

CANADIAN SHIELD REGIONAL COUNCIL TRANSITION (CSRCT) EXECUTIVE MEETING

Quattro Hotel, Sault Ste. Marie, ON
February 20-21, 2019

MINUTES of the Canadian Shield Regional Council Transition (CSRCT) Executive held on February 20-21, 2019 at the Quattro Hotel, in Sault Ste. Marie, ON.

PRESENT: Jim Jackson (Chair), Joy Bott, Cindy Desilets, Sandra Jenkinson, Barbara Nott, Eun-Joo Park, Helen Smith, Janet Ross, Rob Smith, Maxine McVey, Kathie Smith, Bella Barbeiro. Joy Galloway, Harry Stewart

STAFF: Peter Hartmans, Susan Whitehead

REGRETS: Janet Sigurdson, Mardi Mumford

Wednesday, February 20, 2019:

Chairperson, Jim Jackson, opened the meeting at 7:45 p.m.

CHECK IN

The Commissioners did a check in.

Thursday, February 21, 2019:

Jim welcomed Executive to the meeting.

Jim then honoured the land we gather on by saying these words:

"This land where we gather today has been a gathering place for First Nations people as they camped and travelled in this area for generations beyond our knowing. Before people arrived from across the seas, these groups lived, loved, raised children and made a living. They lived in harmony with all that the Creator had made. As we meet today, we recognize that traditional sojourners in this land. We give thanks for them and for this land on which we meet. We acknowledge that our history has come at a great cost to the aboriginal community and we commit ourselves to be partners in healing and reconciliation. (Acknowledging the Land, 2016)

Jim then acknowledged our commitment to being a safe place for all people to gather and participate in our Region by saying these words:

"The United Church of Canada is committed to providing a safe environment for worship, work, and study in all pastoral charges, congregations, institutions, agencies, organizations, and other bodies that operate under its name. The United Church of Canada seeks to ensure that all staff, volunteers, and ministry personnel who work with vulnerable individuals in United Church settings share this commitment. This commitment will be demonstrated by staff, volunteers, and ministry personnel showing respect for personal boundaries, protecting others from harm and abuse, and enabling those in their care to learn and grow without fear of exploitation. As we work together to create this community of trust and safety, God's vision of shalom sustains and guides us. We will experience the presence of the Spirit, nurturing and prodding us to be a people of compassion and grace."

Peter reviewed the United Church history and the transition in 1925 and thanked Executive for their time and commitment to the Canadian Shield (Region 6) during our time of profound transition. He particularly thanked Jim Jackson, for his commitment to his position as chair.

Peter read from Psalm 100 and then led with prayer.

APPROVAL OF AGENDA

With the additions of budget items, questions from constituents, and future regional council meetings, the agenda for the meeting was approved, by consensus, as circulated.

APPROVAL OF MINUTES

MOTION by Joy Bott/Barb Nott

2019-02-21-1

That the Minutes of the Canadian Shield Regional Council Transition Executive held on January 24, 2019 via Adobe Connect be approved, as circulated.

CARRIED

CORRESPONDENCE

- *UCW Letter (Appendix A)*
Letter received from UCW about regional representation. Peter responded by saying we would deal with this correspondence during governance discussions with Executive at our meeting.
- *Moderator's Office Letter (Appendix B)*
Susan Fortner sent us a letter indicating that the Moderator has declined the invitation to come to our Regional Council Meeting and sent his regrets.

WEBSITE UPDATE AND COMMUNICATIONS POLICY

Peter indicated that we are only one of a few regions that currently have a website, as they are waiting for their websites to be created. Our new website will be ready in the next month or two.

Peter questioned Executive about a communication policy for the region. Since we are a smaller region, he indicated that we may not need a very detailed communication policy like larger regions. Executive had fulsome discussion about a communication policy for the region and it was decided that Peter and Susan will work on one and they will report back at the meeting in Timmins in April.

REGIONAL COUNCIL MEETING IN MAY/JUNE UPDATE

Barb shared with Executive about the planning session February 20, 2019 (*Appendix C*). Peter explained to Executive that in thanks for all their work, the region will be covering their accommodation at this RM and Susan will arrange their rooms while we are at the hotel today.

CALLS TO THE CHURCH UPDATE (PHONE-IN FOR CHECK-IN)

There is no update at this time.

FINANCIAL UPDATE

Eun-Joo gave an update on the Algoma Church Extension Council, a corporation within the previous Algoma Presbytery, indicating that it has substantial sums of money left over. The entire monetary amount will be transferred to the regional council. Eun-Joo stated that there are 4 GIC accounts that will mature this year and in February, April, and December. There are no rules about how the money will be allocated with this fund.

Though the board feels that their work is complete, they still exist until the end of this year, and will therefore need to ensure due diligence around their duty-of-care for accountability. Eun-Joo also reported that the Algoma Church Extension Council has purchased liability insurance for directors and officers for 2019 for the same reason. Jim indicated that the by-laws will be added to the April agenda.

Peter distributed the CSRC Financial Statement (*Appendix D*) for Executive to review. All corporations and presbyteries are in their wind-up stages and the cheques will be forwarded to the Regional Office in North Bay.

The Pastoral Relations Commission (PRC) has released their proposed budget (*Appendix E*).

MOTION by Helen Smith/Maxine McVey

2019-02-21-2

That the CSRC Transition Executive approve the Pastoral Relations Commission (PRC) proposed budget for 2019, as circulated, and receive the 2020 budget for information.

CARRIED

GOVERNANCE STRUCTURE

*I. Nominations Committee Update and Future Needs
Update and Questions (Appendix F)*

The following are answers to the 6 questions from the Nominations Commission:

1. Yes, the NC will create job descriptions, including the chair position, in consultation with the Executive (via a Zoom meeting)
2. The NC will create job descriptions for the chairs, invite expressions of interest (EOI), and make recommendations to the RM for a vote.
3. RTs will not have a docket created by the NC but will collect EOI and forward a slate for voting at the RM.
4. Members at Large (M@L) do not need to be regional reps from Communities of Faith (COF). Only the chairs of commissions/committees need to attend the Regional Council Meeting. M@L are welcome as non-voting guests at the RCM. There is no defined number of M@L for the region.
5. NC will find and vet nominees and then recommend a choice for chair (most reps would not even know most nominees).
6. Completed already during UCW conversation.

Peter remarked that we would want the experience of this transition Executive on the next Executive – possibly 3-6 members.

II. Changes to Governance Document

1. Page 20, #10 Resource Team Resource Teams of the Regional Council: Engaging in the Spirit to Empower changed to:
“The Commissions and/or Executive (with the exception of Finance) supports a number of resource teams which engage the work of the Regional Council and which report annually to the Regional Council and as needed, its Executive.”
2. Page 9, #3 Regional Council Executive changed to:
Membership – the Executive will be elected by the Regional Council and will consist of:
 - A Chair
 - Chair Elect

- Past Chair
- The Executive Minister or designate
- An Appointee from the Pastoral Relations Commission: Engaging with the Spirit to Inspire
- An Appointee from the Support to Communities of Faith Commission: Engaging with the Spirit to Connect
- Members to a maximum total of up to 12, who are members of the Regional Council

III. UCW Representation

The region received correspondence from the former Conference UCW president (*Appendix A*), expressing concern that there is no seat on the Regional Council Executive. Executive discussed the correspondence.

MOTION by Joy Galloway/Janet Ross 2019-02-21-3

That the CSRC Transition Executive identifies the following voting positions for representatives to the Regional Council Meeting:

- 1-2 UCW (Lay) – geographically chosen
- Past Presidents of Conference (Lay)
- Former Moderators (Lay)
- Chairs of Regional Commissions/Committees
- For the future – Past Chairs of the Regional Council

CARRIED

CLUSTERS AND NETWORKS, NEXT STEPS, INCLUDING GRANTS

Clusters are organic – there are several clusters already operating. The networks will be more staff-driven until they get up and running. Permission-giving by staff for certain networks work but not sure about budgets for clusters and networks yet. Start-up grants/seed grant would be made available for a one-time grant and then tell us how you spent the money (benefits, changes, etc.). For example, making a Zoom account available for networks/clusters paid for through the grant. The NC will gather expressions of interest from networks/clusters

APRIL FACE TO FACE MEETING IN TIMMINS

The Regional Council Meeting planning committee will meet on April 2, 2019 and the rest of the Executive will have a one-day meeting on April 2, 2019 in the evening, and continuing on the 2nd at 9:30 a.m.

NEXT PROPOSED MEETING DATES – LATE WINTER

- Tuesday, March 19 – AC Meeting (if needed), 10:00 – 12:00
- April Face-to-Face Timmins, April 2-3, 2019
- Regional Council Meeting – May 31 – June 2, 2019 in SSM
- Future Adobe meetings TBD

CLOSING

Having completed the agenda for this meeting, Jim Jackson adjourned the meeting at 4:11 p.m.

Jim then offered a closing prayer.

APPENDIX A

Greetings,

First of all I want to wish you and your family a very happy New Year. You may remember at the closing meeting of Manitou General Conference that you danced with me. Dancing with the spirit, you may remember was the theme of this meeting, and dance we did. I mentioned at that time that it was the UCW who got you to join the dance.

I was just visiting the web pages for Region6.ca. The information is a little out of date but I know that more timely news will be posted shortly.

I was looking at the list of members of the new Canadian Shield Executive and I could not help but notice that there is no seat on the executive for the UCW. I had written the transition team to remind the team that the Manitou UCW had been a welcome and active member of the Manitou Executive. UCW members have been an active part of United Church life since 1962. At this time of great change in our church communications much play an important role.

The UCW is one way of making sure that information reaches all areas of our Canadian Shield membership. I have searched and found that other new regions with the new organization of the Church have had the foresight to provide an executive chair for a representative of the UCW. On behalf of the members of the Canadian Shield UCW I would like to know the reason that the Canadian Shield Region does not have a place at the Executive table for the UCW. Our UCW members would like to know why we have lost our representation for our Region.

Sincerely Yours

Dawn Monroe, President
Canadian Shield UCW

APPENDIX B

THE UNITED CHURCH OF CANADA

3250 Bloor St. West, Suite 200
Toronto, Ontario
M8X 2Y4 Canada



L'ÉGLISE UNIE DU CANADA

416-231-5931 1-800-268-3781
F: 416-231-3103
www.united-church.ca

February 11, 2019

Peter Hartmans,
Regional Council Executive Minister
Canadian Shield Regional Council,
319 McKenzie Avenue,
North Bay, Ontario P1B 7E3

Dear Peter;

Thank you very much for your invitation to be a part of the first meeting of the Canadian Shield Regional Council (6) being held in Sault Ste. Marie Ontario May 31st- June 2, 2019.

I wish that I could be writing you a letter saying, "Yes, I'd love to take part!" – because that's exactly what I want to say. Unfortunately, the number of invitations that I receive, the difficulties of a full schedule, travel and other commitments, means that I often have to say, "I'm sorry, I'm just not able to join you."

So, it is with regret that I have to say that I will not be able to accept your gracious invitation, with the hope that you will understand.

I would be pleased to forward a taped greeting highlighting the Canadian Shield's vision statement '*Engaging With the Spirit to Inspire, Connect and Empower Communities of Faith*'. This can be arranged through the Office of The Moderator by calling Susan Fortner (416) 231-7680 Ext. 2054 or through e-mail sfortner@united-church.ca

Please know that I will hold the communities of faith in the Canadian Shield Regional Council in my prayers!

Christ's peace,

Richard Bott (The Right Reverend)
Moderator / Modérateur
The United Church of Canada / L'Église Unie du Canada

:sf



APPENDIX C

CANADIAN SHIELD REGIONAL PLANNING MEETING NOTE

Wednesday February 20, 2019

Review of what has happened:

- Moderator – is not coming; Nora Sanders will be joining us
- Theme – Moving Forward With the Spirit
- Billets; Helen is organizing this and we have some interest in being billets
- Book Store is confirmed; given then an opportunity to talk during agenda time; need to pick a room for this;
- Pre-Event for Ministry Personnel; see poster (attached); David Giuliano is confirmed for the pre-event; Willowgrove will be the space used for this event – Lillian to confirm; Helen has booked Willowgrove on Thursday and Friday – there are breakout rooms available; Lillian has booked rooms at the Quattro for this event (MP will probably keep the same rooms for the RM); event is being well-received;
- Worship Team; been talking about music and leadership; the worship team will be meeting in early March to get started; April 1st deadline for worship;
Worship team: Helen Smith, Eun-Joo Park, Nancy Ferguson, Lisa (Eun-Joo's congregation), Erasmus Madimbu; Bill Steadman; Laurie Milito (MP at Central), Harry Stewart (Harry may be a part of pre-planning as he cannot attend the meeting);
- Celebration of Ministry Service – Pastoral Relations Committee and the worship team will work together on planning; service will be on Sunday at St. Andrew's? The only ordinand is in South River – will be renting a bus to come to the service; we need a communication plan to them as to why we chose the time – we may change the time? Livestreaming an option? The other two churches will close as to include area churches;
- Melody joined the meeting; Youth will pay \$100 to come for the weekend; will be staying at Willowgrove and will be joining us for parts of our event; they will be delivering the Sat. morning worship;

Agenda for the Regional Council Meeting (draft attached)

FRIDAY

- Sacred fire – Helen is looking into having it at Willowgrove; Peter suggests that the Right Relations Resource Team weigh in on whether we can/should have a sacred fire with beer and hymns off-site and change the name; will we have the fire just at the beginning and end it right away? Do we need to have an educational piece about what a sacred fire actually IS and what it represents INSTEAD of having the actual fire? Have an information session/teachings during the 11-1 registration time; MP will be occupied with the pre-meeting event and will NOT be able to participate with anything between 11-1; will need a fire permit;
- Will need a room for luggage; Susan to check with Quattro to see if we can have an early check-in; we will need to build in time for checking into hotel room potentially after 3:00 p.m.
- Greetings from... mayor as a community connection, local indigenous leader/s Batchewana Bay leader; ecumenical guests – ministerial?
- Introduce staff;
- Kathie will talk a bit about the process of nominations;
- Worship – worship committee will be in charge of this (see above)
- Getting to know you activity – talking about who you are; people will have to move for this activity; people move to the wall that has the sign that relates to you; talk and learn about other people on the same wall; next is other signs and people will move to that new sign and talk some more;
- Process of engagement and bringing forward ideas about what people think about being a region together; where are we allowing this? Table group conversations and then share? There are some who feel they

have had NO input into the region – where in the agenda can they share their thoughts and feel heard?
Process?

- Delegates need to know what has happened already in the region; a potential “open-mic” session during plenary where people can talk about topics they are interested in;
- People need time to check into rooms at the break;
- Report from Transition Executive, Governance of region – orientation of the region’s governance and explain terms; plenary session with a Q & A;
- M & S update – Melody
- Theme speaker and Theological Reflection – (Peter to ask Nora Sanders) after supper
- Social & Hymns

SATURDAY

- Youth will be doing the morning worship; Melody to organize;
- Committees that are up and running can give a presentation/report;
- The ordinand will speak for 5 mins during the plenary time at this point;
- Will there be a place for chair nominees to address the court? Have a few mins per nominee;
- Session on volunteerism/discipleship in your church – info session in plenary with Melody and Barb and have it be intergenerational;
- When will nominations need to close? Kathie Smith will indicate when that will occur in the agenda; Have Will, Rob, and Lillian as scrutineers for nominations;
- Second short session;
- LUNCH
- Education Session (in plenary) on clusters and networks; chat about what things your church is doing and network; permission giving with clustering and networking; How do I do this? Who does this? Etc. Ask Nora to talk about clusters and networks in a plenary session; have functioning clusters/networks talk about their example; ask Joy and George to speak about their experience, especially being lay people in conjunction with Rob Smith and Will Kunder; Rob to connect with Will, Joy, and George;
- Workshops – see below;
- Elections – still need to establish process for nominations and voting;
- Vote on budget; other motions;
- Banquet at 6:30 – honouring the retirees (with a speech); honouring the anniversaries but no speech time – giving them certificates and calling their name; Maxine will ask the RRRT if they will give a presentation during/after the banquet (Art Collection powerpoint); theological reflection (Nora Sanders) at the end of the banquet; some sort of activity in lieu of Evening Vespers;
- Square Dancing? Line Dancing? Tables down after the banquet in the hall;

SUNDAY

- This new business session will be in the church, in the basement;
- Courtesies and closing motions;
- 11:00 a.m. service for the CMS at St. A’s, SSM;
- Delegates will have the opportunity to take items from the food tables to make a bagged lunch and leave; we need a catering company that will do this; can get Metro to do up sandwich trays; people may want to make their own bagged lunches;

Decisions to be made:

- Cost to non-delegates will be \$80
- Peter will be the speaker for the CMS on Sunday

- Involving the Youth – see notes above
- Clothing – Mardi
- Drummers – Helen to ask the elder from SSM if appropriate
- Use of logo for this event – see sheet
- Workshops/Sessions/Presentation (1 hour session? 45 mins?)
 - Information session/teachings about sacred fires and/or smudging and why do we recognize traditional territories
 - Stewardship
 - Learning event for lay leaders
 - Right Relations
 - Living Faith Stories
 - Technology – Randy, Sue, and George
 - Church Hub – Church house will do a website - Deb Kiger
 - Mission as a Church and/or Region (or a table group time – regional mission)
 - Orientation of a regional rep??? workshop or plenary session??
 - Affirming and Safe Space
 - Resources for churches without Paid Accountable Ministry (PAM)
 - Other

Can divide into two sessions and run them twice so people can go to two sessions.

Timings: start at 2:00 – 3:00 – first workshop; ½ hour break; 3:30 – 4:30 second workshop; 4:30 – 5:30 proposals; 5:30 – 6:00 elections;

- Plenary Presentation – Networks and Clusters (45 mins)
- How to use Nora Sanders – see above (N & C)
- Child Care- see above
- Chaplin/s – Rob to tap someone - Susan Ivany
- Sacred Fire – see above
- Lunch and refreshments (bag lunch) after Sunday service
- Nominations timings – open and introduce the positions and close on Saturday before lunch (staff will be the scrutineers); will the chair positions have the opportunity to address the court/plenary/group

Look at TO DO LIST – put names beside

Add to TIME LIST

TIME LINE

- April 1 – Order of Services/ Worship Services to be completed
- Music choices by May 1st
- Hotel room booking by April 1st

APPENDIX D

**Canadian Shield Regional Council
Financial Statement to February 19, 2019 - Dr DRAFT**

	Actual
INCOME	
Assessment received	90,212
M&S - GCO funding	55,400
M&S - Salary Support	8,083
Youth Event	4,025
TOTAL INCOME	<u>157,720</u>
EXPENSES	
Staff salary	64,436
Staff expenses	2,373
Youth Grant	400
Youth Expenses	425
Office Expenses	7,990
GCO Fees	2,662
Website Development	2,281
Mission & Service Grants	27,700
	<u>108,267</u>
Income over Expenses	<u><u>49,453</u></u>

APPENDIX E

PR Commission Proposed Budget 2020

Line Item	Activities Included	Proposed Budget
Meetings	Monthly by technology One face to face meeting – overnight for some and travel (this is optional but would likely be a good practice if possible) 10 members if Sudbury location Everyone could drive except 2 Thunder Bay reps	\$3750
Liaisons	One face to face meeting \$3750 Travel for Liaisons doing work with communities of faith \$2000 Resource printing \$250	\$6000
Ordination/Commissioning/ Recognition/ Admission service	Bulletin gifts to candidates Décor Travel for RC rep to special services	\$1000
Milestones in Ministry Retirements Anniversaries	Policy yet to be determined re:gifts	\$500
LLWL annual training	Likely through technology but would still engage a resource person	\$500
	Decision yet to be taken about offering a face to face course option – resource person cost – \$1500 per session – 2 sessions per year	\$3000
Ministry & Personnel Cmte	Training – likely a tech option	0
Health, joy, excellence in the practice of ministry	On a cost sharing basis with participants, educational event Networking of clergy	\$5000
		\$19750.00

APPENDIX F

Hello Peter,

Nominations has some questions for clarification and or directives for our meeting next week. We are wanting to set some timelines and goals for Phase 2 of Nominations. We feel we can better do this with some clarity of our mandate.

- 1. Is Nominations mandated to create the job description for the various positions?*
- 2. Are Chair positions for the Commissions filled through nominations and Regional Council vote or do the Commissions elect the Chair within the elected body? (Looking for clarity on this point)*
- 3. Who puts out the Nominations for the Resource Teams? Ask this because not sure as to whether the criteria is defined? Also, what is the difference between clusters, networks and resource teams?*
- 4. Members at large – a decision or criteria has not yet been defined*
- 5. Mandate for Nominations – we need some clarification – Is NC to review applications and make recommendations for positions or present a slate of names for positions and the RC then vote on those names?*

A question from members that is not our mandate but folks are wondering how UCW fits in the new structure?

Blessings,
Kathie