**Executive**

**Western Ontario Waterways Regional Council**

**of The United Church of Canada**

***Connecting, Supporting, Transforming***

**April 19, 2023 9AM via Zoom**

**Roster:** Mark Laird (President), Jennifer Irving (President Elect), Brent Caslick (Treasurer), Andrea Allan, Jessica Cottrell, Joyce Johnston, Ann Harbridge, Cathy Larmond, Thom McDonough, Heather Leffler, Terry Smith

**Staff Support:** Cheryl-Ann Stadelbauer-Sampa, Sue Duliban, Executive Assistant & Acting Secretary

**Present:** Mark Laird, Jennifer Irving, Brent Caslick, Andrea Allan, Jessica Cottrell, Ann Harbridge, Cathy Larmond, Thom McDonough, Heather Leffler, Terry Smith

# Welcome and Constitution of Meeting (President Mark): I constitute this meeting in the name of Jesus Christ, the one true head of the Church and by the authority vested in me by Western Ontario Waterways Regional Council for whatever business may properly come before it. The bounds of this meeting will be the Zoom call.

**Worship/Acknowledgement of Land and Check-in**

Answering Jesus’ questions – sharing in the group any questions that speak to you or that you ask. Welcome to Thom and introduced themselves. Mark closed with prayer.

## **Consent Docket**

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

1. **Enabling Actions**
2. That the Agenda be adopted as circulated.
3. That the minutes of the meeting of February 15, 2023 be approved as distributed.
4. That motions and proposals be written and given to the Secretary.

**B**. **Confirmation of Email Vote**

February 24, 2023

MOTION: Andrea Allan / Terry Smith

That the Executive of Western Ontario Waterways Regional Council:

* 1. Authorizes the transfer of the parcel in Grey County held by the Trustees of the Mount Horeb Methodist Church for the cost of legal and transfer fees; and
  2. appoints President Mark Laird, Treasurer Brent Caslick and Executive Minister Cheryl-Ann Stadelbauer-Sampa to function as the regional council appointed Trustees for the property of the former Mount Horeb congregation. CARRIED

**C.** **Correspondence Received**

1. Thank you letter to Cheryl-Ann Stadelbauer-Sampa/Mark Laird/WOW Executive from Peter Hartmans. Received for information.
2. Executive Minister Accountability Report March. Received for information.
3. PTCC WOWRC director nominee request.
4. PTCC Grant application received from Trillium United Church

WOWRC Executive agrees to endorse and pass on the application from Trillium United Church to PTCC.

1. TUCC Invitation to AGM June 15 2023 and TUCC director vacancy.
2. TUCC D. Shearman offer to attend TUCC AGM.
3. TUCC Dec. 2022 Waverly WOWRC Property Management Report. Received for information only.

8. Leadership Fund Grants Received

* John Benham: Total expenses 1,637: $500
* Gary Clark: Total expenses 1,298: one-third or max $500: 1/3 is $432.66
* Kristal McGee: Total expenses 1,575: $500
* Sheryl Spencer: Total expenses 1,600: $500

That the Learning Fund Grant Applications for John Benham, Gary Clark, Kristal McGee and Sheryl Spencer be approved.

Western Ontario Waterways Regional Council Executive **agrees** by consensus to accept the consent docket.

The Executive recommended that the total amount available ($30,000 from unrestricted reserves) in the Learning Fund Grant be noted when applications are received and that grants awarded be tracked. Treasurer Brent Caslick is working on getting a record of bursaries to candidates that have been paid and will bring forward to Executive for information, so it can be recorded in the minutes.

**Business Arising**

1. Commission Reports: President Mark asked that recruitment needs be shared.

1. Congregational Support: Written report received. Ann Harbridge noted that the Commission has set up a new fund, “Congregation Education and Training Fund”. Ann referred to the Commission membership listing included in her written report. She suggested it would be of benefit for the recruitment team to let Commission chairs know who has submitted an expression of interest and their skill set.
2. Human Resources: Cathy Larmond. The HR Commission is extremely short of people. If all members are not at meetings, then the Commission doesn’t have quorum and decisions cannot be made. Cathy added that the Commission always has good discussions and they are doing what they are supposed to be doing. It is however a struggle because every member absolutely has to be at meetings. If not, things won’t be passed. Are particularly short of lay people.
3. Discipleship & Justice: Thom McDonough. While concerned about two members leaving, Andrew Hyde has stepped in to serve as chair following the May regional council meeting. The Commission is cultivating interest and right now has an even balance of ministry personnel/lay.

Affirming congregations: continue to support those who have become affirming and those in process of becoming affirming. Time requested to present pride flags to representatives of congregations who have become affirming, at the May meeting. Staff will confirm which congregations will be present and the planning team will look at time on the agenda.

Remit: taking on task of educating communities of faith. Cathy Hird has agreed to champion this. The Commission has discussed the number of congregations without paid accountable staff, and are concerned that without that leadership, remit discussion may fall through the cracks.

Mission Support grants: continue to see groups/communities of faith coming back multiple times – will discuss at next meeting.

Thom also shared how impressed he is with staff and the Commission. Staff provides phenomenal support and are greatly appreciated in supporting the Commission.

Cheryl-Ann noted that the spring regional council meeting will have a session focusing on things that laid the groundwork for the remit. The fall regional council meeting will include an educational session particularly on the remit itself.

2. Update on shared position with 5 Oaks (Cheryl-Ann Stadelbauer-Sampa)

Second interviews have been conducted. The interview team hopes to have a candidate’s name to bring to the joint Executives shortly.

Andrea Allan left the meeting.

3. HSUC Commission: screen share minutes (to be adopted for information)

MOTION Terry Smith / Jessica Cottrell: That the minutes of HSUC of February 22, 2023 and March 1, 2023 be received for information. MOTION WITHDRAWN

The Executive **agrees** by consensus to receive for information the minutes of HSUC Feb 22, 2023 and March 1, 2023.

4. Affirm priorities

Discussion regarding Executive addressing Affirm priorities as highlighted at the fall 2022 orientation gathering. President Mark noted the Executive is trying to be more diverse in nominations: have faith in Heather and Jennifer that they are working on that in recruitment efforts.

Discussed the idea previously raised of having an equity support person at Executive meetings. It was agreed that having a way for the entire Executive to discuss, rather than selecting one person, would be beneficial.

The Executive **agrees** by consensus to include a closing check-out on the agenda of each Executive meeting. For example “what have we done during this meeting that lives into our Affirm priorities/we lived into our Affirm priorities when…..” President Mark noted that it will be okay to pass on participating in the check-out, as giving someone the space to pass is welcoming as well.

Presenting flags: work into opening worship

**New Business**

1. Proposal 1: Making Staff Permanent

**MOTION:** Heather Leffler / Thom McDonough

That Krista Ford and Michele Petick be moved from contract employment to permanent status as the regional councils have need of their specialized skills. This represents no additional expense beyond the approved budgets. **CARRIED**

1. Proposal 2: Recruitment

The Western Ontario Waterways Regional Council Executive **agrees** by consensus to

1. Appoint a recruitment team to work throughout the year with membership from at least each of the decision-making bodies with the goal of supporting the election of lay representatives, orientation for regional council meetings, identification of needs, recruitment for a regular cycle of appointment; orientation for new decision-makers, etc.
2. Recommend to the regional council at its spring 2023 meeting that the regional council move to the process of preparing a slate for consideration by the regional council;
3. Prepare a slate for the consideration of the spring 2023 meeting with a view to fulfilling governance requirements, honouring diversity and meeting Executive/Commission needs.
4. Proposal 3: Financial Statements

The Western Ontario Waterways Regional Council Executive **agrees** by consensus to accept the Western Ontario Waterways Regional Council of The United Church of Canada Financial Statements as at December 31, 2021 for the fiscal years 2020 and 2021 as prepared by PWC and direct the President and Executive Minister to sign the same.

(Noted: P12 of the Financial Statement 9. 3. Operating is spelled wrong).

4. Proposal 4: Monies to BMO

**MOTION:** Jennifer Irving / Terry Smith:

That the Western Ontario Waterways Regional Council Executive confirm the action taken by the Investment Committee at that time (Cheryl-Ann, Brent Caslick, Gary Clark & Bruce Dickson) of transferring $713,066 Western Ontario Waterways funds out of the general operating bank balance to BMO-Nesbitt Burns allocating $600,000 to be invested as Unrestricted Operating Funds and the balance going towards Restricted funds already held; and any Investment Gain/losses accruing after January 1,2022 be appropriately allocated between Restricted Funds and Unrestricted Operating Funds.

**CARRIED**

1. Further to the Congregational Support Commission’s fund as included in Chair Ann Harbridge’s report to the Executive.

**MOTION:** Ann Harbridge / Thom McDonough

That the Western Ontario Waterways Regional Council Executive endorse the Congregational Support Commission’s *Congregation and Education Training Fund* policy as developed by the Congregational Support Commission and that staff add the Fund to the WOWRC governance handbook.

**CARRIED**

1. Term of WOWRC Treasurer

**MOTION:** Heather Leffler / Terry Smith

The Western Ontario Waterways Regional Council Executive agrees, in order to have consistency in financial management, that the term of Treasurer be extended beyond six years by one year to 2026. **CARRIED**

The Executive **agrees** by consensus to nominate David Shearman as a TUCC director and to nominate Mark Laird as a PTCC director.

The Executive **agrees** by consensus to appoint David Shearman and Terry Smith to be WOWRC reps to the TUCC AGM on June 15, 2023.

Cheryl-Ann will advise PTCC and TUCC.

Checkout: What have we done at this meeting to live into our Affirm priorities.

President Mark closed in prayer, remembering particularly Rev. Jason Richards who passed away recently, his partner Rev. Young Seo and their son Lincoln, their families and the congregation of St. Mary’s United Church.

Adjourned.

**Upcoming Executive Meeting**

May 17, 2023: 9AM, via zoom