

Western Ontario Waterways Regional Council

Connecting, Supporting, Transforming

Friday November 12th - Saturday, November 13th

Fall Meeting Workbook



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Workbook Introduction

Format & Process for Proposals

The format for General Council proposals is being used for the regional meeting to help familiarize Western Ontario Waterways with it. The General Council approach involves three distinct stages in the decision-making process:

1. Listening/learning;
2. Discussion;
3. Decision.

In our regional council meeting we do not have the space or time to mirror these stages in the same way the General Council practices them.

In our proceedings, the steps will be:

1. The Presenter will outline:
 - a. What is the issue? And
 - b. The suggested way in which the regional council might respond to the issue.
2. The President will inquire if there are questions for clarification. Please note this is for clarification only.
3. The President will then ask if there are changes or additions being suggested for the proposal. If necessary, the regional council will seek to come closer to agreement on how to respond to the issue by asking for responses, either warm or cold.
4. Once there is significant agreement, the President will invite the Presenter to move the motion at which point the regional council enters the formal debate process.

Participation in a Virtual Meeting

The regional council meeting will be held by Zoom. How Zoom presents depends upon the device being used. Every participant is expected to know:

- 1) How to mute and unmute themselves;
- 2) How to turn their video on and off;
- 3) How to rename themselves;
- 4) How to raise their hand;
- 5) Where to find the Green Check Mark and Red "X" buttons under reaction.

There are Zoom information tips on our website at: [Zoom resources](#).

We do not have the capacity to provide one-on-one support during the regional council meeting. Voting and other matters will be explained in the meeting as needed.

Waiting Room

When you first log into the meeting, you will be placed in a waiting room. As soon as the meeting is ready to start, you will be admitted.

Your Name

When you are admitted to the meeting, please go immediately to the Participants list. You will see your name listed BUT sometimes you are identified by the type of device you are using. The President will be recognizing people on the basis of the name that is shown. Please ensure your name reads First Name/Surname by clicking on Participants, hover your mouse over the icons next to your name, right-click on More, then Rename. For example, Cheryl-Ann's iphone might read: C-A's iphone. Cheryl-Ann would need to go to the Participant list and change her name to: Cheryl-Ann Stadelbauer-Sampa.

Those who are at the meeting as a guest (not a voting participant) please add an x in front of your name. THIS IS IMPORTANT IF YOU ARE A NON-VOTING GUEST. For example, if Cheryl-Ann was a guest, she would write her name as: x-Cheryl-Ann Stadelbauer-Sampa. This helps us with vote counting.

Microphone

Once the meeting opens, please ensure your microphone remains off. This reduces background noise and feedback and improves the quality of sound for everyone. You will need to click on the Mute button to turn on your microphone if you are recognized by the President to speak in debate and when you move into breakout rooms.

Video

Please have your video on as you join the meeting! It is lovely to see everyone as the meeting begins. Once the meeting begins, please turn off your video. That way, you have some privacy if you move around and it helps with the stability of the Zoom call especially in places with unstable internet.

Being recognized to speak

To be recognized to speak in the discussion time, first please raise your hand by clicking on the button labeled Raise Hand. Your digital hand will then be raised. The hand will be lowered by the meeting hosts after you have spoken. A member of the regional council staff will track who has their hand raised so the President can recognize individuals in order. Remember when the President calls you by name to:

1. Unmute your microphone
2. Turn on video
3. State your name; and
4. Your community of faith – be sure to add the location as we have a few Trinity United Churches, Emmanuel United Churches, St. John's United Churches.

Voting

This will be explained in the meeting. If you are a guest, please remember you do not vote.

Chat Box

Please reserve the chat box for the following: 1. Questions of clarification; 2. Procedural concerns and questions; 3. Matters of privilege (for example someone uses a term that is insulting to another who then wishes to bring that to the President's attention re the conduct of the council). Many of us have experience of meetings where the chat box served as the discussion space, which in fact turns it into commentary. Discussion happens among participants when the President recognizes the speaker. The Chat Box is a side conversation that is distracting and disruptive.

If you see a friend among the participants with whom you wish to chat, please feel free to send a private message to them. Go to Participants, enter their name or scroll to their name & click on it and then you can send them a private note!

Breakout Rooms

Participants will be invited to move into a breakout room at various times during the meeting. To join the breakout room, participants must accept the invitation. Take advantage of this opportunity to get to know some others in our regional council better. When you are about to enter the breakout room, unmute your microphone and turn on your video.

Holy Manners

Many thanks to Diane Matheson-Jimenez, our Minister, Social Justice, for helping us to think about Holy Manners as more than a call for polite discourse (although that also seems in short supply these days), and for offering us an acronym that gives us a way to have faith-filled conversations on important topics.

For our time together, we commit to being brave by ...

- B** eing accountable for the impact of both our words and our silence
- R** eflecting on and naming our own biases
- A** ctively listening
- V** ocalizing questions that arise from our learning
- E** ncountering new ideas with curiosity and wonder

Section One: Introduction

President's Message

"Resurrection not Resuscitation"

Dear Friends,

We are at a new place in the life of the church. That probably could be said any year in history. We keep evolving as the church, we are a resurrection people, we believe in new life, not the same life continued.

As we meet as Western Ontario Waterways Regional Council, we will celebrate the new life we have found in our congregations, to lament the ways people and buildings have been lost to us, and to explore where the spirit is leading us now.

Thank you for your participation in the life and work of WOWRC.

Blessings,

Mark

President Mark Laird
Western Ontario Waterways Regional Council

Community of Faith Life Cycle Changes

Since June, 2021

Mount Hope United Church (Disbandment)

Rostock Pastoral Charge; Rostock: Zion United Church (name change from
Sebringville Pastoral Charge)

Western Ontario Waterways Regional Council In Memoriam

Since June, 2021

Rev. Benjamin Robert Clark Johnson OM

Rev. Stanley Albert Wootton OM

Western Ontario Waterways Regional Council Retirees

2021

James Ball

Marion Loree

Brian Goodings

Roy Nicol-Macdonald

Vicki Johnson

Kathi Urbasik-Hindley

Sally Ann Longfellow

Lyn Workman

Section Two: Reports

Executive

Celebrations

*Installing President Mark Laird in September 2021; thanks to Past President Gary Clark for extending his term until his sabbatical and for Heather Leffler for serving as Acting President in the interim

*Becoming an Affirming Regional Council – special thanks to the Tri-Regional Affirming Network

*Spending time with His Honour Murray Sinclair

*Supporting tri-regional right relations events in the spring and with the July 1st vigil

*Welcoming Michele Petick, Administrative Assistant, Website Management

*Giving thanks for Linda Gray, Elizabeth Marshall, Micol Cottrell and Michele Petick who said “yes” to joining our staff or to taking on extra hours to cover leaves

*Consolidating funds received from preceding bodies according to purpose and advertising these resources for the first round of grant applications (due October 1, 2021; next deadline April 1, 2022)

*Preparing videos describing the role of General Council Commissioners

Challenges

- *Recruiting regional council Executive, Commission members and General Council Commissioners
- *Supporting staff during leaves and covering the work in their absence
- *Dealing with several matters that fell under Section J of the Manual, Oversight and Discipline
- *Concern for Wesley United Church, Saugeen First Nation after building lost to fire
- *Lack of volunteers to join resource pools to accompany communities of faith in the pastoral relations process, with ministry profiles, dealing with property or facing changes in their life cycle

How the Executive is living into the theme: "Resurrected not Resuscitated"?

- *Engaging smaller communities of faith without ministry personnel and unlikely to have ministry personnel to learn their needs (this has been identified but staff shortages have delayed implementation)
- *Keeping the focus on strengthening congregation in Section J processes

Staff Support Committee Report

Dear Friends,

The Staff Support Committee embraces three regional councils and their staff: Antler River Watershed, Horseshoe Falls, and Western Ontario Waterways regional councils. Most of our staff complement work across the spectrum of all three; some of our staff have particular responsibilities in just one or two regions.

Our committee seeks to support our staff in their work; we provide one on one contact as well as resources for wellbeing. This past year has been incredibly challenging and we have had a number of our staff on leave; our job has been to fill gaps and keep the regions humming during these difficult times. We also support our Executive Minister in her work as supervisor for staff; it must be said that Cheryl-Ann has managed very well the changing needs and the general ups and downs of staff across such a vast territory, with such diverse needs.

I think in terms of celebrations, it would be important to say that the fact that we have come this far through COVID, working from home, engaging with congregations in a remote way, shows how resilient and how committed to the work our staff have been. All of our staff have continued in their portfolios with grace and good humour. Our admin staff in particular have managed through constantly changing times with incredible commitment.

Changes this year

Our Web Support person Shayla Kinting moved on to a dedicated position in her chosen field. We since contracted with Michele Petick to take over the web support area.

We filled the position of Right Relations/Social Justice with Rev. Thérèse Samuel and she has become immersed in the portfolio already.

Elizabeth Marshall has been contracted to provide admin support while a couple of staff are on leaves.

Micol Cottrell was graciously loaned to us for a few months to cover a sabbatical in the pastoral relations area.

Fred Monteith (Horseshoe Falls), Judith Fayter (Antler River) and now Adrienne Robertson (Horseshoe Falls) have fulfilled or continue to fulfill parts of the portfolio in the Congregational Support and Mission role during another leave.

We are so grateful to those who have stepped in to meet the challenges before us, and we look forward soon to the return of those of our staff on leave. All of them remain in our prayers.

The rest of our staff, without exception, continue to go above and beyond their duties each and every day. From the perspective I have as chair of this committee, it's such a blessing to witness. Thank you each and every one!

The staff support committee functions with love and intention. We are diligent in our work and the committee members (two from each region) are dedicated. We have a lot on our plates. I am not exactly sure that our work fits into the themes of each region this year. We are certainly brave (HFalls)! We are definitely rocking the role (Antler River)! And it almost goes without saying that we are resurrected by the Spirit's grace and love for the church, each and every day we meet!

Thank you all, members of each region, for your support of our staff!

Rev. Dr. John G. Smith, Chair
(WOW region)

Human Resources Commission

Celebrations:

Two and a half years into the new system it is exciting to look back at how much adapting and learning has taken place. Many of our commission members were new to this type of work and their skill. The commission's knowledge and skill has grown tremendously. We are entering a phase of having deeper conversations and exploration how we undertake the work of support healthy pastoral relationships and resources LLWLs.

We celebrate the faithful work of the Licensed Lay Worship Leader (LLWL) Resource Team in interviewing and supporting those who are working to be licence and the licensing of those who were grand-parented into regional council from various presbyteries.

Challenges:

Communicating policies and procedures continues to be a big part of our work. We are aware that we are still in a new system and there is a lot of new things to learn for communities of faith searching for new ministry personnel. Retired Ministry Personnel and those without a call or appointment are still learning the importance of becoming Volunteer Associate Ministers in order to continue the functions of ministry. Care in communicating and leading people through the new processes is important. With time and repetition will come a familiarity with how things now work and a greater sense of comfort and ease.

How the Commission is living into the theme: “Resurrected not Resuscitated”.

Sometimes it is heard – this is how we did it in our former presbytery. While these conversations bring the wisdom and communal knowledge of the former structures of the church we are living in a new system. We are not the Pastoral Relations committee of the former presbyteries in new clothing. With the restructuring of the United Church came new pastoral relations policies which form the basis of the work of the Human Resources Commission and the Covenant Commission. There are new forms, procedures, and practices. We carry the historic communal knowledge of the pastoral relations committees but we are also different. The emphasis of our work is to work alongside of communities of faith and ministry personnel in order to resource and empower them.

Thank you

We are very grateful for the work of our staff resource person Diane Blanchard, Minister, Pastoral Relations and Pretima Kukadia-Kinting who provides administrative support, for Micol Cottrell who filled in for Diane while she was on sabbatical, and Linda Gray who has been filling in for Pretima.

Covenant Commission**Celebrations**

The covenant commission is pleased to be able to offer support to congregations in many different ways. The work of our pastoral charge supervisors is often work that goes unrecognized. These volunteers are ministry personnel, or lay people with a heavy load of responsibility in their own pastoral charges, and yet they willingly give their time to support other congregations who find themselves in transition. A pastoral charge supervisor provides leadership, advice and guidance when a congregation finds themselves without a minister. This is often a stressful time for a congregation, and so the steady influence of the pastoral charge supervisor is so very important. We give thanks for all those who have taken on this role in our region in the past, and continue to do so today. While it can be challenging work, it is also very rewarding, as we watch congregations move from a place of uncertainty to a place where they can once again serve God in their community.

Despite Covid, we have been able to covenant with a number of congregations over the past year. A few of these services were held in person, but even more were held on zoom. The technology we have all learned to embrace has enabled us to stay connected with many pastoral charges. The symbols presented on behalf of the region remind us of the role our commission has in the life of congregations. The chain symbolizes how we are linked together. The walking stick shows that we walk with each other and the flame of the candle represents the ability to imagine possibilities through the Spirit. We look forward to covenanting with remaining congregations in the coming year.

Challenges

The past year has not been without it's challenges. Many congregations continue to struggle with numbers and finances, and a number have had to amalgamate or close or are making plans to do so in the coming year. Of course, any time a congregation is forced to close is a sad day for all of us. Our commission, through the work of John Neff, Minister for Congregational Support & Mission, and the work of pastoral charge supervisors, continues to work with congregations who find themselves in this place, to ensure a smooth transition to a new way of ministry. This could be through a collaborative relationship with another congregation, and the sharing of a minister, or through amalgamation with another congregation. As a last resort, we have also had to walk with congregations as they disband and close their doors.

It is an ongoing challenge to find volunteers to do the work of the commission between meetings. We are always on the lookout for Pastoral Charge Supervisors. We could use volunteers who are willing to review Annual Reports, Annual Self Assessments, Community of Faith profiles, and to accompany congregations who are working to put together their Community of Faith Profiles. For many congregations this work can seem overwhelming, and it is helpful to have someone experienced or trained to help them through it.

How the Covenant Commission is living into the theme: "Resurrected not Resuscitated"?

We've been asked to answer the question, "How is your Commission living into the theme of "Resurrected not Resuscitated"? This is a challenging question, as we are most often called when a congregation is struggling.

However, I do know that there are congregations who continue to thrive and live in new ways, despite the challenges of Covid. Congregations who prayerfully and thoughtfully discern their future through visioning and the creation of their Community of Faith Profile learn to thrive and live in new ways.

One of the things I spoke of last year, was the availability of technology that would allow for congregations to share services through video. Southhampton United Church has worked with Rural Connect to become a HUB church, and are moving forward with the technology. Many of our congregations have discovered that the use of technology and on line worship, in whatever form that might take, has offered interesting and exciting opportunities for new life beyond the walls of the church building.

Our commission has supported congregations through listening teams, and recommendations for moving from a place of conflict to a place of restored health and renewed commitment to being the church, living out their mission to love God, and to love their neighbour.

We have also loosened restrictions during covid, to allow congregations to access restricted funds, to ensure ongoing viability once the worst of Covid is behind us. These loosened restrictions were extended a couple of times and it is our hope that this has made life easier for those congregations that have struggled to make ends meet during Covid. Although the loosened restrictions ended in June, 2021, the commission will always consider a congregation's request for the use of restricted funds if the use of those funds will provide the congregation an opportunity for revitalization and new life.

The covenant commission is always excited to hear your good news stories, and stories of new ministries and new life. These are the stories that are often the confirmation of a resurrected community of faith. Please let us know how we can support you to be a strong and healthy community of faith going forward.

Submitted on behalf of the Covenant Commission by
Ann Harbridge, Chair

Members: Margaret Bakker, Judy Chalmers, Kate Crawford (until Sept. 2021) Norm Eygenraam, Bruce Gregersen, Arthur Hills, Marg Krauter, Matthew Lindsay

Staff Support: Sue Duliban, John Neff

Mission & Discipleship Commission

It is a great privilege to be able to share some of the work of your Mission and Discipleship commission in the WOW region in 2021. We have met seven times since our last fall meeting. In our gatherings we have worked on, discussed, and kept before us the mandate you gave us three years ago: "The purpose of the Mission and Discipleship Commission is to provide information, education and opportunities for communities of faith and their members to deepen faith and strengthen service and witness, and to discern grant support to missions in the region."

Celebrations

2021 saw a continued awakening to numerous social justice issues: radical justice, indigenous justice and inequalities, economics challenges, and affirming initiatives. This explosion of Spirit to move and heal was amazing.

In 2021, we were able to assist with nine Mission support grants (made available through your Mission and Service Dollars) to the tune of \$126,600. They assisted ministries to happen in hospital settings (Grey-Bruce), a university campus (Guelph), and summer camps (Bimini, Menesetung, Five Oaks). They provided support for resource centres to support ministry and mission in our area. They helped in one area to provide local support to a community food programme.

Through our budget we supported several initiatives in the areas of social justice and indigenous right relations. We were able to partner and share programmes with the other two regions in our area -- Antler River Watershed and Horseshoe Falls. We offered programmes like a Taste of Palestine, a Harm Reduction Workshop, an afternoon with Senator Murray Sinclair, and how to talk to politicians with Ted McMeekin. There were other events leading up Senator Sinclair like: Virtual Tours of Former Mohawk Institute, KAIROS Blanket Exercise and time with Sara Stratton on Residential Schools 101. There was the Affirming Recognition in June, and the Guarantee Living Wage Vigil in April.

We would also celebrate the staff in our area working on our behalf in the area of Children and Youth by Minister of Faith Formation, Kathy Douglas; in social justice, Minister of Social Justice, Diane Matheson- Jimenez, and social justice and right relations, Minister of Right Relations and Social Justice, Thérèse Samuels. Thérèse joined our region's staff in March - welcome!

We also celebrate the ministry of Ruthanna Mack in administration and Dave Jagger around stewardship.

The UCW women held two region wide events in the Spring and Fall in 2021.

We shared a video on what Mission and Discipleship means to us at the Spring meeting in May.

We are grateful that Kathy Douglas was able to take a three-month sabbatical from May to July this year. She will have a resource available on the G2G pilgrimage she did as part of her sabbatical.

In the fall of 2021, we were able to forward to 2022 and offer Mission support grants for \$126,600 (out of a request for \$137,100) to:

Chaplaincies received - \$57,000

Grey Bruce Healthcare Chaplaincy Council - \$30,000 (Covers 11 communities.)

Guelph Ecumenical Campus Ministries - \$27,000 (Covers a campus of 20,000)

Camps received - \$40,000

Camp Menesetung - \$15,000

Camp Bimini - \$15,000

Five Oaks Centre - \$10,000

Resource Centres: \$22,600

Grand River Spiritual and Educational Resource Center - \$7,600

Mitchell Resource Centre - \$15,000

Faith development – Youth and Young Adults \$7,000

Skylight Festival - \$4,500

Westminster United Church - \$2,500

Challenges

2021 saw a continued awakening to numerous social justice issues: radical justice, indigenous justice and inequalities, economics challenges, and affirming initiatives. This explosion of Spirit to move and heal is amazing. It was also a challenge as many communities of faith were also facing life altering realities with the Covid 19 pandemic. How do we keep ourselves open to the Spirit in the challenge of everyday concerns? The temptation is to say it is too much, but your voice and actions are needed as never before.

The work of the commission is your work. How do we keep sharing the stories of what has worked for us and what gifts you have discovered? How might we do a better job of sharing our spirit sightings.

The M&D commission could use 2 to 4 more commissioners. Please fill out your WOW letter of interest if this type of work interests you. Perhaps you have interest in doing more hands-on things? Why not sign up for the resource pool and offer your gifts to camping, chaplaincy, faith formation etc.

The requests for Mission Support grants exceeded our funding for 2022. This is a good thing because people see ministry happening, but the challenge is that these funds are dependent on Mission and Service funds. Some congregations have not made the connection on how their M&S dollars support camps or mission in their neighbourhood or region. Please help them make the connection.

How the Covenant Commission is living into the theme: “Resurrected not Resuscitated”?

When this question was posed to us as a commission, it is hard to name just one thing as you can see. Ministry and mission is happening in a number of ways with a variety of people and situations being involved. We would offer up that the list above is not complete to all that is being done in the region. There are amnesty petitions being signed, monies raised for Haiti, special projects to support Canadian food grains, refugee support, fundraisers to send kids to camp, someone taking the radical justice workshop because they want to and not required to, orange shirts being worn, and special vigils attended. We see communities of faith awakening to the needs of neighbours and strangers. We see these things as signs of resurrection!

Members of the Commission and Staff:

Bruce Dickson (Chair), Rodger Filsinger, Mary Hawthorne, Joyce Osborne, Edith Coyle, Gail Fricker, Jenn Hind-Urquhart

Staff Support:

Diane Matheson-Jimenez (Minister, Social Justice)
Thérèse Samuel (Minister, Right Relations and Social Justice)
Kathy Douglas (Minister, Faith Formation)
Dave Jagger (Stewardship and Gifts Officer)
Ruthanna Mack (Admin Support)

Section Three: Meeting Materials

*We expect you know zoom basics: mute, unmute, stop video, chat. Instructions are different depending on the device you are using, you need to do preparation. Before we have a vote, we will give guidance during the meeting.

Agenda

Friday, November 12	6:00 – 8:30 PM
6:00 PM	Welcome & Constitute Meeting Land Acknowledgement Worship BRAVE/Affirm Statement Community Building Opening & Procedural Motions In Memoriam & Community of Faith Changes Honouring WOWRC Retirees Financial Update Licensed Lay Worship Leaders Stewardship Reminders Closing Prayer
Saturday, November 13	9:30 - 11:30 AM
9:30 AM	Welcome & Territorial Acknowledgement Worship Community Building GC44 Proposals Mission & Discipleship Commission Financial Decisions United Property Resource Corporation (UPRC) Covenant Commission BREAK (continued on next page)

Saturday, November 13 1:00 - 2:30 PM

1:00 PM

Welcome Back

Human Resources Commission

Introduction of Gavin Williams, OM Candidate, and Young Seo,
Candidate for Admission

Address to the Court: Gavin Williams, Young Seo

Community Building: Talking about resource pools

Unfinished/New Business

Closing Motions

Courtesies

Closing Worship

Adjourn

Proposal #1: Opening and Procedural Motions

Title: Opening and Procedural Motions

Origin: Executive Minister

What is the issue?

The regional council must establish the procedures by which it will conduct business.

Why is this issue important?

This clarifies and confirms the way in which decision-making will happen.

How might the regional council respond to the issue?

The regional council might adopt the following as a consent docket:

1. Adopt the agenda as circulated and authorize the Agenda and Business Committee to make any changes as necessary;
2. Approve the minutes of the meeting of 2021-05-13-15;
3. Receive the following minutes of the following meetings of the
 - Executive
 - 2021-03-23
 - 2021-04-08
 - 2021-04-21
 - 2021-05-19
 - 2021-06-15
 - 2021-07-14
 - 2021-08-04
 - 2021-09-15
 - Covenant Commission
 - 2021-04-08
 - 2021-05-13
 - 2021-06-17
 - 2021-07-15
 - 2021-09-09
 - Human Resources Commission
 - 2021-04-20
 - 2021-05-18
 - 2021-06-15
 - 2021-07-20
 - 2021-09-21
 - Mission and Discipleship Commission

No Approved Minutes to receive

Note: Minutes are posted on the website www.wowrcucc.ca "About" page

4. Appoint Fred Monteith as Parliamentarian;
5. Appoint Terry Smith as Chair, Agenda and Business Committee;
6. Name Maggie Dieter to serve as Equity Support Team Member;
7. Name President Mark Laird, Chair Agenda and Business Committee Terry Smith, Executive Minister Cheryl-Ann Stadelbauer-Sampa, and Executive Assistant Sue Duliban, as the Agenda and Business Committee;
8. Name regional council staff members as scrutineers;
9. Set the bounds of the meeting as the zoom call and the sanctuary of Melville United Church, Fergus, Ontario;
10. Make the designated representative from any United Church ministry, other than a congregation, which has been invited to become a community of faith by entering into a covenant with the regional council, a member of the regional council for this meeting (Section C.1.2 c);
11. Make all guests corresponding members;
12. Set the deadline for new business to be submitted to the Agenda and Business Committee as 10:00 a.m., Saturday, November 13, 2021.
13. Receive all written reports in the workbook.
14. Adopt the following method for dealing with proposals for action by the regional council
 - Step One:

The Presenter will outline:

 - What is the issue? and
 - The suggested way in which the regional council might respond to the issue.
 - Step Two:

The President will inquire if there are questions for clarification. Please note this is for clarification only.
 - Step Three:

The President will then ask if there are changes or additions being suggested for the proposal. Using warm and cool signals, the regional council will seek to come closer to agreement on how to respond to the issue.
 - Step Four:

Once there is significant agreement, the President will invite the Presenter to move the motion at which point the regional council enters the formal debate process.
15. Adopt the following method for dealing with proposals for action by the General Council:
 - Step One:

The President will inquire if there are questions for clarification. Please note this is for clarification only.
 - Step Two:

The Chair, Agenda and Business will move that:
Western Ontario Waterways Regional Council agrees with the proposal.

Step Three:

The person or community of faith that submitted the proposal will speak to it first and last before the vote.

Step Four:

Vote on agreement with the proposal.

Step Five :

Follow remaining steps as outlined in Section F, The Manual.

Proposal #2: Reviewing 2020-2021 Year-to-Date Financial Statements

Title: Reviewing 2021 Year-to-Date Financial Statements

Origin: Treasurer

What is the issue?

Transparency and accountability are key elements of financial management in any charity. It is important that the regional council is guided by these principles and models these practices for the communities of faith within its bounds.

Why is this issue important?

The regional council members are still becoming familiar with its financial documents and overall financial position.

Income

The regional council receives two grants to fund its operation.

In 2020, these grants were:

Assessment Grant: For Governance and Shared Services

\$325,000 plus

\$ 67,000 salary subsidy for Executive Minister and Executive Assistant

Mission and Service Grant: For Mission and Ministry

\$289,000

In 2021, the **Assessment Grant** was the same. The **Mission and Service Grant** was \$240,000.

The regional council also receives funds from:

1. Investment income
2. Regional council share (25%) of proceeds of disbanding congregations.

Draws on either of these plus additional grants are recorded in the **“Other”** column.

Expenses

Expenses are reported according to the regional priority they support to help illustrate how the regional council is using its assets to meet its priorities.

Priorities

The regional council identified the following priorities for the assessment grant.

Regional Operations	The work of being a regional council including Executive expenses, Archives, oversight of corporations
Congregational Support	Supporting communities of faith in the articulation of mission and ministry and through changes in their pastoral relationships and life cycle (decision involving both the community of faith and regional council).
Communication	Sharing the life and work of the regional council.

Office Operations	Costs for shared services, office supplies and technical needs.
Building Expenses	Operation of the office space.

The following priorities were identified for the Mission and Service Grant.

Right Relations	Connecting with Indigenous communities and ministries; helping deepen the understanding of treaty and the Calls to Action to the church.
Faith Formation	Supporting leaders in this ministry and camps as well as providing opportunities for children and youth to gather Being committed to life-long faith development
Chaplaincy	Continuing to support ecumenical chaplaincies in university and hospital settings within the regional council.

What might the regional council do?

The regional council might:

1. Receive the 2021 operating statement to date for information;
2. Direct the Executive to deal with the 2020 Auditors’ Report; and
3. Direct the Executive to forward the 2020 Auditors’ Report via email to the roll of this meeting once it is approved.

Western Ontario Waterways Regional Council

Connecting, Supporting, Transforming
for the 6 months ended June 30, 2021

2022 BUDGET AND 2021 YEAR TO DATE RESULTS

	2021 Total BDGT	Total as at June 30, 2021	2022 Total Budget
REVENUE			
Assess.	325,000	156,917	325,000
M&S	240,000	142,286	240,000
Salary support	67,000	33,500	67,000
Other Grants	18,566	9,283	18,937
Other Revenue	-	6,210	-
Donations	-	550	-
Recoveries	-	-	-
Investment	-	-	-
Transfers	82,266	10,836	87,651
TOTAL REVENUE	732,832	359,582	738,588
MINISTRIES			
Regional Operations			
Staff costs	81,721	42,733	85,452
Travel	6,666	-	5,022
Staff Support	1,000	320	2,000
Executive Meetings	12,500	518	22,500
Executive Events	5,000	-	5,000
Archives	37,132	18,812	37,875
Corps.	3,000	-	3,000
Legal	10,000	-	10,000
Learning opportunity	30,000	-	30,000
Prof. Fees	15,000	-	15,000
Subtotal	202,019	62,383	215,848
Congregational Support			
Staff costs	149,885	76,375	153,413
Travel	10,000	38	9,000
Covenanting Commission	5,000	-	5,000
Human Resources Commission	5,000	-	5,000
Covenanting Cov't Commission Events	10,000	4,296	10,000
Human Resources HR Commission Events	10,000	-	10,000
Subtotal	189,885	80,709	192,413
Connecting			
Staff costs	68,681	32,482	71,122
Travel	6,666	-	4,500
M&S Grants	20,000	7,500	-
RC Meetings	40,000	8,180	30,000
Subtotal	135,347	48,162	105,622
Communication			
Staff costs	18,575	8,102	20,221
Travel	-	-	1,000
M&S Grants	22,600	16,300	22,600
Subtotal	41,175	24,402	43,821

Western Ontario Waterways Regional Council

Connecting, Supporting, Transforming
for the 6 months ended June 30, 2021

2022 BUDGET AND 2021 YEAR TO DATE RESULTS

	2021 Total BDGT	Total as at June 30, 2021	2022 Total Budget
Faith Formation			
Staff costs	40,248	20,443	41,141
Travel	3,333	-	2,500
Mission & Discipleship Commission (50%)	2,500	-	2,500
Mission & Discipleship Commission Events (50%)	5,000	-	5,000
M&S Grants	27,000	27,000	47,000
Subtotal	<u>78,081</u>	<u>47,443</u>	<u>98,141</u>
Chaplaincy			
Chaplaincy - M&S Grants	57,000	28,500	57,000
Subtotal	<u>57,000</u>	<u>28,500</u>	<u>57,000</u>
Living into Right Relations			
Staff costs	16,648	4,728	14,689
Travel	1,600	-	1,000
Mission & Discipleship Commission (50%)	2,500	-	2,500
Mission & Discipleship Commission Events (50%)	5,000	321	5,000
Subtotal	<u>25,748</u>	<u>5,049</u>	<u>23,189</u>
Emerging Ministries			
Workshops	-	269	-
Section J expenses	-	16,183	-
Subtotal	<u>-</u>	<u>16,452</u>	<u>-</u>
Office Operations			
GCO Accounting & IT Fees	36,050	18,151	36,050
Office Operations	23,293	1,482	25,759
Subtotal	<u>59,343</u>	<u>19,633</u>	<u>61,809</u>
Building Expenses			
	<u>11,444</u>	<u>1,321</u>	<u>11,673</u>
TOTAL MINISTRY EXPENSES			
	<u>800,042</u>	<u>334,053</u>	<u>809,517</u>
OPERATING SURPLUS (DEFICIT)			
	<u>(67,210)</u>	<u>25,529</u>	<u>(70,929)</u>
Investment returns for operations			
	<u>230</u>	<u>230</u>	<u>261</u>
Investment returns for restricted funds			
	<u>65,019</u>	<u>65,019</u>	<u>65,011</u>

Western Ontario Waterways Regional Council

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for the 6 months ended June 30, 2021

2022 BUDGET AND 2021 YEAR TO DATE RESULTS

FUND ACTIVITY	2021 Total BDGT	Total as at June 30, 2021	2022 Total Budget
Unrestricted Funds			
General Fund	891,266	891,266	826,266
Operating Fund	50,800	131,939	61,010
Property Income Fund	387,462	302,280	279,630
Total Unrestricted Funds	<u>1,329,529</u>	<u>1,325,486</u>	<u>1,166,906</u>
Externally Restricted Funds			
Ministry with Children, Youth & Young Adults	451,556	451,556	451,556
Rural Ministry Leadership Fund	71,394	71,394	71,394
Ecumenical Campus Fund	(4,239)	(4,239)	(4,239)
Eden Mills United Church Fund	127,578	127,578	127,578
Olivet United Church Fund	595,638	595,638	595,638
subtotal	<u>1,241,927</u>	<u>1,241,927</u>	<u>1,241,927</u>
Internally Restricted Funds			
Ministry Preparation Fund	85,662	85,662	85,662
Engaging Stewardship Fund	2,756	2,756	2,756
Kitchener-Waterloo Post Secondary Fund	22,541	22,541	22,541
subtotal	<u>110,959</u>	<u>110,959</u>	<u>110,959</u>
Total Restricted Funds	<u>1,352,886</u>	<u>1,352,886</u>	<u>1,352,886</u>
TOTAL FUND BALANCES	<u>2,682,415</u>	<u>2,678,372</u>	<u>2,519,792</u>

Staff Positions and Ministry Expenses

For Information

Note: Total hours for the position are listed. The costs, except those for Minister, Congregational Support and Mission, are shared equally between Horseshoe Falls Regional Council, Antler River Watershed Regional Council and Western Ontario Waterways Regional Council (1/3 each). Minister, Congregational Support and Mission serves only Western Ontario Waterways Regional Council.

Sharing staff across regional councils make it financially possible to have specialists on the staff team.

Position	Hours of Position	Incumbent	Ministry Expense on Budget	Assessment Grant	M&S Grant	Other
Admin. Assistant Communications and Records	Full-time (FT)	Pretima Kukadia-Kinting (on medical leave) Covered .5 FT by Elizabeth Marshall	50% Congregational Support 50% Communications	100%		
Admin. Assistant Mission and Finance	FT	Ruthanna Mack (on medical leave)	50% Regional Operations 25% Connecting 25% Faith Formation	50%	50%	
Admin. Assistant Website Administration	10 hours/week increased to .5 FT to cover leaves	Michele Petick	Communication			Unrestricted Operating Reserve
Executive Assistant	FT	Sue Duliban	Regional Operations	100%		
Executive Minister	FT	Cheryl-Ann Stadelbauer-Sampa	Regional Operations	100%		
Min., Congregational Support and Mission	FT	John Neff	Supporting Communities of Faith	67%	33%	
Min. Faith Formation	FT	Kathy Douglas	Faith Formation		100%	
Min. Pastoral Relations	FT	Diane Blanchard	Supporting Communities of Faith	100%		

Min. Pastoral Support	FT	Kevin Steeper	Connecting	100%		
Min. Social Justice	.5 FT	Diane Matheson-Jimenez	Connecting		100%	
Min. Social Justice and Right Relations	FT	Thérèse Samuel	50% Connecting 50% Living into Right Relations		50%	50% Property Fund

Proposal #3: Appointment of Auditors

Title: Appointment of Auditors

Origin: Treasurer

What is the issue?

The regional council needs to name the auditor for the 2021 financial year.

Why is this issue important?

An audit provides reassurance to the regional council and to the Charities Directorate as to the proper administration of charitable funds.

The authorization for expenses happens at the regional council but the management of the funds is handled by the General Council accounting team. The financial records are generated by the General Council as part of the accounting services secured by the regional council.

For 2019 and 2020, the regional council named the General Council auditor, PWC (formerly Price Waterhouse Cooper now known as PWC). PWC already work with the General Council staff who handle our accounting so it made sense to call upon them.

The 2019 audit was complicated due to the amalgamation of charities and the complexity of the opening entries based on the records of preceding bodies. It stretched into 2021 with the result that the 2019 and 2020 audits are being completed concurrently as a cost saving measure.

It takes a significant investment of time for an auditor to understand the operations of a new client. This means that the largest investment of time and, therefore, of money is in these initial two years. The regional council might want to take advantage of this investment by employing the same auditor for 2021.

What might the regional council do?

The regional council might:

Name PWC to perform the 2021 audit of Western Ontario Waterways Regional Council at the General Council Office.

Proposal #4: Operating Budget 2022

Title: Operating Budget 2022

Origin: Treasurer and Executive

What is the issue?

The regional council needs to set a budget for 2022 to guide the Executive in its management of the regional council's resources.

Why is this issue important?

The regional council needs to understand both the strengths and challenges of its financial situation to be able to function effectively in the present and ensure it is well positioned for the future.

What might the regional council do?

The regional council might:

1. Endorse the following principles used to develop the budget:
 - Due to the pandemic, churches learned how to gather virtually for worship and for meetings. This significantly reduced carbon emissions and also respected the time of regional council representatives and staff. The budget reflects an expectation that the majority of meetings involving the regional council, its leaders and its staff will be virtual gatherings. Meeting and travel budgets have been adjusted accordingly.
 - As in 2021, every effort was made to sustain a similar level of Mission and Service available for grants.
 - Operating expenses have been increased by 2%.
 - Salaries reflect anticipated increases within the salary grid along with cost of living increments.
 - Expenses incurred in dealing with matters under Section J: Oversight and Discipline of the Manual will be funded from the Unrestricted Operating Reserve as these fluctuate in numbers and cost.

And

2. Adopt the proposed 2022 budget authorizing the Executive to adapt as necessary within the above guidelines.

Proposal #5: Closing Motion

Title: Closing Motion

Origin: Executive Minister

What is the issue?

The work of the regional council continues between regional council meetings.

Why is this issue important?

The regional council must be clear how the work will continue.

What might the regional council do?

The regional council might

1. Entrust any unfinished business from its November 12-13, 2021 meeting to the Executive;
2. Authorize the Executive to fill any vacancies on the understanding that appointments will be confirmed at the next regional council meeting;
3. Direct the Executive to plan to convene a meeting of the regional council in the spring of 2022; and
4. Entrust the Executive and Commissions with the responsibilities and authority of Western Ontario Waterways Regional Council in accordance with *The Manual* of The United Church of Canada and the Governance Handbook of the Western Ontario Waterways Regional Council.
5. Close the November 12-13, 2021 meeting of the Western Ontario Waterways Regional Council at the close of the Celebration of Ministry Service on Saturday, November 13, 2021.

Proposal #6: Including Rest & Renewal for General Council and Regional Staff on Extended Developmental Leaves (GC44 Proposal)

Title: Including Rest and Renewal for General Council and Regional Staff on Extended Developmental Leaves

Origin: Executive, Western Ontario Waterways Regional Council

1. What is the issue?

We believe God/Jesus/Holy Spirit is calling us to:

Make rest and renewal for General Council and regional staff on extended vocational and development leaves not just an option or a negotiated part of their plan but an expectation that it will be part of their development and vocational leave. It is a common spiritual need of all of God's children and not just those in so called spiritual leadership as in leading a congregation. We see this as a good practice issue, mental health support, positive modelling for the church, fair employment standard.

2. Why is this issue important?

The Sabbatical Leave for ministers is "rooted in the biblical practice of the Sabbath day ... which Jesus kept ... [when he] went away to pray and reflect in silence and meditation "on mountain tops and by lakesides. The policy recognizing that the daily practice of ministry may involve the pressure of many tasks compressed into too few hours, leaving little opportunity for reflective, prayerful time. In the context of ministry, sabbatical time is for learning through reflection, revitalization, and recreation. It is, therefore, personal and individual in nature. It may include study, spiritual retreat, and rest and will probably be a blend of all of these.

Many of our permanent program staff and management positions at the Regional Councils and General Councils are designated as ministers. All people of faith are called to serve God through their vocations. This means that all work has room for a spiritual component.

As our church continues to restructure and respond to the challenges of changing times our staff are "under increased pressure being asked to compress many tasks into too few hours."

The current staff leave policy is based on professional and vocational development with exceptions made for those staff who have spiritual demands in their work. Like ministry personnel, all staff could benefit from rest, renewal and space to be open to the Spirit, that may or may not be, found in the strict vocational and professional development leave model.

This Proposal would see that the staff leave policy be amended, so all sabbatical times have room for rest and renewal, and allow space for openness to the Spirit to be part of a professional and vocational leave.

3. How does this proposal help us to live into our church's commitments on equity?

It seems like an issue for all people. It is already common practice for the church to give this leave. What is not common practice is that rest and renewal are a part of all General Council or

regional staff leaves. It depends on the interpretation of *Human Resources Manual Policy 2.15*. We think it is fair to have it stated as a clear and welcomed expectation.

4. How might the General Council respond to the issue?

The Executive of Western Ontario Waterways Regional Council proposes that the General Council could:

Rework *Human Resources Manual Policy 2.15 on Compensation and Leaves* and make the need for rest and renewal a part of any leave – not an option and not something you have to prove you need.

5. For the body transmitting this proposal to the General Council:

GC44 Proposal Chart

