

**Executive**  
**Western Ontario Waterways Regional Council**  
**OF THE UNITED CHURCH OF CANADA**  
***Connecting, Supporting, Transforming***  
**Wednesday, September 16, 2020**

---

**Roster:** Gary Clark (President), Rod Coates (Secretary), Brent Caslick (Treasurer), Heather Leffler (Past Chair), Jessica Cottrell, Heather Davies, Joyce Johnston, Margaret Krauter, Mark Laird, Tim Reaburn, Peg Schieck, Joyce Ward, Micol Cottrell (Human Resources Commission), Bruce Dickson (Mission & Discipleship Commission), Norm Eygenraam (Covenant Commission)

**Staff Support:** Cheryl-Ann Stadelbauer-Sampa (Executive Minister), Sue Duliban (Executive Assistant)

**Present:** Brent Caslick, Gary Clark, Rod Coates, Jessica Cottrell, Micol Cottrell, Heather Davies, Bruce Dickson, Sue Duliban, Norm Eygenraam, Joyce Johnston, Margaret Krauter, Mark Laird, Heather Leffler, Tim Reaburn, Cheryl-Ann Stadelbauer-Sampa, Joyce Ward

---

The Executive of the WOW Regional Council Executive was called to meet via Zoom teleconference on Wednesday, September 16, 2020. Gary Clark called the meeting to order at 9:40 AM.

#### **Welcome and Constitution of the Meeting**

Gary Clark declared the meeting constituted it in the name of Jesus Christ, the one true head of the Church and by the authority invested in him by the first meeting of the Western Ontario Waterways Regional Council for whatever business may properly come before it.

#### **Acknowledging the Land**

Gary Clark stated the following:

We acknowledge that we are gathered, live and worship on the traditional territory of many 1st Nations people like the Haudenosaunee, Anishinaabe, the Neutral Nation and the Mississaugas of New Credit. We acknowledge that we who are the newcomers to this land have gained so much and our gain has come at a great cost to these peoples. We also acknowledge that we have gain much by the racists systems that have benefited those who are white, Christian and heterosexual. Our acknowledgement of the land and of the sin of racism is just the beginning of our journey toward reconciliation with The First People of this land and all who have felt belittled in this culture. Our words must now be followed up with action.

We pray that the Holy Spirit breathe forgiveness, hope and love into all our relations and set us free from the ancient evil of bigotry.

#### **Opening Worship**

Gary Clark said his theme for the fall regional council meeting is “Honey From the Rock”, taken from Psalm 81:16, and proceeded to read a portion of the psalm. Gary then asked each person present to state, in word or two, how they have derived honey during this pandemic.

Common thoughts which were shared included relationship & connection and learning to use new technology in personal lives and in church.

Gary Clark ended this sharing & check-in time with a Richard Bott prayer, "Searching for Rainbows".

### **Consent Docket**

#### **A. Enabling Actions**

1. That the Agenda be adopted as circulated.
2. That the minutes of the August 19, 2020 meeting be approved as distributed.
3. That motions and proposals be written and given to the Secretary.

#### **B. Western Ontario Waterways Regional Council (8) Omnibus motion - September 16, 2020**

That the Western Ontario Waterways Regional Council (8) Executive take the following actions:

##### Waterloo Presbytery Extension Council

...approve Waterloo Presbytery Extension Council 2020-2021 Board of Directors

Greg Case  
Don Davidson  
Wayne Dawson  
Bruce Dickson  
Don Douglas  
Bob Elliott  
Mary Feldskov  
John Fraser  
Gregg King  
Nancy Lennox  
Cindy Lunau  
Mark Rutledge

...based on the guidance received from General Council Staff, pursuant to the Incorporated Ministries Policy of The United Church of Canada approve By-Law No. 1 of the incorporated ministry known as Waterloo Presbytery Extension Council.

*These are based on the draft Annual General Meeting minutes of May 13, 2020, the 2020 board member approval form, the board contact list provided and receipt of other required documentation per The United Church of Canada incorporated ministries policy.*

Gary Clark asked for consensus on the Consent Docket and declared it approved as presented. Bruce Dickson declared a conflict and abstained from the process.

## Business Arising

### 1. Commission reports

#### a) Covenant

Norm Eygenraam reported that the Commission only held emergency meetings over the summer, all of them being short notice due to time-sensitive property-related matters. Several Executive members commented about their similar experiences with short notice involving church property transactions.

#### b) Human Resources

Micol Cottrell said that many standard things occur each month with the Commission, including calls and pastoral relationship changes. He said:

- The Licensed Lay Worship Leader Team has created an information piece for existing and potential Licensed Lay Worship Leaders which will be in an upcoming regional newsletter.
- The Licensed Lay Worship Leader Team has prepared a checklist for questions to consider around leading worship in multiple pastoral charges during COVID-19. The Human Resources Commission strongly recommends that people leave one Sunday between leading worship in multiple pastoral charges.
- Work to begin the United Fresh Start program in the 3 regions is taking place with hopes to begin a portion of this program later this fall.

Responding to a question about the need for an annual report, after some discussion, it was suggested by Cheryl-Ann that we could use a half-page summary report with focus on purpose, a transforming/connecting/supporting theme, and some bullet points with highlights, and concluding with “honey from the rock”.

#### c) Mission & Discipleship

Bruce Dickson said the Commission has been busy. Mission Support grants were due by the end of August, and two Commission meetings have been held since then to review the applications. Bruce said there were nine applications altogether and all were honoured, as follows:

Grey Bruce Healthcare Chaplaincy Council	\$30,000
Grand River Bookstore	7,600
Camp Menesetung	\$15,000
Camp Bimini	\$12,000
Mitchell Resource Centre	\$15,000
Guelph Ecumenical Campus Ministries	27,000
Five Oaks	10,000
Skylight Festival	5,000
Community Ministry Kitchener	5,000
TOTAL	126,600

Bruce said that plans are underway to present the Commission work during the regional meeting on October 16<sup>th</sup>. He noted that the Commission is looking at ways to improve communication about its work to congregations and the wider church.

## **2. Planning for the Regional Council Meeting**

### **a) Plans to date**

Gary Clark said that plans for the October regional council meeting have been sketched out but some details are still being worked out, including the Affirm worship on the Friday evening. Sue Duliban & Cheryl-Ann noted that the Affirm workshop will be occurring next week, out of which a remit will be created and presented at the October regional meeting for approval.

## **3. Financial Update**

### **a) Budget principles proposal – Proposal #1**

Referencing Proposal #1, Gary Clark questioned the 2% increase for building maintenance in light of the current underutilization of the regional council office building. Cheryl-Ann & Brent Caslick both suggested this increase remain as presented. The proposal is that the Regional Council Executive agrees:

- A) The following principles will guide the preparation of the 2021 Budget:
  - 1) Maintain current meeting and travel budgets
  - 2) Provide 2% increase for cost of office and building operations
  - 3) Reflect accurate staff costs
  - 4) Determine affordable and essential staff complement
  - 5) As much as possible, protect Mission and Service Grant recipients
- B) The Treasurer and Executive Minister will be entrusted with determining the final draft to be presented at the regional council meeting based upon these principles;
- C) The amount made available to the Mission and Discipleship Committee for distribution as Mission Support grants and other Mission and Service grants for 2021 will be: \$127,000 drawn from the 2021 grant and unspent 2020 surplus. (In 2019 and 2020 \$135,000 was available.)

Gary Clark declared this proposal approved by consensus.

### **b) Restricted funds proposal – Proposal #3**

Cheryl-Ann explained that this was a follow-up from the last Executive meeting, with more clarification to specify the financial support for Supervised Ministry Education (SME) sites and some minor modifications to the amount available for communities of faith to apply (\$3,000 rather than \$5,000)

The second part of the proposal is to transfer the former Hamilton Conference Ministry & Mission Fund to unrestricted reserve, effective 31 Dec 2019. Cheryl-Ann noted that this is the final detail of sorting out the Western Ontario Waterways assets and telling the story of our financial picture, which we can now share.

The proposal is that the Regional Council Executive set the following terms for the Ministry Preparation Fund, Stream One:

## **Procedure**

### *Stream One: Support for Ministry Education Sites*

- 1) Communities of Faith providing a ministry education experience where the ministry candidate is the sole ministry personnel may apply to the learning fund to cover the following costs:
  - a) Sunday supply for the weeks that the candidate is attending theological school
  - b) Sunday supply if the educational supervisor is serving in a pastoral relationship to provide coverage for the supervisor's Sunday responsibilities up to twice per year to allow the supervisor to observe the candidate in worship;
- 2) Communities of faith where the candidate is not the sole minister may apply for assistance of up to \$5,000 provided they demonstrate need.

The regional council Executive agrees to move the balance of the Mission and Ministry Fund from Hamilton Conference to the unrestricted reserve effective December 31, 2019. If there is a desire to recreate the fund in the future, it can be internally restricted at that time.

Gary Clark declared this proposal approved by consensus.

### **c) Support for staff working from home – Proposal #4**

Gary Clark declared a conflict and asked Heather Leffler to lead the meeting through this part of the discussion. Executive members made several comments to simplify and enhance the disposition of the assets following the depreciation period.

The proposal is that the Regional Council Executive agrees to:

Endorse the action of the Executive Minister in providing staff with an allowance of up to \$750 per person to secure items necessary for an effective and efficient home office space. All purchases of equipment/furniture will be the property of the regional councils.

Gary Clark declared this proposal approved by consensus.

## **Business Arising (Continued)**

### **2. Planning for the Regional Council Meeting (Continued)**

#### **b) Insights from GC Commissioners to note for electronic meeting**

Cheryl-Ann said that General Council Commissioners were recalled for a Zoom meeting (June 20, 2020) which did not work smoothly, and a meeting follow-up evaluation developed some guidelines about how to conduct e-meetings. [Note: The guidelines document is entitled "Conversation Notes from Debrief".]

Gary Clark asked that the Executive be provided with an overview of the draft October meeting agenda. The draft agenda was screen-shared via the Zoom platform and Executive members provided updates to content and timelines.

Cheryl-Ann reminded the Executive that it holds responsibility for nominations, noting that it provides oversight for executing that role, including diversity of representation and an equity monitor. Gary Clark said that nominations could be a separate discussion item at another meeting. It was suggested that the agenda planning group could also be the group assuming the nominations role.

Cheryl-Ann suggested that everyone on the Executive contact a person to encourage their participation in one of the Commissions & Executive – i.e., the decision-making bodies – as well as one person to consider as president of WOW, with the agenda planning group looking at role of equity monitor.

### **Closing**

Gary Clark ended the meeting with prayer at 12:15 PM

### **Upcoming Meetings:**

- WOW Regional Council, October 15 – 17, via Zoom
- WOW Regional Council Executive, December 16<sup>th</sup>, via Zoom

DRAFT