

## 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](mailto:smccarthy@united-church.ca) or call 204-815-1170.

#### Background documents:

*The Manual*: Regional council responsibilities regarding property are described in *The Manual* which came into effect January 1, 2019. *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 community of faith 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 COMMUNITY OF FAITH 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 community of faith 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 community of faith, 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 communities of faith 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 COMMUNITY OF FAITH OR COMMUNITIES OF FAITH 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 community of faith needs 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 community of faith. 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 community of faith. 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.

**Example:**

ABC United Church was sold for \$1.2 million

The proceeds of their sale could be distributed as follows:

	Priorities of Community of Faith	Indigenous Ministry & Justice Work	Regional Council	Regional Council Archives	Mission & Service
First \$200,000	\$180,000 (90%)	\$20,000 (10%)			
\$200,001 to \$500,000	\$210,000 (70%)	\$30,000 (10%)	\$30,000 (10%)	\$15,000 (5%)	\$15,000 (10%)
\$500,001 to \$1.2 Million	\$280,000 (40%)	\$105,000 (15%)	\$210,000 (30%)		\$105,000 (15%)
<b>TOTAL</b>	<b>\$670,000</b>	<b>\$115,000</b>	<b>\$240,000</b>	<b>\$15,000</b>	<b>\$120,000</b>

**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 ASSETS**

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 community of faith 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

### **Living Skies Regional Council & Living Skies Regional Council Archives**

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

Send letter and cheque to:  
Living Skies Regional Council  
423 Main St. N.  
Moose Jaw, SK  
S6H 0W5

### **Indigenous Ministry and Justice Work**

Cheque should be made out to  
*The United Church of Canada*  
Send letter and cheque to:

Indigenous Ministries and Justice  
The United Church of Canada  
3250 Bloor St. West, Suite 200  
Toronto, ON M8X 2Y4

### **Mission & Service**

Cheque should be made out to  
*The United Church of Canada*  
Send letter and cheque to:

Philanthropy Unit  
The United Church of Canada  
3250 Bloor St. West, Suite 200  
Toronto, ON M8X 2Y4

**Please include your community of faith’s Mission and Service account number.**