

PROPERTY POLICIES AND PROCESSES
Living Skies Regional Council

In Living Skies Regional Council property decisions and conversations are dealt with through the regional council property commission which is resourced by the Executive Minister. For property questions or approvals please contact Shannon McCarthy, Executive Minister smccarthy@united-church.ca or call 204-421-8149.

Background documents:

The Manual: Regional council responsibilities regarding property are described in *The Manual* which came into effect January 1, 2022. *Manual* references, below, are from the 2022 edition.

Calls to the Church describes the relationship between the Indigenous church and the non-Indigenous church. This document was approved by GC43.

Resources:

Before selling a property of an estimated value over \$150,000 it is advisable for the regional council property commission or the congregation to contact EDGE's property resource group for advice and expertise.

Investing: The United Church of Canada Foundation can assist regional councils in dealing with investing money received from the sale of property. See <https://unitedchurchfoundation.ca/>.

Responsibilities - overview: *The Manual* outlines the responsibilities of the regional councils in relation to property matters, and *Calls to the Church* mentions property matters in two places. Those responsibilities/calls include:

1. *Calls to the Church* #8(b) – a percentage of the proceeds of property liquidation be allocated to Indigenous ministry and justice work;
2. *Calls to the Church* #8(c) – any properties turned over to Indigenous communities of faith be brought up to code before they are transferred;
3. C.2.6(a) - cooperating with communities of faith regarding property transactions;
4. C.2.6(a) – distributing proceeds from the sale of property;
5. C.2.6(a)i - making decisions on requests from communities of faith to buy, sell, mortgage, exchange, renovate, lease, or otherwise deal with community of faith property
6. C. 2.6(a)ii and iii – defining “other major assets”;
7. C. 2.6(a) ii and iii – defining “major renovations”;
8. C. 2.6(b) - making decisions on the property of communities of faith remaining after the communities of faith cease to exist;
9. C. 2.6(c) – making decisions about regional property;
10. G.1.4.5(a) and (b) – determining what is surplus property and deciding how to make use of the surplus property;
11. G.1.5.4 – dealing with proposals regarding property from communities of faith that will be disbanding;
12. G.1.5.7 – deciding how to use any remaining property after a community of faith has disbanded.

DISTRIBUTION OF ALL ASSETS FOR A CONGREGATION THAT IS DISBANDING (including assets from the sale of property)

See *Manual* Section C.2.6(a)

In accordance with *Manual* Section C.2.6(a), the Living Skies Regional Council policy is that funds remaining when a congregation disbands (including those obtained from the sale of property) be disbursed in the following manner:

- Reimbursement of holding/maintenance/disposal costs
- Dealing with shortfalls in assessments arising from closure of churches
- 50% to priorities of the previous/disbanded congregation if applicable. These need to be outlined and approved by the regional council property commission.
- 10% to Indigenous ministry and justice work as per Call to the Church #8(b).
- 15% to the regional council for other initiatives of the regional council.
- 5% to the regional council archives.
- 20% to Mission & Service for immediate short-term operational needs of the work of the church.

Other options congregations might consider for their 50%:

- % to the Mission & Service Endowment Fund for long-term needs of the work of the church
- development/extension councils or other financial or property holding
- corporations/camps/sustainable energy loan funds/bursaries/specific ministries like education centres or community outreach ministries or campus ministries.

DISTRIBUTION OF ASSETS FROM SALE OF PROPERTY FOR A CONGREGATION OR CONGREGATIONS THAT IS/ARE AMALGAMATING OR CONTINUING TO EXIST:

That normally, any amount over \$200,000 would be considered surplus assets. [G.1.4.5 (a) and (b)]

Any amount resulting from the sale of property below \$200,000 the congregation/pastoral charge need to put forward a plan for approval of how those assets will be used. [G.2.3.2 (e)]

- It is recommended that 10% of those assets would go to Indigenous ministry and justice work as per Call to the Church #8(b).

That any amount over \$200,000 and under \$500,000 would be disbursed in the following manner:

- Reimbursement of holding/maintenance/disposal costs
- Dealing with shortfalls in assessments arising from closure of churches/amalgamation
- 70% to priorities of the congregation. These need to be outlined and approved by the regional council property commission.
- 10% to Indigenous ministry and justice work as per Call to the Church #8(b).
- 10% to the regional council for other initiatives of the regional council.
- 5% to the regional council archives.
- 5% to Mission & Service for immediate short-term operational needs of the work of the church.

That any amount over \$500,000 would be disbursed in the following manner:

- Reimbursement of holding/maintenance/disposal costs
- Dealing with shortfalls in assessments arising from closure of churches
- 40% to priorities of the congregation. These need to be outlined and approved by the regional council property commission.
- 15% to Indigenous ministry and justice work as per Call to the Church #8(b).
- 30% to the regional council for other initiatives of the regional council.
- 15% to Mission & Service for immediate short-term operational needs of the work of the church.

**DISTRIBUTION OF ASSETS FROM THE SALE OF ABANDONED PROPERTY BY THE REGIONAL COUNCIL
(property that fits within The Manual Section G.1.5.7)**

The Living Skies Regional Council policy is that proceeds from the sale of abandoned property that fits within The Manual Section G.1.5.7 be disbursed in the following manner:

- 10% to Indigenous ministry and justice work as per Call to the Church #8(b).
- 5% to the regional council archives.
- 20% to Mission & Service for immediate short-term operational needs of the work of the church.
- 65% to go into the Property Commission’s property fund.

OTHER MAJOR ASSESTS

In accordance with *Manual* Section C.2.6(a)ii, Living Skies Regional Council defines “other major assets” as any item or group of items under consideration in the accrued amount or evaluation of at least 20% of the yearly operating budget of the community of faith.

MAJOR RENOVATIONS

In accordance with *Manual* Section C.2.6(a)ii, Living Skies Regional Council defines “major renovations” as any repair, work, addition, upgrade or capital improvement or like project to the real property of a congregation or pastoral charge estimated or expected to cost at least 20% of the yearly operating budget of the community of faith with all costs in including without limitation applicable taxes, design, permits, project management and commissions.

**DISTRIBUTION OF ASSETS FROM SALE OF PROPERTY OR DISBANDING -
WHERE TO SEND YOUR CHEQUE**

To distribute assets to the following ministries:

- Indigenous Ministry and Justice Work
- Living Skies Regional Council (for other initiatives of the regional council),
- Living Skies Regional Council Archives
- Mission & Service

Please create one cheque and make it out to *Living Skies Regional Council*.

With the cheque, please send a letter indicating the amounts that should go to each ministry.
Please include your congregation's Mission and Service account number .

Send letter and cheque to:

Living Skies Regional Council
60A Athabasca Street E.
Moose Jaw, SK
S6H 0L2

The Financial Administrator of Living Skies Regional Council will submit payments to the Indigenous Church and the Mission and Service Fund on your behalf and distribute the regional part of your payment between the appropriate funds of the Regional Council.