

**Western Ontario Waterways Transition Commission Meeting**  
**Tuesday, April 23, 2019**  
*(Supporting, Connecting, Transforming)*

The Western Ontario Waterways Transition Commission was called to meet on Tuesday, April 23, 2019 at Hensall United Church.

**PRESENT**

<b>Executive Minister</b>	Cheryl-Ann Stadelbauer-Sampa	<b>Hamilton Conference Representatives</b>	Heather Leffler Tim Reaburn
<b>Presbytery Representatives</b>	Rod Coates (Bruce) Ann Harbridge (Northern Waters ) Margaret Krauter (Northern Waters) Mark Laird (Waterloo) Laurie O’Leary (Huron-Perth)	<b>London Conference Representative Executive Assistant</b>	Brent Caslick Sue Duliban

**Guests:** Kathy Douglas (Minister, Faith Formation), John Neff (Minister, Congregational Support and Mission), Kim Uyede-Kai (Minister, Right Relations & Indigenous Justice)

**Regrets:** Gord Dunbar

**1. Welcome / Gathering / Check-In**

Laurie O’Leary welcomed everyone in attendance and opened the meeting at 10:02 AM. She asked those present to introduce themselves and relate an Easter story, which each person did.

**2. Acknowledgement of Territory**

Laurie O’Leary said that long before there were settlers there were people here with a long tradition of stewardship of the land known as First Nations. She said as meet to do the work of our commission, that we pause to remember that our region is situated on the unceded territories of several First Nations peoples whose culture, traditions & stewardship of the land we acknowledge with respect, desiring to live in friendship and peace with our First Nations brothers and sisters.

**3. Worship**

Laurie O’Leary, reading from Joyce Rupp’s book Prayer Seeds, provided a reading and reflection on the Risen Christ, the story of Mary meeting Jesus at the empty tomb. She concluded this devotion with prayer.

#### **4. Approval of General Consent Docket**

Laurie O'Leary declared the meeting consent docket to be approved by consensus, as follows:

1. Approval of Agenda – that the Agenda as circulated (with amendments) be the agenda of the meeting.
2. Approval of Minutes – that the minutes of the meeting of 28 March 2019 as circulated be approved.
3. That the following addition be made to the Governance Handbook:  
To honour the separation of oversight and discipline of ministry personnel established by the Office of Vocation from regional council work and in recognition of the workload attached to Office of Vocation roles, those members serving with the Board of Vocation or the Committees of the Office of Vocation will not be considered for decision-making responsibilities in the regional council. Their involvement as members of a resource pool would be most welcome if their Office of Vocation duties allow for such a time commitment.
4. That the following motion be approved:  
Western Ontario Waterways Regional Council will hold its celebration of ministry to ordain, commission and to admit new members to the Order of Ministry as approved by the Office of Vocation and having met all requirements of the Manual (2019) on Saturday, May 25<sup>th</sup>, 2019 at 3:30 p.m. at the UNIFOR Family Education Centre in partnership with Horseshoe Falls Regional Council and Antler River Watershed Regional Council.
5. That the following motion be approved:  
That the Western Ontario Waterways Regional Council Executive take the following actions:  
....approve St. John's United Church Alliston Foundation 2018-2019 Board of Directors  
John Downey  
Paula Duff  
Bob Fraser  
Sungmin Jung  
John McFarland  
Nancy Mann  
Wayne Noye  
Pat Owens  
Gord Rintoul  
Robert Sinclair

... based on advice received from General Council Staff, approve the by-law of the incorporated ministry known as St. John's United Church Alliston Foundation as meeting the policy requirements of an incorporated ministry of The United Church of Canada and direct the corporation to ensure it is in compliance with the Canada Not-For-Profit Corporations Act S.C, 2009, c23.

## **5. Approval of Pastoral Relations Consent Docket**

Laurie O'Leary declared the Pastoral Relations Consent Docket approved by consensus with agreed amendments, as follows:

### **A. Living Faith Stories / Vacancies:**

...receive for information the Community of Faith profile including living faith story, demographic profile, financial information, Real Property worksheet and position description for Orangeville: Westminster United Church Pastoral Charge and, that a vacancy for a second minister, Full Time SME (40 hrs) be declared and that Rev. John Neff be appointed as the Pastoral Relations Liaison to work with the Pastoral Charge to fill the vacancy.

...agrees that the vacancy declared at the Londesborough United Church of the Londesborough Pastoral Charge may be filled by a student and that Londesborough Pastoral Charge be designated as a Supervised Ministry Education Site.

### **B. Approving & Appointing Liaisons:**

.... appoints Rev. Susan Leuty as the region's pastoral relations liaison effective immediately to work with Trinity United Church of the Trinity, Elmira Pastoral Charge to explore changing the appointment of Rev. Sue Campbell to a call.

### **C. Calls:**

...concurs with the request of Wingham United Church of the Wingham Pastoral Charge and approves the call of Rev. Colin Snyder, Ordained Minister full time at Wingham United Church, Wingham Pastoral Charge at 40 hours per week effective July 1, 2019 with the terms as noted on the record of call/appointment form dated March 19, 2019 . This appointment does require a covenanting service.

### **D. Appointments:**

....concurs with the request of Flesherton Pastoral Charge and approves the appointment of Rev. David Shearman Retired Supply, Ordained part time at 12 hours per week from July 1, 2019 to December 31, 2019 with the terms as noted on record of call or appointment form dated April 13, 2019.

....concurs with the request of Glen Morris Pastoral Charge and approves the appointment of Meghan Gilholm Candidate Supply full time at 40 hours per week from July 1, 2019 to June 30, 2020 with the terms as noted on record of call or appointment form dated March 21, 2019.

### **E. Covenanting Services**

The covenanting service for Margaret A. Ruggles with Mount Carmel Zion United Church is to take place on Sunday, April 28, 2019 at 6:00 p.m. at 22 Victoria Street, Morriston, Ontario. Jack Findlay will be the representative of the region.

The covenanting service for Rev. Cathy Larmond with Clinton United Church is to take place on Sunday, June 9<sup>th</sup>, 2019 at 2:30 p.m. at 105 Ontario Street, Clinton, Ontario. Rev. Laurie O’Leary has been appointed as the region’s representative.

**6. Business Arising from Minutes**

**a) Confidentiality Covenant**

This is a follow-up from a previous meeting and remains outstanding, per Cheryl-Ann.

**b) Affirm Statements**

Cheryl-Ann said that an Affirm network has formed with reps from the three regions and have met at the regional office. She said that in some ways we are the same, and in others we are differ; the current focus is to do some Affirm education at the upcoming annual meeting, rather than focus on the statements.

Tim Reaburn said that there will be an Affirm workshop on the Saturday evening of the annual meeting, with a focus for those congregations who are undergoing the process.

**c) Second Officer of the Court**

Laurie O’Leary said that we had appointed an officer of the court at a previous meeting and Diane Blanchard has put forward a second name of someone willing to perform in this capacity. After some discussion it was decided to defer a decision until a later time.

**d) Presbyteries of Toronto Conference Corporation**

Laurie O’Leary said that there is some outstanding work required for follow-up to the presentation from Charles Donley at the last meeting, with Cheryl-Ann confirming that there is still uncertainty about our total financial picture.

It was agreed that we would seek input from the upcoming annual meeting regarding our financial priorities, possibly with input from table group discussions, and that the 2020 annual meeting would be when a detailed plan for managing assets and finances would be presented.

**e) Updates**

**i. Refinement of Expression of Interest Form**

Cheryl-Ann said that the Expression of Interest form has been updated but not yet issued as a few website issues still need to be resolved.

**ii. Telephone Contact with Pastoral Charges**

Commissioners reviewed their experience with pastoral charge phone contacts – this is still a work in progress and feedback from those conversations has been a wide-ranging discussion about engagement varying with each community of faith. Some additional suggestions for community and relation-building for the annual meeting were mentioned based on these dialogues. Cheryl-Ann noted that we continue to work through many things, with 30 people now doing the work of 14 former presbyteries, and that our focus needs to remain on doing God’s work.

### **iii. Wallace United Church**

Mark Laird provided a brief update on behalf of the trustees of Wallace United Church. He said that the church locks have been changed and the bank account signing authorities updated. Mark has been in contact with real estate agents interested in listing and selling the property.

### **iv. Hampstead United Church**

John Neff reported on the meeting he attended with Brent Caslick & Laurie O'Leary, who met with Stephen Guiliano at Hampstead United Church. John said that it was requested that the church update its sharing agreement with Operation Sharing, including provision of liability insurance through Operation Sharing, and that sacraments be performed by a licensed minister. John said that the updated paperwork for the revised agreement is outstanding. Laurie O'Leary remarked that the meeting was a positive experience which met everyone's needs.

### **v. Covenanting Services**

K Whiting – June 2nd, per Brent Caslick, representing the region

Andrea Allen – per Cheryl-Ann

Cathy Larmond – June 9<sup>th</sup>, per the consent docket

Kara McCluskie – No date set, per Tim Reaburn, representing the region

Jane Sullivan – No date set but have been in contact, per Margaret Krauter, representing the region

Margaret Ruggles – April 28<sup>th</sup>, per consent docket.

Lillian Patey – Joan Tuchlinksy is the pastoral relations liaison.

## **7. Order of the Day @11:30 – Hensall Lease Agreement & Use of Sale Proceeds**

Hensall United Church Trustee Chuck Mallette joined the meeting at 11:35, and introductions were exchanged.

Cheryl-Ann provided some background to the current lease agreement and property ownership, as well as some comments about approval and advice concerning use of proceeds.

Chuck Mallette said that Hensall United Church is a resurrection story. Following a local businessman's purchase of the building, attendance has increased and discussions about use of facility are ongoing. The current lease is \$1000/month for use of the building and all existing meetings and services are continuing (e.g., worship services, which resumed March 3<sup>rd</sup>). A public meeting was called to get community input during a rebuilding time in January - February. Currently pulpit supply addresses the Sunday services. Tom Dunbar is the pastoral charge supervisor. Chuck said the long-term goal is to have a part-time minister. Chuck said that the current thinking is to use proceeds from the sale of the property for programs – e.g., youth programs, movie nights. He said the facility will now be called Hensall Christian Community Church.

John Neff & several others suggested the lease agreement needs to have a notice period and process identified in order to have an appropriate way to address changes to rent or changes to the agreement. Cheryl-Ann said a specific plan for use of proceeds would be

required, and that regular operating costs would be the responsibility of the congregation – not the proceeds of the sale – and that the plan would outline the proposed programs and costs in more detail.

Chuck Mallette asked for context as to how sale proceeds would normally be used in a situation where the congregation would not be continuing, and some suggestions where funds could not be used, to which several examples were offered.

Chuck said he would add some termination wording to the lease agreement and would be pleased to have any additional suggestions regarding what would be acceptable to a sale proceeds proposal, noting that the trustees would be proposing programs which build community, based on advice received to date.

[The meeting adjourned for lunch - 12:10 - 1:02 PM]

Cheryl-Ann proposed the following wording for the lease agreement: This agreement is intended to run without an end date. However, 90 days' written notice is required to be provided by either party to the other to amend the terms of the agreement or terminate the agreement.

Laurie O'Leary declared the Hensall United Church lease agreement approved by consensus, with the amendment.

## **8. Business Arising from Minutes (Continuation of Item 6e)**

### **i. Wallace United Church Revisited**

Mark Laird said that the Wallace trustees had discussed the Wallace United Church property sale during the break. A range of property sale price listings had been offered by the real estate agents.

**Moved by:** Tim Reaburn

**Seconded by:** Heather Leffler.

The Western Ontario Waterways Regional Council, having discussed the advice provided through real estate agents, authorize the trustees to establish the selling price and negotiate the process for the sale of Wallace United Church. **CARRIED**

### **ii. Consensus Monitor**

Laurie O'Leary said that at the last meeting we had mentioned appointing a consensus monitor. It was agreed to defer this to a future meeting.

### **iii. Website**

Cheryl-Ann said work continues on the regional council's new website and that we are very near to completion.

## **9. Correspondence**

### **(a) HUB Project Report March 2019**

John Neff provided a brief overview of the St John's Midland HUB project, which involves virtual linking of congregations in interactive worship. Ann Harbridge noted

that this is helpful for those churches who do not have a minister, and services could be live-streamed on Sunday morning. John Neff said there is capability for several churches to participate in one service being live streamed.

## **10. Financial Considerations**

### **a) Property Policy**

The draft property policy was presented and Cheryl-Ann reviewed the key elements of the previously-discussed details of the property policy requiring regional council involvement, per the meeting of March 20<sup>th</sup>, 2019, noting that the threshold for major renovations would be greater than 50% of annual income.

Disbursement of assets would be:

- Payment of outstanding assessments
- 15% - Indigenous church
- 5% - Archives
- 25% - M&S (12.5% current & 12.5% endowment)
- 30% - Congregation's wishes
- 25% - Regional Council share

Laurie O'Leary declared the property policy approved by consensus.

### **b) Trinity United Church, Elmira (John Neff)**

John Neff said the request for updated information, per the meeting of March 28<sup>th</sup>, had been sent to Trinity United but would not be available for this meeting.

### **c) Christ the King United Church, Kitchener (John Neff)**

John Neff reported that he had held a meeting with Christ the King United Church board members to listen all those presently serving on the board and those who had recently resigned. He recommended that Gary Clark be appointed pastoral charge supervisor for Christ the King, Kitchener, which Laurie O'Leary declared approved by consensus.

### **d) Sebringville Cemetery**

Brent Caslick reported that Main St United Church, Mitchell, has agreed to take ownership of the Sebringville cemetery.

**Moved by:** Brent Caslick

**Seconded by:** Ann Harbridge

That ownership of the Fullarton Evangelical United Cemetery be transferred to the Board of Trustees of Main Street United Church, Mitchell. **CARRIED**

### **e) Proceeds of Marsville United Church Sale**

John Neff noted that the sale of this church was approved by Northern Waters Presbytery, but now needed to alter the direction of the proceeds of their sale, with most going to local churches. John provided an update, as follows:

Monticello United Church - \$2,000

Acton United Church - \$2,000

Arthur United Church - \$2,000  
Groves Cemetery - \$2,000  
McKees Cemetery - \$2,000  
Mission & Service \$28,643  
Westminister United Church \$14,321  
Erin United Church \$8,593  
Grand Valley United Church - \$8,593  
High Country United Church - \$8,593  
Belwood United Church - \$8,593  
Special Friends at St. Andrew's Presbyterian, Hillsburg - \$1,000  
Orangeville Senior Centre - \$1,000  
Orton Community Church \$1,000  
Mimosa United Church - \$228,802

Laurie O'Leary declared this to be approved by consensus.

Tim Reaburn noted that this process was not strictly legal in the sense that the recommendation came to this regional council after the fact, but that we should support and live into the recommended disbursement.

**f) Continuing Education**

Cheryl-Ann asked for agreement to provide additional \$300 funding for staff attending the Engage Difference: Deepening Understanding for Intercultural Ministry conference (Toronto, June 24-28), to which Laurie O'Leary declared agreement by consensus.

**g) Narrative Budget (Cheryl-Ann)**

Cheryl-Ann reviewed a 2-page summary budget which included more detailed breakdown by program and staff support. Cheryl-Ann said that although it indicates a deficit, we have yet to experience a month in which our expenses exceed our revenue. Commissioners expressed positive comments about the format and provided some suggestions for additional notes & explanations of assumptions and coding.

**11. Pending Business**

It was agreed that these remaining items will be dealt with by the Covenant Commission or the Human Resources Commission:

- a) Learning Grants
- b) Funding for students / Candidate Assistance Fund - Waterloo Presbytery
- c) United Fresh Start
- d) Multi-region confirmation program
- e) Ministry Sharing Agreement
- f) VAMs, CDMs, LLWs

## **12. New Business**

### **a) 1st Regional Council Meeting - Agenda Time Planning**

It was agreed that for the upcoming first regional council meeting (May 24-26, that Rod Coates would act as secretary, Tim Reaburn as parliamentarian, and Laurie O’Leary as chair. A ZOOM meeting was set for May 10<sup>th</sup> with these participants to finalize agenda details.

### **b) Approval of Candidates for Ordination/Commissioning/Admission**

Laurie O’Leary asked for clarification of the term “covenantal relationship”, and it was agreed it would be 6 months’ duration.

### **c) Support of Indigenous Ministries**

Kim Uyede-Kai provided an update on indigenous ministries. She noted that the Great Lakes Waterways and All Native Circle Conference closed as of end of 2018, with indigenous communities of faith being given the option as to where to go within the new regions or a separate gathering. Kim said she has been meeting with former Great Lakes Waterways communities of faith to listen to their grief (“loss of what was”) and prepare for the upcoming regional annual meetings (May) and national spiritual gathering (August). A gathering and consultation of all congregations has been quickly arranged for this weekend, to shape desires into an action plan.

Cheryl-Ann said it is important to demonstrate support for these gatherings, even though the bulk of the indigenous communities are not part of our region. She said that supporting the discussion at this time only involves some monetary support – up to \$2000, estimate.

Cheryl-Ann asked for approval of up to \$1000 in discretionary spending, to which Laurie O’Leary declared agreement by consensus.

Cheryl-Ann asked for permission to procure services of up to \$3000, to which Laurie O’Leary declared agreement by consensus.

### **d) Palmerston Pastoral Charge Supervisor**

John Neff recommended Colin Snyder as pastoral charge supervisor for the Palmerston Pastoral charge, to which Laurie O’Leary declared agreement by consensus.

### **e) Populating the Regional Council Positions**

It was agreed to meet at 10 AM, May 8, at Drayton United Church to review the slate of candidates for the regional council – i.e., executive, commissions, and resource pool members.

**f) Staff Updates**

John Neff said a good deal of his time has involved working with communities of faith on their profiles, an activity which will eventually be turned over to the Covenant Commission.

Kathy Douglas said the most valuable thing she has been doing is going places and talking to people, noting several emerging themes (e.g., curriculum, confirmation), and preparing to share good ideas with the Mission & Discipleship Commission. She said she has also been helping the UCW deal with loss and looking at the possibility of creating jobs within the church for faith formation.

Laurie O’Leary declared the meeting closed at 2:45 PM

**13. Next Meeting**

It was agreed that the next meetings will be:

- May 8 at Drayton United Church, 10 a.m.
- May 15 (via ZOOM) 10 a.m.
- May 24-26 May 2019, Unifor Centre, Port Elgin

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Signature of Chair

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Signature of Secretary