



## Agenda for a Meeting of CLASSIS HAMILTON OF THE CHRISTIAN REFORMED CHURCH

**Date: October 25, 2017      Time: 9:00 AM – 5:45 PM**

**Venue: Mount Hamilton Christian Reformed Church,  
141 Upper Wellington St., Hamilton, ON L9A 3S9**

### Our Vision

To be used by God to renew the greater Hamilton region through a gospel movement of healthy and vibrant churches, ministries, and members.

### Our Purposes:

- Mutual encouragement
- Mutual accountability
- Shared Ministry

### Our Values:

- Community (vs. isolation)
- Ministry (vs. administration)
- Missions (vs. maintenance)

<b>Officers of Classis:</b> Chair: Jeff Klingenberg Vice Chair: Joel Bootsma Stated Clerk: Dick Kranendonk	<b>Synodical Deputies:</b> James Dekker, Classis Niagara Ray VanderKooij, Classis Huron Hendrick Bruinsma, Classis Toronto
<b>Reporter:</b> First CRC - Hamilton	<b>Ballot Committee:</b> Members of Mount Hamilton CRC, Hamilton
<b>Credentials Committee:</b> Immanuel CRC, Hamilton (convene) Calvary CRC, Flamborough (report)	<b>Advisory Committee</b> First CRC, Hamilton (convene) Maranatha CRC, York (report)

### CREENTIALS:

1. The credentials shall be returned to the Stated Clerk by email no later than October 3, 2017 with CC: (copy) emailed to your delegates. Please note that there are additional questions on the credentials. Please fill them out as well.
2. The credentials will be forwarded to the Credentials Committee to review the contents. The Committee will email their report to the Stated Clerk by October 10, 2017. This will be emailed by the Stated Clerk to all the delegates.

### OVERTURES:

The Overtures Committee will email their report to the Stated Clerk by October 10, 2017 for distribution to the delegates of Classis as required.

### EMAIL ADDRESS:

All communication to the Stated Clerk should go to: [clerk@classishamilton.ca](mailto:clerk@classishamilton.ca).

### CANDIDATE EXAMINATION:

The examination of Candidate Josiah Bokma will take place during the morning session as indicated in the agenda details. The preached sermon is attached as Appendix #5.2. The other two sermons may be requested by the synodical deputies and delegates by sending a request to: [clerk@classishamilton.ca](mailto:clerk@classishamilton.ca).

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## MEETING DETAILS

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9:00 AM OPENING DEVOTIONS

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### OPENING WORSHIP

- |                                      |                    |
|--------------------------------------|--------------------|
| 1. OPENING WELCOME AND PRAYER        | CMT Chair          |
| 2. DEVOTIONS AND SHARING OF MINISTRY | Mount Hamilton CRC |
| 3. PRAYER FOR HOST CHURCH            | Joel Bootsma       |
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10:00 AM REFRESHMENT BREAK

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10:20 AM ADMINISTRATIVE SESSION

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### 4. CALL TO ORDER CMT Chair

#### 4.1. ELECTION OF CLASSIS CHAIR

**MOTION:** To elect Jeff Klingenberg as the Chair of Classis for the period ending May 31, 2018.

- |  |              |
|--|--------------|
| 4.2. Approval of Agenda                              | Chair        |
| 4.3. Attendance Overview of delegates present/absent | Stated Clerk |

### 5. CANADIAN MINISTRIES PRESENTATION Darren Roorda

5.1. The Bridge App Proposal (see Appendix #1)

5.2. Strengthening Ministry Relationships

5.3. Discussion of the Bridge App proposal

**CANADIAN MINISTRIES REQUESTS THAT:** Classis Hamilton support and integrate the use of The Bridge App for all of its churches over the course of a minimum of two years in the amount of \$5,100 per year.

**(NOTE:** If classis agrees to participate in The Bridge App, the proposed budget for 2018 need not change since the expenditure can be paid prior to December 31, 2017 out of the surplus resulting in the 2017 budget since the Mission Director's salary payments ended June 2017. For the 2019 year the budget amount would be \$5,100 with a review after that since the request is for a commitment for two years.)

### 6. STAFF REPORT

- |   |                |
|---|----------------|
| 6.1. McMaster/Mohawk Chaplain (Appendix #2) | Michael Fallon |
|---|----------------|

### 7. CMT REPORT (INCLUDING CLASSICAL MINISTRY COMMITTEES) (Appendix #3) Chris Schoon

7.1. **RECOMMENDED THAT:** Classis delete the requirement (Rule of Procedure 13.2.4) that the Classis Chair also serve on the CIC/BOD.

Grounds:

- a. The Classis chair will have a standing invitation to engage with CIC, but not be expected to attend meetings.
- b. The Classis chair role is more directly related to the work of CMT than to CIC.
- c. Some of the feedback received by CMT related to finding a chair for Classis has been the requirement of additional administrative meetings beyond the Classis meeting.

7.2 **RECOMMENDED THAT:** Classis adds to Rule of Procedure 13.3.5.1 that the Classis Chair serves as an ex officio member of the CMT.

Grounds:

- a. The Classis chair role is directly related to the work of CMT.
- b. The ex officio status provides a voice at the CMT table for the Classis chair, but does not necessitate their attendance at each meeting.

7.3 **RECOMMENDED THAT:** Classis add to Rules of Procedure 13.3.5.1 that the CRCNA Connections Coordinator position (currently held by Marian Lensink) be added to the CMT membership by virtue of office.

Grounds:

- a. This position provides Classis with a link to denominational resources.
- b. This position equips Classis with a perspective that fosters collaborative opportunities between congregations that would serve the CMT well in their work.

7.4 **RECOMMENDED THAT:** Classes receive the Reports from World Renew, Redeemer University College and Diaconal Ministries Canada as information (see Appendix #12).

7.5. **Presentation by Classis Hamilton Youth Ministry Team:**

7.6. **Presentation by Classis Hamilton Campus Ministry Committee:** (See Appendix #3.1)

7.7. **Presentation by Classis Hamilton Candidacy Committee:** (See Appendix #3.2)

7.7.1. **RECOMMENDED THAT:** Classis approve a forgivable student loan to Steve Dykstra in the amount of CAD \$4,250 to complete his EPMC program at CTS during the fall of 2017.

GROUNDS:

- a. Although the award falls outside of the normal timeline as listed in the "Procedure" part of the Policy, CHCC believes that it falls within the spirit of the policy.
- b. Steve has obtained his M.Div. from McMaster Divinity School and has not received prior assistance from classis.
- c. Steve is a member of Ancaster Meadowlands CRC and is currently employed on its ministry staff, but now wishes to prepare himself for ministry in the CRCNA.

7.7.2. **RECOMMENDED THAT:** Classis reaffirm its current policy with the understanding that the CHCC may present exceptions on a case by case basis provided there are compelling reasons for making the exception.

GROUNDS:

- a. This will give the CHCC an unambiguous policy to communicate to prospective applicants for financial assistance.
- b. It will allow for reasonable exceptions, for example, in the case of a female applicant seeking a career in chaplaincy when that individual does not wish to obtain the M.Div. because of her honestly held theological position.

7.7.3 **RECOMMENDED THAT:** Classis designate the "Procedure" part of the policy as a guideline for the CHCC and prospective applicants, but that the CHCC is authorized to consider applications outside of the normal dates, provided that all exceptions are presented to classis for approval and further that any awards resulting from such exceptions are within the previously approved funding available to the CHCC.

GROUNDS:

- a. This will give the CHCC some flexibility to consider applications that may be received outside of the normal timelines in the procedure as has already happened a few times in recent years.
- b. This will assure classis that individuals recommended for funding even when not processed during the normal procedure are still to be approved by classis.
- c. This will ensure that classis will not be faced with additional student funding requests outside of the normal budget process.

7.8. **PRESENTATION BY Classis Hamilton Safe Church Committee:**

7.9. **PRESENTATION BY Classis Hamilton Home Missions Committee:** (See Appendix #3.3)

7.9.1. **RECOMMENDED THAT:** Classis Hamilton again contribute to the church planting reserve fund annually by way of the budget. For the 2018 budget year, we are requesting \$20,000.

**GROUNDS:**

- 1. The church planting fund is currently too small (approximately \$40,000) to be of significant help to the classis when a church plant is initiated.
- 2. Developing a sizeable church planting fund will allow the costs of a new initiative to be spread over a longer period.
- 3. CRA regulations allow for classes to establish long-term funds for such projects.
- 4. Other classes in the region have benefited from this approach, having funds valuing into the hundreds of thousands of dollars.
- 5. The CHHMC has set a goal to seek out a church planter as early as 2020.
- 6. Most of the financial responsibility for new church plants has shifted from the denomination to local churches and classes.
- 7. A significant commitment to building up the church planting fund will demonstrate that Classis Hamilton is serious about reaching our neighbours through church planting.

7.10. Approval of CMT’s Work

7.10.1. **RECOMMENDED THAT:** Classis Hamilton approve the work of the CMT to date as reported to the churches in their Minutes.

**8. CLASSIS HOME MISSIONS, CHURCH PLANTING VISION & RESONATE**

Everett Vander Horst, *et al*

12:00 PM

LUNCH BREAK

**9. CHURCH VISITOR SUMMARY REPORT** (See Appendix #4)

Jake Ellens

**10. DIACONAL MINISTRIES NATIONAL DIRECTOR JOB DESCRIPTION – ARTICLE 12-c**

Faith CRC

- 10.5. Job Description *et. al.* submitted by Faith CRC (See Appendix #5)
- 10.6. **MOTION** to approve the position of National Director of Diaconal ministries Canada as being consistent with the calling of a minister of the Word.
- 10.7. Concurrence by synodical deputies

**11. EXAMINATION OF CANDIDATE JOSIAH BOKMA** (APPENDIX #6)

Chris Schoon

11.5. Approval of Job Description under Article 12-c (Appendix #6.1)

- 11.5.1. Questions by delegates.
- 11.5.2. **MOTION** to approve.
- 11.6. Introduction of Candidate Chris Schoon
- 11.7. Practica (no time limit) Jeff Vandermeer
  - Inquiry into the Candidate's relationship to God and commitment to ministry
  - 11.7.1. Questions by delegates and synodical deputies.
  - 11.7.2. **MOTION** to proceed.
- 11.8. Sermon Evaluation (no time limit) Rita Klein-Geltink & Elder
  - Written and preached sermons to be evaluated (see Appendix #6.2 for preached sermon).
  - 11.8.1. Questions by delegates and synodical deputies.
  - 11.8.2. **MOTION** to proceed.
  - 11.8.3. Concurrence by synodical deputies
- 11.9. Biblical and Theological (minimum of thirty minutes) Ben Ponsen
  - Inquiry into the candidate's biblical and theological judgement, competence and soundness.
  - 11.9.1. Questions by delegates and synodical deputies.
- 11.10. Executive Session:
  - 11.10.1.1. **MOTION** to admit the candidate to the ministry of the Word in the Cristian Reformed Church and preliminary consideration,
  - 11.10.1.2. Prayer,
  - 11.10.1.3. Synodical deputies leave for their own deliberations,
  - 11.10.1.4. Delegates vote by ballot,
  - 11.10.1.5. Synodical deputies return and present written statement.
  - 11.10.1.6. **MOTION** to destroy ballots
- 11.11. Executive Session ends
  - 11.11.1.1. Remarks
  - 11.11.1.2. presentation of certificate (if admitted)
  - 11.11.1.3. Prayer for the candidate

12. 3:00 PM

REFRESHMENT BREAK

**13. CREDENTIALS COMMITTEE REPORT**

Calvary CRC

**14. ADVISORY COMMITTEE REPORT**

Maranatha CRC

- 14.5. Classis Hamilton Youth Catalyst (See Appendix # 7)
  - CLASSIS HAMILTON YOUTH MINISTRY TEAM PROPOSES THAT:** Classis Hamilton employ a Youth Ministry Catalyst for 8 hours/week at \$25.00/hour to support the youth ministry staff and volunteers in churches in Classis Hamilton, beginning Fall 2017 at an annual cost of \$10,400/year and related expenses of up to an additional \$1,000/year.
  - GROUNDS:**
    1. Many churches within Classis Hamilton have very part-time or volunteer youth leaders.
    2. In our denomination and in our Classis, young people are struggling to remain connected in our churches. We are all too familiar with the Hemorrhaging Faith report, and we want to do all we can to support Youth Ministry in Classis Hamilton.

3. Our Youth Ministry Catalyst will have strong connection with Faith Formation Ministries, and all the support they provide.
4. This will be a valued resource for the Youth Ministry staff and volunteers in our Classis Churches.

## 15. INTERIM COMMITTEE

Ken Benjamins

- 15.5. Interim Committee Report (Includes Stated Clerk's report, Appendix #8)
- 15.6. Election of Delegates, Functionaries and Committee Members (Appendix #9)
- 15.7. **RECOMMENDED THAT:** Amended By-law #1, as recorded in Appendix #10 be ratified.

### GROUNDS:

1. It implements the decision of the May 2017 Classis Hamilton meeting to merge the CIC and the Board of Directors into one single body.
  2. It clarifies the legal terminology of those traditionally identified as delegates since that understanding is confusing with respect to the same word being used in the *Corporations Act* of Ontario. The word "delegate" will retain the traditional meaning under the Church Order while the word "representative" is used to identify the voting members at meetings of classis constituted as corporation meetings.
  3. It clearly distinguishes the officers of the corporation from the ecclesiastical officers of classis.
  4. It modifies the duties of the president of the corporation to align with what has actually been the practice, i.e., the president leads the corporation meeting, but does not do the opening devotions.
  5. It removes the requirement to have a corporate seal which has not been in place since incorporation and which is not required by law.
- 15.8. **RECOMMENDED THAT:** Rule of Procedure 10.1.2.3 now read as follows: "Asking whether the church is administering the 'Continuing Education Learning Covenant' for pastors and ministry staff as an opportunity for spiritual growth and professional training."
  - 15.9. **RECOMMENDED THAT:** Appendix Rule of Procedure, Appendix #14.3 read as follows:  
Continuing Education Learning Covenant  
 Synod of 2016 approved the "Continuing Education Learning Covenant" which is an opportunity for spiritual growth and professional training for pastors and ministry staff. Education can be accomplished through workshops, classes, spiritual retreats, guided groups, online programs, or supervised individual study. Councils are called to (a) establish a policy for continuing education, (b) to establish the expectation that their pastor(s) and ministry staff annually engage in an appropriate program of continuing education for ministry, and (c) to hold ministers and other ministry staff accountable for obtaining continuing education and for the content of the programs.

Classis has been requested by synod to assist the churches in an annual review of the learning covenant for pastors.

As church visitors we ask you the following:

- A. Are you aware of this program?
- B. If so, what steps have you or are you undertaking to establish a policy for continuing education?
- C. Are you engaged in an annual review of continuing education of pastors and other ministry staff?
- D. Do you hold ministers and other ministry staff accountable for obtaining continuing education? How?
- E. Have you provided ministry staff time to be engaged in this type of education?
- F. What resources/formats have you found to be most helpful?
- G. Has sufficient funding been made available for this program?
- H. Do you find the program effective?

- 15.10. **RECOMMENDED THAT:** Classis Hamilton eliminate the current second sentence in Rule of Procedure 13.2.4 that at least two ministers must be members of the CIC with the understanding that attempts will be made to recruit a minister when vacancies occur.

GROUNDS:

- 1. All qualifying ministers have been requested to serve as member of the CIC, but none have been found willing to let their name stand.
- 2. By first seeking to recruit a minister when a vacancy occurs, the intent of the policy to recognize that CIC deals with both ecclesiastical and corporate matters is recognized and honored.

- 15.11. **RECOMMENDED THAT:** The license to exhort of Al Wolters be renewed for an additional three years until October 2020.

- 15.12. Budget for 2018 (Appendix #11)

**RECOMMENDED THAT:** the classical ministry share budget for 2018 of \$72.39 per active confessing member be approved, subject to adjustments as might have been made at this classis meeting.

- 15.13. Approval of Classical Interim Committee and Stated Clerk's Work

**RECOMMENDED THAT:** Classis approve the work to date of the Interim Committee and of the Stated Clerk as communicated by means of the minutes and written reports submitted to the churches.

- 15.14. Balloting Committee Report

**RECOMMENDED THAT:** the ballots be destroyed.

## 15 ORCHARD HOMES AND DISABILITY CONCERNS REPORT

Calvary CRC & Cor Visser

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5:45 PM Closing Devotions

Chair



## APPENDIX #1 – BRIDGE APP PROPOSAL

### **Opportunity to participate in an increasingly improving digital tool for every local church: The Bridge App**

#### **Introduction:**

In strategic partnership with [Extreme Technology Corporation \(ETC\)](http://www.extremetech.com), in a tremendous answer to prayer, the CRCNA has worked closely with ETC on the development of a communications tool designed for local church members and community individuals. It has been developed and tested over the past two years and is now being launched across Canada with intentions of growth into the USA. The Bridge App is a missional and community-building tool designed to bring a vast number of church needs together all in one place – with little to no additional effort by administrators within the church. Most favourably, since this is a custom-built app and platform, the future promises increased functionality based upon feedback and needs. Link to learn more: <http://www.thebridgeapp.org>.

#### **Functions:**

- Missional content for both seekers and believers wishing to have conversion/faith conversations with their neighbours and friends
- Easy and frequent links to your local church website, Facebook or other social media accounts
- Immediate linkage to key leaders of the local church
- Live links to your local church directory for members and mainly managed by the users themselves!
- Host video content live or in library, from YouTube, Live Stream or Vimeo (sermons or other content)
- Post bulletins, Bible Study or small group material
- Enlarge your church's prayer community with immediate prayer announcements and requests being sent through the app with 'push' notifications
- Access to the Bible in multiple versions
- Trustworthy devotional content at your fingertips
- Functionality for giving to a local church's chosen causes
- Updated news feeds easily chosen and managed by local church choice
- Easy connection into 1000's of resources
- "Find a Church" function
- Very little increased work in managing the majority of content, other than through the systems you are already using

#### **Training:**

Options for training are intended to include in-person, training video, or with a user manual. We can do it in groups and it should take no longer than a couple hours to familiarize and set things up. Because the Bridge App is meant to tie into existing systems, there is VERY LITTLE WORK in setting up and maintaining.

#### **Financials:**

Extreme Technology Corporation has developed this platform and application at a cost-neutral strategy for the CRCNA. Competing products on the marketplace are anywhere from 3x-10x greater than the cost being afforded to the CRCNA. This strategic partnership is built around leveraging CRCNA content such as Today, and feeds from various sources such as The Banner, The Network and more. Under partnership each organization and local church will leverage its strengths to build and bless the Kingdom of God uniquely for its own community.

#### **Cost for Classis and Churches:**

The Bridge App is not meant to be a money maker. It is meant to be a grace giver. The cost provided to the CRCNA is roughly 1/3 of the cost that will be available to churches outside of the denomination.

The hope is to afford this through classis funds, with the baseline that no one classis will pay more than \$6,000 CAD (\$5,000 USD) for all of the churches in their classis. Your effective rate will be lower by having your classis commit.

And although there is an intention that the entire classis decide together, there are individual church sign up options as well. Please see the examples outlined below.

**Scenario 1:** The entire classis decides to embrace The Bridge App, not to exceed \$6,000CAD/year:

Example Size	# of Churches in Classis	Cost per Church	Total Cost to Classis
<b>Small Classis</b>	17	\$300 CAD/Church/Year	\$5,100 CAD/Classis/Year
<b>Medium Classis</b>	27	\$222 CAD/Church/Year	\$6,000 CAD/Classis/Year
<b>Large Classis</b>	35	\$171 CAD/Church/Year	\$6,000 CAD/Classis/Year

**Scenario 2:** If a classis chooses **not** to embrace the app, individual churches can purchase the full rights to the platform and Bridge App, at a rate of \$330/year per church.

Example Size	Cost per Church	Total Cost to Classis
<b>Individual Church</b>	\$330/Church/Year	N/A

**Comparison to other apps:**

As of June, 2017, the best comparable app available is a broadly built app (“Custom Church App”) that lets you have options within its off-the-shelf structure. Its costs are as follows:

Plan	Members	Setup	Monthly
<b>Starter</b>	Unlimited	Free	\$19.95
<b>Custom</b>	1-299	\$999.95	\$49.95
<b>Custom</b>	300-999	\$999.95	\$59.95

For most churches (1-299 members) this would mean a \$1,600 cost within the first year and \$600 every year thereafter. For other churches (300-999 members) this would mean \$1,720 charge the first year and \$720 every year thereafter. At minimum, what would be sacrificed, even at this early stage is:

- Connections to trustworthy Reformed resources
- Linkages to other CRC churches nearby and parts of their prayer community, announcements etc.
- No opportunity to build into the CRCNA communications function feeds that are helpful and desirous to many

One additional comparison is “Church Social” - an app being used in the Canadian Reformed, United Reformed and Free Reformed churches in Canada. In investigating its functionality, it is not as robust as The Bridge app and is mostly a static data platform.

Plan	Monthly	Yearly
<b>Per Church</b>	\$85.00	\$1020.00

**Motion for classis to entertain:** \* (see note below regarding next steps)

To support and integrate the use of The Bridge App for all of its churches over the course of a minimum of two year

**Next Steps:**

1. Each classis decides whether or not to adopt the use of The Bridge App classis wide.
2. The Canadian Ministries office will note this decision.
3. The Canadian Ministries office will reach out to each individual church to organize and establish training events in the late fall for church administrators.

**Frequently Asked Questions Regarding the Bridge App:**

**1. Why would we wish to support this as a classis instead of as individual local churches?**

- a. This is an issue of scale. By having each classis choose *en masse* we will ultimately have 12 full partners to bill and administrate with. If churches/communities choose to do this on a one-by-one basis we could potentially have 275 administrative partners. To do the finances and billing and administration for that many partners is cost-prohibitive not just to the local church but also denominationally. I suspect we would have to hire another person to simply manage the administrative increase. In the spirit of “keeping the denominational footprint small” working through classis seems wiser.
- b. This is also a matter of shared ministry. It is true to say that not every church can afford ANOTHER expense for something like this. For example, to the new church-plant the idea of an app seems over the top. So, they might not sign up if presented with this individually. But in classis where churches are meant to work together to support one another, choosing to say YES *en masse* allows every church to get on board and be encouraged and supported by stronger fiscal members of the classis. If you believe each church is an independent unit, then signing up one at a time fits better. From my perspective, working together in partnership fits better with our tradition, emphases and polity.
- c. Signing up *en masse* will also allow denominational staff to coordinate training events regionally with a little more ease. If churches are going one by one and training at different times, the denomination will need to arrange many more training events and this also is increasingly complex and costly. If we truly wish to do this in the most cost effective way, we would do it fewer times with more partners involved.



**2. Our church doesn't even have a website? Can we even consider doing something this seemingly digitally complex?**

Indeed, you can and should. The Bridge App will simply not contain connections into your non-existing website and the video portion of the Bridge App can be populated with generic, but useful content, not provided by your local church. The majority of the functions (Connected, learn, directory, announcements, prayer, resourcing, the Bible, find a church and others) are still of great value despite a church not having a website. Your members/community would be receiving great benefit from the app despite your church's lack of a website.

Side question: Despite your church not having a website, how many of your members have a cell phone, tablet or iPod on which this could be used?

**3. Our church already has an app? Why should we support this one?**

Besides the consideration of supporting it in order so that other churches in the classis that don't have one can get it, there are other reasons:

- a. Cost: For comparable apps in the local church market, the Bridge App is a fraction of the price.
- b. There is some trustworthiness that comes with the content of the Bridge App. The content comes automatically connected to Reformed material thus taking a great portion of the concern of worry about "what are the members of my church being exposed to?"
- c. The Bridge App is cross connected to other CRC churches in your region and thus it acts as a supportive environment for you and your church. For example, administrators throughout your classis will be aware of a prayer concern or missional event your church has and can get their churches praying or cross promotion.
- d. This is a custom-made app for the CRC and will thus be continuously improved and supported with the sole purpose of CRC churches. That is of great advantage compared to the off-the-shelf apps that are often purchased. By getting in early, your church can help form and shape this so that it gets better and better.

**4. How much time will this take our office administrator?**

In our research thus far, it is true to say that onboarding does take a little bit of time. One morning should be sufficient in preparing an administrator or pastor to be fully functional. That is because there is a portal (background operating system) which supports the app which each church administrator must become familiar with. On a week to week basis, there is very little extra work that our administrators report in supporting the app to a decent level. 45 mins to one hour max! And this one hour is likely saved by time saving opportunities that the app provides.

For example, under the ANNOUNCEMENTS function, the Order of worship or bulletin can be posted and via a simple file attached to an email. Imagine if your administrator produced only half of the bulletins and consequently did not have to copy or fold? That is both an environmental, time and resources savings!

Additionally, a detailed administrators' manual is being prepared to help in facilitation of training for office administrators.

**5. Is the Bridge App of any use for me as a solo pastor with no extra time?**

As a solo pastor I would love this app. It allows me without ANY EXTRA WORK to communicate to the church in a broader and more instantaneous way. For example, if you would ordinarily send out a prayer announcement by email, by just adding one extra email address in the bcc line, I would be automatically sending everyone with a phone the prayer announcement as a push message and would have the entire community "storming the throne of heaven" instead of waiting for them to check their email tomorrow or coming to church on Sunday and finding out when they read the bulletin.

**6. Do I have to monitor and support all the functions of the Bridge App or can we use just some of them?**

We have built the Bridge App in such a way that it can be populated with feeds that come from outside the local church's settings. In this way, people can be connected to scripture, Family Fire (Back to God), the Today devotional, the Banner, Ravi Zacharias videos and others. But the local church can turn these off one by one. In this way, a local church user can experience updated relevant material without any work of the local church and the local church can also work towards a higher integration of content at their own speed (imagining they may wish to tie into a local community blog or even a pastor's blog) over time.

**7. Who is going to support the Bridge App when administrators have questions?**

Part of our CRCNA experimentation in this digital world, together with the developer Extreme Technology, means that we are getting this custom built product for the foreseeable future at a 70% reduction of what other churches will be paying for it outside the CRC. Part of that cost reduction arrangement also means that we (CRCNA staff) are meant to support our users to maintain their

satisfaction. So, most of the issues will be solved through folks at the Burlington Office of the CRCNA. However, there may be the odd time when the CRCNA staff needs to rely on the people who do the coding work at Extreme Technology which is located in southern Ontario.

**8. What versions of phones can support the Bridge App?**

Currently the Bridge App is supported by the latest versions of Apple and Android phones. Older phones may have trouble connecting (an old Blackberry for example) but the vast majority of phones are able to use them. Again, in order to be most cost effective, it becomes a losing proposition to write code for the Bridge App on a phone that only 2% of the population in North America uses.

**9. Who can benefit from the use of the Bridge App?**

One of the great benefits of using the Bridge App is the ability to reach all age demographics. As classes who place a high value on connecting with our teens, 20-somethings and 30-somethings, the Bridge App will prove to be an invaluable tool for connecting. We are entering an age of post-email users, those whose smartphone is THEIR preferred method of communication. The Bridge App is the perfect tool to establish a valuable connection to these demographics.

## APPENDIX #2 – CLASSIS STAFF REPORT



McMaster University and Mohawk College, Christian  
Reformed Campus Ministry  
C/o The Chaplaincy Centre  
MUSC 231  
McMaster University  
1280 Main St. West  
Hamilton, ON L8S 4S4



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Dear Representatives of Classis Hamilton

September 2017

It is always a pleasure to be on the McMaster campus in the early fall. When I walk across our campus, weaving between the old buildings and the students rushing to their classes, the sense of excitement and anticipation in the air is palpable. If anything, that feeling has been buoyed with the recent news that McMaster has just been ranked the 3<sup>rd</sup> university in Canada and 66<sup>th</sup> in the world in the SJT 2017 Academic Ranking of World Universities. “This is an outstanding result for McMaster,” our President, Patrick Deane noted. “Our faculty, students, and staff should take full credit for this improvement in the worldwide rankings.” Yes, a good start to the year!

Here on the cusp of this new beginning, my focus is on crafting a Christ centred community. My first month is essentially planned which leaves me somewhat free to connect with new students and renew my relationships with the established staff and faculty at McMaster and Mohawk. While I am trying to establish and renew these connections, I am also working with our ministries student leaders to prepare them for their leadership roles.

I am deeply grateful to God for the students that He has called into leadership roles at McMaster and Mohawk. They are both a joy and a blessing to me and their peers. Whereas between us we run a healthy number of programs - I always tell them, it is not the programs that are the ministry, they are the ministry. How they are in the world – nourishing community and struggling for shalom, as they build the Kingdom here at McMaster and Mohawk.

One of the challenges we are facing at the beginning of the semester at McMaster is a shortage of student leaders. We began last week with four leaders. Normally we would have six to eight. In response, we have approached a few former leaders that are still on campus doing graduate studies. After a discussion between our current leadership team and a handful of former leaders – two students, a PhD. student and a MA student have said they would step back into their leadership roles. What that means is currently at McMaster we have several Committees/Teams forming. They are: a) ‘All Things’ our Weekly Dinner Fellowship-Large Group. B). ‘Fully Alive’ our Men’s Group. C) ‘Revive Again’ our Women’s Group. D) Worship/Music Committee. E). Re-Creation Rebels Water polo and Re-Creation Rebels Soccer Teams. We are also considering creating a new Outreach Team.

At Mohawk, we are in a good position to start the year. One recent development (last night) is that Femke Visser Elenbaas has joined our Mohawk Leadership Team as a Ministry Intern. Femke will be working with the Mohawk branch of our ministry one day a week and will only be available for the fall semester but we are excited to have her with us and are looking forward to what may come of this. With Femke on board, we will have four student leaders at Mohawk. The Ministry Teams/ Committees we have forming at Mohawk are: A) ‘Solid Rock Mountaineers’ our Weekly Dinner Fellowship – Large Group. B) A joint ‘Men and Women’s Bible

Study.’ Which Femke will co-lead with the student leaders. C). Worship/Music Team Committee. We are also considering creating a new Out Reach Team at Mohawk.

Following a discussion with our Mac and Mohawk Student Leadership Teams we have decided that we are not going to host the `CRC Ontario Campus Ministry Leadership Summit’ this fall. We feel that with our leadership teams and our fellowships numbers down we would be spreading ourselves very thin. We will revisit this later in the year after I have had a chance to discuss it with my CRC Campus Ministry colleagues but for now we will concentrate on what we are called to do on our own campuses.

I think it is important to note that while we recognise the fine work our student leaders do in our Classis Ministry. That work is subordinate to their first calling, which is to the high and holy office of `University and College student.’ That is a message that I share with all the members of our community. That they’re first calling at this stage of their life is to explore and undercover the wonders of God’s creation in their studies. That is Kingdom work and we want to support them in that work and help them achieve their goals.

In addition to CRC related projects I have been asked by the Dean to sit on a new Interfaith Committee to try to establish protocols around certifying new faith based Chaplains and ministries on Campus.

To the ministers, elders and deacons of classis, I would say if you or any of your small groups are looking for a classis project to support, please consider hosting one of our `All Things’ Fellowship nights. This is our main community gathering @ McMaster. Every Thursday night we gather around a table and share a vision and understanding of the Kingdom of God. It is also during these times of breaking bread together that we see relationships develop and friendships form.

I call upon you to pray that God will use the things we are planning to advance his Kingdom. Please also pray for the returning members of our fellowship that we can embody a loving, welcoming Christ Centred community and live out our mission to witness to the love and Lordship of Jesus Christ.

God bless you.  
Michael

Dr. Michael D. Fallon  
[fallonm@mcmaster.ca](mailto:fallonm@mcmaster.ca)  
1 (289) 880-6134

## Classis Ministry Team Report (CMT)

### September 2017

“What is the purpose of Classis?” Last May, Rev. Al Postma led Classis Hamilton in an extended conversation about the nature and purpose of Classis. The Classis Ministry Team has met twice since that Classis meeting, and in both of our meetings, we responded to Al’s question as we reflected on the culture and purpose of Classis Hamilton.

These reflections have led to several ongoing conversations about vision, capacity, and desired character of our relationship with each other as churches within Classis Hamilton. An ad hoc team of CMT members is exploring ways to integrate prayer and worship into the rhythms of Classis meetings. Another ad hoc conversation has emerged around structural and process policies that may make decision making more complicated than it needs to be, including potential redundancies between CMT, CIC, and standing ministry committees of Classis. (The minutes of these meetings were distributed previously via email.) We anticipate that these questions will continue to shape our dialogue and work as CMT in the coming months.

In addition to this overview of our conversations, there are a few items to highlight from our minutes.

Most notably, based upon feedback from Marian Lensink and input received from others in Classis, CMT decided not to pursue filling the Classis Mission Director position at this time. We will monitor the impact of leaving this position vacant over the course of the next year and make a recommendation to Classis regarding the longer-term viability and relevance of this position no later than the October 2018 Classis meeting.

We also have identified several items that we are bringing to Classis as motions.

**8 Motion: That Classis delete the requirement (Rule of Procedure 13.2.4) that the Classis Chair also serve on the CIC/BOD.**

Grounds:

8.2 The Classis chair will have a standing invitation to engage with CIC, but not be expected to attend meetings.

8.3 The Classis chair role is more directly related to the work of CMT than to CIC.

8.4 Some of the feedback received by CMT related to finding a chair for Classis has been the requirement of additional administrative meetings beyond the Classis meeting.

**9 Motion: That Classis add to Rule of Procedure 13.3.5.1 that the Classis Chair serves as an ex officio member of the CMT.**

Grounds:

9.2 The Classis chair role is directly related to the work of CMT.

9.3 The ex officio status provides a voice at the CMT table for the Classis chair, but does not necessitate their attendance at each meeting.

**10 Motion: That Classis add to Rules of Procedure 13.3.5.1 that the CRCNA Connections Coordinator position (currently held by Marian Lensink) be added to the CMT membership by virtue of office.**

Grounds:

10.2 This position provides Classis with a link to denominational resources

This position equips Classis with a perspective that fosters collaborative opportunities between congregations that would serve the CMT well in their work.

Chris Schoon  
Chair of the CMT



## Campus Ministry Committee - Report to Classis Hamilton

Prepared on September 12, 2017

This is a “back to normal” time for the campus ministry at McMaster University and Mohawk College. Chaplain Dr. Michael Fallon was on sabbatical during the 2016-2017 academic year, and Dr. Seth Adema served as our interim Chaplain. The ministries carried on, thanks to the good work of Seth and the student leadership team. But it is good to have Michael back on the campuses and advancing the cause.

The year has begun well. Messages have gone out far and wide telling people entering the McMaster and Mohawk communities of the campus ministry. The chaplain and student leaders have participated in orientation events at the schools. Plans are in place for a good season of ministry.

Your Campus Ministry Committee has come to see that the challenge of one chaplain ministering on two campuses was stretching everything quite thin. So, we are delighted that through grants and other fundraising efforts, Candidate Femke Visser-Elenbaas will be taking a significant role in the Mohawk College ministry.

Composition of the Campus Ministry Committee includes two members of the clergy (myself and Joel Bootsma), two alumni of the schools we serve (Lisa Nightingale and Shae-Lynn Knevel), two faculty members of those schools (Bob Brown and Aaron Schat), and several student leaders who serve on a year-to-year basis. Mohawk College faculty member Bob Brown has completed two terms of service; as this is a critically important time for the ministry at Mohawk College, **we request that, by way of exception, Bob Brown be granted a one year extension on our committee.**

As the ministry of spiritual guidance, biblical witness, and pastoral support is engaged, we thank Classis for the vision we share for campus ministry, and for the support given in the past and into the future, as seen in financial support, participation from the churches, and in prayer.

Chaplain Fallon is available to the churches as a preacher and as one who can share more detailed updates about what the Lord is doing on the campuses.

On behalf of the Campus Ministry Committee,



Rev. Bruce Adema, Chair

APPENDIX #3.2 – CLASSICAL CANDIDACY COMMITTEE REPORT

**Classis Hamilton Candidacy Committee Report**

At its May 23, 2017 meeting, Classis Hamilton passed the following resolution:

*Classis Hamilton directs the Classis Hamilton Candidacy Committee to bring a proposal for a revised policy and procedure document to the October 2017 Classis meeting to address the following*

- (a) recommendations and guidelines emerging from Synod 2017,*
- (b) increased diversification of seminary education delivery options,*
- (c) financial capacity of Classis Hamilton, and*
- (d) support for students pursuing seminary education with the intent of serving in non-ordained congregational and chaplaincy ministry roles.*

**(For ease of reference, the current version of the Policy and Procedures Document is in Schedule #1.)**

The CHCC has met and discussed the implications of the foregoing resolution and makes the following observations:

1. The guidelines emerging from Synod 2017 do not suggest the need to change anything Classis Hamilton is doing at the present time.
2. Regarding the increased diversification of seminary delivery options, the CHCC is not convinced that any changes are needed at this time. The only situation of which we have become aware that might be considered in this area is a female student who might wish to serve the church in chaplaincy ministry but who is not comfortable pursuing the M.Div. route to obtain the required qualifications. The CHCC prefers the policy regarding the qualifying education to remain as is until there is greater evidence for a need to change. In the meantime, CHCC is of the view that classis should permit the delegates to make a case by case decision where an exception seems warranted and a recommendation supporting the exception is made by the CHCC. One Canadian classis has permitted students enrolled in undergraduate programs leading to seminary admission to apply for funding. However, the experience of that classis with respect to undergraduate funding has been unsatisfactory.
3. Regarding the financial capacity of Classis Hamilton, that is already sufficiently addressed in the current policy. The forgivable loans in the policy are stated as a maximum amount available. If classis decides to allocate fewer funds for the loan program during any year, the loan awards will be proportionately reduced. There is already a provision in the policy that those students enrolled in the CTS programs will have priority of funding and the CHCC is of a view that this policy should remain in place. Among other advantages, students enrolled in Canadian seminaries have a greater opportunity to earn income during their studies than those who attend CTS.
4. CHCC is of the view that education of individuals for roles in the churches with the intent of serving in non-ordained ministry should not be considered for financial assistance from classis at this time. If classis opens up the possibility for forgivable loans beyond the current policy limits, all types of individual judgement situations and concerns might arise, many of which cannot be fully foreseen at the present time. For example, someone might enter a seminary program for a degree in church administration. Should such a degree be considered more valuable than an MBA program received from a Christian university? The view of the CHCC is that developments in this area should be monitored to determine the actual need before action should be considered.

The CHCC requests that the procedure portion of the current document (especially the dates) be considered as guidelines, but that the committee has some leeway. This is needed because the committee has experienced a number of situations where the procedure dates could not be met. Rather than having to apply the dates as a strict policy position, the CHCC would like to be restricted by funds available rather than unrealistic dates in some circumstances. Consequently, if the CHCC has received approval to award up to a specific dollar limit of

loans in a given year, only that limit should restrict the ability of the committee to deal compassionately with applicants who might miss a specific date.

**RECOMMENDATIONS:**

1. That classis reaffirms its current policy with the understanding that the CHCC may present exceptions on a case by case basis provided there are compelling reasons for making the exception.  
    **FOUNDATIONS**
  - a. This will give the CHCC an unambiguous policy to communicate to prospective applicants for financial assistance.
  - b. It will allow for reasonable exceptions, for example, in the case of a female applicant seeking a career in chaplaincy when that individual does not wish to obtain an M.Div. because of her honestly held theological position.
2. That the "Procedure" part of the policy is a guideline for the CHCC and prospective applicants, but that the CHCC has authority to consider applications outside of the normal dates, provided that all exceptions are presented to classis for approval and further that any awards resulting from such exceptions are within the previously approved funding available to the CHCC.
  - a. This will give the CHCC some flexibility to consider applications that may be received outside of the normal timelines in the procedure as has already happened a few times in recent years.
  - b. This will assure classis that individuals recommended for funding even when not processed during the normal procedure are still to be approved by classis.
  - c. This will ensure that classis will not be faced with additional student funding requests outside of the normal budget process.

**SCHEDULE #1**

**Classis Hamilton Candidacy Committee**

Policies and Procedures Document

Last Revised: April 2, 2014

**Policies:**

1. Normally applicants who have been members of a local congregation within Classis Hamilton for at least three years and who intend to enter the ordained ministry in the CRCNA will be eligible for the standard financial assistance.
  - a. An applicant who has not been a member of a local congregation within Classis Hamilton for at least six years will be asked to contact the CRC classis of their prior congregation, if applicable, for financial assistance.
  - b. An applicant who has not been a member of a CRC congregation for at least three years will be considered for financial assistance on a case by case basis.
2. To be eligible for financial assistance from Classis Hamilton, the applicant will have completed an undergraduate degree fitting within the CRCNA Candidacy Committee guidelines.
3. Applicants must submit a copy of their undergraduate academic transcript as well as provide three names and addresses for references: one should be a pastor of the church attended; one should be a faculty member of the undergraduate program attended; and one should be a person who can provide personal information (this person should not be a family member).
4. All applicants approved for assistance who are enrolled in a seminary other than Calvin Theological Seminary are required to enrol in the CRCNA candidacy process as a condition of receiving any funds.
5. Eligible seminary degree programs are Masters of Divinity (M.Div.) and Ecclesiastical Program for Ministerial Candidacy (EPMC). These programs may include both residence and distance learning.

6. Qualified Seminaries include: Calvin Seminary; McMaster Divinity School; Tyndale Seminary; ACTS at Trinity Western University. Other seminaries will be considered on a case by case basis with regard to their appropriateness in preparing students for ministry in the CRCNA.
7. Eligibility will be determined on the basis of need. However, the following maximum limits will be placed on financial assistance depending on the institution and program in which the applicant enrolls:
  - a. Calvin Seminary (in residence) – the lesser of 100% of tuition and 100% of financial need. Priority for funding will be given to students in this category.
  - b. Calvin Seminary (distance education) – the lesser of 75% of tuition and 75% of financial need.
  - c. EPMC through Calvin Seminary – the lesser of 50% of tuition and 50% of financial need.
  - d. Other qualified seminaries – the lesser of 50% of tuition and 50% of financial need.
  - e. Students entering the Calvin Seminary (in residence) program will receive the committed amount for the four-year duration of their program. Financial commitments for all other programs will be determined upon each annual renewal application.
8. All financial assistance shall be in the form of forgivable loans.
  - a. For candidates who become ordained and remain in qualified CRCNA ministry:
    - Loans will remain interest free for the duration of their service in an ordained ministry within the CRCNA or the RCA.
    - They will have 20% of the total amount of the loan received from Classis Hamilton forgiven annually.
  - b. For candidates who complete the candidacy program, but who do not receive a call to a qualified ministry for ordained persons within the CRCNA within the time prescribed by synod from time to time:
    - Loans remain interest free until paid in full
    - The total loan amount outstanding with Classis Hamilton must be paid in monthly instalments so that the loan is paid in full after ten years.
  - c. For candidates who complete the candidacy program but who enter into a position not qualified for ordained ministry within the CRCNA, or who accept a call for ordained ministry outside of the CRCNA or the RCA (“unqualified position”):
    - Loans remain interest free for six months after accepting a non-qualified position.
    - Repayment of the loan with interest will commence six months after accepting an unqualified position.
    - Such loans, together with the interest accrued thereon, must be paid in monthly installments and paid in full within five years and six months of withdrawal.
  - d. For candidates who complete the program, but enrol in additional graduate theological education.
    - In this case repayment or forgiveness considerations will be deferred until the candidate either completes or withdraws from the graduate program.
    - If such a candidate serves a CRCNA congregation and an ordained minister during the time of graduate study, the 20% forgiveness of the loan will apply for each year of service to such congregation.
  - e. For students who withdraw from the candidacy program before completion:
    - Loans remain interest free until six months after a student withdraws, after which date the interest rate will be 1% above the prime lending rate charged by the CIBC.
    - Repayment of the loan with interest will commence six months after such withdrawal. Such loans together with the interest accrued thereon must be paid in monthly instalments and paid in full within five years and six month of withdrawal.

**Procedures:**

**January**

- Place announcements inviting applications for the upcoming academic year
- Check in with current students

**February**

- Review new applications and schedule interviews
- Remind current students to reapply

**March**

- Interview new applicants
- Review terms of CHCC members and solicit nominees when vacancies are to be filled at the May classis meeting.

**April**

- Submit recommended disbursement amounts for the upcoming academic year along with any other relevant materials to Classis Clerk for inclusion in the May Classis meeting agenda

**May**

- Present recommended disbursement amounts and other relevant materials to Classis
- Inform applicants of the decisions of Classis
- Send letters to CTS forgivable loan recipients for VISA purposes

**June**

- Welcome new CHCC members
- Review CHCC mandate and guidelines
- Review CHCC member roles
- Communicate with current students and conduct student interviews as necessary
- Assign students to individual members of the CHCC
- Prepare budget recommendation for the upcoming Classis fiscal year

**July – August**

- Ascertain final tuition levels for the upcoming academic year for each applicant
- Inform Classis Treasurer regarding approved forgivable loan disbursement amounts and student's current addresses
- Submit recommended budget requests for the upcoming academic year along with any other relevant materials to the Classis Clerk for inclusion in the October Classis agenda

**September**

- Receive confirmation of enrolment from all new and renewing students, signed by their respective seminary's registrar

**October**

- Present relevant reports and motions to Classis as required

**November – December**



**Classis Hamilton Home Missions  
Motion to Classis  
October, 2017**

The Classis Hamilton Home Missions Committee (CHHMC) has been discussing the following portion of our mandate:

2.2. To promote, cooperate and assist in initiating and/or secure funding for planting new churches within Classis Hamilton.

To that end, we hosted a church planting conversation at the May 2016 Classis meeting. Vibrant discussion led to a general consensus, expressing interest in planting a new church, but 'not yet.' We also have engaged in advisory conversations with John Bouwers, who is church planting in Milton, and given substantial financial support to his work. Meetings with representatives of New Hope Church have also helped us to understand the joys and challenges of being a new church in the city of Hamilton and our classis.

In anticipation of moving the classis from 'not yet' to 'active,' we've come to recognize that a substantial church planting fund will be a key asset to help ensure a successful church plant. Such a fund would be used to offset the significant costs involved in a new missional endeavor (salary, capital funding, equipment costs, etc.).

To that end, we move that Classis Hamilton again contribute to the fund annually by way of the budget. For the 2018 budget year, we are requesting \$20,000.

Grounds:

1. The church planting fund is currently too small (approximately \$40,000) to be of significant help to the classis when a church plant is initiated.
2. Developing a sizeable church planting fund will allow the costs of a new initiative to be spread over a longer period.
3. CRA regulations allow for classes to establish long-term funds for such projects.
4. Other classes in the region have benefited from this approach, having funds valuing into the hundreds of thousands of dollars.
5. The CHHMC has set a goal to seek out a church planter as early as 2020.
6. Most of the financial responsibility for new church plants has shifted from the denomination to local churches and classes.
7. A significant commitment to building up the church planting fund will demonstrate that Classis Hamilton is serious about reaching our neighbours through church planting.

**CHURCH VISITORS' REPORT: 2017**

**Addressing the Questions of Church Order Article 42**

- The visitors addressed the requirements of Church Order Article 42 and in each instance the councils responded affirmatively.

**Particular blessings, concerns, practices or situations to draw to the attention of Classis**

- There were no matters brought forward by the churches that require any action on the part of classis at this time, but there are a number of blessings and some matters that are a concern to the churches. Below are excerpts from our reports to the councils containing concerns as well as specific blessings.

**Ancaster**

- Elders are doing their best to provide pastoral care for their districts through family visits, small and larger group activities and Bible studies.
- Deacons help out where needed in the church and are involved in the community as well. When there is a need for help in managing finances.
- CityKidz and FISH (Friends in Service for Him) are two thriving ministries, as are Cadets and GEMS, though few un-churched kids attend the latter two.
- Prayer is an integral part of the church's ministry. In addition to the usual prayers at meetings, before worship services, etc., people are available to pray with individuals by request.
- The church is planning an ambitious building project, enlarging both educational and worship spaces. The larger community is kept in mind in these plans as well. It is an exciting time.

**Ancaster – Meadowlands**

- Worship is exuberant and forms a key component of worship at Meadowlands. This congregation willingly explores innovative preaching styles to make the gospel accessible to all members.
- Pastoral care for members is primarily delivered through 10 pastorates that each include an elder and deacon. Not all members participate in this model and an additional elder is available for visiting such members.
- A Program Ministry Coordinator was retained to alleviate the administrative burden from the lead pastors.

**Brantford – Hope**

- The deacons reported strong ongoing financial support for a sponsored refugee family.
- Hope runs 2 services, - both are well attended.
- A feeling was expressed that a culture driven agenda is diluting the ministry of churches within Classis Hamilton.
- New council members are well supported through in-house training and mentoring.
- Many outreach activities are hosted by Hope including a community garden, movie nights and soccer camps
- Members actively support one another through meals and visits during times of crisis.

**Burlington - New Street**

- The elders appreciate their work including making visits and are blessed. One of the elders mentioned, "How valuable the Bible is in speaking to us as we carry out our work as elders".

- The deacons are enthusiastic about their work and are aligned with community groups, such as community housing, Salvation Army and other partnerships. Council mentioned that they appreciate the leadership Pastor Joel provides.
- The discipleship team has written a small booklet about discipleship which elders may find helpful when conducting pastoral visits. The booklet is a brief explanation of what discipleship is and some questions are contained in the booklet that helps us to understand the role of discipleship in our lives. As part of this hope, the church visitors will connect on how Jesus is empowering this journey of learning about one on one, triads & small group discipleship.
- Friends who are part of the friendship program attend Sunday worship services and have an infectious enthusiasm.

#### **Burlington - Faith**

- After 18 years at Faith, Pastor Kevin has left, but he will preach once a month during vacancy. Council expressed appreciation for his many years of service.
- Faith CRC has a new youth director, Adrian Karasmanis, and council is pleased with his work. He adds excitement and engagement to his ministry.
- From the deacons we learned that settling the family from Congo went well. Now a resettlement team is working with New Street to get their extended family together. Good experience. They have seen God's hand working through it all.
- From the elders we learned that Faith has home churches that meet on Sunday evenings. Members of these home churches "look after each other" as needed. Elders also make pastoral care visits especially by request, or as they are alerted to a need by a connections communicator who coordinates care. There is a "culture of care" in place.
- Elder/deacon training happens more by informal mentorship than by planned methods. Council members said they felt free to ask questions any time.

#### **Dundas - Calvin**

- The pastor, elders, and deacons provide pastoral care to the congregation. At the time of meeting, about 90% of the visits were held, with some more to come. "Doing them is always a blessing," said one elder adding
- Deacons have assigned people on a special needs list, staying in touch with them. They find this is a good way of gauging what kind of aid they need.
- Evangelism: "541", an eatery on Barton Street in Hamilton, is a ministry that has taken the place of Mission Services.
- Calvin CRC is actively involved with CityKidz.
- Council feels that the congregation has "settled in" with the new pastor. There is a sense of contentment. A main question they face is "How do we remain a faithful Christian Reformed church in this community?" Pastor Ken's sermons "usually leave us with a challenge."
- Council mentioned a number of concerns regarding the direction of the CRC as a denomination. There is a feeling that political agendas, such as religious inclusiveness is pushed forward. As examples they mentioned how the "gay agenda" is being "pushed ahead", and a "pandering to the Great Spirit Blanket Ceremony." They feel that as a church, we easily lose our focus on Jesus Christ.

#### **Flamborough - Calvary**

- As a new pastor, Pastor Gareth Harker feels encouraged by council and the congregation. They can "speak the truth in love" to each other.
- After a survey of the congregation, council had a retreat in September to seek God's direction and "to see where they are going." From that retreat there arose some items to explore further. They spoke of "some good surprises that came out of the retreat."



- Calvary's Carpenteros project grows every year. The church sends out youth teams on various missions every second year or so. The congregation does really well in raising funds for youth projects. Kidz Connect is a successful program. They average 120 – 125 kids per summer.
- A first term deacon reported that being a deacon was quite a learning curve, but enjoying it. Deacons help out in any way we can. There have been no real financial needs in the church for a long time, but they have helped some outside the church that way.
- There is a separate committee for refugee sponsorship, and the first refugee from Syria should arrive in a few weeks.
- Elders have districts of about 18 households/members. Home visits are well received, not hard to set up. A great blessing, says one elder. They use a variety of approaches – coffee visits, elder's wife is included at times.

#### **Hagersville - Community**

- A new facility is being planned, which will enhance ministry opportunities into the community. This is a major endeavour for the congregation and they request prayer moving forward.
- Council members struggle with time availability to meet all the pastoral needs within the congregation.
- Joint youth ministries are held with York CRC.

#### **Hamilton - First**

- A new elder responded by describing his work as elder as a privilege, noting that he was "learning a lot." He considered serving communion a special joy. This past year, elders and deacons were paired off to make visits to the congregation's members, and are committed to continue that way of visiting this year, mentioning that it made for good accountability.
- The deacons reported that their work was going well. They are able to help people as needed, and will be offering a seniors dinner next week. "Christians Against Poverty" is a banner ministry of the deacons. There is strong support for that ministry.
- They also have a "congregational care" group that focuses on the welfare of the elderly in the congregation, providing the necessary care where needed and possible.
- Regarding evangelism, Christians Against Poverty is a mainstay of evangelistic outreach. There is also a Christmas Basket program in cooperation with Hughson Street Baptist Church.

#### **Hamilton – Immanuel**

- The congregation enthusiastically participates in worship. Several praise teams lead a mix of contemporary and traditional music styles.
- The congregation diligently works to welcome and enfold new members into church life.
- Solid, Bible centered preaching was cited as a vital component of faith formation at Immanuel.
- Each youth at Immanuel is teamed with an adult prayer partner. This has proven very beneficial for youth and adults who participate.
- Immanuel is part of True City Church and Council is working to develop new outreach strategies to meet the need of a changing demographic.

#### **Hamilton - Mount**

- The elders shared about being very pre-occupied with the task at hand being in acquiring a new property, while needing to take care of the business matters of church and thus feeling that spiritual matters don't get as much attention as they should.
- The deacons shared of the tangible rewards about being a deacon. Because they are an older congregation, that means senior's dinners and Christmas visits are very needed and very rewarding.

- Council members discussed how the church has been without a pastor for 4 ½ years. However, despite the time without a pastor, there is a good amount of optimism, praying for a minister, with the church family being quite cohesive even in spite of the challenges in the absence of a Pastor. The need for a shepherd was clearly stated, and requests for prayer in this capacity were asked for.
- Pastor Ralph Koops has been such a blessing for the congregation. He attends the needs of the congregation in a timely manner and makes a multitude of visits. Pastor Koops, along with Pastor Gerald Hogeterp and others have done a great job of filling the pulpit, at Mt. Hamilton.
- The church visitors celebrated with Mt. Hamilton that this possible move has garnered a sense of hope within the Mt. Hamilton church community. They are looking at this as a chance to start fresh, with seeing this move somewhat similar to a church plant. They are wondering how they can bless their new community and have taken time to learn the demographics. They hope that God will bless them with a new Pastor to lead them on this journey. The acknowledgment of the loss of their current home was clear, yet the overriding theme was a wondering what God was creating in terms of new possibilities, built upon the foundation that the previous generations has set for Mt. Hamilton.

#### **Jarvis - Ebenezer**

- Rev. Wim de Vries joined Ebenezer about 3 months ago. The transition between one to two pastors has gone very well. Rev. Wim de Vries and Rev. Daryl deKlerk are enjoying working with each other as they minister to Ebenezer.
- The deaconate supports a local food bank, teen challenge, tuition help fund and other community ministries. There has been a gradual opening and awareness of Ebenezer to the local community – much of that is thanks to work started by former pastors.
- Pastoral care is managed primarily through annual home visits.
- The Day of Encouragement is recognized as a good source of equipping for elders and deacons. However, because it is held in the fall, it is difficult to attend for those working in agriculture. Council has raised this same issue to church visitors in the past and hopes that that date could be moved. i.e. Winter perhaps?
- The elders expressed an interest in receiving leadership training – videos, books. The Elder's Handbook is being reviewed and is found to be helpful, but additional resources would be helpful. Some initial contact has been made with Timothy Leadership Training.

#### **Simcoe - Immanuel**

- Immanuel is entering a season of ministry change – learning to strategically grow disciples through intentional imitating the life of Jesus. This is a slow but deliberate process.
- Immanuel actively supports Indwell, the food bank and a local pregnancy service.
- The LORD's Supper is celebrated every month. There is a large talent pool of musicians and worship leaders who conduct the services well and are open to new ideas. Pastor Jeff preaches God's Word and challenges the congregation to live into that Word.

#### **Waterdown - Bethel**

- Pastoral elders enjoy meeting with people, and one elder stated, "these meetings were the most challenging part of the work." The question of how do you get deeper with visits was raised. A laid back approach was noted as helpful in allowing people to talk about their lives at the beginning, and discussing spiritual things later.
- The deacons commented that their work was a highlight for them. A healthy level of respect for fellow office bearers was mentioned. The deacons are a cohesive team who find it very rewarding to greet people during the morning service. Bringing a meal has opened doors as well.

- There is a Saturday morning prayer group that meets once/month. There is a team of people who lead prayer before the service begins. Prayer was given for the meetings to be held tonight.
- Church attendance was discussed, with concerns about declining attendance. Bethel has a morning worship service, and at various times through the year an afternoon gathering featuring a variety of topics shared in various formats.
- There are various outreach programs at Bethel. Divorce Care 4 Kids is happening. Community gardens are happening. There is a fall fair and the annual VBS has about 80 kids in attendance. Gems and Cadets are doing well, with mostly children from outside the church attending.
- The church visitors had been notified that 2 couples with various concerns expressing their desire to visit with the church visitors. The topics of discussion with both families were sent to council beforehand.

### **General Observations**

- In response to new CRA regulations, two councils felt it would be helpful if Classis could provide some guidance on how benevolence funds should be administered for needs within the congregation.
- AODA adoption remains a mixed story (from full adoption to no idea what "AODA" means).
- While not all churches had learning contracts in place as per Synod's 2016 mandate, all visited churches had active professional development opportunities available for their pastors.
- One church observed a decline in youth service attendance and asked should this event be more actively promoted within the area churches? Are other worship events competing for the same youth?
- Some churches have struggled with being vacant, but it's always a blessing when a vacancy is filled. We pray that the Lord may continue to provide pastors for the vacancy in churches.
- Some of the churches either have been or are in the process of relocating or engaging in building renovation or expansion.

### **Church Visitors Called for Advice**

- Several churches or members called on the church visitors for advice.

### **Visitor's advice given to councils that requires Classis approval**

- No advice was given to the councils that require Classis approval.

### **Common trends or problems which merit the attention of Classis**

With all the visits we, as church visitors, felt there was there was generally a common sense of love and caring for the members and for each other, and Councils reported that they were diligent in pastoral care.

### **Recommendations for Classis**

- None

### **Submitted by Church Visitors:**

**Team A** Pastor Jeff Klingenberg, Pastor Siebert VanHouten and Wayne Visser

**Team B** Pastor Ted Bootsma, Pastor Jeff Vandermeer and Jake Ellens

**LETTER OF CALL**

To: Rev. Ron Vanden Brink  
#6-60 Rice Ave.  
Hamilton, ON  
L9C 7S3

Dear Servant of Jesus Christ:

The council of Faith Christian Reformed Church of Burlington, ON, has the honour and pleasure to inform you that you have been affirmed by majority vote at a congregational meeting held on \_\_\_\_\_ (date) to serve as the National Director of Diaconal Ministries Canada (DMC).

On behalf of our congregation, we extend to you this letter of call in accordance with Art. 12-c of the Church Order, which provides that: *“A minister of the Word may also serve the church in other work which relates directly to the calling of a minister, but only after the calling church has demonstrated to the satisfaction of classis, with the concurring advice of the synodical deputies, that said work is consistent with the calling of a minister of the Word.”* To this end, we submit the attached supporting documents re: Ron Vanden Brink.

We note that: *“A minister of the Word whose work is with other than the calling church shall be supervised by the calling church in cooperation with other congregations, institutions, or agencies involved. The council of the calling church shall have primary responsibility for supervision of doctrine and life. The congregations, institutions, or agencies, where applicable, shall have primary responsibility for supervision of duties.”* (Church Order, Art. 13-b)

We commend you to the work that is specified in the position description for the National Director of DMC. We urge you to perform it as a faithful and diligent servant of the Lord, in accordance with the Word of God as interpreted by the doctrinal standards and the Church Order of the Christian Reformed Church.

This call comes with the understanding that your day-to-day ministry work is under the direct supervision of Diaconal Ministries Canada, with responsibilities as outlined in your job description and that salary and benefits are to be fully provided by Diaconal Ministries Canada.

In the areas of doctrine and life, you will be directly accountable to the Council of Faith CRC. This accountability will be accomplished by including you in the rotation of Sunday morning preachers with the understanding that you will preach at least four times per year at Faith CRC; and having you meet at least once per year with the church council (or its designate) for discussions specifically focused on doctrine and life (CO Art 13 b).

May the King of the church impress this call upon your heart and give you light.

Yours in Christ,  
The council of FAITH  
Christian Reformed Church of BURLINGTON, ON

Done in council on \_\_\_\_\_ (date)

Signature of classis counselor \_\_\_\_\_ (date)

## **Supporting documents from Faith CRC**

**re: Letter of Call for Rev. Ron Vanden Brink**

### ***Specifically regarding Art 12c a3***

The calling of a minister of the Word is to proclaim, explain, and apply Holy Scripture in order to gather in and equip the members so that the church of Jesus Christ may be built up.

While this calling is commonly fulfilled by serving as a pastor in a congregation, a minister may also serve the church in other work which relates directly to this calling. It is our belief, at Faith CRC, that the position of National Director for Diaconal Ministries Canada (DMC) fits within this calling.

Put simply, Rev. Vanden Brink's role in the collective congregations of Canada is a more sharply focused version of a pastor's role in his or her congregation. Consistent with a pastor's role, the National Director provides leadership in areas of discipleship, community engagement, stewardship, justice and more. While a pastor's role is broadly focused on all members of his or her congregation, the National Director's focus is more specific to inspiring, empowering and equipping deacons as they, in turn, animate whole congregations to join in God's transforming work in communities across Canada.

Although the National Director of DMC is not normally required to preach on Sunday mornings, he is required to spend much of his time proclaiming, explaining and applying Holy Scripture. The position includes reviewing existing training resources and developing new biblically based ones. It also includes planning, writing and editing publications and other biblically based educational materials, and leading diaconal (leadership) training events and Ministry Networking days. The National Director also serves as a mentor and coach not only to DMC staff but also, more importantly, to deacons, diaconal conferences, and other congregational leaders, strengthening them as they carry out their callings.

Although this is not explicitly spelled out in his current job description, we are convinced that preaching will be an important part of Rev. Vanden Brink's work as he engages with congregations across Canada. He has preached several times at Faith CRC, and we affirm that he proclaims the Word in ways that not only strengthens community engagement, the desire to live stewardly lives, and an understanding of what it means to promote justice, but also calls people to faith in Christ. As noted under 12c a2 in the following material, he will be expected to preach at Faith CRC at least four times per year.

Precedent for a position such as this one fitting within the boundaries of Art 12c can be found in other CRCNA ministry positions which have previously been approved. For example, Rev. Vanden Brink's role at Diaconal Ministries Canada is comparable to that of the Regional Leaders who serve with Resonate Global Missions (formerly Home Missions) and the Regional Catalysts who serve with Faith Formation.

The ordination status of Kevin DeRaaf and Rich Braaksma with Resonate Global Missions and Lesli van Milligen with Faith Formation suggests that this manner of serving congregations is consistent with the calling of a minister of the Word. (*For more comparisons, see Acts of Synod 2015 pp. 607-609 and Acts of Synod 2016 pp. 877-879.*)

Henry Hess, Clerk

On behalf of the Council of Faith CRC, Burlington

**Additional supporting materials** (see following pages)

**Church Order Article 11**

*The calling of a minister of the Word is to proclaim, explain, and apply Holy Scripture in order to gather in and equip the members so that the church of Jesus Christ may be built up.*

**Church Order Article 12**

*c. A minister of the Word may also serve the church in other work which relates directly to the calling of a minister, but only after the calling church has demonstrated to the satisfaction of classis, with the concurring advice of the synodical deputies, that said work is consistent with the calling of a minister of the Word.*

**Church Order Supplement, Article 12-c a**

*The calling church shall secure the prior approval of classis with the concurring advice of the synodical deputies, for each new ministerial position, by providing classis with the following information:*

- 1) The description of the official position (purposes, duties, qualifications, etc.) as determined by the calling church in consultation with the cooperating agencies as applicable.*
- 2) The evidence that the minister will be directly accountable to the calling church, including an outline of requirements for reporting to the calling church, and supervision by the calling church, in consultation with cooperating agencies as applicable.*
- 3) The demonstration that the position will be consistent with the calling as a minister of the Word.*

**Specifically regarding Art 12c a2 -- Accountability**

See also Art 13b.

As is common for positions like this, Rev. Ron Vanden Brink is accountable to two different bodies.

As the National Director of Diaconal Ministries Canada (DMC), he is accountable to DMC's national board. This board, which is made up of elected representatives from every classis in Canada, meets three times a year and is ultimately responsible for monitoring, reviewing and evaluating the work of its National Director.

In the areas of doctrine and life, Rev. Vanden Brink will be directly accountable to the Council of Faith CRC. This accountability will be accomplished by:

- 1) including Rev. Vanden Brink in our rotation of Sunday morning preachers (he will be expected to preach at least four times per year at Faith CRC); and
- 2) having Rev. Vanden Brink meet at least once a year with the church council (or its designate) for discussions specifically focused on doctrine and life (CO Art 13 b).

**JOB DESCRIPTION**

**(Revisions – October 2014, Reviewed – October 2015)**

**POSITION:** National Director, Diaconal Ministries Canada

**RESPONSIBLE TO:** Board of Diaconal Ministries Canada

**MAJOR RESPONSIBILITIES:**

- Provides leadership on behalf of the board of Diaconal Ministries Canada that is in compliance with the policies of DMC to carry out its vision, mission, goals and strategies.

- Supports the staff of DMC as they partner with deacons, diaconates, churches, classes, diaconal conferences and agencies of the CRCNA so that CRC churches are equipped for effective and holistic community ministries.
- Coordinates the development of resources and equipping of deacons and churches as they carry out effective community ministries that demonstrate compassion and a love for justice.

**PRIMARY DUTIES:**

- a) Leadership of DMC (50%):
  - Reports to the board in regards to progress on Strategic Ministry Plan.
  - Develops and organizes the appropriate administrative structures for optimum use of resources.
  - Promotes the services of Diaconal Ministries Canada in the CRCNA within Canada and in other denominations when opportunities arise.
  - Works in partnership with other agencies of the CRCNA where and when it enhances the impact of diaconal ministry in Canada.
  - Networks when appropriate with other ministry organizations across Canada and internationally in order to strengthen its capacity.
  - Acts as the primary spokesperson of Diaconal Ministry Canada with the agencies of the church and churches of the CRCNA.
- b) Staff relationships (25%):
  - Ensures that staff are appropriately supervised and coached.
  - Monitors the work of staff and reviews their work on a regular basis.
- c) Mobilization of DMC's Resources (25%):
  - Spearheads research and the development of new resources for deacons, churches and ministry partners.
  - Monitors the planning, writing and editing of publications, newsletters, and educational materials.
  - Provides support to those who organize DMD training, Ministry Networking Day, Days of Encouragement, and other regional training events.
  - Other duties as may be assigned by the board or required by the church and its ministries.

**WORK CONTACTS:**

- Regular contact with DMC staff and with agency personnel of the CRCNA in the Canadian denominational office.
- Sits as an ex officio member of the board and its committees.
- Considerable contact with members of the Christian Reformed Church across Canada.
- Represents Diaconal Ministries Canada in ecumenical and voluntary agency settings.
- Periodic contact with other Christian community agencies.

## APPENDIX #6 – EXAMINATION OF JOSIAH BOKMA

The position of chaplain at Redeemer University College has previously been approved on two occasions: once in relation to Rev. Henry DeBolster for minister of the Word under Article 12-c and once for Dr. Syd Hielema for commissioned pastor under Article 23.

In light of these prior approvals, the position as such does not require approval once again.

*“It is generally assumed that a position once approved does not need to be approved again, even when there is a change in personnel filling the position.” (Manual of Christian Reformed Church Government, p. 60)*

Consequently, classis and the synodical deputies will not once again need to approve the position as such.

However, classis has a duty to ensure that the job description for which Josiah Bokma wishes to be ordained as chaplain at Redeemer University College meets the requirements of Church Order, Articles 11 and 13-b in the previously approved position.

For that reason, the job description is included in the following Appendix #5.1. You will note that personal salary information has been redacted.





June 29, 2016

Mr. Josiah Bokma  
josiahbokma@gmail.com

Dear Josiah,

Redeemer University College (hereinafter called the "University") is pleased to extend to you this Employment Contract for the position of **Chaplain** (hereinafter called "this position"). This Employment Contract is an important document and we recommend that you review it carefully. References to "Employment Standards Legislation" shall mean the Ontario *Employment Standards Act, 2000* or any successor legislation, as the case may be.

In consideration of the mutual covenants and agreements herein stated, the University and you covenant and agree to the following:

**A. Effective Date and Term**

This Employment Contract shall be effective August 2, 2016.

**B. Position**

This position reports to the Dean of Students, is in the Managerial/Professional I Job Class, and is classified as a 60% full-time (22.5 hours per week) from September to April, and 30% full-time (11.25 hours per week) from May to August. The distribution of percent full-time employment is equivalent to 50% full-time on an annualized basis. The University retains the right to adjust the allocation of percent full-time employment, as may be necessary, to equal 50% full-time on an annualized basis.

**C. Duties**

The approved duties are recorded in the Job Information Statement (JIS) for this position and are summarized below. The duties may be changed by the University at its discretion due to organizational needs or for other reasons. Specific duties may include, but are not necessarily limited to the following:

1. ***Provide pastoral care and spiritual direction for students including:***
  - one-on-one pastoral counselling
  - small group sessions
  - oversee regular programming to meet the pastoral and spiritual needs of students
2. ***Work with the Chaplaincy Advisory Committee to develop the chapel program and serve on other specified committees***
  - preach at chapel at least at least once per semester and serve as the "front face of chapel"

3. ***Serve as an advisor and mentor to student-led ministry activities and be available to provide support and encouragement to student leaders***
- cultivate student leadership
  - mentor student-led ministry groups, including Student Senate's spiritually-focussed clubs, the Student Athlete Leadership Team, and the Timothy Project
  - facilitating faith formation through student leadership development programming
  - attend meetings and participate on assigned committees

**D. Probationary Employment Period**

Your employment will be probationary until February 1, 2017. Your supervisor, the Dean of Students, will monitor your job performance and apprise you of progress during the probationary period. After the first ninety days of employment and at the end of the probationary period, you will receive a Performance Appraisal from your supervisor. If job performance is unsatisfactory during the probationary period, you may be asked to agree to an extension of the probationary period, as an alternative to termination during the probationary period.

**E. Performance Appraisal**

Your supervisor will provide you with regular, informal feedback during the period of your employment. You will also participate in the formal annual performance appraisal process as set out in Section 379 of the University Policy Handbook.

**F. Hours of Work**

As a salaried employee, the hours of work for your position may vary from day to day and/or week to week. The hours of work for your position will be scheduled in consultation with your supervisor.

Professionals' whose job responsibilities are primarily managerial/supervisory, are exempt from the overtime pay or time off in lieu of overtime pay provisions of the Employment Standards Act (ESA). This applies to you.

**G. Salary**

For this position, the University shall pay you a salary at the *per annum* rate of [REDACTED] less applicable statutory deductions, remittances, and employee insurance/pension contributions. [REDACTED]

**H. Group Insurance Benefits Program**

You will be eligible to enrol in the University's group insurance benefits program, *subject to eligibility criteria and other terms and conditions of the program*. You will be eligible for enrolment in the

group insurance program only for the period of actual employment that is 50% full-time or greater. Premiums for the employee-paid benefits will be deducted from your pay. The University retains the right to change or terminate any benefits plans. Details of the University's current benefits program will be provided to you before or around your first week of employment.

#### **I. Pension Plan**

After completion of one year of regular, part-time employment, Redeemer University College is required to enrol you in the Canadian Christian School (CSI) Pension Plan and Trust Fund according to the provisions of the plan. The employee contribution rate is 8.05% of gross earnings. Redeemer University College matches the employee contribution rate.

#### **J. Vacation**

Vacation entitlement is earned during the fiscal year, May 1 to April 30, and may be taken any time during the same period with appropriate notification and approval. You shall be entitled to twenty days of paid vacation for *full-time employment* in the fiscal year. Because your position is 50% full-time on an annualized basis, your actual vacation entitlement is ten days. Entitlement to additional vacation days is in accordance with years of service as defined in the University College Policy handbook. Except as otherwise required in accordance with the *Employment Standards Act, 2000*, or any successor legislation as the case may be, there will be no deferral or carry-over of unused vacation without the prior written approval of your supervisor.

#### **K. Confidentiality**

You shall not, except as authorized by your supervisor or required by duty under this Employment Contract, use for personal benefit or gain or divulge to any persons, firm, or other organization whatsoever any confidential information belonging to the University or relating to its activity with any persons, firm, or other organization which may come to your knowledge during employment. This restriction shall cease to apply to any information or knowledge which may subsequently come into the public domain other than in breach of this clause. All records, documents and other papers considered to be confidential, together with any copies or extracts thereof, made or acquired by you in the course of employment shall be the property the University and must be returned to the University on termination of employment. Unauthorised disclosure of confidential information is a serious matter which may lead to disciplinary action including termination of employment.

#### **L. Resignation**

Should you decide to resign from this appointment at any time without a prior request from your supervisor or an authorized University representative to do so, you shall be required to give your supervisor not less than three weeks notice in writing unless your supervisor agrees on some other period.

#### **M. Termination Without Cause**

Your supervisor or an authorized University representative may terminate your employment at any time without just cause by providing you with two week's notice plus the minimum notice required by

Employment Standards Legislation, or pay in lieu of such notice. Your normal benefits will continue during the statutory notice period. You shall agree that such notice is reasonable and that no further amounts will be due and payable to you whether under statute or common law. The University will also pay any severance pay owing under Employment Standards Legislation, final wages earned to the termination date, and any accrued and unpaid vacation pay owing to you.

#### **N. Termination for Cause**

Your supervisor or an authorized University representative may revoke your appointment and terminate this Employment Contract for cause, which includes but is not limited to:

- (a) dishonesty, including without limitation fiscal or academic dishonesty;
- (b) your negligent performance of, or wilful failure to perform your assigned duties;
- (c) any action or behaviours which, in the opinion of your supervisor or authorized University representative acting reasonably, adversely affects the reputation of the University in the eyes of its employees, students, supporting constituencies, or general public; or
- (d) any other act or omission which would constitute just cause at common law, in which case, no further compensation or benefits as defined in this Employment Contract shall be payable to you.

No notice, monies in lieu thereof, or administrative leave will be due to you and this Employment Contract will be deemed to have been terminated.

Notwithstanding the foregoing, if termination for cause (as defined above) is determined not to be for disobedience, wilful neglect of duty, or wilful misconduct as defined in accordance with the *Employment Standards Act, 2000* or any successor legislation, as the case may be, the University shall only be required to provide you with the notice or payment in lieu of notice and severance pay, if applicable, as required by the *Employment Standards Act, 2000* or any successor legislation, as the case may be.

#### **O. Other Terms and Conditions of Employment**

**Entire Agreement:** This Employment Contract constitutes the entire agreement between the parties with respect to the subject-matter hereof and cancels and supersedes any prior understandings and agreements between the parties hereto with respect thereto. There are no representations, warranties, conditions, undertakings or collateral agreements, express, implied or statutory between the parties other than as expressly set forth in this Employment Contract.

**Flexibility:** You understand and agree that the University requires flexibility in carrying out its activities. As such, you agree that the University may make reasonable changes to this Employment Contract and to the terms of your employment without affecting the operation of this Employment Contract.

**Severability:** If any provision or portion of this Employment Contract is declared by a court of competent jurisdiction to be void or unenforceable, that provision or portion shall be severed from this Employment Contract to the minimum extent possible.

**Employment Standards:** If any provision of this Employment Contract provides a right or benefit that is less than the corresponding minimum right or benefit under Employment Standards

Legislation, that provision will be deemed to provide the corresponding minimum right or benefit under Employment Standards Legislation.

**Governing Law:** This Employment Contract shall be governed by the laws of the province of Ontario and the laws of Canada in force in the province of Ontario. No modification, alteration, or variation of the terms and conditions of appointment specified in this Employment Contract shall be binding unless made in writing and signed by the Director of Human Resources.

**Future Earnings Potential:** A decision to accept this Employment Contract in consideration of potential future earnings based on the current salary grid is solely at your risk and discretion. The University reserves the privilege to adjust salary grids whenever it deems necessary as determined by economic circumstance and/or the outcome of a salary review.

**Vision and Mission of the University:** In order to sustain the vision and mission of the University, all employees are expected to be able to exemplify a Reformed Christian perspective through expressed commitment and as role models.

The University's policy is to hire employees who are committed to Redeemer's Statement of Basis and Principles and to its Reformed Christian identity. One of the ways that we expect you to demonstrate this commitment is by your active membership in a church that nurtures the Christian faith as articulated in the confessional heritage of the Protestant Reformation.

You are required to read the following documents (accessible in digital format on the University HR webpage): Mission Statement, Statement of Basis and Principles, Christian Education Policy, Policy and Procedures for Life and Conduct, and Policy and Procedures Regarding Harassment and Discrimination (Personal Respect Policy). You are expected to be able to agree with these policies and statements. If you are unable, or may be unable to fulfil this requirement, please contact your supervisor immediately. This expectation not only flows from the religious ethos of the University but is directly tied to the execution and performance of your job tasks which require you to participate in community worship, apply the principles of your Christian faith to your work, be accountable to the Christian community that supports the University, engage in work activities that support and encourage a campus environment where the holistic development of all persons embodies Christian principles that advance the mission and Christian character of Redeemer University College, and represent a Christian perspective in the community at large.

**Advice:** You should feel free to have this Employment Contract reviewed by an advisor. We recommend that you read this Employment Contract more than once to ensure that you fully understand and agree with it. Should you have any questions about this Employment Contract please contact me, Jim Van Geest, by telephone at: 905-648-2139 x4230, or by email at: [jvangeest@redeemer.ca](mailto:jvangeest@redeemer.ca) and I will be happy to speak with you.

## **P. Conclusion**

To accept this Employment Contract on the terms and conditions stated in this letter, please sign the  
“**Acceptance Clause**” below and return the full-signed letter to me no later than July 5, 2016.

Josiah, we look forward to you fulfilling the tasks associated with this position at Redeemer University College.

Sincerely,  
Redeemer University College



Per: Jim Van Geest  
HR Director, Payroll and Benefits

**Acceptance Clause**

I have read and understood this letter. I accept the University's Employment Contract on the terms and conditions set out in this letter which I understand will form an employment agreement between me and the University.

My signature below also confirms that I have read, understood, and am agreeing with the documents/policies/statements that are listed above. Without my agreement to sign in good faith, this employment contract will expire and be withdrawn after July 5, 2016. Signed employment contracts, and also Appendix E of the Personal Respect Policy are to be returned to the Human Resources Office.

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Employee's Signature

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Date

APPENDIX #6.2 – SERMON MANUSCRIPT PREPARED BY JOSIAH BOKMA

“A Crisis of Confidence”

Colossians 1:15-20

Josiah Bokma

Sept 19, 2017

BAD NEWS IN THE TEXT

When my family and I lived in Leon, Nicaragua, we quickly stumbled upon a French bakery run by a Dutch lady. It was a tourist hot-spot and rightly so, because they brewed amazing coffee and made incredible baked goods. For a while they experimented with making ‘macarons’, a small, but intensely flavorful and very sweet cookie-type pastry. We didn’t buy them often because they were expensive; but when we did, we would have eat differently - slow down, and savor the richness of the treat.

This morning, are reflecting on a small, but intensely flavorful passage, full of the richness of who Christ Jesus is. We need to slow down, just to begin taking in the richness of this text. Today, we’re going to savour one bite of this text together. I encourage you to return to this text on your own in the days and weeks ahead.

It’s one that many of us have read before and may be very familiar with. But this time, as I read it, I was drawn into the ‘why’ question: What provoked or moved Paul to cook up such a rich, poignant passage where we see Jesus in all His majesty over all creation and throughout all of history.

Why would the community at Colossae need to hear this - and in this, why might we need to hear this in our community at this time?

We don’t know a lot about the people and place about Colosse but here’s what we know: We know that Colossae was a seemingly insignificant town overshadowed by its two neighboring cities of Laodicea and Hierapolis. We know that there was a strong population of Jews there who seem to be integrated into the community. And thirdly, we gather that most of the Christians came from Gentile families.

Reflecting on the ‘why’ question, we see that Paul is warning the church there against a “philosophy” that is threatening to erode their confidence in Jesus Christ. In chapter 2:8, he writes “See to it that no one takes you captive by philosophy and empty deceit, according to human tradition, according to the elemental spirits of the world, and not according to Christ.”

Verse 16: “Therefore let no one pass judgment on you in questions of food and drink, or with regard to a festival or a new moon or a Sabbath...”

And in verse 20-21: “If with Christ you died to the elemental spirits of the world, why, as if you were still alive in the world, do you submit to regulations— “Do not handle, Do not taste, Do not touch.”

While this has been the subject of lots of debate, I find the scholarship of N.T. Wright and others compelling, who argue that the Christians here aren’t tempted to convert to a pagan, eastern, gnostic philosophy, but are likely being *questioned as counterfeits by the Jewish community*.

The early gentile church boldly claimed the Jewish identity as the people of God, chosen and dearly loved, and yet they refused to become Jewish by rites, festival and traditions.

You can almost imagine the disbelief, maybe outrage of the Jewish community as they interacted with these Christians who were trying to steal their special identity as God's special people.

We are able to listen in on one of these conversations because it was recorded in a conversation between Justin Martyr and Trypho the Jew, where the rabbi writes: "But this is what we are most at a loss about: that you professing to be pious, and supposing yourselves better than others, are not in any particular separated from them, and do not alter your mode of living from the nations, in that you observe no festivals or sabbaths, and do not have the right of circumcision."

Basically the message was: Your savior isn't enough and your piety is incomplete. You're morally deficient.

The church of Colosseae was in severe danger of a crisis of Christ-confidence.

#### BAD NEWS IN THE WORLD

While we as the church at First Hamilton CRC are not likely in danger of having our Jewish neighbours call our faith into question, I think we are as greatly tempted to a similar 'slow-leak' in our confidence in Christ.

We live in a Canadian society in which Jesus is one of the many *optional* deities - "please keep your personal savior to yourself". It's important that Jesus is kept in His place, like the religion section in the newspaper, just don't dare take him out of your church and think He has anything to do with politics or sexuality. And as we swim this culture, it's easy to let it soak in and shrink Jesus and his kingdom to a spiritual experience and a faith that all to do with heaven, and nothing to do with earth.

Not only does our culture threaten to erode our confidence in Christ, but so does the continuously overwhelming news stories in which it seems the world is falling apart at its seams.

We read this text and see "For by Jesus all things were created, in heaven and on earth, visible and invisible, whether thrones or dominions or rulers or authorities—all things were created through him and for him. And he is before all things, and in him all things hold together."

But then in the news we see pictures of flooding, where Texan senior citizens are up to their waist in water in their retirement home. We see whole neighbourhoods in British Columbia burnt to the ground. We hear about the hundreds of Rohingya refugees who have had to cross the Bangladesh-Myanmar border by boat. We watch as North Korea defiantly launches yet another missile, flaunting their ability to destroy people and place at will.

And maybe inwardly we wonder: "Really? Jesus is holding all things together? It seems like our world is falling apart!"

The political thrones and rulers of Donald Trump and Kim Jong-un loom large and seem sovereign. The powers and authorities of nature seem chaotic and out of control.



The tumult of our world rages loudly and threatens to silence our faith...

A few months ago, we bought a geometric dome for our backyard. It's a play-structure for kids to climb on, made up of many interconnected bars. It wasn't easy to assemble and the drizzling rain didn't help.

I had to connect the pipes together into 5 sections, and then connect the 5 sections to each other and then add further pipes to connect it all. I thought it would be a quick task, but found that it was taking more time than I thought it would.

And so did my daughter, Myra, who was eager to climb this new toy.

She watched as I worked to put together the sections, but had a hard time connecting the image of the structure put together on the box to the to what I was doing.

So she let me know what she was thinking. She said, very honestly: "Daddy, you're really messing things up. You're really messing things up."

I think if we're honest, many of us feel the same way. God may know what He's doing, but it sure doesn't look that way right now.

I think what the writer of Hebrew says in chapter 2 really captures it well: "Now in putting everything in subjection to Jesus, [God the Father left] nothing outside his control. At present, **we do not yet see everything in subjection to Jesus....**

The world seems pretty unruly and chaotic at times...

But then he continues in the same breath "**But we see Jesus** who for a little while was made lower than the angels, namely Jesus, crowned with glory and honor because of the suffering of death, so that by the grace of God he might taste death for everyone.

...But we see Jesus... if we look...

It's like when my 2 year old son Ezra becomes frightened by something and begins to panic. I pick him up and hold him right in front of my face. I ask him "Where's daddy?" Because I want him to look me in the eyes - to see my calmness, confidence and strength - that I'm not afraid of what he's fearing. And slowly he begins to calm, as I hold him tight and tell him that I'm with him.

#### GOOD NEWS IN THE TEXT

I think Jesus is doing the same to the congregation in Colossae - who are tempted to anxiety and to add to the gospel, because the message around them is that that Jesus isn't enough.

- "You've always seen God as invisible, but "Look at me," Jesus says, "if you want to see what God looks like, feels like, talks like. I'm not a failed messiah, All the fullness of God lives in me!"

- Look at me: Your Jewish neighbours believe that God created the world through Wisdom, but I actually did. And not only that, I keep it thriving and hold it together when it wants to fall into chaos.
- You may be impressed by the imperial power of Rome and tempted to become focused on angelic beings, but look at me, “I created every position of power on earth and in heaven, and they will submit to me. Move your eyes from the creation to its Creator and shift your worship to its rightful place.”
- Look at me. Many people believe I was defeated by crucifixion, but the truth is I conquered death by dying, and I am at work reconciling the world back to myself - every inch of it. Some thought it was the end of me, but I am the beginning of those back from the dead. You are breathing in my resurrection life and together we offer new beginnings to all who have been broken.

The Spirit, through Paul, was calling the church in Colossae to look at Jesus and see him for who he really is: the God who is with them, the God who holds all things together, the God who saves them.

Jesus wasn't deficient; He was the fullness of God who made them complete in Him and was bringing complete restoration to the whole world.

#### GOOD NEWS IN OUR WORLD

And while WE may be tempted to feel similar to my daughter that “Daddy, you're messing things up!” Jesus invites us to look beyond the news to trust the Good news about who He is and what He is up to in our world.

**Your God is too small.** As I mentioned earlier, we are tempted in the West to compartmentalize Jesus and our faith in our lives. But something happens as we do this. Slowly our view of Jesus shrinks and so does our confidence in Him. Our worship dries up and our prayers become religious duty. JB. Phillips wrote a book entitled “Your God is too small” and I think many of us can suffer from small-god syndrome.

I've had to come back to this passage many times, when my heart has lost its awe and wonder at Christ and allow Jesus to open my eyes wide again to how awesome He is.

When we are tempted to be impressed by political figures or celebrities or colleagues or whoever, we need this passage to remind us that Jesus is the one who created each of them, gives them their life, and will call them to give an account for their life.

So I invite you to sit in this passage with eyes wide open and ask Jesus to refresh your vision of who He is. Ask Him to pick you up and look Him in His deeply loving eyes, that show absolutely no signs of fear.

**Everywhere but there.** Not only can we suffer from a small view of God, we can also accept society's compartmentalization of Christ. To us he says, “In everything, I have the supremacy; I am fully God, and

I have reconciled all things on heaven and earth to myself, by making peace through my blood, shed on the cross”

Christ’s crucifixion didn’t take place on a cloud or in some third heaven - His cross was securely planted in the soil of earth. His human blood mixed with the dirt beneath Him. Heaven touched earth in Golgotha and life would never be the same.

In the cross, we are ‘spiritually’ forgiven of all our sins, and the entire ‘earthy’ cosmos is reconciled or brought back to proper relationship with God. This leaves no area of our lives off God’s work table of restoration.

I remember working with nursing students in Uganda and trying to help them see that they can serve God in all of their lives, not just leading worship in the church. I had them draw a calendar on the chalkboard and fill in the times where they were doing spiritual, God-honoring activities. Not surprising, they filled in the Sundays and nights where they went to church services.

Like the nurses in Uganda, we may be tempted to view our ‘spiritual’ activities, such as going to church or being a deacon, as more valuable to God, but the cross reminds us that Christ every aspect of our lives is important to Jesus - from how we parent our kids to how we play sports to how we do our daily mundane tasks.

So what would it look like for us to recognize Jesus’ supremacy in all of our lives - what tasks or activities have we considered beyond Jesus’ interest or care? What are things that we in our hearts considered ‘unspiritual’ or ‘not that sacred?’

This might be chores in your house, boring tasks at your job, annoying neighbors next door or emailing - it’ll be different for each person. But I invite you to consider where you draw the line or close the door and think, “Naaawww, Jesus doesn’t really care about this!” And then bring it to Him. Ask the Holy Spirit how you might do this with Him and for Him.

**Reconciled, reconcile.** And lastly it’s as if in this text, Jesus is saying “Look at me, “You may feel like the world is falling apart, but look, in my death and resurrection I began the restoration process; I’ve marked it all for renewal, and I want you to join me in this project. I am behind each little act aimed at helping people and creation to flourish. And don’t worry, I’ll finish what I’ve started!

In line with this passage Paul writes in 2 Corinthians 5:17-20: “ Therefore, if anyone is in Christ, he is a new creation The old has passed away; behold, the new has come. All this is from God, who through Christ reconciled us to himself and gave us the ministry of reconciliation; that is, in Christ God was reconciling the world to himself, not counting their trespasses against them, and entrusting to us the message of reconciliation. Therefore, we are ambassadors for Christ, God making his appeal through us. We implore you on behalf of Christ, be reconciled to God.”

The amazing news is that WE don’t have to reconcile ourselves or others to God. Jesus already did that! We get to live out of the fact of Christ’s wonderful, finished work on the cross and invite all of those we know and all of creation that we work with to be reconciled with Jesus.

It's like in January 1, 1863, when slavery was abolished in the United states - the law passed and it was in effect, but there were still many slaves on plantations and in houses - until July 19, 1865. Many slaves did not know that they were set free and the unjust structures had to be uprooted.

We live in that space after the emancipation act of the cross; and we get to be those who bring the good news that Jesus has brought release to each of us who are captives. The cross has legislated freedom from captivity to sin and death, and are invited to invite others into this resurrection life.

And in this, we also get to work as the church to bring Christ's reconciliation to the unhealthy systems and ways of relating that go against the grain of how Christ had made us.

So let me conclude by sharing what I said to my daughter that day as we worked on the geometric dome and she voiced 'Daddy, you're messing it all up'

"Sweetie, trust me. I know what I'm doing:)"

May we rest secure in the cosmos wide embrace of Jesus Christ!

## APPENDIX #7 – CHYMT PROPOSAL RE: YOUTH MINISTRY CATALYST

### Classis Hamilton Youth Ministry Catalyst

June 2017

The Classis Hamilton Youth Ministry Team recommends that Classis Hamilton employ a Youth Ministry Catalyst for 8 hours/week to support the youth ministry staff and volunteers in churches in Classis Hamilton, beginning Fall 2017.

#### Mandate for the Role of Classis Youth Ministry Catalyst

**Purpose:** The Classis Youth Ministry Catalyst will be a person who is passionate for youth ministry and faith formation. Their role is to encourage those working on the frontline in youth ministry within each church in Classis Hamilton; to listen, pray, help connect, and be a voice, on behalf of volunteer and paid youth workers. The goal is to strengthen youth ministry in Classis Hamilton by walking alongside youth leaders, reminding them that we are all in this together and we all play a significant role in furthering the Kingdom of God.

#### Main Responsibilities for the Youth Catalyst in Classis Hamilton:

- A. **Connect** on a personal level with each church's youth ministry leaders in classis at least once a year to foster relationships and connections (volunteer and paid staff). Listen to the joys and struggles of youth ministry and suggest resources as needed.
- B. **Present annually at Classis**, advocating for youth ministry, which will include funding and vision casting for youth ministry. Bring awareness at the classis level of the opportunities, needs, challenges and celebrations of youth ministry volunteers and staff within Classis Hamilton.
- C. **Bring awareness** of events and resources that are available to congregations in Classis and act as a conduit of information from FFM and other resources. Send regular email to youth ministry personnel to inform of upcoming events: webinars for youth ministry/faith formation, multi-classes events, youth ministry opportunities and training for leadership development, etc.
- D. **Provide networking opportunities** through Classis gatherings or clusters of leaders to connect with and learn from one another. Together with the Classis Youth Ministry Team, plan an annual learning event for Youth Leaders.
- E. **Assist in the planning of the annual youth retreat** for approximately 100 Classis Hamilton Youth.
- F. **Serve on the Classis Hamilton Youth Ministry Team (YMT)**. Pray for each church's youth ministries in Classis together with the Classis YMT.
- G. **Represent congregational voices** to the Canadian YMT to help create an understanding of the diversity in classes across Canada and to discern how individual classis needs can be addressed.
- H. **Attend retreats and workshops** provided by the CRCNA for Classis Youth Ministry Leaders.

#### Accountability:

- The Classis Youth Ministry Catalyst will report to the Classis Youth Ministry Team at its monthly meeting (and indirectly to the Classis Ministry Team {CMT})
- The Classis Youth Ministry Catalyst will submit a written report to Classis annually. Verbal reports will be given annually or more frequently if the need arises. These reports will highlight ministry and missional stories of youth ministry within the Classis.

**Remuneration:** \$25.00/hour to be evaluated annually, consistent with other paid positions. Time sheets are not required. Although weeks will vary, 8hours/week will be the average over-all time worked. An annual salary of \$10,400 will be paid over 12 monthly payments.

**Expenses and mileage:** Expenses to be reimbursed up to \$500 per year, paid upon submission of receipts. In addition, mileage will be reimbursed at the current rate used by the CRCNA, not to exceed \$500 for the year.

**Evaluation:** The Classis Youth Ministry Team will evaluate the work of the Classis Youth Ministry Catalyst annually, and provide written documentation to the CMT, in June of each year.

**Rationale:** Many churches within Classis Hamilton have very part-time or volunteer youth leaders. In our denomination and in our Classis, young people are struggling to remain connected in our churches. We are all too familiar with the Hemorrhaging Faith report, and we want to do all we can to support Youth Ministry in Classis Hamilton.

Our Youth Ministry Catalyst will have strong connection with Faith Formation Ministries, and all the support they provide. This will be a valued resource for the Youth Ministry staff and volunteers in our Classis Churches.

APPENDIX #8 – STATED CLERK AND CIC’S REPORT

**A. Stated Clerk’s Work**

On occasion the question is asked how much time the Stated Clerk spends on the assigned tasks. To give everyone a better insight into what is involved, here follows the experience for the past year.

Activity	Frequency	Minutes	Hours
Emails*	2,725	10	454
Classis Agenda & Minutes**	3	3,000	150
CIC Agenda & Minutes	6	600	60
Classis Meetings	3	600	30
CIC Meetings	6	180	18
CMT meetings	6	120	12
Denominational Tasks***			20
Phone & Miscellaneous			10
<b>Total Annual Hours****</b>			<b>754</b>

\* The 2,725 emails sent out is the actual count from May 1, 2016 to April 30, 2017. Some emails sent out were acknowledgements of information or documents received. Others required extensive research. An average of 10 minutes per email sent is a reasonable estimate when also taking into account the 2,112 incoming emails that had to be evaluated and just deleted.

\*\* The time for preparing classis agendas and minutes also includes estimating the time required for each agenda item, preparing the PowerPoint presentation, and updating the website documents such as the Rules of Procedure and the List of Functionaries to reflect changes made by classis.

\*\*\* Denominational tasks include updating the information for the annual yearbook, participating in the Church Order policy training and participating in two annual Canadian Stated Clerk conferences via video link.

\*\*\*\*The time involved of 754 hours per annum works out to 15 hours per week (taking into account two weeks for vacation time).

The historical records show that at one time (before the current extensive electronic communication method) the stated clerk would give a detailed account to classis of all communications received and sent. The lists that show up in old agendas demonstrate that electronics have vastly increased the ability to communicate with one another. Instead of the 2,725 electronic communications sent in the past year, there might have been about 60 to 100 letters sent by snail mail in a given year. It would be impractical (and probably meaningless) to include a list of all emails received and sent in each agenda. The agenda would require many additional pages.

**B. CIC Activities Since May**

- a. Implemented the merger of the CIC and BoD as decided at the May classis meeting.
- b. Appointed the officers of the corporation for the period June 1, 2017 until May 31, 2018.

- c. Revised Rule of Procedure 10.1.2.3 as instructed by the May classis meeting for presentation to the October classis meeting. The revised wording as well as a proposal to include further background information in the RoP Appendices is included in the main agenda.
- d. In consultation with the lawyer, amended General Operating By-law Number #1 as directed by classis at its May meeting. The actual By-law amendments can be found in Appendix #10.
- e. Reviewed and adjusted the remuneration of the bookkeeper and the stated clerk.
- f. Reviewed the President's inability to recruit a second minister to serve as a member of the CIC. Prepared a recommendation for classis to deal with the related rule of procedure.
- g. Received the following classical counselor reports:
  - i. From Daryl De Klerk in relation to the calling of William Koopmans. Everything was in order in this case.
  - ii. From Daryl De Klerk in relation to the calling of Al Postma. The installation of Al Postma took place before all required documentation in relation to Church Order, Articles 9 and 12-c were in place.
- h. Processed two Church Order, Article 12-c applications for classis to determine whether the job descriptions are eligibility to be filled by ministers of the Word.
- i. Assigned the text to be preached to candidate Josiah Bokma and appointed examiners in accordance with the requirements of Church Order, Article 10. Also appointed the three persons who will conduct the examination of Josiah Bokma.
- j. Received a written request for the renewal of Al Wolters' license to exhort in Classis Hamilton and recommended the renewal for an additional three year period.
- k. Reviewed concerns submitted by two churches regarding the work of the stated clerk and held a meeting with all parties concerned. Concerns were addressed to the satisfaction of all parties.
- l. Reviewed and recommended the budget presented by the ARC as included in Appendix #11 of this agenda.
- m. Reviewed the insurance policies of Classis Hamilton and assigned the ARC to investigate whether all perils classis might face are covered, including sexual harassment.
- n. Discussed the request by the denominational office for classis to fund the new Bridge App for a period of two years and decided to refer this request to classis for consideration during the presentation by Darren Roorda.
- o. Reviewed the summary of decisions of Synod 2017 as these relate to classis.
- p. Concurred with the recommendation of the CMT to leave the position of Mission Director vacant for the next year subject to further evaluation of the position at that time.
- q. Made a decision to bring the official corporate minute book in house.
- r. Discussed the desirability of the denominational COD member to attend CIC meetings.
- s. Received and accepted the resignation of Ted Bootsma as church visitor for personal reasons and assigned the Stated Clerk to recruit a replacement minister from among suggestions made in time for the upcoming classis meeting.
- t. Reviewed the agenda for the October classis meeting.



## APPENDIX #9 – DELEGATE, FUNCTIONARY AND COMMITTEE NOMINATIONS

The following are openings and nominated as of September 12, 2017.

### CHURCH VISITOR (TEAM B)

Due to the resignation of Pastor Ted Bootsma after his second year as Church Visitor, a new pastor needs to be elected in his place. A replacement minister who is willing to serve has been found.

Jacob Kerkhof – Jacob is a pastor who is now a member of Bethel CRC. He retired in 2015. Prior to his retirement he was a minister in Chatham and served in that classis as synodical deputy. He is also a former minister of New Street CRC where he served for 11 years.

### CLASSIS YOUTH MINISTRIES TEAM

John Bijl – John is a member of Meadowlands Fellowship CRC and also serves as the denominationally appointed Youth Champion for Classis Hamilton. He is re-electable to a second term as the classis appointed member of the CHYMT, but will continue to serve on that committee by virtue of his office after his second term expires.

### McMASTER & MOHAWK CAMPUS MINISTRY COMMITTEE

Bob Brown – He has served as the Mohawk faculty representative for two terms. The committee has not been able to find a replacement so asks Classis Hamilton to extend Bob's appointment for one year.

### CALVIN THEOLOGICAL SEMINARY

Mr. Oosthoek is completing his first three-year term and is eligible for reelection. If no reservations are raised re this nominee, his name will be submitted to Synod 2018 for reappointment.

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APPENDIX #10 – BY-LAW AMENDMENTS

**CLASSIS HAMILTON BY-LAW AMENDMENTS**

At the May 16, 2017 meeting of Classis Hamilton, the following was adopted with respect to the By-law amendments:

- 10.2.6 On motion duly made, seconded and carried **IT WAS RESOLVED THAT:** Classis Hamilton approves the merger of the CIC and Board of Directors.
- 10.2.8 On motion duly made, seconded and carried **IT WAS RESOLVED THAT:** Classis Hamilton approves a maximum expenditure of \$5,000 to bring our General Operating By-law into compliance with current law and our own operating practices with the grounds as noted in the Agenda, page 8.

During the Annual General Meeting held on May 16, 2017, the following motion was passed:

- 4. By-law Amendment
  - On motion duly moved, seconded and carried **IT WAS RESOLVED THAT:**
    1. The merger of the Classis Interim Committee with the Board of Directors into a single body is approved.
    2. The By-law is hereby amended accordingly and in addition it is brought up to date with current law and organizational practice.
    3. The membership of the new CIC is limited to five individuals with the Stated Clerk and Mission Director to be present at meetings as resource persons without vote.
    4. The maximum expenditure to update the By-law is approved at \$5,000.

In consultation with the lawyer, the above instructions were carried out with a summary list of changes as follows:

- i. Included a definition for “Board of Directors” and “Classical Interim Committee” to reflect that these two are now one and the same.
- ii. Changed the definition of “Delegate” to “Representative” to remove the confusion of the word delegate as used in the Ontario Corporations Act (OCA).
- iii. Included a definition of “Officers” for corporate purposes.
- iv. Modified the duties of the corporate President to align with current practice.
- v. Removing the requirement for a corporate seal which classis as a corporation has not had since incorporation and which is not required by the OCA.

The following two column comparison shows the previous and amended By-law side by side by section so that the actual changes can be verified. The left hand column shows the old By-law with the words that have been removed struck out in ~~red~~. The right hand column shows the amended By-law with the words that have been inserted in red. (Note: Some grammatical and minor word changes were made which have not been marked.)

Previous By-Law	Amended By-Law
Believing that all things should be done decently and in order, we hereby adopt the following Bylaw for the regulation, management and governance of this corporation.	Believing that all things should be done decently and in order, we hereby adopt the following Bylaw for the regulation, management and governance of the Corporation.
<b>SECTION 1 DEFINITIONS</b>	<b>SECTION 1 DEFINITIONS</b>
1.1 In this Bylaw and all other Bylaws and Resolutions of the Corporation unless the context otherwise requires, the following definitions shall apply: (a) "Act" means the <i>Corporations Act</i> R.S.O. 1990, c.C.38 as amended from time to time and any statute enacted in substitution thereof, and in the case of such substitution, any references in the Bylaw <del>of the corporation</del> to provisions of the Act shall be read as references to the substituted provisions thereof in the new statute of statutes; (b) "Bylaw" <del>or Bylaws</del> means any Bylaw of the	1.1 In this Bylaw and all other Bylaws and Resolutions of the Corporation, unless the context otherwise requires, the following definitions shall apply: (a) "Act" means the <i>Corporations Act</i> , R.S.O. 1990, c. C.38, as amended from time to time, and any statute enacted in substitution thereof, and in the case of such substitution, any references in the Bylaw to provisions of the Act shall be read as references to the substituted provisions thereof in the new statute or statutes; <u>(b) "Board of Directors" means those individuals as elected by the Representatives, whom shall also</u>

<p>corporation from time to time in force and effect, including the General Operating Bylaw;</p> <p>(c) "Church Order" means the Church Order of The Christian Reformed Church in North America, being the original Church Order of Dort 1618-19, as revised by The Christian Reformed Synod of 1914 and 1965 and as may be further amended by Synod from time to time;</p> <p>(d) "Classis" means the geographic region to which Local Churches affiliated with the Denomination are assigned in accordance with the Church Order known as the ecclesiastical body governed exclusively by the Church Order and the Rules of Procedure of Classis Hamilton;</p> <p>(e) "Classical Interim Committee" means <del>members of the Corporation as elected by the Delegates sent by the Local Churches from time to time from among which six shall be elected Directors to be the Board of Directors pursuant to the Act;</del></p> <p>(f) "Committee" means a Committee of the Corporation as established in accordance with the Bylaw <del>herein;</del></p> <p>(g) "Committee Member" means a member of a Committee of the Corporation;</p> <p>(h) "Corporation" means the legal entity incorporated as a corporation under the Act by Letters Patent dated the 28<sup>th</sup> day of October, 2008, and named CLASSIS HAMILTON OF THE CHRISTIAN REFORMED CHURCH;</p> <p>(i) "Corporation Meetings" means any meeting of the <del>Delegates</del> of the Corporation, including the annual or special meetings of the Corporation;</p> <p>(j) "Constitution" means the letters patent, the General Operating Bylaw and all other Bylaws;</p> <p><del>(k) "Delegates" means the elders, ministers and deacons who are delegated by, and represent, the local churches at the annual and special meetings of the Corporation.</del></p> <p>(l) "Denomination" means the Christian Reformed Church in North America (The Christian Reformed Church);</p> <p>(m) "General Operating Bylaw" means the Bylaw herein, any amendments thereto, and any other Bylaws of the Corporation intended to amend or replace the General Operating Bylaw herein;</p> <p>(n) "Letters Patent" means the Letters Patent incorporating the Corporation, as from time to time amended or supplemented by Supplementary Letters Patent;</p> <p>(o) "Local Church" or "Local Churches" means any of the area Christian Reformed Churches which make up the Classis in accordance with the Church Order;</p> <p>(p) "Object" means the charitable Objects of the corporation as contained in the Letters Patent;</p> <p>(q) "Resolution" means a Motion passed by the</p>	<p><del>constitute the Classical Interim Committee;</del></p> <p>(c) "Bylaw" means any Bylaw of the Corporation from time to time, in force and effect, including the General Operating Bylaw;</p> <p>(d) "Church Order" means the Church Order of The Christian Reformed Church in North America, being the original Church Order of Dort 1618-19, as revised by The Christian Reformed Synod of 1914 and 1965 and as may be further amended by Synod from time to time;</p> <p>(e) "Classis" means the geographic region to which Local Churches affiliated with the Denomination are assigned in accordance with the Church Order known as the ecclesiastical body governed exclusively by the Church Order and the Rules of Procedure of Classis Hamilton;</p> <p>(f) "Classical Interim Committee" means <u>the Board of Directors;</u></p> <p>(g) "Committee" means a committee of the Corporation as established in accordance with the Bylaws;</p> <p>(h) "Committee Member" means a member of a Committee of the Corporation;</p> <p>(i) "Corporation" means the legal entity incorporated as a corporation under the Act by Letters Patent dated the 28<sup>th</sup> day of October, 2008, and named CLASSIS HAMILTON OF THE CHRISTIAN REFORMED CHURCH;</p> <p>(j) "Corporation Meeting" means any meeting of the <u>Representatives</u> of the members of the Corporation, including the annual or special meetings of the Corporation;</p> <p>(k) "Constitution" means the Letters Patent, the General Operating Bylaw and all other Bylaws;</p> <p>(l) "Denomination" means the Christian Reformed Church in North America (The Christian Reformed Church);</p> <p><u>(m) "Directors" means the directors of the Board of Directors;</u></p> <p>(n) "General Operating Bylaw" means the Bylaw herein, any amendments thereto, and any other Bylaws of the Corporation intended to amend or replace the General Operating Bylaw herein;</p> <p>(o) "Letters Patent" means the letters patent incorporating the Corporation, as from time to time amended or supplemented by supplementary letters patent;</p> <p>(p) "Local Church" means any of the area Christian Reformed Churches which make up the Classis in accordance with the Church Order;</p> <p><u>(q) "Officers" means the President, Vice-President, Treasurer and Secretary of the Board of Directors;</u></p> <p>(r) "Objects" means the charitable objects of the Corporation as contained in the Letters Patent;</p> <p><u>(s) "Representatives" means the elders, ministers and</u></p>
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<p>Corporation or the Board of Directors, by a simple majority vote of fifty percent (50%) plus one (1) of those voting, unless the Act of this By-Law otherwise requires;</p> <p>(r) "Synod" means Synod of the Denomination; and All other ecclesiastical terms or those having ecclesiastical connotation shall, where the context so permits, be interpreted and defined in accordance with the Church Order and Practice of the Denomination.</p>	<p><u>deacons who are delegated by, and represent, the Local Churches at the Corporation Meetings;</u></p> <p>(t) "Resolution" means a motion passed by the Corporation or the Board of Directors, by a simple majority vote of fifty percent (50%) plus one (1) of those voting, unless the Act or this By-Law otherwise requires;</p> <p>(u) "Synod" means the synod of the Denomination; and All other ecclesiastical terms or those having ecclesiastical connotation shall, where the context so permits, be interpreted and defined in accordance with the Church Order and practice of the Denomination.</p>
<p style="text-align: center;"><b>SECTION 2</b></p> <p style="text-align: center;"><b>FUNDAMENTAL TERMS AND INTERPRETATION</b></p> <p>2.1 Objects - This General Operating Bylaw and any other Bylaws of the Corporation shall be strictly interpreted at all times in accordance with and subject to the Church Order of the Christian Reformed Church and to the Objects contained in the Letters Patent of the corporation, which for purposes of this General Operating Bylaw are incorporated by reference and made a part hereof. If any of the provisions contained in this General Operating Bylaw are inconsistent with those contained in the Letters Patent or the Act, the provisions contained in the Letters Patent or the Act, as the case may be, shall prevail.</p> <p>2.2 Interpretation - In this General Operating Bylaw and all other Bylaws and Resolutions of the Corporation, unless the context otherwise requires, the following interpretations shall apply:</p> <p>(a) words importing the singular number include the plural and vice versa;</p> <p>(b) words importing or referring to Person or Persons shall include individual persons only and shall specifically exclude corporations, partnerships, trusts and unincorporated organizations.</p> <p>2.3 Conflict – Wherever a conflict exists between the provisions of this General Operating Bylaw and the Church Order, the provisions in the Church Order shall take precedence and apply.</p> <p>2.4 Headings - Headings used in this General Operating Bylaw are for convenience of reference only and shall not affect the construction or interpretation thereof.</p>	<p style="text-align: center;"><b>SECTION 2</b></p> <p style="text-align: center;"><b>FUNDAMENTAL TERMS AND INTERPRETATION</b></p> <p>2.1 Objects - The General Operating Bylaw and any other Bylaws of the Corporation shall be strictly interpreted at all times in accordance with and subject to the Church Order of the Christian Reformed Church and to the Objects contained in the Letters Patent of the Corporation, which for purposes of this General Operating Bylaw are incorporated by reference and made a part hereof. If any of the provisions contained in this General Operating Bylaw are inconsistent with those contained in the Letters Patent or the Act, the provisions contained in the Letters Patent or the Act, as the case may be, shall prevail.</p> <p>2.2 Interpretation - In this General Operating Bylaw and all other Bylaws and Resolutions of the Corporation, unless the context otherwise requires, the following interpretations shall apply:</p> <p>(a) words importing the singular number include the plural and vice versa; and</p> <p>(b) words importing or referring to "Person" or "Persons" shall include individual persons only and shall specifically exclude corporations, partnerships, trusts and unincorporated organizations.</p> <p>2.3 Conflict – Wherever a conflict exists between the provisions of this General Operating Bylaw and the Church Order, the provisions in the Church Order shall take precedence and apply.</p> <p>2.4 Headings - Headings used in this General Operating Bylaw are for convenience of reference only and shall not affect the construction or interpretation thereof.</p>
<p style="text-align: center;"><b>SECTION 3</b></p> <p style="text-align: center;"><b>PROPERTY AND DIVISION</b></p> <p>3.1 <del>REAL AND PERSONAL PROPERTY OF THE CORPORATION HELD IN TRUST</del></p> <p>3.1.1 Property Held in Trust - The Corporation shall hold all real and personal property exclusively upon the trusts described in the Objects as set out in the Letters Patent of this Corporation, and as interpreted by the Denomination of which this Corporation is a member,</p>	<p style="text-align: center;"><b>SECTION 3</b></p> <p style="text-align: center;"><b>PROPERTY AND DIVISION</b></p> <p>3.1 Property Held in Trust - The Corporation shall hold all real and personal property exclusively upon the trusts described in the Objects as set out in the Letters Patent of this Corporation, and as interpreted by the Denomination of which this Corporation is a member, subject to review on appeal by Synod.</p> <p>3.2 Disposition of Property on Disbanding - In the event</p>

<p>subject to review on appeal by Synod.</p> <p>3.1.2 Disposition of Property on Disbanding - In the event of the disbanding of this Corporation, with the approval of Synod, and dissolution of this Corporation, its remaining assets, if any, after the payment of its debts and expenses, shall be distributed to, and only to the Local Churches which together make up the Corporation provided they are registered charities with the Canada Revenue Agency for the purpose of the <i>Income Tax Act</i> of Canada and have Objects similar to this Corporation, in the manner proposed by the Corporation, upon the advice of Synod and approved by the affirmative vote of a majority of the Corporation.</p>	<p>of the disbanding of this Corporation, with the approval of Synod, and dissolution of this Corporation, its remaining assets, if any, after the payment of its debts and expenses, shall be distributed to, and only to the Local Churches which together make up the Corporation provided they are registered charities with the Canada Revenue Agency for the purpose of the <i>Income Tax Act</i>, <u>R.S.C. 1985, c. 1 (5<sup>th</sup> Supp), as amended from time to time</u>, and have Objects similar to this Corporation, in the manner proposed by the Corporation, upon the advice of Synod and approved by the affirmative vote of a majority of the Corporation.</p>
<p style="text-align: center;"><b>SECTION 4 MEMBERSHIP</b></p> <p>4.1 The first Directors of the Corporation shall be the initial members of the Corporation. Thereafter, Membership shall be limited to <del>the Local Churches</del> <del>4.2.1. the member churches who will be represented by two voting Delegates at each annual or special meeting of the Corporation</del> <del>4.2.2. the Classical Interim Committee (at least 9 members) elected by the Delegates.</del> <del>Enacted February 19, 2013</del></p> <p>4.3 <del>Any member may withdraw from the Corporation. Resignation shall be in writing to the secretary of the Corporation. It is further enacted by the Delegates of Local Churches of the Corporation that the class of Membership established in accordance with subsection 4.2.2. shall cease to exist immediately prior to the Not-for-Profit Corporations Act, 2010 coming into force, provided however that the Classical Interim Committee shall continue to exist in accordance with the provisions of the Church Order and provided further that a Board of Directors shall continue to be members of the Classical Interim Committee.</del> <del>Second sentence enacted February 19, 2013</del></p>	<p style="text-align: center;"><b>SECTION 4 MEMBERSHIP</b></p> <p>4.1 The first directors of the Corporation shall be the initial members of the Corporation. Thereafter, membership shall be limited to: <u>the Board of Directors; and</u> <u>the Local Churches; the Local Churches being represented by three (3) voting Representatives at the Corporation Meetings.</u></p>
<p style="text-align: center;"><b>SECTION 5 CORPORATION MEETINGS</b></p> <p>5.1 Corporation Meetings - There shall be Meetings of the <del>Delegates of the Corporation</del> at such time and place in the Province of Ontario as determined by the <del>Classical Interim Committee</del>. The Corporation shall generally meet twice each year at such time and place as was determined by the previous <del>Classical Interim Committee</del>. Among other things, the purpose of the Corporation meeting will be to do the following at least annually:</p> <p>(a) review the financial statements for the immediately preceding year, and approving the Auditor's report therein;</p> <p>(b) electing the members of the <del>Classical Interim</del></p>	<p style="text-align: center;"><b>SECTION 5 CORPORATION MEETINGS</b></p> <p>5.1 Corporation Meetings - There shall be <u>Corporation</u> Meetings at such time and place in the Province of Ontario as determined by the <u>Board of Directors</u>. The Corporation shall generally meet twice each year at such time and place as was determined by the previous <u>Board of Directors</u>. Among other things, the purpose of the Corporation Meetings will be to do the following at least annually:</p> <p>(a) review the financial statements for the immediately preceding year, and approving the auditor's report therein;</p> <p>(b) electing the members of the <u>Board of Directors</u>;</p> <p>(c) approve the budget for the upcoming year;</p>

<p><del>Committee;</del>  (c) approve the budget for the upcoming year;  (d) appoint the auditors for the upcoming year; and  (e) transact any other necessary business including as may be properly presented by the <del>Classical Interim Committee</del> to the meeting.</p>	<p>(d) appoint the auditors for the upcoming year; and  (e) transact any other necessary business including as may be properly presented by the <u>Board of Directors</u> to the <u>Corporation</u> Meeting.</p>
<p>5.2 Quorum – A quorum for the meeting of the Corporation, the <del>Classical Interim Committee or the Board of Directors</del> shall be a majority of the number of the voting <del>members of each body</del>.  5.3 Other Special Meetings - At the request of the Classical Interim Committee, other special Meetings of the Corporation shall be called and convened within thirty (30) days of the request.  5.4 Notice of Classis Meetings - Notice of all Corporation Meetings shall be given to the Local Churches to appoint <del>Delegates</del> at least one month prior to the date of the Corporation Meeting. The notice for all Corporation Meetings shall include the date, time, place and purpose of the meeting and shall contain sufficient information to permit the <del>Delegates</del> to the Corporation Meeting to form a reasoned judgement on the decision to be taken.  5.5. Majority Vote - At all regular and special <del>Meetings of the</del> Corporation, every question shall be determined by Resolution, <del>being a simple majority vote of fifty percent (50%) plus one (1) of those Delegates voting who are present</del>.  5.6. Voting Procedure - Every question submitted to any <del>Meeting of</del> Corporation shall be decided by voice vote or a show of hands, except where a secret ballot is provided for or requested. At any Meeting, unless a secret ballot is provided, a declaration by the President that a motion has been carried or carried unanimously or by a particular majority won or lost, or not carried by a particular majority shall be conclusive evidence of the fact. A secret ballot may be held either upon the decision of the President or upon request of any <del>Delegate</del> and shall be taken in such a manner as the President directs. The result of a secret ballot shall be the decision of the <del>meeting</del> at which the secret ballot was held. A request for secret ballot may be withdrawn.  5.7 Voting Rights - Voting at Corporation meetings is by the <del>Delegates</del> present.</p>	<p>5.2 Quorum – A quorum for the Corporation <u>Meetings</u> shall be a majority of the number of the voting <u>Representatives</u>.  5.3 Other Special Meetings - At the request of the <u>Board of Directors</u>, other special Corporation Meetings shall be called and convened within thirty (30) days of the request.  5.4 Notice of <u>Corporation</u> Meetings - Notice of all Corporation Meetings shall be given to the Local Churches to appoint <u>Representatives</u> at least one <u>(1)</u> month prior to the date of the Corporation Meeting. The notice for all Corporation Meetings shall include the date, time, place and purpose of the Corporation Meeting and shall contain sufficient information to permit the <u>Representatives</u> to the Corporation Meeting to form a reasoned judgement on the decision to be taken.  5.5 Majority Vote - At all regular and special Corporation <u>Meetings</u>, every question shall be determined by Resolution. <u>Notwithstanding the foregoing, the Director chairing the Corporation Meeting shall have the deciding and/or casting vote in the event of a tie</u>.  5.6 Voting Procedure - Every question submitted to any Corporation <u>Meeting</u> shall be decided by voice vote or a show of hands, except where a secret ballot is provided for or requested. At any Corporation Meeting, unless a secret ballot is provided, a declaration by the President that a motion has been carried or carried unanimously or by a particular majority won or lost, or not carried by a particular majority, shall be conclusive evidence of the fact. A secret ballot may be held either upon the decision of the President or upon request of any <u>Representative</u> and shall be taken in such a manner as the President directs. The result of a secret ballot shall be the decision of the <u>Corporation Meeting</u> at which the secret ballot was held. A request for a secret ballot may be withdrawn.  5.7 Voting Rights - Voting at Corporation Meetings is by the <u>Representatives</u> present, <u>each Representative being entitled to one (1) vote</u>.</p>
<p style="text-align: center;"><b>SECTION 6 OFFICERS</b></p> <p>6.1 The Officers of the <del>Classis</del> shall be:  (a) President;  (b) Vice-President;</p>	<p style="text-align: center;"><b>SECTION 6 OFFICERS</b></p> <p>6.1 <u>As indicated</u>, the Officers of the <u>Corporation</u> shall be:  (a) President;</p>

<p>(c) Secretary, and (d) Treasurer.</p>	<p>(b) Vice-President; (c) Secretary; and (d) Treasurer. <u>The offices of Secretary and Treasurer may be combined by Resolution at a meeting of the Board of Directors.</u></p>
<p style="text-align: center;"><b>SECTION 7 DEFINITION OF OFFICERS</b></p> <p>7.1 The President - The duties of the President shall <del>be as follows:</del></p> <p>(a) <del>Shall open the meeting with devotions at the appointed time and shall</del> receive the List of voting <del>Delegates</del> present at the <del>meeting</del> and declare a quorum or lack thereof;</p> <p>(b) <del>Shall</del> ensure that business is conducted expeditiously and in the proper order and that <del>Delegates</del> observe the rules of order and decorum;</p> <p>(d) <del>Shall</del> place before the Corporation every motion that is made and seconded. The President shall clearly state every question before a vote is taken;</p> <p>(e) <del>Shall</del> remain impartial on every matter under discussion. When the President wishes to participate in the discussion he shall relinquish the chair to the Vice-President. The President shall not resume the chair until the pending matter has been concluded. <del>He</del> may speak while holding the chair, to state fact or to inform the <del>Delegates</del> regarding points of order;</p> <p>(f) <del>Shall</del> duly exercise his prerogative of declaring a motion or a person out of order. If the ruling is disputed, the <del>Delegates</del> shall sustain or reject the ruling by majority vote;</p> <p>(g) <del>Shall</del> not preside over matters that directly concern the President or the church he serves; <del>and Shall conclude the Corporation meeting with appropriate remarks and with prayer.</del></p> <p>7.2 The Vice-President - The duties of the Vice-President of the Corporation shall <del>be as follows:</del></p> <p><del>(a) Shall</del> assume all responsibilities and duties of the President when the latter is not able to preside;</p> <p><del>(b) Shall</del> render all possible assistance to the President;</p> <p>(c) In his absence, the duties of the Vice-President shall be performed by such other Director <del>of Classis</del> who is assigned the duties of the Vice-President by Resolution of the Board of Directors.</p> <p>7.3 The Duties of the Secretary shall <del>be as follows:</del></p> <p>(a) to assist in the preparation of agendas for Corporation Meetings and to schedule the business of Corporation Meetings;</p> <p>(b) to faithfully note and record all of the business of Corporation Meetings and present the minutes of previous meetings when called upon to do so; to publish or cause to be published the time and place</p>	<p style="text-align: center;"><b>SECTION 7 DEFINITION OF OFFICERS</b></p> <p>7.1 The President - The duties of the President shall <u>include the following:</u></p> <p>(a) <u>To chair the Corporate Meetings and the meetings of the Board of Directors;</u></p> <p>(b) <u>To</u> receive the list of voting <u>Representatives</u> present at the <u>Corporation Meeting</u> and declare a quorum or lack thereof;</p> <p>(c) <u>To</u> ensure that business is conducted expeditiously and in the proper order and that <u>Representatives</u> observe the rules of order and decorum;</p> <p>(d) <u>To</u> place before the Corporation every motion that is made and seconded. The President shall clearly state every question before a vote is taken;</p> <p>(e) <u>To</u> remain impartial on every matter under discussion. When the President wishes to participate in the discussion, he shall relinquish the chair to the Vice-President. The President shall not resume the chair until the pending matter has been concluded. <u>The President</u> may speak while holding the chair, to state fact or to inform the <u>Representatives</u> regarding points of order;</p> <p>(f) <u>To</u> duly exercise his prerogative of declaring a motion or a person out of order. If the ruling is disputed, the <u>Representatives</u> shall sustain or reject the ruling by majority vote; and</p> <p>(g) <u>To</u> not preside over matters that directly concern the President or the Local Church he serves.</p> <p>7.2 The Vice-President - The duties of the Vice-President of the Corporation shall <u>include the following:</u></p> <p><u>(a) To</u> assume all responsibilities and duties of the President when the latter is not able to preside;</p> <p><u>(b) To</u> render all possible assistance to the President; and</p> <p>(c) In his absence, the duties of the Vice-President shall be performed by such other Director who is assigned the duties of the Vice-President by Resolution of the Board of Directors.</p> <p>7.3 <u>The Secretary</u> - The duties of the Secretary shall <u>include the following:</u></p> <p>(a) To assist in the preparation of agendas for Corporation Meetings and to schedule the business of Corporation Meetings;</p> <p>(b) To faithfully note and record all of the business of Corporation Meetings and present the minutes of previous Corporation Meetings when called upon to do</p>

<p>of all Corporation Meetings with due notice; and  <del>(c) to be the custodian of the seal of the Corporation which he shall deliver only when authorized by Resolution of the Corporation to do so and to such person or persons as may be named in the said Resolution.</del></p> <p>(d) In his absence, the duties of the Secretary shall be performed by such other <del>Director</del> who is temporarily acceptable to the Corporation upon a Resolution of the Board of Directors.</p> <p>7.4 The Duties of the Treasurer shall <del>be as follows:</del></p> <p>(a) to ensure that all receipts, disbursements and records be made;</p> <p>(b) to ensure that financial records are maintained in accordance with law and generally accepting accounting standards;</p> <p>(c) to ensure that all statutory filings are made on a timely basis in accordance with law;</p> <p>(d) to ensure that the annual audit is carried out in accordance <del>with Section 23 of the</del> Bylaw; and</p> <p>(e) in his absence, the duties of the Treasurer shall be performed by such other <del>Director</del> who is temporarily acceptable to the Corporation upon a Resolution of the Board of Directors.</p>	<p>so;</p> <p>(c) To publish or cause to be published the time and place of all Corporation Meetings with due notice; and In his absence, the duties of the Secretary shall be performed by such other <u>person</u> who is temporarily acceptable to the Corporation upon a Resolution of the Board of Directors.</p> <p>7.4 <u>The Treasurer</u> – The duties of the Treasurer shall <u>include the following:</u></p> <p>(a) To ensure that all receipts, disbursements and records be made;</p> <p>(b) To ensure that financial records are maintained in accordance with law and generally accepting accounting standards;</p> <p>(c) To ensure that all statutory filings are made on a timely basis in accordance with law;</p> <p>(d) To ensure that the annual audit is carried out in accordance with the Bylaws; and</p> <p>(e) In his absence, the duties of the Treasurer shall be performed by such other <u>person</u> who is temporarily acceptable to the Corporation upon a Resolution of the Board of Directors.</p>
<p style="text-align: center;"><b>SECTION 8</b>  <b>APPOINTMENT AND ELECTION OF OFFICERS</b></p> <p><del>8.1 The Members of the Board of Directors shall be appointed by the Classical Interim Committee of Corporation from among its membership for a one year term.</del></p> <p>8.2 The President, Vice-President <del>and Treasurer</del> of the Corporation shall be elected by the Board of Directors for a one year term.</p> <p>8.3 The Secretary shall be appointed by the Board of Directors <del>from nominees presented by the Local Churches</del> for a one year renewable term, but need not be a Director.</p> <p>8.4 The Officers who are Directors shall serve voluntary and without remuneration, except that reasonable expenses in the performance of their duties may be reimbursed.</p>	<p style="text-align: center;"><b>SECTION 8</b>  <b>APPOINTMENT AND ELECTION OF OFFICERS</b></p> <p>8.1 The President and Vice-President of the Corporation shall be elected by the Board of Directors for a one <u>(1)</u> year term. The President and Vice-President shall be Directors of the Corporation.</p> <p>8.2 The Secretary <u>and Treasurer</u> shall be appointed by the Board of Directors for a one (1) year renewable term, but need not be Directors of the Corporation.</p> <p>8.3 The Officers, who are <u>members of the Board of</u> Directors, shall serve voluntary and without remuneration, with the exception that reasonable expenses in the performance of their duties may be reimbursed.</p>
<p style="text-align: center;"><b>SECTION 9</b>  <b>TERM OF OFFICERS</b></p> <p>9.1 Except for the Secretary, all Officers shall serve a one (1) year term of office renewable for a maximum of six terms.</p> <p>9.2 The Secretary may be re-appointed to any number of terms during the period he is a member of a Local Church of the Corporation.</p>	<p style="text-align: center;"><b>SECTION 9</b>  <b>TERM OF OFFICERS</b></p> <p>9.1 Except for the Secretary <u>and the Treasurer</u>, all Officers shall serve a one (1) year term of office renewable for a maximum of six <u>(6) consecutive</u> terms.</p> <p>9.2 The Secretary <u>and Treasurer</u> may be re-appointed to any number of terms during the period they are a member of a Local Church of the Corporation.</p>
<p style="text-align: center;"><b>SECTION 10</b>  <b>RESIGNATION OF OFFICERS</b></p> <p>10.1 If for any reason any Officer chooses to resign his</p>	<p style="text-align: center;"><b>SECTION 10</b>  <b>RESIGNATION OF OFFICERS</b></p> <p>10.1 If for any reason any Officer chooses to resign his</p>



<p>position, a letter of resignation together with an explanation shall be directed to the Corporation at least thirty (30) days prior to the effective date of such resignation and the Board of Directors shall have the power to accept such resignation on behalf of the Corporation.</p>	<p>position, a letter of resignation, together with an explanation, shall be directed to the Corporation at least thirty (30) days prior to the effective date of such resignation, and the Board of Directors shall have the power to accept such resignation on behalf of the Corporation.</p>
<p style="text-align: center;"><b>SECTION 11 VACANCY</b></p> <p>11.1 The position of an Officer shall be automatically vacated if any of the following situations occur:  (a) such Officer resigns the office by delivery of a written resignation to the Corporation,  (b) the Officer ceases to be a member of his Local Church within the Corporation;  (c) such Officer is found to be mentally incompetent or of unsound mind;  (d) such Officer becomes bankrupt;  (e) such Officer dies; or  (f) such Officer is removed from office by a two-thirds (2/3) majority vote of the Board of Directors, or in accordance with the Church Order.</p> <p>11.2 If any vacancies should occur for any reason as set out in the above, the Board of Directors by Resolution may fill the vacancy during the remaining term of appointment.</p>	<p style="text-align: center;"><b>SECTION 11 VACANCY</b></p> <p>11.1 The position of an Officer shall be automatically vacated if any of the following situations occur:  (a) such Officer resigns the office by delivery of a written resignation to the Corporation,  (b) the Officer ceases to be a member of his Local Church within the Corporation;  (c) such Officer is found to be mentally incompetent or of unsound mind;  (d) such Officer becomes bankrupt;  (e) such Officer dies; or  (f) such Officer is removed from office by a two-thirds (2/3) majority vote of the Board of Directors or in accordance with the Church Order.</p> <p>11.2 If any vacancies should occur for any reason as set out in the above, the Board of Directors by Resolution may fill the vacancy during the remaining term of appointment.</p>
<p style="text-align: center;"><b>SECTION 12 PROTECTION AND INDEMNITY TO DIRECTORS AND OFFICERS</b></p> <p>12.1 Protection of Directors, Officers and Others - Except as otherwise provided in the Act, no Director of the Corporation shall be liable for the acts, receipts, neglects or defaults of any other Director, Officer or employee or for any loss, damage or expense happening to the Corporation through insufficiency or deficiency of any title to any property acquired by the Corporation or for or on behalf of the Corporation or for the insufficiency or deficiency of any security in or upon which any of the monies of or belonging to the Corporation shall be placed out or invested or for any loss or damage arising from the bankruptcy, insolvency or tortious act of any person including any person with whom or which any moneys, securities or effects shall be lodged or deposited or for any loss, conversion, misapplication or misappropriation of or any damage resulting from any dealings with any monies, securities or other assets belonging to the Corporation or for any other dealings with moneys, securities or other assets belonging to the Corporation or for any other loss, damage or misfortune whatever which may happen in the execution of the duties of the Director or Officer, respective office or trust or in relation thereto unless the same shall happen through such person's wilful</p>	<p style="text-align: center;"><b>SECTION 12 PROTECTION AND INDEMNITY TO DIRECTORS AND OFFICERS</b></p> <p>12.1 Protection of Directors, Officers and Others - Except as otherwise provided in the Act, no Director of the Corporation shall be liable for the acts, receipts, neglects or defaults of any other Director, Officer or employee or for any loss, damage or expense happening to the Corporation through insufficiency or deficiency of any title to any property acquired by the Corporation or for or on behalf of the Corporation or for the insufficiency or deficiency of any security in or upon which any of the monies of or belonging to the Corporation shall be placed out or invested or for any loss or damage arising from the bankruptcy, insolvency or tortious act of any person including any person with whom or which any moneys, securities or effects shall be lodged or deposited or for any loss, conversion, misapplication or misappropriation of or any damage resulting from any dealings with any monies, securities or other assets belonging to the Corporation or for any other dealings with moneys, securities or other assets belonging to the Corporation or for any other loss, damage or misfortune whatever which may happen in the execution of the duties of the Director or Officer, respective office or trust or in relation thereto unless the same shall happen through such person's willful</p>

neglect or default. The Directors, Officers or employees shall not be under any duty or responsibility in respect of any contract, act or transaction whether or not made, done or entered into in the name of or on behalf of the Corporation, except as shall have been submitted to and authorized or approved by Corporation.

12.2 Indemnity to Directors and Officers - Every Director, Officer or Person (with "Person" in [this section](#) to include corporations, partnerships, joint ventures, sole proprietorships, unincorporated associations and other forms of business organizations) who has undertaken or is about to undertake any liability on behalf of the Corporation, its heirs and assigns, will respectively be indemnified and saved harmless out of the funds of the Corporation from and against:

(a) all costs, charges and expenses which such Director, Officer or Person sustains or incurs in or about any action, suit or proceeding which is brought, commenced or prosecuted against him in respect of any act, deed, matter or thing whatsoever, made, done or permitted by him, in or about the execution of his office or in respect of any such liability, except such costs, charges or expenses as are occasioned by their own wilful neglect or default; and

(b) all other costs, charges and expenses which he sustains or incurs in or about or in relation to the affairs thereof, except such costs, charges or expenses as are occasioned by his own wilful neglect or default.

12.3 Indemnity to Others - The Corporation shall also indemnify any such Persons as described above in such other circumstances as the Act or law permits or requires. Nothing in this Bylaw shall limit the right of any Person entitled to indemnity to choose indemnity apart from the provision of this Bylaw to the extent permitted by the Act or law.

12.4 Insurance - The Corporation shall purchase and maintain appropriate liability insurance for the benefit of the Corporation and each individual acting or having previously acted in the capacity of Director or Officer, and such insurance shall include property insurance and director's and officers' insurance with coverage limits and with insurers deemed appropriate by the Board of Directors from time to time. No insurance shall be provided for any liability that relates to willful neglect in performing his or her duties.

12.5 The Board of Directors shall before giving approval to the indemnities in 12.2 and 12.3, and before purchasing insurance as set out in 12.4 consider the following:

(a) The degree of risk to which an indemnifiable or insured person is or may be exposed.

(b) Whether, in practice, the risk cannot be eliminated

neglect or default. The Directors, Officers or employees shall not be under any duty or responsibility in respect of any contract, act or transaction whether or not made, done or entered into in the name of or on behalf of the Corporation, except as shall have been submitted to and authorized or approved by Corporation.

12.2 Indemnity to Directors and Officers - Every Director, Officer or Person (with "Person" in [Section 12](#) to include corporations, partnerships, joint ventures, sole proprietorships, unincorporated associations and other forms of business organizations) who has undertaken or is about to undertake any liability on behalf of the Corporation, its heirs and assigns, will respectively be indemnified and saved harmless out of the funds of the Corporation from and against:

(a) all costs, charges and expenses which such Director, Officer or Person sustains or incurs in or about any action, suit or proceeding which is brought, commenced or prosecuted against him in respect of any act, deed, matter or thing whatsoever, made, done or permitted by him, in or about the execution of his office or in respect of any such liability, except such costs, charges or expenses as are occasioned by their own wilful neglect or default; and

(b) all other costs, charges and expenses which he sustains or incurs in or about or in relation to the affairs thereof, except such costs, charges or expenses as are occasioned by his own wilful neglect or default.

12.3 Indemnity to Others - The Corporation shall also indemnify any such Persons as described above in such other circumstances as the Act or law permits or requires. Nothing in this Bylaw shall limit the right of any Person entitled to indemnity to choose indemnity apart from the provision of this Bylaw to the extent permitted by the Act or law.

12.4 Insurance - The Corporation shall purchase and maintain appropriate liability insurance for the benefit of the Corporation and each individual acting or having previously acted in the capacity of Director or Officer, and such insurance shall include property insurance and director's and officers' insurance with coverage limits and with insurers deemed appropriate by the Board of Directors from time to time. No insurance shall be provided for any liability that relates to willful neglect in performing his or her duties.

12.5 The Board of Directors shall before giving approval to the indemnities in 12.2 and 12.3, and before purchasing insurance as set out in 12.4, consider the following:

(a) The degree of risk to which an indemnifiable or insured person is or may be exposed.

(b) Whether, in practice, the risk cannot be eliminated

<p>or significantly reduced by means other than the indemnity or insurance.</p> <p>(c) Whether the amount or cost of the insurance is reasonable in relation to the risk.</p> <p>(d) Whether the cost of the insurance is reasonable in relation to the revenue available to the Corporation.</p> <p>(e) Whether it advances the administration and management of the property to give the indemnity or purchase the insurance.</p> <p><del>Sections 12.4 and 12.5 were ratified May 21, 2013</del></p>	<p>or significantly reduced by means other than the indemnity or insurance.</p> <p>(c) Whether the amount or cost of the insurance is reasonable in relation to the risk.</p> <p>(d) Whether the cost of the insurance is reasonable in relation to the revenue available to the Corporation.</p> <p>(e) Whether it advances the administration and management of the property to give the indemnity or purchase the insurance.</p>
<p style="text-align: center;"><b>SECTION 13</b> <b>BOARD OF DIRECTOR</b></p> <p>13.1 Board of Directors - The <del>property and business of the corporation</del> shall be managed by the Board of Directors, comprised of <del>six (6)</del> Directors.</p> <p>13.2 Directors must be individuals, professing members in good standing of a Local Church, 18 years of age, <del>with power under law to contract.</del></p> <p>13.3 <del>Directors shall be members of the Classical Interim Committee and be elected for a term of one (1) year by the Delegates at the annual Corporation Meeting.</del></p> <p>13.4 Regular Meetings of the Board of Directors - Subject to this Bylaw and Resolution of the Corporation, the Board of Directors may meet for the transaction of business, adjourn and otherwise regulate its meetings as it sees fit. Meetings shall take place at such time and place as the Officers may determine in accordance with a schedule of meetings determined by the Corporation at its first meeting following the election of the Board of Directors. Each member of the Board of Directors shall receive proper notice of meetings.</p> <p>13.5 Quorum - A quorum for the meeting of the Board of Directors shall be a majority of <del>its members then in office.</del></p> <p>13.6 <del>The President of the Board of Directors shall be elected by and from among the members of the Classical Interim Committee.</del></p> <p>13.7 Voting Rights - all members of the Board of Directors shall have one vote.</p> <p>13.8 A member of the Board of Directors may be removed by <del>the majority vote of the Delegates to the Corporation upon recommendation of the Classical Interim Committee.</del></p> <p>13.9 <del>Board of Director Members</del> shall receive no remuneration for serving as such but are entitled to the reimbursement of reasonable expenses incurred in the exercise of their duty.</p>	<p style="text-align: center;"><b>SECTION 13</b> <b>BOARD OF DIRECTOR</b></p> <p>13.1 Board of Directors - The <u>Corporation</u> shall be managed by the Board of Directors, comprised of <u>five (5)</u> Directors.</p> <p>13.2 Directors must be individuals, professing members in good standing of a Local Church, eighteen (18) or more years of age, <u>a Canadian citizen or permanent resident of Canada and not a bankrupt.</u></p> <p>13.3 <u>The Board of Directors shall be elected by the Representatives at an annual Corporation Meeting. The members of the Board of Directors shall each serve a one (1) year term of office, for a maximum of six (6) consecutive terms.</u></p> <p>13.4 Regular Meetings of the Board of Directors - Subject to this Bylaw and Resolution of the Corporation, the Board of Directors may meet for the transaction of business, adjourn and otherwise regulate its meetings as it sees fit. Meetings shall take place at such time and place as the Officers may determine in accordance with a schedule of meetings determined by the Corporation at its first meeting following the election of the Board of Directors. Each member of the Board of Directors shall receive proper notice of meetings.</p> <p>13.5 Quorum - A quorum for the meeting of the Board of Directors shall be a majority of <u>the Board of Directors.</u></p> <p>13.6 <u>Majority Vote - At all meetings of the Board of Directors, every question shall be determined by Resolution. Notwithstanding the foregoing, the Director chairing the meeting shall have the deciding and/or casting vote in the event of a tie.</u></p> <p>13.7 Voting Rights - All members of the Board of Directors shall have one (1) vote, <u>save and except such Director chairing the meeting.</u></p> <p>13.8 A member of the Board of Directors may be removed by <u>Resolution of the Representatives of the members of the Corporation.</u></p> <p>13.9 <u>The Board of Directors</u> shall receive no remuneration for serving as such but are entitled to the reimbursement of reasonable expenses incurred in the exercise of their duty.</p>

<p style="text-align: center;"><b>SECTION 14 STANDING COMMITTEES</b></p> <p>14.1 The Board of Directors by Resolution may establish such Standing Committees as it determines necessary from time to time.</p> <p>14.2 The number of members for each Standing Committee and the mandate of such Standing Committee shall be determined by the Board of Directors from time to time.</p> <p>14.3 Members on each Standing Committee shall serve without remuneration, provided that committee members may be paid reasonable expenses incurred in the performance of their duties.</p>	<p style="text-align: center;"><b>SECTION 14 STANDING COMMITTEES</b></p> <p>14.1 The Board of Directors, by Resolution, may establish such standing Committees as it determines necessary from time to time.</p> <p>14.2 The number of members for each standing Committee and the mandate of such standing Committee shall be determined by the Board of Directors from time to time.</p> <p>14.3 Members on each standing Committee shall serve without remuneration, provided that Committee Members may be paid reasonable expenses incurred in the performance of their duties.</p>
<p style="text-align: center;"><b>SECTION 15 ELECTION AND TERM OF OFFICE ON STANDING COMMITTEES</b></p> <p>15.1 The Board of Directors may appoint members to the Standing Committees in such number and for such terms as the Board of Directors, by Resolution, may determine.</p>	<p style="text-align: center;"><b>SECTION 15 ELECTION AND TERM OF OFFICE ON STANDING COMMITTEES</b></p> <p>15.1 The Board of Directors may appoint members to the standing Committees in such number and for such terms as the Board of Directors, by Resolution, may determine.</p>
<p style="text-align: center;"><b>SECTION 16 CHAIRPERSON OF STANDING COMMITTEE</b></p> <p>16.1 The Chairperson of each standing Committee shall be appointed from amongst the membership of a particular Standing Committee either by the Board of Directors or by the membership at the first meeting of the Standing Committee during each year. The Chairperson must be a member from a Local Church of the Corporation.</p>	<p style="text-align: center;"><b>SECTION 16 CHAIRPERSON OF STANDING COMMITTEE</b></p> <p>16.1 The chairperson of each standing Committee shall be appointed from amongst the membership of a particular standing Committee either by the Board of Directors or by the membership at the first meeting of the standing Committee during each year. The chairperson must be a member of a Local Church of the Corporation.</p>
<p style="text-align: center;"><b>SECTION 17 SPECIFIC DUTIES OF STANDING COMMITTEES</b></p> <p>17.1 The specific duties of each Standing Committee shall be:</p> <p>(a) fulfill the mandate as approved by the Board of Directors;</p> <p>(b) keep minutes of each meeting and make copies of all minutes available to the Board of Directors;</p> <p>(c) prepare regular reports for the Board of Directors; and</p> <p>(d) prepare an annual budget for presentation to the <del>Finance</del>-Committee of the Board of Directors;</p>	<p style="text-align: center;"><b>SECTION 17 SPECIFIC DUTIES OF STANDING COMMITTEES</b></p> <p>17.1 The specific duties of each standing Committee shall be:</p> <p>(a) fulfill the mandate as approved by the Board of Directors;</p> <p>(b) keep minutes of each meeting and make copies of all minutes available to the Board of Directors;</p> <p>(c) prepare regular reports for the Board of Directors; and</p> <p>(d) prepare an annual budget for presentation to the <del>audit review</del> Committee of the Board of Directors.</p>
<p style="text-align: center;"><b>SECTION 18 PROCEDURES FOR MEETINGS OF STANDING COMMITTEES</b></p> <p>18.1 Standing Committees shall meet at such times as determined by the Chairperson of the Committee.</p> <p>18.2 The procedures to be adopted during the meetings of each Standing Committee shall be the same as those set out herein for the Board of Directors with modifications as necessary.</p> <p>18.3 A quorum for the meetings of a Standing Committee shall be the majority of the members of the</p>	<p style="text-align: center;"><b>SECTION 18 PROCEDURES FOR MEETINGS OF STANDING COMMITTEES</b></p> <p>18.1 Standing Committees shall meet at such times as determined by the chairperson of the Committee.</p> <p>18.2 The procedures to be adopted during the meetings of each standing Committee shall be the same as those set out herein for the Board of Directors, with modifications as necessary.</p> <p>18.3 A quorum for the meetings of a standing Committee shall be the majority of the members of the</p>

<p>Committee. 18.4 All members of a Standing Committee shall have one vote.</p>	<p>Committee. 18.4 All members of a standing Committee shall have one <u>(1)</u> vote.</p>
<p style="text-align: center;"><b>SECTION 19 REMOVAL OF MEMBERS FROM STANDING COMMITTEES</b></p> <p>19.1 The Board of Directors may remove any member from any Standing Committee for any reason upon a majority vote of the Board of Directors and may fill such vacancy by appointment.</p>	<p style="text-align: center;"><b>SECTION 19 REMOVAL OF MEMBERS FROM STANDING COMMITTEES</b></p> <p>19.1 The Board of Directors may remove any member from any standing Committee, for any reason, upon Resolution of the Board of Directors and may fill such vacancy by appointment.</p>
<p style="text-align: center;"><b>SECTION 20 RULES AND REGULATIONS</b></p> <p>20.1 The Board of Directors may adopt by Resolution such rules, regulations or guidelines not inconsistent with the Church Order, this general operating Bylaw or the Act relating to the management and operation of the Corporation as the <u>Delegates</u> of the Local Churches at <del>a meeting of the Corporation</del> considers expedient.</p>	<p style="text-align: center;"><b>SECTION 20 RULES AND REGULATIONS</b></p> <p>20.1 The Board of Directors may adopt, by Resolution, such rules, regulations or guidelines not inconsistent with the Church Order, this general operating Bylaw or the Act relating to the management and operation of the Corporation as the <u>Representatives</u> of the Local Churches at a <u>Corporation Meeting</u> considers expedient.</p>
<p style="text-align: center;"><b>SECTION 21 FINANCIAL MATTERS AND AUDITORS</b></p> <p>21.1 Fiscal Year End - The fiscal year end of the Corporation shall be the 31<sup>st</sup> day of December each year.</p>	<p style="text-align: center;"><b>SECTION 21 FINANCIAL MATTERS AND AUDITORS</b></p> <p>21.1 Fiscal Year End - The fiscal year end of the Corporation shall be the 31<sup>st</sup> day of December each year.</p>
<p style="text-align: center;"><b>SECTION 22 FINANCIAL STATEMENTS AND ANNUAL BUDGET</b></p> <p>22.1 The Board of Directors is responsible for the annual preparation of the following: (a) financial statements for the preceding year prepared in accordance with the financial reporting standards of the Canadian Institute of Chartered Accountants for Charitable and Non-Profit Organizations as may be in place from time to time, audited in accordance with the requirements of the Act; and (b) an annual budget for the upcoming year prepared in consultation with the Chairperson of each Standing and Special Committee of the Corporation, and to include the budget and expenditures of at least the previous year.</p> <p>22.2 The financial statements and the annual budget shall be forwarded to the Board of Directors for approval at least eight weeks prior to the Corporation Meeting <del>of Delegates</del> where they are to be presented and shall thereafter be made available to the <u>Delegates</u> for review at least two weeks (including one Sunday) prior to the Corporation Meeting <del>of Delegates</del>.</p> <p>22.3 The financial statements and the annual budget shall be presented at the appropriate Corporation Meeting <del>of Delegates</del> for approval by the <u>Delegates</u> by Resolution.</p>	<p style="text-align: center;"><b>SECTION 22 FINANCIAL STATEMENTS AND ANNUAL BUDGET</b></p> <p>22.1 The Board of Directors is responsible for the annual preparation of the following: (a) financial statements for the preceding year prepared in accordance with the financial reporting standards of the Canadian Institute of Chartered Accountants for Charitable and Non-Profit Organizations, as may be in place from time to time, audited in accordance with the requirements of the Act; and (b) an annual budget for the upcoming year prepared in consultation with the chairperson of each standing and special Committee of the Corporation, and to include the budget and expenditures of at least the previous year.</p> <p>22.2 The financial statements and the annual budget shall be forwarded to the Board of Directors for approval at least eight (8) weeks prior to the Corporation Meeting where they are to be presented and shall thereafter be made available to the <u>Representatives</u> for review at least two <u>(2)</u> weeks (including one <u>(1)</u> Sunday) prior to the Corporation Meeting.</p> <p>22.3 The financial statements and the annual budget shall be presented at the appropriate Corporation Meeting for approval by the <u>Representatives</u> by Resolution.</p>

<p style="text-align: center;"><b>SECTION 23 AUDITOR</b></p> <p>23.1 The Corporation shall at its annual Meeting <del>of Delegates</del> appoint an Auditor in accordance with the Act, to express an opinion on the financial statements and report that opinion to the Corporation's <del>annual Meeting of Delegates</del>.</p>	<p style="text-align: center;"><b>SECTION 23 AUDITOR</b></p> <p>23.1 The Corporation shall at its annual <u>Corporation</u> Meeting appoint an auditor in accordance with the Act, to express an opinion on the financial statements and <u>to</u> report that opinion to the Corporation <u>Meeting where it is to be reported</u>.</p>
<p style="text-align: center;"><b>SECTION 24 GENERAL PROVISIONS</b></p> <p><del>24.1 Corporate Seal – The seal, an impression thereof is stamped in the margin hereof or as changed by Resolution of the Board of Directors from time to time, shall be the seal of the Corporation.</del></p> <p>24.2 Execution of Documents - Contracts, documents or any instruments in writing requiring the signature of the Corporation shall be signed by any two Officers, and all contracts, documents and instruments in writing so signed shall be binding upon Corporation without further authorization or formality. The Corporation shall have the power from time to time by Resolution to appoint any two of its members, Officers or Other Person's on behalf of the Corporation to specifically sign contracts, documents, and instruments in writing. The Corporation may give its power of attorney to any registered dealer in securities for the purposes of the transferring of and dealing with any stocks, bonds, and other securities of the Corporation. <del>The seal of Corporation when required may be affixed to contracts, documents, and instruments in writing as aforesaid by any Director, Officers or Other Persons appointed.</del></p> <p>24.3 Head Office - The Head Office of the Corporation shall be in the City of Hamilton in the Province of Ontario.</p> <p>24.4 Books and Records – The Corporation shall see that all necessary books and records of the Corporation required by the Bylaws of the Corporation or by any applicable statute or law are regularly and properly kept.</p>	<p style="text-align: center;"><b>SECTION 24 GENERAL PROVISIONS</b></p> <p>24.1 Execution of Documents - Contracts, documents or any instruments in writing requiring the signature of the Corporation shall be signed by any two <u>(2)</u> Officers, and all contracts, documents and instruments in writing so signed shall be binding upon Corporation without further authorization or formality. The Corporation shall have the power, from time to time by Resolution, to appoint any two <u>(2)</u> of its members, Officers or other Persons on behalf of the Corporation to specifically sign contracts, documents and instruments in writing. The Corporation may give its power of attorney to any registered dealer in securities for the purposes of the transferring of and dealing with any stocks, bonds and other securities of the Corporation.</p> <p>24.2 Head Office - The Head Office of the Corporation shall be in the City of Hamilton in the Province of Ontario.</p> <p>24.3 Books and Records – The Corporation shall see that all necessary books and records of the Corporation required by the Bylaws of the Corporation or by any applicable statute or law are regularly and properly kept.</p>
<p style="text-align: center;"><b>SECTION 25 AMENDMENTS</b></p> <p>25.1 Amendments to By-law - The Bylaws of the Corporation not embodied in the Letters Patent may be replaced or amended by Bylaw and enacted by a majority vote of the Board of Directors voting at a meeting duly called for that purpose of considering the said Bylaw, subject only to the ratification of the Corporation's Meeting <del>of Delegates</del> first held after the Resolution has been passed by the Board of Directors, provided that notice of such Meeting <del>of Delegates</del> to confirm the Bylaw shall be given to the <del>Delegates of Classis</del> at least three (3) weeks prior to the scheduled meeting date by mail or as otherwise determined by</p>	<p style="text-align: center;"><b>SECTION 25 AMENDMENTS</b></p> <p>25.1 Amendments to By-law - The Bylaws of the Corporation not embodied in the Letters Patent may be replaced or amended by Bylaw and enacted by a majority vote of the Board of Directors voting at a meeting duly called for that purpose of considering the said Bylaw, subject only to the ratification of the Corporation Meeting <u>Representatives</u> first held after the Resolution has been passed by the Board of Directors, provided that notice of such <u>Corporation</u> Meeting to confirm the Bylaw shall be given to the <u>Representatives</u> at least three (3) weeks prior to the scheduled meeting date by mail or as otherwise</p>

<p>the Corporation provided further that the notice shall state the proposed amendment and the purpose thereof. The ratification of any Bylaw replacements or amendment shall pass by simple majority vote of the <u>Delegates</u> casting a ballot at <del>the Meeting-of-Delegates.</del></p>	<p>determined by the Corporation, provided further that the notice shall state the proposed amendment and the purpose thereof. The ratification of any Bylaw replacements or amendment shall pass by simple majority vote of the <u>Representatives</u> casting a ballot at <u>a Corporation</u> Meeting.</p>
<p>IN WITNESS WHEREOF, we the provisional Officers of the <u>Classis</u> have hereunto set our hands this        day of  . . .</p>	<p>IN WITNESS WHEREOF, we the provisional Officers of the <u>Corporation</u> have hereunto set our hands this  day of . . .</p>

APPENDIX #11 – 2018 CLASSICAL BUDGET

**CLASSIS HAMILTON 2018 Budget**

	2018 Budget	2017 Budget	Jul-17 Actual	2016 Budget	2016 Actual
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**Classis Expense Fund**

**Receipts:**

Bank Interest	1,500.00	1,500.00	719.02	1,500.00	1,419.22
Classis Ministry Shares	<b>30,750.00</b>	39,596.00	15,005.47	33,615.00	33,627.19
	32,250.00	41,096.00	15,724.49	35,115.00	35,046.41

**Disbursements:**

Delegates and Meals	2,500.00	2,500.00	1,157.14	2,500.00	1,661.97
Office Expense	2,500.00	2,000.00	1,520.13	2,000.00	1,714.83
Conferences	700.00	700.00	55.00	700.00	303.97
Mileage	2,500.00	2,500.00	1,110.64	3,250.00	2,790.70
Honoraria-Stated Clerk	7,000.00	5,304.00	1,838.72	5,200.00	5,200.00
Honoraria-Bookkeeper	6,000.00	5,202.00	1,803.36	5,100.00	5,100.00
CPP & EI Expense	250.00	1,500.00	82.68	2,000.00	1,405.61
Mission Director	-	12,240.00	6,121.44	24,000.00	18,430.67
Pastor's Retreat	1,000.00	1,000.00	-	1,000.00	1,000.00
Safe Church Team (formerly CART)	500.00	500.00	-	500.00	153.70
Prayer Co-ordinator	500.00	500.00	-	-	-
Professional Fees (Accounting)	4,800.00	4,800.00	4,677.30	4,500.00	4,973.36
Professional Fees (Legal)	1,000.00	200.00	779.55	200.00	-
Youth Ministry Champion Team	350.00	-	-	-	-
New Pastors to Canada	500.00	-	-	-	-
Technology	400.00	400.00	-	400.00	259.85
Insurance	1,750.00	1,750.00	1,663.20	1,500.00	1,645.00
	32,250.00	41,096.00	20,809.16	52,850.00	44,639.66

<b>Surplus/(Shortage)</b>	-	-	(5,084.67)	(17,735.00)	(9,593.25)
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**McMaster Campus Ministry**

**Receipts:**

Classis Ministry Shares	<b>110,066.00</b>	110,085.00	44,673.22	108,650.00	108,628.85
CR Home Mission Grant	8,000.00	8,000.00	6,000.00	8,000.00	8,000.00
Emerging Leadership Grant	2,000.00	2,000.00	-	2,000.00	-
Other Grants	1,000.00	1,000.00	-	1,000.00	-
Conference Fees	6,500.00	2,500.00	868.00	3,500.00	6,057.97
Donations	4,000.00	4,000.00	1,085.45	4,000.00	1,967.25
	131,566.00	127,585.00	52,626.67	127,150.00	124,654.07

**Disbursements:**

Salary/Housing	89,216.00	87,210.00	72,088.50	85,500.00	111,396.00
Transportation	4,500.00	4,500.00	2,804.58	4,500.00	4,290.09
Books	300.00	300.00	8.25	300.00	243.03
CPP and EI	4,300.00	4,100.00	5,211.37	4,000.00	5,669.66
Honararium/Internship	100.00	100.00	-	100.00	-
Pension Fund	6,500.00	6,325.00	3,162.50	6,200.00	6,200.00
Life and Medical	2,500.00	2,500.00	1,291.08	2,500.00	2,213.28
Office Supplies	350.00	250.00	-	250.00	295.92
Shared Cost -Office	250.00	250.00	250.00	250.00	250.00
Lecturers, Conf, Retreats	6,500.00	5,000.00	1,061.75	3,500.00	6,315.39
Assist to Chaplain	5,500.00	5,500.00	2,750.02	5,500.00	5,500.08
Advertising	400.00	400.00	128.00	400.00	216.94
Meals & Hospitality	4,500.00	4,500.00	1,736.55	4,500.00	3,913.86
Technology	450.00	450.00	-	450.00	286.86
Emerging Leader Program	2,000.00	2,000.00	-	2,000.00	-
Abraham Kuyper Series	4,000.00	4,000.00	-	7,000.00	-
Extra Length Grant	200.00	200.00	-	200.00	-
	131,566.00	127,585.00	90,492.60	127,150.00	146,791.11

<b>Surplus/(Shortage)</b>	-	-	(37,865.93)	-	(22,137.04)
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2018 Budget	2017 Budget	Jul-17 Actual	2016 Budget	2016 Actual
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### Classical Candidacy Committee

**Receipts:**

Classis Hamilton ***	60,000.00	60,000.00	24,347.25	60,000.00	60,349.59
Interest on Candidacy Loans					3,191.40

**Disbursements:**

Bank Fees			59.98		108.01
Candidate Benefits					4,394.49
Loans Forgiven					2,551.07
Loan Advances	60,000.00	60,000.00	10,146.87	60,000.00	
<b>Surplus/(Shortage)</b>	-	-	14,140.40	-	56,487.42

### Home Missions Committee

**Receipts:**

Classis Hamilton	22,500.00	6,000.00	3,500.00	5,331.00	5,331.00
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**Disbursements:**

Church Plant	20,000.00				
Missional Grants	2,000.00		500.00		
Miscellaneous	500.00	6,000.00	3,000.00	5,331.00	3,000.00
<b>Surplus/(Shortage)</b>	-	-	-	-	2,331.00

### Shalom Manor Chaplaincy

**Receipts:**

Classis Hamilton	34,384.00	42,980.00	17,449.60	40,381.00	40,399.22
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**Disbursements:**

Shalom Manor	34,384.00				
Classis Niagara		42,980.00	21,490.00	40,381.00	40,381.00
<b>Surplus/(Shortage)</b>	-	-	(4,040.40)	-	18.22

### Youth Ministry

**Receipts:**

Youth Ministry Committee	5,000.00	3,400.00	1,379.54	800.00	958.37
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**Disbursements:**

Youth Ministry Expenses	2,000.00	1,400.00	866.72	800.00	1,199.50
Fall Retreat	3,000.00	2,000.00			
<b>Surplus/(Shortage)</b>	-	-	512.82	-	241.13

## 2018 Denominational and Classis Ministry Shares

	<u>2018</u>	<u>2017</u>
<i><u>To be sent to Burlington:</u></i>		
Back to God	44.41	44.41
Calvin College	4.40	5.40
Redeemer University College *	67.05	63.05
Calvin Theological Seminary	36.27	36.27
Faith Formation & Church Support Ministries	78.95	78.95
Synodical Administrative Services	35.68	35.68
Resonate Global Mission	108.52	108.52
Special Assistance Fund	3.73	3.73
<b>Total Denom. Ministry Shares</b>	<b><u>379.01</u></b>	<b><u>376.01</u></b>

### Classical Ministry Shares:

	<u>2018</u>	<u>2018 Budget</u>	<u>2017</u>
<i><u>To be sent to Classical Treasurer:</u></i>			
Classis Expense Fund	8.47	30,750.00	10.95
McMaster Campus Ministry	30.33	110,066.00	30.44
Classical Candidacy Committee	16.53	60,000.00	16.59
Home Missions Committee	6.20	22,500.00	1.66
Shalom Manor Chaplaincy	9.47	34,384.00	11.89
Youth Ministry	1.38	5,000.00	0.94
<b>Total Classical Ministry Shares</b>	<b><u>72.39</u></b>	<b><u>262,700.00</u></b>	<b><u>72.47</u></b>

\* This amount is to be sent by the local churches directly to Redeemer University College.

APPENDIX #12 – CRC AND RELATED AGENCY REPORTS:

APPENDIX #12.1 - WORLD RENEW



**Fall 2016 Report to Classis Hamilton**  
*Submitted by Peter Bulhuis, Associate Director of Church Relations*

One of the most overwhelming global stories emerging over the last while, is the story of the number and the plight of refugees around the world. Here are six things you should know about the global refugee crisis, and how World Renew is responding:

- A staggering **65.3 million people** have been forced to flee their homes. This is the highest number since the end of World War 2, and has increased threefold since 2000.
- This includes over **21 million refugees (people who are forced to flee to another country)**, more than 50% of whom are under the age of 18
- Developing countries are hosting **88% of all refugees**
- World Renew has built latrines for over **40,000 South Sudanese refugees in Northern Uganda**, ensuring that families are safe from cholera, typhoid, hepatitis and other waterborne illnesses.
- World Renew has provided assistance to nearly **140,000 Syrians** forcibly displaced by the conflict since 2012
- World Renew's Refugee Resettlement Program has helped **410 refugees find a safe new home in Canada** since the beginning of 2016.

Thanks be to God for inspiring His people to donate funds to World Renew to assist those victims of conflict and natural disasters.

**We also want to thank this Classis for the loving donations of a total of \$357,043.00 from July 1, 2016 to the end of June, 2017, for the work of World Renew**

A. General Updates

Synod 2017 urged *"CRC members, congregations, and agencies to remember and renew [the] passion to serve God by serving the poor and oppressed in ministries of relief, development, proclamation, and advocacy for justice."* Synod also encouraged increased support for World Renew's annual World Hunger Sunday. Read the story [here](#).

One other Synod item of note is that World Renew was one of the agencies that recommended against adding Operation Christmas Child to the list of agencies accredited in the CRCNA.

Many churches and individuals have taken part in the shoebox program because they believe it is a genuinely compassionate demonstration of Christ's love. The denomination, along with World Renew, believes that there are more effective ways to reach children in need; that through dialogue, partnership and local empowerment, long-term transformation is both possible and sustainable. Read the story [here](#).

B. Upcoming Offering Dates

Here are World Renew's upcoming offering dates for the rest of 2017, as approved by Synod.

- **Oct. 9, Thanksgiving:** Your church can partner in World Renew's work around the globe, through holding an offering on Thanksgiving. We are thankful for the gifts, and the ability to share.

- **Nov. 5:** World Hunger Sunday: Changing the Story: Breaking Barriers. There are too many stories of hopelessness, and pain in this world; too many barriers. World Renew, with your help, can pull down barriers to bring the hope that Christ gives.
- **Dec. 25:** World Renew offering: In Zambia, in Nepal, in Guatemala, in Mali: God uses World Renew to....well....renew. Thank you for your church's support. Church resources to assist in the offering are available on the website [here](#).

#### C. Community Development: Stories of Transformation

There are many, many stories of change and hope that YOU have empowered, through your prayerful support. Here is one, written by your staff person in Tanzania, Paul Kaufman: Two years ago, the northwest region of Geita had an unusually short rainy season. The harvests were small and even nonexistent — except in the village of Igate, where one farmer agreed to use his land as a *conservation agriculture* demo plot. In years past, his plot of land usually produced between 2-7 bags of maize, depending on rain and insect infestation. When we visited his plot just after harvest this year, we were amazed to hear that he had harvested 18 bags of maize! The lablab and mucuna bean crops were even growing over the maize crop for a second harvest. What happened? The *conservation agriculture* techniques employed were: spacing, basin instead of full tillage, manuring, and intercropping...all taught by the World Renew staff in Geita. These techniques allowed this farmer to dramatically increase his harvest and to inspire his neighbours, who are implementing what they are learning from him. Here is change and hope. Thank you. Read more [here](#).

#### D. Disaster Response



**Internationally**, World Renew has been very actively shining the light of grace, and strengthening communities. One (of many) example is in Nigeria. Since 2002, Boko Haram has tormented, tortured, killed, destroyed, abducted, displaced, and traumatized people across Nigeria. Knowing that God is with His people in spite of the manifestation of evil around the world is a comforting truth and powerful source of healing. This knowledge also inspires hope that God will wipe away every tear from every faithful eye and that sorrow and mourning will one day cease.

#### **Madam Annatu Daget in front of her new home**

Between December 2016 and April 2017, World Renew International Disaster Response (IDR) helped reconstruct 182 homes in Plateau State. Violent attacks by Boko Haram had left families without homes for months and even years. The grateful recipients call the high quality roofing materials given to them “manna from heaven,” because they do not know nor have seen those funding this very kind gesture.

Annatu Daget’s household was attacked in May of 2015. After two years of displacement, she and her five children have a new shelter and express gratitude to God and World Renew for the opportunity. All the beneficiaries are hopeful and determined to make the most of what God has done to move them forward in life; they feel a boost in self-esteem and a resolve to forgive offenders.

World Renew IDR has also supported peace-building workshops in two villages where there has been much loss of life and property. Resolved to serve as peace agents, 339 women and 164 men attended the workshops aimed at

promoting peaceful co-existence, embracing diversity, discouraging revenge, and encouraging tolerance. Learn more [here](#).

**Domestically**, the Ft. McMurray fire of May, 2016, was a catastrophic disaster that impacted the community, and in fact, the whole country. All the residents were evacuated from the city, and World Renew's Disaster Response Services (DRS) immediately began monitoring and making connections. Through the remainder of the year, World Renew met evacuees, and spear-headed the establishment of a local recovery group made up of leaders of various disaster response organizations, to ensure collaboration of all the recovery efforts. In November, DRS volunteers conducted unmet needs assessments, and from January through May, DRS staff and regional managers worked out details of home reconstruction, in coordination with various partners in Ft. McMurray. From June through August, DRS volunteers plan to complete the requested home reconstruction, and from September on, DRS will continue to seek ways to serve Ft. McMurray fire survivors. We thank the Canadian CRCs for having donated \$443,267.00 (May, 2016 – Jan., 2017) for World Renew's work in Ft. McMurray.

E. Refugee Settlement Activities, January 1/17 to end of June/17:

**Applications submitted:**

- CRC churches total – 12 churches submitted 16 applications representing 48 refugees
- Non-CRC – 14 applications representing 32 refugees
- Total – 30 applications representing 80 refugees

Countries of Origin (# of refugees):

Eritrea - 20  
Iraq - 8  
Ethiopia - 9  
Syria - 27  
Rwanda - 6  
Democratic Republic of the Congo - 7  
Pakistan - 3

**Newcomer Arrival Statistics:**

- CRC churches total – 14 churches have welcomed 63 newcomers
- Non-CRC – 48 newcomers welcomed
- Total – 111 newcomers welcomed

Countries of Origin (# of newcomers)

Eritrea – 39  
Ethiopia – 5  
Iraq – 20  
Myanmar – 11  
Somalia – 10  
Sudan – 1  
Syria – 25  
Uganda - 1

**And in fact, the churches of this Classis have submitted one application, representing one refugee, from Jan. 1/17 – end of June/17**

F. Sea to Sea

At the time of this writing **SEA TO SEA, Cycling to End Poverty** had just begun. Spanning more than two months, and more than 6,700 km, a total



of 135 riders are riding across parts or all of the E-W breadth of Canada. These are people who have caught the vision of being story-changers. (When Classis meets, there will be an update on the ride. We certainly are praying for safety and a great sense of accomplishment for all of them and the volunteers who make up the grand entourage.)

G. What else can the people and the churches of Classis Hamilton do?

There are so many ways in which World Renew can support you and your church, and you and your church can support the kingdom work of World Renew:

- Learn about the **Global Engagement Opportunities** program and see how your church can become involved at [www.worldrenew.net/geo](http://www.worldrenew.net/geo).
- Find out if you, or someone in your church can be an **International Relief Manager (IRM)** for World Renew. Learn more at [www.worldrenew.net/irm](http://www.worldrenew.net/irm)
- World Renew offers a workshop called "**When Helping Harms**" that provides a fresh perspective of what poverty actually is as well as tools to respond to poverty in ways that are less harmful. Contact us for more information.

Contact Peter Bulthuis ([pbulthuis@worldrenew.net](mailto:pbulthuis@worldrenew.net); 800-730-3490, ext. 4237), or Maria Oliveira ([moliveira@worldrenew.net](mailto:moliveira@worldrenew.net), ext. 4319) for more ideas on how we can help you achieve your ministry objectives. To learn more about World Renew's ministry and/or to sign up for our regular newsletter, please visit [www.worldrenew.net](http://www.worldrenew.net).

Blessings,



Peter Bulthuis, Church Relations

APPENDIX #12.2 - REDEEMER UNIVERSITY COLLEGE

**Report to Classis Hamilton of the Christian Reformed Church: Fall 2017**

At this summer's Convocation ceremony, we sent the Class of 2017 – 169 graduates – off to further studies, to careers and to new communities. This fall, we have the joy of welcoming our newest students: the Class of 2021. Over the course of their degrees, these students will seek to serve God in the classroom, on the field or court, in their dorms and through experiential learning. We are honoured to have each one of these students on our campus and to count each one of these graduates among our alumni.

Redeemer is founded on the belief that Christ came to redeem the world and has promised to restore every square inch. And so, we educate university students to think critically from a Kingdom perspective and to follow Christ's calling in ways that transform culture and communities.

Rooted in that overarching mission, we are continuing to renew the academic program, raise the university's profile and secure a stable financial foundation for the future through Redeemer's 2020 Strategic Plan.

This past April, we launched *Re*, a \$20 million campaign that will fund Redeemer's 2020 Strategic Plan. As of the time of writing, we have \$16.4 million: 82% of our goal! Together, the priorities of the 2020 Strategic Plan, funded by the *Re* Campaign, strengthen the impact of Redeemer's mission, ensuring that it is revitalized for today's world.

Redeemer celebrated the launch of the Centre for Experiential Learning and Careers (CELC) this past March. The Centre builds on the foundation of Redeemer's new Core curriculum to combine the best of interdisciplinary Christian education with experiential learning. The launch does not signal the start of experiential learning at Redeemer — we have had internships and practicums in up to a dozen different departments for more than 30 years — but it does mark Redeemer's firm commitment to triple the number of programs with co-op opportunities, developing experiential learning opportunities in every program.

We are actively promoting and recruiting for Redeemer's new Intercultural and Urban Ministry program, which will launch in the fall of 2018. The revamped Ministry program combines foundational theology and practical ministry tools to prepare students for leadership and service in the ministry settings of today and the changing contexts of tomorrow.

As seen in the brief updates above, the Redeemer 2020 Strategic Plan initiatives continue to gain momentum. The Board and its appointed President Search Committee also continue to make progress and have shaped and shared an opportunity profile and promotional video for Redeemer's next president. We ask that you and your members share the profile to eligible candidates in your networks. Materials are available at: [redeemer.ca/president-search](http://redeemer.ca/president-search). Throughout this process, we also welcome your prayers for the work of the search committee and for the Holy Spirit to lead the right candidates to consider this position.

Redeemer is truly grateful for the support of the Christian Reformed Church and in particular that of the churches in Classis Hamilton. As a publicly-chartered but privately-funded Christian university, Redeemer relies heavily on supporters, like the members of your churches, who share a vision for Christian university education rooted in the Reformed tradition. Please visit [redeemer.ca/annual-report](http://redeemer.ca/annual-report) for an interactive look at the impact your support has made in the last year.

Thank you for your ongoing commitment to Christian higher education at Redeemer. May God bless your work on behalf of His Church.

Fred Verwoerd  
Interim President





Dear partners in Diaconal Ministries Canada,

August 2017

This has been another exciting and very full year for Diaconal Ministries Canada (DMC). Through various channels we have managed to contact over 90% of the Christian Reformed Churches in Canada. More than 400 deacons were equipped through coaching conversations with our staff and approximately 460 deacons participated in local Days of Encouragement, Diaconal Gatherings, Benevolence Workshops and/or “Helping Without Hurting” Workshops. Added to this, 23 churches engaged with our Diaconal Ministry Developers (DMDs) and Regional Ministry Developers (RMDs) about conducting Community Opportunity Scans and 10 churches are active Operation Manna Partners.

And our National Board has been busy as well. This year we engaged in an all-encompassing planning exercise and are very close to rolling out a new strategic plan.

Friends, these serve as a few examples of the many things that Diaconal Ministries Canada engages in on your behalf and so we are writing you today to say thanks. Thank you for partnering with us in fulfilling the vision which God has given us to inspire, equip and encourage Deacons (both ordained and non-ordained), churches and their partners across Canada as **together** we join in God’s transforming work. Thank you for your time, your prayers, and your financial support. We could not do this without you.

We’re also writing to let you know that we are here to help. For more information on exactly what that could look like for your church, please call us at the Burlington office (1-800-730-3490 ext. 4304), check out our website at [www.diaconalministries.com](http://www.diaconalministries.com), or contact one of the board members listed below.

**DMC’s Executive for 2016-17:**

Chair – Melissa Van Dyk (Vancouver, BC)

Vice-Chair – Peter Kralt (Beamsville, ON)

Secretary – John Knibbe (Calgary, AB)

Treasurer – Scott Plante (Hamilton, ON)

Member at Large - Erica Snippe-Juurakko (Thunder Bay, ON)

National Director – ron vanden brink (Burlington, ON)

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Thanks!

Ron Vanden Brink

National Director

Diaconal Ministries Canada