



WESTERN ONTARIO WATERWAYS
REGIONAL COUNCIL EXECUTIVE MINUTES – 2020

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Executive
Western Ontario Waterways Regional Council
OF THE UNITED CHURCH OF CANADA
Connecting, Supporting, Transforming
Wednesday, February 19, 2020

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

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

Present: Gary Clark, Rod Coates, Jessica Cottrell, Micol Cottrell, Heather Davies, Sue Duliban, Gord Dunbar, Norm Eygenraam, Margaret Krauter, Heather Leffler, Cheryl-Ann Stadelbauer-Sampa, Joyce Ward

Regrets: Brent Caslick, Mark Laird, Tim Reaburn

The Executive of the WOW Regional Council Executive was called to meet via ZOOM teleconference on Wednesday, February 19, 2020. Gary Clark called the meeting to order at 9:32 AM.

Welcome and Constitution of Meeting

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

Acknowledging the Land

Gary Clark said that in our “countdown to Lent”, a time of personal and corporate reflection, we remember that we have not always dealt properly with our indigenous brothers and sisters. Gary stated that our meeting was on traditional territories of the Haudenosaunee, Anishinaabe, the Neutral Nation and more recently the Mississaugas of New Credit, and that we commit ourselves to being part of a healing process as we seek justice and equality for all in this land.

Worship

Gary Clark read the scripture passage Luke 5:1-11. [Jesus calling his first disciples, standing by the shore of the lake as they fished.] Each person commented on a word or phrase which stood out for them from the scripture passage.

Consent Docket

Gary Clark asked if there were any questions or concerns about the consent docket items. A few points of clarification were raised, after which Gary Clark declared the consent docket approved by consensus.

A. Enabling Actions

1. That the Agenda be adopted as circulated.
2. That the minutes of the November 21/22, 2019 meeting be approved as distributed.
3. That motions and proposals be written and given to the Secretary.

B. Confirmation of January 21, 2020 email vote

MOVED: Tim Reaburn / Micol Cottrell

That the Year 1 Funding report submitted by Westminster United Church, Orangeville be received from Westminster United Church, Orangeville and that the request for Stage 2 of the funding from the New Ministry Development and Leadership (NMDL) Fund of the Presbyteries of Toronto Conference Corporation be recommended for approval at the January 29, 2020 meeting of the NMDL Fund. Agreed

MOVED: Tim Reaburn / Micol Cottrell

That Western Ontario Waterways Regional Council Executive accept the draft, revised position description for the Administrative Assistant, Mission and Hospitality, and direct the Executive Minister to submit to the General Council Office for salary schedule category review. Agreed

(Note: Record of email vote meets the 80% threshold of consent.)

C. Receive correspondence of

1. Native Peoples Retreat Funding Request

D. Appointments

1. Appoints Orville James, Russell Rogers and Jane Sullivan to the Human Resources Commission

E. Western Ontario Waterways Regional Council (8) Omnibus motion February 19, 2020

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

a) Bimini United Church Camp (Camp Bimini)

....approve Bimini United Church Camp 2019-2020 Board of Directors

Bert Clifford

Bob Doupe

Harry Hengeveld

Dannielle McLagan

Donna Melanson

Jessica Melanson

Kathy Poirier

Jim Pratt

Marion Ready

Mary Taylor
Golda Wilson
Blake Wood

This is based on the draft Minutes of the 2019 Annual Meeting of December 2, 2019, the 2019 board member approval form, the board contact list provided and receipt of other required documentation per The United Church of Canada incorporated ministries policy.

b) Waterloo Presbytery Extension Council

....approve Waterloo Presbytery Extension Council 2019-2020 Board of Directors

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

This is based on the draft Annual General Meeting minutes of May 7, 2019, the 2019 board member approval form, the board contact list provided and receipt of other required documentation per The United Church of Canada incorporated ministries policy.

Business Arising

1. Decision making model (email votes)

Rod Coates explained that the last email vote (included in the consent docket) met the 80% consensus threshold, but that as an Executive we had had varied practice with respect to email vote movers & seconders, and not defined whether we expected consensus in this practice. Executive members noted that having a mover and seconder “gets the item on the radar screen”, and that if any email vote did not appear to reach consensus we would need to discuss it separately. Gary Clark suggested that we follow the process outlined in The Manual & asked Cheryl-Ann to follow up regarding any process issues.

2. Corporation Update

a) Membership

Referencing the November 21/22, 2019 Regional Council Executive minutes, Cheryl-Ann noted that there was a comment about diversity of representation on those boards whose membership the Executive approves. She said that as an Executive we have no control over the selection of the representation with respect to diversity. Gord Dunbar

noted that board membership is normally defined by corporation bylaws and diversity is typically one of the criteria.

b) PTCC (Presbyteries of Toronto Conference Corporation)

Cheryl-Ann said that we are in partnership with Northern Waters regarding the work done by the Presbyteries of Toronto Conference Corporation (PTCC), which managed its assets for the benefit of the ministry. She said that what matters to us is the Northern Waters component of the PTCC assets: our Regional Council approves requests for grants from the PTCC funds and then forwards those requests to the Corporation for release. Cheryl-Ann said that some key questions are 1) how will we make it known that PTCC funds are available, 2) how will the available funds be allocated, and 3) how should the net revenue be allocated - e.g., apply to region or reinvest – for region work, or congregational development? She said that decisions need to be made, but not necessarily today.

Gord Dunbar suggested we make a dedicated decision later but remain at status quo for the present. Cheryl-Ann suggested that we all need time to digest the PTCC overview document, then have a dedicated “money meeting” to address the implications of the fund assets.

(Note: Additional follow-up on this item is included in Agenda Item #8).

c) TUCC (Toronto United Church Council)

Cheryl-Ann said that the issues involving the TUCC (Toronto United Church Council) are much simpler than those of PTCC. She said that TUCC is currently holding properties for Walter’s Falls and Temple Hill, and she suggested that it might be easier to appoint a lawyer to deal with the property matters which the Covenant Commission would then address. It was agreed that Cheryl-Ann would seek out a lawyer to progress the property transaction issues, after which it would be referred to the Covenant Commission for decision.

3. Terms of office: Executive and Commissioners (re: elections at May 2020 meeting)

Sue Duliban noted that only three persons have defined terms of office in accordance with their appointment at the 2019 regional council annual meeting - Brent Caslick, Marg Krauter, & Heather Leffler. Joyce Ward & Gord Dunbar both stated a preference for their positions to end at the rise of the 2020 annual meeting.

Cheryl-Ann asked that we distribute a roster indicating when the Executive members would like to retire, as well as commission members.

4. Financial Update

a) Year end financials

Cheryl-Ann provided an overview of the financial report details, the essence of which is that we ended the 2019 fiscal year with a modest surplus.

b) Short Term Investment – Proposal 2

It was proposed the Regional Council Executive authorize the President, Treasurer and Executive Minister to explore short-term investment options for reserve funds ensuring a reserve of not less than \$100,000 remains in the account.

Gary Clark declared this proposal approved by consensus.

c) Mission Support Unspent Funds - Proposal 3

Cheryl-Ann said the Mission & Discipleship (M&D) Commission was permitted to spend up to \$135,000, of which only \$123,500 has been allocated since there were insufficient endorsed applications to spend the entire amount. She said that the Executive needs to authorize the M&D Commission to spend the remaining funds for mission and ministry.

It was proposed that the Executive grant the Mission and Discipleship Commission authority over the unspent balance made available for Mission Support Grants for mission and ministry throughout the regional council.

Gary Clark declared this proposal approved by consensus.

d) Waterloo Legacy Funds

Marg Krauter suggested that legacy money issues could be discussed at the “money meeting”. Cheryl-Ann suggested that the outstanding issue of the St. James Rosemount legacy fund be sent to her and Brent Caslick as an application for review.

Another legacy issue is that the Ecumenical Campus Ministry (ECM) allocated funds were left outstanding by Waterloo Presbytery; the options were to have the funds held by the region or forwarded to ECM. It was proposed that the full amount of the ECM allocated funds be forwarded to the ECM.

Gary Clark declared this proposal approved by consensus.

5. Student funds

Cheryl-Ann asked for an update regarding the student funding discussed at the November 21/22 meeting, which Gary Clark briefly summarized. Cheryl-Ann questioned whether the funding approved at that meeting were processed and it was determined that no funds had been processed; Cheryl-Ann said she would address this. It was agreed that the former members of the Bruce & Waterloo presbytery student funds should meet to discuss and develop recommendations for a new student funding process.

6. Learning Fund grants

Cheryl-Ann said the matter of Learning Fund grants was part of the November 21/22 meeting agenda, and some questions have arisen regarding a process for how to apply. The Executive revisited the Gord Dunbar proposal from the November meeting regarding limits and amounts for grant applications. Heather Leffler & Joyce Ward offered to review other regional council procedures and develop a proposal for Western Ontario Waterways. Gary Clark summarized the proposal by saying grants would be approved for up to ½ the cost of the event, to a maximum of to \$500, for the pending August 2020 Rendez-Vous event being held in Calgary.

New Business

1. Native Peoples Retreat Funding Request

Cheryl-Ann said the Native Peoples Retreat 2020 is an ongoing annual event previously supported by Hamilton Conference, and that each of the three regions is being asked to contribute \$2,000 towards the event, funded from its reserves.

Gary Clark declared this request approved by consensus.

2. Executive Minister Accountability Report – February 2020 (for information)

Cheryl-Ann provided an accountability report outlining many of her activities and staff interactions for 2019.

It was agreed that we receive this accountability report for information.

Gary Clark declared this report approved by consensus and received with thanks.

3. Minister, Social Justice Position – Proposal 1

Marg Krauter explained that the Staff Support Committee first met last week and arising from that meeting was a proposal that there be a ½ time position for the Minister, Social Justice. The Staff Support Committee proposes that the Executive of the Regional Council:

- 1) Authorize the staffing of the .5 FTE vacancy in the position of the Minister, Social Justice as a contract position from April 1st, 2020 to December 31st, 2020;
- 2) Authorize the former interview team for this position (Antler River Watershed Regional Council: John Brown; Horseshoe Falls Regional Council: Robert Lawson; and Western Ontario Waterways Regional Council: John Smith along with Executive Minister, Cheryl-Ann) to reconvene to review the previous short-list and to invite a minimum of two of the former applicants to another interview; and
- 3) If the interview team has no applicant to recommend following that, authorize the interview team to conduct a search to fill the position.

Gary Clark declared this proposal approved by consensus.

4. Appointments - Agenda and Business Chair; Worship leader(s), Parliamentarian, Secretary for May 2020 meeting

Gord Dunbar said that he had volunteered to deal with hospitality for the May regional council meeting at Port Elgin. Cheryl-Ann said that the next planning meeting would be occurring this Friday morning (February 21), and that Gord should be part of this.

Gary Clark said the chairs of the three regions' Agenda & Business committees would be integrating their discussions and decisions. Gary said he has asked Elise Feltrin to act as worship leader, that Tim Reaburn has offered to be the parliamentarian and Rod Coates the secretary, for the meeting. Gary said that there would be joint worship with involvement from all three regions and that he has been in contact with his counterparts in the other regions. After reviewing several names to fill various agenda roles at the meeting, follow-up will occur with those named. Cheryl-Ann spoke briefly about General Council proposals and how they might be addressed at the upcoming regional council meeting.

5. April 1 & 2 meetings

Cheryl-Ann noted feedback that people in the regions do not feel connected to the new systems and processes. Two open house meetings (90 minutes) have been arranged for those in attendance to ask questions; Cheryl-Ann said it would be helpful if members of the Executive and commissions attend both meetings. It is expected that Durham would serve as one venue and Guelph as the second.

6. Confirm Fall 2020 Regional Council Meeting Date - Nov 7 (first choice) or Oct 17 (second choice), and Location

Gord Dunbar said that he had done some preliminary work, but that no venue had been selected, for the fall 2020 regional council meeting. He said that more work is required to sort out details, and that the fall meeting date will be available and advertised at the May 2020 regional council meeting.

7. Spring 2021 Meeting Date and Location

Gary Clark stated a preference for a 2-day gathering to allow for both education and ordination. He clarified that this meeting will be only for Western Ontario Waterways, and not a joint meeting of the three regions. The first choice of dates is the May 14-16 weekend (as the last weekend of May is taken by Antler River Watershed); with possibilities for either Friday/Saturday or Saturday/Sunday meetings.

Cheryl-Ann said that she had a meeting with Edge folks last week and noted that it would be helpful to have Edge at an Executive meeting to explain the programs and support they can offer to congregations. She suggested the 3rd Wednesday of June (17th) at Mount Forest as a possible date.

8. Special Money Meeting

After mulling over several date options, it was agreed that Sue Duliban will issue a Doodle poll to select the best date for all involved.

Closing

The agenda having been completed and with no additional business to discuss, Gary Clark declared the meeting closed at 1 PM.

Upcoming Meetings:

- Regional Council executive, April 15, 2020. Tentatively at Drayton, TBC with Mark Laird

Executive
Western Ontario Waterways Regional Council
OF THE UNITED CHURCH OF CANADA
Connecting, Supporting, Transforming
Wednesday, April 15, 2020

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

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

Present: Brent Caslick, Gary Clark, Rod Coates, Jessica Cottrell, Micol Cottrell, Heather Davies, Deanne Dickson, Kathy Douglas, Sue Duliban, Gord Dunbar, Margaret Krauter, Mark Laird, Heather Leffler, John Neff, Tim Reaburn, Peg Schieck, Cheryl-Ann Stadelbauer-Sampa, Joyce Ward

Regrets: Norm Eygenraam

The Executive of the WOW Regional Council Executive was called to meet via ZOOM teleconference on Wednesday, April 15, 2020. Gary Clark called the meeting to order at 9:35 AM, noting the robust agenda for the day.

Welcome and Constitution of Meeting

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

Gary Clark stated that:

Easter is a time of renewal and celebrating that the power of God can draw out of death new life and new hope. That vision calls us to seek reconciliation with the first peoples of this land.

We seek forgiveness for the devastation that contact with Europeans brought with it. Our ancestors were like a pandemic destroying the culture, religious practices and leadership structure of the first peoples. We brought small pox, measles and others diseases as well as a lust for land that clearly wasn't ours to possess. Many of us have not repented of the destruction that these diseases nor the damage our prejudices continue to inflict. Both still ravage these nations.

Repentance is an act of hope. Despite hundreds of years of harm, there is still reason to hope for resurrection and healing.

So it is that we acknowledge that we are gathered on the traditional territory of the Haudenosaunee, Anishnabe, the Neutral Nation and the Mississaugas of New Credit. Our gain has come at a great cost to these peoples.

Some day may all celebrate as new life is breathed into relationships that have felt and regularly feel, crucified.

Opening Worship & Check-in

Gary Clark shared a scripture reading from John 20. [*“It was late that Sunday evening and the disciples were gathered together behind locked doors because they were afraid of the Jewish authorities . . .”* Gary then asked each person to share whether they were experiencing fear at this time in their lives. Some common themes which emerged from the responses were:

- Concern about spouses and family members working in health care roles or living/working in long-term care facilities.
- Will our communities and relationships ever be the same again once we survive this period - fear of the unknown.
- Inspired by innovation, how people are remaining connected, and the circles of care which have been set up to keep in contact with our congregations.
- Concern for businesses who are challenged weathering this shutdown.
- Concern for those who are confined to homes which are not safe spaces.
- Concern that most of our congregations are in a high-risk demographic.

Gary thanked the Executive for their honesty and concluded with a brief prayer.

Consent Docket

Referencing the Consent Docket, Gary Clark asked if there were any questions. There were several questions of clarification about the previous meeting actions, with Brent Caslick asking about some financial items discussed at the February meeting minutes.

Gary Clark asked if there was anyone who could not live with consent docket, then declared the Consent Docket approved by consensus.

A. Enabling Actions

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

B. Actions

1. Authorize Heather Leffler, a member of Western Ontario Waterways Regional Council Executive, to serve as President should President Gary Clark be unable to function in his role.
2. PTCC (Presbyteries of Toronto Conference Corporation) is updating its bylaws and is making provision for two representatives from Western Ontario Waterways to serve on its Board of Directors. Because the corporation will now serve more than one regional council, a specific regional council needs to be designated as the supervisor according to the Manual C.2.13 c.

That Western Ontario Waterways Regional Council agrees that Shining Waters Regional Council is the supervising regional council for the Presbyteries of Toronto Conference Corporation according to the Manual C. 2.13c.

Staff Items

1. Technology HUB Proposal (John Neff)

Marg Krauter asked about the origin of the HUB proposal, which involves interactive participatory worship services with one or more communities of faith (COF's) at a time. John Neff provided some context, noting that there is an ongoing trial at Midland (St. Paul's United, Partners Engaging Worship) as well as an initiative of the General Council to encourage Communities of Faith to participate in these joint sessions. Several additional points of discussion were raised concerning the details of how many test sites were either in use or being proposed.

Heather Davies noted that Edge is involved in promoting these technologies and that this is presently under review at Southampton United Church. It was determined that there are still some questions about details since Edge appears to be doing this work in parallel.

John Neff's recommendation was that our regional council take on some of the initial costs such that COF's would be able to experiment and eventually take on the full cost. Gord Dunbar pointed out that this is a good way to demonstrate our values and support congregations (Connecting, Supporting, Transforming). John Neff said that the Covenant Commission has already supported this project via the current testing at Midland.

Gary Clark restated the HUB proposal by asking if we could authorize \$5,000 to the Covenant Commission to support their ongoing Partners Engaging Worship (PEW) project. Gary Clark asked if there was anyone who could not live with this proposal, then declared the proposal approved by consensus.

2. Camping Proposal: Think Muskoka (Kathy Douglas)

Kathy Douglas said this Camping Proposal originated with an Antler River Watershed Mission & Discipleship Commission idea to begin a discussion about the future of our camps. Kathy said that camps are one of the strongest places for faith formation in our church, as well as leadership development. She said that some of the initial questions which arose about camps were: What is their mission and how is their mission being met? If all camps can't stay open, how will it be decided which will close?

Think Muskoka Consulting has a lot of experience with camps & Kathy said she had been in detailed discussion with them. The original as-presented proposal, which involved consultation and site tours, will be now reworked into a recovery plan given that camps are not likely to be open this season; the original proposal was developed pre-COVID-19.

Cheryl-Ann noted that this was primarily the work of, and funded by, the three regional council Mission & Discipleship commissions.

In response to a question from Brent Caslick, Kathy Douglas said that the camps agree with this approach, "Don't talk about us. Talk with us." Her role is to assist them with their mission.

In summary, the proposal is: Would the Executive approve an additional \$3,000 from reserve funds to allow more flexibility for full camping proposal to proceed?

Gary Clark asked if there was anyone who could not live with this proposal, then declared the proposal approved by consensus.

Business Arising

1. WOW Learning Fund

Cheryl-Ann outlined the Learning Fund criteria as presented in the written summary prior to the meeting. Gord Dunbar expressed concern that the criteria presented do not limit some outlier opportunities – e.g., a ministry retreat – and that the processes not be wholly staff-driven with respect to the approvals of funds. Several comments were voiced that the stories of these learning experiences ought to be shared with the broader church. After receiving these and other comments, Marg Krauter, Gord Dunbar & Tim Reaburn volunteered to include the additional comments into the proposal and bring it back an updated version to the Executive for approval.

2. Commission reports

a) Covenant (John Neff)

John Neff said the Covenant Commission would be meeting weekly during the COVID-19 pandemic to keep up with supporting Communities of Faith. He said that most sabbaticals have been deferred. The Commission continues to provide timely information on an as-required basis, adapting to the frequency of rapid change. In response to a question from Marg Krauter, John said that Covenant Commission needs to receive any loan requests from Communities of Faith and will process these requests per the Emergency Loan Program.

b) Human Resources (Micol Cottrell)

Micol Cottrell reported that the Commission is doing building and still looking for an additional representative, ideally from the Huron-Perth region. He reported that all policy documents worked on last year are now updated and on the website. One of the next focus areas will be reviewing position descriptions.

c) Mission & Discipleship (Deanne Dickson)

Deanne Dickson said that her Commission is still missing representation from youth & indigenous peoples. She went on to say that before the next round of grants is reviewed the Commission wants to be better informed about the applicants and has now assigned two people to meet with each applicant before year-end. Deanne said that she is getting updates from the Commission members about their willingness to serve – i.e., how long they wish to remain on the Commission. She noted that mental health issues within our communities beyond their church context remain a concern of the Mission & Discipleship Commission.

3. Staff Support Committee Update (Margaret Krauter)

Marg Krauter provided a brief update on two staff support positions:

- Kim Uyede-Kai has now left for a position with Shining Waters Regional Council so our region now has a Minister, Right Relations & Indigenous Justice position vacancy.
- Diane Matheson-Jimenez has now returned to half-time work as Minister, Social Justice. Filling the vacant half-time position is recommended to be put on hold pending clarity around the budget and finances.

Cheryl-Ann noted that the relationship with indigenous ministries and dual belonging continues to evolve and it may be that the dual belonging will ultimately reside with the national indigenous council.

4. Proposal #3: Guelph Ecumenical Campus Ministry (Brent Caslick)

Brent Caslick outlined some of the details of Proposal #3, which includes recommendations for the Waterloo Presbytery legacy funds bequeathed to the Guelph Ecumenical Chaplaincy. The proposal is that the Regional Council Executive agrees:

- a) To the principle of providing all funds to the Guelph Ecumenical Chaplaincy within one calendar year;
- b) To provide \$60,000 immediately;
- c) To commit to providing the balance not later than one year from now and sooner if market conditions stabilize, and that the Executive will consult with the Guelph Ecumenical Chaplaincy about the balance of remaining funds before the year is over.

Gary Clark asked if there was anyone who could not live with this proposal, then declared the proposal approved by consensus.

New Business

1. Proposal #1: Regional Council Meetings

Gary Clark said we are not having an in-person annual meeting in May. Cheryl-Ann said that since cannot have an in-person meeting in the original time frame (May), the question now is whether the Executive would prefer an electronic meeting instead or an in-person meeting in the fall.

Marg Krauter expressed support for an in-person meeting and questioned the opportunity for celebration of ministries, to which Cheryl-Ann said that this could be worked out.

Heather Leffler said that meeting in person is costly, and that if some of the routine business could be done electronically, we could then focus on “connecting” when we are meeting in person.

Several suggestions were made concerning when and where to meet, and Cheryl-Ann confirmed that while there is no need to meet immediately we do need to set a date for a fall in-person meeting or no venue will be available.

Gord Dunbar said he had done some investigation into fall regional meeting venues so agreed to do some follow-up based on the proposed dates, taking into consideration places to accommodate those who might need to stay overnight.

Tim Reaburn warned about the possibility of a second pandemic wave in the fall, which might negate the possibility of a meeting at that time.

Cheryl-Ann stated that for the May 2021 meeting it was not originally planned to meet as three councils, but many plans have now changed considering our circumstances. Cheryl-Ann has confirmed that the May 2020 guest speaker, Senator Murray Sinclair, would be willing to come in May 2021. Sue Duliban confirmed that May 2021 has been booked with UniFor in Port Elgin, but only for the Western Ontario Waterways region.

The proposal is that the Regional Council Executive agrees to:

For 2020

- a) Affirm its preference for an in-person meeting in 2020 provided public health guidelines permit

b) Extend that in-person meeting from the previously scheduled one day to two days to allow for business and the Celebration of Ministry;

For 2021

c) Consider a tri-regional meeting in Port Elgin in May 2021, provided theme speaker, the Honourable Senator Murray Sinclair can reschedule.

Gary Clark asked if there was anyone who could not live with this proposal, then declared the proposal approved by consensus.

2. Proposal #2: Government Assistance

The proposal is that the Regional Council Executive agrees to authorize:

Any two of the following three: the President, the Treasurer and the Executive Minister, to apply for government assistance for which the regional council is eligible.

Gary Clark asked if there was anyone who could not live with this proposal, then declared the proposal approved by consensus.

3. Social Media Guidelines

Cheryl-Ann asked that the Western Ontario Waterways Regional Council agree to adopt the Social Media Guidelines circulated prior to the meeting.

Gary Clark asked if there was anyone who could not live with the proposed Social Media Guidelines as presented, then declared them to be approved by consensus.

4. Staff Support Committee Mandate: Margaret Krauter

Marg Krauter asked that the Western Ontario Waterways Regional Council endorse the mandate of the Staff Support Committee and add it as an appendix to the Governance Handbook.

Gary Clark asked if there was anyone who could not live with this proposed Staff Support Committee Guidelines, then declared them approved by consensus.

5. Executive Minister's Accountability Report

It was agreed to receive the Executive Minister's Accountability Report for information.

Cheryl-Ann asked that any questions to be forwarded to her.

6. Supporting Communities of Faith during the COVID-19 Crisis

Gary Clark noted that we have spoken about supporting our Communities of Faith at various times throughout this meeting.

Next Executive Meetings

Cheryl-Ann said that she & Brent Caslick would meet to sort out some details for the April 28th money meeting, for which it was agreed that the meeting would be held in the 9:30-12 time frame. It was also agreed that May 20th, 9:30-12, would be the next Executive meeting.

Closing

Gary Clark thanked everyone for their time, work & attention. He asked everyone to pause and take a deep breath, commenting that Jesus breathed on the disciples and gave them power of the Holy Spirit.

The agenda having been completed and with no additional business to discuss, Gary Clark declared the meeting closed at 1 PM.

Upcoming Meetings:

- Regional Council executive money meeting, April 28, 2020. 9:30 AM
- Regional Council executive, May 20th, 9:30 AM

Executive
Western Ontario Waterways Regional Council
OF THE UNITED CHURCH OF CANADA
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Tuesday, April 28, 2020

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

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

Present: Brent Caslick, Gary Clark, Rod Coates, Jessica Cottrell, Micol Cottrell, Heather Davies, Deanne Dickson, Sue Duliban, Margaret Krauter, Mark Laird, Heather Leffler, Cheryl-Ann Stadelbauer-Sampa, Joyce Ward

Guest: Mary McKeen (PTCC)

The Executive of the WOW Regional Council Executive was called to meet via ZOOM teleconference on Tuesday, April 28, 2020. Gary Clark called the meeting to order at 9:34 AM.

Welcome and Check-in

Gary Clark opened with a brief reading from the book Celtic Parables. He then asked each participant to reflect on the question, “What things have slipped through your fingers?” Each person shared thoughts about what they were experiencing during this time, with common themes of schedule & calendar, church/worship planning, time & structure, eating bad things, & staying up late. Gary Clark concluded with a brief prayer by E.E. Cummings (“I thank you God for this most amazing day”).

Acknowledging the Land

Gary Clark stated:

Easter is a time of renewal and celebrating that the power of God can draw out of death new life and new hope. That vision calls us to seek reconciliation with the first peoples of this land. We seek forgiveness for the devastation that contact with Europeans brought with it. Our ancestors were like a pandemic destroying the culture, religious practices and leadership structure of the first peoples. We brought small pox, measles and others diseases as well as a lust for land that clearly wasn't ours to possess. Many of us have not repented of the destruction that these diseases nor the damage our prejudices continue to inflict. Both still ravage these nations.

Repentance is an act of hope. Despite hundreds of years of harm, there is still reason to hope for resurrection and healing.

So it is that we acknowledge that we are gathered on the traditional territory of Indigenous Peoples. Our gain has come at a great cost to these peoples. Some day may all celebrate as new life is breathed into relationships that have felt and regularly feel, crucified.

Purpose of Meeting

Gary Clark stated that this was to be an information, not a deciding, meeting, to allow us to become familiar with our financial situation to enable decisions at the next Executive meeting.

Presbyteries of Toronto Conference Corporation (PTCC)

Cheryl-Ann provided an overview of the Presbyteries of Toronto Conference Corporation (PTCC) assets, details of which are described in the “PTCC Overview” document provided prior to the meeting (via Dropbox). She said that one of the questions for the Executive is whether we want to utilize the annual net revenues or reinvest them, thereby increasing the fund balance. Depending upon the amount of the grant requested (5% - 20% of principal), there are lead times of 3 – 6 months’ notice. Cheryl-Ann noted that we are also partners in New Ministries and Leadership Development Fund, an additional account within the PTCC fund.

The Executive members discussed options for use of PTCC funds and whether we might wish to replenish the funds from future church property sales within our region. The question remains: do we wish to designate the annual net revenues as grants for use of regional council, or reinvest for future use? There was additional discussion around the investment strategy with respect to our participation and representation in the PTCC governing corporation, our region’s use of ¼ of the total funds, and our partial control over the overall assets.

Mary McKeen joined the meeting at 10:30 AM; she is a PTCC director representing the Western Ontario Waterways (WOW). In response to a question from Gary Clark, Mary said that at their last PTCC meeting (with Shining Waters Regional Council) the investments were down 15% and it was decided to avoid issuing new grants for at least 6 months. The WOW component of available grants now stands at about \$180,000 (sum of 2018 + 2019 fund revenues).

Mary McKeen outlined some of the PTCC structure – membership, directors, and meetings. She said she will be stepping down as a director as of the PTCC annual meeting in June, and that WOW needs to nominate a replacement.

Mary McKeen said reports should be provided for WOW Executive review of two ongoing grants: 1) Tottenham Rich Hill United Church (mental health care program - \$20K in 2020) and 2) Westminster United Church, Orangeville (kitchen staffing program, \$10k). These reports are to be received by WOW Executive and then forwarded to PTCC for allocation of the remaining 2020 funds for these in-progress projects.

[BREAK – 11:10 – 11:20]

Conclusion of discussion:

With respect to filling the pending PTCC vacancies, Cheryl-Ann agreed to draft an article for the next WOW newsletter explaining PTCC and asking for expressions of interest.

Waterloo Presbytery Funds

Brent Caslick reviewed the Waterloo Presbytery restricted funds summary, provided prior to the meeting, with the purpose and restrictions noted per the following list.

Internally Restricted (Set aside by Presbytery for a specific purpose):

- Candidates Assistance Fund.
[Note: Executive discussed options to turn existing loans into grants, or a balance between partial repayment and partial loan forgiveness.]
- Waterloo Universities Chaplaincy.
- Fund for Disabled Clergy.
- New Church Development Fund
- Internship

Externally Restricted:

- Grace United Church
- Olivet United Church
- Eden Mills United Church
- Ecumenical Campus Ministry - Guelph
[Note: Regarding the Guelph Ecumenical Ministries the Executive discussed funds allocated for this ministry, how fund assets should be valued, what the final payout would be, etc.]

Other Business

Gary Clark said that he had asked the annual meeting worship committee to provide some worship materials for a “Regional Sunday” to be celebrated when the May annual meeting was originally planned. He also requested submission of any agenda items for the rescheduled fall regional meeting.

Deanne Dickson asked that the draft WOW bursary fund guidelines be reviewed. Cheryl-Ann questioned whether the process should be a committee administering the fund requests or a set of published guidelines with the Executive approving requests.

Heather Leffler asked about the nominations process, given there has not yet been an annual meeting with nominations and elections already conducted. It was suggested that it might be appropriate to send a letter of acknowledging/explaining the extension of tenure until the rescheduled annual meeting for those currently in role (Executive and Commissions).

Closing

Gary Clark thanked all present for this gathering and their dedication. Gary Clark closed the meeting with prayer and declared the meeting closed at 12:50 PM.

Upcoming Meetings:

- Regional Council executive, May 20th, 9:30 AM

Executive
Western Ontario Waterways Regional Council
OF THE UNITED CHURCH OF CANADA
Connecting, Supporting, Transforming
Wednesday, May 20, 2020

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

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

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

The Executive of the WOW Regional Council Executive was called to meet via ZOOM teleconference on Wednesday, May 20, 2020. Gary Clark called the meeting to order at 9:34 AM.

Welcome and Constitution of the Meeting

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

Opening Worship & Check-in

Gary Clark read briefly from writings of Hildegard of Bingen who, in reply to a monk from Belgium, wrote "God works where God wills, and God is the wind pushing you as a feather. Gary asked for reflections on the statement, "In the past week do you feel you have been pushed or do you feel like you have had more control in your life?" Common responses were:

- Many expressions of being blown like a feather.
- Falling into a rhythm of these new times and what has changed.
- Appreciating and experiencing the outdoors more.
- Still experiencing feelings of loss of communication and loneliness due to isolation.

Jessica Cottrell closed this reflection session with a prayer.

Consent Docket

Cheryl-Ann proposed postponing some of the agenda items to the next meeting.

A. Enabling Actions

1. That the Agenda be adopted as amended.
2. That the minutes of the April 15, 2020 and April 28, 2020 meetings be approved as distributed.
3. That motions and proposals be written and given to the Secretary.

B. To receive the correspondence and address it as it arises in the agenda

1. Toronto United Church Council (TUCC) Letter of invitation to name two representatives to TUCC for 2020/2021 and to attend the annual meeting on June 4.

C. Actions

1. Presbyteries of Toronto Conference Corporation (PTCC) Board of Directors
 - a. That the Executive name two Director nominees without inviting expressions of interest.
 - b. That Margaret Krauter and/or Brent Caslick be invited to fulfill those roles.

Gary Clark declared the amended consent docket approved by consensus.

Business Arising

1. Proposal #5 – Oct 16-17 Regional Council Meeting

Cheryl-Ann said that it is becoming clear that the opportunity to meet in October is increasingly unlikely. She said that congregations are now getting more tech savvy given the current quarantine situation and that, having now met with Stephen Fetter, has developed ideas about conducting shorter teleconference meetings over a period of 2 to 3 days – e.g., 2-hour sessions.

Several comments were offered that we need to have opportunity for participants to do tech training, and also ensure that adequate rehearsals and preparations are done.

Cheryl-Ann said that if we have sufficient people, we could also do the Celebration of Ministry at that time and offer it to our congregations as a worship service. She said that Western Ontario Waterways ministry candidates have been contacted and are accepting of this possibility.

The proposal is that the Regional Council Executive agrees to:

- 1) Decide to hold the fall 2020 meeting online; at some time during the week of October 13-18.
- 2) Cancel any reservation for space to enable the provider to book other events;
- 3) Set a date for the meeting (recommendation from Stephen Fetter is to extend over a few days, such as for example hosting two hour sessions throughout that week plus the celebration of retirees and new ministries); at some time during the week of October 13-18.
- 4) Direct the President, Executive Minister and Executive Assistant to present a plan at the June meeting of the Executive that includes a potential date for a celebration of ministry service provided provincial and public health guidelines permit.

Gary Clark declared this proposal approved by consensus.

2. Proposal #1 – Incorporated Ministries

Cheryl-Ann said that incorporated ministries can only apply for funding up to the limits authorized by the Regional Council, noting that the previous funding limit for London Conference was \$100,000.

The proposal is that the Regional Council Executive agrees to:

- 1) Set the authorized borrowing limit for incorporated ministries at \$100,000; and
- 2) Agree that any application for the United Church of Canada Pandemic Response Bridging Loan from an incorporated ministry will be:
 - a) Reviewed by the Covenant Commission for completeness so that it meets the same standards as applications by a congregation; and

- b) Referred to the Executive for decision-making in light of the Executive's responsibility for oversight.

Gary Clark declared this proposal approved by consensus.

3. Proposal #4 – Native People's Retreat

Cheryl-Ann said the Executive had previously authorized \$2,000 from regional council unrestricted reserve funds to support the Native People's Retreat. The Retreat has happened annually at Five Oaks for several decades. This year, the retreat has been cancelled. The regional council funds were transferred in advance of cancellation.

The proposal is that the Regional Council Executive agrees to:

- Direct the Executive Minister to advise the hosts of the Native People's Retreat that the funds authorized for 2020 (\$2,000 from regional council unrestricted reserve funds) to support the Native People's Retreat are to be held for use for this event in 2021.

Gary Clark declared this proposal approved by consensus.

4. Proposal #6 - Presbyteries of Toronto Conference Corporation (PTCC) Board of Directors

Cheryl-Ann said this matter arose from a lengthy discussion she had had with Brent Caslick.
PTCC

The proposal is that the Regional Council Executive agrees to:

- 1) Name Betty Morrison and Mary Ellen Parson as Western Ontario Waterways regional council's members to the corporation for the June 7th Annual Meeting of the corporation.
- 2) Present Brent Caslick and Margaret Krauter as Western Ontario Waterways Regional Council nominees to the Board of Directors at the June 7th Annual Meeting of the corporation.
- 3) Direct the Board of Directors to deposit the remaining balance of the 2018 and the 2019 net revenue grants (approx. \$110,000) to the principal in the Western Ontario Waterways account thereby increasing the fund available to support the development of communities of faith.
- 4) Request a meeting with members of the Board of Directors and members of the Executive of Shining Waters Regional Council in the fall of 2020 to clarify the New Ministries and Leadership Development Fund.

Gary Clark declared this proposal approved by consensus.

Cheryl-Ann noted that two properties (Walter's Falls and Waverly United) are being managed by TUCC, an arrangement that was established prior to transition. This motion enables WOW to assume responsibility for managing these properties.

TUCC

The proposal is that the Regional Council Executive agrees to:

- 1) Name David Shearman and Felicia Urbanski as the members of the corporation from Western Ontario Waterways Regional Council for the June 4th Annual Meeting of the corporation.
- 2) Name Mary Lou Fletcher as legal counsel for Western Ontario Waterways property managed by Toronto United Church Council.

- 3) Direct Ms. Fletcher and the Executive Minister to draft an agreement with TUCC to be presented to the Executive for approval.

Gary Clark declared this proposal approved by consensus.

Ecumenical Campus Ministry

The proposal is that the Regional Council Executive agrees to:

- 1) Determine the balance in the account as of February 28, 2020 (month-end following the Executive's decision to transfer the fund);
- 2) Forward the balance (\$61,160) immediately from the regional council operating account and replace as soon as GIC's in investment account come due.

Gary Clark declared this proposal approved by consensus.

Olivet Fund

Cheryl-Ann noted it seemed patronizing to hold monies for congregations, but the Olivet Trust was retained by Waterloo Presbytery with the income to be transferred on a yearly basis equally to Calvary Memorial United Church, Kitchener and St. James Rosemont United Church, Kitchener for a period of no less than 10 years. In light of this action by a court of the church, the regional council has limited options. It was the practice of Waterloo Presbytery to restrict fund use for five years but the foregoing indicates ten years.

The proposal is that the Regional Council Executive agrees to:

- 1) Write St. James Rosemont indicating that, while the Executive understands the nature of their request we are limited by the resolution of Waterloo Presbytery.
- 2) Invite St. James-Rosemont to make application to the principal of the fund for vital mission as it undertakes these endeavours.
- 3) Forward interest earnings as at December 31, 2019 immediately from the regional council operating account to Calvary United Church and St. James Rosemont (\$52,514 divided by two) and repay the operating account when GIC's come due in 2020.
- 4) Advise the congregations annually of interest earned following the annual audit and forward these monies to them.
- 5) Entrust the Covenant Commission to receive and approve applications for the principal and encourage the Covenant Commission to define vital ministry broadly.
- 6) Advise both congregations that applications to the principal of the fund should be made in writing to the Covenant Commission who will receive, review and approve.
- 7) Agree approval to be forwarded to the Treasurer and Executive Minister to facilitate payment and tracking.
- 8) Agree that at the 10 year anniversary (May 2025) the respective balances remaining in the account will be forwarded to each congregation.

Gary Clark declared this proposal approved by consensus.

5. Proposal #2 – Supporting Change

Cheryl-Ann posed the observation that as we are transformed by being in lockdown, what might be a way to harvest our insights? She said that we have enormous financial savings since we do not have an annual meeting. Cheryl-Ann noted that Rev. Cameron Trimble, who spoke at last year's tri-regional meeting captured the imagination and the trust of those gathered, also offers coaching services.

In response to several questions about what this might look like, Cheryl-Ann said she would sort out the possibilities for what might work.

The proposal is that the Regional Council Executive agrees to:

Authorize the Executive Minister to spend up to \$3,000.USD from the regional council meetings budget line to secure an online session with Rev. Cameron Trimble, preferably in partnership with Horseshoe Falls Regional Council and Antler River Watershed Regional Council, to equip leaders to discern the learnings from this period and to use them for renewal and transformation in their local setting.

Gary Clark declared this proposal approved by consensus.

6. Proposal #3 – Support for Global Appeal

Cheryl-Ann said the coronavirus has had a devastating impact around the world and the regional council is reminding communities of faith to encourage generosity from their members in support of local ministry and community and global needs. She said that the regional council budget sets aside over \$2,000 per month for travel for staff and little of that was spent in March and none of it will be spent in April or May. Cheryl-Ann said that this is a way to help people with need, for those of us who have capacity.

The proposal is that the Regional Council Executive agrees to authorize the Executive Minister to:

- a) Forward \$2,500 to the United Church of Canada COVID-19 Global Relief; and
- b) Share the story of this donation in the Facebook group and next newsletter.

Gary Clark declared this proposal approved by consensus.

7. Faithful Ministry Personnel Update (Cheryl-Ann)

Cheryl-Ann provided a quick update concerning the Faithful Ministry personal has been distributed to other regional councils & other Executive Ministers and has followed up to confirm receipt.

8. Commission reports

No items were raised by the Commission representatives.

Other Business

Heather Davies questioned the time, format and frequency of Zoom meetings. Heather suggested that meetings be a maximum of 1.5 hours, but more frequently to deal with our business. Several other comments were made regarding optimum meeting timing & duration with some support for a maximum 2-hour meeting. Heather Leffler said that we could have proposals a week prior to meeting to provide comments and updates. It was also suggested that meetings could be information sharing rather than decision-making. It was agreed that June 3rd @ 9:30 AM would be an information sharing meeting.

Closing

Gary Clark closed the meeting with prayer at 11:55 AM.

Upcoming Meetings:

- Regional Council Executive, June 3rd, 9:30 AM via Zoom
- Regional Council Executive, June 17th, 9:30 AM via Zoom

Executive
Western Ontario Waterways Regional Council
OF THE UNITED CHURCH OF CANADA
Connecting, Supporting, Transforming
Wednesday, June 3, 2020

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

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

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

Regrets: Jessica Cottrell, Joyce Ward

The Executive of the WOW Regional Council Executive was called to meet via ZOOM teleconference on Wednesday, June 3, 2020. Gary Clark called the meeting to order at 9:35 AM.

Welcome and Constitution of the Meeting

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

Acknowledging the Land

Acknowledging the recent ongoing race-related demonstrations around the world, Gary Clark said that he has struggled with what to say. He said that as Canadians of white colour we do not always see this colour with which we are born. He read a commentary from comedian Trevor Noah who grew up in South Africa and is a black man, who wrote his perspective on how people of colour feel when they see others being falsely accused or their lives taken by those hired to protect the social contract. Continuing, Gary said that in a white society being of a darker skin means you are always under suspicion, are at least 3 times more like to be pulled over by police and that white people are not likely to come to your defense. He said that the problem is in us and if the social contract of our society is to work we must acknowledge our prejudices, stand up in the face of any racial injustice and to stop teaching them to our children and grandchildren.

Gary said that this acknowledgement is only the beginning of our confession of the wrongs of white Canada and that with it we step firmly on the road toward reconciliation. So this morning we recognize that we are gathered on the traditional territory of the many First Nations and that our gain has come at a great cost to these peoples. Our words of confession are just the beginning and must be followed up with action. We must challenge prejudice in ourselves, our relatives and friends. Nothing will ever change unless we become part of that change.

Opening Worship & Check-in

Referencing the Acknowledgement of the Land, Gary Clark asked for those who wish to speak about any personal reflections about the current condition. Some thoughts which were expressed were:

- Finding appropriate words and language is sometimes difficult.
- Remaining silent and leaving space to allow others to be heard is sometimes an appropriate response.
- Anger. Because this has happened before and we only talk about it when we're in the middle of it.
- Our image of a white Jesus needs to be replaced with a Palestinian-style image, recognizing that the person at the centre of our faith is a person of colour.

Gary finished with a brief reading from Hildegard of Bingen regarding compassion and suffering with others, compassion being the sharing of all humanity.

Gary Clark closed this check-in and reflection period with a brief prayer.

Consent Docket

A. Enabling Actions

1. That the Agenda be adopted as circulated.
2. That motions and proposals be written and given to the Secretary.

B. To receive the correspondence and address it as it arises in the agenda

1. UCW Western Ontario Waterways request to be considered a community of faith.
2. Thank you for Global Appeal donation (for information)

Gary Clark declared the consent docket approved by consensus.

Business Arising

1. Proposal #6 – WOW Finances Updated

Cheryl- Ann said that she & Brent Caslick had reviewed the remnants of Proposal #6 left over from our last meeting and Proposal #6 has been modified with the following items needing to be addressed.

1) Ministry with Children, Youth, and Young Adults (U30)

- Brent Caslick outlined the highlights of the updated proposal. [Refer to Attachment #1 for details.]
- Bruce Dickson said guidelines would be helpful in addition to the amounts stated, and that the limit of \$10k might be reconsidered given that in this extraordinary year some camps may be requiring financial additional support.
- Cheryl-Ann said that the expectation would be \$10k, but Mission & Discipleship (M&D) Commission would have some discretion over the amount.
- Some additional comments were provided regarding the importance and ability to be flexible, options for the number of years grants might be made available, and limits for any given project.

2) Engaging Stewardship Fund

- Brent Caslick outlined the highlights of the updated proposal. [Refer to Attachment #1 for details.]
- Cheryl-Ann said that the monies in this fund originated with a London Conference M&S Fund, but as it was not a substantial amount it was a struggle to determine what to use for. She stated a preference that the funds be used rather than continue to track them.
- Several suggestions were offered regarding various M&S and stewardship-related options, and that it be under the oversight of one commission rather than two. It was agreed to assign to M&D Commission for oversight.

3) Westcott Bursary Fund

- Brent Caslick outlined the highlights of the updated proposal. [Refer to Attachment #1 for details.] He stated that these monies came from Hamilton Conference and were originally intended for training of rural ministry.
- Cheryl-Ann noted that she had received input from Janet MacDonald regarding the fund's previous usage, with Tim Reaburn proving some additional context with respect to the fund's history – i.e., from the sale of a rural church in Conn & largely underutilized. Marg Krauter noted that this could be a good use for licensed lay worship leader training.
- Cheryl-Ann suggested that this might be combined with the Huron-Perth Leadership Education Fund as the goals were similar. Heather Davies suggested that we want to retain the rural ministry aspect of the fund; Cheryl-Ann proposed that at least 2/3 of funding be allocated to rural ministry.
- Cheryl-Ann suggested that this fund be retained as the oversight of the Executive as it does not easily belong within the purview of any one commission.
- Discussion concluded with some observations about differentiation between rural and urban ministries.

4) Eden Mills U.C. Fund

- Brent Caslick outlined the highlights of the updated proposal. [Refer to Attachment #1 for details.] Brent noted that this fund was intended for innovative ministry in the Guelph & surrounding area.
- Cheryl-Ann said that the Executive might hold the funds until September 1, 2021, which allows those managing this portfolio (Waterloo Extension Council) time to obtain new Letters Patent. If that is not possible by September 1, 2021, transfer the fund balance as it is to the UCC Foundation to be held for the purpose Eden United Church gave it.

5) Ministry Preparation Fund

- Brent Caslick outlined the highlights of the updated proposal. [Refer to Attachment #1 for details.] Brent said that there are two individuals who have previously received loans from this fund and have outstanding amounts being repaid.
- Cheryl-Ann said there needs to be some rethinking of how we can support ministry candidates over the long term, with the supervised ministry education site being a better-defined matter.

- Some additional discussion ensued regarding how ongoing support might work – e.g., \$2000 per year over three years, a commitment for the duration of the student’s education, \$2000 per year for a total of \$6,000, etc.
- Brent said the intention was to have \$30,000 in each stream each year and do a year-end top-up to ensure that the funding is supported.

6) Kitchener-Waterloo Post Secondary Chaplaincy Fund (\$19,790)

- Cheryl-Ann suggested that we hold this fund for 5 years and if there is minimal uptake we could consider another use for it.

7) Learning Fund

- Cheryl-Ann said we have not confirmed terms and administration for this fund, or how people would apply. She noted that this fund was established at our fall 2019 meeting.

Other Business

Sue Duliban noted that a document summarizing the terms of office for Executive members has now been posted to Dropbox. It was noted that we need to address the filling of vacancies for the Executive and Commissions positions.

Closing

Gary Clark declared the meeting ended at 11:35 AM and closed with prayer.

Upcoming Meetings:

- Regional Council Executive, June 17th, 9:30 AM via Zoom

Attachment #1 – Proposal #6 Updated

WOW EXECUTIVE – June 3, 2020

Proposal #6

Title: Financial Matters

Originating Body: Treasurer and Executive Minister

What is the issue?

Over its past few meetings, the Executive has been familiarizing itself with the terms of its own financial assets and those from which it benefits. Below is a financial plan for the Executive to consider.

Why is this an issue?

The Executive wishes to set a direction for financial matters in keeping with its purpose of “Connecting, Supporting, Transforming”. The goal is for a plan that represents the faithful use of assets in the service of God’s mission and that is transparent and easily understood by the regional council.

Any financial plan involves long-term strategizing which is difficult to do at this point in the life of the regional council both due to the newness of our structure and the current pandemic.

What follows acts on the direction of the regional council at our November meeting instructing us to consolidate funds with a common purpose. It honours any restrictions applied.

The following is based on the discussion of the two prior meetings and is offered that the Executive might have a template to help come to decisions.

What might the Executive do?

Ministry with Children, Youth, and Young Adults (U30)

In light of the direction of the November 2019 meeting of the regional council to consolidate like funds;

The Executive might

- 1) Combine the Grace United Church Fund (\$374,151 Mar 31) and Huron-Perth Youth Fund (\$19,186 + \$4,000 replenished from the Candidates Fund re Nov/19 action) to create Ministry with Children, Youth and Young Adults (U30);
- 2) Set the limit of support per application to the fund to a maximum of \$10,000 per year (previous limit of Grace United Church Fund);
- 3) Agree applications will be received and approved by the Mission and Discipleship Commission;
- 4) Agree approval will be forwarded to the Treasurer and Executive Minister for payment and tracking;
- 5) Request that the Mission and Discipleship Commission report annually, starting in 2021, to the regional council on how the funds have supported youth ministry.

Engaging Stewardship Fund

The Executive might:

- 1) Rename the funds forward from London Conference Mission and Service Fund Revenue Generation (\$2,757)
- 2) Make funds available to the Covenant Commission and to the Mission and Discipleship Commission for events promoting stewardship

- 3) Agree that the decision to access the fund for an event is made by the Commission and the Treasurer and Executive Minister are advised to record the expense
- 4) Agree that the balance in the fund will be expended and not replenished.

Westcott Bursary Fund: Balance \$52,842 – Forwarded from Hamilton Conference

The Executive might

- 1) Determine if there are existing terms for the use of this fund designated for training for rural ministry;
- 2) If not, develop these to enable the fund to serve its designated purpose.

Eden Mills U.C. Fund

Further details have been secured concerning this fund leading to a different recommendation than presented May 20, 2020

The Executive might

- 1) Grant the Waterloo Presbytery Extension Council until September 1, 2021:
 - a) to secure new Supplementary Letters Patent that will enable the Extension Council to administer the fund for the purpose intended (innovative ministry In Guelph area);
 - b) to receive the balance in the fund as of the month-end immediately following this action;
- 2) If that is not possible by September 1, 2021, transfer the fund balance as it is as that to the UCC Foundation to be held for the purpose Eden U.C. gave it.

Ministry Preparation Fund

The Executive might:

- 1) Create a ministry preparation fund with two streams, each stream of which will be topped up annually in November to a minimum balance of \$30,000;
- 2) The opening balance to combine the Candidates Assistance Fund (Mar 31 balance of \$34,696 minus \$4,000 withdrawn from Huron-Perth Youth Fund for candidates leaving \$30,696) plus the Internship Fund of \$30,623 (Potential additions: Bruce Presbytery Candidates Fund (amount unknown); Loans from Candidates (approx. \$10,000.)
- 3) Stream One: Support for Supervised Ministry Education Sites
 - i. Communities of Faith needing financial assistance beyond what is provided by the supervised ministry education to make application to the fund through the Covenant Commission;
 - ii. The Covenant Commission advises the Treasurer and Executive Minister for payment and record keeping.
- 4) Stream Two: Support for Candidates

The Executive to determine if it prefers

- a) A set level of support for each candidate for a specific period of time OR
- b) An application process that provides different support for each candidate based on need.

Yet to be decided: Renegotiation of candidate loans.

Leadership Training Fund

The Executive might

- 1) Rename the \$18,552 Education Fund received from Huron-Perth Presbytery as the Leadership Training Fund;
- 2) Dedicate the fund to providing events for the equipping of lay leaders in communities of faith;
- 3) Make a commitment to holding at least one such event per year;
- 4) Retain responsibility for the fund with the Executive.

Learning Fund

The Executive might

- 1) Confirm:
 - i. the terms and
 - ii. administration of the fund;
- 2) Add the \$1,910 received from London Conference to the Learning Fund;
- 3) Commit to top up the balance of the account to \$30,000 in November of each year for the following year.

Kitchener-Waterloo Post Secondary Chaplaincy Fund (\$19,790)

The Executive might:

- 1) Agree to hold the funds in support of ministry that connects with the students of Kitchener Waterloo post-secondary institutions;
- 2) Invite applications from communities of faith in Kitchener Waterloo for this ministry;
- 3) Agree that applications to be received and approved by the Mission and Discipleship Commission
- 4) Agree that approved applications be forwarded to the Treasurer and Executive Minister for payment and tracking

Transfer to Unrestricted Reserve

The Executive might transfer the following funds received from Waterloo Presbytery to the unrestrictive reserve and no longer maintain these funds as distinct. The initiatives identified by any of these could be developed by the Executive at a future time and in the context of the regional council's overall financial picture:

- 1) Fund for Disabled Clergy (\$19,270);
- 2) New Church Development Fund \$51,038);

Update Governance Handbook

The Executive might:

Direct the Executive Minister and Executive Assistant to update the Governance Handbook to reflect additional responsibilities assigned re the granting of funds.

Executive
Western Ontario Waterways Regional Council
OF THE UNITED CHURCH OF CANADA
Connecting, Supporting, Transforming
Wednesday, June 17, 2020

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

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

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

The Executive of the WOW Regional Council Executive was called to meet via ZOOM teleconference on Wednesday, June 17, 2020. Gary Clark called the meeting to order at 9:34 AM.

Welcome and Constitution of the Meeting

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

Acknowledging the Land

Acknowledging that this month we are dealing with racism and bigotry, Gary Clark stated the following:

This month we have been exploring how North American and European society (including the church) has been dominated by white heterosexual individuals. Normal was a reflection of themselves and anyone who was outside that 'normal' was considered less than and treated so. Slowly we have been confessing this arrogance which lead to the sin of a wide range of bigotries. We step forward in faith to seek God's help to replace fear with love, rejection with acceptance and exclusion with inclusion.

So this morning we recognize that we are gathered on the traditional territory of many First Nations and that our gain has come at a great cost to these peoples. Our words of confession is just the beginning and must be followed up with action. We invite you to do one thing to break free from the 'is-ms' which have separated you from others.

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

Opening Worship

Gary Clark posed the question, "What new things are you looking forward to in the months ahead?" A variety of responses were provided, with many looking forward to in-person sharing, visiting & spending time with family members. Most do not plan to re-open their

churches until at least September. Several were taking the opportunity to consolidate and downsize belongings. The most unique response was the opportunity to spend time with chickens in the back yard. 😊 Gary Clark closed this period of reflection with prayer.

Consent Docket

A. Enabling Actions

1. That the Agenda be adopted as circulated.
2. That the minutes of the May 20, 2020 and June 3, 2020 meetings be approved as distributed.
3. That motions and proposals be written and given to the Secretary.

B. To receive the correspondence and address it as it arises in the agenda

1. Thank you for Global Appeal donation (for information)
2. Regional Prayer Room – 2020 (for information)

C. United Church Outdoor Ministries Supervising Regional Council

That the Western Ontario Waterways Regional Council agrees that Horseshoe Falls Regional Council will supervise United Church Outdoor Ministries and Horseshoe Falls will be asked to confirm its agreement to supervise United Church Outdoor Ministries.

Gary Clark declared the amended consent docket approved by consensus.

Business Arising

1. November 2020 Meeting

a) Draft Agenda

Cheryl-Ann said that the draft agenda for the November 2020 meeting had its timeline spread over several days to allow the dynamics of the meeting to continue, given that this is different than in real time. She went on to review some of the highlights of the agenda and rationale for its layout.

b) Celebration of Ministries Service

Gary Clark confirmed that the ordinands would be comfortable for the proposed Celebration of Ministries service format, although at least one person wanted all guests able to be present for the occasion.

Cheryl-Ann said that if the arrangements seem acceptable for this service date (October 18, 2020), then the remaining details can now be sorted out. She said that there is a question as to whether this event would be appropriate for a Sunday service and where we might hold the service so that it could be live streamed. Once these matters are decided, we can promote the event. Several venue options were proposed, and Cheryl-Ann will follow up to confirm.

2. Expression of Interest Form

Sue Duliban provided an overview of the Expression of Interest form which is posted on the regional council website and available for Executive, Commissions & Resource Pool positions. Cheryl-Ann said that she & Sue would create a newsletter item to explain the form & process for applying. Gary Clark asked about the terms for the current Executive and some Executive members provided updated input vis-à-vis their preferred terms of office.

3. Supporting Change: Cameron Trimble webinar

Gary Clark noted that the upcoming webinar hosted by Cameron Trimble (2019 annual meeting theme speaker) is open to the tri-regional councils and Cheryl-Ann confirmed that this is a first come, first served meeting with ample, but limited, space.

4. Commission reports

a) Covenant

No report

b) Human Resources

Micol Cottrell said that despite the pandemic the work of the church is still ongoing, with calls, appointments and changes in pastoral relations continuing. Micol highlighted some of the commission's ongoing work, detailed in his written report.

c) Mission & Discipleship

Bruce Dickson said that M&D is still in a period of transition with the departure of Deanne Dickson. He said the commission needs to continue to be more than just a "funding and granting group".

5. Financial Update

Cheryl-Ann and Brent Caslick presented updates to Proposal #6 based on discussions and input from the past two Executive meetings.

Ministry with Youth & Children

The proposal is that the Regional Council Executive agrees to:

- 1) Combine the Grace United Church Fund (\$374,151 Mar 31) and Huron-Perth Youth Fund (\$19,186) to create Ministry with Children, Youth and Young Adults (U30) Fund;
- 2) Authorize all interest earned plus up to 15% principal to be granted annually;
- 3) Entrust the granting to the Mission and Discipleship Commission for ministry with children, youth, and young adults within the following criteria:
 - a) Grants will normally be one-time grants to a maximum of \$10,000;
 - b) Grants in excess of this amount or for a multi-year project will require the applicant to meet with the Mission and Discipleship Commission.The Mission and Discipleship Commission will design the application form as best suits their needs.
- 4) Agree approval will be forwarded to the Treasurer and Executive Minister for payment and tracking;
- 5) Request that the Mission and Discipleship Commission report annually, starting in 2021, to the regional council on how the funds have supported ministry with children, youth and young adults.

Gary Clark declared this proposal approved by consensus.

Engaging Stewardship Fund

The proposal is that the Regional Council Executive agrees to:

- 1) Rename the funds forwarded from London Conference, "Mission and Service Fund Revenue & Generation" (\$2,757)
- 2) Make funds available to the Mission and Discipleship Commission for events promoting stewardship and supporting Mission and Service
- 3) Agree that the decision to access the fund for an event is made by the Commission, and the Treasurer and Executive Minister are advised to record the expense
- 4) Agree that the balance in the fund will be expended and not replenished

Gary Clark declared this proposal approved by consensus.

Rural Ministry Leadership Fund

Brent Caslick said that the changes to this proposal included holding an annual event, clarifying the definition of rural ministry, as well as committing to an annual report. Executive members made comments about the difficulties of committing to an annual event given our current circumstances, as well as making this fund known for better ability to access.

The proposal is that the Regional Council Executive agrees to:

- 1) Combine the Westcott Bursary Fund (Balance \$52,482 from Hamilton Conference) and the Leadership Training Fund (Balance \$18,552 from Huron-Perth Presbytery);
- 2) Make available the prior year interest earned plus up to 15% of the principal per year;
- 3) Entrust oversight of the fund to the Executive;
- 4) Make up to 30% of the annual grants available for Licensed Lay Worship Leadership training;
- 5) Resource opportunities focused on rural ministries;
- 6) Design an application form for events to which communities of faith with a rural postal code can apply;
- 7) Commit the Executive to report annually, starting in 2021, to the regional council on how the funds have supported rural ministry leadership.

Gary Clark declared this proposal approved by consensus.

Eden Mills U.C. Fund

Cheryl-Ann provided an update to the terms of dissolution of the fund – holding to Sep 1, 2021, and if not it will go to the UC Foundation Fund. Bruce Dickson said this was discussed at a recent meeting of the Extension Council, who are willing to accept these funds immediately and are working on the changes required to process grants from their funds.

The proposal is that the Regional Council Executive agrees to:

- 1) Hold the funds until September 1, 2021 at which time the Executive will either:
 - a) Provided that the Waterloo Presbytery Extension Council has changed their Supplementary Letters Patent to administer the fund for the purpose intended (innovative ministry in Guelph area), forward the funds to the Extension Council;
 - b) If that is not possible, forward the funds to the UCC Foundation to be held for the purpose intended.
- 2) Forward the balance as at June 30, 2021 (immediately preceding quarterly report).

Gary Clark declared this proposal approved by consensus.

Ministry Preparation Fund

Brent Caslick said that this proposal had been updated to provide clarity around the process for Stream 2 candidates. Heather Leffler asked about support for current ministry candidates, and Cheryl-Ann said that any student who has not received funding in this current year is eligible for funding. Brent clarified that the funding is for students whose education is continuing, not ordinands.

The proposal is that the Regional Council Executive agrees to:

- 1) Create a ministry preparation fund with two streams, each of which will be topped up annually in November to a minimum balance of \$30,000;
- 2) Combine the Candidates Assistance Fund (Mar 31 balance of \$34,696 minus \$4,000 withdrawn from Huron-Perth Youth Fund for candidates leaving \$30,696) plus the Internship Fund of \$30,623 (Potential additions: Bruce Presbytery Candidates Fund (amount unknown); Loans from Candidates (approx. \$10,000.)
- 3) *Stream One: Support for Ministry Education Sites*
 - i) Communities of Faith needing financial assistance to provide a ministry education experience for a candidate make application to the fund through the Covenant Commission;
 - ii) The Covenant Commission advises the Treasurer and Executive Minister for payment and record keeping.
- 4) *Stream Two: Support for Candidates*
 - a) Provide a bursary of \$2,000 per year for a maximum of three years for candidates pursuing theological studies in a recognized United Church program.
 - b) Applications to be made to the Executive Minister and Treasurer who will confirm candidacy status and school enrolment with the Office of Vocation.
 - c) Any student who is continuing their education and who hasn't received funding in this current year, 2020, can be provided with a bursary.

Yet to be decided: Renegotiation of candidate loans.

Gary Clark declared this proposal approved by consensus.

Cheryl-Ann noted that there are still funds from the Bruce Presbytery Bursary fund yet to be received. Brent noted that there are loan repayments from previous ministry candidates which are still being made. After several suggestions regarding loan repayments were received, Brent & Cheryl-Ann agreed to work on a proposal for this.

Learning Fund

Brent Caslick said that this proposal has also had wording clarified. Heather Leffler suggested that the application form be updated to clarify plans for sharing following the learning event.

The proposal is that the Regional Council Executive agrees to:

- 1) Combine the \$30,000 from reserves designated by the fall 2019 regional council meeting and the \$1,910 received from London Conference as an opening balance;
- 2) Confirm:
 - i) the terms and
 - ii) administration of the fund;

- 3) Commit to top up the balance of the account to \$30,000 in November of each year for the following year.

Gary Clark declared this proposal approved by consensus.

Kitchener-Waterloo Post Secondary Chaplaincy Fund (\$19,790)

Brent Caslick said the changes made to this proposal were to add \$4,000 annually, to complete a review in 2025, and for Mission & Discipleship to complete an annual report to Executive.

The proposal is that the Regional Council Executive:

- 1) Agree to hold the funds in support of ministry that connects with the students of Kitchener Waterloo post-secondary institutions;
- 2) Agree to expend up to \$4,000 from the fund annually;
- 3) Invite applications from communities of faith in Kitchener Waterloo for this ministry;
- 4) Agree that applications are to be received and approved by the Mission and Discipleship Commission
- 5) Agree that approved applications be forwarded to the Treasurer and Executive Minister for payment and tracking
- 6) Review the purpose of the fund in spring 2025 to determine the future of any unspent balance;
- 7) Request that the Mission and Discipleship Commission report annually, starting in 2021, to the regional council on how the funds have supported post-secondary chaplaincy in Kitchener-Waterloo.

Gary Clark declared this proposal approved by consensus.

Transfer to Unrestricted Reserve

Brent Caslick said no changes were made to this proposal.

The proposal is that the Regional Council Executive transfer the following funds received from Waterloo Presbytery to the unrestrictive reserve and no longer maintain these funds as distinct. The initiatives identified by any of these could be developed by the Executive at a future time and in the context of the regional council's overall financial picture:

- 1) Fund for Disabled Clergy (\$19,270);
- 2) New Church Development Fund \$51,038);

Gary Clark declared this proposal approved by consensus.

Update Governance Handbook

Cheryl-Ann proposed an amendment to wording to update website

The proposal is that the Regional Council Executive:

Direct the Executive Minister and Executive Assistant to update the Governance Handbook to reflect additional responsibilities assigned re: the granting of funds. Direct that a page be created on the WOW Regional Council website listing the Funds available.

New Business

1. Proposal #1 – Black Lives Matter

Cheryl-Ann noted that this has been a topic raised with work done by the regional council staff. Heather Leffler asked if there could be clarity around actions which support the

proposal statements: Cheryl-Ann said that this work would be a priority within the staff capacity, so other things might not get done as a consequence.

Several executive members volunteered to assist staff with prioritizing the work identified by this proposal regarding racialized people in our region.

The proposal is that to enable the Regional Council Executive to speak to anti-black racism with integrity, the Executive commits to adopt and enact the following action plan for the next twelve months that the regional council staff have committed to follow:

- 1) Support racialized ministry personnel
Individual contact; providing resources for a mutual support gathering; asking racialized ministry personnel if they would like a facilitated event on racism for their Ministry and Personnel Committees.
- 2) Promote educational resources. Use the Facebook Group and other options to profile resources that invite people to explore racism and privilege more clearly.
- 3) Acknowledge our participation in racist systems. Make anti-racism the focus of our education through the use of guided conversations and literature.
- 4) Advocate for change by identifying racism when we witness it and by working against its influence.
- 5) Encourage our Commissions and communities of faith to do likewise.

2. Executive Minister's Accountability Report June 2020 (for information)

Gary Clark asked if there were any questions regarding her Cheryl-Ann's accountability report. Heather Leffler thanked Cheryl-Ann for the leadership provided regarding the communication of re-opening of church facilities.

Cheryl-Ann noted that the province approved opening places of worship so while the buildings are now open this didn't approve worship per se; she recommended that each community of faith (COF) be in contact with its local health units prior to re-opening.

Heather Davies said it would be helpful to know what COF's are doing in our region with respect to re-opening; Micol Cottrell suggested this might be a good thing to add to our regional council Facebook page.

Other Business

Cheryl-Ann said the Covenant Commission is dealing with a defiant congregation and that there is one in each region. She said the Covenant Commission is determining a path forward & meeting again next week to deal with the matter; if the situation moves to discipline, then the Executive will need to be involved and a special meeting would need to be convened to approve actions by the Covenant Commission.

Closing

Gary Clark confirmed the meeting for August 19th, declared the meeting ended at 12:20 PM and closed with prayer.

Upcoming Meetings:

- Regional Council Executive, August 19th, 9:30 AM via Zoom

Executive
Western Ontario Waterways Regional Council
OF THE UNITED CHURCH OF CANADA
Connecting, Supporting, Transforming
Wednesday, August 19, 2020

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

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

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

Regrets: Bruce Dickson

The Executive of the WOW Regional Council Executive was called to meet via Zoom teleconference on Wednesday, August 19, 2020. Gary Clark called the meeting to order at 9:35 AM.

Welcome and Constitution of the Meeting

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

Acknowledging the Land

Gary Clark stated the following: We acknowledge that we are gathered on the traditional territory of many First Nations. We acknowledge that we who are the newcomers to this land have gained so much and our gain has come at a great cost to these peoples. We also acknowledge that we have gained much by the racist systems that have benefited those who are white, Christian and heterosexual. Our acknowledgement of the land and of the sin of racism is just the beginning of our journey toward reconciliation with The First People of this land and all who have felt belittled in this culture. Our words must now be followed up with action.

Opening Worship

Gary Clark read Psalm 139, then asked those in attendance to identify a word or phrase in the psalm that connected with how their summer has gone. Some of the themes which emerged were darkness & light, experiencing God in the peacefulness of the night sky, continuing to adjust to disrupted routines & staycations, experiencing family in a new “bubble reality”, realizing that the pandemic will be with us for some time, dealing with difficult family relationships & health issues, and knowing the reassuring presence of God in all things.

Consent Docket

A. Enabling Actions

1. That the Agenda be adopted as circulated.
2. That the minutes of the June 17, 2020 meeting be approved as distributed.
3. That motions and proposals be written and given to the Secretary.

B. To receive the correspondence and address it as it arises in the agenda

1. COVID-19 Thank you letter July 2020 (for information)
2. WOW UCW Acceptance of Invitation to become a Community of Faith (for information)

Ministry Preparation Fund – Referencing the June 17th minutes, Brent Caslick questioned whether there ought to be a limit set for Stream 1 ministry candidate support, similar to the Stream 2 candidates. Several comments in support of this suggestion were made. Cheryl-Ann suggested that there be some additional research on the present SME (Supervised Ministry Education) programs to review normal expenses under the current system, as compared with the previous internship model. She also suggested that we add all this information to the governance handbook once it's been determined rather than doing it piecemeal. Gary Clark asked if there was consensus on the Consent Docket and declared it approved as presented.

Business Arising

1. Commission reports

a) Covenant

Sue Duliban stated there was no July or August meeting of the Covenant Commission. She noted that there has been agreement to arrange a meeting with a community of faith and a mediator once it is deemed safe to meet in person on neutral territory.

b) Human Resources

Micol Cottrell said he was pleasantly surprised at how well things are progressing vis-v-vis pastoral relationship changes despite the pandemic. He noted structures that are being established:

- the LLWL (Licensed Lay Worship Leader) process is now working well.
- The United Fresh Start program is being restarted, working with ministry personnel & communities of faith in new pastoral relationships. It will be online in a tri-regional format.

Margaret Krauter raised a question about a community of faith which has been without a minister for over a year and been asked to obtain an interim intentional minister. Micol said that there is an option to do short term appointments while preparing for a long-term solution to their options. Cheryl-Ann said she would follow up to investigate the circumstances surrounding Margaret's question.

c) Mission & Discipleship

There was no report. Cheryl-Ann noted that the applications for mission support grants are being sent out and, although we will be experiencing a significant cut in mission support grants, we will seek ways to minimize the impacts on staffing.

2. Financial Update

Brent Caslick said there were no financial statement updates but commented that Bob Savaria (General Council office) is assembling various pieces of financial information in

anticipation of a fall audit. Cheryl-Ann said that there are no financial concerns at present as we are in healthy financial situation. Brent noted that as 2019 was the first year of operation in the new financial model it will be extraordinary year and more work will be required to conduct the audit due to the organizational transition. Brent asked if a quarterly financial report to Executive would be adequate, with the understanding that if there is an issue which would result in a budget issue then the matter would be raised to the Executive.

New Business

1. Correspondence (for information)

Cheryl-Ann raised a question about the UCW having now been recognized as a community of faith (COF), and whether that recognition should be raised at the annual meeting or as a separate celebration with that COF as a non-congregation. This situation would apply to other ministries such as camps, but not to those whose covenant relationship is automatically recognized. Following some discussion as to whether this should be a special recognition, Cheryl-Ann suggested that those in a covenant relationship be recognized during the annual meeting as part of the worship service.

Heather Leffler suggested that the fall online meetings begin with table group discussions so that there is an opportunity for community-building and discussion, a suggestion to which there was general agreement. Gary Clark asked if there were any other suggestions for the agenda planning meeting for next week.

Heather Leffler asked about the timing of the Celebration of Ministries service and if it would conflict with normal Sunday worship services. Heather Davies suggested this would be an opportunity for a pre-recorded worship service. Cheryl-Ann said the event messaging would be for COF's to allow their ministry personnel to be free to participate in the Celebration of Ministries service and each community of faith encouraged to participate in the Celebration of Ministries service.

Cheryl-Ann said an annual meeting is also a good opportunity to tap people on the shoulder and make suggestions for roles for which they might be suited.

Other Business

Gary Clark said that his congregation had reviewed church reopening protocols and felt as if there should be guidance to COF's. Cheryl-Ann noted the checklist which had been previously sent via the Western Ontario Waterways newsletter, which was then shared on the screen for the Zoom meeting and reviewed briefly. Micol Cottrell noted that his local health unit has been very helpful with providing resources.

Cheryl-Ann said that while we wish to help COF's during this time, decisions about reopening are for COF's to make since they are those best able to deal with their specific local circumstances.

Heather Davies asked if it would make sense to facilitate a meeting with congregations to see how they consider reopening; Cheryl-Ann suggested this would be best facilitated with the local health unit. Micol said that it would be helpful to know what others are doing and exchange that information with each other. Gary Clark said that it's good to know what other congregations are doing, citing an example of an opportunity for others to connect who have no computers at home (meeting at a local Baptist church to watch a Sunday worship service). Following discussion, it was agreed that a helpful approach would be to address ways in which information & experiences could be shared between COF's, facilitated by tech support and supported by the Executive. An evening meeting could be a way to allow information to be

exchanged with other COF's in WOW. Several Executive members stated they would participate, but situationally dependent as many are sorting out what the schools are doing and the impact on their specific family situation. Cheryl-Ann suggested, and it was agreed, the evening of September 17th for this event.

Closing

Gary Clark ended the meeting with prayer at 11:35 PM

Upcoming Meetings:

- ARW/HF/WOW Joint Executive Meeting, September 15, 2 PM via Zoom
- WOW Regional Council Executive, September 16, 9:30 AM via Zoom

Executive
Western Ontario Waterways Regional Council
OF THE UNITED CHURCH OF CANADA
Connecting, Supporting, Transforming
Tuesday, September 15, 2020

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

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

Present: Brent Caslick, Gary Clark, Rod Coates, Jessica Cottrell, Micol Cottrell, Heather Davies, Bruce Dickson, Norm Eygenraam, Joyce Johnston, Margaret Krauter, Mark Laird, Heather Leffler, Tim Reaburn, Joyce Ward

The Executive of the WOW Regional Council Executive was called to meet via Zoom teleconference on Tuesday, September 15, 2020.

Gary Clark called the Executive meeting to order at 2:50 PM, in name of Jesus Christ, for the purpose set before it, which was to seek agreement on two proposals presented at the three-council meeting (Antler River, Horseshoe Falls, & Western Ontario Waterways) which immediately preceded this Executive meeting.

Proposal 1 – Staff Complement

Gary Clark asked if there were any questions regarding Proposal 1.

- Joyce Ward asked for clarification regarding sufficient hours for the contract position, and if it would be able to expand positions if the hours were determined to be more than initially estimated.
- Brent Caslick noted that half the cost for the position would be funded via property sales, and there is adequate funding for 3 years.
- Joyce Johnston noted that the function of social justice and right relations are linked and hence would be seeking someone who carries skill and knowledge base for both positions.

The proposal is that the Regional Council Executive agrees to:

1. Administrative Assistant
 - a) Rename the position Administrative Assistant, Mission and Hospitality, to Administrative Assistant, Mission and Finance, as a more accurate reflection of the work of the portfolio; and
 - b) Realign the funding for the position in accord with the work of the position covering 50% of the cost from assessments and 50% from Mission and Service.

2. Minister, Right Relations and Justice
 - a) Create one full-time position titled Minister, Right Relations and Justice;
 - b) Approve the position description attached;
 - c) Select one of that regional council's Staff Support Committee representatives to work with the Chair, Staff Support Committee, and the Executive Minister as the interview team;
 - d) Fund 50% of the position from the regional council's share of property from disbanding congregations as much as possible and from the reserve if not possible.

3. Administrative Assistant, Website Management
 - a) Create a ten-hour per week contract position titled Administrative Assistant, Website Management, from October 1, 2020 to December 31, 2021; and
 - b) Direct the Chair, Staff Support Committee, and Executive Minister to search for a suitable candidate.

Gary Clark asked for agreement on each element of the proposal in turn:

1. – Administrative Assistant
2. – Minister, Right Relations and Justice
3. – Administrative Assistant, Website Management

and declared each element of the proposal individually agreed by consensus

Proposal 2 – October/November 2020 Executive Meetings

Gary Clark outlined the proposal and asked if there were any questions regarding Proposal 2.

Heather Leffler asked if any planning team had been named. Mark Laird volunteered to arrange the Zoom orientation.

The proposal is that the Regional Council Executive agrees to:

1. Forego an Executive meeting until after the third of the three regional council meetings is completed;
2. Deal with emerging and urgent business by email or at the call of the President;
3. Name a planning team to organize a zoom orientation for new members to the Executive and Commissions in late November or the first week of December.
4. Direct the President to consult with the Presidents of the other two regional councils, Executive Minister and Executive Assistant in January 2021 re:
 - a) Possibility of a joint Executive meeting in spring 2021;
 - b) Feasibility of planned in-person joint meeting in May 2021.

Gary declared the proposal approved by consensus and closed the meeting at 3:25 PM.

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

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

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

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

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

Welcome and Constitution of the Meeting

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

Acknowledging the Land

Gary Clark stated the following:

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

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

Opening Worship

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

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

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

Consent Docket

A. Enabling Actions

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

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

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

Waterloo Presbytery Extension Council

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

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

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

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

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

Business Arising

1. Commission reports

a) Covenant

Norm Eygenraam reported that the Commission only held emergency meetings over the summer, all of them being short notice due to time-sensitive property-related

matters. Several Executive members commented about their similar experiences with short notice involving church property transactions.

b) Human Resources

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

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

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

c) Mission & Discipleship

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

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

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

2. Planning for the Regional Council Meeting

a) Plans to date

Gary Clark said that plans for the October regional council meeting have been sketched out but some details are still being worked out, including the Affirm worship on the Friday evening. Sue Duliban & Cheryl-Ann noted that the Affirm workshop will be occurring next week, which will offer, in plenary and small group discussion, information

and education re: the Affirming Ministries Action Plan and the remit to add to the wording for Article 10.0 of the Basis of Union. The Action Plan and remit will be presented at the Fall meeting of the regional council for approval.

3. Financial Update

a) Budget principles proposal – Proposal #1

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

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

Gary Clark declared this proposal approved by consensus.

b) Restricted funds proposal – Proposal #3

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

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

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

Procedure

Stream One: Support for Ministry Education Sites

- 1) Communities of Faith needing financial assistance to provide a ministry education experience for a candidate make application to the fund through the Covenant Commission;
- 2) The Covenant Commission advises the Treasurer and Executive Minister for payment and record keeping.

Stream Two: Support for Candidates

- 1) Provide a bursary of \$2,000 per year for a maximum of three years for candidates pursuing theological studies in a recognized United Church program.

- 2) Applications to be made to the Executive Minister and Treasurer who will confirm candidacy status and school enrolment with the Office of Vocation.
- 3) Any student who is continuing their education and who hasn't received funding in this current year, 2020, can be provided with a bursary.

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

Gary Clark declared this proposal approved by consensus.

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

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

The proposal is that the Regional Council Executive agrees to:

Endorse the action of the Executive Minister in providing staff with an allowance of up to \$750 per person to secure items necessary for an effective and efficient home office space. All purchases of equipment/furniture will be the property of the regional councils. Following the depreciation period, staff are invited to make a donation to a UCC charitable organization of their choice should they wish to keep the equipment/furniture

Heather Leffler declared this proposal approved by consensus.

Business Arising (Continued)

2. Planning for the Regional Council Meeting (Continued)

b) Insights from GC Commissioners to note for electronic meeting

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

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

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

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

Closing

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

Upcoming Meetings:

- WOW Regional Council, October 15 – 17, via Zoom
- WOW Regional Council Executive, December 16th, via Zoom

Executive
Western Ontario Waterways Regional Council
OF THE UNITED CHURCH OF CANADA
Connecting, Supporting, Transforming
Tuesday, November 10, 2020

Roster: Andrea Allan, Gary Clark (President), Rod Coates (Secretary), Brent Caslick (Treasurer), Heather Leffler, Jessica Cottrell, Heather Davies, Joyce Johnston, Mark Laird (President-Elect), Tim Reaburn, Terry Smith, Micol Cottrell (Human Resources Commission), Bruce Dickson (Mission & Discipleship Commission), Norm Eygenraam (Covenant Commission)

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

Present: Brent Caslick, Gary Clark, Rod Coates, Jessica Cottrell, Micol Cottrell, Heather Davies, Bruce Dickson, Mark Laird, Heather Leffler, Tim Reaburn, Terry Smith, Sue Duliban, Cheryl-Ann Stadelbauer-Sampa

The Joint Executives of the Antler River Watershed, Horseshoe Falls, and Western Ontario Waterways Regional Councils were called to meet via Zoom teleconference on Tuesday, November 10, 2020, for the purpose of receiving a recommendation from the Staff Support Committee.

Welcome and Constitution of the Meeting

Cheryl-Ann Stadelbauer-Sampa welcomed everyone and opened the joint meeting at 4:04 PM. Approximately 30 persons from the three regional council Executives were in attendance.

Acknowledging the Land

Gary Clark stated the United Church of Canada adopted United Nations Declaration on the Rights of Indigenous Peoples on March 31, 2016. Continuing, he said:

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

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

Gary Clark finished this acknowledgement with a brief prayer.

Proposal - Minister, Right Relations and Social Justice

John Gregory Smith, on behalf of the Staff Support Committee, introduced the background to the meeting with respect to the two half-time positions for Minister, Right Relations, and Minister, Social Justice. He said that once the job was posted and General Council Human

Resources process began. Following the close of the application deadline, there were ten (10) credible applications received. The list was further short listed to three (3) candidates who were interviewed, followed by the completion of reference checks.

John said that the 50% Social Justice position will work in collaboration with Diane Matheson-Jimenez. He said that the interview team recommended the position be offered to the Rev Thérèse Samuel and presented some highlights of Thérèse's resume.

The joint Executive meeting then trifurcated into three separate regional council executive meetings at 4:20 PM.

[Break-out - Western Ontario Waterways Executive Meeting]

Welcome and Reconstitution of the Meeting

Gary Clark declared Western Ontario Waterways Executive meeting open for the business before it. In consideration of the new Executive membership arising from last month's regional council meeting, Gary Clark asked that the members of the executive introduce themselves to one other.

Adopting the Interview Team Recommendation

Moved by: Heather Davies

Seconded by: Mark Laird

That the Executive endorses the recommendation of the Interview Team and appoints Rev Thérèse Samuel to the role of Minister, Right Relations and Social Justice effective March 1, 2021.

CARRIED

It was requested that this matter be held confidential until the formal announcement is made next week to allow time to communicate with current ministry.

Meeting dates

Gary Clark said the suggested next meeting date was December 16th, which was agreeable to all. Gary Clark said one of the agenda items for that date will be deciding when to hold the regional council meeting in May, and what type of student support will be available from our funding. He asked that other agenda items be sent to him for inclusion on the agenda.

Closing

The Western Ontario Waterways Executive meeting finished at 4:38 PM and rejoined the three-Executive main meeting.

All three regional council Executives reported that the motion had been approved. Cheryl-Ann Stadelbauer-Sampa said a covenanting service would be planned for the near future.

The meeting ended at 4:48 PM

Upcoming Meetings:

- WOW Regional Council Executive, December 16th, via Zoom

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

Roster: Andrea Allan, Gary Clark (President), Rod Coates (Secretary), Brent Caslick (Treasurer), Heather Leffler, Jessica Cottrell, Heather Davies, Joyce Johnston, Mark Laird (President-Elect), Tim Reaburn, Terry Smith, Micol Cottrell (Human Resources Commission), Bruce Dickson (Mission & Discipleship Commission), Norm Eygenraam (Covenant Commission)

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

Present: Andrea Allan, Gary Clark, Brent Caslick, Rod Coates, Jessica Cottrell, Micol Cottrell, Heather Davies, Bruce Dickson, Sue Duliban, Norm Eygenraam, Heather Leffler, Mark Laird, Tim Reaburn, Terry Smith, Cheryl-Ann Stadelbauer-Sampa

The Executive of the WOW Regional Council Executive was called to meet via Zoom teleconference on Wednesday, December 16, 2020. Gary Clark called the meeting to order at 9:35 AM.

Welcome and Constitution of the Meeting

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

Acknowledging the Land

Gary Clark stated the following:

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

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

Opening Worship

Gary Clark read an Advent Christmas story passage from Luke, citing the appearance of the angels to the shepherds and their subsequent journey to the manger in Bethlehem. The question was then asked: With whom do you most identify in this passage and why? After each person shared their thoughts, Gary Clark thanked everyone for their remarks and contributions.

Connecting/Meeting

Welcome New Members

To introduce new and returning members, questions were suggested for returning & new Executive members. Some common responses are listed as follows:

Returning Members – “What you have found rewarding?”

- Being involved & engaged with other levels of the wider church, seeing beyond just a congregation, and understanding the big picture.
- Continuing to work with previous presbytery/conference relationships and developing new ones.
- Seeing and participating in the evolution of new structures & connecting with wider church.
- Connections made, and relationship developed, with other Executive members.
- Being part of leadership in the wider church is inspiring and helps personal growth.
- Knowing that we are not alone but are part of a community.
- Decision-making and discernment about faithful actions – a sacred piece of the role.

New Members - "What made you volunteer?"

- A desire to be part of, and connected with, the broader church.

Review of Purpose, Values & Priorities

Gary Clark introduced this segment of the meeting by restating the regional council’s Purpose, Values & Priorities, as follows:

Regional Council Purpose Statement: Connecting, Supporting, Transforming

Values

- 1) Love unconditionally
- 2) Seek reconciliation
- 3) Risk courageously

Cheryl-Ann, responding to a request from Andrea Allen, provided an example of risking courageously, noting that it means supporting initiatives which might superficially be too difficult to take on. Brent Caslick observed the Executive had appointed Trustees for a disbanding congregation. Gary Clark noted the appointment of an equity monitor. Tim Reaburn said the best examples are social justice issues – e.g., Affirm vote at the recent regional council meeting.

Priorities

For Assessment

- 1) Communities of faith support, pastoral relations
- 2) Communications resources, support
- 3) Connecting/meeting

For Mission and Service

- 1) Children and Youth
- 2) Chaplaincy
- 3) Social Justice

Heather Leffler noted that M&S priority #1 also includes “faith formation”.

Review of Duties from WOW Governance Handbook

Gary Clark said the Governance Handbook identifies the role of Executives & Commissions. He read aloud the mandate of the Executive from the Handbook.

Gary then asked Commission representatives of the Executive to comment on the mandate and issues addressed by their commissions, to which Micol Cottrell, Bruce Dickson, and Norm Eygenraam each provided thumbnail sketches of their respective commission's work.

Consent Docket

A. Enabling Actions

1. That the Agenda be adopted as circulated.
2. That the minutes of the September 16, 2020 and November 10, 2020 meeting be approved as distributed.
3. That motions and proposals be written and given to the Secretary.

B. Western Ontario Waterways Regional Council (8) Omnibus motion – December 16, 2020

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

a) Camp Menesetzung

....approve Camp Menesetzung 2020-2021 Board of Directors

Margaret Bakker

Pat Bernard

Janet Bettles

Ross Carter

Sherri Clark

Steve Miners

This is based on the draft Minutes of the 2019 Annual Meeting of September 17, 2020, the 2020 board member approval form, the board contact list provided and receipt of other required documentation per The United Church of Canada Incorporated Ministries Policy.

N.B. Updated Full Board Contact list to be provided in the New Year.

b) Chalmers Community Services Centre of The United Church of Canada

....approve Chalmers Community Services Centre of The United Church of Canada 2020-2021 Board of Directors

David Bocking

Randy Brant

Rory Labron

Matt McQuade

Steve Pierce

Bruce Ryan

Hillary Schlaht

Debbie Stanley

Eric Tuffnail

Janet Wood

...based on the guidance received from General Council Staff, pursuant to the Incorporated Ministries Policy of The United Church of Canada approve By-Law No. 1 of

the incorporated ministry known as Chalmers Community Services Centre of The United Church of Canada.

These are based on the Minutes of the 2020 Annual General Meeting of November 10, 2020, the board contact list provided and receipt of other required documentation per The United Church of Canada Incorporated Ministries Policy.

C. Correspondence received

1. Campus Chaplains Letter GCE Oct 2020 (for information)
2. TUCC donation for Wesley UC Saugeen First Nation (for information)
3. Mission & Service Results to Dec 4 20 (for information)

Gary Clark declared the consent docket approved by consensus.

Business Arising

1. Proposal 4: [REDACTED] United Church

Moved by: Heather Davies

Seconded by: Mark Laird

That the Executive move to In Camera session.

Gary Clark declared this motion **CARRIED**.

Moved by: Bruce Dickson

Seconded by: Heather Davies

That the Executive move out of In Camera session.

Gary Clark declared this motion **CARRIED**.

Moved by: Mark Laird

Seconded by: Brent Caslick

That, in accord with Section J.4 of The Manual, the Executive:

- 1) Order a Review of the congregation of [REDACTED] United Church to be undertaken in the first three months of 2021;
- 2) Direct the Executive Minister to secure the services of a trained Reviewer and to bring the name of that person to the Executive for appointment;
- 3) Cover all costs of the Review from the unrestricted reserve.

Gary Clark declared this motion **CARRIED**.

[15 Minute Break – 11:10 – 11:25]

2. Commission reports

a) Mission & Discipleship

Bruce Dickson said there was nothing to report for his Commission at this time.

b) Human Resources

Micol Cottrell mentioned that the Licensed Lay Worship Leader Team is seeking updated contact information for its Licensed Lay Worship Leader (LLWL) list.

c) Covenant

Norm Eygenraam reported that he had nothing to add to Ann Harbridge's Commission report, mentioning that he had just received his LLWL accreditation.

3. Business Arising from the Regional Council Meeting

a) Equity Monitor Report

Noting that the Equity Monitor report had been received, Gary Clark said that this feedback will be included as part of planning for the next regional council meeting. Cheryl-Ann suggested we record that the report be received with thanks, taking note of the equity monitor being included in the planning process. Tim Reaburn noted that having the parliamentarian included in the meeting planning process would be helpful. Gary Clark declared a consensus that we receive Equity Monitor report and are comfortable with continuing this role going forward.

b) Feedback

Gary Clark said he had reviewed the October Regional Council meeting feedback and asked for other comments from the Executive. Executive members noted that about 20% of meeting attendees responded. Other comments were made about the helpfulness of the pre-meeting webinars, and how small group participation was made possible even through use of the Zoom teleconference format. Cheryl-Ann said the amount budgeted for the October meeting was \$40,000 whereas the actual meeting cost was about \$5,000.

c) Finalize 2021 Budget

Brent Caslick said the 2021 budget is essentially the same as that presented and approved at the October Regional Council meeting with a projected deficit of \$55,611 with an additional \$5,000 being transferred from reserves to offset Executive meeting costs.

New Business

1. Proposal 1: Amendment to Governance Handbook

Cheryl-Ann noted that we might not wish to always meet at same time based on Executive member composition, and the current Handbook wording promotes an expectation for meetings which needs to be made flexible to accommodate the needs of the Executive.

The proposal is that the regional council:

Amend the Governance Handbook by amending/adding to the section "Meetings" to read:

The schedule for meetings will be reviewed following the election of new members and set for the coming year with a view to workload and personal schedules. The majority of meetings happen virtually.

Gary Clark declared this proposal approved by consensus.

2. Proposal 2: Making Financial Resources Available

Cheryl-Ann said a list of funds and grants available were listed as part of the shared folder information for this meeting. She said that a review of these funds was undertaken so as to be faithful to the purpose of those funds and establish simple processes for allowing them to be rolled out rather than the regional council continuing to retain them.

Bruce Dickson said it would be helpful to identify that these are funds other than Mission Support grants, which are a different funding source.

The proposal is that the Executive:

- 1) Direct the Executive Minister to work with the Administrative Assistant, Website Management to ensure that the description of the funds and the process for accessing them is added to the website no later than February 28, 2021 and ideally sooner;
- 2) Approve the attached application form for use for all funds;
- 3) Set April 1st and October 1st as application deadlines for grant cycles.

Gary Clark declared the amended proposal approved by consensus.

3. Proposal 3: Student Funding

Gary Clark said it was noted previously that students be made aware of our guidelines such that they would know what funding would be available to support their studies.

The proposal is that the regional council:

Adopt the following as their current policy for students in ministry applying for financial aid to help with school costs:

Bursaries will be provided in the amount of \$2,000 per year for a maximum of three years for candidates pursuing theological studies in a recognized United Church program.

The Executive will keep a spreadsheet (started by the President Elect) which tracks amounts given to each student over their student life.

When the executive receives for information an application form, at its next meeting it will instruct payment to be issued.

Gary Clark declared the amended proposal approved by consensus.

Cheryl-Ann said she would follow up with students who were eligible but did not receive any bursary funding in 2020. Cheryl-Ann will work with Mark Laird, Brent Caslick, and admin staff to develop a separate application for the Ministry Preparation Fund: Stream Two – Support for Candidates.

4. Executive Minister Accountability Report for December 2020 (for information)

5. Campus Chaplains Letter GCE Oct 2020 (for information)

6. TUCC donation for Wesley UC Saugeen First Nation (for information)

Cheryl-Ann noted that \$13,000 had been donated for Saugeen Wesley United Church from the Toronto United Church Council (TUCC)

7. Mission & Service to 20201204 (for information)

Looking Ahead

1. Affirm
2. BLM
3. Racial Justice Training

4. Regional Council Meetings in 2021

Gary Clark said he would like a date set and a planning team in place for the 2021 meeting. Cheryl-Ann said May 28th is the date set with Senator Murray Sinclair to speak about Calls to the Church.

Cheryl-Ann suggested a date of the May 15th weekend, which would consist of a 3-day event May 14-16. Several options around format and topics were raised.

The proposal is that the 2021 regional council meeting be a 3-day event held May 14-16.

Gary Clark declared this proposal approved by consensus.

5. Executive meetings: 3rd Wednesday of the month, 9:30 am (suggested)

Gary Clark asked if there was anything else people felt the need to discuss, and not hearing any other items declared the meeting closed.

Closing

Gary Clark blessed everyone and suggested the upcoming season be used as a time to rejuvenate and refresh. The meeting ended at 12:30 PM.

Upcoming Meetings:

- WOW Regional Council Executive, Wednesday, January 20, via Zoom