

**Congregational Support Commission**  
**Western Ontario Waterways Regional Council**  
**OF THE UNITED CHURCH OF CANADA**

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WOWRC Purpose: *Connecting, Supporting, Transforming*

WOWRC Values: *Love Unconditionally, Seek Reconciliation, Risk Courageously*

WOWRC Commitment to be: *Affirming, Anti-Racist*

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**MINUTES - February 13, 2025 - 1:00 pm**

[Join Zoom Meeting](#) Meeting ID: 948 1084 3630; Password: 317828

**Roster: (8)** (Quorum = 4) [Ann Harbridge](#), [Rebekah Duncan](#), [Bruce Gregersen](#), [Marg Krauter](#), [Peter Kudelka](#), [Sharon Norton](#), [Colin Snyder](#), [Roz Vincent-Haven](#)

**Corresponding Members:** Norm Eygenraam, Peter Kupfer

**Staff Support:** [John Neff](#), Minister, Congregational Support

[Max Watkinson](#), Executive Assistant

**Regrets:** Sharon Norton

**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:** Ann Harbridge

**Opening Worship:** Ann Harbridge

**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** to approve the minutes of November 14, 2024.

Corresponding members:

Move Peter Kupfer to a corresponding member of the CSC until his return.

Move Norm Eygenraam to a corresponding member of the CSC.

**Business Arising:**

Email votes (confirmation of) January 20, 2025 \*\*look for movers/seconders

- a. Calvary UC, St. Jacobs – sale of 2.67 acres.

**MOTION Peter Kupfer / Bruce Gregersen**

that the Congregational Support Commission of Western Ontario Waterways Regional Council agrees to the sale of 2.67 acres by Calvary United Church, St. Jacobs to PeopleCare Inc. for \$375,000.00 per acre (Total = \$1,001,250). The First Deposit is \$25,000.00 and the Second Deposit is \$50,000.00. The Closing Date is 4:59 p.m. on the three hundredth (300th) day following the waiver of the condition in Section 12.2 which is October 9, 2025 (300 days from December 13, 2024.)

If the approvals are not in place, the closing will extend a further 6 months to April 9, 2026.

The lawyer is Mary Lou Fletcher of Woods, Clemens, Fletcher & Cronin, Elmira.

All proceeds are to be held in trust as restricted funds. Use of restricted funds will require a detailed request for regional council approval.

**CARRIED**

b. Thamesview UC, Fullerton – CoF Profile

**MOTION Roz Vincent-Haven / Sharon Norton**

that the Congregational Support Commission of Western Ontario Waterways Regional Council receives the CoF Profile from Thamesview UC, Fullerton and agrees with the recommendation that Thamesview UC is viable to call/appoint a minister for up to 20 hrs at category F.

**CARRIED**

c. Thames Road-Elmville UC, Exeter – Sale of property

**MOTION Peter Kupfer/ Bruce Gregersen**

that the Congregational Support Commission of Western Ontario Waterways Regional Council approve the sale of Thames Road-Elmville UC, Exeter to David and Sarah Govers with the following terms:

The sale of the Thames Road Elmville United Church property Part Lot 10, Concession North Thames Road, Usborne in South Huron to Sarah Govers and Dave Govers for \$1, the balance due upon closing. No chattels are included in the sale.

The agreement of sale is conditional upon the Govers obtaining the approval from the Bereavement Authority of Ontario to transfer the property and transfer the operator's licence for the cemetery indicated in the property.

The agreement is conditional on the seller obtaining the approval of the Thames Road Elmville United Church congregation and any approval required by the United Church of Canada regional council and any of its subcommittees.

That all costs of this transaction, including legal fees, registration costs and obtaining the approval of the Bereavement Authority of Ontario shall be an expense of the buyers.

That the seller shall have exclusive, rent free right to use the church building on the property and use in common with buyers of the surrounding parking lot for a period of 20 years to hold Sunday services, meeting for church groups, Bible worship, United Church Women, church youth groups, meetings for church functions, church fundraising dinners, Sunday school, Good Friday, Ash Wednesday and Christmas Eve services.

During the 20 year period the seller may rent the church building to church members and their families for family events, including weddings, holiday parties, funeral luncheons and celebrations of life and may retain the rent received for the same.

The buyers agree during the 20 year period maintain the church building at their own expense, in the same condition as of the date of the agreement, including maintaining the roof, foundation, windows, doors, well, septic system, and elevator, including maintaining any government license for the same.

The buyers agree to pay all utilities for the church building, including the telephone landline for the seller.

The buyers agree to maintain and gravel the parking lot on the property at regular intervals at their own expense.

The buyers agree to cut and maintain the grass on the property at regular intervals at their own expense.

The buyers and seller agree to create a Joint Management Committee of six persons, being the two buyers and four members of the seller to oversee the use and management of the church building. Such committee to formally meet at least twice a calendar year.

The seller may register notice of the use agreement on title to the property and such agreement shall be binding on the buyers, their estates, personal representatives, assigns and successors in title.

The buyers shall grant the seller a right of first purchase to purchase the property back from the buyers for \$1 in the event the buyers wish to sell the property during the term of the above use agreement.

**CARRIED**

- d. Centennial UC, Stayner – Request to use restricted funds

**MOTION Roz Vincent-Haven / Sharon Norton**

that the Congregational Support Commission of Western Ontario Waterways Regional Council approve the request to use \$20,000 of restricted funds (Manse) for offsetting carbon footprint and repairing brickwork.

**CARRIED**

- e. Wesley UC, Cambridge & Westminster UC, Waterloo – Collaborative covenant

**MOTION Roz Vincent-Haven / Sharon Norton**

that the Congregational Support Commission of Western Ontario Waterways Regional Council approves the Collaborative Covenant between Wesley UC, Cambridge & Westminster UC, Waterloo to begin March 1, 2025.

**CARRIED**

- f. Shallow Lake – Technology grant application.

**MOTION Colin Snyder / Roz Vincent-Haven**

that the Congregational Support Commission of Western Ontario Waterways Regional Council agree with the technology grant application from Shallow Lake UC with the revision for the matching criteria to allow for \$825 and forward it to the Finance Programs Administrator at GCO.

**CARRIED (*Sharon Norton abstains*)**

## 1. Pastoral Charge Supervisors

- a. Alex Jebson, as PCS, to Egmondville UC beginning December 15, 2024
- b. Micol Cottrell, as PCS, to Harriston UC for a meeting on January 26, 2025.
- c. Judy Zarubick, as PCS, to Milverton UC for a meeting on January 9, 2025.
- d. Heather McCarrel, as PCS, to Central Westside UC, Owen Sound beginning March 1, 2025
- e. Roz Vincent-Haven to Westminster UC, Waterloo beginning February 10, 2025

### PCSs Needed:

| Connected From | Connected To                                    | Starting   | Ending | Description |
|----------------|---|------------|--------|-------------|
| PCS Needed     | Mitchell: Main Street Pastoral Charge           | 2025-09-01 |        |             |
| PCS Needed     | Armenian Evangelical Pastoral Charge, Cambridge | 2022-02-15 |        |             |

## 2. Documents received for information:

- a. Sauble Beach UC – [Financial Viability](#), [Financial Statement](#)
- b. Hepworth UC – [Financial Viability](#), [Financial Statement](#)
- c. Knox UC, Durham – [2024 Annual Report](#), [\(Copilot Summary\)](#)
- d. Arthur UC – [2024 Annual Report](#), [\(Copilot Summary\)](#)
- e. Trinity UC, Lucknow – [2024 Annual Report](#), [\(Copilot Summary\)](#)
- f. Mount Carmel-Zion UC, Morriston – [2024 Annual Report](#), [\(Copilot Summary\)](#)
- g. Wyevale UC – [2024 Annual Report](#), [\(Copilot Summary\)](#)

## 3. Budget - [2025 CSC Budget](#)

John Neff presented the budget, highlighting some changes regarding travel costs for Pastoral Charge supervisors.

## 4. Report from Rep to the Executive

Ann provided an update on the 3 new funds that were approved, criteria and application process has been developed and will be going onto the website before the end of the month.

## 5. Staff Report

A staff report was presented by John Neff, details as of February 2, 2025

Total # of Ministers by salary category in the UCC:

|  |                          |   |   |  |  |  |  |  |  |
|--|--------------------------|---|---|--|--|--|--|--|--|
| Minister Type                              | (Multiple Items)         | ▼ | = | Candidate, DLM, Diaconal, Ordained                     |  |  |  |  |  |
| Minister Status                            | (Multiple Items)         | ▼ | = | Active, Admissions, Ministry partner, non-UCC, Retired |  |  |  |  |  |
| In Search of Call/Appointment              | (All)                    | ▼ | = | No, Yes, Pending                                       |  |  |  |  |  |
| Antler River Watershed Regional Council    | (All)                    | ▼ | = |  |  |  |  |  |  |
| Horseshoe Falls Regional Council           | (All)                    | ▼ | = |  |  |  |  |  |  |
| Western Ontario Waterways Regional Council | (All)                    | ▼ | = |  |  |  |  |  |  |
|  |                          |   | = |  |  |  |  |  |  |
| <b>Salary Category</b>                     | <b>Count of Current</b>  |   |   |  |  |  |  |  |  |
|  | ▼ <b>Salary Category</b> |   |   |  |  |  |  |  |  |
| A  | 123                      |   |   |  |  |  |  |  |  |
| B  | 135                      |   |   |  |  |  |  |  |  |
| C  | 243                      |   |   |  |  |  |  |  |  |
| D  | 253                      |   |   |  |  |  |  |  |  |
| E  | 290                      |   |   |  |  |  |  |  |  |
| F  | 2670                     |   |   |  |  |  |  |  |  |
| S1   | 93                       |   |   |  |  |  |  |  |  |
| S2   | 21                       |   |   |  |  |  |  |  |  |
| <b>Grand Total</b>                         | <b>3828</b>              |   |   |  |  |  |  |  |  |

Total # of minister in Search

|  |                          |   |   |  |  |  |  |  |  |
|--|--------------------------|---|---|--|--|--|--|--|--|
|  |                          |   |   | <b>In Search of Call/Appointment</b>                   |  |  |  |  |  |
| Minister Type                              | (Multiple Items)         | ▼ | = | Candidate, DLM, Diaconal, Ordained                     |  |  |  |  |  |
| Minister Status                            | (Multiple Items)         | ▼ | = | Active, Admissions, Ministry partner, non-UCC, Retired |  |  |  |  |  |
| In Search of Call/Appointment              | Yes                      | ▼ | = | Yes  |  |  |  |  |  |
| Antler River Watershed Regional Council    | (All)                    | ▼ | = |  |  |  |  |  |  |
| Horseshoe Falls Regional Council           | (All)                    | ▼ | = |  |  |  |  |  |  |
| Western Ontario Waterways Regional Council | (All)                    | ▼ | = |  |  |  |  |  |  |
|  |                          |   |   |  |  |  |  |  |  |
| <b>Salary Category</b>                     | <b>Count of Current</b>  |   |   |  |  |  |  |  |  |
|  | ▼ <b>Salary Category</b> |   |   |  |  |  |  |  |  |
| A  | 9                        |   |   |  |  |  |  |  |  |
| B  | 12                       |   |   |  |  |  |  |  |  |
| C  | 17                       |   |   |  |  |  |  |  |  |
| D  | 15                       |   |   |  |  |  |  |  |  |
| E  | 21                       |   |   |  |  |  |  |  |  |
| F  | 113                      |   |   |  |  |  |  |  |  |
| S1   | 16                       |   |   |  |  |  |  |  |  |
| S2   | 7                        |   |   |  |  |  |  |  |  |
| <b>Grand Total</b>                         | <b>210</b>               |   |   |  |  |  |  |  |  |

Total # of minister in search looking in WOW by category and number of hours wanted.

|    | A  | B  | C  | D  |
|----|--|--|----|--|
| 1  | Minister Type                              | (Multiple Items)                           | .Y | = Candidate, DLM, Diaconal, Ordained                     |
| 2  | Minister Status                            | (Multiple Items)                           | .Y | = Active, Admissions, Ministry partner, non-UCC, Retired |
| 3  | In Search of Call/Appointment              | Yes  | .Y |  |
| 4  | Western Ontario Waterways Regional Council | Western Ontario Waterways Regional Council | .Y | = Region in which they are searching                     |
| 5  |  |  |    |  |
| 6  | Salary Category                            | Count of Current Salary Category           |    | = Number of ministers by salary category                 |
| 7  | B  |  | 1  | +  |
| 8  | 40   |  | 1  | number of hours wanted                                   |
| 9  | C  |  | 1  |  |
| 10 | 20   |  | 1  |  |
| 11 | D  |  | 2  |  |
| 12 | 20   |  | 1  |  |
| 13 | 40   |  | 1  |  |
| 14 | E  |  | 1  |  |
| 15 | 40   |  | 1  |  |
| 16 | F  |  | 8  |  |
| 17 | 20   |  | 1  |  |
| 18 | 25   |  | 1  |  |
| 19 | 40   |  | 6  |  |
| 20 | Grand Total                                |  | 13 |  |

----- End of Consent Docket -----

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

**Business carried over from January 9, 2025 meeting which were not resolved by email.**

Brucefield UC – CoF Profile

**MOTION: Colin Snyder / Bruce Gregersen**

that the Congregational Support Commission of Western Ontario Waterways Regional Council receives the CoF Profile from Brucefield UC and agrees with the recommendation that Brucefield UC is viable to call/appoint a minister for up to 40 hrs at category D.

**CARRIED.**

1. Andrew Hyde Collaborative Agreement idea. MOU

**MOTION: Marg Krauter / Colin Snyder**

that the Congregational Support Commission of Western Ontario Waterways Regional Council approve the Memorandum of Understanding involving Rev. Andrew Hyde between The Ecumenical Campus Ministry (ECM) at the University of Guelph and Two Rivers Church (TRC) (Presbyterian), Guelph to be effective January 1, 2025-June 30, 2025.

Some questions for clarification were posed, and responses were provided in writing:

- a. What is the process if there is a concern or complaint raised through TRC? Who will address it and how?

If anyone at TRC has a concern about my leadership, they would bring it to the TRC Leadership Team which has a Human Resources committee (which acts in a similar manner as our M&P committees). If it couldn't be settled satisfactorily there, it's a good question about where to take it next. Options might include: the ECM Board; and/or WOWRC; and/or the Presbytery of Waterloo-Wellington. My own sense

is that the chain of accountability may depend on the nature of the complaint. If the complaint is that Andrew's worship leadership isn't Presbyterian enough, the chain of discussion might go from TRC Leadership Team, to the Presbytery of Waterloo-Wellington. If the complaint is that Andrew crossed an ethical boundary and needs to be held accountable, the chain of discussion might go from TRC Leadership Team, to ECM Board, to WOWRC/Office of Vocations. My feeling is that it would be the TRC Leadership Team's responsibility to discern where the next level of conversation needs to take place, if an issue can't be resolved with a complainant.

- b. Clarify "Should an issue arise necessitating short-term disability, it shall be governed under the terms of the United Church of Canada." Would payment by TRC cease? Would TRC be reimbursed for a proportional amount? How does Dublin St. UC, fit into that?

This statement may be less helpful than we hoped for. What it tries to convey is that, should Andrew need to go on disability, we'd be directed by the policies and procedures of the UCC, and that both TRC and ECM would share the costs equally up until the end of the MOU period. Dublin St. United administers ECM's payroll through ADP – because ECM is not set up with ADP - and invoices ECM each month for the full amount. They've done this for years. Since ECM will be invoicing TRC each month for their share of the remuneration, any necessary adjustments would be reflected in the monthly invoices.

Note: It may be worth having the conversation about how to set ECM up on ADP, if it makes things easier. We've not done this up until now, since it's not always a given that the ECM chaplain will be a UCC minister.

These are good clarifying questions, which I'll make sure to pass along to the other parties for their input too. If I hear anything different from what I've offered here, I'll make sure to let you know.

- c. If the agreement goes past the three months an exit clause needs to be added.

**CARRIED.**

- 2. Emmanuel UC, Waterloo – agreement with Waterloo Wayside Services Centre of the United Church of Canada.

**MOTION: Bruce Gregersen / Marg Krauter**

that the Congregational Support Commission of Western Ontario Waterways Regional Council receive for information the Trustees Resolution, EUC Wayside Agreement, and EUC Wayside MOU from Emmanuel UC, Waterloo and approve the lease in accordance with the documentation.

**CARRIED.**

- 3. Westminster UC, Waterloo CoF Profile

**MOTION: Bruce Gregersen / Colin Snyder**

that the Congregational Support Commission of Western Ontario Waterways Regional Council receives the CoF Profile from Westminster UC, Waterloo and agrees with the recommendation that Westminster UC is viable to call/appoint a minister for up to **20** hrs at category **F** for their portion in relation to the collaborative agreement between Westminster UC, Waterloo and Wesley UC, Cambridge.

PRC has already approved their search.

**CARRIED.**

- 5. Wesley UC, Cambridge – CoF Profile

**MOTION: Marg Krauter/ Colin Snyder**

that the Congregational Support Commission of Western Ontario Waterways Regional Council receives the CoF Profile from Wesley UC, Cambridge and agrees with the recommendation that Wesley UC is viable to call/appoint a minister for up to 20 hrs at category F for their portion in relation to the collaborative agreement between Westminster UC, Waterloo and Wesley UC, Cambridge

PRC has already approved their search.

**CARRIED.**

New Business:

4. Bridgeport UC, Kitchener – Intent to disband

**MOTION: Marg Krauter / Bruce Gregersen**

that the Congregational Support Commission of Western Ontario Waterways Regional Council acknowledge Bridgeport UC, Kitchener's intent to disband, await their decision regarding turning it over to the regional council (250223), and the final service date.

**CARRIED.**

5. Zion United Church, Rostock – Intent to disband

At the annual meeting on January 26, 2025, a motion was approved “that Zion United Church Rostock request WOW to approve our intention to Disband with our final service to be held June 22, 2025.

**MOTION: Marg Krauter / Colin Snyder**

that the Congregational Support Commission of Western Ontario Waterways Regional Council acknowledge Zion United Church, Rostock’s intent to disband, with a final service date of June 22, 2025.

They are looking for a representative from WOW to attend the closing service. – Marg Krauter.

**CARRIED.**

6. Clifford Pastoral Charge – request for use of Restricted Funds

**MOTION: Marg Krauter / Colin Snyder**

that the Congregational Support Commission of Western Ontario Waterways Regional Council agree to the request of the Clifford Pastoral Charge for the use of restricted funds from the sale of their manse for the following purposes:

- \$13,000 for roof repair at Knox Clifford
- \$4,425.00 +HST for flooring in the Kitchen at Knox Clifford
- \$1,390.00 + HST for the purchase and delivery of an organ to Alsfeldt Church

**CARRIED.**

7. Wasaga Beach UC

An update on the current situation regarding their mortgage and future efforts was provided by Ann Harbridge and John Neff.



8. Access to Restricted Funds Policy Report

Review of the proposed policy was conducted, recommendations of some changes and edits made.

**MOTION Rebekah Duncan/ Colin Snyder**

that the Congregational Support Commission of Western Ontario Waterways Regional Council approve the Access to Restricted Funds Policy.

**CARRIED.**

9. Exit interviews

Conversation was had regarding whether or not exit interviews for congregations should be conducted when a pastoral relationship changes. Decided there was no need.

10. Collaboration discussions.

Conversation around having more collaborative discussions in the areas around Elmvale, Wasaga Beach, Meaford, Thornbury, Collingwood, Markdale, Eugenia was had. Some potential options for executing this: in-house, TUCC, potentially recruiting coaches. Ann Harbridge to reach out to President Jennifer and Mark Laird about having a presentation on Collaborative Ministries at next Regional Council meeting.

11. Effective Transitional Leadership Training March 2025

**MOTION Marg Krauter / Rebekah Duncan**

that the Congregational Support Commission of Western Ontario Waterways Regional Council agrees to share the cost of the Effective Transitional Leadership Training in March 2025 with ARW and HF Congregational Support Commissions. Approximate amount \$1210.

**CARRIED.**

12. Retreat/Workshop: Nurturing a Spirit of Discernment in Congregational Decision-Making

**MOTION: Bruce Gregersen / Marg Krauter**

that the Congregational Support Commission of Western Ontario Waterways Regional Council approves the hosting a Retreat/Workshop: Nurturing a Spirit of Discernment in Congregational Decision-Making led by Credence & co.

**CARRIED.**

John will make arrangements and provide a full budget.

**Next Meeting: Regular meeting 2<sup>nd</sup> Thursday of the month at 1:00 pm March 13**

Worship and Land Acknowledgement: Colin

**Meeting adjourned 3:02 p.m.**

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