

## **CANADIAN SHIELD REGIONAL COUNCIL TRANSITION (CSRCT) EXECUTIVE MEETING**

Via Adobe Connect  
January 24, 2019

**MINUTES** of the Canadian Shield Regional Council Transition (CSRCT) Executive held on January 24, 2019 by Adobe Connect.

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

**STAFF:** Peter Hartmans, Susan Whitehead

**REGRETS:** Janet Sigurdson, Harry Stewart, Joy Galloway

Chairperson, Jim Jackson, opened the meeting at 10:04 a.m. Peter Hartmans lit the Christ candle and led us in a prayer.

Jim then Honoured the land and acknowledged our commitment to being a safe place for all people to gather and participate in our Region.

### **CHECK IN**

The Commissioners did a brief check in.

### **APPROVAL OF AGENDA**

*The agenda for the meeting was approved, by consensus, as circulated.*

### **APPROVAL OF MINUTES**

#### **MOTION by Sandra Jenkinson/Kathie Smith**

**2019-01-24-1**

That the Minutes of the Canadian Shield Regional Council Transition Executive held on January 10, 2019 via Adobe Connect be approved, as circulated.

#### **CARRIED**

### **APPROVAL OF PRE-GC43 MEETING NOTES OF THE REGION 6 TRANSITION COMMISSION AND RATIFICATION OF PRE-GC43 MEETING NOTE DECISIONS**

- The Commission notes/minutes that were taken prior to and after the 43<sup>rd</sup> General Council (GC43) will need to be appended to the transition Executive's official minutes post-January 1, 2019 in order to be entered into the official CSRC Record of Proceedings (ROP).

*There was consensus that a smaller group consisting of Peter and Susan will review the pre-GC43 notes and post-GC43 Commission notes/minutes, make the necessary changes, craft a motion, and bring it back to the next meeting of Executive for approval.*

Decisions from these notes/minutes will need to be ratified as well. This has been moved to agenda for the next meeting of the CSRCT Executive.

### **RECEIVE FOR INFORMATION VARIOUS PRESBYTERY MINUTES**

- The GCO has indicated that the CSRCT Executive will receive, for information only, the minutes from the various Presbyteries. Susan will send a request to the former presbytery secretaries to forward their minutes and final financial updates to the Regional Office.

**MOTION by Mardi Mumford/Barb Nott**

**2019-01-24-2**

That the CSRCT Executive receive, for information, the Sudbury Presbytery Minutes and final financial update.

**CARRIED**

**CORRESPONDENCE**

- Knox-Current River Amalgamation Motion (*Appendix A*)

**MOTION by Joy Bott/Helen Smith**

**2019-01-24-3**

That the CSRC Executive approve the amalgamation of Knox Shuniah United Church and Current River United Church into a single pastoral charge known as Knox-Current River United Church (pro tem) worshipping in the existing Knox United Church building a 1 Shuniah Street, Thunder Bay, Ontario, and that the effective date of this amalgamation be April 1, 2019, and that the Knox-Current River United Church:

- Identify surplus property as soon as possible and discuss the disposition of the property in consultation with the Support to Communities of Faith Commission, and;
- Provide a new name as soon as possible.

**CARRIED**

**MINISTER FOR CONGREGATIONAL SUPPORT: UPDATE**

Peter announced that Rev. Robert Smith has accepted the position of Minister for Regional and Congregational Support (West). He will begin the position on May 1, 2019.

**POLICY CONVERSATION/GOVERNANCE DOCUMENT**

*I. Nominations Committee: January to May (Appendix B)*

Kathie Smith gave an update from the last Nominations meeting regarding interim nominees.

**MOTION by Kathie Smith/Helen Smith**

**2019-01-24-4**

That the Interim (until the Regional Meeting May 31-June 2, 2019) Pastoral Relations Commission members are as follows: that Erin Todd serve as Chair; that Fraser Williamson, Nancy Ferguson, Catherine Somerville, and Joy Bott serve as Liaison Officers; that Jane Graham and John Watson serve as members, with 2 others to be recruited by the Interim Pastoral Relations Commission.

**CARRIED**

**MOTION by Kathie Smith/Helen Smith**

**2019-01-24-5**

That the Interim (until the Regional Meeting May 31-June 2, 2019) Support to Communities of Faith Commission members are as follows: that Bill Steadman serve as Chair; that George Bott, Christina Stricker, Linda Saffrey, Marian Sloss, and Peter Haddow serve as members, with 4 others to be recruited by the Interim Support to Communities of Faith Commission.

**CARRIED**

Kathie indicated that she will inform the new members of the Executive's decisions. The hope is that by early February there will be an orientation meeting for all members and the Nominations Committee will organize this with the staff responsible for those commissions.

*II. Right Relations Resource Team*

The former Manitou Conference Living Into Right Relations Committee is interested in moving forward in the new region and are looking for direction from Executive on how to do that. Knowing that we are heading to regional meeting, it would be helpful to be able to have the Right Relations Resource Team up and running to give input to the Regional Meeting regarding such things as a sacred fire, smudging, etc.

Peter and Will have discussed this prior to this meeting thought it would be appropriate for this team to think about those items. Kathie suggested that we offer the names from the Manitou LIRR's Committee to the region and ask for anyone who is interested in serving on this resource team and/or being involved with Right Relations.

Maxine McVey will partner with Will and Susan to move forward. Maxine will contact the previous LIRR's Committee and see who is interested in being involved and then will work with Will and Susan to extend the invitation to have an online meeting. The Chair of Nominations was in agreement with this plan.

Susan will work with Maxine and Will to set up a contact list and get it sent out to the network. Maxine said the former LIRR's Committee expressed an interest in continuing the Minute for Right Relations information piece that was sent out to the email network on an approximately monthly basis.

**REGIONAL MEETING UPDATE AND RETIREES: QUESTION FROM DECEMBER MEETING  
(Appendix C)**

*Retirees:*

Executive revisited the question regarding who will pay for retired/retained ministry personnel mileage to the Regional Meeting when they are not attached to a pastoral charge who will cover the first 300 kms. The point was raised that many of the retired ministry personnel in our Region volunteer on committees/commissions and are very active doing work for the church and that this may be a way of thanking them for their hard work.

**MOTION by Barb Nott/Mardi Mumford**

**2019-01-24-6**

That the total mileage for Retired/Retained Ministry Personnel attending the Ministry Personnel Pre-Event and Regional Meeting May 31-June 2, 2019 be covered by the CSRC.

**CARRIED**

**MOTION by Joy Bott/Kathie Smith**

**2019-01-24-7**

That the CSRC Executive approve the proposal for a pre-meeting learning and networking event for Ministry Personnel dated May 30-31, 2019, with a budget up to \$13,000.

**CARRIED**

*Regional Meeting Update:*

Barb Nott, the chair of the Regional Meeting Planning Team, gave a brief summary of the planning so far.

- The theme for the Regional Meeting will be "*Moving Forward with the Spirit*," with the hymn VU647 being used. There will be no registration fee for delegates but will be one for non-delegates. We are looking to cover the cost of the meals with delegates;

- Billets will be offered by people living in Sault Ste. Marie. There are people actively looking for volunteers who are willing to offer their homes;
- We currently do not know if the Moderator is going to attend;
- The Grand River Bookstore will be there;
- The plan is to have t-shirts/golf shirts/sweatshirts that the committee and staff will wear at the event and then people can purchase after;
- There will be a pre-event for ministry personnel that will happen the day before
- Looking at some possible workshops/plenary sessions/sessions for people – stewardship; inviting David Armour; networks/clusters; volunteers; learning event for lay leaders; right relations; living faith story; ChurchHub for Communities of Faith; technology;
- Looked at lists for possible guests;
- Need music and worship leaders;
- Celebration of min service/recognition service/ordination/memorials are being looked into;
- The planning team is planning to meet prior to the February in-person Executive meeting;
- A letter of invitation and a poster will go out soon, with registration and accommodation forms.

### **YOUTH MINISTRY NETWORK GATHERING (*Appendix D*)**

Melody Duncanson Hales is the staff lead for youth ministries. Preliminary planning has begun for a possible Youth Leaders Retreat in Sudbury, ON in March.

#### **MOTION by Sandra Jenkinson/Eun-Joo Park**

**2019-01-24-8**

That the Youth Leaders Retreat, being held on March 8-10, 2019 at Villa Loyola Retreat Centre in Sudbury, ON and that the funding request of \$6,112.34 be approved.

#### **CARRIED**

### **YOUTH/LEADERSHIP INDIVIDUAL LEARNING GRANTS AND SEED GRANT FOR YOUTH AND YOUTH LEADERSHIP (*Appendix E, F*)**

Melody has finalized the Youth and Youth Leadership Grant Application for the region.

#### **MOTION by Barb Nott/Bella Barbeiro**

**2019-01-24-9**

That the Youth and Youth Leadership Grant Application be approved.

#### **CARRIED**

The Seed Grant was given for information only and no action is needed from Executive.

### **CALLS TO THE CHURCH UPDATE**

There is no update at this time and will be deferred to the next meeting.

### **WEBSITE UPDATE**

Executive discussed the new website and Peter apologized for a bit of miscommunication from the GCO regarding the services provided for the GCO websites. Turns out we can partner with the GCO for website creation, we will have complete creative control and it is less money than expected originally. Lot of opportunity for synchronization with content and connection, etc. with Communities of Faith.

Executive expressed their pleasure at Harry's incredible support and commend what he has done for our interim website.

**MOTION by Cindy Desilets/Janet Ross**

**2019-01-24-10**

That the CSRC Executive approve a partnership with the General Council Office for the establishment of the CSRC website, with a budget of up to \$8,500 and an initial annual fee of \$175.

**CARRIED**

**NEXT PROPOSED MEETING DATES – LATE WINTER**

- Tuesday, February 5 - Adobe Connect Meeting from 10:00-12:00
- *Next In-Person Meeting:* February 20-21, 2019 – Sault Ste. Marie (Starting at 6:30 pm Wednesday, February 20 and Ending with Dinner on Thursday, February 21)
- April Face-to-Face Timmins, April 2-3, 2019 (with Monday, April 1 and Thursday, April 4 as travel days)
- Future Adobe meetings TBD

**CLOSING**

Having completed the agenda for this meeting, Jim Jackson adjourned the meeting at 12:17 p.m.

Jim then offered a closing prayer.

**APPENDIX A**

January 22, 2019

For CSRC Decision

**WHEREAS** Knox Shuniah and Current River United Church have for years enjoyed successful, but separate lives as independent congregations of the United Church of Canada, each with its own traditions, achievements and practices;

**AND WHEREAS** the two congregations have shared ministry staff and enjoyed congregational sharing since early 2018;

**AND WHEREAS** the two congregations have passed separate motions at their respective congregational meetings, held October 21, 2018 approving moving forward with this amalgamation ,

**AND WHEREAS** Cambrian Presbytery has taken no action pertaining to request

**AND WHEREAS** a joint committee is presently discussing the benefits of a new and merged existence as a single, amalgamated congregation of the United Church of Canada on the north-side of Thunder Bay;

**AND WHEREAS** the two congregations are working to discern a shared vision, mission, and commitment to the church of Jesus Christ, and view the proposed amalgamation as the vehicle by which they can put into action a renewed ministry in the community in which they serve;

**AND WHEREAS** this amalgamation will mark the beginning of a new and invigorated congregation of the United Church of Canada in Thunder Bay;

**THEREFORE** be it resolved that Canadian Shield Regional Council Executive approve the amalgamation of Knox Shuniah United Church and Current River United Church into a single Pastoral Charge to be known as Knox - Current River United Church (pro tem) worshipping in the existing Knox United Church building at 1 Shuniah Street, Thunder Bay, Ontario, and that the effective date of this amalgamation be April 1, 2019, and

That the Knox - Current River United Church:

- identify surplus property as soon as possible and discuss the disposition of the property in consultation with CSRC EXEC
- provide a new name as soon as possible

JANUARY 22, 2019

November 11, 2018

To: Christina Stricker, Secretary, Cambrian Presbytery

From: Sandra Sedor, Chair, Current River United Church; Richard Kamo, Chair Knox United Church

Subject: Amalgamation: CRUC/Knox

Christina: Please advise the appropriate courts of our church that Current River and Knox are pursuing amalgamation of our two Communities of Faith. This action is pursuant to congregational directives at both churches on October 21, 2018, which mandated unanimously to amalgamate.

We anticipate that there will be appropriate applications/forms to be completed as a consequence of this official advisement of our impending action. If you would be so kind as to forward us requisite materials for due process, we would be greatly appreciative.

We will be appending informal affidavits to support the claims to this amalgamation as they become available.

Please advise if you [Presbytery/Conference/Region] will be requiring more.

 Sandra Sedor, Chair, Current River United Church

 Richard Kamo, Chair, Knox United Church

Cc: Jim Jackson, Chair, Oversight of Pastoral Charges

**APPENDIX B**

**NOMINATIONS COMMITTEE UPDATE – January 22, 2019**

We have met twice.

We agreed we would seek out leaders for the interim commissions with the following intentions:

- Representation from all geographical areas
- Not to overtax those who already have a role ie. Member of Transition Commission
- To encourage participation and sharing of gifts by others; important that it doesn't appear that leadership is limited to a select few

We put the following names forward for approval by the CSRC Commission:

**Pastoral Relations Interim Commission – to date Jan 22, 2019**

Erin Todd	Chair	C -SUD
Catherine Somerville	Liaison Officer	C -SUD
Fraser Williamson	Liaison Officer	C -NB
Nancy Ferguson	Liaison Officer	C -SSM
Joy Bott	Liaison Officer	L -TB
Jane Graham	Member	L -SSM
John Watson	Member	L -TB

- Searching for reps from Timmins and one more from NB

**Support to Community of Faith Commission – to date Jan 22, 2019**

Bill Steadman	Chair	C - SSM
George Bott	Member	L -TB
Christina Stricker	Member	L -TB
Linda Saffrey	Member	C -SUD
Marion Sloss	Member	L -SUD
Peter Haddow	Member	L -NB
	Member	

- Waiting on responses from potential commissioners

We are hopeful we will have the spots filled by our next meeting; tentatively scheduled for Jan 29@1 pm

Members have a question about membership on the Regional Council – Will there be “Members at Large” positions?  
 Some gifts and skills offered in the past have been available from this category of members.

*Submitted by Kathie Smith on behalf of the Nominating Committee*

## APPENDIX C

### Canadian Shield Regional Council

#### Pre- Meeting Learning & Networking for Ministry Personnel

Thursday, May 30<sup>th</sup> 1 pm to Friday May 31<sup>st</sup> noon

#### Background:

The November meeting of the General Council Executive dealt with a proposal on “Communities of Practice” from MEPS. The GCE passed a motion, the first part of which reads:

- 1. Invites regional councils, within their role of “encouraging and supporting ministry personnel towards health, joy and excellence in ministry practice”, to consider:*
- a) gathering ministry personnel within their bounds into communities of practice (for example, geographically-based, based on stream of ministry, specialized ministry, etc.) for support, the nurturing of collegiality, identification of concerns or issues specific to a community of practice, and professional development;*
  - b) providing staff support to facilitate the gatherings of these communities of practice and to provide leadership;*
  - c) utilizing the report of the Association of Ministers Task Group as a resource in the formation of these groups; and*
  - d) co-funding the communities of practice with ministry personnel who would pay user fees for the events.*

This proposal is one way of beginning the work described above.

#### Purpose:

1. To bring together ministry personnel in the Canadian Shield Regional Council to build relationships
2. To explore the concept of “Communities of Practice” – what might this look like in the Canadian Shield Regional Council – reference also to the Association of Ministers Task Group Report
3. To be nurtured by a time of worship & learning with the Moderator or other leader(s)

#### Theme:

Engaging with the Spirit to inspire, connect and empower...

#### Potential Participant Pool:

- 43 active ministry personnel
- 38 retired/retained ministry personnel

Projected participation: 50 – 60

#### Meeting space:

Room to accommodate in small groups 50 – 60 people Thurs & Fri – likely in one of the churches (St. Andrew’s?)

#### Hospitality & Meals

- Afternoon break – Thursday (cookies, juice, coffee, tea, fruit?)
- Dinner – Thursday – \$25 per person catered on site

Evening Hospitality – crackers, cheese, etc – need to think about location that is conducive to conversation and comfort

Friday breakfast – at place of accommodation

Friday lunch – question to provide or put people on their own

### **Accommodation**

#### **Options**

Extend stay at hotel to cover Thursday evening at their own cost

Offer billet option that will cover Thursday evening as well

#### **Travel**

Same policy as AGM meeting

Projected Budget (per participant basis projected 50 participants)

Food per participant	\$50 (2 lunches, breaks, hospitality)
Travel reimbursement	0 (billed to AGM)
Program Costs	\$30 (room/program materials)
Leadership costs	TBD – if Moderator minimal extra cost if paid leadership up to \$3000 Travel \$1200 Hotel 2 nights \$300 Leadership Contract \$1500
	\$60
	Total per participants \$150

#### **Program & Food Costs Total (based on 50 participants)**

Food	\$2500
Program	\$1500
Total	\$4000

Possible Leadership Cost \$3000

#### **Possible Total \$7000**

#### **Accommodation:**

Option as for AGM – everyone pays their own, or is provided a billet

option 2 – to cover accommodation cost @ \$150 per person – Sault Ste. Marie folks won't likely need accommodation project 40 x \$150 = \$6000

#### **Maximum Total Project Costs: \$13,000**

**Recommendations:**

Charge Participants a \$50 Registration Fee – this makes a commitment from people

If we can make arrangements pay for accommodation – noting that this is a new venture and hospitality is being extended in a way that may not be sustainable in the future

**Funding Options:**

1. See if there is money in the AGM budget to offset
2. Explore whether there is GCO funding available – either for Clusters/Networks or “Communities of Practice”

Draw upon the designated funds forwarded from presbyteries/Conference

**APPENDIX D**

Canadian Shield Regional Youth Leaders Retreat Proposal  
March 8-10 Villa Loyola, Sudbury

Proposal: a fully funded weekend retreat bringing together approximately fifteen youth leaders from across the region to collaborate, share, strategize, vision and build relationship.

Leaders: Melody Duncanson-Hales, Lisa Blais, Kathy Dahmer (and possibly others to share as we develop the event)

Logistics and coordination sponsored by Manitou Intentional Learning Community (may be able to contribute financially as well)

Purpose of Retreat:

- to build relationships and establish a Youth Leaders' Network within Canadian Shield Region;
- to share resources and opportunities for collaboration;
- to develop capacity and core volunteer training modules;
- to envision youth ministry possibilities in the new region;
- to strategize program development and delivery

Proposed Budget Expense Request:

Location and catering: Villa Loyola (Sudbury)	\$3812.34
Travel expenses (approximate) 3 round trip flights, Thunder Bay-Sudbury	\$1500.00
Mileage:	\$ 600.00
<u>Program costs:</u>	<u>\$ 200.00</u>
Total Funding Request	\$6112.34

**APPENDIX E**

Canadian Shield Regional Council  
**Youth and Youth Leadership Learning Grant**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Community of Faith: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Hosting Institution: \_\_\_\_\_

Location: \_\_\_\_\_ Dates: \_\_\_\_\_

**NOTE: Please also attach a copy of event brochure, poster, description, etc.**

**Financial Information**

Expenses:

Funding Plan

Registration Fee: \_\_\_\_\_ Pastoral Charge Support: \_\_\_\_\_

Accommodation and meals: \_\_\_\_\_ Personal Share: \_\_\_\_\_

Travel: \_\_\_\_\_ Other Sources: \_\_\_\_\_

Total Expenses: \_\_\_\_\_ **Total Grant Requested: \_\_\_\_\_**  
**(1/3 of cost up to a maximum of \$400)**

Signature of applicant (or parent/guardian if applicant is under 18):  
\_\_\_\_\_

**Community of Faith or Institutional Consultation**

*NOTE: This section is to be completed by person authorized to show Pastoral Charge or Institutional support for your application (e.g. Clerk of Session, Chair of Board or Council, Christian Development or Education Committee, Minister, Youth Minister)*

I have discussed this proposal with the applicant:                      Yes                      No

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Canadian Shield Regional Council Approval**

Name: \_\_\_\_\_ Amount Approved: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please forward application to Melody Duncanson-Hales: [mduncanson-hales@united-church.ca](mailto:mduncanson-hales@united-church.ca)**

The use, retention and disclosure of personal information collected from this form is done in compliance with privacy legislation including, but not limited to, the *Personal Information Protection and Electronic Documents Act (2000, c.5)*

**APPENDIX F**

**Canadian Shield Regional Council Seed Grant for Youth and Young Adult Ministry**

*Please submit your completed application (Parts I and II) to the Sudbury Presbytery Secretary*

**APPLICATION FORM**

**Part I**

Project name: \_\_\_\_\_

Contact person: \_\_\_\_\_  
(The individual who is the best contact person for questions about the project.)

Phone (contact person): \_\_\_\_\_ E-mail (contact person): \_\_\_\_\_

Applying body: \_\_\_\_\_  
(The Community of Faith to which the cheque would be made out.)

Full mailing address (applying body): \_\_\_\_\_

Has this project received Canadian Shield Regional Council funds in the past?  yes  no

If yes, when, for how much, and what elements of the project have changed?

Amount requested: \_\_\_\_\_ Project/program timeline: \_\_\_\_\_

**Community of Faith or Institutional Consultation**

*NOTE: This section is to be completed by person authorized to show Pastoral Charge or Institutional support for your application (e.g. Chair of Board or Council, Clerk of Session, Christian Development or Education Committee, Minister)*

I have discussed this proposal with the applicant: Yes  No

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Part II**

On a separate page, please answer the following (include questions in your response):

1. Please describe the project/program, including your purpose and goals. (What do you hope to accomplish?)
2. How do these goals relate to the Youth and Young Adult Ministry Vision (see attached)?
3. Who will benefit, and how will they benefit? (Congregation/youth and young adult/community; include number of youth and young adults who will benefit. If this is a joint application between church bodies, mention how many per group.)
4. How have youth and young adults been involved in the planning and decision making?
5. How will you evaluate the project/program and report back to Canadian Shield Regional Council?
6. Please provide a complete budget for the project, including funds from contributing partners.