number of Council and committee meetings should be kept to a minimum.
- Some Council and committee decisions can be made or ratified by email.
- Meeting agendas, distributed in advance, should focus only on matters that need attention---not all committees need report at each meeting.
- The model should give a reasonable level of autonomy to the Council Executive and committees to carry out their respective mandates defined by Council.
- A Ministry and Personnel Committee and a Board of Trustees---with responsibilities defined in the United Church Manual---are committees of Council.
- Although the United Church Women as an organization is independent of the Council, it has a representative on Council.

Role of the Council

St. John's United Church, Fall River as a Congregation is accountable to the Bermuda-Nova Scotia Region of the United Church of Canada.

The Congregation of St. John's United Church, consisting of members and adherents, is governed by the current edition of The Manual of the United Church of Canada (<https://united-church.ca/sites/default/files/2024-01/the-manual-2024.pdf>).

Reporting annually to the Congregation, the Council's decision-making responsibilities include leadership in planning for the future, policy development, coordination of the day-to-day activities and programs, and administrative oversight.

Ministry Personnel serve as resource persons for Council.

The Council is responsible overall for the work of its standing committees, the Nominating Committee and any ministry teams. Each standing committee is empowered to act within the guidelines laid out in both **The Manual** and this document.

More specifically, the Council:

- Submits to the congregation reports on its life and work, including a full statement of receipts and expenditures, indebtedness, and estimates for the coming year.
- Ensures the submission of statistical and information forms for the General Council.
- Ensures the election of a member of the Congregation to serve as representative to the Bermuda-Nova Scotia Region.
- Reports to the members of the congregation actions of the Region and General Council.
- Secures donations for the work of the local and national church, and for Mission and Service.
- Authorizes borrowing funds for the day-to-day operations of the congregation.
- Gives lawful directions to the Trustees concerning property matters when necessary.
- Makes decisions on remits and proposals.
- Represents the congregation as authorized by the Congregation in meetings with the Region relating to amalgamation, realignment, reconstitution, or disbanding the Congregation.
- Attends to matters affecting the Congregation not assigned to any other body.

The Council Members:

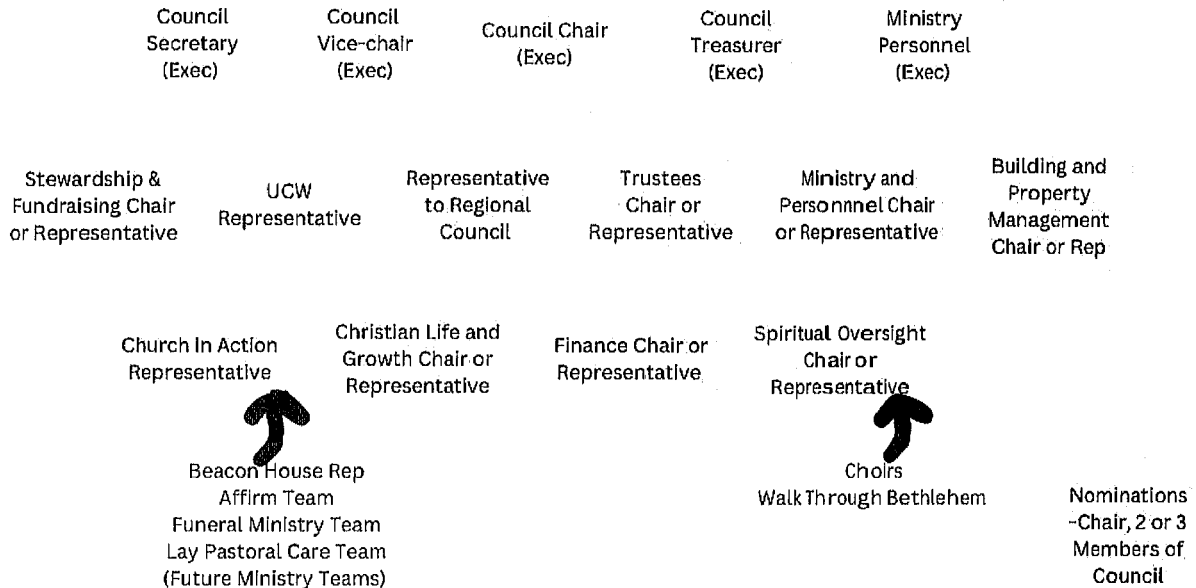
- a) Chair of Council, Vice-Chair of Council, Secretary, and Treasurer elected at the Annual Meeting.
- b) Ministry Personnel settled or appointed to the Congregation (As per the Manual, the ministry personnel must be present for a Council meeting to take place).
- c) The Council Chair, Vice-Chair, Secretary, Treasurer, and Ministry Personnel make up the Council Executive.
- d) Chairs or representatives of the committees and Trustees.
- e) Bermuda-Nova Scotia Region representative.
- f) United Church Women representative.

Integration of Wellington's Leaders into the New Structure

- In order to more fully integrate Wellington worship traditions into the life of the new congregation, the Wellington Session Members will be invited to join the Spiritual Oversight Committee.
- In order to more fully integrate the Wellington communal celebrations into the life of the new congregation, the Wellington Stewards will be invited to join the Finance Committee or Stewardship and Fundraising Team.
- The Wellington Trustees will join the current SJUC Trustees.
- The Wellington Choir members will be invited to join the United Voices Choir.

St. John's United Church Organizational Chart

NEW COUNCIL



Terms of Office and Membership

- **Council Terms of Office:**
 - Vice-Chair: 1 year.
 - Chair: 2-year term, renewable.
 - Secretary: 2-year term, renewable.
 - Treasurer: 2-year term, renewable.
 - Committee Chairs: 1-year term, renewable.
 - Board of Trustees: 3-year term, renewable.
 - Region rep: 2-year term, renewable.
- An Ad Hoc Nominating Committee comprised of the Council Chair and 2 or 3 members of Council appointed by Council shall seek nominations for Council positions and will recommend names to fill vacant Council and committee positions for approval by Congregation at the Annual Meeting.
- The Congregation shall establish and elect the members of a Ministry and Personnel Committee as detailed in the Manual.
- Names to be recommended by the Nominating Committee shall be approved by the Congregation. The Congregation may decide that the voting will take place by ballot.

- Nominations from the floor may be accepted.
- All Ministry Personnel shall be ex officio members of all committees except for the Ministry and Personnel Committee, a Nominations Committee; and a Search Committee.
- The members of committees will be elected from among the members and adherents of the congregation in accordance with the needs of the various committees and skills offered.

Meetings

- The Church Council will hold a minimum of 4 in-person meetings per year (Sept, Nov, Jan/Feb, May), including an in-person meeting prior to the Congregation's Annual Meeting (which usually takes place the first Sunday in March). Other meetings may be called under circumstances outlined in the Manual, including online meetings and some decisions may be made through an email exchange.
- Meetings are conducted according to the rules of debate and order found in **The Manual** or if not covered there, **Bourinot's Rules of Order (Canada)**.
- Quorum: A quorum for the Council shall require the attendance of a Ministry Personnel settled in or appointed by the Congregation, or a lay pastoral minister appointed to the charge, or an appointee of the Region (**The Manual**). As well, there must be a minimum of 1/3 of voting members present (**The Manual**).
- The Council must report to the Congregation at the Annual Congregational Meeting held no later than June 30, to review the events of the previous year and to set goals for the coming year.
- Each Committee and Ministry Team will submit an Annual Report to the Annual Congregational Meeting.
- Ministry Teams are responsible to the Council and Congregation through the committee in relationship with them.
- The Council shall ensure that new Council members will receive adequate information and training to ensure their familiarization with how the Council functions.
- Each committee is empowered to operate within the guidelines set forward in **The Manual** as well as this document and function within its approved budget. Please see Appendix A for the Council Committees Terms of Reference.

Property and Financial Assets

The congregations of Wellington and St. John's United church have significant physical assets to bring to the proposed amalgamation. The Wellington church sits on a lot with an area of 0.81 acres (35,258 sq. ft.) with direct access off Church Street, as indicated on the sketch in Appendix B. The church was constructed in 1955 with a total of 2640 sq. ft. of floor space and is in great condition with recent improvements to the windows, roof shingles, siding and the heating system. The property has a drilled well and septic system which was installed at the time of church construction. Adjacent to and running the length of the Wellington Church property is a narrow strip of land (34 x approx. 360 feet) that borders Grand Lake Drive, as indicated on the second sketch in Appendix B. Recent contact was made with the owner of the property who has agreed to sell the strip of land to the amalgamated congregation for \$4,950 plus HST, with the amalgamated congregation covering legal fees including property migration costs. This purchase of the strip of land and consolidation of the two parcels will facilitate the sale of the combined property with frontage on Grand Lake Drive and Church Street with a total area of 47,500 sq. ft. The primary reason to purchase the small lot would be to facilitate the potential for rezoning as residential property, as the current church property is below the minimum threshold of 40,000 square feet as established by HRM. The purchase of the strip and sale of the consolidated property will follow the necessary process outlined in the latest revision to the Handbook for Communities of Faith (the Handbook), as directed by the Bermuda-Nova Scotia Region. Submissions from two realtors indicate the property could sell for \$325,000 to \$400,000 with 85% of the funds realized by the amalgamated congregation, in accordance with the Handbook.

An inventory of contents within the Wellington Church is currently being compiled. Wherever possible, mementos and elements of worship that have sentimental value will be woven into the St. John's United Church's edifice. In addition, as a demonstration of partnership, the chapel will be named "Wellington Chapel" where many of the artefacts can be displayed. In particular, the stained-glass windows will be moved to St. John's United Church. The original glass has been stored at the church and will be reinstalled when the stained glass is removed. Anything that will be of use by the new congregation will be moved to the Fall River building. And finally, because of our charitable status, any surplus items will be distributed within the guidelines of the Region.

The building belonging to St John's United Church is situated on approximately 4.5 acres of land with frontage on Provincial Highway No. 2 in Fall River. The building construction was

completed in 1994 with a gross area of approximately 11,000 square feet and large parking areas to accommodate 100 vehicles. The building has ample space for an amalgamated congregation with a Sanctuary seating capacity of 280, dedicated space for Christian education, fellowship hall, Chapel, modern kitchen and administrative space. The building was designed to maximize a single level layout with optimal utilization of space for multi-purpose functionality. The fellowship hall can serve as an overflow area when a larger worship space is required. This is detailed on the drawings in Appendix B.

In addition to physical assets, Wellington UC and St. John's UC have considerable financial assets to support their collective ministry. St. John's UC has \$296,083 as of June 30, 2024 invested with Eastport Financial Group (the Glengarry Fund) with risk and use of returns guided by a policy approved by the congregation. The two congregations also benefit from proceeds associated with the previous sale of the manse. Manse proceeds of \$116,961.16 are invested in a 5yr GIC at a rate of 4.6% which yields \$5,380 annually. The interest/gains from these funds can be utilized to support the ongoing financial needs of an amalgamated congregation.

Financial Plan

The Waverley Pastoral Charge consists of two points, Wellington United Church (WUC) and St. John's United Church, Fall River (SJUC).

These two churches have shared a full-time Minister, a part-time Administrative Assistant, and the office and equipment expenses. Wellington United has contributed 15%, and St. John's has contributed 85% of these shared expenses.

The Amalgamation Plan includes the sale of the Wellington property. The proceeds of this sale will be used to support the future ministry of the amalgamated congregation. Other investments (the Manse proceeds GIC, the Glengarry Fund held by SJUC, and the Memorial Fund of WUC) can be utilized by the amalgamated congregation for their collective ministry, as described in the previous section.

St. John's & the Waverley Pastoral Charge use "Simply Accounting" software and will continue to do so after amalgamation. Upon amalgamation Wellington will transfer their financial funds to St. John's United, with the funds being incorporated into the St. John's accounts. Wellington members are urged to contact the Wellington treasurer to make arrangements about their PAR donations.

As Waverley Pastoral Charge is the registered charity all reports – CRA 3010, UCC Statistical Reports and charitable receipts – will continue under the name of Waverley Pastoral Charge with a year-end of Dec. 31. At some time in the future, we may consider a change of name for the registered charity to St. John's United Church, Fall River, but there is no pressing reason to do so at this time.

Please see Appendix C for the 2023 financial statements, included for your review.

Pastoral Care

Pastoral Care will continue to be offered by Rev Sally and the Lay Pastoral Care Team (which includes members from both congregations). To ensure that no one is overlooked during the process of amalgamation, we will send a letter to all the members of Wellington United Church detailing the upcoming amalgamation and informing them that their membership will automatically be transferred to the new St. John's congregation, unless we hear from them otherwise. This letter would also be an opportunity to extend a personal welcome to the new St. John's and invitations to join in activities such as worship, Bible Study, UCW, and Choir, etc., as appropriate.

Worship and Spiritual Life

- The Wellington Session has made the following tentative plans for the fall:
- Sept 8 – return to regular worship time of 9:30 am at Wellington United Church
 - During the month of September, worship attendees will be invited to place on a “family tree” the names of key people and events in the life of the Wellington congregation.
- Sept 22 – hear presentation of proposed Amalgamation Plan.
- Oct 6 – Worldwide Communion and Congregational Vote on Amalgamation Plan with Regional Representative.
- Oct 13 – Thanksgiving Sunday
- Oct 20 – Service of Closure and Celebration of the Legacy of Wellington United with music by Louise and Gary Loughead, to be followed by Coffee and Conversation.
 - The people of SJUC and past ministers/ministry candidates will be invited to attend this service and symbols of ministry to be taken to the new SJUC will be carried out at the end of the service.
- Oct 27 – All Saints Sunday, Celebration of new St. John's United, Fall River and Potluck Lunch, commencing at 11 am.
 - This service will begin with the carrying in and presentation of ministry symbols from Wellington.

We are looking forward to blending special Wellington worship traditions with the new SJUC; for example, the Memorial Christmas Tree and Gospel Music Sunday, as well as continuing traditions that we already share, like collecting school supplies, stuffing and cranberry sauce for Beacon House, and contributing to the Lions Christmas Express.

Staffing

Wellington United Church and St. John's United Church already share an administrator and an ordained minister; therefore, the recommendation is they continue in these roles. The current SJUC Music Director/Pianist will continue in this role, as Wellington's longtime volunteer musicians retired in June. SJUC's Children and Youth Program Leader will continue in this role also.

Minister: Rev Dr Sally Shaw

Administrative Assistant: Rev Jenny Eisener

Music Director/Pianist: Peter Thamer

Children and Youth Program Leader: Rev Jenny Eisener

Amalgamation Team Membership

Lois Miller (Official Board Chair, WUC Session, and Co-chair of the Amalgamation Team)

Dawn Myer (SJUC and Official Board Treasurer, SJUC Council, and Co-Chair of the Amalgamation Team)

Cindy Patriquin (WUC Trustees)

Joyce L. Patriquin (WUC Stewards)

Tanya Matthews (WUC, Ministry and Personnel Committee)

Sheila Keizer (SJUC, Ministry and Personnel Committee)

Carl Yates (SJUC Trustees)

Sally Shaw (Minister)

Appendix A: Council Committees Terms of Reference

Building and Property Management Committee

The Building and Property Committee is responsible to the Congregation through the Church Council for the following:

- Maintaining the church building, equipment, parking lot, and grounds.
- Short and Long term planning and implementing improvements or upgrades to the church and grounds.
- Engaging a person or company to provide janitorial services, snow removal.
- Maintaining a building fire plan and test annually.
- Determining financial charges and policies for outside groups using the church facilities (with the exception of the sanctuary).
- Maintaining the church office equipment and the audio/visual communications equipment, sound system and projection system in the sanctuary.
- Overseeing the purchase of office and janitorial equipment and supplies.
- Negotiating contracts and overseeing the work of regular repairs, inspections, etc.
- Organizing and supervising congregational work projects (e.g. seasonal clean up, major painting).
- Ensuring the church property is safe and provides a healthy environment in conjunction with the duty of care as outlined in the **Duty of Care Program** of the United Church of Canada.
- Ensuring the church property and technology is protected and secure.
- Presenting regular reports on the condition of the property at meetings of the Church Council.
- Working within their approved budget.
- Referring to Council for approval when expenditures may exceed their budget.

Christian Life and Growth Committee

The Christian Life and Growth Committee is responsible to the Congregation through the Council for the following:

- Determining the educational needs of the congregation and developing the appropriate programs and methods to meet these needs.
- Planning and directing the Christian Education and Leadership programs of the church for all ages.
- Overseeing the baptism preparation and confirmation preparation classes for youth and adults.

- Recruiting, training, and providing appropriate curriculum and/or supplies for Nursery, Church School, KOGA, and other learning groups.
- Conducting duty of care screenings for leaders of programs with vulnerable participants (see https://united-church.ca/sites/default/files/handbook_faithful-footsteps.pdf).
- Providing support for the Children and Youth Program Leader.
- Liaising with Spiritual Oversight for special services and events.
- Working within their approved budget.

Church in Action Committee

The Church in Action Committee is responsible to the Congregation through the Church Council for the following:

- Examining the needs of the local and global community and providing ways for our congregation to respond from a Christian perspective.
- Informing the congregation through newsletters, social media, the church sign, and announcements of the ministry being done by our congregation's Ministry Teams, Beacon House, and the wider church, including: the Funeral Ministry Team, the Lay Pastoral Care Team, the Affirm Team, and any future Ministry Teams.
- Cooperating with the Stewardship and Fundraising Committee in promoting local support for the UCC's Mission and Service.
- Raising awareness in the congregation and community at large of social service and social justice concerns.
- Working within their approved budget.

Finance Committee (https://united-church.ca/sites/default/files/financial_handbook_for_congregations_2017.pdf)

The Treasurer and Envelope Secretary are members of the Finance Committee. The Finance Committee is responsible to the Congregation through the Church Council for the following:

- Developing an annual budget to be discussed by the Church Council and approved by the Congregation that will reflect the mission priorities of the church.
- Disbursing funds, according to the Congregation's budget, for the salaries of the Ministry Personnel and Church Staff, the Pension Fund and other benefits, the United Church of Canada allocation, Mission and Service of The United Church of Canada, and other local church obligations.
- Recruiting, training and scheduling an appropriate number of persons to count, record and deposit the weekly offering in accordance with the procedures and practices of The United Church of Canada (There shall be two nonrelated counters for any church function; Sunday weekly receipts shall be counted on site and deposited the same day in the bank's night deposit box.)

- Presenting a financial statement of receipts and expenditures at all regular meetings of the Church Council, and at the Annual Congregational Meeting.
- Arranging for financial review of the books annually and sharing the report with Council.
- Preparing and distributing charitable tax receipts and the annual report to Canada Revenue Agency (CRA).
- Supporting the efforts of the Stewardship and Fundraising Committee.
- Overseeing the processing of donations to the Memorial Fund.
- Ensuring the security of personal and financial information.
- Working within their approved budget.

Stewardship and Fundraising Committee

The Stewardship and Fundraising Committee is responsible to the Congregation through the Church Council for the following:

- Cultivating knowledge and conviction of the church about the mission of the church in all its aspects and promoting the work of Mission and Service.
- Educating the congregation or pastoral charge on the funds needed for this mission and how they will be used.
- Encouraging commitment and participation from the congregation in the church's mission (e.g. designing an organized stewardship campaign to increase givings and solicit volunteers for church positions).
- Overseeing and supporting the fundraising activities of the church – coordinating with other committees as appropriate.
- Maintaining a calendar of fundraising events, ensuring they are adequately spaced.
- Overseeing the fee structure and church room rentals.
- Preparing and submitting funding proposals.
- Working within their approved budget.

Ministry and Personnel Committee (https://united-church.ca/sites/default/files/ministry-personnel-committees_policy-procedures-practices.pdf, <https://united-church.ca/sites/default/files/resources-for-mandp-committees.pdf>)

The Ministry and Personnel Committee is responsible to the Congregation through the Church Council for the following:

- Being available for consultation and support for matters involving the pastoral charge staff.
- Overseeing the relationship of the pastoral charge staff to each other and to people in the congregation.
- Regularly reviewing the working conditions, responsibilities, and compensation of all pastoral charge staff.

- Making any recommendations needed as a result of these reviews to the governing body.
- Revising position descriptions of pastoral charge staff as needed.
- Conducting annual performance reviews of the pastoral charge staff.
- Ensuring pastoral charge staff make use of opportunities for continuing education that they have been given.
- Maintaining close contact with the regional council Pastoral Relations Committee or equivalent.
- Securing pulpit supply and musician supply when needed.
- Working within their approved budget.

Spiritual Oversight Committee

The Spiritual Oversight Committee is responsible to the Congregation through the Church Council for the following:

- Joining with Ministry Personnel in ensuring that the order of public worship meets the needs of the congregation.
- Arranging for refreshments before or after worship.
- With the Ministry Personnel, formulating and administering policy with respect to baptisms, weddings, and funerals and communicating these policies in a written form.
- Assisting the Ministry Personnel in the administration of the sacraments.
- Identifying, nourishing and supporting candidates wishing to pursue ministry in the United Church of Canada.
- Maintaining a calendar of events and preparing special Sunday services, as well as announcing these publicly.
- Approving requests for use of the sanctuary.
- Maintaining communion vessels, banners, and decorations in the sanctuary.
- Welcoming newcomers to the congregation.
- Maintaining all Historic Records (i.e. Historic Roll, Baptisms, Marriages, Burials).
- Supporting the Choirs and the Ministry Teams in relationship with this committee.
- Working within their approved budget.

Trustees (<https://united-church.ca/sites/default/files/2021-04/trustees-handbook.pdf>)

A majority of the Trustees must be members of the United Church of Canada and are elected at the Annual Congregational Meeting, with the Chair being a member of the United Church of Canada.

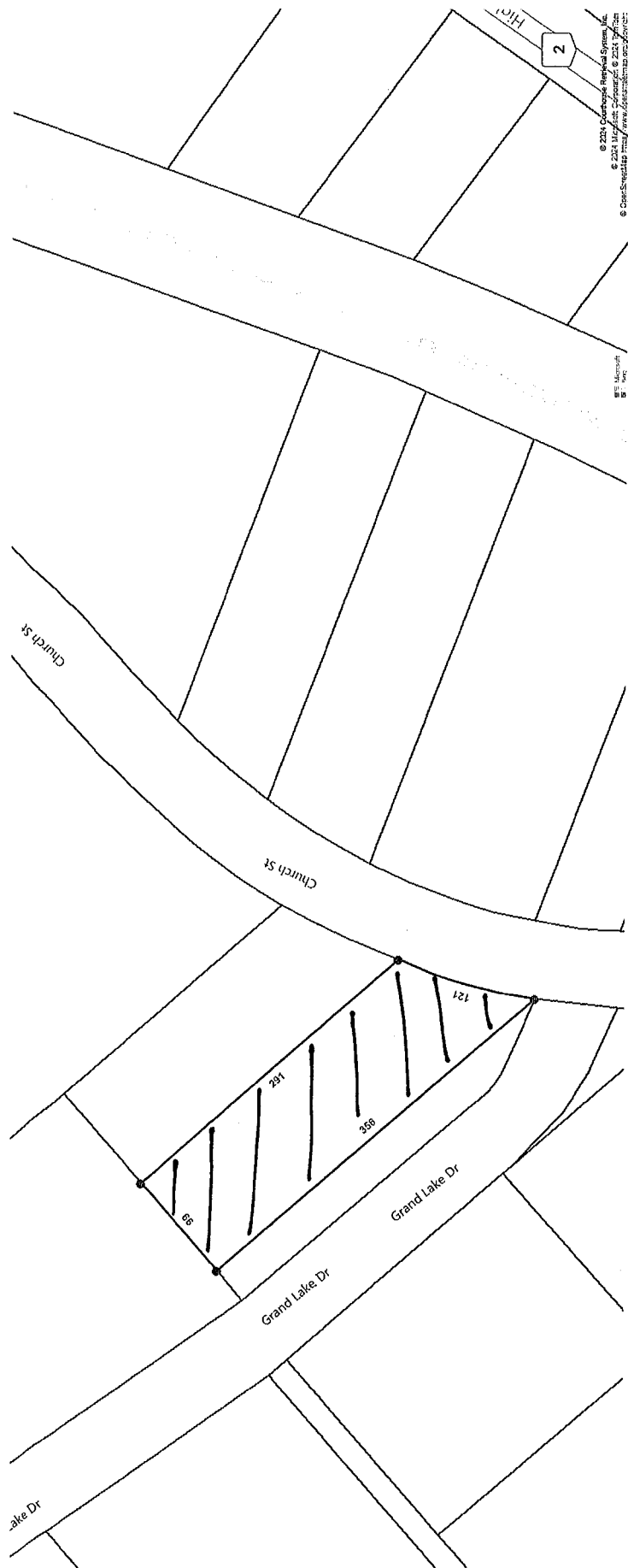
The Trustees are responsible to the Congregation through the Church Council for the following:

- Ensuring there shall be no fewer than three (3) and no more than fifteen (15) Trustees.

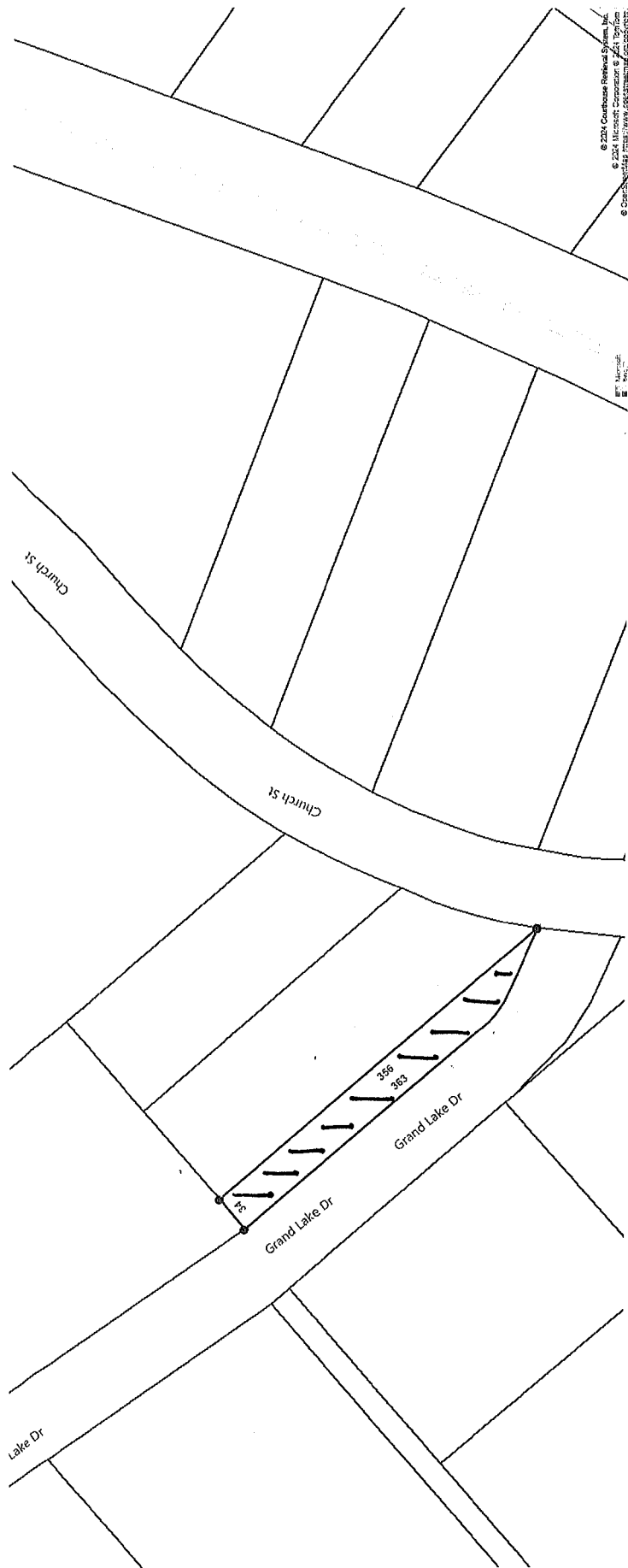
- Being responsible for holding and administering all property, real and personal held in trust or acquired for the use of the congregation in accordance with the **The Manual**.
- Overseeing the general insurance and fire insurance.
- Administering the church's investment funds.
- Designating a member to serve as their representative to the Church Council.
- Calling and conducting meetings in accordance with the procedure outlined in **The Manual**.

Appendix B:

Map for Parcel Address: 76 Church St Wellington, NS B2T 1A2 Parcel ID: 00529743

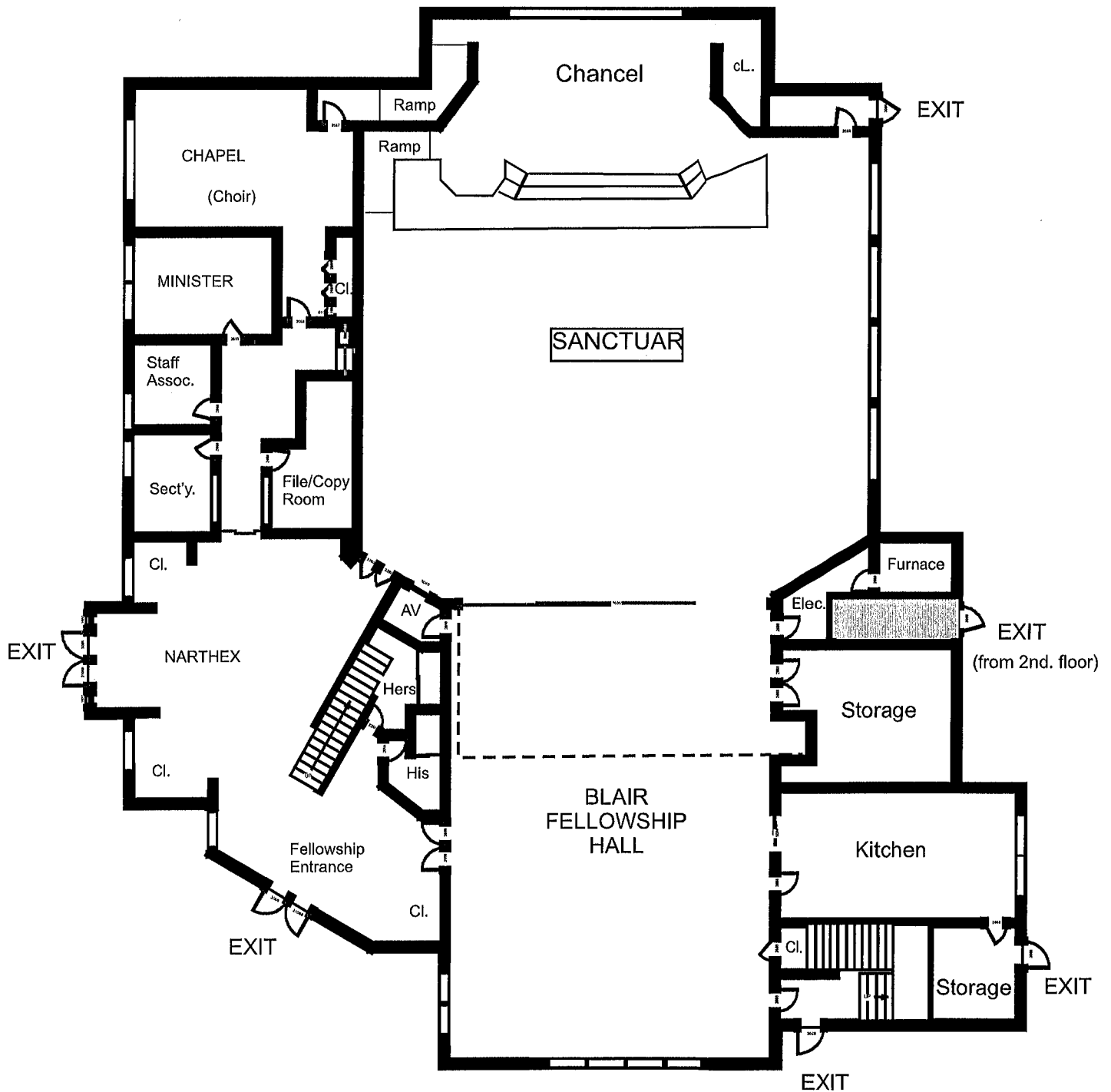


Map for Parcel Address: 1 Grand Lake Dr Wellington, NS Parcel ID: 40536419



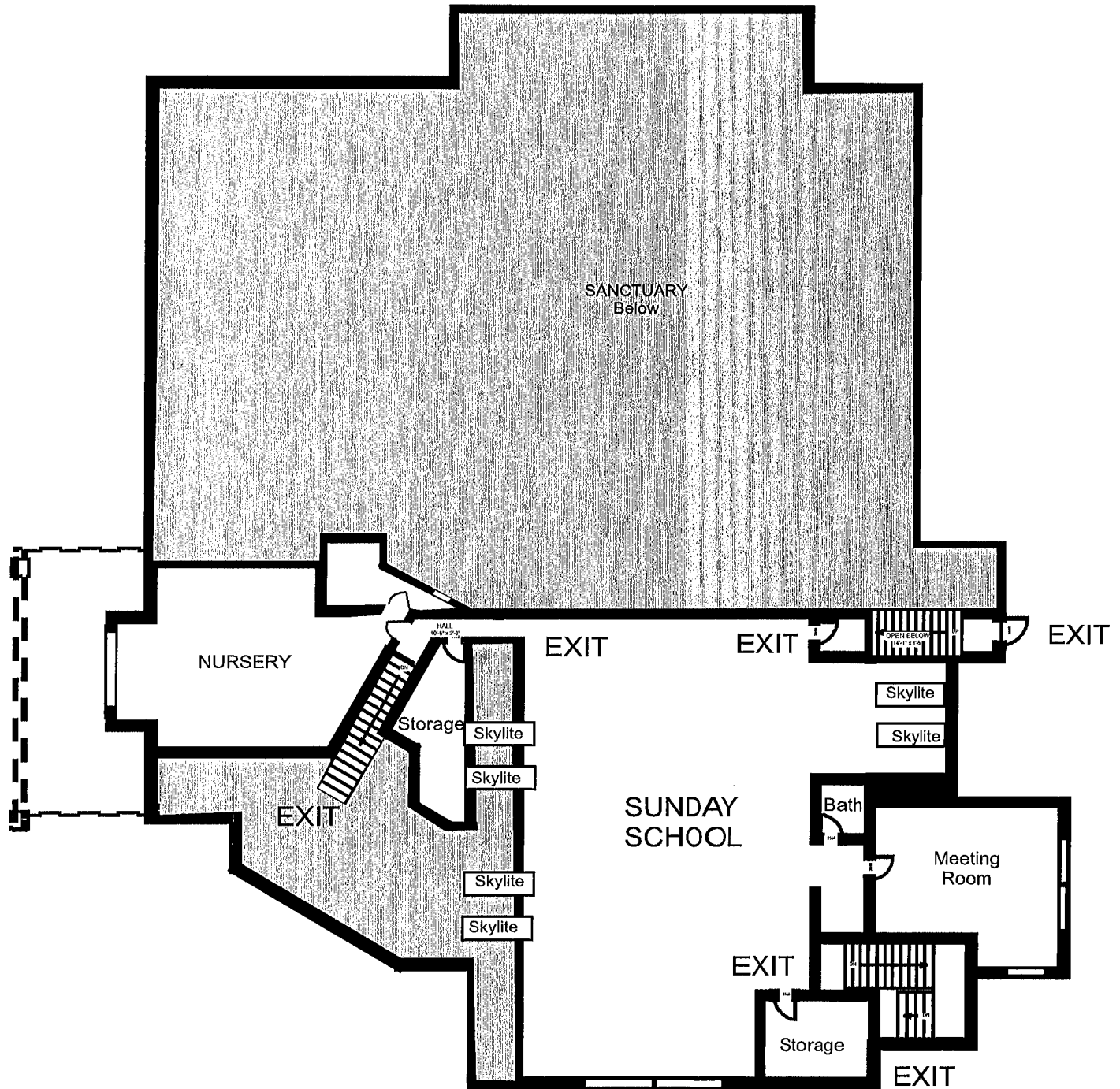
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1st. Floor



St. John's United Floor Plan

2nd. Floor



Appendix C :

Waverley Pastoral Charge

WPC Income Statement / Proposed Budget

	Budget 2023	Actual 2023	Budget 2024
REVENUE			
Interest (Term Deposit - ECC)	\$ 5,303.00	\$ 5,380.00	\$ 5,365.00
Contributions - SJUC (85%)	119,087	114,826	123,926
Contributions - WUC (15%)	21,106	20,263	21,868
Total Income	<u>145,496</u>	<u>140,469</u>	<u>151,159</u>
EXPENSE			
General & Administration Expenses			
Office - general supplies	800	963	800
Office - photocopying	2,700	2,940	2,600
Office - telephone and internet	1,800	1,722	1,700
Office - internet	400	441	348
Total Administrative expenses	<u>5,700</u>	<u>6,066</u>	<u>5,448</u>
Region 15 Assessment	8,846	8,846	9,642
Liturgical Support	750	672	750
Miscellaneous expense	150	656	300
Total General Expenses	<u>9,746</u>	<u>10,174</u>	<u>10,692</u>
Total General & Admin Expenses	<u>15,446</u>	<u>16,240</u>	<u>16,140</u>
Payroll expenses			
Salary	102,440	94,618	97,851
UCC pension and benefits	17,960	16,412	17,706
CRA - EI and CPP	7,200	6,540	7,062
Travel & Continuing Education (part of 2023 salary)	0	3,945	2,450
Sabbatical Supply	0	-	7,500
Supply	2,000	2,303	2,000
ADP Payroll Service fees	450	411	450
Total Payroll costs	<u>130,050</u>	<u>124,229</u>	<u>135,019</u>
Total expense	<u>145,496</u>	<u>140,469</u>	<u>151,159</u>
Net Income	<u>0</u>	<u>0</u>	<u>0</u>

Waverley Pastoral Charge
Balance Sheet at Dec.31, 2023

Assets

Chequing Account	4943.25
HST Receivable	210.79
Total Assets	<u>5154.04</u>

Liabilities

Accounts Payable Inter-Church	2198.30
Other payables	1245.57
Total Liabilities	<u>3443.87</u>

Equity

Current Earnings	0.00
Retained Earnings	1710.17
Total Equity	<u>1710.17</u>

Liabilities & Equity	<u>5154.04</u>
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SJUC Comparative Income Statement

	Jan.1 to Dec 31, 2022	Jan.1 to Dec 31, 2023
REVENUE		
Offering - Local	117,771.90	121,437.38
Offering - Initial	140.00	95.00
Offering - Loose	2,515.55	2,424.75
Offering- online (members)	1,569.20	1,134.00
Offering - Sunday School	0.00	150.00
Offering - Miscellaneous	45.00	25.00
Total Local Offering	122,041.65	125,266.13
Government Wage Subsidy	0.00	0.00
Region 15 Tech Grant & LWF Grant	Note 9 8,938.00	0.00
Funeral ministry	5,632.87	5,838.00
Church & Hall Usage Fees	15,623.00	25,493.15 Note 1
Donations made by UCW	5,000.00	5,000.00
Donations - Memorials	1,125.00	340.00
Donations - Miscellaneous	Note 10 5,165.00	1,425.00 Note 2
Donations - In-kind	578.27	0.00
Fundraising revenues	10,383.33	3,782.41 Note 3
Celebration of Lights	4,390.00	3,900.00
Toonie Plate	367.00	24.00
Use of Capital Improvements Fund	1,440.93	400.00
Advertising/Sponsorship revenue	Note 11 3,550.00	900.00 Note 4
Investment income	296.39	858.17
TOTAL REVENUE	184,531.44	173,226.86

5JUC

EXPENSES

Shared Pastoral Charge costs	114,628.27	114,825.79	Note 5
Music team costs	8,848.78	8,645.75	
C & Y Leader costs	32,801.00	40,592.66	
Sabbatical	3,600.00	3,600.00	
Total Pastoral Charge costs	159,878.05	167,664.20	
Heating fuel	13,765.40	14,034.00	
Electric power	2,890.39	3,166.75	
Halifax Water & HRM Fire Prot. Tax	523.56	721.29	
Snow removal	6,686.00	7,504.00	
Janitorial labour	3,842.28	4,588.20	Note 6
Church Council expenses	112.79	0.00	
Cleaning & general supplies	40.83	899.91	Note 7
Sunday School curriculum	531.76	200.24	
Sunday School expense	195.65	164.49	
KOGA	389.60	341.09	
CLG/Support	1,863.50	1,345.50	
Total CLG Costs	2,253.10	1,686.59	
Church office supplies/maintenance	435.70	503.65	
Church In Action	76.18	448.84	
PAR remittance costs	599.50	615.00	
Choir costs	14.77	131.04	
Grounds maintenance	1,097.90	0.00	
Fundraising expenses	57.76	167.83	
Christmas -Walk to Bethlehem	2,314.94	334.81	
Miscellaneous	726.11	859.75	
Sign upgrade	12,083.00	0.00	
Insurance - church	8,121.50	6,038.05	Note 8
Church building maintenance	3,068.59	2,110.07	
Bank charges	11.75	12.50	
Spiritual Oversight	984.41	60.00	
Stewardship campaign expenses	840.92	197.80	
TOTAL EXPENSE	221,152.84	212,109.01	
NET LOSS before draw fr invest. gain	-36,621.40	-38,882.15	
Drawdown from Quadrus/Eastport	15,000.00	20,000.00	
NET LOSS	-21,621.40	-18,882.15	

Notes:

1. includes 12 mths FR Chapel

2. Easter Egg

3. See also Donations Misc, & \$720 in other accts

4. \$400 spring concerts & \$500 Walk To B.

5. \$4775 reduction due to change in admin post

6. Increase in monthly rate

7. Large purchase of supplies

8. Rate reduction & rebate

9. For sign

10. Includes sign donations

11. Walk to Bethlehem

SJUC Comparative Balance Sheet

As at Dec.31, 2022

As at Dec.31, 2023

CURRENT ASSETS

General Account, #83533-102	29,977.59		20,315.77
MarketWatch Acct #83533-282	37,947.04		38,611.40
MarketWatch Acct #83533-292	10,024.35		0.26
Total Cash on Deposit		77,948.98	58,927.43
Accounts receivable	3,446.39		5,363.06
Accts Rec - The Square	1.46		0.11
HST Receivable	1,232.86		911.74
Receivables - Net		4,680.71	6,274.91
Inventory - Office supplies	200.00		200.00
Inventory Total		200.00	200.00
Prepaid expense		0.00	280.04
Investments		302,561.95	314,558.74
TOTAL CURRENT ASSETS		385,391.64	380,241.12

Fixed Assets

Land - Fall River	103,351.03		103,351.03
Building - Fall River	857,107.10		857,107.10
Net: Property - Fall River		960,458.13	960,458.13
Furniture & fixtures	12,090.44		12,090.44
Net: Furniture/fixtures		12,090.44	12,090.44
Computers & office equipment	7,326.80		7,326.80
Net: Computers & office equipment		7,326.80	7,326.80
TOTAL FIXED ASSETS		979,875.37	979,875.37

TOTAL ASSETS

1,365,267.01 **1,360,116.49**

CURRENT LIABILITIES

M&S Fund - Collected	27,974.65		27,969.55
M&S Fund - Remitted	(21,136.64)		(22,575.04)
M&S Fund - Payable		6,838.01	5,394.51
Accounts Payable		13,171.94	17,339.28
TOTAL CURRENT LIABILITIES		20,009.95	22,733.79

TOTAL LIABILITIES

20,009.95 **22,733.79**

EQUITY

Retained earnings		81,594.93	59,973.53
Equity - Youth Account (KOGA)		2,308.49	1,719.49
Equity - Investment (Eastport)		302,561.95	314,558.74
Equity - Capital Improvements Fund		1,398.52	998.52
Investment in Capital Assets		979,014.57	979,014.57
Current Earnings (Loss)		(21,621.40)	(18,882.15)
TOTAL RETAINED EARNINGS		1,345,257.06	1,337,382.70

TOTAL EQUITY

1,345,257.06 **1,337,382.70**

LIABILITIES AND EQUITY

1,365,267.01 **1,360,116.49**

Wellington
WUC Financial & Proposed Budget

Operating Account		
Balance on January 1, 2023	\$	13,843.39
Income		
Envelopes	\$	13,862.15
M&S Fund	\$	3,237.00
Loose Cash	\$	202.05
Par	\$	10,296.00
Sunday School	\$	2.15
food bank	\$	110.00
Donation HRM	\$	
Donations Other	\$	4,933.00
Transfer bldg.	\$	225.00
GIC	\$	
Interest	\$	
Funeral	\$	
Donation for Windows	\$	
Total Income	\$	<u>32,867.35</u>
Expenses		
Bank	\$	78.00
Phone	\$	345.79
M&S	\$	3,153.00
Superior	\$	4,224.03
Power	\$	882.20
Maintenance	\$	1,346.75
Water softener & salt	\$	112.70
Christmas Family	\$	270.00
Insurance	\$	6,072.00
Office	\$	731.85
Food Bank	\$	80.00
central treasurer	\$	21,100.00
Snow Removal	\$	718.75
Misc.	\$	
Honorarium	\$	270.24
Total Expenses	\$	<u>39,385.31</u>
Balance December 31, 2023	\$	<u>7,325.43</u>

Building Account		
Balance on January 1, 2023	\$	165.00
Envelopes	\$	570.00
Transfer from Operating Account	\$	
Transfer to Operating Account	\$	
Overdraft interest	\$	
	\$	
Balance on December 31, 2023	\$	735.00

Investments		
GIC Canada Trust	\$	5,000.00
accrued interest	\$	699.43
GIC East Coast Credit Union	\$	5,000.00
Balance on December 31, 2023	\$	<u>10,699.43</u>

WUC Proposed Budget		
Bank Charges	\$	90.00
Telephone	\$	350.00
Central Treasurer	\$	21,100.00
M&S	\$	3,100.00
Sanding & Plowing	\$	1,000.00
Propane	\$	4,500.00
Power	\$	900.00
Office	\$	300.00
Insurance	\$	6,100.00
Sunday School	\$	300.00
Maintenance	\$	1,500.00
Honorarium	\$	500.00
Water Softener and Salt	\$	200.00
Misc.	\$	300.00
Total	\$	<u>40,240.00</u>

Respectfully submitted,
 Joyce Patriquin, Treasurer

Wellington
Memorial Fund

Balance January 1, 2023

\$3188.59

Receipts:-

Donations made to Memorial Christmas Tree

5.00

67 Memorial Christmas Tree Ornaments

670.00

Total Receipts:-

675.00

Disbursements:-

Nil

0.00

Balance December 31, 2023

\$3863.59

Respectfully Submitted,

Mona M Cox

Treasurer