

CANADIAN PRESBYTERY

Associate Reformed Presbyterian Churches in Canada,

Stated Spring Meeting Minutes

April 4 - 6, 2018
Trinity ARP Church
Chatham, ON



Mr. John Moerman
Moderator

Mr. Bill McKay
Stated Clerk

OFFICERS OF THE CANADIAN PRESBYTERY

MODERATOR

(1 yr. term expires June 30, 2018)

Mr. John Moerman
Trinity ARP Church
Chatham, ON

VICE MODERATOR

(1 yr. term expires June 30, 2018)

Rev. Steve Richardson
Faith ARP Mission
Tillsonburg, ON

STATED CLERK

(3 yr. term expires June 30, 2019)

Mr. Bill McKay
Grace Presbyterian Church
Woodstock, ON

READING CLERK

(3 yr. term expires June 30, 2019)

Rev. Brian Murray
Grace Presbyterian Church
Woodstock, ON

TREASURER

(3 yr. term expires June 30, 2019)

Mr. Gary Armstrong
Grace Presbyterian Church
Woodstock, ON

CHURCHES OF THE CANADIAN PRESBYTERY

MARITIMES REGION

Covenant Reformed Presbyterian Church
Covenanters ARP Church
Grace Fellowship Church, ARPC
Mt. Zion ARP Church
Trinity Presbyterian Mission

ONTARIO REGION

Grace Presbyterian Church
Riverside ARP Church
Trinity ARP Church
Faith ARP Mission
Hope ARP Mission

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**MINUTES OF THE CANADIAN PRESBYTERY,
ASSOCIATE REFORMED PRESBYTERIAN CHURCHES IN CANADA,
2018 STATED SPRING MEETING – April 4-6, 2018
Trinity ARP Church, Chatham, Ontario**

Wednesday – April 4, 2018

The 2018 Stated Spring Meeting of the Canadian Presbytery was held from April 4 - 6, 2018 and hosted by the Trinity ARP congregation of Chatham, Ontario. The meetings were held at the Living Hope Free Reformed Church in Chatham, ON. There was a time of Christian fellowship and refreshments prior to the beginning of the meeting. It is by God's grace and under His blessing that we gather as a court of His church. We give praise to God from whom all blessings flow.

Presbytery Convenes for 2018 Stated Spring Meeting

Mr. John Moerman, the Moderator of the Canadian Presbytery (2017/18), called the presbyters to order at 2:30 p.m. and convened the 2018 Stated Spring Meeting of the Canadian Presbytery. Mr. Moerman constituted the meeting of the Canadian Presbytery as a court of the church of Jesus Christ, with scripture (Psalm 122) and prayer.

Greetings from the Host Congregation

On behalf of the congregation of Trinity ARP Church, Rev. Henry Bartsch extended warm greetings and salutations to the presbyters and guests of the Canadian Presbytery.

Calling of the Roll

<u>CHURCH</u>	<u>MINISTER</u>	<u>RULING ELDER</u>
<u>Maritime Region</u>		
Grace Fellowship ARP	Rev. Rick Barnes	ABSENT
Covenant Reformed Presbyterian	Rev. John Shearouse	ABSENT
Covenanters ARP	VACANT	Albert Gerrits
Mt. Zion ARP	VACANT	Russell Lutes
Trinity Presbyterian Mission	Rev. Jonathan Cowan	Bill McKay
<u>Ontario Region</u>		
Riverside ARP	Rev. Jerry Hamstra	Greig Park
Grace Presbyterian	Rev. Jeff Kingswood (Senior) Rev. Brian Murray (Associate)	Robert Widdowson
Trinity ARP	Rev. Henry Bartsch	Henry Van Til
Faith ARP Mission	Rev. Steve Richardson	ABSENT
Hope ARP Mission	Rev. Kevin Carter	John Moerman
<u>Other Ministers of the Canadian Presbytery</u>	<u>Students Under Care/Licentiates</u>	<u>Officers of the Court</u>
Rev. Rudy de Vries	Tom Van Maanen	Gary Armstrong
	Robert Widdowson	
	David Chi	
	Randy Lieuwen	
	Martin Dendekker	
	Richard VanderVaart	

- Grace Fellowship ARP (Sydney Mines, NS), Covenant Reformed Presbyterian (Halifax, NS) and Faith ARP Mission were not represented with Ruling Elders at this meeting.
- Dr. Frank Kovacs and Dr. William VanDoodewaard were absent but sent their regrets for their absence.
- A quorum for this stated meeting was declared to be present with seventeen (17) presbyters in attendance.

Mission Congregations

- **Motion:** It is moved by Outreach Canada to allow Elders from the Mission congregations of the Canadian Presbytery to fully participate in this meeting. **M/S/C**

Introduction of Visitors

The following visitors were noted to be in attendance:

Tim Collins
Wil Mijnders
Jaclyn Armstrong
Ray Silver
Aaron Koning
Yasha Fard
Providence Fard
Isaac Richardson
Peter Lindsay
Bryant Flanagan

Report of the Moderator

1. Presentation and Approval of the Docket
 - **Motion:** To adopt the docket as presented. **M/S/C**
2. Appointment of the Moderator's Committees

Rev. Rudy de Vries and Peter Lindsay were appointed to serve on the Moderator's Committee for Excuses and Resolutions.

Report of the Stated Clerk

1. Approval of the Minutes
 - **Motion:** To approve the minutes from the January 27, 2018 Called Meeting of the presbytery as circulated. **M/S/C**

➤ **The presbytery recessed at 2:45 p.m. for the day for Standing Committee Meetings**

Thursday, April 5, 2018

WORSHIP

At 8:00 a.m., the Presbytery gathered in the sanctuary for worship. Rev. Henry Bartsch presided at this service. Mr. Martin Dendekker brought the Word of God to the presbytery as he preached from Matthew 11: 25-30.

Presbytery Re-Convenes

At 9:10 a.m., following the worship service, Mr. Moerman called the presbytery to order and re-

convened the 2018 Stated Spring Meeting of the Canadian Presbytery with scripture (Acts 1: 6-ff) and prayer.

Calling of the Roll

A quorum was declared to be present.

Introduction of Visitors

The following were introduced as new visitors to the proceedings:

Marty and Fern Dendekker

Jonathan Dendekker

Andrew Van Dixhoorn

Curt Van Dyken

John Rood

Michael Jaatinen

Rev. Wayne Frazier

Ken Pennings

Shakil Khondoker

Ken Drouillard

Art Westerveld

Rev. Harry Zekveld

Fraternal Delegates

Rev. Peter Vellenga (URCNA) was introduced as a fraternal delegate to this meeting of the Canadian Presbytery.

- **Motion:** To grant Privilege of the Floor to the recognized Fraternal Delegate and Rev. Wayne Frazier. **M/S/C**

Rev. Vellenga brought words of greeting from his classis of the URCNA.

ONA Presentation

Rev. Wayne Frazier made a brief presentation on behalf of ONA as a Church Vitality Coach. He spoke on church health and vitalization for churches in the denomination that are suffering from decline or other problems limiting growth.

Rev. Frazier offered prayer for the work and ministries of the Canadian churches.

COMMITTEE REPORTS

A. Minister and His Work Committee (Rev. John Shearouse)

1. Sermon Evaluation - Martin Dendekker

The presbytery discussed and offered helpful criticism and suggestions to Mr. Dendekker after preaching his "Senior Sermon" before the presbytery.

- **Motion:** That this sermon from Mr. Martin Dendekker be sustained as his "Senior Sermon" towards licensure. **M/S/C**

2. Licensure Examination

a) Michael Jaatinen

Mr. Jaatinen is applying to come into the Canadian Presbytery as a Transfer of License from the URCNA. The committee is recommending an education exception for Mr. Jaatinen as

he does not hold a baccalaureate degree but that he completed a program at Whitefield College of the Bible in preparation for his studies at Geneva Reformed Seminary. (This vote requires a 75% majority to pass)

- **Motion:** To waive the requirement for a Baccalaureate degree in view of the program that he completed at Whitefield College of the Bible in preparation for his studies at Geneva Reformed Seminary. **M/S/C**

Mr. Michael Jaatinen was examined on the floor of presbytery for licensure. He was examined in the areas of:

- English Bible: Rev. Rudy de Vries
 - **Motion:** To arrest this portion of the examination. **M/S/C**
- Church History: Rev. Henry Bartsch
 - **Motion:** To arrest this portion of the examination. **M/S/C**
- Theology: Rev. Kevin Carter
 - **Motion:** To arrest this portion of the examination. **M/S/C**
- Polity & Pastoral Care: Rev. Brian Murray
 - **Motion:** To arrest this portion of the examination. **M/S/C**
- **Motion:** To move into Executive Session. **M/S/C**
- **Motion:** To sustain this floor examination for licensure of Michael Jaatinen as a whole; and further, to receive his transfer of licensure from the URCNA. **M/S/C**

b) Martin Dendekker

Mr. Martin Dendekker was examined on the floor of presbytery for licensure. He was examined in the areas of:

- English Bible: Rev. Rick Barnes
 - **Motion:** To arrest this portion of the examination. **M/S/C**
- Theology: Rev. Jonathan Cowan
 - **Motion:** To arrest this portion of the examination. **M/S/C**
- Church History: Rev. Henry Bartsch
 - **Motion:** To arrest this portion of the examination. **M/S/C**
- Polity & Pastoral Care: Rev. Steve Richardson
 - **Motion:** To arrest this portion of the examination. **M/S/C**
- **Motion:** To move into Executive Session. **M/S/C**
- **Motion:** To sustain this floor examination for licensure of Martin Dendekker as a whole. **M/S/C**

c) Service of Licensure

Michael Anthony Jaatinen and Martin Timothy Dendekker were called forward and presented with their obligations for licensure in the prescribed formula of questions.

- **Motion:** That the trials of licensure for Mr. Michael Anthony Jaatinen and Mr. Martin Timothy Dendekker are now hereby sustained; and further, that they present themselves before the presbytery and answer the questions in the prescribed formula of questions for licensure. **M/S/C**

A Service of Licensure was conducted for Mr. Michael Jaatinen and Mr. Martin Dendekker. The Moderator, Mr. John Moerman, presented them with a Certificate of Licensure.

d) Pastoral Call

The Pastoral Call from Mt. Zion ARP Church to Mr. Michael Jaatinen was presented and reviewed.

- **Motion:** That the Canadian Presbytery confirms and approves the Pastoral Call from Mt. Zion ARP Church (Moncton, NB) to Mr. Jaatinen. **M/S/C**
- **Mr. Jaatinen agreed to the terms of the call.**
- **Motion:** That a commission of the presbytery is appointed to oversee the ordination and installation of Mr. Jaatinen as the pastor of Mt. Zion ARP church on Friday, July 6, 2018 subject to approval by the commission. **M/S/C**

The commission will consist of Rev. Rick Barnes, Rev. Kevin Carter, Peter Lindsay and Dave Alexander. Rev. Barnes will chair the commission.

- Peter Lindsay led the presbytery in a time of prayer for Michael and Mt. Zion ARP.
- Rev. Kevin Carter led the presbytery in a time of prayer for Martin.

3. Students Under Care and Licentiates

a. Students Under Care

i. Robert Widdowson

Robert's studies are continuing. He has completed two written exams, an exegesis paper and a manuscript. He is hoping to undergo his examinations for licensure in September.

ii. David Chi

David is finishing his 1st year of studies at GPTS and is doing very well.

iii. Randy Lieuwen

Randy is planning to complete his undergrad degree in December and begin his seminary studies in January 2019. He is also planning on getting married at the end of May 2018.

iv. Richard Vander Vaart

Richard is continuing his studies towards the goal of examination for licensure at the 2018 Stated fall meeting.

- **Motion:** To appoint Rev. Brian Murray as the new mentor for Richard Vander Vaart. **M/S/C**

v. Licentiate Tom Van Maanen

Mr. Van Maanen has been serving as Pulpit Supply at Covenanters ARP in Cambridge, NS since October 2017. He will be completing his service there May 31, 2018. He and Sandra are still preparing for possible missionary service in Malawi, Africa and are in

discussion with the Canadian Presbyterian Missions committee in preparation for this mission.

4. Tim Collins as a Student Under Care

The committee met with and introduced Mr. Tim Collins (Grace Presbyterian Church) to be brought under care of the presbytery as a student of theology. Mr. Collins presented his testimony of conversion and his sense of God's calling him into pastoral ministry.

- **Motion:** To receive Mr. Tim Collins as a Student of Theology Under Care of the Canadian Presbytery. **M/S/C**
- Rev. Shearouse asked Mr. Collins the questions for a student as prescribed in the Form of Government which he gave assent to. Rev. Shearouse offered prayer for Mr. Collins.
- **Motion:** To appoint Rev. Jerry Hamstra as a mentor for Tim Collins. **M/S/C**
- **Mr. Moerman presented Mr. Collins with a bible.**
- Rev. Kingswood offered prayer for Robert Widdowson and David Chi as students.
- Rev. Murray offered prayer for Randy Lieuwen, Richard VanderVaart and Tim Collins as students.

5. Gillespie Divinity School

Ten years ago, Grace Presbyterian Church established Gillespie Academy as a one-year preparatory school to offer courses that primarily teach a biblical world-view to college age students. Many years ago prior to this, Dr. Jack Whytock had worked with others to develop Haddington House as a theological seminary in Canada (3 of the current ministers of the Canadian Presbytery are graduates of Haddington House). Haddington House no longer functions in that role as a seminary.

Outside of Haddington House, most Canadian theological students would attend seminaries in the southern US at great cost. The session of Grace Presbyterian Church is proposing to begin a new Canadian seminary to be conducted out of the building that currently houses Grace Presbyterian Church and Gillespie Academy in Woodstock, ON. The first class will begin in the fall of 2018 for the purpose of providing reformed theological training for Canadian men entering the ministry. The school will possibly be working with other seminaries in providing class material and courses. Rev. Brian Murray will serve as the "dean" of the school and Mrs. Kristen Rood will serve as the administrative assistant.

- Rev. Jerry Hamstra offered prayer for the future work of Gillespie Divinity School.

6. Ministers Serving Out of Bounds & Ministers without Pastoral Charge

a. Dr. Frank Kovacs

Dr. Kovacs continues to have teaching opportunities at Tyndale Seminary and also at Knox College, Toronto.

b. Dr. William VanDoodewaard

Dr. VanDoodewaard and his family are continuing to worship at Harvest OPC in Grand Rapids. He is doing well in his teaching position as Professor of Church History at Puritan

Reformed Theological Seminary.

- Robert Widdowson offered prayer for Dr. VanDoodewaard and his family.
- John Rood offered prayer for Dr. Kovacs and his family.

7. Standing Committees (See Appendix 1)

The Standing Committees of presbytery for 2018/19 were presented.

- **Motion:** To approve the Standing Committee List for 2018/19 (effective July 1, 2018) as presented. **M/S/C**

8. Moderator 2018/19

The Nominations Committee nominates Rev. Jeff Kingswood to serve as Moderator of the Canadian Presbytery for 2018/19. His term of office will run from July 1, 2018 to June 30, 2019.

- **Motion:** To close the nominations for Moderator 2018/19. **M/S/C**
- **Motion:** That Rev. Kingswood is accepted by acclamation to the office of Moderator of the Canadian Presbytery for 2018/19. **M/S/C**

7. Vice-moderator 2018/19

Rev. Kingswood nominated Russell Lutes to serve as Vice-Moderator of the Canadian Presbytery for 2018/19. His term of office will run from July 1, 2018 to June 30, 2019.

- **Motion:** To confirm Russell Lutes as Vice-Moderator of the Canadian Presbytery for 2018/19. **M/S/C**
- Rev. John Shearouse offered prayer for these men for the offices of Moderator and Vice-moderator.

8. Review of Annual Statistical Forms

- The Annual Statistical Reports were reviewed and approved.

9. Dissolution of Pastoral Relationship

The committee has received a request from Rev. Rick Barnes to dissolve his pastoral relationship with Grace Fellowship ARP effective July 31, 2018 because of his impending retirement. He also desires to have his ministerial status changed to “honorably retired”.

- **Motion:** To dissolve the pastoral relationship between Rev. Richard K. Barnes and Grace Fellowship ARP (Sydney Mines, NS) effective July 31, 2018. **M/S/C**
- **Motion:** To grant a status change for Rev. Richard Barnes from active ministry to “honorably retired” effective July 31, 2018. **M/S/C**
- **Motion:** That the Presbytery expresses its gratitude to God and Rev. Barnes for 26 years of faithful service at Grace Fellowship and in the Canadian Presbytery. **M/S/C**
- Tom Van Maanen offered prayer for Rev. Barnes for his faithful years of service to the church.

B. **OUTREACH CANADA (Rev. Brian Murray)**

1. Canadian Presbytery Mission Congregations

a) Faith ARP Mission (See Appendix 2)

Rev. Stephen Richardson presented a brief update on what is happening at Faith ARP Mission in Tillsonburg, ON. It is encouraging to see the growth of the congregation. They have been in their new location in Tillsonburg proper for over a year now. Rev. Richardson

noted that 4 years ago, their regular Sunday attendance totaled 24 people and now that number has more than doubled.

- Martin Dendekker led the presbytery in prayer for Faith ARP.

b) Hope ARP Mission (Kingston, ON) (See Appendix 3)

Rev. Kevin Carter gave an update on the ongoing work of Hope ARP Mission in Kingston. They are very thankful for the financial and prayerful support they have received from the presbytery. It is very encouraging with the contacts they have made. They are seeing some growth in the numbers who have been attending recently. It is both humbling and amazing to see God's providence in His supply for their needs. Rev. Carter noted that Hope has now received its charitable status from the CRA. Rev. Carter also noted the stresses and struggles that have recently been in his life through his family struggles and with his wife's medical issues, but through all things he is seeing God's grace being poured out on the congregation as a whole. Rev. Carter shared that his wife was just beginning radiation treatment for her cancer.

- Michael Jaatinen and Bill McKay led the presbytery in prayer for Hope ARP Mission in Kingston and the Carter family.

2. Rev. Rudy de Vries

Rev. de Vries gave a verbal report on his ongoing work with Redemption Prison Ministry in the Canadian federal penitentiaries. He has seen great satisfaction and joy in his work as he is able to have visits in seven prisons as well as conducting some bible studies.

- Rev. Steve Richardson offered prayer for Rev. de Vries – his health, his family and his ministry.

- Order of the Day

At 4:55 p.m. Mr. Moerman acknowledged the Order of the Day was upon us and declared a recess until Friday morning.

- DINNER

At 5:00 p.m. the presbytery met for dinner.

- Service of Worship

The presbyters and friends of the Canadian Presbytery gathered together again at 7:30 p.m. (April 5, 2018) in the sanctuary of Chatham Free Reformed Church, for a communion/worship service. Rev. Kevin Carter presided over the service and Mr. Robert Widdowson presented God's Word from Luke 23: 26-43 to the congregation. A time of fellowship followed the worship service.

Friday, April 6, 2018

At 7:30 a.m., the Presbytery assembled for a time of prayer.

Presbytery Re-Convenes

At 8:30 a.m., Mr. Moerman called the presbytery to order and re-convened the 2018 Stated Spring Meeting of the Canadian Presbytery with the singing of Psalter #334 and prayer.

Calling of the Roll

A quorum was declared to be present.

Mr. Richard Vander Vaart requested permission to leave early.

Introduction of Visitors

The following new visitor was introduced:

Jennifer Hovestadt

A. Minister and His Work Committee (continued)

10. Sermon Evaluation

Robert Widdowson

The sermon of Robert Widdowson was reviewed at this time.

- **Motion:** To sustain this sermon as Robert Widdowson's "Senior Sermon". **M/S/C**

B. OUTREACH CANADA (Rev. Brian Murray)

1. Canadian Presbytery Mission Congregations

c) Trinity Presbyterian Mission (Woodstock, NB) (See Appendix 4)

The Provisional Session has been functioning with Kurt Kafferlin, Bill McKay and Rev. Brian Murray working with Rev. Jonathan Cowan as the moderator of the provisional session. There have been some trying times as they work to try to settle past issues involving church membership and church discipline. There have been great difficulties as they work through the process of unity through doctrine, commitment, finances, outreach and understanding Presbyterian church life and polity. There is ongoing conflict within the congregation as to the taking of the vows for membership and what that represents as well as issues over covenantal baptism of children.

As a mission of the presbytery, title of the church building and property has now officially been signed over to the presbytery.

- **Motion:** That a Moderator's Committee is formed of Rev. Rudy de Vries, Rev. Kevin Carter, Bryant Flanagan and Henry Hogeterp go to meet with the congregation of Trinity Presbyterian Mission (Woodstock, NB) to assess the congregation's commitment and viability to continue as a mission of the Canadian Presbytery; and further, to report back to the Presbytery no later than the 2018 Stated Fall Meeting (September, 2018). **M/S/C**
- A time of open prayer was offered for the congregation of Trinity Presbyterian Mission and the ministry of Rev. Cowan.

3. Canada for Christ - 2030

No new report at this time.

C. Canadian Presbyterian Missions Committee (Rev. Henry Bartsch)

1. Committee Formation Process to Date

The committee continues to work towards becoming fully operational in the near future. The committee has just received incorporation status from the Province of Ontario and will now move to officially open a bank account. The committee will also begin application for Charitable Status from the Government of Canada. Upon receiving Charitable Status, any missionary funds

that are currently being held by Grace Presbyterian Church will then be transferred over to the committee and the committee should be fully functional at that time.

2. Amendment to the Canadian Presbytery Manual of Procedure (See Appendix 5)

The committee is presenting a proposed amendment to the Manual of Procedure to allow for the creation of a new Standing Committee of the Canadian Presbytery. This revision was presented at the 2016 Stated Fall Meeting for 1st reading prior to implementation.

- **Motion:** To receive the proposed amendment as the 2nd reading of this amendment; and further, to revise the Manual of Procedure with this amendment. **M/S/C**

3. Policy Manual (See Appendix 6)

The committee has developed and distributed a proposed “Policy Manual and Missionary Handbook” to aid in the operation of the committee in dealing with missionaries and the development of candidates for missionary service. It is a detailed description of how the committee will operate as a standing committee of the presbytery outlining day-to-day as well as long-term aspects of the operation of a missions committee. It also states explicitly that the Canadian Presbytery is the ultimate and final arbiter of all decisions by the committee and that the committee operates exclusively under the control of the Canadian Presbytery.

- **Motion:** To approve the proposed “Policy Manual and Missionary Handbook” for immediate implementation for the use of the Canadian Presbyterian Missions committee. **M/S/C**

4. Missionary Application Process

The committee is working to develop a process for receiving missionary applications and how to process and assess these applications. The committee is investigating using some programs from World Witness to assist in this process.

5. Missions Updates

a. Pakistan (See Appendix 7)

Bill and Janet McKay are currently serving as Volunteers in Missions in Pakistan on behalf of the committee. They have been working with Christian Hospital Sahiwal (a mission work of World Witness) since 2014 and have travelled there two times per year since that time. The presbytery and some of the presbytery congregations provide financial support for their work. This spring they were unable to travel due to visa application issues the hospital director is undergoing. They are very hopeful to return there in the fall.

The following items are to be noted:

- The renovation of the Esther John Memorial Chapel is still underway.
- The hospital has recently been approved to begin classes for a BScN degree program so the whole class setup needs to be revised, as there are still 4 classes involved with the old RN certificate program.
- Some area pastors have inquired about using the Basic Catechism program that was originally developed for the nursing school students, the hospital staff and their families.

b. Malawi

The committee is still working on developing a definitive and workable plan for putting Tom and Sandra Van Maanen on the field in Malawi. Due to financial and logistical issues, the

committee feels that the best approach now is for Tom and Sandra to serve as “missionary volunteers” and travel when finances allow serving on the mission field for 5-6 months at a time. This will entail Tom finding employment of some sort while they are home.

The committee is exploring the possibility of working with the “Mission to the World” (MTW) missions committee of the PCA. MTW has a mission candidate by the name of Mr. Confex Makhalira who is a Malawi national. Mr. Makhalira is currently finishing his pastoral studies in the U.S.A. and is planning on returning to Malawi in 2019 to begin church planting with two other colleagues. The plan is to have Mr. Makhalira and his colleagues begin a study center for the purpose of training men for ministry and service as church elders. Mr. Van Maanen would then assist these men in this training.

In order to facilitate this proposal, the committee has developed a job description for this purpose and is recommending that Mr. Van Maanen move forward to see Tom ordained as an Evangelist. The committee is working with the Minister and His Work Committee to develop a Pastoral Call with the intention of presenting it to the presbytery for approval at the 2018 Fall Stated Meeting.

- **Motion:** That the Canadian Presbytery approve a proposed job description for the voluntary missionary to assist the New Life Presbyterian Church Ministries in Malawi. **M/S/D**
- **Motion:** To circulate the detailed committee document to the presbytery with more clarification regarding the situation in Malawi provided: and further to return for further discussion at the adjourned meeting at General Synod (Bonclarken, Flat Rock, NC) on June 5, 2018. **M/S/C**
- It was noted that the Presbytery received a thorough report from CPM, which reflected much hard and comprehensive work by the committee. Presbytery wishes to acknowledge, with thanksgiving, these hard labours for the sake of the gospel's spread to the nations where the Lord has graciously opened doors for us.
- Robert Widdowson offered prayer for Bill and Janet McKay and their work in Pakistan.
- Rev. Rudy DeVries offered prayer for Tom and Sandra Van Maanen and their work in Malawi.

D. Stewardship/Congregational Life (Rev. Rick Barnes)

1. Treasurer's Report (See Appendix 8 & 9)

The Treasurer's Report for 2017 (year end) and 2018 (year to date) was presented for information only.

2. Expense Receipts

In the past, there have been issues with communications and misunderstandings about what people are entitled to for reimbursements from the presbytery. In the future, anyone submitting receipts for reimbursement from the presbytery needs to submit their request to the Stewardship Chairman who will then notify the treasurer to issue the cheques if it complies with either the budget or the policy. If it is not in compliance, a decision will need to be made by the committee whether to grant the request or not.

3. Travel Reimbursement Policy

The current KM rate is \$.22/km and the student travel is \$400 (maximum). It needs to be understood that the current policy states that if financial assistance is required, the committee should be approached before the expense is incurred. The committee will work on revising rates in the future as well as the consideration of developing an expense form to be submitted for reimbursements.

4. Policy to Send Money Out of the Country

The treasurer will be working with the committee in order to develop better direction for the churches of the presbytery on the restrictions on the sending of receipted funds out of the country in order to remain compliant with Canadian tax laws.

5. Endowment Funds

In order to assist the churches in being able to use their financial resources more effectively, Gary Armstrong (Treasurer) is requesting permission to be able to travel to the local churches to present options (using Green Private Wealth) to assist with financial planning, designated giving, wills and bequeaths, legacy gifts and retirement planning.

- **Motion:** To give Gary Armstrong permission to visit Canadian churches to promote the use of better and more effective financial tools to use for investing money for kingdom work.

M/S/C

6. Congregational Life Report

a) Report on Vacant Churches

The committee heard reports from the vacant churches in the presbytery and how they are dealing with their pulpit supply and other issues. The current list of vacant churches includes Mt. Zion ARP (Moncton, NB) and Covenanters ARP (Cambridge, NS).

Mt. Zion has since extended a Pastoral Call to Michael Jaatinen, which has been accepted.

Covenanters ARP has been blessed with the Pulpit Supply from Tom Van Maanen and are moving forward in their search for a new pastor. They are doing well financially.

Rev. Steve Richardson offered prayer for Covenanters ARP and Mt. Zion ARP at this time.

b) Session Minutes

- **Motion:** To approve the reception of the session minutes from the Ontario Region churches as examined and approved by the committee. **M/S/C**

7. Annual Reports

The committee reviewed annual statistical reports to the presbytery and synod.

8. Women's Ministry (See Appendix 10)

- **Motion:** To grant Privilege of the Floor to Jennifer Hovestadt. **M/S/C**

Jennifer Hovestadt gave a brief report to the presbytery regarding the work of the Women's Ministry in the Canadian Presbytery. They are continuing with the "Adopt a Church Planter, Missionary, Student Under Care" Program for the churches of the presbytery to help encourage those ministries.

- Rev. Henry Bartsch offered prayer for Jennifer and the work of the women's ministry.

5. Grace Fellowship ARP

With the upcoming retirement of Rev. Rick Barnes, an Interim Moderator will need to be appointed by the presbytery to oversee the function of the session and congregation.

- **Motion:** To appoint Rev. Rudy de Vries as the Interim Moderator of Grace Fellowship ARP (Sydney Mines, NS) effective August 1, 2018. **M/S/C**

E. MODERATOR'S COMMITTEES

1. Formation of a Canadian Synod (Rev. Henry Bartsch)

No report at this time.

2. Excuses and Absences

Excuses for absence were received from Dr. Frank Kovacs and Dr. William VanDoodewaard. Richard Vander Vaart, Russell Lutes, Bryant Flanagan and Michael Jaatinen were all excused early.

3. Resolutions

The following motion from the Excuses and Resolutions Committee:

- **Motion:** *"Be it resolved that the congregation of Trinity ARP (Chatham, ON) be commended for their generous hospitality, capable hosting and warm fellowship during these 3 days of meetings. The Canadian Presbytery offers sincere thanks for their service and praise to the Lord for Trinity's faith and labour for God's Kingdom."*
M/S/C

UNFINISHED BUSINESS

There was no unfinished business to report.

NEW BUSINESS

There was no new business to report.

DATES & LOCATIONS OF FUTURE MEETINGS OF THE CANADIAN PRESBYTERY (D.V.)

- **Motion:** To extend the 2018 Stated Fall Meeting of presbytery by one day and to begin on September 26, 2018. **M/S/C**
- **September 26-28, 2018:** Covenant Reformed Presbyterian Church, Halifax, NS
- **April 4-5, 2019:** Faith ARP Mission, Tillsonburg, ON

ADJOURNMENT/ ANNOUNCEMENTS – CLOSING PRAYER AND BENEDICTION

Rev. Richardson prayed and presented the benediction.

- **Motion:** To adjourn the meeting. **M/S/C**

The court adjourned at 12:10 p.m. with the singing of Psalm 133.

These minutes are respectfully submitted and attested by:

John Moerman
Moderator

Bill McKay
Stated Clerk

APPENDIX 1 (April/18)

Presbytery Standing Committee Assignments 2018/19

Outreach Canada (Chair - Rev. Brian Murray)

2019

Rev. Brian Murray (zeeb77@gmail.com)
Jon Van Dyk - Riverside ARP (jon.vandyk@riversidepres.com)
Alex Beard – Faith ARP (ab.galatians2.21@gmail.com) (Sabbatical until 2020)
Lloyd Johnstone – Grace Fellowship ARP (lloydibm@hotmail.com)

2020

Dr. Bill VanDoodewaard (William.VanDoodewaard@puritanseminary.org)
Ken Turner – Grace Presbyterian (kturn@gmail.com)

2021

Kurt Kafferlin – Trinity Presbyterian (NB) (kafferlin@yahoo.com)
Rev. John Shearouse (covenant.halifax@gmail.com)
Rev. Michael Jaatinen (subject to ordination) (mkjaatinen@gmail.com)
Wil Mijnders – Grace Presbyterian (wil.mijnders@gmail.com)

Minister & His Work/Nominations (Chair - Rev. Jeff Kingswood)

2019

Dave Alexander – Covenant Reformed Presbyterian Church (dgalex@eastlink.ca)
Dr. Frank Kovacs (reformedkov@sympatico.ca)
Peter Lindsay – Covenanters ARP (pjwllindsay@gmail.com)
Doug Beane – Grace Fellowship ARP (dbeane@munroacademy.org)

2020

Rev. Jeff Kingswood (gracearp1@gmail.com)
Sean Panjer – Grace Presbyterian (sean@spheng.com)

2021

Rev. Rudy DeVries (rudy@redemptionprisonministry.com)
Rev. Kevin Carter (kdcarter63@outlook.com)
Bryant Flanagan - Mt. Zion ARP (naflanag@rogers.com)

Stewardship/Congregational Life (Chair – Simon Oosterhof)

2019

Simon Oosterhof – Riverside ARP (riverside.arp.clerk@gmail.com)
Rev. Rick Barnes (gracefellowshiparp@gmail.com)
Norm Hubbert - Grace Fellowship ARP (normhubbert@yahoo.ca)
Henry Hogeterp – Covenanters ARP (hogeterps@ns.sympatico.ca)

2020

Albert Gerrits – Covenanters ARP (albertgerrits62@gmail.com)
Greig Park – Riverside ARP (greig.park@riversidepres.com)
John Moerman -Trinity ARP (Chatham) (johnmoerman@gmail.com)

2021

Rev. Jonathan Cowan (jonathan.trinityarp@gmail.com)
Rev. Jerry Hamstra (jerry.hamstra@riversidepres.com)
Russell Lutes – Mt. Zion ARP (monctonwindowcleaning@gmail.com)

Canadian Presbyterian Missions (Chair – Rev. Steve Richardson)

2022

Rev. Steve Richardson (faithpresbyterianillsonburg@gmail.com)
John Rood – Grace Presbyterian (john.rood@zolarayz.com)
Henry Van Til – Trinity ARP Chatham (henry.vantil@gmail.com)
Robert Widdowson – Grace Presbyterian (roberternestwiddowson@gmail.com)
Bill McKay – Grace Presbyterian (bmckay1124@gmail.com)
Rev. Henry Bartsch (pastor@trinityarp.org)

APPENDIX 2 (April/18)

Faith Presbyterian Church

Rev. Stephen Richardson

14 Glendale Drive.
Tillsonburg, ON.
N4G 1J2
W. (519) 688-5111
faithpresbyteriantillsonburg@gmail.com



March 2018

To the fathers and brothers of the Canadian Presbytery Re:
Report from Faith Mission (Tillsonburg, ON)

Greetings in the name of our Lord and Saviour Jesus Christ,

I am grateful for the opportunity to share again how the Lord has been working here in Tillsonburg these past few months.

Membership: Since our fall Presbytery meetings 6 communicant members have been added by transfer. We are also grateful for the safe arrival of 1 non-communicant member and the news that another one of our mothers is expecting.

Six people (not including their children) are prayerfully considering joining the church and one non-communicant member is taking classes with a view to becoming a communicant member. 2 more have just begun visiting in search of a new church.

We are grateful that the couple who were excommunicated have been fully restored to communicant membership.

For a number of years we prayed earnestly that the Lord would add members to this church. Just 4 years ago our regular Sunday attendance (including children) was just 24. Over the course of the past few years that number has more than doubled. I have stopped recording in these reports the precise numbers of communicant and non-communicant members, but it does seem proper to pause and give thanks to God for His goodness and mercy to us. We have seen the church grow beyond our greatest expectations. May God be praised!

Preaching: In our morning service I have been choosing texts week by week. In the afternoon I continue to preach through the Gospel of Matthew.

The Provisional Session: We continue to meet once a month. I remain deeply thankful for our provisional elders who tirelessly serve two congregations.

Upon the advice of the Session Mr. Alex Beard has begun a 2 year sabbatical from his duties.

In December the Session nominated Richard Vander Vaart to serve as an elder. The congregation met February 1 to decide on the nomination. The nomination did not receive the necessary support.

Diaconate: Mr. Aaron Koning continues to serve faithfully and tirelessly.

Treasurer: Rita Ferguson continues to serve as the treasurer.

Missions: The congregation has allocated \$1000 in the 2018 budget toward missions.

Finances: As of February 28 we have a balance of \$31,117.16 .

Venue: We continue to meet for worship in Tillsonburg at 14 Glendale Drive.

Evangelism: Our Open Doors outreach program continues. We still do not see a lot of new faces at this point and continue to pray that we will have a greater impact on the community.

Please pray:

That we might have opportunity to reach many more with the message of the gospel.

For our provisional elders, in particular, that they may remain faithful and persevering in their labours.

That God would soften hearts among those with whom we have contact. Pray in particular for an ex-JW named Esther and for Joseph who calls himself a druid.

That the Lord would raise up elders. For Alex Beard that this sabbatical would be a time of refreshing for him.

That through the work of Faith believers would be added to the Lord, that we might see numbers saved.

For me for growth in holiness.

Give thanks for answered prayer. I asked prayer last presbytery for some health issues. Those have largely cleared up. For that I am deeply thankful. Thank you for praying.

I have been challenged and helped recently both by Al Martin's pastoral theology series as well as Gardiner Spring's *The Power of the Pulpit*. Pray that I may grow as a pastor and that I may

be careful to apply what I am learning. There are three points made by Spring that I found particular timely and challenging. I share them here for your encouragement and help, but also in the hope that you may pray with me and for me that I would grow in these 3 areas.

First, that a “preacher who feels an interest in his subject will always be listened to... He cannot have an inattentive auditory; the thing is impossible.” *Pray* that I might always feel a great and ardent interest in the subject as Spring put it: “as though... in sight of the cross, and [as though I] heard the groans of the Mighty Sufferer of Calvary; as though the judgment were set, and the books opened; [and] as though the sentence were just about to be passed which decides the destinies of men...”

Second, that *if* a minister is “not a man of prayer, he is not a man of God, and had better be anywhere else, than in the pulpit.” *Pray* that above all else God would make me a man of prayer.

Third, that there "is a reproach attached to the character of an idle minister, the stain of which is not easily wiped away. An idle minister of the Gospel of ever blessed God - what a paradox! Such a man belongs not to the class of ministers whom the Saviour had in his thoughts, when he said to his disciples, 'The harvest is great, but the labourers are few; pray ye therefore the Lord of the harvest, that he would send forth labourers into his harvest!'" *Pray* that I would not be found resting in the field of battle, but that I would be found diligent, sober, and faithful until the end.

Yours in the service our great King,

Stephen Richardson

APPENDIX 3 (April/18)**Hope ARP Mission**

April 2, 2018

HOPE Presbyterian Church
Report for Presbytery Meeting April, 2018

Greetings brothers,

These last six months since my last report to Outreach Canada have been filled with lots of events, trials, and blessings. It has been a time of deep reflecting upon personal ability, learning patience, and growing in the exercise of Christ-like mercy and graciousness. HOPE has been richly blessed with the care of the Presbytery and marvellously well provided for, after our time of need and short fall financially back in June 2017. Though HOPE is a mission congregation, we experience life as a church with the joys, blessings, disappointments, and struggles common to organized congregations; but being few in numbers the impact of these is noticeable to all.

Membership & Attendance: we currently stand at 14 communicant, and 8 non-communicant members; with an average attendance in the morning at 35 and evening service at 23. We currently have 2 communicant and 1 non-communicant members under censure, who do not attend. As well, one family of four, an elderly couple, an individual, and a non-communicant member are engaged in various stages of membership classes. We have a total of 15 households represented regularly in worship, with five of them being single persons.

Ministry & Outreach: Aside from our two Lord's Day services, we have a mid-week service that alternates between a congregational prayer meeting and a bible study entitle "Foundations of Faith" – a study of the Westminster Confession of Faith. The prayer meeting is attended mostly by members, the bible study sees 3-4 non-members. A Ladies Bible Study fellowship meets twice a month, and there are 6 regular attendees to this. In January, a young men's informal fellowship was begun, meeting every other Friday evening, with 6-7 young men from ages 21-40 coming, about half not regular attenders of HOPE. We are still considering a "Christianity Explored" session mid-week, but time and people are the necessary resources to plan this.

We have had a lot more mercy ministry opportunities: helping widows, the wife of a man who was incarcerated, a woman who has recently moved to Kingston, and a homeless young man was coming to us for a meal Sunday evenings. Our attention to mercy ministry is a focus for the coming months; I am hoping to encourage a directed focus in an area of mercy.

We have the growing opportunity to minister to inmates and parolees. Currently we have two men who attend Sunday morning services on the Escorted Temporary Absence [ETA] program from Collins Bay Minimum Institution, with the potential of a third soon. We also have doors open to a man recently released from Quinte Detention, and his wife whom we have been helping for a couple months. Another woman recently moved to Kingston, and has been out to church once. This all has come to us through Redemption Prison Ministry. We have put together a Policy on ministering to ETA inmates, that Session believes will be helpful in screening, and receiving inmates into our services.

We held an evangelistic service on Good Friday that saw a few visitors, who all returned on Sunday. With these services, we included a light finger-food meal time afterward, that allowed for extended interaction. On both Friday and Sunday, people were in no rush to leave. It was an encouraging time. I also continue to counsel a young lady at the church every other week, which has afforded a lot of gospel witness, as she works through anxiety & depression issues.

Between Michael Pryce, Rudy and me, we spend about 30 hours a week with our doors open to the public. We are starting to become familiar to people of all sorts. From January – March traffic has

been very slow on our sidewalk, due to the cold, and road construction work [which will not be complete until mid-May]. It is just beginning to pick up again, where we are having conversation, witness and tract distribution [along with coffee & tea] served to a few people each day.

Progress: we have a regular core group of 30 worshipers for our services that are faithful to HOPE. We average 24 people participating in the Lord's Supper, which often becomes a time of approaching and connecting with new visitors, and those unfamiliar with church membership. HOPE has received its charitable status, which has enabled us to get a rebate of \$4000 [40%] on our property tax portion of rent. We've had a bit of vandalism of late: our tract on homosexuality was being ripped up, and a couple confrontations ensued over this; food has been smeared over our entry windows, and our one of overhead signs was damaged [about \$500]. Financially, we began the year far better than 2017, thanks to so many churches and individuals contributing to the need. Congregational giving is increasing: 2017 ended with an average monthly giving of \$3000; 2018 has begun with a monthly average of \$3700 from January – March.

Personal: my family has seen a few stressful moments these past six months. Our eldest daughter, Elizabeth, was found to be engaged in some grievous sins and activities, and has been censured and moved out being unrepentant of her behaviour. We have not heard from her in four months. Also, Joanne health has been a concern between her migraines and cancer, she has endured a fair bit. We are immensely grateful for the prayers which have brought mercies upon mercies from the Lord our way. She begins radiation therapy this week, which should be completed by the beginning of May. Michelle has been a cheerful help and a constant in our home. I have found my pastoral visitation, dealing with membership meetings of new people, and even administration has suffered these past six months with the stresses of our home. By God's grace, I think I am returning to these duties in a much better way.

I have been involved in two workshop conferences, one in Smith Falls and the other in Lisbon NY; both dealt with encouraging congregational prayer from a Reformation perspective, and both were well received. These came out of a small Reformed fraternal group I attend. I also attend a weekly prayer fraternal in Kingston that involves men from four other churches.

Prayers:

- 1) For Elizabeth, Jonathan and Graeme who are all under censure. Pray for a humility of repentance and desire to seek the Lord.
- 2) For our mercy ministry to be more focused and effectual to those we help.
- 3) For three inmates, three other ex-inmates and their families unto whom we have the opportunity to minister.
- 4) For the development of elders and deacons within our church. May the Lord be raising up men who can serve HOPE in these offices.
- 5) For musical talent to assist us on our worship services.
- 6) For families to come and hear the preaching and experience the communion of the saints at HOPE.
- 7) For a faithful ministry of God's Word and Gospel to be effectual to all who hear.

Respectfully,
Kevin Carter

Hope Presbyterian Church Budget & Financial Statement 2017

	BUDGET 2017	YTD Actual [including current month]
RECEIPTS		
General Offerings	(26%) 28,000.00	35,372.84
Outreach Canada CCDT	(39%) 42,000.00	47,908.50
ONA support	0	0
Gifts / Support	(32.4%) 35,000.00	71,708.10
Mercy / Missions	(2.6%) 2,800.00	2,795.31
US Exchange / Interest/ Other		199.13
TOTAL RECEIPTS	107,800.00	157,983.88
DISBURSEMENTS		
Pastor's Salary Call	60,000.00	60,000.00
Employer CRA Expenses	3,000.00	2,789.52
Rental Facilities	31,000.00	40,782.64
Stationary / Supplies	1,000.00	747.93
Missions	1,400.00	600.00
Mercy	1,400.00	648.82
Telephone / internet	500.00	1,332.21
Advertising	1,000.00	255.32
Christian Education Material	1,000.00	1,055.27
Evangelism / Outreach	1,000.00	525.75
Presbytery / Synod travel	1,000.00	647.78
Pastoral Training	1,000.00	984.32
Equipment / Furniture	1,000.00	603.41
Church Renovations	1,000.00	9,394.06
Utilities	1,000.00	2,893.70
Miscellaneous [bank, fees, penalties, cheques, adjustment]	500.00	306.66
Supply Preaching	1,000.00	700.00
Relocation		0
Insurance (new category June 2017)		570.24
TOTAL DISBURSEMENTS	107,800.00	124,837.03
Closing Balance		(+)33,146.85
Bank account balance December 31, 2017		39,337.08

APPENDIX 4 (April/18)**Trinity Mission Report**

Dear Brothers and Fathers;

Thank you for your continued prayers. I have been greatly touched and encouraged by how many have expressed concern over our church. It is good to be in a presbytery that seeks the Lord in prayer for one another. Please find my report below.

1. Ministry of the Word

a. Public worship:

- i. In the morning services we are going through Deuteronomy. In the evening service we finished Acts and have moved to 1 Timothy.
- ii. Since I have been there we have walked through Mark, Genesis, 1 Peter, Philemon, Leviticus, Galatians, Philippians, and Acts.
 1. After receiving some criticisms regarding some of my sermons, Kevin Carter agreed to listen to my sermons. I asked Kevin because he knows the congregation and is aware of the ongoing issues. I asked him to focus on two issues: legalism and also if I was using my sermons to pick upon the membership. Kevin has faithfully listened to several sermons and reported back. To this point he has not expressed any concern on those issues.
- iii. Our attendance, as was reported in the called presbytery meeting in January, has gone down. In the morning we now are averaging 20-25 attenders (before 30-40). The evening services are averaging 10-15.

b. Bible Study:

- i. We continue to have a Tuesday afternoon Bible Study hosted by Marion Lindsay.
- ii. My family and three other individuals attend
- iii. We are currently working through 1 Corinthians

c. Sunday school:

- i. Sunday School is continuing
- ii. We have moved it before the morning service
- iii. Kurt is walking us through Old Testament history.
- iv. This continues to be a matter of contention with some though moving it before the service seems to cause less tension.

d. Marriage conference

- i. This past month we had four couples watch a video series based on Dr. Paul Tripp's book What Did you Expect?.
 1. We promoted it to the church and to the community via social media.
 2. Three of the four couples were from within the congregation. The other had attended the church in years past.
- ii. These couples have asked that we continue to meet and read the book.

2. Prayer

- a. We began a monthly prayer meeting this September. The attendance has steadily shrunk.
- b. We are now meeting every two weeks. This month we moved the second meeting to Saturday morning for a prayer breakfast and attendance did increase.

3. Elders

- a. Kurt Kafferlin is our one elder serving on site.
- b. Our provisional session has been faithful and I greatly appreciate them.
 - i. As was noted in the called presbytery meeting some of the congregation distrusts the provisional session. The reoccurring complaint is that those from Ontario do not understand the culture of the Maritimes. As we look ahead, this suspicion is a great hurdle to deal with.

- c. Looking at future leadership the challenge is agreement on doctrine. As I mentioned in the fall, most of the men who are members currently could not affirm vow 3 of the eldership vows:
 - i. *Do you accept the doctrines of this Church, contained in the Westminster Confession of Faith and Catechisms, as founded on the Word of God and as the expression of your own faith and do you resolve to adhere thereto?*

4. Membership

- a. We have seen a decline in membership. We began 2017 with 40 communicant members on the roll. This year we began with 33 (4 communicant members out of bounds). In the past 4 years we have removed 6 members in discipline.
- b. We have a faithful group who regularly meets for worship made up of members and attenders.
- c. In the past 2 weeks we have had 4 visitors.

5. Finances

- a. Please see attached comparison for 2017 year end and 2018 budget.
- b. God has graciously provided all that we need so that expenses are covered, however we are failing to meet budget and we project a larger deficit.

6. Challenges

- a. As we look ahead there are some large hurdles to overcome and we are seeking presbytery's guidance in this.

i. Unity:

- 1. While there is support for biblical preaching within the membership there is not united support for the ARP standards.

- a. In the past I led a study on our membership vows that met resistance.
- b. We gave all our members the book Presbytopia highlighting Presbyterian distinctive. I then led a Sunday School class on this. We met resistance over TULIP and the sacraments.
- c. There is a perception that doctrine divides rather than unites.
- d. There is disagreement over the sacraments:
 - i. Paedobaptism - within our membership we have many who hold to credobaptism.
 - ii. Communion - fencing the table is contentious (should those who are not members of any church be allowed to participate?)
- e. There is disagreement over membership vow #6
 - i. In the past, old vow #5 was not always used; therefore we have members who are at odds with our standards.
- f. The role of discipline within a church
 - i. Should discipline be exercised?
 - ii. A misunderstanding of public and private sin
 - iii. A misunderstanding of repentance

ii. Leadership

- 1. Some distrust the provisional session and presbytery.
 - a. While some of it is due to the circumstances that caused the provisional session and committee to be formed, I believe this stems more from cultural biases, past experiences and doctrinal disagreement. There is little understanding of Presbyterian polity within the congregation as most come from congregational backgrounds. As presbytery looks at viability I believe these issues will hamper future ministry.
 - b. As was mentioned in the June 2017 meeting, Brian and Bill are willing to resign and have their positions filled with elders from the Maritimes. The challenge is bringing those elders up to speed on all that has gone on.

- c. If the mission is to continue, I would recommend presbytery consider financially helping our church with enabling those on the provisional session to have more of a visible presence in Woodstock.
 - 2. Looking forward I believe presbytery must also consider if I am the right match for this congregation. While we know that vow#6 is being debated at the synodical level I am a supporter of a vow like it. I believe vow 6 and 7 work together and removing vow 6 just places a stronger emphasis on vow 7. My views may be detrimental to the ministry here.
 - 3. We currently do not have men able to affirm the eldership vows. This means the provisional session will continue for an indefinite period of time. With distrust established in the congregation it will continue to be hard to shepherd the congregation.
 - iii. Reputation within our community
 - 1. The long term grievous sin revealed this fall has been known within our rural community.
 - 2. Can we overcome the perceived reputation?
 - iv. Outreach
 - 1. For some within our church evangelism is not viewed highly.
 - 2. For our church to remain God must draw in more families.
 - a. We are therefore called to proclaim His name in word and deed.
 - 3. To move forward God must grant us a corporate zeal to proclaim the gospel.
 - a. To that end we are planning a pig roast this May to invite the surrounding subdivisions and our friends to gather with us and create connections and inroads into our community.
 - v. Finances
 - 1. We have run a deficit for several years and project a larger deficit this year due to the decline in membership and some members not giving.
 - vi. Demographics
 - 1. According to the 2016 census, our region has seen a .5% decline in population since 2011.
 - 2. The majority of our population is over the age of 40 with the median age being 44 and average age being 45.
 - 3. 27% of our region is considered low-income.
 - 4. Our unemployment rate is currently 8.5%.
 - 5. In our rural setting there are currently no large projects or long term employers drawing new residents and younger families.
 - 6. I believe Presbytery must take into account the current aging and urbanization trend of New Brunswick's population base.
7. Prayer requests
- i. All the above are prayer requests but let me add:
 - ii. Pray that I will be faithful to my calling.
 - 1. It is discouraging to face ongoing disagreements.
 - 2. Pray that I can be a peacemaker.
 - 3. Pray that I can lead my family well.
 - a. Pray that I can encourage my wife and focus on my God given role as husband and father.
 - b. Our children are getting old enough to sense the underlying tension and it is grieving them.
 - iii. Pray for our provisional session. I greatly appreciate these men.
 - 1. Pray for unity.

2. Pray that God would raise up men who would serve as elders and deacons.
- iv. Pray for unity within our congregation so that we may be found“...*standing firm in one spirit, with one mind striving side by side for the faith of the gospel,*” (Phi 1:27 ESV)
- v. Pray that God grants our congregation opportunities to declare the gospel to our neighbors and our communities.
- vi. Most importantly pray that in all things, Christ is glorified and exalted amongst us all.

In Christ,
Rev. Jonathan Cowan

APPENDIX 5 (April/18)

Proposed Amendment to the Canadian Presbytery MoP - 2018

ADDITION OF PART "E"

PART E – CANADIAN PRESBYTERIAN MISSIONS

Article 1

a) Membership

- 1) This committee shall have a minimum of six (6) members chosen from the Presbytery-at-large in view of special interests or abilities.
- 2) Members of the committee shall be elected at the Spring Meeting to serve a four-year rotation term beginning July 1 of that year. Members shall not be eligible for re-election to the committee until one (1) year has elapsed after the close of their term of service. The Moderator of the Canadian Presbytery will serve as an ex-officio member.
- 3) The committee requires a quorum of three (3) members to meet.
- 4) The committee will require the following officers to operate:
 - Chairman
 - Vice-chairman
 - Clerk
 - Treasurer
- 5) The chairman of the committee:
 - Is elected or appointed by the presbytery and serves as the missionary's primary contact with Canadian Presbyterian Missions and the Canadian Presbytery.
 - Is responsible to supervise the operations of Canadian Presbyterian Missions. He is to communicate regularly with the Presbytery concerning the status of the committee and to seek advice and guidance from the Presbytery concerning major decisions. He is to present a status report of the committee at each stated meeting of the presbytery.
 - The Chairman of the Committee is empowered by the Presbytery to be able to make decisions on behalf of the presbytery "in extremis" situations. The Committee Chairman is required to report these "in extremis" decisions as soon as possible to the Presbytery.
 - The Presbytery may approve, amend or cancel any actions taken by the Chairman of the Committee.
 - Will serve as the designated presbytery advisory representative on the Board of World Witness.
- 6) The treasurer of the committee:
 - Shall be responsible for receipting, properly safeguarding, and dispersing all general mission funds in keeping with Canadian Presbyterian Missions and Presbytery approved needs.
 - Must maintain a full accounting of all funds, keeping the records open for review by Canadian Presbyterian Missions and members of the Presbytery
 - Shall never mix the Mission's account with a personal account. (Keeping the account separate reduces the chance of improper use of funds and makes it easier to transfer the account to the next treasurer.)
 - Shall, whenever possible, establish accounts for the "Treasurer of Canadian Presbyterian Missions" in conjunction with the Canadian Presbytery and not the individual
 - Shall be responsible for any financial support/gifts that are developed for the use of the missionaries
 - Shall administer the financial care of the missionaries on a day-to-day basis as needed

- Shall work in conjunction with the Treasurer of the Canadian Presbytery
- Shall serve in an *ex-officio* capacity on the committee only in the event the treasurer is a layperson (and a member in good standing) of a congregation of the Canadian Presbytery
- Shall provide monthly financial reports for the committee and semi-annual reports for the presbytery

Article 2

a) Duties

- 1) Advisory members (ex officio) are not allowed to make motions, attend executive sessions (unless authorized by the Presbytery), or vote; otherwise, they hold the same privileges as Committee members.
- 2) The Committee makes decisions as a collective whole; members have no individual authority.
- 3) The committee shall be responsible for promoting a continuous program of international missions for development and support through the various channels of the Presbytery.
- 4) The committee shall be charged with the responsibility of promoting interest throughout the Presbytery in the international mission program of the Canadian Presbyterian Missions (and also in cooperation with the Board of Foreign Missions of the ARP General Synod - World Witness where such cooperation is deemed applicable and appropriate).
- 5) The committee shall receive, maintain and disburse all funds contributed to "Canadian Presbyterian Missions" in an appropriate manner.
- 6) The committee shall consider applications from missionary candidates and, upon appointment of the candidates, to direct and supervise their preparation for foreign work and to conduct a commissioning service if necessary.
- 7) The committee shall supervise the work of the missionaries on the field by whichever means the committee has at its disposal.
- 8) The committee (on behalf of the presbytery) shall take charge of and administer any property, in this or foreign countries, that may be given or acquired for the advancement of the work.
- 9) The committee shall present the challenge and needs of service on the foreign mission field.
- 10) The committee shall prepare and present to the Canadian Presbytery an annual budget for the operations of the "Canadian Presbyterian Missions Standing Committee".
- 11) The committee shall make a report at each of the two Stated Meetings of the Canadian Presbytery.
- 12) The committee is charged with the direction of the entire work of foreign missions involving the Canadian Presbytery and views this charge as a solemn responsibility for:
 - The character of those who represent it on the foreign field
 - Their loyalties to the principles of the Gospel as held by the ARP Churches in Canada
 - The fidelity and efficiency of their labours
 - The propriety of the methods employed
 - The wise and economical use of the funds committed to its trust
 - Challenging the Church in Stewardship for the support and development of the missionary work
 - Because "Canadian Presbyterian Missions" is a part of the great, worldwide missionary work of the Church, the committee may cooperate with other denominations in this country and around the world (as determined and approved by the presbytery) in fulfilling its purpose.
 - Canadian Presbyterian Missions will cooperate with World Witness (the Board of Foreign Missions of the ARP) in whatever form the presbytery deems necessary, appropriate and applicable.

Article 3

a) Responsibility to the Canadian Presbytery

In obedience to the Great Commission of the Lord Jesus Christ, all ARP churches must be engaged in proclaiming the Gospel and making disciples among the nations.

- 1) The Canadian Presbytery has final responsibility and authority over the complete operations of the Canadian Presbyterian Missions Standing Committee and those associated with the committee
- 2) Canadian Presbyterian Missions acts solely as a standing committee of the Canadian Presbytery and serves as a resource for the local Canadian ARP churches and will coordinate the missions programs of the presbytery outside of the boundaries of Canada.
- 3) In the exercise of its mandate, the Committee shall comply with the Standards of the Associate Reformed Presbyterian Church. Committee policies and programs will be consistent with the purposes of the General Synod. The Committee receives direction from the Canadian Presbytery. The Presbytery always retains the right to approve, amend or set aside any Committee action.
- 4) The Canadian Presbyterian Missions Standing Committee claims no ecclesiastical authority. Canadian Presbyterian Missions missionaries are subject to the ecclesiastical authority and discipline of the presbyteries and/or churches to which they belong.
- 5) Canadian Presbyterian Missions acts solely as a standing committee of the Canadian Presbytery, but notwithstanding, the chairman (or his proxy) of the Canadian Presbyterian Missions Standing Committee (in concert with the committee itself) is given authority (by the presbytery) to make certain decisions and to take actions at times and situations that may be required without the deliberation and/or counsel of the presbytery. This is to insure the safety and well being of the missionaries on the field and other matters that may require immediate and/or urgent decisions to be made.
- 6) Canadian Presbyterian Missions also has the authority to make operational decisions regarding the day to day operations pertaining to mission placements and their ongoing operations.
- 7) Canadian Presbyterian Missions will make a full report to the Canadian Presbytery regarding any “emergency” actions or urgent decisions that have taken place at the earliest possible opportunity for a formal report to be made to the presbytery.

Article 4

a) The Canadian Presbyterian Missions Missionary

Jesus Christ, the King and Head of the Church, calls all His children to be witnesses to the community around them. However He issues a special call to some to be a cross-cultural witness – a missionary. These individuals must be convinced of their call for this purpose. Those who possess this call demonstrate a self-sacrificial spirit and a passion for reaching the world for Christ. The “Canadian Presbyterian Missions” committee may serve as an instrument of God in the Call to individuals by issuing invitations to serve in foreign fields.

Canadian Presbyterian Missions missionaries are approved and appointed by the Canadian Presbytery and are held accountable through the Canadian Presbyterian Missions Standing Committee on behalf of the Canadian Presbytery. The missionaries shall rely on the Canadian Presbyterian Missions Committee for support, assistance and guidance.

1) Missionary Classifications

- **Commissioned Career Missionary** – commissioned by the presbytery for long term service
- **Cooperative Missionary** – sent by the presbytery under an agreement with another agency to serve in a field under that agency’s authority
- **Associate Missionary** – sent by another agency under an agreement with the presbytery to serve in a field under the authority of the Canadian Presbytery

- **Short Term Missionary** – sent under the authority of the presbytery with a mission assignment of less than 2 years
- **Volunteer Missionary** – serves on the field in a volunteer capacity without pay or benefits although Canadian Presbyterian Missions may administer any donated funds as requested

All missionary candidates regardless of any classification must accept and adhere to the doctrines of the ARP Churches in Canada, contained in the Westminster Confession of Faith and Catechisms, as founded on the Word of God, and are the expression of their own faith in order to be considered for missionary service with Canadian Presbyterian Missions because of their affiliation with the ARP Churches in Canada as the sending body for missions.

b) **The Role of a Missionary**

The role of a Canadian Presbyterian Missions missionary requires balance and flexibility. Depending on the needs and opportunities on the field, the particular strengths and abilities of the candidate will form the basis of the missionary's job description. The missionary will form many relationships, and the strength of those relationships will greatly impact their ministry. It is important for the missionary to form these relationships in a manner glorifying to Jesus Christ.

c) **Relationship with Canadian Presbyterian Missions**

The Canadian Presbyterian Missions Standing Committee is the link between the missionary and the Canadian Presbytery. The committee shall develop objectives, policies, and strategies (as approved by the presbytery). The Chairman of Canadian Presbyterian Missions has day-to-day responsibility for the organization, including carrying out the objectives, policies and strategies as set by the presbytery. His role includes providing orientation, direction, and accountability. He works with the missionary and the Mission (where applicable) to maintain the vision, set goals, ensure positive relationships, and shares a common "ownership" of all field-related programs with the missionary. He may choose to provide support on specific matters through other Canadian Presbyterian Missions Committee members. He may designate a team leader to be responsible for carrying out his and the Committee's guidance on the field.

Communication is essential in maintaining the missionary's relationship with Canadian Presbyterian Missions:

- Discuss work-related concerns with the Chairman and promptly advise him of any significant developments or problems on the field.
- Prior to each Stated Meeting of the Presbytery, the missionary shall prepare a Report of Mission/Ministry Activities and send this to the Chairman at least one month before the meeting for his use in updating the presbytery.
- Complete a Personal Life Evaluation in December of each year and review it with Canadian Presbyterian Missions.
- Inform Canadian Presbyterian Missions of any travel away from the field (vacation, trips out of country, etc.)
- The Presbytery is responsible for all missionary assignments. Any interest in changing assignments should be communicated to the presbytery through the Chairman of Canadian Presbyterian Missions.
- There may be exceptional circumstances in which the missionary feels the need to communicate directly to the Presbytery rather than through the Chairman of the committee. In such circumstances, communication must be directed through the Moderator of the Presbytery, the Stated Clerk or the Reading Clerk. (See Section 4.1.2 of the CPM Policy Manual and Missionary/Candidate Handbook)
- Occasionally, the Chairman may recommend the missionary to seek advice and expertise on a particular matter from an individual presbytery member. Such communication must be carefully limited to that specific matter.

d) Prerequisites for Becoming a Missionary

- 1) Persons applying for missionary candidacy shall submit a written statement of their Christian beliefs to the Canadian Presbyterian Missions committee for review. A candidate shall also submit a letter of endorsement from their session (or appropriate church leadership if the candidate is from outside of the ARP) as to the candidate's saving relationship to Christ, his knowledge of the Gospel, his Christian character, and his call to missionary service and qualifications for performing the same. The Session (or appropriate church leadership) shall forward a copy of their endorsement to the Canadian Presbyterian Missions Standing Committee.

The "Letter of Endorsement" from the Session (or appropriate church leadership) shall include the following:

- A brief history of the candidate's church membership and spiritual growth;
- Comments on the candidate's spiritual gifts and involvement in the ministry of the church;
- The Session's (or appropriate church leadership) reasons for endorsing this candidate and attesting to his/her call;
- If the candidate is married, comment upon the spouse's spiritual growth and their support of the call;
- If the candidate has children, comment upon their role as a parent and the spiritual atmosphere of the home.

e) Qualifications

- 1) The following qualifications apply to all missionary classifications. All missionary candidates must have:
 - The approval of their local session (or appropriate church leadership) and the Canadian Presbytery for consideration for missionary service
 - A total consecration to our Lord, Jesus Christ
 - An understanding of how to walk with Christ daily and how to engage in spiritual warfare and growth through prayer and Bible study
 - Faithfulness in their personal witness
 - A belief in and personal adherence to the basic doctrines of evangelical Christianity
 - A commitment to cross-cultural evangelism and teaching
 - A desire to work hard without close supervision
 - An adaptable and flexible spirit
 - The ability to work in harmony with other missionaries and nationals
 - A willingness to work under the authority of others as a servant of Christ
 - The ability to persevere through times of stress and discouragement
 - An acceptance and adherence to the doctrines of the ARP Churches in Canada, contained in the Westminster Confession of Faith and Catechisms, as being founded on the Word of God and are the expression of their own faith in order to qualify for their missionary service.
 - A loyalty to "Canadian Presbyterian Missions" and his/her denomination

f) Education and Credentials

- 1) Generally, "Canadian Presbyterian Missions" missionaries should have an undergraduate degree or its equivalent. The committee may set specific education and training requirements according to the job description of the missionary.

g) Citizenship

- 1) Canadian citizenship is not a requirement for becoming a “Canadian Presbyterian Missions” missionary. However, “Canadian Presbyterian Missions” normally does not send a non-Canadian citizen, or one who has recently become a Canadian citizen, as a missionary to the country in which he/she was born. Should an exception arise and they are appointed to serve in their country of origin, their salary will be based on the same rate as a local pastor so as to avoid resentment or jealousy within the local church.

h) **Process of Becoming a Missionary**

“Canadian Presbyterian Missions” will continue to develop specific procedures for the application, screening and preparation for becoming a “Canadian Presbyterian Missions” missionary.

A pre-candidate is someone who has expressed a serious interest in becoming a Canadian Presbyterian Missions missionary. The pre-candidate then maintains regular contact with Canadian Presbyterian Missions for guidance and prayer. When ready to move forward in pursuit of becoming a missionary, the application and information forms for application for missionary service are to be completed and submitted to Canadian Presbyterian Missions for the process of consideration to begin.

- 1) **The Application**

The application allows the potential missionary candidate to share information with Canadian Presbyterian Missions. This will include information on the individual's background and expectations as a missionary. The applicant must provide all requested information unless specifically waived.

Canadian Presbyterian Missions requires the applicant to provide a personal Christian testimony, a statement about his/her desire for missionary service, as well as his/her qualifications. The individual should also provide names and contact information of persons who may provide Canadian Presbyterian Missions with a greater understanding of the applicant.

Any individual interested in becoming a missionary must meet with Canadian Presbyterian Missions to discuss why he/she believes they have been called to be a missionary.

The submission of an application does not constitute a claim to appointment, nor does it give any priority in gaining an appointment. Canadian Presbyterian Missions conducts an extensive review and evaluation process to determine if it will offer an appointment to an applicant. The Canadian Presbytery always maintains the final authority for approving and appointing its missionaries.

- 2) **Field Assignments**

All field assignments are subject to the approval of the Canadian Presbytery. The Committee shall assign missionaries to fields based on ministry needs, the fitness and preferences of the candidates, the needs of particular fields and other considerations at the time. The Canadian Presbytery (through the Committee) may also change these assignments from time to time.

- 3) **Financial and Pledged Support**

The missionary/candidate will work with the Canadian Presbyterian Missions Committee to develop a budget for the proposed mission work. Prior to departure for the mission field, the candidate must meet all conditions of appointment including building their pledge support level to approximately 100% (including the first year's travel and allowances) or at a level as determined by Canadian Presbyterian Missions Committee.

When raising financial support (either through direct contributions or pledges), the missionary/candidate and the Canadian Presbyterian Missions Committee must make it clear to donors that the gift is for the work of the Canadian Presbytery acting through the Canadian Presbyterian Missions Committee (not the missionary/candidate) and that the Canadian Presbytery has full control, direction and ultimate discretion as to the use of these funds (even though the purpose of the gift may be “directed” for a particular project

or mission field). All gifts and donations towards the missionary endeavour are intended to support the charitable work as carried out by the Canadian Presbyterian Missions Committee and not the individual missionary/ candidate. It is more accurate for a gift or donation to be directed to a particular mission field or endeavour rather than a particular missionary/candidate.

In the event there is a situation where the mission endeavour is discontinued and/or the missionary leaves the mission field or excess support funds have been raised, any financial support that has been previously donated will remain under the direction and control of the Canadian Presbytery (through the Canadian Presbyterian Missions Committee) to be redirected to the CPM general operating fund for other mission opportunities. This will be noted on all support raising literature so donors are made aware of this policy before contributing to the mission endeavour.

4) Commissioning and Ordination

Since there is no other way of salvation than that revealed in the gospel, and since in the divinely established and ordinary method of grace, faith comes from the hearing of the Word of God, Christ has commissioned His church to go into all the world and to make disciples of all nations.

The Canadian Presbytery approves and appoints individuals for missionary service to a specific field or area of service to spread the Gospel of Jesus Christ. The appropriate Church court (Presbytery for ministers and Sessions for lay missionaries) may then commission the individuals for service in a special “Service of Commission for Missionary Service”.

Ministry is defined, as those Christian services for which churches, as well as governmental and social agencies have determined that commissioning, licensure, or ordination are appropriate. The transfer and/or revocation of these credentials is subject to the discretion of the presbytery and/or the appropriate church body.

a) Ordination

Because the offices of minister and elder are gender specific, licensure and ordination is reserved for qualified men.

Ordination is not the conferring of power or grace; rather, it is the clear recognition that God by His Grace and Sovereignty has called a man to Himself for specific, vocational ministry among His people. Ordination is the recognition by the church of God’s giving a gifted man to the body of Christ for service.

Ordination is limited to those men who are set aside for direct involvement in the ministry of God’s Word and Sacrament to the hearts and lives of people. Evidence of recognized effective ministry of the candidate should be seen, preferably including his already having been licensed by his presbytery (or appropriate church body as recognized by the Canadian Presbytery).

A minister as a missionary (FoG 9.9.A)

1. The Church shall ordain and send forth ministers as missionaries in obedience to the command of Christ to go into all the world and preach the gospel.
2. The minister, as a missionary, may perform the duties of pastor, teacher, and evangelist.
3. A minister, as a missionary in fields where there is no organized Presbytery, may exercise Presbyterian authority under direction of the General Synod in organizing congregations, in receiving students of theology and directing their studies, and in ordaining and installing them as ministers. In such instances, the minister is still bound by the Standards of the church in all other areas of his ministry.

b) Commissioning

To be commissioned to serve on the mission field, is distinct from ordination to church office, and is the solemn recognition of a person as set apart for this particular work of ministry.

The word “commission” is defined as “to send with a mandate or authority; to empower; to delegate.” Commissioning for missionary service is designed for qualified men and women who are set apart for missionary service and is issued for a defined purpose and period of time, subject to the conditions established by the presbytery.

The act of commissioning for missionary service is the recognition by the presbytery (after verification by the local session and the presbytery) that a person has been called of God and is qualified for Christian ministry on the mission field.

A Layperson as a missionary

In the Associate Reformed Presbyterian Churches in Canada, we commission laypersons called to missionary service to perform their duties within the context of the larger church. This call is seen as either a short-term or a long-term commitment to the mission field as determined by the presbytery. The focus is primarily on their specialty, giving them a single purpose rather than broad-based contribution to the life of the church. The church recognizes these individuals as qualified in their particular task and sends them out to serve in this role. A commissioned person understands and submits to the parameters and limitations of the call and recognizes that it is always done standing with an ordained person from the presbytery.

1. A commissioned missionary may be either male or female and is not allowed the same rights and privileges as an ordained minister serving on the mission field.
2. A commissioned missionary is not a church-planter.
3. A commissioned missionary cannot administer the sacraments.
4. A commissioned female missionary may teach other women but cannot preach the Word of God.

a) Commissioning Service

"A commissioning, which is distinct from ordination to church office, is the solemn recognition of a person as set apart for a particular work of ministry." (The Directory of Public Worship, V.C.8)

Canadian Presbyterian Missions, in conjunction with the Canadian Presbytery (and the ARP Form of Government), appoints and approves individuals for missionary service. The appropriate Church court (Presbytery for ministers and local church Sessions for lay missionaries) then may commission the individuals for service.

When married couples are commissioned for missionary service, it will normally be done jointly. The commissioning is done as part of a worship service and is usually held in the local church of the new missionary.

The commissioning service should include the following elements:

- A sermon
- A charge will be given to the missionary candidate(s) following his/her affirmative answer to the following questions,
 - 1) *Do you believe in one God – the Father, Son and Holy Spirit – and do you confess anew the Lord Jesus Christ as your saviour and Lord, and acknowledge Him Head over all things for the Church, which is His Body?*
 - 2) *Do you reaffirm your belief in the Bible, the Scriptures of the Old and New Testaments as the Word of the living God, the only*

perfect rule of faith and practice, infallible in all that it teaches, and inerrant in the original manuscripts, and to which nothing is to be added and from which nothing is to be taken at any time or upon any pretext?

- 3) *Do you accept the doctrines of the ARP Churches in Canada, contained in the Westminster Confession of Faith and Catechisms, as founded on the Word of God and as the expression of your own faith and do you resolve to adhere thereto?*
- 4) *Do you accept the government, discipline and worship of the Associate Reformed Presbyterian Churches in Canada?*
- 5) *Do you promise to perform faithfully the duties of a missionary and do you promise to endeavour by the grace of God to live your life in Christian witness before the church and the world?*
- 6) *Do you promise to submit in the spirit of love to the authority of the presbytery and to the higher court of the church?*
- 7) *Do you promise in all things to promote the unity, peace, purity and prosperity of the church?*
- 8) *Do you, without any mental reservation, accept this spiritual commission from the church to be sent out as its missionary(ies) for the cause of the Gospel of Jesus Christ?*

- A charge to the congregation (representing the full church).
- Laying on of hands by the elders present while the host pastor offers a commissioning prayer

Article 5

a) Lifestyle Issues

1) Marriage, Divorce and Lifestyle Preferences

As a confessional church which holds its ministry to a confessional position, the Canadian Presbytery requires that all of its church officers, ministers and missionaries to uphold the confessional standards of the ARP Church. In dealing with marriage, divorce and lifestyle preferences, the Westminster Confession of Faith (Chapter XXIV) deals clearly with the matter.

Canadian Presbyterian Missions recognizes that in many instances a divorce in an individual's past may have adverse effects upon service as a missionary; however, Scripture acknowledges certain just causes for divorce. Therefore, depending upon individual circumstances, Canadian Presbyterian Missions may appoint divorced individuals as missionaries.

The conditions pertaining to marriage and divorce from chapter XXIV of the Westminster Confession of Faith will also be applied to any "lifestyle preference" and/or sexual relations that are clearly prohibited by scripture.

Westminster Confession of Faith (CHAPTER XXIV) - Of Marriage and Divorce

Marriage is to be between one man and one woman: neither is it lawful for any man to have more than one wife, nor for any woman to have more than one husband, at the same time.

1. Marriage was ordained for the mutual help of husband and wife, for the increase of mankind with legitimate issue, and of the church with a holy seed; and for preventing of uncleanness.
2. It is lawful for all sorts of people to marry, who are able with judgment to give their consent. Yet it is the duty of Christians to marry only in the Lord. And therefore, such as profess the true reformed religion should not marry with infidels, papists, or other idolaters: neither should such as are godly be unequally yoked, by marrying with such as are notoriously wicked in their life, or maintain damnable heresies.

3. Marriage ought not to be within the degrees of consanguinity or affinity forbidden by the Word. Nor can such incestuous marriages ever be made lawful by any law of man or consent of parties, so as those persons may live together as man and wife.
4. Adultery or fornication committed after a contract, being detected before marriage, gives just occasion to the innocent party to dissolve that contract. In the case of adultery after marriage, it is lawful for the innocent party to sue out a divorce: and, after the divorce, to marry another, as if the offending party were dead.
5. Although the corruption of man be such as is apt to study arguments unduly to put asunder those whom God hath joined together in marriage: yet, nothing but adultery, or such wilful desertion as can no way be remedied by the church, or civil magistrate, is cause sufficient of dissolving the bond of marriage: wherein, a public and orderly course of proceeding is to be observed; and the persons concerned in it not left to their own wills, and discretion, in their own case.

2) Cultural Sensitivities

The evangelical community has varied views on the proper extent of “Christian liberty”. However, there are times when freedoms that may be accepted in a Western setting will be considered offensive and/or inadvisable in a cross-cultural setting. Therefore, Canadian Presbyterian Missions may counsel its missionaries to give up certain practices that the Bible or secular law does not directly prohibit when they are deemed as cultural stumbling blocks to others. Under this category could fall the use of alcohol and tobacco, styles of dress or other various habits or manners.

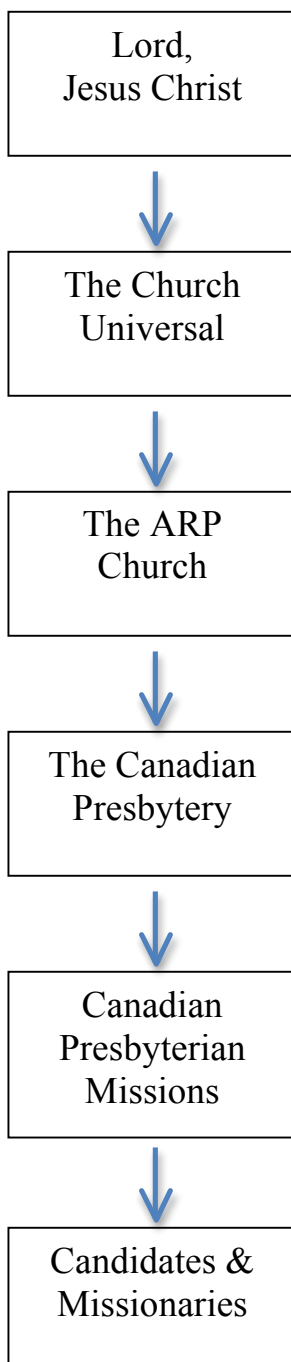
Article 6

a) **Matters Not Provided For**

Such matters and details of operations of the Canadian Presbyterian Missions Standing Committee that are not noted here shall be found in detail in the “*Canadian Presbyterian Missions Committee Policy Manual*” as determined by the Canadian Presbytery, according to the general principles of the “Form of Government” of the General Synod of the Associate Reformed Presbyterian Church and the established order and policy of the church.

Missionary/Candidate *Policy Manual*

Table of Authority for Missions and Missionaries



Policy Manual and Missionary Handbook

Introduction

The work of foreign missions is the effort of the Church to carry out the Great Commission of our Lord. Canadian Presbyterian Missions is the Church organized by the Associate Reformed Presbyterian Churches in Canada for this work. The missionaries represent the Church and the Presbytery in action on the foreign field. With the Church, the Presbytery and the missionaries being workers together in the common service of our Lord Jesus Christ, it is essential that the fullest sympathy and harmony should characterize all their relations with one another. Such harmonious and pleasant relations, it is deeply felt, depends far less on formal rules than on our common experience of divine grace—the grace which inspires meekness, forbearance and love.

And yet there are certain methods of procedure which long experience has proved wise. This manual is a formulation of those methods into policies according to which the Presbytery will conduct the work committed to it. In the interest of good understanding and efficient cooperation, missionaries and candidates for appointment are asked to familiarize themselves with these policies. Those who have devoted their lives utterly to the giving of the Gospel of Christ to a lost world and who go forth in His Spirit of self-sacrifice and service will not look at these policies as irksome laws, but as guides to the harmonious working out of the plan of God through His Church. *(Adapted from the 1971 World Witness Policy Manual - ARP)*

Policy Manual Use

The Canadian Presbytery of the ARP Churches in Canada has appointed and empowered the Canadian Presbyterian Missions Standing Committee to manage the responsibilities associated with foreign missions. In turn, the Presbytery appoints missionaries and works through the Canadian Presbyterian Missions Committee to carry out that charge from the Presbytery.

The policies in this manual gives the work of Canadian Presbyterian Missions a foundation and should guide efforts to carry out this work. It is understood that particular situations will vary from those envisioned when these policies were written. When deemed appropriate, the Presbytery may choose to waive or allow variance from these policies and, with appropriate Presbytery consultation, grants the Canadian Presbyterian Missions committee chairman (or whomever the presbytery appoints in his place) the authority to allow for these variances. Any variation from this policy manual is subject to review and adjustment by the Presbytery.

This policy manual is not part of a contract and is considered to be a sound basis for the conduct of the committee and its personnel. No persons who are affiliated with Canadian Presbyterian Missions in any capacity or manner has any contractual right to the matters as set forth in this document.

Policy Manual Changes

Please forward any recommendations for changes to this manual to the Canadian Presbyterian Missions Committee chairman who will inform the Presbytery and offer input accordingly.

Definition of Terminology

Wherever noted, the terminology and descriptions throughout this manual will be used and understood in the following definitions unless otherwise noted:

- “Canadian Presbytery” or “Presbytery” – refers to the Canadian Presbytery of the Associate Reformed Presbyterian Churches in Canada

- “Canadian Presbyterian Missions Committee”, “CPM” and “committee” – refers to the Canadian Presbyterian Missions Standing Committee of the Canadian Presbytery (ARP Churches in Canada)

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Section 1: Why We Do Mission Work

Then Jesus came to them and said, “All authority in heaven and on earth has been given to me. Therefore, go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the

*Holy Spirit, and teaching them to obey everything I have commanded you. And surely I am with you always, to the very end of the age.” **Matthew 28: 18-20***

*The Lord says: “It is too small a thing for you to be my servant to restore the tribes of Jacob and bring back those of Israel I have kept. I will also make you a light for the Gentiles, that you may bring my salvation to the ends of the earth.” **Isaiah 49: 6***

*Jesus said to them, “Go in to all the world and preach the good news to all creation.”
Mark 16: 15*

*Jesus said to them: “...you will receive power when the Holy Spirit comes on you; and you will be my witness in Jerusalem, and in all Judea and Samaria, and to the ends of the earth.” **Acts 1: 7-8***

Section 2: The Canadian Presbyterian Missions Purpose Statement

In response to the Great Commission of Jesus Christ, Canadian Presbyterian Missions is the standing committee of the Canadian Presbytery (Associate Reformed Presbyterian Churches in Canada and ARP General Synod) to which has been entrusted the administration of the international missions program of the Canadian Presbytery, primarily outside the borders of North America (Canada and United States inclusively).

Our purpose is to see the gospel of Jesus Christ shared throughout the world. One of the means of this task is to work to plant healthy, reproducing God-glorifying churches. These churches will be confessionally reformed in doctrine and Presbyterian in structure/polity. These churches will be located in defined communities across geographic and cultural boundaries. We are also called to engage these churches and missions in whatever course of continuing education is deemed to be necessary for their growth and edification.

Canadian Presbyterian Missions’ purpose is to send and support missionaries throughout the world to do evangelism, discipleship, church planting, Christian education and works of compassion.

Section 3: The Canadian Presbytery, Canadian Presbyterian Missions and Missionaries

God the Son, is the wonderful Counsellor, mighty God, everlasting Father, and Prince of Peace upon whose shoulders God the Father has placed His eternal government. Jesus Christ has been granted authority over all people and all rule by the Father. Therefore, Jesus Christ is the only King over all authority and the only Head of the Church. Jesus Christ as King and Head has given the gift of Kingdom authority to the Church’s officers to enforce God’s laws and to establish God’s reign. **(ARPC Form of Government 2014 1.2)**

There is but one Church set forth in the Scriptures. This Church in all ages is one and the same, and consists of those who by faith are in the Lord Jesus Christ. **(ARPC Form of Government 2014 1.4)**

In order that the Church shall fulfill its calling as given by God, it is necessary that its ministry be directed in an orderly manner. Government rooted in and defined by Scriptural example and instruction is the means of accomplishing such necessary direction and order. Leadership and authority, both of which are necessary to government, are defined for the Associate Reformed Presbyterian Church (ARPC) by this Form of Government. **(ARPC Form of Government 2014 2.1)**

A committee is a body appointed by a court or agency of the ARPC to study matters committed to it, to recommend appropriate action, and to carry into effect specific directions or decisions made by the appointing court or board. **(ARPC Form of Government 2014 13.11)**

Section 4: Canadian Presbyterian Missions Standing Committee

4.1 Introduction

1. Canadian Presbyterian Missions shall be responsible for promoting a continuous program of international missions for development and support through the various channels of the Presbytery.
2. Canadian Presbyterian Missions shall be responsible for promoting interest throughout the Presbytery in the international mission program of the Canadian Presbytery (and also in cooperation with the Board of Foreign Missions of the ARP General Synod - World Witness where such cooperation is deemed applicable and appropriate).
3. Canadian Presbyterian Missions (in conjunction with the Canadian Presbytery) shall receive, maintain and disburse all funds contributed to “Canadian Presbyterian Missions” in an appropriate manner.
4. Canadian Presbyterian Missions shall consider applications from missionary candidates and, upon appointment of the candidates, to direct and supervise their preparation for foreign work and to oversee and conduct a commissioning service if necessary. **(ARPC Manual of Authorities and Duties)**
5. Canadian Presbyterian Missions shall supervise the work of the missionaries on the field by whichever means the committee has at its disposal. **(ARPC Manual of Authorities and Duties)**
6. Canadian Presbyterian Missions (on behalf of the presbytery) shall take charge of and administer any property, in this or foreign countries, that may be given or acquired for the advancement of the work.
7. Canadian Presbyterian Missions shall present the challenge and needs of service on the foreign mission field.
8. Canadian Presbyterian Missions shall prepare and present to the Canadian Presbytery an annual budget for the operations of the “Canadian Presbyterian Missions Standing Committee”.
9. Canadian Presbyterian Missions shall make a report at each of the two Stated Meetings of the Canadian Presbytery.
10. Canadian Presbyterian Missions is charged with the direction of the entire work of foreign missions involving the Canadian Presbytery and views this charge as a solemn responsibility for:
 - The character of those who represent it on the foreign field
 - Their loyalties to the principles of the Gospel as held by the ARP Churches in Canada
 - The fidelity and efficiency of their labours
 - The propriety of the methods employed
 - The wise and economical use of the funds committed to its trust
 - Challenging the Church in Stewardship for the support and development of the missionary work
 - Because “Canadian Presbyterian Missions” is a part of the great, worldwide missionary work of the Church, the committee may cooperate with other denominations and mission agencies in this country and around the world (as determined and approved by the presbytery) in fulfilling its purpose
 - Canadian Presbyterian Missions will cooperate with World Witness (the Board of Foreign

Missions of the ARP) in whatever form the presbytery deems necessary, appropriate and applicable

4.2: Legal Status

Canadian Presbyterian Missions was incorporated under the laws of the Province of Ontario on and is recognized as a non-profit, tax-exempt organization under the Canada Revenue Agency Code

4.3: Responsibility to the Canadian Presbytery

In obedience to the Great Commission of the Lord Jesus Christ, all ARP churches must be engaged in proclaiming the Gospel and making disciples among the nations.

1. The Canadian Presbytery has final responsibility and authority over the complete operations of the Canadian Presbyterian Missions Standing Committee and those associated with the committee.
2. Canadian Presbyterian Missions acts solely as a standing committee of the Canadian Presbytery and serves as a resource for the local Canadian ARP churches and will coordinate the missions programs of the presbytery outside of the boundaries of Canada.
3. In the exercise of its mandate, the Committee shall comply with the Standards of the Associate Reformed Presbyterian Church. Committee policies and programs will be consistent with the purposes of the General Synod. The Committee receives direction from the Canadian Presbytery. The Presbytery always retains the right to approve, amend or set aside any Committee action.
4. The Canadian Presbyterian Missions Standing Committee claims no ecclesiastical authority. Canadian Presbyterian Missions missionaries are subject to the ecclesiastical authority and discipline of the presbyteries and/or churches to which they belong.
5. Canadian Presbyterian Missions acts solely as a standing committee of the Canadian Presbytery, but notwithstanding, the chairman (or his proxy) of the Canadian Presbyterian Missions Standing Committee (in concert with the committee itself) is given authority (by the presbytery) to make certain decisions and to take actions at times and situations that may be required without the deliberation and/or counsel of the presbytery. This is to insure the safety and well being of the missionaries on the field and other matters that may require immediate and/or urgent decisions to be made.
6. Canadian Presbyterian Missions also has the authority to make operational decisions regarding the day to day operations pertaining to mission placements and their ongoing operations.
7. Canadian Presbyterian Missions will make a full report to the Canadian Presbytery regarding any “emergency” actions or urgent decisions that have taken place at the earliest possible opportunity for a formal report to be made to the presbytery.

4.4: Committee Membership

The Canadian Presbytery nominates and elects the Committee members and charges it with the responsibilities of overall policy and direction of Canadian Presbyterian Missions. The Committee delegates the responsibilities of day-to-day operations to its Chairman (or his proxy who is to be approved by the committee and reported to the Presbytery). The Canadian Presbytery has oversight of all activities of the Committee and may approve, amend or set aside any action of the Committee.

- 1) This committee shall have a minimum of six (6) members chosen from the Presbytery-at-large in

view of special interests or abilities.

- 2) Members of the committee shall be elected at the Spring Meeting to serve a four-year rotation term beginning July 1 of that year. Members shall not be eligible for re-election to the committee until one (1) year has elapsed after the close of their term of service. The Moderator of the Canadian Presbytery shall serve as an ex-officio member.
- 3) Advisory members (ex officio) are not allowed to make motions, attend executive sessions (unless authorized by the Presbytery), or vote; otherwise, they hold the same privileges as Committee members.
- 4) The committee makes decisions as a collective whole; members have no individual authority.
- 5) The committee requires a quorum of three (3) members to meet.
- 6) The committee will require the following officers to operate:
 - Chairman
 - Vice-chairman
 - Clerk
 - Treasurer

4.5: Authority

4.5.1: Committee

The Canadian Presbyterian Missions Standing Committee is charged by the Canadian Presbytery to perform the work entrusted to it under the authority of the Canadian Presbytery. Duties of the Committee are also identified in the Manual of Procedure of the Canadian Presbytery.

4.5.2: Chairman of the Committee

1. The chairman of the committee:
 - Is elected or appointed by the presbytery and serves as the missionary's primary contact with Canadian Presbyterian Missions and the Canadian Presbytery.
 - Is responsible to supervise the operations of Canadian Presbyterian Missions. He is to communicate regularly with the Presbytery concerning the status of the committee and to seek advice and guidance from the Presbytery concerning major decisions. He is to present a status report of the committee at each stated meeting of the presbytery.
 - The Chairman of the Committee is empowered by the Presbytery to be able to make decisions on behalf of the presbytery "in extremis" situations. The Committee Chairman is required to report these "in extremis" decisions as soon as possible to the Presbytery.
 - The Presbytery may approve, amend or cancel any actions taken by the Chairman of the Committee.
 - Will serve as the designated presbytery advisory representative on the Board of World Witness.

4.5.3 Treasurer of the Committee

1. The treasurer of the committee:
 - Shall be responsible for receipting, properly safeguarding, and dispersing all general mission funds in keeping with Canadian Presbyterian Missions and Presbytery approved needs.
 - Must maintain a full accounting of all funds, keeping the records open for review by Canadian Presbyterian Missions and members of the Presbytery.
 - Shall never mix the Mission's account with a personal account. (Keeping the account separate

reduces the chance of improper use of funds and makes it easier to transfer the account to the next treasurer).

- Shall whenever possible, establish accounts for the “Treasurer of Canadian Presbyterian Missions” in conjunction with the Canadian Presbytery and not the individual.
- Shall be responsible for any financial support/gifts that are developed for the use of the missionaries.
- Shall administer the financial care of the missionaries on a day-to-day basis as needed.
- Shall work in conjunction with the Treasurer of the Canadian Presbytery.
- Shall serve in an *ex-officio* capacity on the committee only in the event the treasurer is a layperson (and a member in good standing) of a congregation of the Canadian Presbytery.
- Shall provide monthly financial reports for the committee and semi-annual reports for the presbytery.

Section 5: Missionary Candidates

Jesus Christ, the King and Head of the Church, calls all His children to be witnesses to the community around them. However, He issues a special call to some to be a cross-cultural witness – a “missionary”. These individuals must be convinced of their call for this purpose. Those who possess this call demonstrate a self-sacrificial spirit and a passion for reaching the world for Christ. The Canadian Presbyterian Missions Standing Committee may serve as an instrument of God in the call to individuals by issuing invitations to serve in foreign fields for the kingdom work of Jesus Christ.

Canadian Presbyterian Missions missionaries are approved and appointed by the Canadian Presbytery and are held accountable through the Canadian Presbyterian Missions Standing Committee on behalf of the Canadian Presbytery. The missionaries shall rely on the Canadian Presbyterian Missions Committee for support, assistance and guidance.

5.1: Missionary Classifications

- **Commissioned Career Missionary**
Commissioned by the presbytery for long term service
- **Cooperative Missionary**
Sent by the presbytery under an agreement with another agency to serve in a field which is under that agency’s authority
- **Associate Missionary**
Sent by another agency under an agreement with the presbytery to serve in a field which is under the authority of the Canadian Presbytery
- **Short Term Missionary**
Sent under the authority of the presbytery with a mission assignment of less than 2 years
- **Volunteer Missionary**
Serves on the field in a volunteer capacity without pay or benefits although Canadian Presbyterian Missions may administer any donated funds as requested

All missionary candidates regardless of a missionary category noted above must accept and adhere to the doctrines of the ARP Churches in Canada, contained in the Westminster Confession of Faith and Catechisms, as founded on the Word of God and are the expression of their own faith in order to be considered for missionary service with Canadian Presbyterian Missions because of their affiliation with the ARP Churches in Canada as the sending body for missions.

5.1.1: Role of a Missionary

The role of a Canadian Presbyterian Missions missionary requires balance and flexibility. Depending on the needs and opportunities on the field, the particular strengths and abilities of the candidate will form the basis of the missionary's job description. The missionary will form many relationships, and the strength of those relationships will greatly impact their ministry. It is important for the missionary to form these relationships in a manner glorifying to Jesus Christ.

5.1.2: Relationship with Canadian Presbyterian Missions

The Canadian Presbyterian Missions Standing Committee is the link between the missionary and the Canadian Presbytery. The committee shall develop objectives, policies, and strategies (as approved by the presbytery). The Chairman of Canadian Presbyterian Missions has day-to-day responsibility for the organization, including carrying out the objectives, policies and strategies as set by the presbytery. His role includes providing orientation, direction, and accountability. He works with the missionary and the Mission (where applicable) to maintain the vision, set goals, ensure positive relationships, and shares a common "ownership" of all field-related programs with the missionary. He may choose to provide support on specific matters through other Canadian Presbyterian Missions Committee members. He may designate a team leader to be responsible for carrying out his and the Committee's guidance on the field.

Communication is essential in maintaining the missionary's relationship with Canadian Presbyterian Missions:

- Discuss work-related concerns with the Chairman and promptly advise him of any significant developments or problems on the field.
- Prior to each Stated Meeting of the Presbytery, the missionary shall prepare a Report of Mission/Ministry Activities and send this to the Chairman at least one month before the meeting for his use in updating the presbytery.
- Complete a Personal Life Evaluation in December of each year and review it with Canadian Presbyterian Missions.
- Inform Canadian Presbyterian Missions of any travel away from the field (vacation, trips out of country, etc.)
- The Presbytery is responsible for all missionary assignments. Any interest in changing assignments should be communicated to the presbytery through the Chairman of Canadian Presbyterian Missions.
- There may be exceptional circumstances in which the missionary feels the need to communicate directly to the Presbytery rather than through the Chairman of the committee. In such circumstances, communication must be directed through the Moderator of the Presbytery, the Stated Clerk or the Reading Clerk.
- Occasionally, the Chairman may recommend the missionary to seek advice and expertise on a particular matter from an individual presbytery member. Such communication must be carefully limited to that specific matter.

5.1.3: Prerequisites for Becoming a Missionary

1. Endorsement

Persons applying for missionary candidacy shall submit a written statement of their Christian beliefs to the Canadian Presbyterian Missions committee for review. A candidate shall also submit a letter of endorsement from their session (or appropriate church leadership if the candidate is

from outside of the ARP) as to the candidate's saving relationship to Christ, his knowledge of the Gospel, his Christian character, and his call to missionary service and qualifications for performing the same. The Session (or appropriate church leadership) shall forward a copy of their endorsement to the Canadian Presbyterian Missions Standing Committee. This endorsement is part of the process to assist the committee in ascertaining whether the individual is “called” to serve on the mission field.

The “Letter of Endorsement” from the Session (or appropriate church leadership) shall include the following:

- A brief history of the candidate’s church membership and spiritual growth;
- Comments on the candidate’s spiritual gifts and involvement in the ministry of the church;
- The Session's (or appropriate church leadership) reasons for endorsing this candidate and attesting to his/her call;
- If the candidate is married, comment upon the spouse's spiritual growth and their support of the call;
- If the candidate has children, comment upon their role as a parent and the spiritual atmosphere of the home.

2. Qualifications

a) The following qualifications apply to all missionary classifications. Like all Christians, a missionary must have:

- The approval of their local session and the Canadian Presbytery for consideration for missionary service
- A total consecration to our Lord Jesus Christ
- An understanding of how to walk with Christ daily and how to engage in spiritual warfare and growth through prayer and Bible study
- Faithfulness in their personal witness
- A belief in and personal adherence to the basic doctrines of evangelical Christianity
- A commitment to cross-cultural evangelism and teaching
- A desire to work hard without close supervision
- An adaptable and flexible spirit
- The ability to work in harmony with other missionaries and nationals
- A willingness to work under the authority of others as a servant of Christ
- The ability to persevere through times of stress and discouragement
- An acceptance and adherence to the doctrines of the ARP Churches in Canada, as they are contained in the Westminster Confession of Faith and Catechisms, as being founded on the Word of God and are the expression of their own faith in order to qualify for their missionary service.
- A loyalty to Canadian Presbyterian Missions and his/her denomination

b) Education and Credentials

Generally, Canadian Presbyterian Missions missionaries should have an undergraduate degree or its equivalent. The committee may set specific education and training requirements according to the job description of the missionary.

c) **Citizenship**

Canadian citizenship is not a requirement for becoming a Canadian Presbyterian Missions missionary. However, Canadian Presbyterian Missions normally does not send a non-Canadian citizen, or one who has recently become a Canadian citizen, as a missionary to the country in which he/she was born. Should an exception arise and they are appointed to serve in their country of origin, their salary will be based on the same rate as a local pastor so as to avoid resentment or jealousy within the local church.

3. **Process of Becoming a Missionary**

Canadian Presbyterian Missions will continue to develop specific procedures for the application, screening and preparation for becoming a Canadian Presbyterian Missions missionary.

A pre-candidate is someone who has expressed a serious interest in becoming a Canadian Presbyterian Missions missionary. The pre-candidate then maintains regular contact with Canadian Presbyterian Missions for guidance and prayer. When ready to move forward in pursuit of becoming a missionary, the application and information forms for application for missionary service are to be completed and submitted to Canadian Presbyterian Missions for the process of consideration to begin.

a) **The Application**

The application process allows the potential missionary candidate to share information with Canadian Presbyterian Missions. This will include information on the individual's background and expectations as a missionary. The applicant must provide all requested information unless specifically waived.

Canadian Presbyterian Missions requires the applicant to provide a personal Christian testimony, a statement about his/her desire for missionary service, as well as his/her qualifications. The individual should also provide names and contact information of persons who may provide Canadian Presbyterian Missions with a greater understanding of the applicant.

Any individual interested in becoming a missionary must meet with Canadian Presbyterian Missions to discuss why he/she believes they have been called to be a missionary.

The submission of an application does not constitute a claim to appointment, nor does it give any priority in gaining an appointment. Canadian Presbyterian Missions conducts an extensive review and evaluation process to determine if it will offer an appointment to an applicant. The Canadian Presbytery always maintains the final authority for approving and appointing its missionaries.

b) **Field Assignments**

All field assignments are subject to the approval of the Canadian Presbytery. The Committee shall assign missionaries to fields based on ministry needs, the fitness and preferences of the candidates, the needs of particular fields and other considerations at the time. The Canadian Presbytery (through the Committee) may also change these assignments from time to time.

c) **Commissioning and Ordination**

Since there is no other way of salvation than that revealed in the gospel, and since in the divinely established and ordinary method of grace, faith comes from the hearing of the Word of God, Christ has commissioned His church to go into all the world and to make disciples of

all nations.

The Canadian Presbytery approves and appoints individuals for missionary service to a specific field or area of service to spread the Gospel of Jesus Christ. The appropriate Church court (Presbytery for ministers and Sessions for lay missionaries) may then commission the individuals for service in a special “Service of Commission for Missionary Service”.

Ministry is defined, as those Christian services for which churches, as well as governmental and social agencies have determined that commissioning, licensure, or ordination are appropriate. The transfer and/or revocation of these credentials is subject to the discretion of the presbytery and/or the appropriate church body.

1) Ordination

Because the offices of minister and elder are gender specific, licensure and ordination is reserved for qualified men.

Ordination is not the conferring of power or grace; rather, it is the clear recognition that God by His Grace and Sovereignty has called a man to Himself for specific, vocational ministry among His people. Ordination is the recognition by the church of God’s giving a gifted man to the body of Christ for service.

Ordination is limited to those men who are set aside for direct involvement in the ministry of God’s Word and Sacrament to the hearts and lives of people. Evidence of recognized effective ministry of the candidate should be seen, preferably including his already having been licensed by his presbytery (or appropriate church body as recognized by the Canadian Presbytery).

A minister as a missionary (FoG 9.9.A)

- The Church shall ordain and send forth ministers as missionaries in obedience to the command of Christ to go into all the world and preach the gospel.
- The minister, as a missionary, may perform the duties of pastor, teacher, and evangelist.
- A minister, as a missionary in fields where there is no organized Presbytery, may exercise Presbyterian authority under direction of the General Synod in organizing congregations, in receiving students of theology and directing their studies, and in ordaining and installing them as ministers. In such instances, the minister is still bound by the Standards of the church in all other areas of his ministry.

2) Commissioning

To be commissioned to serve on the mission field, is distinct from ordination to church office, and is the solemn recognition of a person as set apart for this particular work of ministry.

The word “commission” is defined as “to send with a mandate or authority; to empower; to delegate.” Commissioning for missionary service is designed for qualified men and women who are set apart for missionary service and is issued for a defined purpose and period of time, subject to the conditions established by the presbytery.

The act of commissioning for missionary service is the recognition by the presbytery (after verification by the local session and the presbytery) that a person has been called of God and is qualified for Christian ministry on the mission field.

A Layperson as a missionary

In the Associate Reformed Presbyterian Churches in Canada, we commission laypersons called to missionary service to perform their duties within the context of the larger church. This call is seen as either a short-term or a long-term commitment to the mission field as determined by the presbytery. The focus is primarily on their specialty, giving them a single purpose rather than broad-based contribution to the life of the church. The church recognizes these individuals as qualified in their particular task and sends them out to serve in this role. A commissioned person understands and submits to the parameters and limitations of the call and recognizes that it is always done standing with an ordained person from the presbytery.

- A commissioned missionary may be either male or female and is not allowed the same rights and privileges as an ordained minister serving on the mission field.
- A commissioned missionary is not a church-planter.
- A commissioned missionary cannot administer the sacraments.
- A commissioned female missionary may teach other women but cannot preach the Word of God.

The appropriate Church court (Presbytery for ministers and local church Sessions for lay missionaries) then may commission the individuals for service. When married couples are commissioned for missionary service, it will normally be done jointly. The commissioning is done as part of a worship service and is usually held in the local church of the new missionary.

Commissioning Service

"A commissioning, which is distinct from ordination to church office, is the solemn recognition of a person as set apart for a particular work of ministry." **(The Directory of Public Worship, V.C.8)**

The commissioning service should include the following elements:

- A sermon;
- A charge will be given to the missionary candidate(s) following his/her affirmative answer to the following questions,
 - 1) *Do you believe in one God – the Father, Son and Holy Spirit – and do you confess anew the Lord Jesus Christ as your saviour and Lord, and acknowledge Him Head over all things for the Church, which is His Body?*
 - 2) *Do you reaffirm your belief in the Bible, the Scriptures of the Old and New Testaments as the Word of the living God, the only perfect rule of faith and practice, infallible in all that it teaches, and inerrant in the original manuscripts, and to which nothing is to be added and from which nothing is to be taken at any time or upon any pretext?*
 - 3) *Do you accept the doctrines of the ARP Churches in Canada, contained in the Westminster Confession of Faith and Catechisms, as founded on the Word of God and as the expression of your own faith and do you resolve to adhere thereto?*

- 4) *Do you accept the government, discipline and worship of the Associate Reformed Presbyterian Churches in Canada?*
 - 5) *Do you promise to perform faithfully the duties of a missionary and do you promise to endeavour by the grace of God to live your life in Christian witness before the church and the world?*
 - 6) *Do you promise to submit in the spirit of love to the authority of the presbytery and to the higher court of the church?*
 - 7) *Do you promise in all things to promote the unity, peace, purity and prosperity of the church?*
 - 8) *Do you, without any mental reservation, accept this spiritual commission from the church to be sent out as its missionary(ies) for the cause of the Gospel of Jesus Christ?*
- A charge will be given to the congregation (representing the full church);
 - Laying on of hands by the elders present while the presiding pastor offers a commissioning prayer.

5.2: Lifestyle Issues

5.2.1: Marriage, Divorce and Lifestyle Preferences

As a confessional church which holds its ministry to a confessional position, the Canadian Presbytery requires that all of its church officers, ministers and missionaries to uphold the confessional standards of the ARP Church. In dealing with marriage, divorce and lifestyle preferences, the Westminster Confession of Faith (Chapter XXIV) deals with the matter.

Canadian Presbyterian Missions recognizes that in many instances a divorce in an individual's past may have adverse effects upon service as a missionary; however Scripture acknowledges certain just causes for divorce. Therefore, depending on individual circumstances, Canadian Presbyterian Missions may appoint divorced individuals as missionaries.

The conditions pertaining to marriage and divorce from chapter XXIV of the Westminster Confession of Faith will also be applied to any "lifestyle preference" and/or sexual relations that are clearly prohibited by scripture.

WCF CHAPTER XXIV - Of Marriage and Divorce

Marriage is to be between one man and one woman: neither is it lawful for any man to have more than one wife, nor for any woman to have more than one husband, at the same time.

1. Marriage was ordained for the mutual help of husband and wife, for the increase of mankind with legitimate issue, and of the church with a holy seed; and for preventing of uncleanness.
2. It is lawful for all sorts of people to marry, who are able with judgment to give their consent. Yet it is the duty of Christians to marry only in the Lord. And therefore, such as profess the true reformed religion should not marry with infidels, papists, or other idolaters: neither should such as are godly be unequally yoked, by marrying with such as are notoriously wicked in their life, or maintain damnable heresies.
3. Marriage ought not to be within the degrees of consanguinity or affinity forbidden by the Word. Nor can such incestuous marriages ever be made lawful by any law of man or consent of parties, so as those persons may live together as man and wife.

4. Adultery or fornication committed after a contract, being detected before marriage, gives just occasion to the innocent party to dissolve that contract. In the case of adultery after marriage, it is lawful for the innocent party to sue out a divorce: and, after the divorce, to marry another, as if the offending party were dead.
5. Although the corruption of man be such as is apt to study arguments unduly to put asunder those whom God hath joined together in marriage: yet, nothing but adultery, or such wilful desertion as can no way be remedied by the church, or civil magistrate, is cause sufficient of dissolving the bond of marriage: wherein, a public and orderly course of proceeding is to be observed; and the persons concerned in it not left to their own wills, and discretion, in their own case.

5.2.2: Cultural Sensitivities

The evangelical community has varied views on the proper extent of “Christian liberty”. However, there are times when freedoms that may be accepted in a Western setting will be considered offensive and/or inadvisable in a cross-cultural setting. Therefore, Canadian Presbyterian Missions may counsel its missionaries to give up certain practices that the Bible or secular law does not directly prohibit when they are deemed as cultural stumbling blocks to others. Under this category could fall the use of alcohol and tobacco, styles of dress or various other habits or manners.

Section 6: The Canadian Presbyterian Missions Missionary

Canadian Presbyterian Missions missionaries are appointed by the Canadian Presbytery and are held accountable through the Canadian Presbyterian Missions Committee to the Canadian Presbytery. They rely on the Canadian Presbyterian Missions Committee for support, assistance, and guidance.

6.1: Role as a Missionary

The role of a Canadian Presbyterian Missions missionary requires balance and flexibility. Depending on the needs and opportunities on the field, their particular strengths and abilities form the basis of their job description. As a missionary, they will form many relationships, and the strength of those relationships will greatly impact their ministry. It is important for them to form these relationships in a manner glorifying to Jesus Christ.

6.2: Relationship with Canadian Presbyterian Missions

The Chairman of Canadian Presbyterian Missions is their link to the Canadian Presbyterian Missions Committee. The Committee develops objectives, policies, and strategies; and it places the Chairman of the Committee as the Administrator of the committee. The Chairman has day-to-day responsibility for the organization, including carrying out the objectives, policies and strategies set by the Presbytery. His role includes providing orientation, direction, and accountability. He works with the missionary and the Mission (where applicable) to maintain their vision, set goals, ensures positive relationships, and share a common ownership of all field-related programs. He may choose to provide support on specific matters through other Canadian Presbyterian Missions committee members. He may designate a team leader to be responsible for carrying out his and the Presbytery’s guidance on the field.

Communication is essential in maintaining a missionary’s relationship with Canadian Presbyterian Missions. The missionary will observe the following protocols and policies of the committee.

- Discuss your work-related concerns with the Committee Chairman and promptly advise him of any significant developments or problems on the field.
- Prior to each Stated Presbytery Meeting, prepare a semi-annual Report of Mission/Ministry Activities (See Attachment D) and send this to the Chairman at least one month before the meeting for his use in updating the Presbytery.

- Complete a Personal Life Evaluation (see Attachment E) in December of each year and review it with the Chairman or whoever is designated.
- Inform the Canadian Presbyterian Missions committee of any travel away from the field (vacation, trips out of country, etc.).
- The Canadian Presbytery is responsible for final approval for all missionary assignments. Any interest in changing your assignment should be communicated to the Presbytery through the Chairman.
- There may be exceptional circumstances in which you feel the need to communicate directly to the Presbytery rather than through the Chairman. In such circumstances, communication must be directed through the Moderator of the Presbytery, the Stated Clerk or the Reading Clerk. (See Section 4.1.2)
- Occasionally, the Chairman may recommend you seek advice and expertise on a particular matter from an individual Presbytery member. Such communication must be carefully limited to that specific matter.

6.3: Conflicts of Interest

As a missionary of the Canadian Presbytery, you have an obligation to conduct your business in keeping with Biblical, ethical standards. A conflict of interest is simply making an undeserved gain from a Canadian Presbyterian Missions business decision. The gain may be for a relative, a friend, or personal. The following are some examples of situations that would be considered conflicts of interest:

- Participating in the decision to buy or sell when a relative is a potential client
- Serving on another board or agency where its actions may affect Canadian Presbyterian Missions
- Accepting gifts, rebates, special discounts, etc. in exchange for favourable decisions/approvals (A nominal friendship gift is often acceptable.)
- Accepting honorariums and not turning them in to Canadian Presbyterian Missions (**See Section 12.3.3**)
- Establishing policy where you may benefit without full discussion with others in similar leadership roles (e.g. travel rules, reimbursement options)

The missionary should strive to understand the concept behind the definition of what it means to reap personal gain, and they should avoid becoming involved in these types of situations. Understand that the potential or appearance of a conflict of interest is often just as harmful to the ministry and/or an individual's reputation as actually realizing the gain. As early as possible, they must discuss with the Chairman any actions or situations that they believe might be considered a conflict of interest.

6.4: Grievance and Appeals Process

In a fallen world, misunderstandings, conflicts, and disagreements will occur even between mature believers. These should be resolved as quickly as possible. Prior to filing a formal grievance, the Presbytery requires that every effort be made to resolve matters through Christian peacemaking principles according to the commands of Christ in Matthew 7:5 and 18:15-17. (**See the ARP Book of Discipline, Chapter IV – Private Procedure**)

The Canadian Presbytery has established the following “order” for use in filing a grievance or appeal:

- Missionary (private)
- Immediate Supervisor (if applicable)
- Team Leader (if applicable)
- Canadian Presbyterian Missions Committee Chairman

- Canadian Presbytery

Grievance and appeals procedures will include the establishment of:

- The appropriate chain of authority
- A case file and procedures for its use (to be made available to both parties)
- Appropriate timelines to ensure speedy processing of the complaint
- The right of each party to have counsel and advice at all levels of the grievance process

There will be no discrimination or retaliation against any party for filing a grievance or appeal.

6.5: Policy Regarding Charismatic/Renewal Movements

Canadian Presbyterian Missions policy on ministry affected by the Charismatic/Renewal Movements, which emphasize manifestations of the Holy Spirit's presence and power:

- The Presbytery recognizes the unique and powerful ways in which the Holy Spirit is working in mission fields around the world.
- The Presbytery enthusiastically endorses those expressions of ministry that are within the bounds of the ARP Standards (Confessions, Catechisms, and Books of Worship, etc.)
- The Presbytery urges caution and the seeking of counsel (Canadian Presbyterian Missions leadership and Presbytery/Session oversight) before supporting or adopting expressions of ministry that are not covered by the ARP Standards.

6.6: Whistleblower Policy

Knowledge or suspicions regarding illegal or unethical conduct in connection with the finances or other aspects of Canadian Presbyterian Missions operations should be immediately reported to the Chairman of the Committee. While respecting the privacy and reputation of all parties involved, the Canadian Presbyterian Missions Committee will investigate all credible allegations and will inform the Canadian Presbytery of its findings.

There will be no discrimination or retaliation for reporting misconduct pursuant to this policy. All requests for anonymity will be respected to the extent that doing so does not impede any investigation.

Section 7: Member Care

Canadian Presbyterian Missions is committed to the ongoing care of the physical, psychological and spiritual needs of the missionaries. They are encouraged to reach out to the Chairman with any concerns, worries, or needs. Open and clear communications between all parties are always important.

7.1: Physical Health

The Presbytery requires that each missionary and their spouse (if applicable) have an annual (if age 50 or over) or bi-annual (if under age 50) physical examination by a physician who is certified by the Royal College of Physicians and Surgeons of Canada (for specialists) or the College of Family Physicians of Canada (for family medicine).

7.2: Psychological Health

There are several psychological assessments, i.e. personality, career, etc., available through Canadian Presbyterian Missions that missionaries may periodically be asked to complete. These tools are used to measure and evaluate areas such as stress, proper job fit, teamwork, etc. Also, Canadian Presbyterian Missions may recommend counseling as a means to ensure their ongoing psychological and emotional health.

7.3: Spiritual Health

Their spiritual health, in both doctrine and life, is of primary importance. The Committee will make regular inquiries regarding their spiritual health and may make suggestions to enable them to grow in your relationship with the Lord. They should be transparent about the state of their spiritual health and seek assistance under the supervision of the Canadian Presbyterian Missions committee.

7.4: Crisis Situations

7.4.1: Evacuation

Various situations (e.g. war, civil disruption, disease, natural disasters) may raise the need to evacuate missionaries from the mission field unexpectedly. If a situation begins to develop, the missionary should immediately contact the Chairman to discuss the potential crisis. Normally, the Chairman (after consultation with the missionary and the committee) will make an evacuation decision. In situations of an emergency nature, where time will not allow consultation with the committee, the chairman (with the missionary) may make the decision to evacuate the field. In situations where consultation with the Chairman is not possible, the senior missionary at the mission location should make the evacuation decision. Safety is to be the highest priority.

The missionary should prepare and store an inventory of personal field possessions with the Canadian Presbyterian Missions office, accompanied by pictures of the items inside your home. If a missionary is evacuated for reasons outside their control, they should file a statement of personal loss based on these inventories. The Chairman in consultation with the Canadian Presbyterian Missions Committee will determine replacement compensation.

Each field should supplement this policy with a plan for evacuation, approved by the Committee. This plan should include step-by-step procedures for evacuation.

7.4.2: Kidnapping

The Canadian Presbytery does not pay ransom or meet demands made by terrorists who have kidnapped or abducted Canadian Presbyterian Missions representatives. Missionaries are to communicate this policy to their families and encourage them to abide by the policy.

In the event a kidnapping should take place, Canadian Presbyterian Missions will consult with World Witness and other agencies as to the best course of action to proceed. The Presbytery will make every legitimate effort at its disposal, without acceding to ransom demands, to gain release of the victim(s), including a widespread call to prayer.

If imminent loss of Mission property endangers the life and well being of any Canadian Presbyterian Missions missionary (and all reasonable precautions are taken), the property is always considered expendable.

7.5: Proper Use of Criticism

Positive criticism can be uplifting when helping someone to understand a shortcoming and/or discover ways for improvement. Always offer criticism with this intent and attitude in mind.

Indiscriminate criticism of the acts or policies of the Presbytery, Committee, Mission, staff, or another individual, whether through the press, in a public address, in private conversation, or via correspondence, can be harmful to the work that the missionary and the Presbytery alike have at heart.

7.6: Dating Relationships and the Single Missionary

As a Church body, the Canadian Presbytery, through the Canadian Presbyterian Missions Committee, reserves the right to object to a dating relationship if the relationship is observed to be detrimental to the

missionary's work performance or their spiritual wellbeing.

7.7: Drug Free Workplace

Canadian Presbyterian Missions maintains and insists upon a drug free workplace. This policy must be adhered to by all missionaries (all classifications) and volunteers.

- Canadian Presbyterian Missions prohibits the unlawful manufacture, distribution, dispensing, possession or use of any controlled substance.
- Any missionary found abusing drugs in the workplace will be referred to the appropriate authorities. If any criminal drug statute has been violated, the missionary will receive written notice from Canadian Presbyterian Missions of this action.
- Violation of this policy may result in appropriate personnel action, which may include termination.
- Drug counselling, rehabilitation, and employee assistance is available through drug rehabilitation clinics and programs, which are approved by Canadian Presbyterian Missions.
- All new missionaries of Canadian Presbyterian Missions will be given a copy of this notice and asked to sign it as part of the hiring process.

7.8: Email and Internet Guidelines

- Always use the Internet sensibly. A Christian's email should be discreet and conform to acceptable Christian behaviour. Keep in mind that the missionary's identity, which is linked to Canadian Presbyterian Missions, may be logged at Internet sites they visit.
- Missionaries should check their email accounts daily for new messages and respond in a timely manner. If they cannot answer within one day, they should let the person know their email has been received and when they will reply.
- Do not visit websites considered pornographic, indecent, obscene, offensive, illegal, abusive, or which engage in personal attacks.
- Do not use email to encourage or promote activities that make unproductive use of your time.
- Emails affecting Canadian Presbyterian Missions business or relationships should be properly filed for retention.
- Do not use email for:
 - a) Chain letters; dispatches to large lists of nonrelated recipients; sending unsolicited jokes, spam, or junk mail
 - b) Encouraging or promoting activities, which, if conducted, would be illegal or unlawful or involve activities outside the scope of your responsibilities
 - c) Conversations which are defamatory or that might incur liability on the part of Canadian Presbyterian Missions or that could adversely impact the image of the Canadian Presbytery

7.9: Monitoring of Internet Activity

The intent of Canadian Presbyterian Missions is not to be a police station for a missionary's behaviour, but the challenges and temptations that are at work among all of us must be recognized. The following guidelines have been set to help a missionary in the fight against this spiritual battle and are expected to be taken seriously:

- All full time missionaries should download and install a Canadian Presbyterian Missions approved Internet monitoring system on your personal computers (e.g. a program such as "Covenant Eyes"). You will be personally responsible for the cost of that program.
- All missionaries must choose an accountability partner. This person can be a member of their family; but, in addition, they ought to also have a partner of the same gender. They are responsible for making sure they always have an accountability partner registered.

- The Missionary is responsible for keeping their personal and contact information (e.g. email address) updated.

7.10: Harassment

Canadian Presbyterian Missions strives to provide a work and ministry environment according to Biblical standards of morality and purity.

Canadian Presbyterian Missions prohibits all forms of harassment including, but not limited to, verbal, physical, sexual, sexually explicit materials, and sexual abuse of children. When such conduct is discovered, the person will automatically be subject to termination of position and benefits.

If it is believed that another individual related to Canadian Presbyterian Missions has harassed a missionary or having business with Canadian Presbyterian Missions, the matter should be immediately reported to the Chairman of the Committee or the Stated Clerk of the Presbytery. The missionary will not suffer retaliation for reporting harassment.

Supervisors at all levels must immediately report any incidents of harassment to the Committee Chairman. The Chairman will immediately investigate all complaints and implement the appropriate disciplinary action or recommend disciplinary action to the Canadian Presbytery.

7.11: Home Assignment

See Section 12.1 for information related to Member Care during periods of home assignment.

7.12: Relief Trips

If the missionary is serving in an isolated, restrictive, or repressive location and their direct support account is funded at or above 90 percent (in the previous financial quarter), they may qualify for a relief trip. They may take one out-of-country trip or two domestic trips per year. Trips taken in Canada must benefit Canadian Presbyterian Missions or their ministry development (e.g. studies, fundraising, etc.) The total amount they may spend for relief trips should not exceed \$3,000 per year. This amount may be spent on travel, accommodations, and meals (standard travel rule of one meal per day applies). All relief trips require prior approval by the Canadian Presbyterian Missions Committee.

7.13: Security Guidelines Regarding Correspondence

The following policy regards the security guidelines we ask anyone corresponding with our international workers to abide by. Please make sure family and friends are familiar with this policy.

Corresponding with Canadian Presbyterian Missions workers who minister to Muslims is welcome and encouraged. However, please follow the guidelines below:

- Always use the words “worker,” “messenger,” or “member” when corresponding with messengers of the Word via email or postal mail.
- Do not post information that mentions a member’s work or country of service on the web without his/her permission. This includes Facebook, church websites, church bulletins or newsletters (printed newsletters or bulletins are fine), Twitter, Blogger Spot, Pinterest, personal blogs, public newspapers (print or electronic editions), or on any other public internet forum or social media.
- If you wish to forward their email or printed newsletters, get their permission first.
- Do not use the terms “missionary/m*ss***ry,” “evangelism,” “proselytizing,” or “church planting” in electronic correspondence. At this point, Canadian Presbyterian Missions believes it is safe to use the terminology “prayer,” “God,” “Jesus,” “Bible,” etc.
- Do not add a member’s name to mass email lists or forward email messages that contain any of the terms listed in the previous guideline.

Please Be Aware:

- If you post your church bulletin or newsletter on the web as a .pdf file, all the information on the bulletin or newsletter is searchable by Google. For example, if a particular missionary is written about in your bulletin and then posted to the web as a .pdf, Google will then put that .pdf file in its search engine, allowing anyone with web access to find this bulletin and read it.
- Likewise, if an advertisement is run in a city newspaper for a church mission conference, keep in mind that the newspaper will also post this on their website, which will be searchable by Google or other search engines. For example, if a mission conference advertisement in a newspaper reads, “Come hear Joe McErskine speak about his highly dangerous work in the Middle East,” it is likely that within one week’s time this information will be on the web for anyone to access.

Section 8: Financial Support**8.1: Fundamentals**

Financial Support comes through the gifts of the Body of Christ via churches and individuals (both within and outside the ARP community) who are committed to supporting people as a Canadian Presbyterian Missions missionary. The Canadian Presbytery is dependent upon God for all financial support, and all funds received by Canadian Presbyterian Missions for missionary support ultimately belongs to Him.

- a) The missionary/candidate will work with the Canadian Presbyterian Missions Committee to develop a budget for the proposed mission work. Prior to departure for the mission field, the candidate must meet all conditions of appointment including building their pledge support level to approximately 100% (including the first year’s travel and allowances) or at a level as determined by Canadian Presbyterian Missions Committee.
- b) When raising financial support (either through direct contributions or pledges), the missionary/candidate and the Canadian Presbyterian Missions Committee must make it clear to donors that the gift is for the work of the Canadian Presbytery acting through the Canadian Presbyterian Missions Committee (not the missionary/candidate) and that the Canadian Presbytery has full control, direction and ultimate discretion as to the use of these funds (even though the purpose of the gift may be “directed” for a particular project or mission field). All gifts and donations towards the missionary endeavour are intended to support the charitable work as carried out by the Canadian Presbyterian Missions Committee and not the individual missionary/ candidate. It is more accurate for a gift or donation to be directed to a particular mission field or endeavour rather than to a particular missionary/candidate.
- c) In the event there is a situation where the mission endeavour is discontinued and/or the missionary leaves the mission field or excess support funds have been raised, any financial support that has been previously donated will remain under the direction and control of the Canadian Presbytery (through the Canadian Presbyterian Missions Committee) to be redirected to the CPM general operating fund for other mission opportunities. This will be noted on all support raising literature so donors are made aware of this policy before contributing to the mission endeavour.
- d) Canadian Presbyterian Missions builds its budget in three levels:
 - **Missionary Direct Support**
Personal support is funded first. This covers salary, allowances, insurance, pension, housing, transportation, and other expenses directly related to maintaining the work on the field. The mission support level is set to maintain a reasonable standard of living in the assigned country and does not reflect the value of a missionary’s worth, education, or training. The Committee (in conjunction with the missionary) has the stewardship responsibility of establishing a budget

for support, guaranteeing a full salary and benefits whether or not monthly donations rise above or fall below budgeted expenses.

- **Program Ministry**

Core ministry programs are budgeted next. The Committee (with major input from the field) designates this work as essential to the ministry. The funding for the program must be sustainable for it to remain within this category.

- **Project Work**

Project work is funded if and when additional funds are available. Generally, this level involves ministry opportunities that would enhance the Lord's work, but the Committee is not yet confident that the funding will be available or sustainable. Projects are generally limited in scope and duration.

- e) The desire to pursue any specific line of ministry starts with the missionaries on the field and flows through the Canadian Presbyterian Missions office to the Presbytery. A missionary is the critical start for this process since they have the firsthand knowledge of the field. However, the Presbytery has the final decision after it balances the various needs with the current support levels.
- f) The Presbytery reserves the right to redirect any surplus funds to under-supported missionaries.

8.2: Development Support

Since the primary responsibility for a missionary's Direct Support rests with the Committee, it is imperative that the missionary follows the Committee's directives when developing support. Through a shared effort, the Canadian Presbyterian Missions committee partners with the missionary to cultivate and maintain the support needed for their service.

The Canadian Presbyterian Missions committee begins working early with approved candidates to encourage building prayer support and making friends on as broad a basis as possible in an effort to provide spiritual support, encouragement, and a financial base. The missionary must continue to cultivate and nurture these relationships. Doing so helps churches and individuals provide the long-term prayer and financial support the missionary will need.

Regular communication with donors is the key to maintaining direct support:

- On a monthly basis, write thank you letters for the donations received the previous month.
- Write at least six newsletters per year and send them directly to Canadian Presbyterian Missions for distribution.
- Newsletters should:
 - a) Be positive and edifying, sharing both the encouraging and discouraging aspects of the ministry as well as personal or family news item
 - b) Elicit prayer for the missionary and their ministry.
- Newsletters should not include financial appeals unless specifically authorized by Canadian Presbyterian Missions.
- On a yearly basis, write supporting churches, expressing appreciation for financial and prayer support.

8.3: Types of Gifts

Missionaries often talk with people about their giving options, so an understanding of gift considerations and differences is important. Because some types of gifts have significant tax implications, missionaries should keep Canadian Presbyterian Missions informed of discussions the missionaries have with their supporters concerning any expected or potential gifts, especially large or unusual ones. Consult the

Canadian Presbyterian Missions Committee before finalizing major gifts in order to ensure proper handling of these funds and any possible tax implications.

8.3.1: Gifts for Mission Work

The manner in which a donation is discussed with a donor is very important. There needs to be a balance between specificity (in which a particular project is used as an illustration) and flexibility (which allows for changes that often occur on the field). If funds cannot be used exactly as designated, Canadian Presbyterian Missions will apply them to the nearest program or project.

8.3.2: Personal Gifts

The Canadian Presbyterian Missions Committee does not allow personal gifts to the missionary as tax-deductible contributions. The Presbytery considers the solicitation of personal gifts as unethical. Your Canadian Presbyterian Missions salary (as budgeted) should be sufficient for basic family needs. Discuss any specific needs for support with the Chairman.

Section 9: Compensation, Taxes & Benefits

9.1: Employment Considerations

Prior to each term of service (normally a four-year cycle), a missionary will sign a “contract” to specify their commitment with Canadian Presbyterian Missions. The Chairman will sign on behalf of the Presbytery.

9.1.1: Death

Upon the death of a Canadian Presbyterian Missions missionary, the Presbytery will continue paying the employee’s current salary and allowances to the surviving spouse for a period of up to at least six months or whatever time period the Presbytery determines to be adequate. Funeral, burial, and travel expenses are the responsibility of the family.

If an active missionary dies on the field and the family decides to return the body to Canada, Canadian Presbyterian Missions will pay for the one-way economy airfare to bring the surviving family members home.

When a married missionary dies in missionary service, with or without dependent children, and the surviving spouse leaves missionary service before becoming eligible for the provisions of the retirement policy the Presbytery may grant relief as the case justifies.

9.2: Compensation

The compensation for a Canadian Presbyterian Missions missionary is based on a common pay scale approved by the Presbytery. Any questions concerning missionary employee compensation that cannot be resolved by the Chairman are referred to the Presbytery.

9.2.1: Direct Deposit

A Canadian bank account is required for direct deposit of their support payments. Support payments or reimbursement payments will be deposited on the 15th of each month and include their compensation for the entire month. If the 15th falls on a weekend, their support payment will be direct deposited on the Friday prior to the 15th.

9.3: Taxes

Canadian Presbyterian Missions complies with all federal and provincial tax regulations. Payment of legitimate federal, provincial and local taxes, as well as any applicable host nation taxes, is the responsibility of all missionaries. Canadian Presbyterian Missions does not give personal tax advice to missionaries and, therefore, strongly encourages consultation with a professional tax adviser.

In addition to their regular compensation and cost of living adjustment, their taxable income will include one or more of the following expenses. All income is reported on their year-end T-4 Slip and reported to the Canadian Revenue Agency.

9.4: Benefits

9.4.1: Insurance

Any provision for insurance (whether life, property, medical or travel) is the responsibility of the missionary.

9.4.2: Annual Vacation

The Committee expects the missionary to take four to six weeks of vacation annually. When applicable, the Mission, coordinated by the team leader, should make provisions for their ministry during their vacation period. During home assignment, their first month in Canada is normally used for this vacation.

Section 10: The Mission

10.1: Purpose

The Mission is the functioning body of Canadian Presbyterian Missions on the field or in an area of specialized ministry and oversees the regular activities of the local ministry. The Mission works for the Presbytery by keeping it informed of the ministry and conditions on the field and by carrying out the policies and directions of the Canadian Presbyterian Missions Committee through their interaction with the Chairman of the Committee. The Chairman (with the approval of the Presbytery) may designate individuals to serve as supervisors or advisors within the Mission, clearly documenting and communicating to the Mission any authority delegated to these individuals.

10.2: Membership and Organization

The Mission consists of all the Presbytery-appointed Canadian Presbyterian Missions missionaries on each particular field or within each area of specialized ministry.

- The Mission elects its own chair and secretary. The Chairman may appoint a Mission treasurer. Committees are appointed at the discretion of the Canadian Presbyterian Missions Committee in conjunction with the Canadian Presbytery.
- In coordination with the Chairman of Canadian Presbyterian Missions, the Mission will establish its rules of procedure and meeting schedule.
- The secretary will keep accurate records of all Mission meetings and activities, maintaining copies locally and also sending copies to the Chairman of Canadian Presbyterian Missions.
- While all missionaries on that particular field are members of the Mission, only those who have lived on the field for one year may vote.
- Volunteers in Missions (VIM's) and associate missionaries may participate in Mission discussions but cannot vote. When voting on an issue, the majority vote prevails.

10.3: Authority and Responsibility

The missionary represents Canadian Presbyterian Missions (and subsequently the Canadian Presbytery and the ARP church) on the field and often acts on behalf of the Presbytery and the Canadian Presbyterian Missions committee in carrying out the ministry. While no list of authorities or responsibilities will cover every situation, these are the major guidelines.

The Mission will:

- Annually recommend a budget to the presbytery through the committee, including recommendations for changes, additions, or reductions in program funding

- Make decisions on the use of budgeted funds (with Presbytery guidance)
- Control all Mission institutions and programs within its boundaries (with Presbytery guidance)
- Work with the national church to:
 - a) Supervise all work within the boundaries of the Mission
 - b) Decide local policy and methods of work
 - c) Assign national workers to duties and determine their salaries
 - d) Recommend to the Presbytery the location and transfer of missionaries

Without approval by the Canadian Presbyterian Missions/Canadian Presbytery, the Mission may not:

- Change Canadian Presbytery approved policies
- Open or close any Mission center or institution
- Purchase or sell land, real property or fixed assets
- Begin or end major segments of the ministry's work
- Spend, or commit to spend, money beyond the amounts and within the boundaries established by the Presbytery

10.3.1: Review and Appeal of Mission Decisions

Either the Canadian Presbytery or the Canadian Presbyterian Missions Committee may approve, amend, or set aside any action of the Mission. Any missionary, or group within the Mission, may appeal an action taken by the Mission to the Presbytery. Appeals should be filed with the Chairman of the Canadian Presbyterian Missions committee or the Stated Clerk of the Canadian Presbytery as soon as possible after the questioned action. **(See Section 6.4)**

10.3.2: The Missionary's Role as a Team Member

The mission of the Canadian Presbyterian Missions consists of a team working together to promote the growth of the Church of Jesus Christ—not a group of loosely related individuals with separate agendas:

- Reflect the servant attitude of Jesus Christ through their attitude and actions as a missionary.
- Emphasize the abilities of others while being tolerant of their weaknesses.
- Never destroy one another's self-respect; the team members should do all they can to encourage one another.
- Model the Christian lifestyle they hope to see within the national church.
- Serve on one or more of the Mission's committees and undertake other specific roles in the operation of the Mission.
- Remember that prayer is the greatest asset for unity, vision, problem solving, and mutual encouragement.

10.3.3: The Missionary's Role in Relation to the National Church

As a Canadian Presbyterian Missions missionary, they represent the Canadian Presbytery, the ARP Church and, therefore, the church of Jesus Christ. While being directly responsible to Canadian Presbyterian Missions, as their sending and supporting committee, they may also work in a relationship with the national church and may be governed by specific agreements with that body.

The missionaries must:

- Always keep in mind that they are in a host country as a servant of Jesus Christ and that they are not there to serve themselves. Their attitude and spirit must enhance the growth and maturity of the local/national body of believers.
- Missionaries may serve on one or more of the mixed committees of the national church's courts

- They are expected to attend committee meetings or the presbytery of membership.
- They are expected to attend the national church's Meeting of Synod, if appropriate.
- They are expected to check with the Mission, as a whole, concerning ideas for new local programs or ministries.

10.3.4: Ministers Who Are Missionaries:

Ordained missionaries retain membership in their sending North American presbytery but may participate in a host presbytery if invited to do so.

The ARP Synod's Form of Government describes the relationship between a minister and his Presbytery. While Canadian Presbyterian Missions has Synod's direction to guide the work on the field, this does not change any of the relationships or authority of a presbytery with one of its members.

10.3.5: The Host Country Government

The missionaries must:

- Recognize that they are foreigners in their host country and always show respect for its government officials and laws.
- Register with the local Canadian Embassy/Consulate to receive their safety reports and potential assistance.
- Do not become involved in civil affairs.
- Contact their team leader and the Chairman immediately in the case of a significant accident, emergency, or any problem with their host government.
- Be resistant to "demanding their rights." In a foreign country, they should not assume to hold to some of the traditional North American expectations.

10.3.6: Mission Input Regarding Their Continued Service

Before they leave the field for a home assignment, the Committee may send the Mission a questionnaire about their performance and may request their feedback regarding a possible return to the field. The Committee may also consult with the national church on the advisability of their return to service on the field. The final decision for any continued service in the field rests with the Canadian Presbytery.

10.4: Mission Finances

When Canadian Presbyterian Missions entrusts funds to the Mission, Canadian Presbyterian Missions may appoint a treasurer to manage the Mission's finances. The following principles regarding the Mission's finances apply:

The Mission treasurer:

- Is responsible for receipting, properly safeguarding, and dispersing all general Mission funds in keeping with Canadian Presbytery and Mission approved needs.
- Must maintain a full accounting of all funds, keeping the records open for review by Canadian Presbyterian Missions and members of the Mission.
- Must send financial reports to Canadian Presbyterian Missions when requested.
- Shall never mix the Mission's account with a personal account. Keeping the account separate reduces the chance of improper use of funds and makes it easier to transfer the account to the next treasurer.
- Shall, whenever possible, establish accounts for the "Treasurer of the ARP Mission" and not the individual. If the host nation's rules and regulations do not make this possible, the Chairman

should be informed and appropriate action taken to ensure that the records clearly indicate that the accounts are held on behalf of the Mission of the Canadian Presbyterian Missions Committee.

10.4.1: Unauthorized Expenses

In its Manual of Authorities and Duties, General Synod charges the Board of Foreign Missions -World Witness “to receive, maintain, and disburse all funds contributed to World Witness.” This same charge is applied to Canadian Presbyterian Missions under the auspices of the Canadian Presbytery. The Committee does this through its approved budget system that allocates specific funding levels to fields and major ministry areas. The Mission may only spend up to the amount allocated in these budgeted funds. No one may commit Canadian Presbyterian Missions to unbudgeted expenses without Presbytery approval. Even if the money is available to begin a new work, the Presbytery must approve the program.

10.4.2: Property Titles, Taxes, and Insurance

The Committee will designate an agent for each field to deal with real property. The Presbytery must preapprove the purchase, sale, lease, mortgage, or other transfer of any Mission property. Where local law allows, property titles should be listed as “Canadian Presbyterian Missions Committee of the Canadian Presbytery, ARPCC.” When this is not possible, the Chairman should be consulted for alternative arrangements.

The Committee-designated agent:

- Will secure property titles to all real estate purchased/held by the Mission and provide for their safekeeping. A copy of the original, along with a translation, should be sent to the Canadian Presbyterian Missions office.
- Is responsible for obtaining sufficient insurance for all property.
- Is responsible for the timely payment of all taxes, insurance premiums, leases or other financial obligations regarding Mission property.

10.4.3: Audits and Financial Reviews

All financial records of the missionary are subject to review at any time, either in the form of a complete annual audit performed by a professional accounting firm or a lesser review as the Presbytery determines appropriate.

Any Mission with annual budgeted expenses over \$100,000 must undergo an annual comprehensive audit or regular supervision by Canadian Presbyterian Missions and report the results to the Chairman.

10.4.4: Financial Matters Concerning the National Church

Any subsidies allocated to national workers and churches may be calculated on a declining scale in order to foster self-esteem and the development of an independent national church.

The Presbytery does not subsidize the base salary of any ordained pastor serving under the Synod of Mexico or the Synod of Pakistan.

The Mission should discourage individual national churches from making direct requests to individual churches in the United States. Such requests should be directed to the Canadian Presbyterian Missions Committee through the Mission.

10.4.5: Year-End Balances

Any year-end unexpended balances should be reported to the Chairman. The Presbytery has final authority in the matter and will decide how best to use these funds. For contracted building construction or upgrade work that will carry over into the next year, the available funds at year-end

will also carry forward.

10.4.6: Loans

No loans are to be made by the Mission or its treasurer except from accounts specifically approved by the Presbytery for that purpose. Additionally, the Presbytery prohibits the Mission from receiving money from individuals for any investment, safekeeping, or other such purpose.

The treasurer may transfer funds between Mission accounts to relieve a shortage, on an emergency, short-term basis only. Any such transfer should be reported to the Chairman immediately. These funds are to be replaced as soon as possible from subsequently available funds unless the Presbytery authorizes a permanent change between the accounts.

10.5: Field Visits

Sometimes individuals are led to visit the mission field to better understand the ministry they support or to serve on a short-term basis.

- Any visit, by an individual or group, to a Canadian Presbyterian Missions field should be coordinated through Canadian Presbyterian Missions to ensure proper support is available and arrangements are in place.
- The Committee recommends that the Mission prepare guidelines for the expected conduct regarding field visits. Depending on field conditions, guidelines may include requirements for a release from liability.
- The Presbytery requires churches that are sending groups with youth/children or those expecting to work with youth/children to provide a Release of Liability for Sexual Harassment or Abuse form for each church-sponsored adult participating in the program. This release is not optional. (See Attachment B for a sample of this form.)

10.6: Employment Opportunities for Spouses

Although a missionary wife usually has no formal full time work assignment, she is still a missionary — supporting her husband in the ministry. Canadian Presbyterian Missions does not require missionary wives to work in the ministry or outside the home. However, wives do often serve within the Mission as their interests and gifts may lead.

If a missionary wife desires to find employment outside the Mission environment, she should discuss this interest with the Chairman (or his proxy) and obtain his approval. Her anticipated outside work must not interfere with her husband's ministry (e.g. requiring him to be absent from ministry duties to take care of extra household responsibilities or to provide childcare, using a Mission vehicle, etc.)

Missionary wives should not take on any special assignments for the Mission or secular work during their first term, until requested language requirements are met, or while school-age children live at home (except under extraordinary circumstances).

Missionary wives may engage in secular work during home assignment as long as it does not interfere with the family's home ministry. The Chairman must approve secular work during home assignment.

Section 11 Finances

11.1: Reimbursements

11.1.1: Inflows

- Reimbursements
List each month's reimbursement as an inflow
- On-Field Income

List any income earned on the field for missionary or ministry work. This income will offset your reimbursement. List the purpose of the income. For example, if it was earned as part of a ministry project, then it will reduce the ministry expenses in their expenses for the month.

- **Advances**

List any advances they receive and describe the project or purpose for which the advance was given.

11.1.2: Outflows

- **Orientation & Screening**

The missionary will list those expenses that are not submitted directly to Canadian Presbyterian Missions for payment and that are paid by NEW missionaries for orientation and screening. · **Housing:** List expenses for rent, rental deposits, moving expenses, any other mandatory housing fees, or community fees. (Routine utilities, yard maintenance, minor repairs, etc., are your responsibility.)

- **Administrative**

The missionary will list office expenses to do their ministry-related work, i.e. paper, pens, ink cartridges, postage, and phone calls; bank fees related to their work, i.e. wire fee to receive their reimbursement or ATM fees to withdraw their salary or reimbursement, etc. Small equipment purchases would also go under this category but these items must be approved in advance. Otherwise, if they go over their Administrative budget, small equipment purchases may become personal expenses.

- **Business Travel**

The missionary will list their travel expenses related to their mission work and ministry work, (i.e. if they go to a church meeting or meet with another missionary or make a trip to Canadian Presbyterian Missions). If an extended travel is needed, a claim for up to \$75.00/day and \$37.50/half-day for meals plus reasonable hotel expense is allowed. This is not considered a per diem. (For example: they are travelling all day to a missionary retreat with their spouse and three children. During the day, they will spend \$72.95 on 3 meals. When they submit their expenses, they will submit \$72.95 as a travel expense for that day. If they spend more than \$75.00 for meals, they will then submit a claim for only \$75.00 for reimbursement).

- **Home Service (furlough)**

The missionary will list travel expenses to and from their home base in Canada. After they get to Canada or abroad, then the expenses go under other categories. This category is just to record the flights, travel to the airport, one meal per day, etc., to get there.

- **Ministry**

The missionary will list ministry expenses for their projects, speaking engagements, preaching, teaching, materials, etc.—fees or other ministry costs other than travel expenses.

- **Continuing Education**

The missionary will list any expenses related to training that they may need to further their education as a missionary, with prior approval by the Chairman.

- **VISA/Passport**

The missionary will list any expenses associated with obtaining a VISA, passport, or any other legal documentation. This would include the associated travel, fees, hotel, one meal per day, etc.

- **Language Study**

The missionary will list expenses associated with language study, including fees for any books, materials, courses, teacher, and a babysitter for your children when you attend classes and study.

- **Retreats**

The missionary will list retreat-related expenses such as hotel, registration fees, babysitter, group meals, etc. Their share of group expenses is usually submitted to Canadian Presbyterian Missions by the host of the retreat. Travel expenses to and from the retreat should be recorded under the “Business Travel” category.

11.2: Language Study

During their first year on the field, the missionaries are strongly encouraged to learn the local language of their particular mission field.

11.3: Setup Allowance

When the missionaries depart for their first regular term of service, Canadian Presbyterian Missions (if financially possible) will provide them with a setup allowance up to a maximum of \$5,000.

11.4: Dependent Primary and Secondary Education

Canadian Presbyterian Missions will work with and support its missionary families in obtaining a quality primary and secondary education for their dependent children. The following is a prioritized list to aid them in selecting the best choice for their children depending on their circumstances and where they serve.

- Public schools in the host country, if considered safe and “adequate.” (Canadian Presbyterian Missions considers an educational facility with a curriculum that enables a student, upon completing one grade level, to continue at the next level after returning to Canada as “adequate.”)
- Home schooling, using licensed correspondence courses monitored by the parent(s) or a short-term missionary

11.5: Cell Phones

Canadian Presbyterian Missions strongly recommends that the missionary has a responsibility to have an “local” cell phone for use on the field.

11.6: Purchase of Personal Property Overseas

Canadian Presbyterian Missions strongly urges the missionary not to purchase housing or property overseas for several reasons, including, but not limited to, the potential need to flee the country on short notice due to political or social unrest, the extra expenses of property maintenance and insurance, the threat of natural disaster, and the possibility that they could be reassigned to another location. While overseas, they are encouraged to use their disposable income for other stable forms of long-term investment. They should understand that if they do, however, decide to purchase a home overseas, they do so at their own risk, and Canadian Presbyterian Missions assumes no responsibility for this action.

11.7: Purchasing a Vehicle Overseas

When they purchase a vehicle overseas using their direct support funds (including funds raised specifically for a vehicle), the purchased vehicle remains the property of Canadian Presbyterian Missions even though it must be titled in their name overseas. If and/or when the vehicle is sold or transferred, any funds received should be returned to Canadian Presbyterian Missions.

Section 12: Home Assignment (Furlough)

12.1: Purpose of Home Assignment

12.1.1: Personal Rest

One of the primary purposes of a home assignment is to “recharge the missionaries’ batteries.” When planning their time, be sure to allow for simple relaxation and time with their immediate family as well as finding opportunities to visit and renew relationships with extended family and friends.

12.1.2: Spiritual Renewal

Home assignment is a good time to take a class or attend a conference for spiritual renewal or to enhance a particular area of their ministry. This is also a time for prayerful preparation for future work.

12.1.3: Medical Examination

During normal home assignment periods, the missionary and their dependents should each undergo a thorough medical examination. Send a report to the Canadian Presbyterian Missions Committee Chairman within two months of arriving in Canada. Further medical examination may be required before returning to the field.

12.1.4: Debriefing

Canadian Presbyterian Missions will coordinate a debriefing session with a Presbytery-approved counselor. Their counselor will provide comments and recommendations to the Chairman based on their discussions. They should complete recommended reading, training, program attendance, and additional counseling, if recommended, before returning to the field.

12.1.5: Support Development

Missionaries should visit churches and donors to renew their connections with them and to help maintain and develop prayer and emotional support as well as financial support. Canadian Presbyterian Missions will assist in arranging a visitation plan. They should also make an extra effort to expand their support base to include new churches and individuals.

12.1.6: Meetings

The missionaries will meet with the Chairman and a committee member within two weeks of their arrival in Canada to discuss all aspects of their time on the field.

When home, the missionaries will make every effort to attend a Canadian Presbytery Stated Meeting to discuss their ministry with the Presbytery members and individual committees.

12.1.7: Health Home Assignment

Under appropriate conditions, the missionary may request, or the Committee/Mission may direct, a health home assignment. A medical review by two physicians (as certified by the Royal College of Physicians and Surgeons of Canada (for specialties), and by the College of Family Physicians of Canada (for family medicine) should be a part of any request for a health home assignment. At least one of the physicians should not be a member of the Mission or Canadian Presbyterian Missions.

12.2: Logistics of Home Assignment:

12.2.1: Timing

In consultation with the missionary, the Mission, and the Chairman, the Committee approves the timing of their home assignments. Typical terms of service and the corresponding length of a home assignment are as follows:

- 3.5 year term of service = 6 month home assignment

- 4 year term of service = 9 month home assignment
- 7 year term of service = 1 year home assignment

12.2.2: Preparation

To properly prepare for continuation of their ministry and set up arrangements for their support in Canada, home assignment planning should be a collaborative effort.

One year before their anticipated home assignment, the missionary should begin communicating with the Canadian Presbyterian Missions Committee to assess their potential plans.

Include in your discussions:

- Their view regarding mission strategy, future directions of their ministry, and the effect their home assignment will have on these issues
- Field issues
- Interpersonal relationships on the field
- Family needs during their home assignment (housing, vehicle, etc.)

At least six months before their scheduled home assignment, their arrival and departure dates should be finalized in order to allow sufficient time for scheduling appointments, speaking engagements, and visits with major ministry partners. (The first and last months are generally designated for rest, family visits, and medical appointments. The remaining home assignment time should be devoted to activities that enhance spiritual and professional development.)

One month prior to their home assignment, have a final planning discussion with the Chairman and/or Canadian Presbyterian Missions committee members to ensure all plans are in place. In all ordinary cases, home assignment is spent in Canada. Canadian Presbyterian Missions may approve a variation of this assignment depending on individual circumstances.

12.2.3: Vehicle

The missionary is responsible for making his or her own provisions for a vehicle. Assistance from sending churches, family, and friends may be available when searching for transportation needs. When visiting Canada for personal reasons other than home assignment, they are still responsible for their own vehicle needs.

If they use their personal vehicle during home assignment, Canadian Presbyterian Missions will reimburse their ministry-related mileage expense at the standard rate set annually by the Canadian Presbytery.

12.3: Finances While on Home Assignment

12.3.1: Compensation

Except for the adjustment to their host country cost of living allowance, they will see no other changes in their support allowance during their home assignment. Their monthly support allowance will continue being direct deposited on the 15th of each month unless they make specific alternate arrangements with Canadian Presbyterian Missions.

Since they will not be receiving an international cost of living allowance while on assignment, they should reduce their ongoing host country expenses, i.e. utilities, as much as possible before leaving.

While on home assignment, their basic living costs are their responsibility. Canadian Presbyterian Missions will reimburse their ministry-related expenses, (i.e. travel to churches and meetings with donors). If they are driving a personal vehicle, they will be reimbursed according to the Canadian

Presbytery's policy for mileage reimbursement ministry-related expenses.

12.3.2: Additional Employment

If they desire to have additional employment outside of Canadian Presbyterian Missions during their home assignment, they must apply to the Committee and receive written permission. Since they will continue to receive a full support allowance from Canadian Presbyterian Missions during their home assignment, the missionary is responsible for all of their income tax implications.

If they are on an approved leave of absence, they will not be receiving their Canadian Presbyterian Missions income and benefits.

12.3.3: Honorariums

When they receive honorarium checks to help with travel expenses related to their speaking engagements, they should forward them to Canadian Presbyterian Missions. Since Canadian Presbyterian Missions reimburses them for their ministry-related travel expenses, honorariums help to offset this expense. If they have the opportunity, they need to ask the donor to make the check payable to Canadian Presbyterian Missions and designate it to the committee as an honorarium—not to the missionary individually. Otherwise, the missionary needs to endorse the back of the check before sending it to Canadian Presbyterian Missions. They may be required to report this as income on their tax return.

If they receive an honorarium in the form of cash, they may keep the cash and record the honorarium, as a deposit and that amount will be deducted from their reimbursement the following month.

12.3.4: Personal Gifts

The missionary may keep any personal gifts they receive, and they do not need to report them to Canadian Presbyterian Missions. Donors will not receive a charitable tax deduction for personal gifts.

12.4: Returning to the Field

By the end of their home assignment, they and their family will have received medical examinations as well as debriefing with Canadian Presbyterian Missions. Any issues that may have arisen during their home assignment must be resolved before they return to the field.

If they decide not to return to the field or to delay their return to the field at this time, they must submit a letter to Canadian Presbyterian Missions (through the Chairman) explaining the reasons for the delay. After review, Canadian Presbyterian Missions may vote to suspend their support allowance. A prolonged delay may be cause for the Presbytery to terminate its relationship with them.

Before they return to the field for a successive term, Canadian Presbyterian Missions will evaluate their contribution to the ministry and may seek input from them, the Chairman, the Mission, and the national church when making this determination. The final decision to return them to the field rests solely with the Presbytery.

Section 13: Ending Your Missionary Service

13.1: Resignation

The Presbytery treats a missionary's Letter of Resignation very seriously. As a general policy, the Presbytery will immediately accept a Letter of Resignation and will consider a Letter of Intent to Resign as a resignation.

The Chairman will promptly notify Canadian Presbyterian Missions and the Presbytery of their resignation.

Canadian Presbyterian Missions will determine the effective date of their resignation and they may require their immediate return to Canada/US. If their resignation takes place during a home assignment, they are entitled to the remaining home assignment salary, unless they accept remunerative work before the end of the home assignment period.

Acceptance of a commission for a term of service obligates them to complete that term. Due to this obligation, they will be required to reimburse Canadian Presbyterian Missions, on a pro-rated basis depending on their actual service time, any expenses (e.g. travel, setup allowance, freight) associated with their term. The Presbytery may waive this requirement for appropriate reasons such as resignation due to health reasons.

If their resignation is due to a disability, Canadian Presbyterian Missions continues their current support allowance for a period of up to six months or until a disability program and/or Social Insurance benefits begin, whichever occurs first.

In all cases, when a missionary terminates service with Canadian Presbyterian Missions, the Presbytery requires a final debriefing arranged by Canadian Presbyterian Missions.

13.2: Recall Home or Termination by the Presbytery

As a missionary with Canadian Presbyterian Missions, they serve in an “at will” status. As such, the Presbytery may terminate, recall or revoke their appointment. If this happens, all prior agreements and rights of appointment will be terminated, including their right to solicit funds as a Canadian Presbyterian Missions missionary.

When recalling a missionary, the Presbytery determines the specific terms associated with the termination. Canadian Presbyterian Missions will make the initial announcement of termination. Their correspondence with their supporters regarding their termination must wait until after the Canadian Presbyterian Missions announcement has been made. The Presbytery assumes responsibility for the expense of repatriating they and their family.

Canadian Presbyterian Missions will provide the Presbytery with the reasons for your recall.

A - Expectations of Sending Church Pastors

Canadian Presbyterian Missions provides the pastors of sending churches a copy of the following document prior to candidate approval.

Expectations of Sending Church Pastors

One of the key contacts of any missionary is the pastor who organizes the support of the church — spiritually and financially. The missionary is responsible for keeping the pastor informed and updated about their life and concerns.

Key roles of sending church pastors:

1. Organize the church to communicate regularly with the missionary.
 - a) Send newsletters, devotionals, bulletins, etc.
 - b) Send several care packages each year.
 - c) Remember special times, i.e. birthdays and anniversaries.
 - d) Share a brief missionary video at a worship service or other venue.
 - e) Share prayer requests and pray during services, and then let the missionary know you did so.
2. Advocate regular financial gifts to support the missionary.

3. View pastoral care of the missionary as an extension of his own care ministry.
 - a) Pray for the missionary daily.
 - b) Write regularly by mail, fax or email at least every other month.
 - c) Call occasionally
 - d) Visit with the missionary during the first term. (The church should finance this as part of their pastoral care.)
 - e) Read at least one book about missionary care.
4. While the missionary is on home assignment:
 - a) Do everything possible to facilitate the time. (Work with Canadian Presbyterian Missions concerning housing and transportation needs.)
 - b) Spend one-on-one time with the missionary.
 - c) Upon the missionary's arrival to Canada, meet them with a group from the church with banners, signs, etc. (when local interest is feasible)
 - d) Utilize the missionary during local conferences.

Attachment B – Release of Liability

This release is required for any group working with youth or children.

Release of Liability For Sexual Harassment or Abuse

Church: _____

Project Location: _____

City, Province/State, Postal Code/Zip: _____

Project Dates: _____

By virtue of our church's participation in this Canadian Presbyterian Missions project, we assume the responsibility to screen all church-sponsored adults participating in the project to ensure no one with a background of child abuse participates. We also agree to do a criminal background check when any question arises from the screening that may warrant such an additional step.

We assume full responsibility for the conduct of our sponsored adults. We release Canadian Presbyterian Missions and the Canadian Presbytery from any responsibility for the conduct of our adults in their relationship with our youth/children or the youth/children from any other church or those who might be involved in the project.

Signed: _____ Date: _____

(Must be Signed by the Church Pastor or Clerk of Session)

Anyone with a criminal background in child sexual abuse or who has an admitted guilt to child sexual abuse, including crimes against teenagers, is not allowed to participate in Canadian Presbyterian Missions sponsored short term mission trips involving minors, regardless of when the offense occurred.

Attachment C - Missionary Checklist

This checklist is meant to guide you in the event of a crisis situation.

Missionary Checklist of Initial Crisis Management Procedures

1. Verify Facts

Date: _____ Time: _____

Initial Incident Report: _____

Mission-Level Crisis? _____ Individual Crisis? _____

2. Evacuation Necessary? _____

3. Notify Canadian Presbyterian Missions _____

4. Detailed Log/Record of Crisis: _____

Attachment D - Report of Mission/Ministry Activities

Please follow this format when preparing your semi-annual report to World Missions Canada.

Report of Mission/Ministry Activities

Name: _____

Location of Mission/Ministry Work: _____

Timeframe Covered in this Report: _____

1. Mission/Ministry Purpose: _____

2. Programs/Activities: _____

3. Programs/Results: _____

4. Other Comments _____

5. Personnel (if applicable)

Expatriates: Name: _____

Name: _____

Nationals: Name: _____

Name: _____

6. Property (if applicable) _____

Attachment E - Personal Life Evaluation

Please follow this format when preparing your annual evaluation.

Personal Life Evaluation

Name: _____

Year: _____

1. Ministry and Responsibilities: _____

2. Personal/Emotional/Family Issues: _____

3. Physical: _____

4. Spiritual: _____

5. Other Comments: _____

APPENDIX 7 (April/18)**PAKISTAN SPRING 2018**

March 27, 2018

It has been a busy year for us between family and church. It is also that time of year where we are usually beginning preparations for our next trip to Christian Hospital Sahiwal in Pakistan. We were planning on serving in Pakistan for 3 weeks on this trip hoping to go April 17 – May 7, 2018.

Unfortunately, due to visa application issues (the Ackerman's are still waiting to hear for approval of their missionary visa applications) and the current political situation in Pakistan (there is a general national election this summer) we have made the difficult decision that it is best if we do not travel to Pakistan to work at CHS this spring.

We are extremely hopeful of returning to Pakistan in the fall of 2018 (probably October – November) to continue the work that has been started there. We are ever mindful of the work God has called us to. We are encouraged by the communications we receive from Dr. Keith and Rhoda Ackerman regarding the ongoing spiritual growth evidenced by the staff and students in their daily lives. We are seeing real change in their lives in the witness they show their patients and families.

One item that is of answer to prayer and a great encouragement is the news that the Nancy Fulwood School of Nursing at CHS has now officially been granted authorization to begin classes for a BScN nursing degree program. This university level degree will replace the current certificate level program that has been offered in the past.

Another avenue that appears to be opening is some of the area ministers near the hospital are inquiring as to whether they can get copies of the Basic Catechism (Urdu & English) that we taught the staff and nursing students over the past 3 years. This is great news for us, as in the past, they have been reluctant to try to teach it without us being there although we have encouraged them that they can do it without our presence.

Thank you for your continued prayers and financial support in this mission work. We cherish the prayers of the saints that are lifted up on our behalf. We will have more information to tell you as we get closer to our anticipated return to CHS in the fall. In the meantime, here are some items for prayer.

In Christ's service,
Bill and Janet McKay

CHS Prayer List Update

- 1) Pray for continuing financial support for the Charity Program at CHS. Many people from the community come into the hospital with little or no means to pay for their health care and they are turned away from the regular area hospitals because of their inability to pay for medical services.
- 2) Pray for the Nancy Fulwood School of Nursing as they proceed to begin classes as a BScN program. Pray for the young women in residence there and the staff who teach them. There are over 100 young women in this program. Pray for their growth in knowledge to their studies but also for their growth spiritually. Pray for strength for them to not be distracted by what they see and hear around them but that they will see the need to be diligent in their studies and to learn more of what God has planned for them.
- 3) Pray for the staff at CHS, as they are witnesses to members of the local and greater community as well as their families. Pray for grace for them to be personable and compassionate with these people. Pray for opportunities to "Let Jesus Shine" in their lives.
- 4) Pray for the administration and doctors on staff of the hospital that more Christian doctors may be found to serve at the hospital – that it would become a full service facility to the community and that, more importantly, it would become a witness to the greater glory of God in all that they say and do. Pray for more support for the new CHS Physician Scholarship program to help train young Christians as physicians in Pakistan.
- 5) Pray for the projects that the hospital is undergoing in their pursuit for growth – to make the facility more efficient in its operations so that it can serve the community better and therefore be a witness to the glory of God for His work.

- 6) Pray for the work of the Spiritual Services team as they are “the point of the spear” so to speak. Pray for the Holy Spirit to guide them in their work as every day this team has opportunity to connect with every patient and their families in the hospital as they offer prayer and counseling of God’s greater glory in our lives.
- 7) Pray for the missionaries on the field in Pakistan, Dr. Keith and Rhoda Ackerman (Christian Hospital Sahiwal) and Mr. Andrew Howard (ARP Mission) in their work in that country. Pray for strength and wisdom for them in their work there.



APPENDIX 8 (April/18)**Treasurer's Report 2017 (year end)****Associate Reformed Presbyterian Churches
in Canada****Treasurer's Report
for the period ending December 31, 2017**

	Expense Fund	Denominational Ministry Fund	Canadian Church Development Trust	Total All Funds 2017	Total All Funds 2016
RECEIPTS	Actual	Actual	Actual		
Covenant Reformed	\$ 100.00	\$ 100.00	\$ 1,180.40	\$ 1,380.40	\$ 910.00
Covenanters	1,500.00	1,120.70	731.60	3,352.30	2,082.95
Faith Presbyterian	-	-	-	-	2,960.00
Grace Fellowship, NS	750.00	750.00	4,200.00	5,700.00	1,200.00
Grace Presbyterian, ON	1,000.00	500.00	26,598.42	28,098.42	-
Mount Zion	-	-	-	-	-
Reformed Hungarian	-	-	-	-	-
Riverside	2,500.00	4,134.00	33,895.00	40,529.00	17,638.00
Trinity Chatham, ON	1,500.00	1,000.00	-	2,500.00	3,200.00
Trinity Woodstock, NB	-	-	-	-	2,200.00
Interest	355.91	-	-	355.91	1,086.45
TOTAL RECEIPTS	7,705.91	7,604.70	66,605.42	81,916.03	31,277.40
DISBURSEMENTS	Budget	Budget	Budget		
Church plants - Kingston	-	-	23,070.90	23,070.90	48,500.00
Church plants - Tillsonburg	-	-	-	-	25,000.00
Mission Work - Pakistan	-	6,569.68	7,500.00	6,569.68	6,269.44
Computer	-	-	-	-	-
Travel	2,931.29	3,000.00	-	2,931.29	981.78
Moderator/Clerk Travel	924.91	2,000.00	-	924.91	78.90
Telephone, teleconference calls	432.30	1,200.00	-	432.30	1,630.03
Treasurer's Work, Postage, Bank Chgs, Office	107.35	500.00	-	107.35	-
Student Bursaries & Expenses	3,000.00	2,500.00	-	3,000.00	3,000.00
Professional fees	-	2,000.00	-	-	-
Miscellaneous	2,286.46	-	-	2,286.46	378.00
TOTAL DISBURSEMENTS	9,682.31	11,200.00	23,070.90	39,322.89	85,838.15
Excess - Receipts over Disbursements	(1,976.40)	\$ (11,200.00)	43,534.52	42,593.14	(54,560.75)
Bank and Investments - January 1	28,457.63	23,988.48	67,065.38	120,597.94	175,158.69
Bank and Investments - Current	<u>\$26,481.23</u>	<u>\$ 25,023.50</u>	<u>\$110,599.90</u>	<u>\$ 163,191.08</u>	<u>\$ 120,597.94</u>
Represented by:					
Bank Balance				\$ 63,404.17	\$ 21,221.11
Investment Certificates				99,786.91	99,376.83
Total Funds				<u>\$ 163,191.08</u>	<u>\$ 120,597.94</u>

APPENDIX 9 (April/18)**Treasurer's Report 2018 (to date)****Associate Reformed Presbyterian Churches
in Canada****Treasurer's Report****for the period ending March 31, 2018**

	Expense Fund	Denominational Ministry Fund (Canadian Presbyterian Mission)	Canadian Church Development Trust (Outreach Canada)	Total All Funds	Total All Funds
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>2018</u>	<u>2017</u>
RECEIPTS					
Covenant Reformed	\$ 100.00	\$ 100.00	\$ 517.00	\$ 717.00	\$ 1,380.40
Covenanters	-	-	-	-	3,352.30
Faith Presbyterian	-	-	2,710.00	2,710.00	-
Grace Fellowship, NS	750.00	750.00	-	1,500.00	5,700.00
Grace Presbyterian, ON	-	-	3,658.70	3,658.70	28,098.42
Mount Zion	-	-	-	-	-
Reformed Hungarian	-	-	-	-	-
Riverside	2,500.00	500.00	2,554.00	5,554.00	40,529.00
Trinity Chatham, ON	-	-	-	-	2,500.00
Trinity Woodstock, NB	-	-	-	-	-
Interest	-	-	-	-	355.91
TOTAL RECEIPTS	<u>3,350.00</u>	<u>1,350.00</u>	<u>9,439.70</u>	<u>14,139.70</u>	<u>81,916.03</u>
DISBURSEMENTS	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>		
Church plants - Kingston	-	-	40,000.00	40,000.00	23,070.90
Church plants - Tillsonburg	-	-	18,000.00	18,000.00	-
Mission Work	-	10,000.00	-	-	6,569.68
Computer	-	-	-	-	-
Travel	1,028.25	2,500.00	-	1,028.25	2,931.29
Moderator/Clerk/Treasurer Travel	62.62	1,500.00	-	62.62	924.91
Telephone, teleconference calls	-	1,000.00	-	-	432.30
Treasurer's Work, Postage, Bank Chgs, Office	-	500.00	-	-	107.35
Student Bursaries & Expenses	-	4,500.00	-	-	3,000.00
Professional fees	-	2,000.00	-	-	-
Miscellaneous	-	-	-	-	2,286.46
TOTAL DISBURSEMENTS	<u>1,090.87</u>	<u>12,000.00</u>	<u>58,000.00</u>	<u>59,090.87</u>	<u>39,322.89</u>
Excess - Receipts over Disbursements	<u>2,259.13</u>	<u>\$ (12,000.00)</u>	<u>\$ (10,000.00)</u>	<u>\$ (48,000.00)</u>	<u>42,593.14</u>
Bank and Investments - January 1	<u>26,481.23</u>	<u>25,023.50</u>	<u>110,599.90</u>	<u>163,191.08</u>	<u>120,597.94</u>
Bank and Investments - Current	<u>\$ 28,740.36</u>	<u>\$ 26,373.50</u>	<u>\$ 62,039.60</u>	<u>\$ 118,239.91</u>	<u>\$ 163,191.08</u>
Represented by:					
Bank Balance				\$ 18,453.00	\$ 63,404.17
Investment Certificates				99,786.91	99,786.91
Total Funds				<u>\$ 118,239.91</u>	<u>\$ 163,191.08</u>

APPENDIX 10 (April/18)

Stewardship/Congregational Life Committee Report
Women's Ministries April 5&6, 2018

1. In March, Grace and Faith Presbyterian churches organized the 1Accord Ladies conference. Shona Murray was our speaker, using her book "Refresh". It was a wonderful two days of learning. Riverside will be hosting the 1Accord Conference for 2019.
2. Last year Presbytery approved starting the Adopt a Family program for the Canadian ARP Churches. The purpose of this would be to aid the local congregations to be more proactive and purposeful in their encouragements of those within the Canadian ARP who have a special task. We often are so focused on our own churches and don't know what is going on with the Canadian Presbytery. It is also important, that if we are going to be praying for men to be raised up to be pastors, missionaries and church planters, that we are proactive in encouraging them as they study and work in these capacities. Because the Canadian churches are so wide spread, it is easy to not think about these families (especially if we don't have direct contact or knowledge of them). This is not meant to be a burdensome task for the leaders of the church to take on, but for the congregation to attend to. I fear that because it was the first time doing something like this, there were a few blips along the way that hopefully can be fixed for this year.
 - a. As this is something that the congregation as a whole is participating in it is easiest to set up a list by alphabetical order of the members. This can be printed in a church calendar or bulletin or a list printed and handed out to the members. By doing the list this way, it is not the same people who are signing up to do this encouragement and it makes it easier for those organizing to put together.
 - b. Most of the churches didn't start up until late fall/mid-winter. The goal is start the first week of September and go until the end of August. I will make note of contacting those organizing from each church to be sure that they have things ready for the congregation and are able to start on time.
 - c. A letter was sent to the churches, but I'm not sure if it was given to the congregation or if there was any sort of explanation for what we were trying to do with the Adopt a Family program. I hope to have a letter that can be sent to the church members with a more detailed explanation of what is required.

I have sent out an email to all those participating and had very mixed reviews. Some were thrilled and overwhelmed by the out pouring of love and encouragement that they have received to date and feel closer to the congregation for it. Some said it took a long time to hear from the church, and even then it is very irregular. There were two that to date had not heard anything from their adopted church. I have talked with those churches and things should be resolved.

Once I have a list of who the students are for next year, I will send out the survey again to get information on the families to send to the churches and work on helping facilitate this with the churches so that is a program that encourages these men and their families and is not a discouragement for those who don't hear anything.

Respectfully submitted,
Jennifer Hovestadt
ARP Women's Ministry Canadian Representative

APPENDIX 11 (April/18)**Canadian Presbytery Statistical Comparison (2016 – 2017)**

CHURCH	Membership 2016	Membership 2017	Non-communicant Members 2017	2016 Active Families	2017 Active Families	Accessions	Losses
Grace Fellowship	76	75	15	37	37	1	2
Covenant Reformed	46	46	26	21	18	3	2
Covenanters ARP	31	28	11	13	14	2	5
Mt. Zion ARP	No Report	37	17	No Report	17	0	2
Trinity ARP (NB)	42	33	20	Incomplete	Incomplete	2	9
Hope ARP			<u>NO REPORT</u>				
Riverside ARP	86	93	50	43 (2015 report)	46	7	0
Grace Presbyterian	134	137	82	65	68	8	5
Faith ARP	26	38	23	15	Incomplete	14	1
Trinity ARP (ON)	60	55	47	19	18	2	7

APPENDIX 12 (April/18)

CHURCHES AND SESSIONS OF THE CANADIAN PRESBYTERY – April 1, 2018

Maritime Region Churches and Sessions

Covenant Reformed Presbyterian Church

Rev. John Shearouse

Dave Alexander (Clerk)

Covenanters ARP Church

Vacant – Rev. John Shearouse (Interim Moderator)

Peter Lindsay (Clerk)

Henry Hogeterp

Albert Gerrits

Grace Fellowship Church, ARPC

Rev. Rick Barnes

Doug Beane (Clerk)

Lloyd Johnstone

Norm Hubbert

Mt. Zion ARP Church

Vacant – Rev. Rick Barnes (Interim Moderator)

Russell Lutes (Clerk)

Bryant Flanagan (Vice-moderator)

Trinity Presbyterian Church

Rev. Jonathan Cowan

Provisional Session

Kurt Kafferlin (Clerk)

Bill McKay (Grace Presbyterian Church)

Rev. Brian Murray (Grace Presbyterian Church)

Ontario Region Churches and Sessions

Grace Presbyterian Church

Rev. Jeff Kingswood (Senior Pastor)

Rev. Brian Murray (Associate Pastor)

Bill McKay (Clerk)

Ken Turner (Vice-Moderator)

John Rood

Sean Panjer

Robert Widdowson

Wil Mijnders

Riverside ARPC

Rev. Jerry Hamstra

Simon Oosterhof (Clerk)

Jon Van Dyk (Vice-Moderator)

Greig Park

Trinity ARP Church

Rev. Henry Bartsch

John Moerman (Clerk)

Henry Van Til (Vice-Moderator)

Faith ARP Mission

Rev. Stephen Richardson

Provisional Session

Ken Turner (Grace Presbyterian Church) (Clerk)

Simon Oosterhof (Riverside ARPC)

Henry Van Til (Trinity ARPC)

Alex Beard

Hope ARP Mission

Rev. Kevin Carter

Provisional Session

John Moerman (Trinity ARPC, Chatham)

Jon Van Dyk (Riverside ARPC)

Greig Park (Riverside ARPC)

OTHER MINISTERS ON THE ROLL OF THE CANADIAN PRESBYTERY

Rev. Dr. Frank Z. Kovács

Rev. Rudy de Vries (Evangelist - Cornerstone Bible Institute)

Rev. Dr. Bill VanDoodewaard (Professor of Theology – Puritan Reformed Seminary)

LICENTIATES/STUDENTS UNDER THE CARE OF THE PRESBYTERY

Tom Van Maanen (Licentiate)

Martin Dendekker (Student)

Robert Widdowson (Student)

Richard Vander Vaart (Student)

Randy Lieuwen (Student)

David Chi (Student)

Past Officers of the Canadian Presbytery

2004-05

Moderator: Rev. Dr. Jack C. Whytock

Vice-moderator: Rev. Rick Barnes

Stated Clerk: Bill McKay

Treasurer: Henry Brunsveld

2006-07

Moderator: Rev. David Els

Vice-moderator: John Moerman

Stated Clerk: Bill McKay

Treasurer: Henry Brunsveld/
Gary Armstrong

2008-09

Moderator: Mike Flewelling

Vice-moderator: Rev. Jeff Kingswood

Stated Clerk: Bill McKay

Treasurer: Gary Armstrong

2010-11

Moderator: Rev. Frank Z. Kovacs

Vice-moderator: Rev. David Els

Stated Clerk: Bill McKay

Treasurer: Gary Armstrong

2012-13

Moderator: Rev. Kevin Carter

Vice-moderator: John Moerman

Stated Clerk: Bill McKay

Treasurer: Gary Armstrong

2014-15

Moderator: Rev. Henry Bartsch

Vice-moderator: Ken Turner

Stated Clerk: Bill McKay

Treasurer: Gary Armstrong

2016-17

Moderator: Rev. Jerry Hamstra

Vice-moderator: Peter Lindsay

Stated Clerk: Bill McKay

Treasurer: Gary Armstrong

2005-06

Moderator: Ken Turner

Vice-moderator: Rev. Frank Kovacs

Stated Clerk: Bill McKay

Treasurer: Henry Brunsveld

2007-08

Moderator: Rev. John van Eyk

Vice-moderator: Rev. Brian Murray

Stated Clerk: Bill McKay

Treasurer: Gary Armstrong

2009-10

Moderator: Rev. Brian Murray

Vice-moderator: Rev. Kevin Carter

Stated Clerk: Bill McKay

Treasurer: Gary Armstrong

2011-12

Moderator: Kevin Bigney

Vice-moderator: Rev. John Shearouse

Stated Clerk: Bill McKay

Treasurer: Gary Armstrong

2013-14

Moderator: Rev. John Shearouse

Vice-moderator: Dave Alexander

Stated Clerk: Bill McKay

Treasurer: Gary Armstrong

2015-16

Moderator: Rev. Rudy de Vries

Vice-moderator: Albert Gerrits

Stated Clerk: Bill McKay

Treasurer: Gary Armstrong