

**Classis Eastern Canada  
of the Christian Reformed Church**

[Classis Eastern Canada Webpage](#)

**Winter Meeting Agenda: February 28 – March 1, 2025**

**Registration – 9 am**

**Meeting – 10 am**

**Meeting Place: Community CRC, Dixons Corners  
4485 Brinston Rd., Brinston, On K0E 1C0  
613-652-2400; <https://www.dixons.church/>**

**Officers and Committee Appointments**

Chair: Rev. Jack Van de Hoef

Vice: Rev. Paul Vanderkooy

Clerk: Rev. Bernie Bakker

Classis Credentials: Athens & Fredericton

Correspondence/Overtures: n/a

Ministerial Credentials: n/a

Transcription of Minutes: Charlottetown & Ottawa Calvary

**Councils:**

Please begin the process of selecting delegates, fill in the Classis Credentials [see email attachments] and return to the Stated Clerk [cecstatedclerk@gmail.com](mailto:cecstatedclerk@gmail.com) by February 19, 2025.

Consider setting a special Council meeting prior to Classis to review the agenda for and with the delegates. The agenda, written reports, and video presentations from various ministries are part of this email. Council is encouraged to view and discuss them with the delegates as we will NOT read or view them at the classis meeting.

All delegates/guests are asked to fill in the online form: "[Delegate Registration](#)" - **CEC Feb/March 2025 Meeting** so the host church can make arrangements for airport pickup, overnight accommodations, food allergies, etc.

**AIR TRAVEL:** Delegates requiring air travel are requested to contact Marcia Faber, **Vision Travel @ 519-622-7925 [h], 226-750-2722 [c], or 866-203-8745;**  
[marcia.faber@visiontravel.ca](mailto:marcia.faber@visiontravel.ca)

**PLEASE NOTE:** Church Councils are reminded that expenses more than the best rates available through Marcia Faber will be the responsibility of the delegates or their churches. Travel policy in CEC Rules of Procedure

Go to [Classis Eastern Canada](#) or email [cecstatedclerk@gmail.com](mailto:cecstatedclerk@gmail.com) for more information.

## WELCOME TO CLASSIS EASTERN CANADA

We are thankful you are a delegate from your church council for this upcoming meeting. In this section is a *Classis Primer* to help you navigate your experience here (especially if it is your first time). You'll find an explanation of all the various committees that you see on the agenda. If you have any questions, please do not hesitate to ask the one of the officers of the day, or the stated clerk.

Classis Eastern Canada is a regional association of Christian Reformed Churches from Brockville/Athens all the way out to Charlottetown. We are one of 47 classes that comprise the Christian Reformed Church.

We meet twice each year, in March and October, to spend time together worshipping and learning, discuss and make decisions on our shared ministries, examine candidates for ministry, hear reports from our denominational ministries and other ministries with ties to the CRC, and more.

In general, our meetings are governed by [Church Order 2024](#) of the CRC and Classis Rules of Procedure [ask your church office for a copy]. At the beginning of the day, new delegates are asked to declare their agreement with the [Covenant for Office Bearers](#).

**Who attends Classis meetings?** Church Order Article 40 states: a. the council of each church shall delegate a minister, an elder, and a deacon to the classis. If a church is without a minister, or the minister is prevented from attending, another elder shall be delegated in place of the minister. **NOTE: An elder may not be delegated as a deacon.** Office-bearers who are not delegated may also attend classis and may be given an advisory voice.

If you are an elder or deacon delegate, we encourage you to participate fully in the discussion. Don't assume that your pastor will speak on your behalf. Our meetings are deliberative meetings. This means that you are not merely a representative of your council and your council should not/cannot instruct you how to vote. The point of the meeting is to hear all discussion before deciding how to vote. If something is unclear, please ask – if you are not sure about something, chances are good that there are more people who are unsure and need clarification as well.

If you need assistance, please don't hesitate to ask the stated clerk. We hope you enjoy your time at classis!

### Classis Primer- Especially for All Delegates

**CEC** - Classis Eastern Canada  
**COD** - Council of Delegates  
**CIC** - Classis Interim Committee  
**CMLT** - Classis Ministerial Leadership Team  
**CRMT** – Classis Resonate Mission Team  
**CRCNA** - Christian Reformed Church in N.A.  
**CYMT** - Classical Youth Ministry Team

**DMC** - Diaconal Ministries Canada  
**FAC** - Finance & Administration Committee  
**M2S** - Montreal Ministry to Seafarers  
**OCC** - Ottawa Campus Ministry  
**OMD** – Outreach Mission Developer  
**RUC** - Redeemer University College  
**SC** - Stated Clerk

## Committees that exist for the duration of classis or for a specific time frame:

*If your church is assigned to one of these committees, the delegates from your church (including you) make up the committee*

- **Correspondence Committee:** This committee deals with paperwork not assigned to any of the other committees, such as paperwork from people who wish to be licensed to exhort (preach) in classis.
- **Credentials Committee:** Credentials are the forms that each church's delegates must bring to classis verifying that they are the duly appointed delegates from their church. The *credentials & instruction* committee is the committee that makes sure all credentials are duly received, and that issues raised on the credentials are brought to the attention of classis.
- **Ministerial Credentials Committee:** When a person desires to be examined to become a Minister of the Word, or a Commissioned Pastor, there are a number of documents that must be received by classis. The ministerial credentials committee is charged with making sure that all the documents are received and are in good order.
- **Overture Committee:** A formal request from a congregation (sometimes a committee) usually comes in the form of "overture," asking classis to do something. A committee (usually delegates from two churches) is assigned to study the overture and offer advice to classis on how it might deal with the overture.
- **Transcription Committee:** This committee is responsible to review the minutes of the classis meeting afterward and ensure that the minutes accurately reflect the decisions of classis. The minutes are subsequently reviewed and approved by the Classis Interim Committee (CIC).

## Standing committees of classis

- **Classis Interim Committee – (CIC)** This committee takes care of matters that cannot wait until the next classis meeting, as well as preparing the agenda for classis meetings.
- **Classis Ministerial Leadership Team (CMLT)** - Administers funds for financial aid for and works with men and women studying to enter full-time ordained or non-ordained ministry within the CRC.
- **Classis Resonate Mission Team** - This committee work with congregations to develop new churches/ministries, encourage outreach and leadership development. The west committee supervises the work of the Outreach Ministry Developer.
- **Youth Ministry Team (CYMT)** - Assists local churches in the development of youth ministries and provide support for youth ministers and leaders.
- **Diaconal Ministry** – A team of diaconal coaches, pastoral advisors, and Diaconal Ministry Canada board member appointed to develop the work of mercy within Classis.
- **Finance & Administration Committee (FAC)** – oversees all matters pertaining to the budget of classis, including requests for new or increased ministry shares.
- **Oversight Committees:** Sometimes a team is needed to work with an

individual pastor or with a church council to resolve certain issues. That team is usually called an Oversight Committee.

- **Personnel Committee** – Keeps an up-to-date record of those appointed to serve on classis committees and as delegates to denominational boards and agencies, and recruit nominees for open positions when necessary.
- **Safe Church Team – (SCT)** Helps churches to develop safe church communities and administers the counseling fund.

### **Other roles in classis:**

- **Church Counsellors:** When a church is vacant or in the process of calling a pastor, the pastor from a nearby church is assigned as a counsellor to assist the council.
- **Church Visitors:** Each church and its council should be visited every other year by the “church visitors.” The church visiting teams are made up of a pastor and an elder, and the churches are assigned to a team based on geography.
- **Regional Pastor:** A regional pastor is appointed to the west side and the east side of classis to help provide pastoral care and encouragement to the pastors in the region.

### **Church Order**

Much of the work done by classis is regulated by the Church Order of the Christian Reformed Church; [Church Order 2024](#)

The Church Order contains the rules and procedures that, by common consent, all the churches in the denomination abide by. Only a synod (the annual leadership meeting of the CRC) can change the Church Order.

### **Basic Rules of Order**

- **A main motion** - This is a motion that requests an action of Classis. It must be supported, or seconded, and discussed before a vote is held. It must be presented in written form at request of chair or clerk.
- **A motion to amend** - This is a proposal to alter a main motion in language or in meaning before a final action is taken on the motion.

**A motion to defer action, withhold action, or table** - When Classis deems it advisable, it may decide to table a motion temporarily. Tabling a motion implies that the meeting will resume consideration of it at a later hour.

- **Objection to a ruling by the chair** - If any member of Classis is not satisfied with the ruling of the chair the matter is referred to the assembly for decision.
- **Right of protest** - It is a right of any member to protest any decision of Classis. Protests should be registered immediately or during the session in which the matter was acted upon. Members may, if they desire, ask to have their negative vote recorded.
- **Call for the division of the question** - At the request of one or more members of Classis, a motion consisting of more than one part may be divided and voted upon separately.
- **A motion to reconsider or rescind** - If any member of Classis desires, for weighty reasons, reconsideration of a matter already decided upon at that meeting of Classis, one of the following methods may be used:

- A motion to reconsider may be offered only by a person who has voted with the majority. The purpose of this motion is to propose a new discussion and a new vote.
- A motion to rescind has as its purpose to annul or to reverse a previous decision.
- **Discussion** - To obtain the floor, a speaker must first be recognized by the chair and, when speaking, must stand, when possible, and address the chair.

## **The Stated Priorities of Classis Eastern Canada**

(Adopted March 2015)

- *Classis will act as a resource to support local churches and ministries.*
  - *Classis will foster opportunities for meaningful communication.*
- *Classis will provide leadership development, discipleship, and training.*
  - *Classis will support youth ministry and campus ministry.*
  - *Classis will encourage growth and outreach.*

## **October 25-26, 2024 Detailed Agenda**

***All reports are sent with the agenda emailed to all churches; it is assumed that delegates have read written reports and viewed all video Reports if any sent out.***

**Please note that there may be some late reports.**

**Joys and Concerns** – throughout the meeting each church is asked to share two joys and two concerns; last church listed is asked to pray for each church.

### **Friday, February 28, 2025**

#### **1. Constitution of Classis [10 am]**

- Welcome and opening devotions, led by host church – Pastor Aaron Thompson
- Roll call
- CEC declared constituted
- Introduction of the executive for the meeting

#### **2. Introduction of Executive**

- Chair Rev. Jack Van de Hoef; Vice: Rev. Paul Vanderkooy; Clerk: Rev. B. Bakker
- Opening remarks and welcome to visitors and guests
  - Pastor Ben Gresik, Bethel CRC, Brockville
  - Pastor Anel Becker-Ferreira, Fellowship CRC, Barrhaven
  - Rebecca Reeve - CDN Advancement; James Broekema; Joan DeVries - COD; Greta Luimes, Chair of Canadian Ministries Board, Council of Delegates;

- c. Committee Appointments
  - i. Correspondence/Overture: n/a
  - ii. Credentials: Fredericton & Athens
  - iii. Ministerial Credentials: n/a
  - iv. Transcription of Minutes: Charlottetown & Ottawa Calvary

3. **Classis Ministry Reports** [10:20 am]

- a. Stated Clerk: Bernie Bakker Att. 1
  - i. Motion to approve work of SC
  
- b. Standing Committees of Classis
  - i. Classis Interim Committee – Gregg Lawson Att. 2
    - 1. Proposed Changes to CEC Rules of Procedure Att. 2a
    - 2. Motion to approve work of CIC
  
  - ii. Personnel Report – Dan Hoogland Att. 3
    - 1. Report will be sent out in February
    - 2. CEC will be sending four delegates to Synod meeting June 13 – 19, 2025 at Redeemer University, Ancaster. Please consider nominating elders and deacons from your council. “All active ministers who have served at least one year in our classis are eligible to be delegated to Synod”. See Rules of Procedure p. 26
  
  - iii. Classical Ministry Leadership Team – Aaron Thompson Att. 4
  
  - iv. Classical Youth Ministry Team – Joe Groeneveld Att. 5
  
  - v. Classis Resonate Ministry Team – Syd Ypma
    - 1. Outreach Mission Developer – Winston Visser Arr. 6
    - 2. Montreal Mission

4. Joys and Concerns

- a. Pembroke, Calvin CRC, Barrhaven, Halifax, Calvary

5. **Guest Speakers**

- a. President Zietsma is planning to attend virtually before noon.

Lunch Break [12 – 1 pm]

6. **Matters involving Synodical Deputies**

- a. Welcome Synodical Deputies:
  
- b. James Broekema – requests to be declared eligible for call under CO. Art 14e; James was pastor at Kemptville CRC from 1996 – 2000 and was released under Art. 17-a. Rev. Joan Devries reporting.
  - i. Background and conversation with Jim Broekema
  - ii. Motion –

iii. Concurrence of Synodical Deputies

- c. Don Hekman, retired pastor in CRC and member of Kemptville CRC, resigned as member of the CRCNA. Pastor Joe Groeneveld and Ron Hosmar are asked to come with recommendation re status as Minister of the Word in the CRCNA under CO Art. 14-b.
- i. Background and recommendation
  - ii. Motion –
  - iii. Concurrence of Synodical Deputies

7. Joys and Concerns – Kanata, Renfrew, Williamsburg, Milford, Athens

Breaktime [3:15 pm]

8. **Continue with CEC Reports**

- a. Ministry to Seafarers, Montreal – Michelle DePooter Att.9
- b. Ottawa Campus Chaplaincy – Ryan Farrell
- c. Diaconal Ministries Canada Classis Att. 11
  - i. Diaconal Ministry Coach East – TBD
  - ii. Diaconal Ministry Coach West – Winston Visser
- d. Safe Church – John Vedder
- e. Disability Concerns – vacant
- f. Credentials Committee Report – Athens & Fredericton
- g. Church Visitors
  - i. Team East #1 [Halifax, Milford, Truro] – Dan Hoogland
    - 1. All Nations CRC, Halifax disaffiliation visit, CO Art. 38-f
    - 2. John Calvin CRC, Truro – disbanding visit, CO Art. 38-d
  - ii. Team East #2 [Charlottetown, Fredericton, Kentville] – Paul Vanderkooy
  - iii. Team West #1 [Brockville, Ottawa: Kanata & Calvary; Renfrew] – Andrew Vis
    - 1. Community CRC Kanata – disaffiliation visit, CO Art. 38f
  - iv. Team West #2 [Athens, Ottawa: Barrhaven, Cornwall, Pembroke, Williamsburg] – Aaron Thompson
  - v. Team West #3 [Dixons Corners, Kemptville, Ottawa: Calvin, Montreal] – Joe Groeneveld
- h.

9. **Joys and Concerns** - Cornwall, Truro, Kentville, Charlottetown, Montreal  
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Supper break [6 pm]

Post supper open for now...

8 pm home to billets for rest

## **Saturday, October 26, 2024**

### **10. Opening led by Chair – 9 am**

#### **11. FAC Report FAC**

- a. Discussion on finances and future budget - Ron Hosmar, chair
  - b. Financial Report for 2024 – Eva Reitsma, treasurer
    - 2024 Financial Statement will be sent out when ready.
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#### **12. General Annual Membership Meeting, March 1, 2025**

- a. Motion to approve the following as Directors of the Corporation: Gregg Lawson, chair; Brian Vanden Berg; Michelle DePooter; William DeHaan; Ron Hosmar; and Ron Triemstra.
  - b. 2024 Financial Statements – Eva Reitsma, treasurer
    - i. Motion to receive the 2024 CEC Financial Statements as presented.
    - ii. Motion to appoint MNP Cornwall for 2025 CEC Financial Review.
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#### **13. Classis Ministry Reports continued**

- a. Regional Pastors and Church Counselors
  - i. Regional Pastors
    1. Regional Pastor (West) – Jack Van de Hoef
    2. Regional Pastor (East) – Paul Vanderkooy
  - ii. Church Counselors
    1. Zion CRC Pembroke – Piet Heerema
    2. Hebron CRC, Renfrew – Piet Heerema
    3. Cornwall CRC – Gregg Lawson
    4. Fellowship Ottawa Barrhaven – Sid Ypma
    5. Calvin CRC Ottawa – Sid Ypma

#### **14. Joys and Concerns – Dixons, Brockville, Kemptville, Fredericton**

#### **15. Break time 10:15 am [15 min]**

#### **16. Denominational Reports**

- a. Canadian Ministries Director - Rev. Al Postma



- b. CRCNA General Secretary Winter letter Att.15
  - i. Video link in report
- c. Council of Delegates – Rev. Joan DeVries
- d. Thrive Ministry – Becky Jones Att. 16
- e. Resonate Global Mission
- f. World Renew – Echo McLeod Att. 19
- g. Advancement Report Canadian - Roshani Morton, Rebecca Reeve Att. 20
- h. Redeemer University Winter Report Att. 22
- i. Calvin University Report – Rosanne Lopers Att. 23

**17. Organizational Matters – Next Classis Meeting**

- a. Date: October 24-25
- b. Agenda deadline: September 9, 2025
- c. Location: tbd
- d. Officers: Chair – Paul Vanderkooy; Vice –TBD

**18. Closing** remarks and prayer.