



**WESTERN ONTARIO WATERWAYS
REGIONAL COUNCIL MINUTES – 2019**

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Western Ontario Waterways Transition Commission Meeting
Wednesday, January 16, 2019
(Supporting, Connecting, Transforming)

The Western Ontario Waterways Transition Commission was called to meet on Wednesday, January 16, 2019 at Exeter United Church, Exeter.

PRESENT

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

Regrets: Martha Pedoniquotte

Guests: Kevin Steeper (Pastoral Support Minister), Kathy Douglas (Faith Formation Minister)

1. Call to Order

Laurie O'Leary welcomed everyone and called the meeting to order at 10:18 AM. A round-the-table series of introductions was made by all present.

2. Acknowledgement of Territory/Opening Prayer

Laurie O'Leary said that long before settlers arrived there were already many here with a tradition of stewardship of the land, noting that the region our commission represents is situated on unceded territory of several First Nations peoples whose culture, traditions & stewardship of the land we acknowledge with respect.

Laurie read from one of Joyce Rupp's books, *Inviting God In*, with a commentary on the baptism of Jesus by John the Baptist, concluding with a brief prayer.

3. Approval of Agenda

Moved by: Mark Laird

Seconded by: Ann Harbridge

That the meeting agenda be approved with amendments. **CARRIED**

4. Introduction of Staff

Kevin Steeper, Pastoral Support Minister, introduced himself and described his role in the context of pastoral support for ministry personnel. He said he is presently connecting with existing ministry peer support groups and looking to develop new support groups. He asked that he be provided information on any existing groups, including contact information.

Existing peer group & cluster information was provided by Mark Laird, Tim Reaburn, Heather Leffler, Gord Dunbar, Ann Harbridge & Marg Krauter. Kevin encouraged others to provide connections to him if/as they become available.

Cheryl-Ann posed a question about how to connect intentionally with newcomers to clergy groups, and some of the ways in which support groups can devolve into something different. There was some added general discussion about the characteristics of pastoral support, pastoral relations, clusters & relationships.

Kathy Douglas, Faith Formation Minister, said that she is working with a database of information and determining which groups are currently meeting. She has begun connecting with folks in different areas and begun looking at sharing or partnering with individuals in setting up clusters or events. She has been spoken with some UCW members in the Western Ontario Waterways region and is planning a gathering event in February (at Stratford). She said she was also working setting up a youth event, building on work done previously at Camp Bimini. Plans for a Youth Forum, previously done at London Conference, are also in development.

Cheryl-Ann said that Western Ontario Waterways region has not yet figured out how youth might participate in our regional council, and that any suggestions would be welcome. She noted that others have used Youth Forum to nominate participants. It was agreed that we would consider a proposal from Kathy for how this might be done. Cheryl-Ann suggested we might want to poll past Conference Youth Forum attendees to solicit their input and advice.

(Kevin Steeper and Kathy Douglas left the meeting at this time)

Cheryl-Ann made some overarching comments about how staff are dealing with the new structure and workload, along with existing time-consuming work associated with transition from the pre-existing organization, plus an absence of a full suite of tools to enable their work. It was agreed that while we have not yet everything in place, we are not worried that eventually we will do so.

Ann Harbridge suggested that some of the “grunt work” which was previously done by volunteers might be done outside this meeting forum, given that we don’t have all the commissions in place at this time. This would enable some volunteers to do this work and present to the transition commission for implementation. Ann Harbridge & Heather Leffler volunteered to do this work on behalf of the commissions with respect to calls, appointments and pastoral relations matters.

5. Approval of Minutes – November 12 & 30, 2018

Moved by: Gord Dunbar

Seconded by: Mark Laird

That the minutes of the November 12, 2018 meeting of the Region 8 Transition Commission Meeting be approved as printed. **CARRIED**

Moved by: Mark Laird

Seconded by: Brent Caslick

That the minutes of the November 30, 2018 meeting of the Region 8 Transition Commission Meeting be approved as amended. **CARRIED**

Commenting on the Mission Support Grants (November 12, 2018 meeting minutes) Cheryl-Ann said that current funding of our region's operation is being done by General Council until such time as all the legacy funds (i.e., presbytery & conference) are consolidated. She said that as many transactions as possible will be done via e-transfer rather than cheque. Mileage will be paid electronically in future, either quarterly or unless a \$500 minimum is exceeded.

Moved by: Ann Harbridge

Seconded by: Tim Reaburn

That any two of the following five have the authority to endorse expenses for Western Ontario Waterways: Diane Blanchard, Sue Duliban, Ruthanna Mack, Cheryl-Ann Stadelbauer-Sampa and the Treasurer of Western Ontario Waterways Regional Council (to be named) **CARRIED**

6. Debrief - Ontario & Quebec Aboriginal Congregations and Great Lakes Waterways Presbytery Implementation Gathering

Brent Caslick & Heather Leffler attended a portion of this gathering on Saturday, January 12th, at Hamilton. Heather described some of the experience, noting that it had begun with smudging ceremony and worship, followed by a sharing time about each of the represented regions. Cape Croker and Saugeen Wesley representatives, part of the Western Ontario Waterways region geographic area, met separately with Heather & Brent and spoke about how they felt connected to their previous Bruce Presbytery relationships. One of the ideas discussed was agreeing to things by consensus. Both Cape Croker & Saugeen Wesley expressed the wish to be part of the new region, while still have a connection with an indigenous gathering as well. Good connection with our communities, and a great diversity of opinions at the gathering.

Cheryl-Ann, who also attended the gathering, noted that those in a current relationship with a previous presbytery or region wished to retain a relationship with their respective region. She said that our job is to listen and described some of the difficult conversations which took place at the gathering. Cheryl-Ann felt there ought to be reconsideration of the indigenous representation on the regional council executive, that we be open to the possibility of a different type of arrangement and that our governance is draft & subject to change.

7. Governance Handbook

Based on consensus from those in attendance, Laurie O’Leary stated that the Western Ontario Waterways Governance Handbook circulated prior to the meeting would be issued.

8. Pastoral Relations:

a. Flesherton/Eugenia - Appointment of Pastoral Charge Supervisor, David Shearman (Ann Harbridge)

Moved by: Cheryl-Ann Stadelbauer Sampa

Seconded by: Heather Leffler

That the Western Ontario Waterways Regional Council appoint David Shearman as pastoral charge supervisor of the Flesherton/Eugenia pastoral charge effective immediately. **CARRIED**

Moved by: Gord Dunbar

Seconded by: Heather Leffler

That the Western Ontario Waterways Regional Council approve the appointment of Rev. David Shearman, retired supply, to the Flesherton/Eugenia pastoral change beginning February 1st, 2019 to June 30th, 2019, for 12 (twelve) hours per week, with the terms noted on the PR450 appointment form dated January 13, 2019 and amended salary. **CARRIED**

b. Bayfield - Appointment of Pastoral Charge Supervisor, Kate Crawford (Laurie O’Leary)

Laurie O’Leary stated that Elise Feltrin is on sabbatical from St. Andrew’s United, Bayfield until the end of March, 2019.

Moved by: Ann Harbridge

Seconded by: Mark Laird

That the Western Ontario Waterways Regional Council approve the appointment of Kate Crawford as pastoral charge supervisor to St. Andrew’s United, Bayfield, until the end of Elise Feltrin’s sabbatical. **CARRIED**

c. Cathy Larmond - Call Form

Moved by: Brent Caslick

Seconded by: Tim Reaburn

That the Western Ontario Waterways Regional Council approve the call of Cathy Larmond to Clinton United Church, effective March 18th, 2019, with the terms noted on the Covenant for Call sheet (PR450) dated December 9, 2018. **CARRIED**

Cheryl-Ann noted that a covenanting service will be required, in consultation with the congregation’s liaison, as suits their worship style. A covenanting service is required for any appointment greater than 6 months.

[Note: The meeting broke for lunch 12:40 – 1:10 PM]

d. Palmerston United Church

Laurie O’Leary noted that Pirie Mitchell had resigned from his interim ministry appointment at Palmerston United Church effective 30 December 2018, which had been accepted by Bruce Presbytery. She went on to say that Palmerston had also been in discussion with the Moorefield and Fordwich pastoral charges and that a joint meeting of the three respective pastoral charges by their respective governing bodies was held the previous evening attended by her, Dianne Blanchard, and John Neff. Laurie said that a motion approved by the Moorefield Council requested the appointment of Rev. Pirie Mitchell be extended to 30 March 2019, to allow the three pastoral charges the opportunity to set in place a shared ministry arrangement.

Gord Dunbar & Tim Reaburn provided some additional background context to the appointment and the Palmerston interim ministry.

A report from Palmerston transition team was also received by Laurie O’Leary summarizing the outcomes of the interim ministry. Given that the Palmerston transition team had issued its final report, extending the interim ministry seemed inappropriate; the commission agreed that some extension would be necessary in order to establish pulpit supply prior to a permanent shared ministry arrangement.

Moved by: Ann Harbridge

Seconded by: Heather Leffler

That the Western Ontario Waterways Regional Council approve the extension of the interim ministry appointment of Rev Pirie Mitchel at Palmerston United Church to February 28th, 2019.

CARRIED

(two abstentions)

e. Port Elgin United Church

A Living Faith Story and request to declare a vacancy at Port Elgin United Church has been received.

Moved by: Brent Caslick

Seconded by: Tim Reaburn

That the Western Ontario Waterways Regional Council affirm the Port Elgin United Church Living Faith Story, pending clarification of educational requirements.

CARRIED

Moved by: Gord Dunbar

Seconded by: Mark Laird

That the Western Ontario Waterways Regional Council declare a vacancy at Port Elgin United Church as of June 30, 2019.

CARRIED

f. Westminster United Church

Westminster United Church, Orangeville has requested the re-appointment Kerrie Perry pending the return of their minister from a long-term absence.

Moved by: Ann Harbridge

Seconded by: Brent Caslick

That the Western Ontario Waterways Regional Council approve the reappointment of Rev Kerrie Perry at Westminster United Church February 1, 2019 to June 30, 2019 with

terms noted on the Covenant for Appointment sheet (PR450) dated December 21, 2018.

CARRIED

g. Authorization of Presbytery Representatives

Moved by: Cheryl-Ann Stadelbauer Sampa

Seconded by: Mark Laird

That Western Ontario Waterways Regional Council confirms the appointment of A) pastoral charge supervisors; and B) representatives assisting congregations with either pastoral relations matters or other items, such as property, as in place in the preceding Presbyteries at December 21, 2018 and as reported to the Regional Council. A listing to be provided as an appendix to these minutes once all Presbyteries have reported.

CARRIED

Moved by: Gord Dunbar

Seconded by: Heather Leffler

That the Western Ontario Waterways Regional Council confirms the granting of a licence to celebrate sacraments according to the terms of The Manual 2019 and as authorized by the preceding Conferences.

CARRIED

h. Hensall United Church

Brent Caslick provided an overview of the proposal to purchase the Hensall United Church. Proceeds of the sale are to be held in trust pending approval of the regional council as there is no property policy yet in place, and the congregation needs to have a plan for the use of the funds.

Moved by: Brent Caslick

Seconded by: Gord Dunbar

That the Western Ontario Waterways Regional Council give its consent to the sale of certain Real Property, the legal description of which is Lots 24, 36, 37 and Part Lot 26, Plan 262 being Part 1, 22R-5225, and the municipal address of which is 78 King Street North in the Village of Hensall, pursuant to an agreement between the Trustees of Hensall United Church, a congregation of The United Church of Canada, as seller, and Michael Haddad, as buyer, dated the 11th day of January, 2019, and subject to regional council approval, the terms of which are as follows:

Purchaser: Michael Haddad

Sale Price: \$250,000.

Deposit: \$5,000.

Balance Due: On completion of transaction

Closing Date: 12th day of April, 2019

CARRIED

Moved by: Mark Laird

Seconded by: Ann Harbridge

That the Western Ontario Waterways Regional Council give its consent to the following disposition of the proceeds arising from the transaction: proceeds to be held by the Board of Trustees pending development of a Regional Council Property Policy and presentation of a plan by the Board of Trustees.

CARRIED

9. Covenanting Services

We wish to have regional representation at the following covenanting services:

- i) Kate Ballagh-Steeper - Lakeshore United Church, Goderich
 - This covenanting will be not be done as it is long past the time that it would be appropriate
- ii) Ken Whiting - Northside-Cavan Pastoral Charge, Seaforth
 - Brent Caslick
- iii) Andrea Allan – Westminster, Waterloo
 - Defer to future meeting
- iv) Cathy Larmond – Clinton United
 - Defer to future meeting

10. Correspondence / Outstanding Matters:

a. **Week of Guided Prayer Network (Hamilton Conference) Heather Leffler and Pat Gushue**

Heather Leffler asked for consideration of some expenses for the volunteers for this network, considering that there is offsetting revenue that this program provides.

Moved by: Mark Laird

Seconded by: Gord Dunbar

That Western Ontario Waterways authorizes payment of mileage of volunteers for Week of Guided Prayer program up to a maximum of 75% of net program receipts.

CARRIED

(one abstention)

b. **Skylight Festival - Deborah Laforet, Michael Shewburg**

This was a follow-up to a previous request for funding for this event. Comments from those present included a wish to see a financial plan for the festival, and also to understand what neighbouring regions might contribute to the event.

c. **Question from Philanthropy & Stewardship Committee, Hamilton Conference:**

How will your region do the work of philanthropy and stewardship and how will this work be included in your governance structure? (20 Nov 2018)

- defer to February meeting.

d. **Request from Susan Usaty:**

Two youth at Parkminster United Church (Waterloo) are travelling to Colombia for 10 days over March Break with the Two Countries One World program, which has been previously supported by Waterloo Presbytery, and are looking for financial support. Comments on this request:

- History of donations and more information about the trip and the two people.

- Not in a position to respond given that we are still developing our financial programs

e. **Individual Learning Grants:**

- i) If we will support individual learning with grants?
- ii) If so, what funds will be use and what will the criteria be?

- iii) And, while we are figuring this out, how will we deal with request like the Winterlude one which is time sensitive?
 - defer to February meeting.

f. Worship United Project

Laurie O’Leary explained that this is a year-long worship resource for each Sunday of a given year, with contributors from various regions across the country, comprising full worship liturgy and hymn suggestions.

Mark Laird commented that he had a complete set of worship services from last summer that could be used, matching superheroes to bible characters. This will be submitted, and it was agreed that we will look for other contributors and other ways to contribute to this program.

g. Camp Menesetung – Reaching Out to Congregations

Clayton Peters, executive director at Camp Menesetung, has written a letter asking for ways to better connect with local congregations which the camp would serve. It was agreed that we would provide the camp information via newsletter rather than directly to congregations, and perhaps use Kathy Douglas as a contact person.

11. Closing

Laurie O’Leary declared the meeting agenda completed and the meeting closed at 3 PM.

12. Next Meeting

- February 20 at Drayton United Church at 10 AM.

Signature of Chair

Signature of Secretary

Western Ontario Waterways Regional Council
Supporting, Connecting, Transforming

Conference Call: Tuesday January 22, 2019

Present: Laurie O'Leary (Chair), Brent Caslick, Ann Harbridge, Margaret Krauter, Heather Leffler, Cheryl-Ann Stadelbauer-Sampa (Executive Minister), Sue Duliban (Executive Assistant), John Neff Minister Congregational Support & Mission, Diane Blanchard Minister Pastoral Relations

1. Acknowledgement of Territory/Opening Prayer (Laurie O'Leary)

2. Palmerston, Moorefield, Fordwich Pastoral Charges motion from January 16, 2019

Moved: Cheryl-Ann Stadelbauer-Sampa/**Seconded:** Heather Leffler

That the decision made January 16, 2019 concerning the extension of the end date of the Interim Ministry appointment of Rev. Pirie Mitchell of Palmerston United Church, be reconsidered. **CARRIED.**

It was discussed and agreed that while the Palmerston discussion needed to proceed, a more fulsome conversation regarding what meaningful dialogue with communities of faith will look like going forward needs to be held. It was agreed to hold the latter conversation at the February meeting of WOW regional council.

Laurie O'Leary briefly reviewed the meeting held with Diane Blanchard, John Neff, and the full councils of Palmerston, Moorefield and Fordwich on January 15. Laurie noted her focus was to gain an understanding of the relationship between the 3 churches and being to build relationship (with the region, with the regional staff, with the wider church). They expressed willingness to engage with John to do some work to move forward.

John confirmed that he will be working with all three congregations going forward, including following the conclusion of the Interim Ministry appointment. Diane Blanchard noted she spoke to Rev. Mitchell following the Jan. 15 meeting, reminding him that part of the role of an Interim Ministry is to leave well and help prepare the community of faith for what comes next. Diane will continue to work with Rev. Mitchell to transition.

There was agreement that extending the IM appointment date to March 31 would not be problematic knowing that staff would be working with Rev. Mitchell and the congregations.

Heather Leffler expressed that what she was hearing was that confirming the extension date would help to build relationship, leave room for creative solutions, give the congregations space to get ready for next steps.

MOVED: Margaret Krauter/**SECONDED:** Brent Caslick

That, having heard now also from regional staff who attended the January 15, 2019 meeting of the official governing bodies of Palmerston, Moorefield and Fordwich United Churches and learning more about the desire to build relationship and give room for creative solutions; the end date of the existing Interim Ministry appointment of Rev. Pirie Mitchell at Palmerston United Church be extended to March 31, 2019. **CARRIED.**

MOVED: Heather Leffler/**SECONDED:** Brent Caslick

That Cheryl-Ann Stadelbauer-Sampa, Executive Minister, be directed to correspond with Rev. Pirie Mitchell confirming the extension of his Interim Ministry appointment at Palmerston United Church to March 31, 2019; and highlighting the importance of leaving well and confirming that Rev. Mitchell will not provide ministerial services to the partners in the ministry sharing agreement (Palmerston, Moorefield, Fordwich United Churches) for the next calendar year following the end of his appointment.

CARRIED.

(Laurie O’Leary noted that at the February meeting the regional council will be moving to the consensus model).

There was brief discussion regarding other matters including ensuring regional staff with input related to situations are able provide that information to regional council meetings; clarity for Cheryl-Ann regarding the Hensall United Church sale.

Cheryl-Ann noted also that submissions of interest in being part of commissions are due by the end of February. She suggested that a full day be taken in March to look at information received (that information to be sorted out prior, by interest etc.)

Noted also: John Neff will be Acting Executive Minister for Western Ontario Waterways while Cheryl-Ann is away on vacation Jan. 31 to February 18.

Meeting adjourned.

Signature of Chair

Signature of Secretary

Western Ontario Waterways Transition Commission Meeting
Wednesday, February 20, 2019
(Supporting, Connecting, Transforming)

The Western Ontario Waterways Transition Commission was called to meet on Wednesday, February 20, 2019 via teleconference (ZOOM).

PRESENT

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

Guests: John Neff (Minister, Congregational Support and Mission), Diane Blanchard (Minister, Pastoral Relations)

1. Welcome / Gathering / Check-In

Chair Laurie O’Leary welcomed everyone participating and called the meeting to order at 10:15 AM.

2. Acknowledgement of Territory (Mark Laird)

Mark Laird stated that the region represented by our commission is located on unceded territory of several First Nations, and that we acknowledge with respect the culture, traditions & stewardship of the land represented by those peoples.

3. Worship (Mark Laird)

Mark Laird led us through a “CCS breaths” exercise to prepare and centre us for the meeting. The practice involves three intentional breathes – Calming, Centering, Still (CCS) - to hear voice of God amongst us.

4. Approval of Consent Docket

Upon discussion and update, the Consent Docket was approved as amended by consensus, as follows:

1. Approval of Agenda

That the Agenda as circulated be the agenda of the meeting.

2. Approval of Minutes

That the minutes of the meeting of 16 January 2019 and of the teleconference meeting of 22 January 2019 as circulated be approved.

3. Affirm E-Mail Motions:

That the following email motions be affirmed and entered into the records of Western Ontario Waterways regional council:

January 31, 2019 per Sect 3.4.2 of The Manual 2019, the secretary informed all the members of the voting body of the voting results:

THE MOTION

Moved by: Cheryl-Ann Stadelbauer Sampa

Seconded by: Mark Laird

That Western Ontario Waterways regional council name Cathy Stewart Savage as the pastoral charge supervisor of Christ the King for their annual meeting. Carried.

AND

February 11, 2019 per Sect 3.4.2 of The Manual 2019, the secretary informed all the members of the voting body of the voting results:

THE MOTION

Moved by: Rod Coates

Seconded by: Ann Harbridge

That Western Ontario Waterways regional council approve the Ministry Sharing Agreement as amended. Carried.

4. Pastoral Relations: Any of the following Pastoral Relations matters that require discussion can be lifted from the consent docket and voted upon separately:

A. Property Matters

B. Requests for Change in Pastoral Relations

Western Ontario Waterways regional council accepts the request for a change in pastoral relations from Rev. Marion Loree, ordained minister at Alma United Church, effective August 30, 2019, and give thanks for her ministry.

C. Pastoral Charge Supervisors

Western Ontario Waterways regional council affirm the appointment of Mary Elizabeth Piercy (retired Diaconal Minister) as pastoral charge supervisor to the Angus United Church effective immediately.

Western Ontario Waterways regional council affirm the appointment of Rev. Dennis Posno to attend the Annual General Meeting of the Angus United Church on Feb. 24, 2019.

Western Ontario Waterways regional council appoints Arthur Hills as the pastoral charge supervisor to Emmanuel United Church Waterloo effective immediately to cover a medical leave.

Western Ontario Waterways regional council affirm the appointment of Thom McDonough who attended the Annual General Meeting of the Chatsworth-Massie Pastoral Charge on February 10, 2019.

D. Living Faith Stories / Vacancies:

Fordwich

Western Ontario Waterways regional council receive for information the Community of Faith profile and financial information for Fordwich United Church.

Bellwood -Metz

Western Ontario Waterways regional council approves the request of the Belwood – Metz pastoral charge to revise the JNAC report, approved by Waterloo Presbytery in November 2018, to make the minister's position 80% (rather than 50%), using the current formula for shared charge expenses, and that a vacancy of 80% be declared for a category A-D Minister.

Trinity United Church, Kitchener

Western Ontario Waterways regional council receives the Community of Faith Profile, position description and budget for Trinity United Church, Kitchener and declares a vacancy for a ¾ time Minister and appoints Rev. Gary Clark as pastoral relations liaison to work with the Search committee.

E. Approving & Appointing Liaisons:

Western Ontario Waterways regional council affirms the request of St. Paul's United Church in Walkerton and appoints Rev. Gord Dunbar as the region's pastoral relations liaison effective immediately.

Western Ontario Waterways regional council appoint the following pastoral relations liaisons:

Marion Boyd to Arthur United Church (1/2 time position)

Marion Boyd to Clifford Pastoral Charge (full time position)

Herb Klaehn to Port Elgin United Church

Marion Boyd to Ripley-Bervie United Church re provisional call of Marsha Roberts

F. Calls:

G. Appointments:

Western Ontario Waterways regional council concurs with the request of Kilsyth/Keady/North Derby Pastoral Charge and approves the appointment

of Kara McCluskie (DLM) part-time at 24 hours per week from January 14, 2019 to June 30, 2019 with the terms as noted on PR450 appointment form dated November 5, 2018 and amended on January 24, 2019.

Western Ontario Waterways regional council concurs with the request of Zion United Church, New Hamburg Pastoral Charge and approves the appointment of Marilyn Burnard, (retired ordained) part-time at 12 hours per week from February 5, 2019 to April 30, 2019 with the terms as noted on PR450 appointment form dated January 15, 2019.

Western Ontario Waterways regional council concurs with the request of Zion United Church, New Hamburg Pastoral Charge and approves the appointment of Margaret Smith, (retired Diaconal) part-time at 12 hours per week from May 1, 2019 to June 30, 2019 with the terms as noted on PR450 appointment form dated January 15, 2019.

That Western Ontario Waterways regional council name Brent Caslick as the pastoral charge supervisor of Sebringville United Church for their annual meeting & any remaining work.

H. Covenanting Services

Western Ontario Waterways regional council appoints Cathy Steward Savage to represent the regional council at the covenanting service for Andrea Allan and Westminster United Church, Waterloo at a date to be agreed to in consultation with those involved.

Western Ontario Waterways regional council appoints Laurie O'Leary to represent the regional council at the covenanting service for Rev. Cathy Larmond and Clinton United Church at a date to be agreed to in consultation with those involved.

Western Ontario Waterways regional council appoints Tim Reaburn to represent the regional council at the covenanting service for Kara McCluskie and Kilsyth/Keady/North Derby Pastoral Charge at a date to be agreed to in consultation with those involved.

I. Sabbatical Plans

Western Ontario Waterways regional council receives for information the sabbatical plan for Rev. Vicki Johnson, Pine River Pastoral Charge. (June 24 - September 30, 2019)

5. Business Arising from Minutes

a. Consensus Model of Decision Making and Decision Making in General

Tim Reaburn provided some additional information regarding the consensus model proposal he had circulated prior to the meeting, noting that everyone does not need to

agree for consensus to be reached. He said that there can also be a mixed model, where voting is an option for specific issues, and that consensus can tolerate conflict of interest. This discussion broadened to consider definitions of conflict of interest, vested interest, and bias.

Gord Dunbar asked if we should approve Tim's document or if we should live into it, and it was agreed that we should receive the document presented by Tim, live into it, and expect to eventually arrive at a purpose statement which defines what consensus means to us.

Tim Reaburn said it would be useful for us to assign the role of a consensus monitor at our meetings in order to provide oversight – e.g., are we providing enough space for discussion and the hearing of dissenting opinions.

The proposed Consensus Model is included as Attachment #1.

b. Selection of Website Design

Laurie O'Leary said three different website design proposals have been presented, essentially the same content with different backgrounds. It was agreed that our council's website background colour should be blue to align with "Waterways".

Responding to a comment regarding including worship resources on the website, Cheryl-Ann suggested there be a link provided to those materials on the General Council website, adding that more work with linking other websites will evolve with time.

c. Covenanting Service - Ken Whiting

Brent Caslick said that there has been no communication yet regarding the covenanting service.

6. Correspondence

a. Correspondence by the Huron-Perth Resource Centre to Presbytery contacts & responses – for information

Laurie O'Leary noted the correspondence and referenced it to our reading.

b. Calvary United Church, Dashwood - Closure

Laurie O'Leary referenced an email from Kate Crawford regarding their trustee motion requesting approval to close the Calvary United Church Dashwood due to all closure requirements being met. By consensus it was agreed that the Western Ontario Waterways regional council agrees to disband Calvary United Church, Dashwood effective immediately and give thanks for their ministry. The regional council requests that it be notified in writing of the following - who is holding the financial records for 7 years and confirmation of when the 2019 Charitable Tax Return has been filed. Brent Caslick said that the Treasurer (Charlene Edwards) is holding the required records and Charitable Tax Return has been filed.

Rod Coates noted that the financial records for closed congregations should be held with the regional council, and not with individuals. Cheryl-Ann said that we need to consider storage space.

c. Letter from Nora Sanders – for information

Laurie O’Leary referred to a Nora Saunders letter regarding which General Council Executive representatives will be present at our inaugural annual meetings. Tim Reaburn will be our GCE representative to our May meeting.

7. Financial Considerations

Cheryl-Ann stated that the financial position is awkward in that it is still not completely clear exactly what funding we are receiving, making it difficult to allocate funds given that situation. She suggested that coverage be provided for the pastoral charge supervisor & pastoral relations liaisons mileage given that most pastoral charges are paying more for assessments already and don’t wish to add to their expenses. Some additional discussion about what funding we will receive and the timeliness of allocating. Discussion on two funding requests, as follows:

a. Skylight Festival Funding Request

Cheryl-Ann echoed Tim Reaburn’s email comments regarding the funding request by the Skylight Festival, mainly around the financial statement. Marg Krauter noted the uncertainty and setting a precedent, Cheryl-Ann said that there should be emphasis that there is a one-time grant.

b. Two Countries One World (TCOW) Funding Request

It was agreed that we remain in a wait-and-see position as we are not presently able to accommodate requests but will be sorting out a process for managing them.

8. Community of Faith Decisions

(a) Property Matters:

(i) Draft Property Policy

Given the length of the proposed property policy and background documents, tis was decided that we need to dedicate time to review and discuss at our next meeting.

(ii) Disposition of Sebringville United Church Cemetery

Brent Caslick reported that disposition of the Sebringville United Church Cemetery is on hold for the time being based on legal advice and other disposition options being considered.

(b) Process for Naming Pastoral Charge Supervisors

With respect to naming pastoral charge supervisors, John Neff said this is both a timeliness issue and the length of time someone is taking on the role, including short-term requests which cannot be met between the time of the next regional council meeting. Marg Krauter noted that sometimes there are conflicts – e.g., three annual meetings on one date. Heather Leffler said that if she had a conflict she would find another clergy or presbytery member. Cheryl- Ann said that her experience is that it is

important to have documented how someone was appointed as a pastoral charge supervisor.

It was agreed that we could speed up the appointment process by modifying our email voting to use Doodle polls, with the same process as followed in email motion voting with respect to notification.

(c) Supply Appointment policy

Cheryl- Ann summarized the supply appointment issue, with additional information contained in background information to the meeting, as follows:

Short-term appointments are not to exceed six months for supply purposes during the period a community of faith is preparing profiles for ChurchHub or searching.

All such appointments to:

- i. contain a provision reducing the notice period for termination to 30 days; and
- ii. be renewed no more than two times and only after consultation with the Human Resources Commission of the Regional Council, and
- iii. Include a position description for the supply period.

Laurie O’Leary declared this policy to be approved by consensus.

(d) St. Paul’s, Walkerton

In doing further reading of the pastoral relations handbook, Gord Dunbar summarized the overall status and noted that the congregation of St. Paul’s Walkerton is now creating the position profile for the ChurchHub. The current supply person is interested in transitioning to the proposed permanent position, which means that the position changes from an appointment to a call. It was agreed that this would need regional council approval. Tim Reaburn noted that the current appointment was made in lieu of appointing an interim minister, which was not available at the time, and that needs to be taken into consideration. Gord Dunbar said that United Fresh Start facilitators will continue to work with the congregation doing some of the work of an interim ministry, and that this will change the nature of the relationship. With the change to the ministry position (proposed half-time) the congregation needs to agree to & approve the new role, after which the change in pastoral relations can follow established processes.

9. Commission Planning

(a) Building Commissions

Cheryl-Ann suggested that we hold two regional council meetings in March, one to work on building commissions, as well as working on the property policy.

[The meeting adjourned for 45 minutes - 12:30-1:15]

10. New Business

(a) Confidentiality Agreement

A proposed confidentially agreement for council members was provided with the meeting information. Following a suggestion by Tim Reaburn, this will be reformatted into a covenant rather than an agreement.

(b) Ministry Sharing Agreement

It was noted that the amended ministry sharing agreement was approved via email vote and is noted in the consent docket. There no were further comments on this matter.

(c) Affirm Statements

Cheryl-Ann noted that those ministries who had recently become affirming need not go through the entire process again, based on Affirming Ministries Network feedback. She questioned what the council would like to present to its annual meeting, and as Tim Reaburn will be attending the next Network meeting he agreed to be our liaison.

(d) Heather McCarrel - Chaplain to the ministers

Laurie O'Leary had received an email from Heather McCarrel, previously a chaplain to ministers in Norther Waters Presbytery, and asking how she might continue to serve in some capacity. Ann Harbridge suggested that we respond thanking Heather for her letter, noting that Kevin Steeper has this role in the region, and connecting her with Kevin.

(e) Melville United Church

Cheryl-Ann restated concerns raised by Heather Leffler & Ann Harbridge regarding the Congregationally Designated Minister (CDM) position being proposed for Melville United Church, with the scope of work broader than that a CDM would undertake. Heather provided additional background concerning the congregation's pastoral history and their recent JNAC. The congregation has been requested to narrow the scope of the CDM, after which it would return to our regional council for approval.

(f) Hensall United Church

Laurie O'Leary asked if we need to respond to some Facebook posts about Hensall United Church, and it was agreed that there is some confusion within the community and that Cheryl-Ann ought to be in contact with the pastoral charge supervisor, Rev. Tom Dunbar.

(g) Clusters/Networks

Referencing Facebook posts once more, regarding a "property" cluster, Laurie O'Leary said that there is misunderstanding about differences between networks and clusters. Following additional discussion about what is what is not a cluster (and a network) and the need for clarity, no additional action was taken at this time.

(h) Officer of the Court

Laurie O'Leary said that she had received an email indicating Kathy McDonald was suggesting that a region appoint an Officer of the Court to act on its behalf when a decision needs to be made about whether to put ministry personnel on an administrative leave. Often this arises from a complaint under the Sexual Misconduct Prevention and Response policy. The name of John Benham, Trinity United, Guelph was

suggested. The region, by consensus affirmed John's appointment as officer of the court. It was also agreed that we find a second individual to fulfill this role.

(i) Next Meeting

It was agreed that March 20th be a face-to-face meeting at Drayton United Church, and that a second March meeting – by teleconference - will be arranged. Rod Coates is to set meeting date by Doodle poll.

11. Closing

Laurie O'Leary declared the meeting agenda completed and the meeting closed at 1:55 PM.

12. Next Meeting

- March 20 at Drayton United Church at 10 AM.

Signature of Chair

Signature of Secretary

Attachment #2

The Basics of Consensus Decision Making

By Tim Hartnett, PhD

<http://www.groupfacilitation.net>

The Definition of Consensus

Consensus is defined by Merriam-Webster's Dictionary as "general agreement" or "the judgment arrived at by most of those concerned."

The Principles of Consensus Decision Making

Consensus decision making is a process used by groups seeking to generate widespread levels of participation and agreement. There are variations among different groups regarding the degree of agreement necessary to finalize a group decision. The process of group deliberation, however, has many common elements that are definitive of consensus decision making. These include:

- **Inclusive:** As many stakeholders as possible are involved in group discussions.
- **Participatory:** All participants are allowed a chance to contribute to the discussion.
- **Collaborative:** The group constructs proposals with input from all interested group members. Any individual authorship of a proposal is subsumed as the group modifies it to include the concerns of all group members.
- **Agreement Seeking:** The goal is to generate as much agreement as possible. Regardless of how much agreement is required to finalize a decision, a group using a consensus process makes a concerted attempt to reach full agreement.
- **Cooperative:** Participants are encouraged to keep the good of the whole group in mind. Each individual's preferences should be voiced so that the group can incorporate all concerns into an emerging proposal. Individual preferences should not, however, obstructively impede the progress of the group.

An Alternative to Common Decision Making Practices

Consensus decision making is an alternative to commonly practiced non- collaborative decision making processes. Robert's Rule of Order, for instance, is a process used by many organizations. The goal of Robert's Rules is to structure the debate and passage of proposals that win approval through majority vote. This process does not emphasize the goal of full agreement. Nor does it foster whole group collaboration and the inclusion of minority concerns in resulting proposals. Critics of Robert's Rules believe that the process can involve adversarial debate and the formation of competing factions. These dynamics may harm group member relationships and undermine the ability of a group to cooperatively implement a contentious decision.

Consensus decision making is also an alternative to “top-down” decision making, commonly practiced in hierarchical groups. Top-down decision making occurs when leaders of a group make decisions in a way does not include the participation of all interested stakeholders. The leaders may (or may not) gather input, but they do not open the deliberation process to the whole group. Proposals are not collaboratively developed, and full agreement is not a primary objective. Critics of top-down decision making believe the process fosters incidence of either complacency or rebellion among disempowered group members. Additionally, the resulting decisions may overlook important concerns of those directly affected. Poor group relationship dynamics and decision implementation problems may result.

Consensus decision making addresses the problems of both Robert’s Rules of Order and top-down models. The goals of the consensus process include:

- **Better Decisions:** Through including the input of all stakeholders the resulting proposals can best address all potential concerns.
- **Better Implementation:** A process that includes and respects all parties, and generates as much agreement as possible sets the stage for greater cooperation in implementing the resulting decisions.
- **Better Group Relationships:** A cooperative, collaborative group atmosphere fosters greater group cohesion and interpersonal connection.

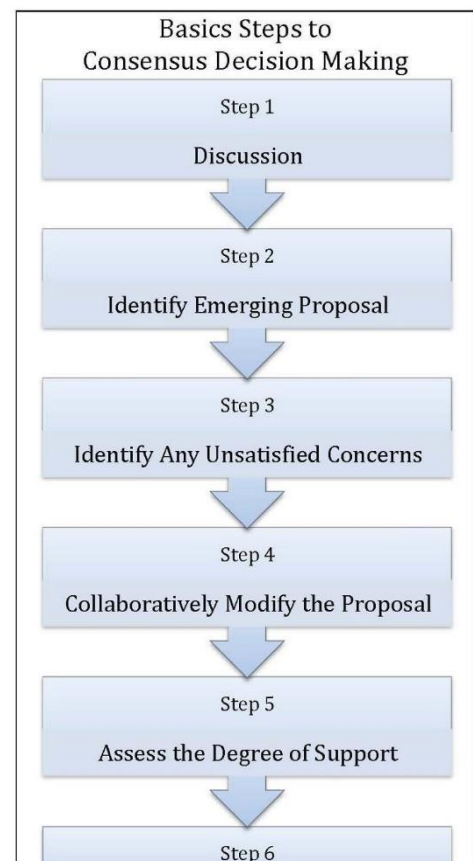
The Process of Consensus Decision Making

There are multiple stepwise models of how to make decisions by consensus. They vary in the amount of detail the steps describe. They also vary depending on how decisions are finalized. The basic model involves collaboratively generating a proposal, identifying unsatisfied concerns, and then modifying the proposal to generate as much agreement as possible.

Finalizing a Decision

The level of agreement necessary to finalize a decision is known as a *decision rule*. The range of possible decision rules varies within the following range:

- Unanimous agreement
- Unanimity minus one vote
- Unanimity minus two votes
- Super majority thresholds (90%, 80%, 75%, two-thirds, and 60% are common).
- Simple majority



- Executive committee decides
- Person-in-charge decides

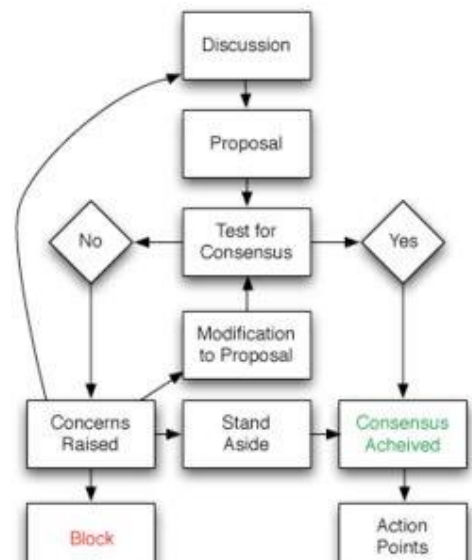
Some groups require unanimous consent (*unanimity*) to approve group decisions. If any participant objects, he can *block consensus* according to the guidelines described below. These groups use the term *consensus* to denote both the discussion process and the decision rule. Other groups use a consensus process to generate as much agreement as possible, but allow decisions to be finalized with a decision rule that does not require unanimity.

Consensus Blocking

Groups that require unanimity allow individual participants the option of blocking a group decision. This provision motivates a group to make sure that all group members consent to any new proposal before it is adopted. Proper guidelines for the use of this option, however, are important. The ethics of consensus decision making encourage participants to place the good of the whole group above their own individual preferences. When there is potential for a group decision to be blocked, both the group and any dissenters in the group are encouraged to collaborate until agreement can be reached. Simply vetoing a decision is not considered a responsible use of consensus blocking. Some common guidelines for the use of consensus blocking include:

- Limiting the option to block consensus to issues that are fundamental to the group’s mission or potentially disastrous to the group.
- Providing an option for those who do not support a proposal to “stand aside” rather than block.
- Requiring two or more people to block for a proposal to be put aside.
- Require the blocking party to supply an alternative proposal or a process for generating one.
- Limiting each person’s option to block consensus to a handful of times in one’s life.

A basic outline of consensus decision making that allows consensus blocking is outlined in this flow chart.



Agreement vs. Consent

Unanimity is achieved when the full group *consents* to a decision. Giving consent does not necessarily mean that the proposal being considered is one’s first choice. Group members can vote their consent to a proposal because they choose to cooperate with the direction of the group, rather than insist on their personal preference.

Sometimes the vote on a proposal is framed, “Is this proposal something you can live with?” This relaxed threshold for a yes vote can help make unanimity more easily achievable. Alternatively, a group member can choose to *stand aside*. Standing aside communicates that while a participant does not necessarily support a group decision, he does not wish to block it.

Debate Over Decision Rules

Critics of consensus blocking object to empowering individuals to block otherwise popular proposals. They believe this can result in a group experience of widespread disagreement, the opposite of a consensus process’s primary goal. Further, they believe group decision making may become stagnated by the high threshold of unanimity. Important decisions may take too long to make, or the status quo may become virtually impossible to change. The resulting tension may undermine group functionality and harm relationships between group members.

Defenders of consensus blocking believe that decision rules short of unanimity do not ensure a rigorous search for full agreement before finalizing decisions. They value the commitment to reaching unanimity and the full collaborative effort this goal requires. They believe that under the right conditions unanimous consent is achievable and the process of getting there strengthens group relationships.

Conditions that Favor Unanimity

The goals of requiring unanimity are only fully realized when a group is successful in reaching it. Thus, it is important to consider what conditions make full agreement more likely. Here are some of the most important factors that improve the chances of successfully reaching unanimity:

- Small group size
- Clear common purpose
- High levels of trust
- Participants well trained in consensus process
- Participants willing to put the best interest of the group before their own
- Participants willing to spend sufficient time in meetings
- Skillful facilitation and agenda preparation

Using Other Decisions Rules with a Consensus Process

Many groups use a consensus decision making process with non-unanimous decision rules. The consensus process can help prevent problems associated with Robert’s Rules of Order or top-down decision making. This allows majority rule or hierarchical organizations to benefit from the collaborative efforts of the whole group and the resulting joint ownership of final proposals. For instance, a small business owner may convene a consensus decision making discussion among her staff to generate a proposal for changes to the business. After the proposal is developed, however, the business owner may retain the authority to accept or reject it.

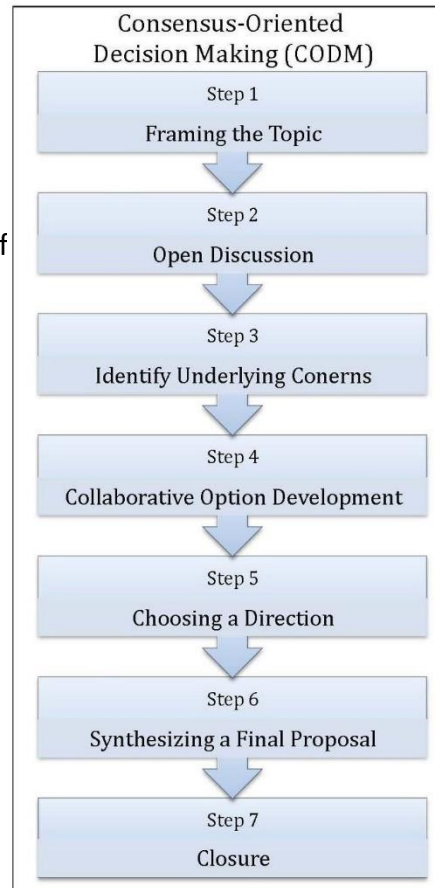
The benefits of consensus decision making are lost, however, if the final decision is made without regard to the efforts of the whole group. When group leaders or majority factions reject proposals that have been developed with widespread agreement of a group, the goals of consensus decision making will not be realized.

More Elaborate Models of Consensus Decision Making

As the field of group facilitation has evolved, more detailed models of consensus decision making have been developed. One example is the CODM model (consensus-oriented decision making). Newer models focus on the process of group collaboration, increasing understanding within the field of how collaboration can be best fostered and what facilitation techniques can promote it.

Origins of Consensus Decision Making

Historical examples of consensus decision making include the Iroquois Confederacy Grand Council, or Haudenosaunee, who finalized decisions with a 75% majority. Modern usage is often traced to the Quakers, or Religious Society of Friends, who practice unanimity. Activists groups, intentional communities, collective businesses have all developed and refined the process. Professional group facilitators now use the process in a large variety of settings, further developing the model and its effective application.



<http://www.groupfacilitation.net>

Western Ontario Waterways Transition Commission Meeting
Wednesday, March 20, 2019
(Supporting, Connecting, Transforming)

The Western Ontario Waterways Transition Commission was called to meet on Wednesday, March 20, 2019 at Drayton United Church, Drayton.

PRESENT

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

Guests: Diane Blanchard (Minister, Pastoral Relations), John Neff (Minister, Congregational Support and Mission),

1. Welcome / Gathering / Check-In

Laurie O’Leary welcomed everyone and called the meeting to order at 10:02 AM, briefly outlining the agenda and purpose of today’s meeting.

2. Acknowledgement of Territory

Laurie O’Leary said that in the spirit of welcome we acknowledge that before we arrived as settlers there were already many here with a tradition of stewardship of the land, known as First Nations. She said that the region our commission represents, where we work & worship are situated on unceded territories of several First Nations peoples whose culture, traditions & stewardship of the land we acknowledge with respect, and may we live in friendship and peace with our First Nations brothers and sisters.

3. Worship

Gord Dunbar led the meeting in worship, beginning with a reading based on John 13 (Jesus washing disciples’ feet), from Rising With the Morning Star, a Lenten study. Continuing with the imagery of Jesus washing the disciples’ feet in the Upper Room, Gord asked those present to share how they felt vulnerable, which each participant did as they felt comfortable. Following this sharing time Gord concluded with a brief prayer.

4. Pastoral Relations Update

Cheryl-Ann Stadelbauer-Sampa took the opportunity to seek advice about pastoral relationship issues related to Hampstead United Church and the engagement of Stephen

Guiliano for pulpit supply. Cheryl-Ann provided background information and explained that Stephen is the executive director/chaplain for Operation Sharing, a community outreach organization based in Woodstock, ON. The current relationship is problematic in that Stephen is not a Licensed Lay Worship Leader (LLWL) or a Designated Lay Minister (DLM); he is noted as their 'Minister' and is available for 'counselling' and, therefore, poses an issue with the polity of the United Church of Canada. After some discussion about various concerns and options, additional feedback about walking with this congregation into some form of resolution was provided. Cheryl-Ann stated that she was pleased to have both feedback and support, and John Neff & Laurie O'Leary will follow up with this issue with the congregation. Brent Caslick mentioned Rostock United Church as a possible partner with Hampstead.

5. Building Commissions

Cheryl-Ann asked for confirmation that the Executive is working on creating three commissions (per the region's Governance Handbook) and that the Executive positions would be approved at the annual meeting. After Cheryl-Ann outlined an election process for the Executive, both Heather Leffler & Tim Reaburn shared their experience with election processes and having a slate of candidates presented to the annual meeting of the regional council. Another suggestion included the option of having an anonymous (no-name) list with only skill sets. The need for staggered terms so that the executive and commissions membership doesn't all expire at the same time was also mentioned.

Cheryl-Ann suggested an orientation and training session for commission members in June, following the annual meeting, so that the transition commission can provide their wisdom (i.e., the thinking around how & why the commissions were formed) to the new commission members.

The consensus was that there should be a slate of candidates for this first annual meeting, and that the elections can be done differently in future annual meetings.

At the time of this meeting, 58 expressions of interest had been received. After a brief discussion and overview of the forms submitted, further decisions regarding the expressions of interest were:

- The expression of interest form will be refined and include clarification of the options of serving with a commission versus resource pool.
- Congregations will be contacted by telephone to confirm they are engaged in the process. Cheryl-Ann and Sue Duliban will create a list of congregations to be contacted and make assignments.

It was agreed that following updates to the expression of interest forms and collection of additional submissions, a final list of candidates for the various commissions will be created. It was agreed that the list will be assembled by a small group of individuals and returned to the Executive for approval.

6. OTHER BUSINESS

a. **Archives & Record Keeping Consultation**

Laurie O'Leary said she had received a request for our regional council to provide representation to an Archives & Record Keeping Consultation in June 2019.

Moved by: Heather Leffler

Seconded by: Tim Reaburn

That Rod Coates be our representative to the Archives & Record Keeping Consultation.

CARRIED

b. **Terms of Appointment**

Ann Harbridge asked that the decision that terms of calls or appointments not be included in meeting minutes be revisited. After much input, the consensus was that this is a privacy issue and while there is a need for the information to be tracked by specific people, financial details are not written into the minutes for broader consumption.

c. **Youth at the Annual Meeting**

Cheryl-Ann proposed that space be allocated for up to 20 youth at the annual meeting, with nomination coordination provided by Kathy Douglas (Faith Formation Minister).

Heather Leffler suggested that youth be approved as corresponding members at the annual meeting. Cheryl-Ann and Tim Reaburn will follow up with a proposal regarding youth participation (i.e., voting or not).

d. **UCW Update**

Cheryl-Ann said that three UCW presbyteries affiliated with former presbyteries within our region wish to have a regional alignment. She said that Huron-Perth UCW have decided – for 2019 only – that they are planning to align with the Antler River Regional Council. Cheryl-Ann said that this decision is causing some difficulties, but our region will continue to support the UCW.

e. **Hensall Update**

Cheryl-Ann said she had briefed one of Hensall United Church trustees on our current property thinking, pending an approved policy, and how this should be viewed as an investment in the mission.

[Meeting adjourned for lunch 12:40 – 1:25]

7. Property Policy

Cheryl-Ann led the meeting through an overview of concepts regarding revenue, operating expenses, and assets. She noted that property is an asset and has potential to invest in ministry or generate income.

There needs to be a threshold for major renovations above which the regional council needs to be consulted. Additionally, spending of assets/reserves requires a threshold.

Congregations hold all their assets for their use during their lifetime. When congregations amalgamate, all assets become jointly owned and in general nothing becomes surplus.

When congregations disband the date is important: assets remaining after the disbanding

date become remaining property for the region to decide. In general, net proceeds are used by the ministries of the United Church.

Some of the considerations are:

- Indigenous church
- Real property
- Assessments
- Archives
- M&S (current & endowment)
- Congregation's wishes
- Regional share

A broader discussion continued with comments about how to approach the various considerations of the property policy. Following that fulsome discussion, the agreed principles for agreement/concurrence/involvement of Regional Council were:

- 1) Major renovations, or use of unrestricted assets, >50% of net revenue (as determined by per annual assessment).
- 2) In the event of amalgamations, assets will not be declared surplus. Instead, it will be required that assets follow the congregation into the amalgamation.
- 3) For disbanding, the disbursement of assets will be the same prior to and after the disbandment date, as follows:
 - TBD – Assessments (any outstanding at time of disbanding)
 - 15% - Indigenous church
 - 5% - Archives
 - 25% - M&S (12.5% current & 12.5% endowment)
 - 30% - Congregation's wishes
 - 25% - Regional share

It was agreed that there needs to be some flexibility around the congregational share – e.g., the congregation can allocate its assets to any of the above or to a United Church ministry. Laurie O'Leary declared these principles to be agreed by consensus, and the basis for the layout of the policy document to be presented to a future meeting.

8. Wallace Pastoral Charge heads up (C-A/John)

Cheryl-Ann and John Neff provided a brief update on the Wallace Pastoral Charge, noting that the ending of this PC has turned out to be “unattractive”, with the other two congregations of the 3-point pastoral charge requesting to become a new 2-point pastoral charge. Cheryl-Ann said that this matter will need to come to the Regional Council for a future decision in future and to appoint trustees to dispose of the property.

9. Closing

Laurie O'Leary reminded us of our upcoming meeting next week (March 28th). It was noted that the April meeting (17th) is during Holy Week, and an alternative date of April 23rd was proposed, to be confirmed at the March 28th meeting. Laurie declared the meeting closed at 3:25 PM.

10. Next Meetings

- ZOOM – March 28, 2019 @ 10 a.m.
- ZOOM – April 23, 2019 @ 10 a.m. [Note proposed change of date from April 17]

Signature of Chair

Signature of Secretary

Western Ontario Waterways Transition Commission Meeting
Thursday, March 28, 2019
(Supporting, Connecting, Transforming)

The Western Ontario Waterways Transition Commission was called to meet on Thursday, March 28, 2019 via teleconference (ZOOM).

PRESENT

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

Guests: Diane Blanchard (Minister, Pastoral Relations), John Neff (Minister, Congregational Support and Mission), Charles Donley

1. Welcome / Gathering / Check-In

Laurie O’Leary welcomed everyone in attendance and opened the meeting at 10:02 AM.

2. Acknowledgement of Territory

Laurie O’Leary said that we pause to remember that the lands upon which we live and those whom we represent were the traditional territories of those with stewardship of the land known as First Nations. She said that the region our commission represents, where we work & worship, 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 read from the book, Lent - A Time for Returning, beginning with a reading from Joel 13. She continued with a meditation on the story of the prodigal son, which is a story of returning. She said that God does not require a pure heart before retuning – God will take us back and is glad to see us home, waiting with open arms to embrace us. She finished with a reading from Isaiah 42, and concluded with prayer.

4. Approval of Consent Docket

Laurie O’Leary reminded the meeting that our commission agrees by consensus and emphasized that we are talking with and not talking about. Cheryl-Ann Stadelbauer-Sampa said that we should appoint a consensus monitor to fulfill that expectation.

In response to an email discussion shared between Rod Coates & Heather Leffler, it was noted that we continue to function as the Transition Commission, so any references to “Executive” in the minutes should be taken to mean Commission & not Executive. Laurie O’Leary then declared the meeting consent docket to be approved by consensus, as follows:

1. Approval of Agenda – that the Agenda as circulated be the agenda of the meeting.
2. Approval of Minutes – that the minutes of the meetings of 20 February 2019 and of 20 March 2019 as circulated be approved.

5. Approval of Pastoral Relations Consent Docket

Prior to approval of the Pastoral Relations Consent Docket, reviewing the material contained therein, commission members discussed the cut-off date for submissions to the Consent Docket. Cheryl-Ann suggested that Monday noon should be the cut-off date for a Wednesday meeting, and anything further to that would be added to the Dropbox shared folder as a separate item. It was agreed that the updates from Palmerston-Moorefield-Fordwich and Wallace would be lifted from today’s Consent Docket. Laurie O’Leary declared the pastoral relations consent docket to be approved by consensus, with those exclusions.

A. Property Matters

B. Requests for Change in Pastoral Relations

...accepts the request for a change in pastoral relations from Ingrid Remkins, Diaconal Minister at Trinity United Church of the Grand Valley Pastoral Charge, effective July 1, 2019, for the purpose of retirement, and give thanks for her ministry.

C. Pastoral Charge Supervisors

...name Mary Elizabeth Piercy (retired DM) as the pastoral charge supervisor for Grenfel United church of the Grenfel Pastoral Charge effective immediately to cover while they do not have a minister called or appointed.

...name Rev. Randy Banks as the pastoral charge supervisor for Londesborough United Church of the Londesborough Pastoral Charge & Knox United Church of the Auburn: Knox Pastoral Charge, effective immediately as they work to fill their vacancy.

...name Rev. Kate Ballagh-Steeper as the pastoral charge supervisor for Brussels United Church, of the Brussels Pastoral Charge & Blyth United Church of the Blyth Pastoral Charge, effective immediately as they work to fill their vacancy.

...name Doug Trewartha as the pastoral charge supervisor for Egmondville United Church of the Egmondville Pastoral Charge, effective immediately as they work to fill their vacancy.

...name Rev. Mary Stewart as the pastoral charge supervisor for Hampstead United Church of the Millbank-Hampstead Pastoral Charge, effective immediately as they work to fill their vacancy.

...name Rev. Mary Stewart as the pastoral charge supervisor for St. Paul's United Church of the Milverton: St. Paul's Pastoral Charge, effective immediately as they work to fill their vacancy.

...name Dave Williams as the pastoral charge supervisor for Thames Road-Elimville United Church of the Thames Road-Elimville United Church, effective immediately as they work to fill their vacancy.

...name Mark Laird (DM) as the pastoral charge supervisor for Moorefield United Church of the Moorefield-Rothsay Pastoral Charge, effective immediately as they work to fill their vacancy.

...name Rev. Jessica Cottrell as the pastoral charge supervisor for Fordwich Pastoral Charge effective immediately as they work to fill their vacancy.

D. Living Faith Stories / Vacancies:

E. Approving & Appointing Liaisons:

... appoints Marg Krauter as the region's pastoral relations liaison to represent the region at the covenanting service between Creemore Pastoral Charge (St. John's, Creemore & New Lowell United Churches) and Rev. Jane Sullivan.

.... appoints Rev. Bonnie Holliday as the region's pastoral relations liaison effective immediately to work with the Londesborough & Knox United Churches of the Londesborough and Auburn: Knox Pastoral Charges to fill their vacancies.

.... appoints Rev. Mary Stewart as the region's pastoral relations liaison effective immediately to work with the Hampstead United Church of the Millbank-Hampstead Pastoral Charge to fill their vacancy.

.... appoints Rev. Mary Stewart as the region's pastoral relations liaison effective immediately to work with St. Paul's United Church, of the Milverton: St. Paul's Pastoral Charge to fill their vacancy.

.... appoints Rev. Mary Stewart as the region's pastoral relations liaison effective immediately to work with the St. Mary's United Church of the St. Mary's Pastoral Charge to fill their vacancy.

.... appoints Margaret Krauter as the region's pastoral relations liaison effective immediately to work with the Holland Centre pastoral charge to fill their vacancy.

...appoints Brent Caslick as the region's pastoral relations liaison immediately to attend a congregational meeting to receive a recommendation for a call to the Wingham & Bluevale United Churches of the Wingham Pastoral Charge and the Bluevale Pastoral Charge.

F. Calls:

...concur with the request of Creemore Pastoral Charge (Creemore: St. John's United Church and New Lowell United Church) and approves the call of Rev. Jane Sullivan Ordained Minister part time at 30 hours per week effective March 1, 2019 with the terms as noted on the record of call or appointment form dated February 26, 2019. This appointment does require a covenanting service, and that Marg Krauter be appointed to represent the region at the covenanting service

...concur with the request of Mount Carmel-Zion United Church of the Morriston: Mount Carmel-Zion Pastoral Charge and approves the change to the call of Margaret Ruggles, Diaconal Minister part time at 20 hours per week effective April 1, 2019 with the terms as noted on the record of call or appointment form dated February 26, 2019. This call does require a covenanting service

G. Appointments:

...concur with the request of Calvary Memorial United Church, of the Calvary Memorial Pastoral Charge, Kitchener and approves the appointment of Rev. Lilian Patey, Ordained Minister full time at 40 hours per week from May 1, 2019 to April 30, 2021 with the terms as noted on the record of call or appointment form dated January 8, 2019. This appointment does require a covenanting service and that Joan Tuchlinksy is the liaison and is appointed to be the representative of the region for the covenanting service.

...concur with the request of Belwood – Metz Pastoral Charge (St. John's United Church, Belwood & St. Paul's United Church, Wellington North) and approves the appointment of Rev. Rienk Vlietstra Retired Supply, Ordained part time at 32 hours per week from July 1, 2019 to September 30, 2019 with the terms as noted on record of call or appointment form dated March 3, 2019. This appointment does not require a covenanting service.

.....concur with the request of Rockwood Stone Pastoral Charge (Rockwood United Church & Stone United Church, Guelph-Eramosa) and approves the appointment of Lisa Leffler, Candidate Supply for Sunday Supply, May 5, 2019 to September 1, 2019 with the terms as noted on record of call or appointment form dated March 18, 2019. This appointment does not require a covenanting service.

H. Covenanting Services

I. Sabbatical Plans

...approve the request from Lucknow United Church of the Lucknow Pastoral Charge, for a Sabbatical Relief Grant in the amount of \$3,250.00, and forward same to the United Church of Canada.

J. Closures/ Amalgamations/ Sharing Agreements

... in accordance with the motion made by Northern Waters Presbytery on Oct. 23, 2018, St. John's United Church Flesherton and Eugenia United Church both of the Flesherton Pastoral Charge will amalgamate. As approved by both congregations, the effective date of the amalgamation to be June 1, 2019.

...concurs with the request of the Nottawa-Rob Roy Pastoral Charge (Nottawa United Church & Rob Roy Zion United Church) and the Grey Dufferin Pastoral Charge (Badjeros United Church) to share a minister, and approve the Shared Ministry Agreement dated March 17, 2019.

...concurs with the request of the Palmerston, Moorefield & Fordwich United Churches of the Palmerston, Moorefield-Rothsay and Fordwich Pastoral Charges to share a minister, and approve the Covenant of Co-operation dated March 14, 2019

K. Constitution

...concurs with the request of the Exeter United Church of the Exeter Pastoral Charge and approve the constitution of the Exeter United Church approved by the congregation February 24, 2019 with consideration to be given to the notes provided by Rev. John Neff when finalizing the document.

6. Palmerston-Morefield-Fordwich Shared Ministry

Arising from the discussion about the proposed shared ministry agreement, Ann Harbridge proposed – and Laurie O'Leary stated - that the following was agreed by consensus:

...receive for information the Community of Faith profile including demographic profile, financial information for Palmerston United Church of the Palmerston Pastoral Charge and, that a vacancy for a minister to be shared with Moorefield & Fordwich (Palmerston 50%/ Moorefield 25%/ Fordwich 25%) be declared and, that Rev. John Neff be named as the Pastoral Relations Liaison to work with the search committee to fill the vacancy.

...receive for information the Community of Faith profile including demographic profile, financial information for Moorefield United Church of the Moorefield – Rothsay Pastoral Charge and, that a vacancy for a minister to be shared with Palmerston & Fordwich (Palmerston 50%/ Moorefield 25%/ Fordwich 25%) be declared and, that Rev. John Neff be named as the Pastoral Relations Liaison to work with the search committee to fill the vacancy.

...receive for information the Community of Faith profile including demographic profile, financial information for Fordwich United Church of the Fordwich Pastoral Charge and, that a vacancy for a minister to be shared with Palmerston & Fordwich (Palmerston 50%/ Moorefield 25%/ Fordwich 25%) be declared and,

that Living Faith Story for each pastoral charge to be updated to reflect percentages rather than hours, and

that Rev. John Neff be named as the Pastoral Relations Liaison to work with the search committee to fill the vacancy.

7. Wallace United Church Update

Following an update on the Wallace United Church and the re-alignment of the pastoral charge, the following decisions were made by consensus (except where noted otherwise):

1) Western Ontario Waterways Regional Council agrees that in light of the Workplace Violence and Harassment Complaint filed with the Executive Minister by Rev. George Russell concerning an incident related to ongoing bullying from an adherent at Wallace United Church, the Regional Council honours the request of the Official Board of the Calvary-Wallace-Zion pastoral charge to realign the pastoral charge to create the Calvary-Zion pastoral charge effective March 1, 2019 and confirms that Calvary-Zion pastoral charge carries the call to the Rev. George Russell at the terms previously endorsed by the 2018 Annual Meeting; AGREED

Note: Cheryl-Ann stated that there were three incidents associated with this individual and there is no opportunity for resolution. John Neff comment that the closure of the church in one sense takes care of the problem, but if there are further confrontations that the police should be involved. Cheryl-Ann said she didn't believe any further investigation is merited, and that the complaint being filed is the only process being followed.

2) Western Ontario Waterways Regional Council establishes the Wallace United Church pastoral charge effective March 1, 2019 and, in recognition of the earlier congregational meeting in which closure was discussed, and in response to the letter signed by all the members of the congregation, disbands the congregation effective March 24, 2019, with thanks for their long and faithful history in Wallace. Membership certificates will be issued to the signatories.

Note: Cheryl-Ann asked for – and was granted - permission to communicate with the affected individual and noted that all decisions regarding the disposition of Wallace United Church will be the responsibility of the Regional Council and the trustees.

3) Western Ontario Waterways Regional Council confirms the appointment of
Brent Caslick 256 Victoria Drive, Centralia, ON N0M 1K0;
Margaret Krauter 113 Robson Rd., R.R. 2, Durham, ON N0G 1R0;
Mark Laird 105 Brock St. P.O. Box 633, Harriston, ON N0G 1Z0
as the trustees of Wallace United Church effective immediately, and further confirms these three trustees as the signing authorities for all financial matters, any two of the three to sign;

4) Western Ontario Waterways Regional Council directs the Trustees of Wallace United Church to research Fair Market Value for the property and arrange for its sale;

5) Western Ontario Waterways Regional Council names Krista Ford to be hired at the hourly rate of \$25 per hour to work with the Trustees to administer the finances and file any necessary paperwork for the winding up on the charity number 119288041. This cost plus any operating expenses to be covered from the net proceeds of the sale prior to disbursement;

6) Western Ontario Waterways Regional Council directs the trustees to change the locks on Wallace United Church;

7) Western Ontario Waterways Regional Council takes into consideration the wishes of the Wallace United Church congregation as conveyed in discussion with the Minister, Congregational Support and Mission and the Executive Minister when disbursing the assets.

8. Hamilton Conference Assets

Cheryl-Ann stated that she had received a question from the former Hamilton Conference Treasurer with respect to the assets held by former Hamilton Conference, which are to be shared with the regional councils of Western Ontario Waterways and Horseshoe Falls. Horseshoe Falls has agreed to wait until maturity until cashing out the assets, and the consensus from our Regional Council is that we will do the same.

9. Presbyteries of Toronto Conference Corporation

At 11:30 the meeting was joined by Charles Donley, President of the Presbyteries of Toronto Conference Corporation (PTCC), with an introduction by Cheryl-Ann.

Charles provided the meeting with an overview of the PTCC history and its assets via PowerPoint presentation. The PTCC is a non-profit incorporated ministry and its grants can only be made to CRA-registered charities.

Charles stated that in the current transition phase, presbyteries forwarded their grant applications (before 31 Dec 2018) for payments in 2019 & 2020. The PTCC board continues to operate until its members' terms expire, the first ones being in June 2019, and it is preferable to move to a new structure before those terms expire. As of 1 Jan 2018, there were 6 funds with a value of \$14.6m, with a value of \$6.7m at 31 Dec 2018 due to the dynamics of market and associated grant transactions.

Going forward with a new business model, there are issues involving governance (directors & bylaws), new operating agreement (replace with a Memorandum of Understanding), new policies regarding capital contributions & grants, availability of grants, etc.

Cheryl-Ann stated that decisions are required regarding such things as whether there is continuing value for this type of work, how we would top up capital, how we would allocate revenue from investments, etc. Charles went on to outline some additional operational and policy issues. Cheryl-Ann said that the transition commission needs to have a better understanding of its overall financial situation and so is still not able to articulate its preferences about how to proceed in its relationship with PTCC assets.

There was an interchange of ideas with commission member suggestions regarding some of these issues, including the appointment of new members based on current vacancies, future options for use of the capital from the PTCC investments, and options for new church capital builds Cheryl-Ann said we need to have further conversation on our preferences before making decisions.

Charles Donley left the meeting at 12:30 PM

Given that the meeting had exceeded the scheduled time, Laurie O’Leary stated that the remainder of the agenda items would be deferred to the next meeting, with the exception of two remaining time-sensitive items.

10. Paisley United Modernization Grant (Cheryl-Ann)

Cheryl-Ann noted that a request from Paisley United Church for a modernization grant was slightly over the threshold, but that the modernization expenditure will bring them into line, that we support the grant, and that we ask General Council to consider the grant request. It was agreed by consensus to approve and move forward the modernization grant application for Paisley United Church.

11. Trinity United – Elmira (John Neff)

John Neff said that a request for approval of proposal for redevelopment of property by Trinity United (Elmira) had been received. John Neff said there were a few outstanding questions with respect to proceeds from sale of assets. Cheryl-Ann noted that the congregation continues to exist but needed clarification from them regarding the intent for the sale of proceeds; additionally, we would need to see the development agreement and further plans & details regarding the full agreement. John Neff is to proceed with further discussions with Trinity United based on this feedback from Regional Council.

Cheryl-Ann provided the parting comment that today marked the ending of London Conference, with all the office furniture having been removed while our meeting took place today.

Laurie O’Leary declared the meeting closed at 12:55 PM

12. Next Meeting

It was agreed that the next meeting will be held April 23 via ZOOM. Proposed timing is 10-12, lunch break, then continue until 3 PM. The consent docket deadline for this meeting will be Thursday, 18 April 2019.

Signature of Chair

Signature of Secretary

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

Executive Minister	Cheryl-Ann Stadelbauer-Sampa	Hamilton Conference Representatives	Heather Leffler Tim Reaburn
Presbytery Representatives	Rod Coates (Bruce) Ann Harbridge (Northern Waters) Margaret Krauter (Northern Waters) Mark Laird (Waterloo) Laurie O’Leary (Huron-Perth)	London Conference Representative Executive Assistant	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 25th, 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
 - Bob Fraser
 - Sungmin Jung
 - John McFarland
 - Nancy Mann
 - Wayne Noye
 - 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:

...concur 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:

....concur 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.

....concur 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 9th, 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

i. Confidentiality Covenant

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

ii. 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.

iii. 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.

iv. 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.

v. 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 9th, 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 28th, 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 3rd). 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 20th, 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 28th, 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 10th 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 that appointments of six months or more would be marked with a covenanting service.

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

Signature of Chair

Signature of Secretary

Western Ontario Waterways Transition Commission Meeting
Wednesday, May 8, 2019
(Supporting, Connecting, Transforming)

The Western Ontario Waterways Transition Commission was called to meet on Wednesday, May 8, 2019 at Drayton United Church.

PRESENT

Presbytery	Rod Coates (Bruce)	Hamilton	Heather Leffler
Representatives	Ann Harbridge (Northern Waters) Margaret Krauter (Northern Waters) Mark Laird (Waterloo) Laurie O’Leary (Huron-Perth)	Conference Representatives	Tim Reaburn
		London Conference Representative	Brent Caslick

Guests: Dale Kellar

Regrets: Gord Dunbar, Sue Duliban, Cheryl-Ann Stadelbauer Sampa

1. Welcome / Gathering / Opening

Laurie O’Leary welcomed everyone in attendance and opened the meeting at 10:05 AM. She noted that while driving to the meeting today through the beautiful countryside we were reminded that these are the traditional territories of many First Nations peoples, and their culture & stewardship of these lands are something we acknowledge and of which we remain mindful.

She concluded her welcoming and opening remarks with a brief prayer to centre us for the meeting.

2. Building Commissions & Executive

Laurie O’Leary noted that the summary of Expressions of Interest submitted by regional representatives had been assembled by Mark Laird, with grouping of preferences into categories of Executive, Commission, and Resource Pool.

In the discussions about processes to address the building of commissions, the following principles evolved:

- Ten (10) members of the maximum twelve (12) were assigned, to allow the commissions the discretion to add members.
- Where none of the nominees was known to those in attendance, the expression of interest was read and reviewed.
- Where too many or too few nominees indicated a preference for a commission, they were re-assigned based on second choice.

During the process of building of Commission and Executive nominations, a review of the Governance Handbook raised a few issues which were resolved through some amendments.

Moved by: Heather Leffler

Seconded by: Tim Reaburn

The Western Ontario Waterways Regional Council Governance Handbook, Regional Council Executive – Membership, be amended as follows:

- Subsection A – Delete “1 representative of the United Church Women (UCW) be named by the UCW of the region, AND
- Amend the following sentence to read “Any groups not named specifically, including the United Church Women (UCW), are encouraged to complete an expression of interest through the nomination process”, AND
- That the position of Secretary be added to the membership of the Executive.

CARRIED (1 abstention)

Having completed the review of commission and resource pool nominations, Tim Reaburn led the meeting through a discussion of the Executive position nominations. The consensus arising from this discussion was:

- A president-elect will not be named at this time but someone from the Transition Commission will be named to act in that role.
- In consideration of the role which Tim Reaburn brings to our region, and that he is a General Council Executive rep, he fulfills the sexual orientation/gender identify diversity position on the Executive.
- The President will be elected through a nomination process at the upcoming annual meeting.

It was noted by Heather Leffler that decisions being made at this time are peculiar to our present circumstances and our time of transition, and it will be another year before we are in the full rotational cycle for nominations.

(Lunch break at 12:15 – 12:35)

3. Wallace United Church Sale

Dale Kellar joined the meeting to outline proposals received for the sale of the Wallace United Church property. He presented several reasonable purchase offers and highlighted multiple zoning and other issues (water, power, septic, etc.) associated with the property. Several offers were conditional and required the seller (i.e., the Trustees appointed by the Regional Council) to expend money to disposition those conditions.

After considerable discussion concerning the various purchase offers and other options, it was agreed that of the several offers discussed, one with the fewest conditions could be the best alternative for a path forward.

Moved by: Tim Reaburn

Seconded by: Brent Caslick

That Western Ontario Waterways Regional Council authorizes the Trustees of Wallace United Church to counter a purchase offer of \$159,000 with a counter-offer of \$100,000 with no conditions, AND if that counter-offer is not accepted, we will have the Trustees sign the \$50,000 purchase offer. **CARRIED**

Laurie O'Leary declared meeting adjourned at 1:20 PM.

4. Next Meeting

Next meetings will be:

- May 15 (via ZOOM) 10 a.m.
- May 24-26, 2019, Unifor Centre, Port Elgin

Signature of Chair

Signature of Secretary