



Christian  
Reformed  
Church

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

**Date: May 16, 2017 Time: 9:30 AM – 5:00 PM**

**Venue:** Faith Christian Reformed Church, 2265 Mountainside Dr., Burlington, ON L7P 1B6

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| <b>Officers of Classis:</b><br>Chair: Kevin DeRaaf<br>Vice Chair: Gareth Harker<br>Stated Clerk: Dick Kranendonk | <b>Synodical Deputies:</b><br>Not required                   |
| <b>Reporter:</b><br>Joel Bootsma, New Street CRC - Burlington  | <b>Ballot Committee:</b><br>Members of Faith CRC, Burlington |
| <b>Credentials Committee:</b><br>Hagersville Community CRC, Hagersville<br>Maranatha CRC, York                   | <b>Overture Committee</b><br>Not required                    |

### **CREDENTIALS:**

1. The credentials shall be returned to the Stated Clerk by email no later than April 25, 2017 with CC: (copy) emailed to your delegates. Please note that there are additional questions on the credentials. Please fill them in where desired.
2. The credential questions and observations will be forwarded to the Credentials Committee so that they will be able to advise Classis. The Committee will email their report to the Stated Clerk by May 2, 2017. Their report will be emailed by the Stated Clerk to all the delegates.

### **OVERTURES:**

The Overtures Committees will email their reports to the Stated Clerk by May 2, 2017 for distribution to the delegates of Classis as required. There are no overtures to deal with.

### **EMAIL ADDRESS:**

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

|   |    |
|---|----|
| CLASSIS MEETING DETAILS.....  | 3  |
| APPENDIX #1 – CLASSIS MINISTRIES TEAM REPORTS.....                      | 10 |
| APPENDIX #1.1 – CMT REPORT.....   | 10 |
| APPENDIX #1.2 – CHCC REPORT.....  | 11 |
| APPENDIX #1.3 – DISABILITY CONCERNS REPORT.....                         | 13 |
| APPENDIX #2 – CLASSIS STAFF REPORTS.....                                | 14 |
| APPENDIX #2.1 – MISSION DIRECTOR REPORT.....                            | 14 |
| APPENDIX #2.2 – McMASTER UNIVERSITY/MOHAWK COLLEGE CHAPLAIN REPORT..... | 15 |
| APPENDIX #3 – CIC AND STATED CLERK’S REPORT.....                        | 16 |
| APPENDIX #4 – DELEGATE, FUNCTIONARY AND COMMITTEE NOMINATIONS.....      | 18 |
| APPENDIX #5 – ANNUAL GENERAL MEETING MINUTES.....                       | 20 |

## CLASSIS MEETING DETAILS

|   |                               |
|---|-------------------------------|
| 9:30 AM   | OPENING WORSHIP AND EXERCIZES |
| <b>OPENING WELCOME AND PRAYER</b>   | Mark Vandervliet              |
| 1. DEVOTIONS AND SHARING OF MINISTRY  | Faith CRC                     |
| 2. PRAYER FOR THE HOST CHURCH   | Gareth Harker                 |
| 10:00 AM  | ADMINISTRATIVE SESSION        |
| 3. CALL TO ORDER  | Kevin DeRaaf                  |
| 3.1. Approval of Agenda   |                               |
| 3.2. Attendance   | Dick Kranendonk               |
| 4. WHAT IS CLASSIS  | Al Postma                     |
| 5. 12:00 PM – 1:15 PM   | LUNCH                         |
| 8. CMT REPORT (INCLUDING CLASSICAL MINISTRY COMMITTEES) (Appendix #1)   | Mark Vandervliet              |
| 8.1. Chair's Report (Appendix #1.1)   |                               |
| 8.1.1. In light of the resignation of the current Classis Chair effective after this meeting, the CMT proposes to bring the terms of all administrative functionaries serving on the CIC into line. To accomplish that, Rule of Procedure 5.2.2 needs to be amended:<br><b>RECOMMENDED THAT:</b> Rule of Procedure 5.2.2 be amended as follows: "The Chair shall be elected by Classis, to a one-year term: The election will take place at the <del>October</del> <del>May</del> meeting. The term shall commence <del>at the February Meeting on June 1st</del> . Chairs require the commitment from their Councils to be appointed as Delegates for all Classis meetings in the <del>Calendar-year term</del> of their appointment." |                               |
| 8.2. Candidacy Committee Report (Appendix #1.2)   |                               |
| 8.3. <b>Candidacy Committee Motions for May Classis Meeting</b>   |                               |
| 8.3.1. <b>RECOMMENDED THAT:</b> Classis Hamilton approve disbursements from the Student Support Fund for Ben Verkerk and Derek Ellens in the amount of USD \$15,972.00 per person (a combined total of USD \$31,944.00) as a forgivable loan for their full-time enrolment in the M.Div. program at Calvin Theological Seminary for the 2017-2018 academic year.  |                               |
| a. This request fits with current practice and within the policy and procedures adopted by Classis Hamilton.  |                               |
| b. As background:<br>Ben Verkerk is entering his third year at CTS.<br>Derek Ellens is entering his second year at CTS.   |                               |
| 8.3.2. <b>RECOMMENDED THAT:</b> Classis Hamilton approve, by way of exception to our current rules, a disbursement from the Student Support Fund for Selena Kloet in the amount of USD \$5,808.00 (50% of tuition cost) as a forgivable loan for her enrolment in the MA in Pastoral Care and Counseling program at Calvin Theological Seminary for the 2017-2018 academic year.  |                               |
| a. The current rules stipulate funds will only be loaned to those enrolled in an M.Div. program and seeking ordination in the CRCNA.  |                               |
| b. Selena is not pursuing ordination in agreement with her conviction that women should not serve as ordained ministers, but is seeking seminary training in order to use her gifts for care and counselling within a congregational or chaplaincy setting.   |                               |
| c. We believe that Selena's intent honors the spirit of our policies as well as her conviction that women should not serve as ordained ministers.   |                               |
| 8.3.3. <b>RECOMMENDED THAT:</b> Classis Hamilton direct the Classis Hamilton Candidacy Committee to bring a proposal for a revised policy and procedure document to the October 2017  |                               |

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

- a. Synod 2017 is receiving a report related to student funding across the CRCNA in response to overtures from Classis Hamilton in 2015 and 2016.
- b. Seminaries have diversified the ways in which students can receive a seminary education in preparation for ministry. Our current model would benefit from re-evaluating how these diverse routes are considered when funding students.
- c. Classis Hamilton delegates have repeatedly expressed concerns about the financial capacity of our Classis to continue funding students under our current policy and procedures.
- d. Churches benefit from ministry staff who obtain seminary training for congregational and chaplaincy ministry roles, even when there is no intent for those people to become ordained and without a M.Div. degree.

8.3.4. **RECOMMENDED THAT:** Classis Hamilton assign the chaplain of the McMaster/Mohawk Campus ministry as a permanent member of the Classis Hamilton Candidacy Committee.

- a. The chaplain plays an essential role in mentoring students who are considering ministry as a vocation.
- b. The chaplain provides experience and insight ministry beyond the congregational setting.

8.4. Disability Concerns Report (Appendix #1.3)

**RECOMMENDED THAT:** Classis receive the Disability Concerns Report as information.

8.5. Campus Ministry Update

8.6. Youth Ministry Update

8.7. **RECOMMENDED THAT:** Classis approve the work of the CMT to date as reported to the churches in the Minutes and the attached Appendix #1.

9. CLASSIS STAFF REPORTS (Appendix #2)

9.1. CMT and Missions Director (Appendix #2.1)

Marian Lensink

9.2. McMaster/Mohawk Chaplain (Appendix #2.2)

Michael Fallon

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3:00 PM

REFRESHMENT BREAK

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10. INTERIM COMMITTEE

Mark Vandervliet

10.1. Interim Committee Report (Includes Stated Clerk's report, Appendix #3)

**RECOMMENDED THE ADOPTION OF:**

- a. **Proposed rewording of RoP 10.1.2.2:** Asking about office bearer training, the structure and practice of ~~on-going education and accountability (evaluation; Pastor church Relations Committee) for the pastor and~~ the involvement of the church/pastor in joint pulpit exchanges or shared (preaching) series participation.
- b. **Proposal to add RoP 10.1.2.3:** Synod of 2016 approved the "Continuing Education Learning Covenant" which is an opportunity for spiritual growth and professional training for pastors and ministry staff. Education can be accomplished through workshops, classes, spiritual retreats, guided groups, online programs, or supervised individual study. Councils are called to (a) establish a policy for continuing education, (b) establish the expectation that their pastor(s) and ministry staff annually engage in an appropriate program of continuing education for ministry, and (c) hold ministers and other ministry staff accountable for obtaining continuing education and for the content of the programs.

c. **Proposal to modify RoP 10.3:**

1. As an expression of our Vision for “healthy and vibrant churches, ministries and members” through mutuality and community, we understand providing pulpit supply support to be a communal matter—churches helping each other, rather than pastors helping churches.
2. ~~Churches experiencing a vacancy of an ordained pastor shall be entitled to request Classis pulpit supply for one Sunday per month from September through May. Such a request must be made to the Stated Clerk of Classis.~~
  - 2.1. ~~A two-pastor congregation, with a vacancy of the pastor whose primary function was preaching may request Pulpit Supply.~~
  - 2.2. ~~Congregations, who obtain the services of a full, or part-time stated supply minister, may request Pulpit Supply.~~
  - 2.3. ~~A church whose minister is a synodical delegate shall be entitled to Classis pulpit supply for one Sunday while its minister attends Synod. Congregations that become vacant are added to the pulpit supply list upon written request to the Stated Clerk. Congregations that have TWO pastors involved in preaching, where one of the Pastors leaves, may request pulpit supply via the Stated Clerk. This will be granted when said pastor was involved in preaching in 3 or more services per month. Likewise, a congregation who obtains the services of a full or part-time stated-supply minister may ask for pulpit supply if their pulpit vacancy is 3 or more services a month.~~
3. Provision of support is to be based upon the worship practices of the receiving congregation (all services normally scheduled for that Sunday).
4. The Pastor must be a minister, commissioned pastor, or licensed exhorter in good standing in the CRC.
5. A church which receives Classis pulpit supply shall remunerate the sending church at the rate set by Classis and reviewed periodically. The travel expenses incurred by the guest minister as s/he fills the Classis appointment shall be paid directly to her/him by the church receiving her/his services, at a rate determined periodically by Classis.
6. The Classis Interim Committee shall be responsible for preparing a pulpit supply schedule. Such schedule shall be posted on the Classis Hamilton website (only) to maintain consistency.
7. Classical appointments will not be scheduled on the following days: New/Old Year’s days, the first Sunday in January, Palm Sunday, Easter, Pentecost, Thanksgiving, and Christmas.
8. Ordinarily the Stated Clerk will maintain a list of retired ministers and other licentiates available to preach on the Classis website.

d. **Proposal to replace the Current Guidelines on the Website with the Following:**

Pulpit Supply is arranged in accordance with Classis Hamilton Rules of Procedure Article 10.3. (These Guidelines will also be included in the Appendices of the Rules of Procedure).

- Classis provides pulpit supply one full Sunday each month (ordinarily the 3rd Sunday) from September through May; in some churches this means there may be 2 services to fill. No assignments will be made for the months of June thru August (except for Synod) to encourage the use of Seminarians seeking summer assignments.
- Schedules will only reflect changes in September and December and March (with approximately 6 weeks advance notification of these changes). Assignments will

be, as much as possible, distributed evenly among sending congregations. Changes in pulpit vacancies will ordinarily be adjusted in the schedule only once prior to each of three periods (Sept – Nov; Dec – Feb; Mar – May) approximately 6 weeks in advance of each period.

- The churches are encouraged to negotiate the details between the sending and receiving churches. Sending and receiving Churches may negotiate an alternate Sunday in that month provided there is agreement on any changed date. The default remains the assignment on the Classis Supply schedule.
  - Pulpit supply assignments are filled by the church - not by the pastor. These commitments have been covenanted together and may therefore be considered obligations of collegiality and a sharing of burdens.
  - The sending Church will ordinarily send one of the preaching pastors employed on staff. The sending church must inform the receiving church in advance which pastor will fill the vacant pulpit. If the sending church is not able to send one of their pastors on staff, in consultation with and with the prior concurrence of the receiving church, they will arrange for an alternate pastor/preacher to serve as their representative, If unable to reach a mutually workable solution on available alternates, the receiving church is responsible to seek their own pulpit supply.
  - The pastor/preacher must be a minister in good standing in the CRC or licensed to preach in Classis Hamilton. To meet the pulpit supply assignments, congregations with pastoral vacancies as well as sending congregations may make use of the published contact list of additional ordained Pastors and Commissioned Pastors in Classis Hamilton, as well as those licensed to exhort.
  - Any congregation whose pastor is elected to serve as Synodical delegate will receive a one full Sunday pulpit supply with expenses paid by Classis. The churches assigned to fill these appointments are contingent upon the receiving church's pastor(s) attendance at Synod.
  - Expenses will be paid on a per worship service basis as follows:
    - Mileage (\$0.54 per km for 2017) will be paid to the visiting pastor. One hundred and fifty dollars (\$150.00) per service will be sent to the sending church unless otherwise directed by the sending church.
    - Discussion may be held between the sending and receiving church in the event that the recipient of this fee may be the alternate pastor or for extra services.
  - Sending churches are encouraged to contact the receiving church prior to a classical appointment to verify whether any changes need to be made; please arrange these changes among yourselves. Remember to notify the churches and/or pastors involved of any changes (please consider a nominal 4 to 6 weeks as a reasonable advance notification/negotiation period).
  - Any changes to dates or pastors are to be arranged between the sending and receiving churches; please do not involve those who schedule pulpit supply except to forward information for an upcoming schedule.
- e. **Amended Rule of Procedure 13.2 as Follows:** COMBINATION OF THE BOARD OF DIRECTORS (BoD) AND THE CLASSIS INTERIM COMMITTEE (CIC)
1. Preamble: Classis Hamilton seeks “to be used by God to renew the greater Hamilton region through a gospel movement of healthy and vibrant churches, ministries and members.” Classis has a Classis Interim Committee (CIC) in order to enable Classis churches, ministries and members to contribute to this over-arching mission. Classis

shall annually elect a minimum of ~~9~~ 5 members (~~including~~ excluding the Stated Clerk, Missions Director and Treasurer ~~ex-officio~~, who shall ~~serve as officers of be present at the meetings of the CIC and~~ the corporation but not as members ~~if they receive remuneration from~~ Classis ~~of the Board of Directors~~) ~~to serve on the Classical Interim Committee of the CIC~~ from a slate presented by the CIC in accordance with its needs of gifts, skills, knowledge, experience and commitment to the mission, vision and ministry of Classis.

2. Mandate: The CIC is to provide effective and efficient administrative and ministry support and accountability to the bodies and churches of Classis as well as manage and be accountable for its corporate affairs.
3. Key Responsibilities
  - 3.1. Communication: To facilitate timely and effective flow of communication within the organizational structure and routing received information and requests to the appropriate bodies for consideration. This would include items such as assembling and publishing agenda, keeping updated minutes, websites, rules of procedure, and recorded copies of all Classis communication. CIC will report its own work and the work of the Stated Clerk at each Classis meeting and determine the time allotment necessary for administrative matters.
  - 3.2. Scheduling: To attend to the scheduling of all regular and special meetings of Classis, pulpit supply, Classis examinations and make arrangements with host churches.
  - 3.3. Appointment: To oversee the timely recruitment, selection, and nominations of the stated clerk, church visitors, regional pastors, church counselors, committee membership and the like. This oversight does not in any way reduce the primary responsibility of ministries, committees or teams from recruiting and nomination their own members and/or replacements.
  - 3.4. Ecclesiastical Matters: To handle all matters relating to church order and Classis rules of procedure including credentials, requests, overtures to Classis or Synod, and other correspondence of a church order nature.
  - 3.5. Legal Matters: To ensure that ~~a Board of Directors is annually elected from among its members to handle~~ all corporate and legal matters as stated in General Operating Bylaw Number 1 are properly pursued and implemented.
  - 3.6. Reporting: To provide oversight, support, accountability, evaluation and feedback to the church counselors, regional pastors, church visitors, and website development.
4. Membership:

The membership of the Classis Interim Committee shall consist of at least those persons filling the following positions, ~~and that with the exception of the Secretary/Clerk and the Treasurer, the term is one (1) year,~~ renewable for a maximum of 6 terms. At least two members of the CIC at any time shall be ministers

  - President
  - Vice President
  - ~~Secretary/Clerk~~
  - ~~Treasurer~~
  - Chair Representative of the Classis Ministry team

~~• Classis Mission Director~~

- Chair of Classis
- ~~• Pastor at Large~~
- Member-at-Large

5. Corporate Reasonability (see Bylaws)

~~The Classis Interim Committee shall elect from among themselves persons to be the Board of Directors responsible only for property matters (property is defined as money, physical assets and employment), whose work shall be approved by the CIC and reported to Classis.~~ The CIC members shall not have the right to vote at meetings of Classis unless they are also delegated from one of the member churches.

6. Meetings: The CIC shall meet as required to fulfill its mandate.

GROUNDS:

- This will avoid confusion that has plagued the two bodies over the past number of years as to which items properly belong on which agenda.
- This will simplify the structure significantly.
- This will reduce the number of people who need to take time out of their busy schedule to attend meetings.

f. **Amendments to the General Operating By-Law:**

The General Operating By-Law needs to be amended to combine the BoD and CIC. In addition a number of other required changes that have been identified. A quote to make all the necessary changes was received and classis will be asked to approve the expenditure.

**THAT:** Classis be asked to approve a maximum expenditure of \$5,000 to bring our General Operating By-law into compliance with current law and our own operating practices with the grounds as noted.

GROUNDS:

- We have known of the need for By-Law changes since 2013, but they had been delayed since it was believed that the coming into force of the ONCA was imminent. We are now informed that it will be at least another five years before classis will have to address by-law matters resulting from the ONCA once proclaimed into law.
- Because of the delays and in light of the proposed merger of the CIC and BoD it would not appear to be responsible to delay bringing the By-Law into line with the current law and our own practices.

10.2. Election of Delegates, Functionaries and Committee Members (Appendix #4)

10.3. Approval of Classical Interim Committee and Stated Clerk Work

**RECOMMENDED THAT:** Classis approve the work to date of the Interim Committee and of the Stated Clerk in so far as this has been disclosed in minutes previously distributed to the churches and in Appendix #3.

10.4. Balloting Committee Report

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

11. CREDENTIALS COMMITTEE REPORT

Credentials Committee

12. ANNUAL GENERAL MEMBERSHIP MEETING

Chair: Mark Vandervliet

13.1 Establish Quorum (By-Law 5.2)

13.2 Proof of Notice for the Meeting (By-law 5.4)

13.3 Approve Minutes of AGM 2016 (Appendix #5)

13.4 By-law Amendment (Subject to outcome of CIC recommendation)



13.5 Election of Members of the CIC (By-law 5.1)

13.6 Approve the Audit Report on the 2016 Financial Statements (Corporations Act 96.1) –  
(*Separate document to be distributed with the at a later date*)

**RECOMMENDED THAT:** the audited financial statements and the Auditor's report thereon  
for fiscal 2016 be approved.

13.7 Appoint the Auditor (By-Law 5.1.c)

**RECOMMENDED THAT:** DBK Accounting Professional Corporation be re-appointed as  
auditor for fiscal 2017.

13.8 Closing of Annual General membership meeting

## APPENDIX #1 – CLASSIS MINISTRIES TEAM REPORTS

### APPENDIX #1.1 – CMT REPORT

#### **Classis Ministry Team (CMT) Report for Spring 2017**

At our March CMT meeting we were blessed to have Al Postma with us to speak about his role “to help classes be as healthy and as helpful as possible.” He spoke of the four lenses of Classis: a spiritually discerning community, a support community for neighboring churches, a community to organize regional ministry, and community to bridge congregation and denomination. We shared with Al some of the CMT’s potential plans—including a proposal to provide more visibility for the different classical ministries at the classis meetings. We agreed that before the CMT recommend any changes to Classis, it would be good for Al to address Classis about the challenges, blessings and opportunities that Classes provide today. We look forward to Al’s presentation at the May Classis meeting.

Few churches responded to our survey regarding how best to commemorate the 500th anniversary of the Protestant Reformation. It was noted that the five churches at the north end of Classis (Bethel, New Street, Faith, Calvin and Calvary) plan to have a combined service of commemoration in October. Ministries are going well. Seth Adema continues to serve as interim Campus Ministry chaplain as Michael Fallon completes his sabbatical. Campus Ministry is currently discussing how best to serve the *two* communities of Mac and Mohawk.

The Candidacy committee notes that Josiah Bokma, Mark DeVos, and Femke Visser-Elanbass all plan to candidate in June. We wish them rich blessings! And we continue to pray for those students we continue to support: Derek Ellens, Ben Verkerk and Courtney Mooney. The candidacy committee is currently considering ways to support students who hope to enter other ministerial roles besides the office of minister of the Word.

The Youth Committee of Classis is actively planning for our very first Classis-wide youth retreat planned for the fall of 2017. Please support this worth-while event!

As for the churches: Kevin DeRaaf from Faith Church recently accepted a call to serve as Regional Leader for Eastern Canada with the new Mission Agency of the CRC. We wish him well! Mount Hamilton extended a call earlier in the winter but the call was declined. They continue with their plan to move their location to the Mount Hope area. We continue to pray that the Lord bless the churches and ministries of Classis Hamilton in greater Hamilton region.

Respectfully submitted,  
Ken Benjamins, Chair of the CMT

**Classis Hamilton Candidacy Committee  
Report to Classis Hamilton      May 16, 2017**

Our primary work as a committee continues to be supporting students from our Classis who are preparing for ministry within the CRCNA. This support involves personal visits, phone calls & emails, and direct mentoring with some of the students. For students in the 2 year, non-residential EPMC program, we also meet with them 2 times during their program to talk about their sense of calling, the development of their pastoral identity, and their understanding of Reformed theology. After each of these meetings, we provide a written report to the CRCNA Candidacy Office as they coordinate the process for students seeking to be approved as candidates for ordained ministry by Synod.

We are delighted to report the several students with whom we have been walking anticipate graduation and candidacy this year. Below are updates on each of the students we are following:

- **Nathan Klingenberg:** has taken a call to serve a church in Iowa. By the time of this classis meeting his paperwork should be processed and he should be there.
- **Wim DeVries:** has taken a call to serve in Jarvis Ebenezer he was examined and ordained earlier this year.
- **Mark DeVos:** has finished his training and anticipates being declared a candidate at Synod in June. He will be doing a summer internship in a Presbyterian church in the Bruce peninsula.
- **Courtney Mooney:** continuing with EPMC, currently working with John Bowers at Crosstowne in Milton, ON; Chris Schoon serves as her mentor. Rita Klein-Geltink is also on her mentor committee. She hopes to candidate in 2018
- **Ben Verkerk:** completing his 2<sup>nd</sup> year at CTS; will be doing an internship out west this summer  
**Josiah Bokma:** is currently serving as the Chaplain at Redeemer University College and anticipates being declared a candidate when synod meets in June. He also serves as a partnership promoter for the Nehemiah Center in Nicaragua
- **Derek Ellens:** is completing his 1<sup>st</sup> year of studies at CTS and is currently doing a concurrent internship at Fuller CRC in Grand Rapids.
- **Femke Visser-Elenbaas:** is currently finishing up her EPMC requirements and anticipates being declared a candidate at synod this June.
- We also have a couple 2<sup>nd</sup> year Redeemer students who have already indicated to members of our committee that they intend to enroll at CTS after completing their undergraduate work.
- Several others are in contact with us about potential paths towards ministry as well

**Motions for May Classis Meeting**

- That Classis Hamilton approve disbursements from the Student Support Fund for Ben Verkerk and Derek Ellens in the amount of USD \$15,972.00 per person (a combined total of USD \$31,944.00) as a forgivable loan for their full-time enrolment in the M.Div. program at Calvin Theological Seminary for the 2017-2018 academic year.
  - This request fits with current practice and within the policy and procedures adopted by Classis Hamilton.
  - As background:
    - Ben Verkerk is entering his third year at CTS.
    - Derek Ellens is entering his second year at CTS.

- That Classis Hamilton approve, by way of exception to our current rules, a disbursement from the Student Support Fund for Selena Kloet in the amount of USD \$5,808.00 (50% of tuition cost) as a forgivable loan for her enrolment in the MA in Pastoral Care and Counseling program at Calvin Theological Seminary for the 2017-2018 academic year.
  - The current rules stipulate funds will only be loaned to those enrolled in an M.Div. program and seeking ordination in the CRCNA.
  - Selena is not pursuing ordination in agreement with her conviction that women should not serve as ordained ministers, but is seeking seminary training in order to use her gifts for care and counselling within a congregational or chaplaincy setting.
  - We believe that Selena's intent honors the spirit of our policies as well as her conviction that women should not serve as ordained ministers.
  
- That Classis Hamilton direct the Classis Hamilton Candidacy Committee to bring a proposal for a revised policy and procedure document to the October 2017 Classis meeting to address the following (a) recommendations and guidelines emerging from Synod 2017, (b) increased diversification of seminary education delivery options, (c) financial capacity of Classis Hamilton, and (d) support for students pursuing seminary education with the intent of serving in non-ordained congregational and chaplaincy ministry roles.
  - Synod 2017 is receiving a report related to student funding across the CRCNA in response to overtures from Classis Hamilton in 2015 and 2016.
  - Seminaries have diversified the ways in which students can receive a seminary education in preparation for ministry. Our current model would benefit from reevaluating how these diverse routes are considered when funding students.
  - Classis Hamilton delegates have repeatedly expressed concerns about the financial capacity of our Classis to continue funding students under our current policy and procedures.
  - Churches benefit from ministry staff who obtain seminary training for congregational and chaplaincy ministry roles, even when there is no intent for those people to become ordained and without a M.Div. degree.
  
- That Classis Hamilton assign the chaplain of the McMaster/Mohawk Campus ministry as a permanent member of the Classis Hamilton Candidacy Committee.
  - The chaplain plays an essential role in mentoring students who are considering ministry as a vocation.
  - The chaplain provides experience and insight ministry beyond the congregational setting.

Chris Schoon has been asked to be a part of the CMT and so (if approved) he will be stepping out this committee. Our committee would like to present to classis for approval **Wim Devries** as his replacement on this committee.

Andrew Zomeran,  
CHCC Chair

## APPENDIX #1.3 – DISABILITY CONCERNS REPORT

### DISABILITY CONCERNS

“We don’t need arms or legs or a mind that works typically in order to have a vibrant relationship with God and spiritual gifts to share, because I don’t think God created able-bodied people and disabled people. I think he created us all with different gifts and different abilities to share.” (Chantal Huinink) About one in every four households has a member with a disability. Disability Concerns ministry was created to serve churches as they minister with various disabling conditions including shut-ins, people with vision and hearing loss, intellectual disabilities, autism, depression and paraplegia. Our goal is for every church to reach the biblical ideal where everybody belongs and everybody serves.

People with disabilities in your church frequently are an untapped resource, because they are not asked to serve in ministry roles. In your neighborhood they represent a significant outreach opportunity, because the percentage of people with disabilities who attend church is significantly lower than the percentage of the general population who go to worship, even though their level of spiritual interest is the same.

Disability Concerns wants to help your church engage with people who have disabilities in your worship, pastoral care, discipleship and outreach. The goal is for each congregation to be all-inclusive (i.e., large print, hearing devices, transportation, accessible facilities, pastoral care). The fact is, with a little foresight and without radically changing the purposes and locations of events being planned people with disabilities can be included in church life and serve rather than excluded due to lack of accommodation. People with disabilities, just like all the rest of us, want to be valued and helpful. What more can be done as a congregation to find useful and important jobs in the church for people with disabilities, as a way to affirm them as unique children of God.

We know that the churches in classis Hamilton are doing their utmost to include members with a disability as part of the congregation and for this we are very thankful. Each church should have a Disability Concerns Advocate, although several do not. If this is the case, we would be willing to help you find one. We also ask if the deacons would be willing to help the church advocates to fulfill their mandates.

As you are well aware the Ontario government has passed a law “ Complying with the Accessibility for Ontarians with Disabilities Act (AODA ) “ This law has come into effect as of January 1 2017, and my question is your church ready? There are six requirements to the act, there are several resources to help you with the compliance with the AODA. I am willing to help any church with the process of meeting the requirement.

Cor Visser  
Classis Hamilton Disabilities Concern Coordinator  
[cvisser@rogers.com](mailto:cvisser@rogers.com)

## APPENDIX #2 – CLASSIS STAFF REPORTS

### APPENDIX #2.1 – MISSION DIRECTOR REPORT

#### **Classis Mission Director Report**

My Classis work continues to revolve around a number of Classis Committees. The Youth Ministry team is eagerly planning for a fall retreat, Sept. 29 – Oct. 1, 2017, to be held at Countryside Camp (Camp Shalom) near Cambridge. A sub-team is working on many details; we welcome your support in encouraging the youth of your churches to participate.

The Safe Church team is planning to meet on Monday, April 24<sup>th</sup>, to focus on the safe church issues in working with refugees. Katie Karsten will be our speaker; refugee teams are encouraged to attend as well. The Safe Church team is still in need of a chair person or team. If you know of someone in your church who might be interested in this role please let me know.

Currently classis is without a prayer coordinator; I am working to encourage prayer initiatives in the Classis. To support the work of Classis and its upcoming meeting, I'm working with Faith Church to plan a prayer gathering, on Monday, May 1<sup>st</sup>. This will be a regular prayer meeting for the members of Faith church, and prayer teams of all churches are invited to join as we gather to pray.

In addition to committee work, I'm walking alongside one of our churches in the area of outreach ministry. Another church is considering ways to re-vision as they consider a building project. A number of churches are growing in their understanding of Small Groups.

Through the Connections Project, I continue to connect churches and ministries with others who are on similar journeys, for mutual learning. Currently a number of pastors and other leaders are gathering together to consider ways to engage young adults in the fellowship and ministry of the church. Other cohort work continues, as churches are eager to learn from each other, in staff ministry, and strategic planning.

If your church is interested in a conversation about some challenges in your ministry, please be in touch with me. I'd welcome the opportunity to hear your story and connect you with others.

Marian Lensink  
Classis Hamilton Mission Director  
Resource Coach, Connections Project  
[marian@classishamilton.ca](mailto:marian@classishamilton.ca)

McMaster University and Mohawk College  
Report on Chaplain's Sabbatical; May 2017

Dear Representatives of Classis Hamilton

As my sabbatical winds, down, it seems appropriate to give an update on how it has progressed. I have divided my thoughts below into two parts. Aspects that relate directly to my work and those I deem a little more personal. Let me begin with the more work related pieces.

When I began my sabbatical, I was asked by one of my alumni if I would perform the marriage ceremony for him and his fiancé in the spring. As some of you may be aware, I was not inclined to pursue officiating at marriages as a few of the students and faculty that have asked me to perform their marriages in the past might challenge denominational guidelines. In truth, not having a license gave me an easy way out. I also wondered what would happen if I refused and someone decided to push the issue. Now, I feel I am ready to engage in those conversations and I also believe the atmosphere on campus is more conducive for making decisions based on one's faith. That being the case, I have applied for a license to perform marriages and have been busy conducting marriage preparation classes. I want to thank Pastor Rita for her assistance in crafting my classes.

This spring I returned to campus to engage in a discussion around several multi-faith issues. This is not a new discussion. Facets of it have come and gone over the years. In this case the focus has been on credentialing new chaplains coming from other faith traditions, what would a Multi-Faith Resource team look like and how would the university organize it. I wanted to support our Dean, Sean Van Koughnett as he pondered these issues and as this has the potential to affect the Chaplaincy Centre, I wanted to be able to speak into this conversation from the beginning. Our Interim Chaplain, Seth Adema has been very helpful here as well.

One of the most significant things I do as a University Chaplain, is write letters of recommendation for students applying for Graduate School. Acceptance into a graduate program changes lives. We have had many members of our university community go on to become medical doctors and health care providers, professors, ministers as well as professionals in a variety of fields. Being able to support students through writing these letters and engaging in the phone interviews is both an honour and responsibility. This year I wrote approximately thirty letters of support.

On somewhat of a related issue, I have continued to meet with a handful of alumni that I have been mentoring. We have not met as often as we usual do but everyone seems to be fine with that. I have also continued to host the Candidacy Committee Meetings and have participated in the interviews and sermon evaluations of a number our candidates.

On a more personal note, my research and writing continues to move ahead. Perhaps not as quickly as I would like – often it felt like I was starting all over again - but I do feel I have been making steady progress. The university is such a dynamic, fast moving environment. To be able to spend time away from it to think about things - what a gift! Perhaps the thing that I have appreciated most about my sabbatical has been the opportunity to spend some real time with my children and extended family. After my sons left home to go to University approximately 10 years ago, it seemed we had few opportunities to be together. To have this time to reconnect and get to know them again as adults. It has been a blessing. Thank you.

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### APPENDIX #3 – CIC AND STATED CLERK’S REPORT

Following is a list of the significant items of interest from the CIC minutes since the last Classis meeting:

1. Pulpit Supply RoP and Guideline Amendments:

The CIC is recommending a revised RoP and Guidelines with respect to pulpit supply. This was done as a result of some communications received. The details are included in the main agenda.

2. Continuing Education of Pastoral Staff:

The new guidelines for continuing education for pastoral staff adopted by Synod 2016 caused the CIC to review the RoP relating to the work of the Church Visitors. It was concluded that the RoP should be amended to be congruent with the synodical guidelines. The details are included in the main part of the agenda. Helpful questions for the benefit of Church Visitors in this regard were also developed. However, rather than including them in the RoP it was decided to send them to the appropriate denominational office for them to consider incorporating them in the denominational guidelines for Church Visitors.

3. Classical Counselor Final Report:

According to the RoP, the classical counselor is to give a progress report to the CMT and a final report to the CIC. The CIC is required to note receipt of the final report in its report to classis so that delegates can ask questions if desired. In accordance with this policy, the CIC notes that Jeff Klingenberg has submitted his final report with respect to Maranatha CRC’s calling of Ben Ponson.

4. Merging the BoD and CIC Discussion:

Over the years it has become clear to both the CIC and BoD that there is either a significant level of duplication or that it is not clear which of the two bodies should be dealing with certain agenda items. Also, because of the current structure, a minimum of nine people need to serve on the CIC which requires more people time than what would appear reasonable for the issues that need to be addressed. Consequently, the CIC is recommending to classis that the two bodies be merged. The details of the changes with grounds are included in the main agenda.

5. Updating the General Operating By-Law:

The CIC and BoD have been aware for some time that the By-Law as currently written does not fully comply with the law and how classis actually operates. Previously the position was taken to delay bringing the By-Law into compliance because it was believed that the coming into force of the Ontario Not-for-profit Corporations Act (ONCA) would be imminent. We have now learned that the window for classis to bring its governing documents into compliance with the ONCA is at least five years from now. The government has announced that it will give at least 24 months’ notice before the law will be proclaimed and that all affected corporations will have five years after the ONCA is proclaimed into law to update their by-laws.

In light of the proposed merger of the CIC and BoD and the length of time it will take for the ONCA to become law, the CIC believes it prudent to bring the current By-Law into compliance with the current law, the provisions of the ONCA as they currently stand and the current operating practices of classis. To that end CIC is asking classis to approve an expenditure of up to \$5,000 to complete this work.

The details of this request with grounds are included in the main agenda.



6. Youth Ministry Champion:

The CIC approved the request from the CHYMT to support the appointment of John Bijl as the Faith Formation Ministries appointed Youth Ministry Champion for Classis Hamilton in accordance with the mandate that was sent to the churches as an appendix to the March 30, 2017 CIC minutes. It was also decided that the classis Chair will draw attention to this appointment at the May meeting of classis.

7. Outstanding Church Visitor (Team B) Assignment:

The CIC requested Team B in June 2015 “to discuss the process to formally organize New Hope” as a result of a request from New Hope on their credentials at the May 2015 classis meeting. Classis had assigned this credentials request to the CIC. A number of meetings and discussions have taken place over time and it was agreed that this excellent ministry needs more attention and encouragement from the Classical Home Missions Committee instead of proceeding to formal organization as a congregation at this time. Consequently, CIC decided to accept the recommendation from Team B that their work be considered concluded.

Dick L. Kranendonk – Stated Clerk,  
clerk@lassishamilton.ca

## APPENDIX #4 – DELEGATE, FUNCTIONARY AND COMMITTEE NOMINATIONS

The following are openings and nominations as of the date this agenda was sent out. Nominations will be accepted up to and including at the Classis meeting itself.

### CLASSIS INTERIM COMMITTEE

In accordance with Rules of Procedure 12.1.1, Dick Kranendonk needs to be nominated as Stated Clerk and in that capacity to serve on the CIC for and additional one-year term.

**RECOMMENDED THAT:** Dick Kranendonk be re-elected as Stated Clerk for an additional one-year term commencing June 1, 2017.

In accordance with RoP 5.2.2, the Chair of Classis needs to be elected annually to serve for a one-year term. The current Chair has resigned and CIC believes that this would be a good time to bring all CIC member terms into alignment. To accomplish that, RoP 5.2.2 needs to be amended to stipulate the election of the Classis Chair take place at the May classis meeting to serve from the first of June till the end of May each year.

According to General Operating By-Law Number 1, Section 13.3, and Rules of Procedure 13.2.1, nine CIC members must be elected annually by the delegates at the May classis meeting. CIC members, other than the Stated Clerk, Chair of Classis and Mission Director, may not serve for more than six one-year terms consecutively. Following are the incumbent members:

Incumbent members to be re-elected:

Ken Benjamins (fifth term) – He is pastor of Calvin CRC, Dundas.

Jake Ellens (second term) – He is a member of Hope CRC, Brantford.

Ida Kaastra-Mutoigo (third term) – She is a member of Immanuel CRC, Hamilton.

Gillian Bruce (second term) – She is a member of First CRC, Hamilton.

Proposed new members:

\_\_\_\_\_ (Chair of Classis)

Bruce Dykstra (first term) – He is a former banker, a former member of the Student Fund Committee and a former member of the denominational BOT.

**RECOMMENDED THAT:** The slate of names noted above is presented to classis for election for a one-year term commencing June 1, 2017.

Members by virtue of their office (not required to be elected) [if merger of BOD with CIC is approved, the last two will have the right to be present without vote]:

Marian Lensink (Serves for as long as she is the Mission Director)

Dick Kranendonk (Serves if re-elected Stated Clerk in accordance with Rule of Procedure 12.1.1.)

### REDEEMER UNIVERSITY COLLEGE BOARD

Andrew Zomerma (first regular term) – He is pastor of Hope CRC, Brantford and was first elected by classis to fill the unexpired vacancy left by the resignation of Paul Vanden Brink.

### CANDIDACY COMMITTEE

Wim de Vries (first term) – He is a recent graduate of Calvin Theological Seminary and was recently ordained as pastor of Ebenezer CRC, Jarvis.

### CLASSIS MINISTRIES TEAM

Ken Benjamins (second term) – He is pastor of Calvin CRC, Dundas

Chris Schoon (first term) – He is pastor of First CRC, Hamilton.

YOUTH MINISTRIES TEAM

Betty Steenbeek (second term) – She is Children and Youth Ministries Director at Ancaster CRC.  
Heather DeHaan (second term) – She is one of the Youth Leaders at New Street CRC, Burlington.

McMASTER & MOHAWK CAMPUS MINISTRY COMMITTEE

\_\_\_\_\_ (first term)

SHALOM MANOR DIACONAL BOARD REPRESENTATIVE

Jerry Bulthuis (first term)

CHURCH VISITOR TEAM A

Jeff Klingenberg (second term) – He is pastor of Hagersville Community CRC.

**BALLOT—REGION 4**

(Classes Chatham, Hamilton, Huron, and Niagara)

***Calvin Theological Seminary***

(Vote for one nominee.)

\_\_\_\_\_ *Rev. Allen Kleine Deters* is pastor of The Bridge Church, a church plant he began in 2014 in Niagara Falls, Ontario. Rev. Kleine Deters received his bachelor's degree in religious education from Reformed Bible College and his M.Div. degree from Calvin Theological Seminary. He has also received training from FORGE Ethos Missional Training and has served in multiple roles in full-time ministry, including youth and worship ministry while serving at these locations over the past thirty years: Redeemer College (Ancaster, Ont.), Cephas CRC (Peterborough, Ont.), First CRC (Calgary, Alta.), New Life CRC (Grand Junction, Colo.), Abundant Life CRC (Grand Junction, Colo.), and Alamosa (Colo.) CRC. He would bring a very broad and diverse perspective to the needs in ministry, including that of a church planter, to his service on any board.

\_\_\_\_\_ *Rev. Kevin VanderVeen* is a pastor at Covenant CRC in St. Catharines, Ontario. He received his bachelor's degree from Kuyper College and his M.Div. degree from Calvin Theological Seminary. He became pastor of community at Covenant CRC in the fall of 2015. He is a recent seminary graduate (2015) and a new pastor who would bring fresh ministry perspectives to his service on any board.

APPENDIX #5 – ANNUAL GENERAL MEETING MINUTES

**Minutes of the Annual General Membership of  
CLASSIS HAMILTON OF THE CHRISTIAN REFORMED CHURCH**

**Date:** May 24, 2016 **Time:** 1:50 PM

**Venue:** Ebenezer Christian Reformed Church, 139 Talbot St. E., Jarvis, Ontario

1. Constitution of the Meeting (*By-law 5.2*)

A quorum of both churches (with two delegates absent) and of individual members of the corporation being present, the meeting was declared to be duly constituted for the transaction of business.

2. Proof of Notice for the Meeting (*By-law 5.4*)

**IT WAS NOTED THAT:** notice of the meeting was sent to the clerks of the classis churches and members of the CIC on April 12, 2016.

3. Election of the Classis Interim Committee (CIC) who serve as individual members of Classis Hamilton until the May 2017 meeting of Classis (*By-law 4.2.2*).

The following were elected to serve a one-year term on the CIC:

|                  |                     |
|------------------|---------------------|
| Henry Kranenburg | Gillian Bruce       |
| Ken Benjamins    | Mark Vandervliet    |
| Jake Ellens      | Ida Kaastra-Mutoigo |

Serving on the CIC by virtue of office (also reconfirmed for one year):

|   |
|---|
| Dick Kranendonk – Stated Clerk  |
| Marian Lensink – Mission Director   |
| Rita Klein-Geltink – Chair of Classis ( <i>for CIC meetings during 2016</i> ) |

4. Audited 2015 Financial Statements

On motion duly moved, seconded and carried **IT WAS RESOLVED THAT:** the audited financial statements and the auditor's report thereon for fiscal 2014 were approved.

5. Auditor for 2015

On motion duly made, seconded and carried **IT WAS RESOLVED THAT:** David M. den Boer was reappointed as auditor for fiscal 2016.

6. Closing of AGM

There being no further business, the AGM was terminated.

\_\_\_\_\_  
President

\_\_\_\_\_  
Reporter