**Congregational Support Commission**

**Western Ontario Waterways Regional Council**

**of The United Church of Canada**

Shape ***Connecting, Supporting, Transforming***

[March 9, 2023], **[7:00 pm]**, Zoom Call

Roster: (9) Ann Harbridge, Marg Bakker, Judy Chalmers, Norm Eygenraam, Arthur Hills, Matthew Lindsay, Bruce Gregersen, Marg Krauter, Roz Vincent-Haven

Staff Support: Rev. John Neff, Minister, Congregational Support

Sue Duliban, Executive Assistant

## Present: Ann Harbridge, Marg Bakker, Judy Chalmers, Arthur Hills, Bruce Gregersen, Arthur Hills, Marg Krauter, Roz Vincent-Haven

Guest: Jenny Stephens

## Regrets: Norm Eygenraam, Matthew Lindsay

Welcome and Constitute Meeting:Ann Harbridge welcomed all and constituted the meeting in the name of Jesus Christ for all business that comes before it.

Acknowledging the Land: Judy Chalmers shared a Land Acknowledgement focusing on the Owen Sound and Grey Bruce area.

Opening Worship:Ann Harbridge shared, as a Lenten reading, an Iona resource: “The Servant” .

Ann then introduced Roz Vincent-Haven, welcoming her to her first meeting of the commission, and saying how pleased the commission is to have Roz join. Roz was recently appointed by WOW Executive, after being encouraged to submit an expression of interest. All those gathered introduced themselves, sharing where they worship. Ann welcomed Jenny Stephens to the meeting as well.

## Opening Agreements:

Approval of Agenda:

The Congregational Support Commission of Western Ontario Waterways Regional Council **agree** on the agenda.

Approval of Previous Minutes:

The Congregational Support Commission of Western Ontario Waterways Regional Council **agree t**o approve the minutes of February 9 2023 as circulated.

Corresponding Member: Jenny Stephens

## Business Arising:

1. Email votes (confirmation of): n/a

**Consent Docket:**

1. Correspondence: n/a
2. Pastoral Charge Supervisors
   1. Jenny Stephens covered for Gary Clark at Wesley UC, Cambridge on February 28, 2023, Council meeting.
   2. Diane Uhrig to attend Letterbreen UC’s 2023 Annual meeting in place of PCS (Pastoral Charge Supervisor) Marg Krauter.
   3. Kathy Underwood to First UC, Owen Sound for June to August 2023 during minister’s sabbatical.
3. PCS Reports Received: none received
4. Documents received for information
5. Alsfeldt UC – Financial Viability Worksheet
6. Annan Woodford PC – Annual Report
7. Atwood UC – Annual Report
8. Badjeros UC – Annual Report
9. Belgrave UC – Annual Report
10. Bluevale UC – Annual Report
11. Calvary UC, St. Jacobs – Annual Report
12. Cedar Hill UC, Cambridge – Annual Report
13. Central Westside UC, Owen Sound – Annual Report
14. Clinton UC – Annual Report
15. Dobbinton UC – Annual Report
16. Dublin St. UC, Guelph – Annual Report
17. Dungannon Union PC – Annual Report
18. Emmanuel UC, Waterloo – Annual Report
19. Georgian Shores UC, Owen Sound – Annual Report
20. Grace UC, Tavistock – Annual Report
21. Harcourt UC, Guelph – Annual Report
22. Harriston UC – Annual Report
23. Huron Shores UC, Grand Bend – Annual Report
24. Keady North Derby UC – Self Assessment
25. Kincardine UC & Bervie UC - Trial Collaborative Agreement. Exit clause added “If either congregation at any time feels that this trial collaboration is not working out and all efforts have been made to make it work, it can be ended with a 6 week notice to both congregations.”
26. Knox UC, Clifford - Financial Viability Worksheet
27. Knox UC, Paisley – 2022 Annual Report
28. Londesborough UC – Annual Report
29. Main St. UC, Mitchell – Annual report
30. Ripley-Bervie Kinloss PC Annual Report
31. Rockwood-Stone PC; Rockwood UC, Stone UC – Annual report (2 docs)
32. St. Andrew’s UC, Bayfield – Annual Report
33. St. Luke’s UC, Cambridge – Annual Report
34. Tara-Centenary PC – Annual Report
35. Thames Road Elimville PC – Self assessment
36. Tobermory UC – Annual Report
37. Trinity UC, Annan – 2022 Annual Report and Comparative Balance Sheet
38. Trinity UC, Listowel – Annual Report
39. Trinity Centennial UC – Annual Report
40. Wasaga Beach UC – Annual Report
41. Wesley UC, Cambridge – Living Faith Profile

The Covenant Commission of Western Ontario Waterways Regional Council **agrees** by consensus to the Consent Docket.

## New Business:

1. Ripley UC – Name change after approval of dissolving the pastoral charge.

**MOTION**: Judy Chalmers / Arthur Hills

That the Congregational Support Commission of Western Ontario Waterways Regional Council, having approved the request to end the Ripley-Bervie Kinloss Pastoral charge, create a new Ripley: St. Andrew’s Pastoral Charge, St. Andrew’s United Church effective April 1, 2023. **CARRIED**

Note: The name change for Bervie Kinloss United Church was already approved by the commission.

1. James St. UC, Palmerston – Request to use restricted funds.

**MOTION:** Bruce Gregersen / Margaret Bakker

That the Congregational Support Commission of Western Ontario Waterways Regional Council approve the request of James St. UC, Palmerston to use up to $25,000 of restricted funds for needed repairs. **CARRIED**

Repairs needed are stairs and a retaining wall. Note: There is currently $650,000 in restricted funds from the sale of Moorefield UC.

1. Georgian Shores UC, Owen Sound – half time appointment request. Georgian Shores has a fulltime minister as well.

**MOTION:** Arthur Hills / Roz Vincent-Haven

That the Congregational Support Commission of Western Ontario Waterways Regional Council receives for information the CoF (Community of Faith) Profile documents and approves the recommendation that Georgian Shores UC, Owen Sound is viable to is viable to call/appoint a minister up to Category (A-F) F for 20 hours per week. **CARRIED**

# Judy Chalmers declared a conflict of interest and abstained.

# 

1. Badjeros UC – Use of Restricted Funds

**MOTION**: Marg Krauter / Margaret Bakker

That the Congregational Support Commission of Western Ontario Waterways Regional Council approve the request of Badjeros UC for the use of $28,000 in restricted funds for electrical upgrade and heat pump installation that has taken place. Note: In future the pastoral charge should make the request in advance of spending the money and the request should be accompanied by three quotes. **CARRIED**

1. Clarification of Terms on Commission: An updated list of terms was shared and highlighted those whose terms are ending, but could be continued. Ann asked that those commission members prayerfully consider if they want to continue. If anyone knows of anyone, a little arm twisting doesn’t go amiss.
2. Recruitment – names of people who could be added to approach for joining the commission

John noted the commission can be intentional around recruiting; offer names to the Executive to be recruited. Or pass on names to Sue Duliban and she will bring to the Executive. Not just for the Congregational Support Commission, but if they know of others whose interests would align with the other commissions or the executive. Ann shared that commission members know the amount of work involved and it does take a committed person. She expressed her great appreciation for the work and commitment of the commission members.

1. First UC, Waterloo – request for exception for non-member to be on governing body

**MOTION:** Roz Vincent-Haven / Judy Chalmers

That the Congregational Support Commission of Western Ontario Waterways Regional Council approve the request to allow Lee Willingham (adherent) to serve on the governing body for the duration of his term as Worship Committee Chair. **CARRIED**

# John noted, we are not approving a position that is perpetual, but approving the person in the position. Ann remarked we are grateful that churches contact us when these instances arise, because we know there are some churches that don’t contact the commission.

1. Clifford Pastoral Charge – Alsfeldt UC & Knox UC, Clifford – Short Term Appointment documents.

**MOTION:** Marg Krauter / Margaret Bakker

That the Congregational Support Commission of Western Ontario Waterways Regional Council receives for information the CoF Profile documents and approves the recommendation that Clifford Pastoral Charge, Alsfeldt UC and Knox UC, Clifford are viable to appoint a supply minister for up to 20 hrs. **CARRIED.**

1. Port Elgin UC – Coff profile

**MOTION:** Judy Chalmers / Arthur Hills

That the Congregational Support Commission of Western Ontario Waterways Regional Council receives for information the CoF Profile documents and approves the recommendation that Port Elgin UC is viable to call/appoint a minister up to Category (A-F) F for 40 hours per week. **CARRIED**

1. Covenanting with Mount Carmel-Zion United Church, Morriston on March 26, 2023 at 10:30 am. Who can attend? It is a covenanting with the regional council; even though did mass approval, left the door open for people who want to do a covenanting service, John noted. Roz volunteered to attend. John will follow-up with Roz as to the format, etc., noting that there is a liturgy and an exchange of symbols between the regional council and community of faith.
2. Knox UC, Durham – Constitution

**MOTION**: Bruce Gregersen / Judy Chalmers that the Congregational Support Commission of Western Ontario Waterways Regional Council approves the constitution of Knox UC, Durham with the following changes:

Pg. 4 – Membership

Adherents are not members. It is confusing that they are included under “Membership.”

Please change the title or exclude adherents.

Pg. 5 – Council Membership

9. Replace “Lay Worship Leader” with “pastoral charge supervisor” (2 instances)

Pg. 7 – “EXPECTATIONS FOR WESTERN ONTARIO WATERWAYS REGIONAL COUNCIL”

This is inaccurate. Should read “Expectations of Representative to ...”

“Members of the faith community are welcome to attend committee meetings, except for in camera sessions.”

Should not read “in camera” Replace with “committee of the whole”

Pg. 10 -Ministry and Personnel

8. “maintain contact with the Western Ontario Waterways Pastoral Relations Committee or equivalent.” Replace “Pastoral Relations Committee” with “Human Resources Commission”. **CARRIED**

Marg Krauter abstained as she is a member of the congregation.

1. Annual Report and Self-assessment reviews

The volunteer reviewer no longer has the time to do the reviews. How to manage the review of annual reports?

Ann, Judy and Arthur volunteered to begin to review annual reports. It was noted that while there is a lot of reading, it is a short-term task, going roughly from February to May.

John will add the online form to the commission Sharepoint library. Once the online form is completed, the reviewer submits the form and it auto populates the annual report review in Sharepoint. John will also add the “what to look for” document and the link to where to find it on Sharepoint.

John noted that Ruthanna Mack, regional council admin staff, is taking over the updating of the motion tracking document. She will be entering the information directly into Sharepoint. Ann will no longer have to do that work.

Ann will create a spreadsheet listing annual reports received; add your name beside ones you have started reviewing.

1. Tri-Regional Evaluation – visit with Jenny Stephens

Jenny provided some background on where the evaluation team is at with the review, and invited the commission into conversation; posing various questions to the Commission for input and feedback.

It was agreed to keep the commission meeting time at 7 pm for the April and May meetings. To be reviewed after the spring regional council meeting and determine if the time needs to be changed to accommodate possible new members.

Next Meeting:Regular meetingThursday, April 13, by Zoom Call – [ 7 pm]

Worship by:

Land Acknowledgement:

## Adjournment: 8:49 pm