

MINUTES of the Executive of Canadian Shield Regional Council held on September 17, 2019 at 10:00 a.m. via teleconference.

PRESENT: Kathie Smith (Chair), Joy Galloway, Jim Jackson, Maxine McVey, Judith Visser, Helen Smith, John Watson, Christine Stricker, Dave Le Grand

STAFF: Peter Hartmans, Susan Whitehead

REGRETS: Barbara Nott, Stewart Walker, Cindy Desilets

Chair, Kathie Smith welcomed everyone to the meeting of Executive. Peter Hartmans opened the meeting at 10:03 a.m. Peter read Psalm 121 and opened with prayer.

Kathie Smith honoured the traditional lands upon which we meet with the following words:

“The lands where we gather today have been places of gathering for First Nations people as they camped and travelled across the land for generations beyond our knowing. Before people arrived from across the seas, these Nations 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 those traditional sojourners in this land. We give thanks for them and for the lands 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.”
(Adapted – Acknowledging the Land, 2016)

Kathie then read the CSRC safe space statement:

The Canadian Shield Regional Council Executive seeks to be a safe place for all people to gather and participate in the life and work of the Regional Council regardless of age, ability, race, cultural background, sexual orientation or gender identity. In this space, all are welcome.

Greeting, Welcome and Check-In

After everyone was welcomed, Executive members introduced themselves and did a check-in.

APPROVAL OF AGENDA

MOTION by Dave Le Grand/Christina Stricker **2019-19-17-01**

That the agenda for the meeting be approved as circulated.

CARRIED

APPROVAL OF MINUTES

MOTION by Jim Jackson/Joy Galloway **2019-09-17-02**

That the Minutes of the meeting of the Canadian Shield Regional Council Executive held June 19, 2019 via Zoom, be approved as circulated.

CARRIED

CORRESPONDENCE

- *Corporations background and Omnibus Motion (Appendix A)*
Peter gave a brief overview of corporations and the General Council Office (GCO) staff member, Linda Gray, who handles the administrative work for incorporated ministries for regions.

MOTION by Helen Smith/Dave Le Grand **2019-09-17-03**
That the Executive of the Canadian Shield Regional Council approve the Omnibus Motion from the General Council Office (Incorporated Ministries) re: approval of the Camp McDougall Inc. 2019-2020 Board of Directors.
CARRIED

It was decided that there will be someone to video conference with Executive at the November 2019 meeting in Sudbury, giving more background on corporations. Peter will make the arrangements.

REGIONAL MEETING UPDATE

Peter stated that the next RC Meeting was on June 5-7, 2020 at St. Andrew's United Church in Sudbury. Barb Nott is the chair of the planning committee and has been authorized to sign a contract with St. Andrew's. There will be a bus to pick up and drop off people to avoid the downtown parking issues.

Peter indicated that the contract from St. Andrew's is very economical and the event will be catered.

REGIONAL GOVERNANCE UPDATE AND EXECUTIVE COMMUNICATION

The task for Executive was to create and implement the Governance Document for the region. Commissions, Committees, and Resource Teams have all met or are meeting this week. The Governance Document will need to be completely reviewed by December 2020, with any adjustments coming in before that date to be approved.

CSRC Finance Investment Policy (Appendix B)

Peter presented the Finance RT's Investment Policy for review. He indicated that all investments would be reviewed annually by the Finance RT and then forwarded to Executive for approval.

MOTION by John Watson/Christina Stricker **2019-09-17-04**
That Executive approve the Finance Resource Team's Investment Policy, with Executive reviewing annually.
CARRIED

NEXT MEETING DATE:

- November 12-13, 2019 in Sudbury at Villa Loyola Retreat Centre
 - Start time Nov. 12th at Dinner – 5:00 p.m.
 - End time Nov. 13th – 4:00 p.m.

CLOSING

The meeting was adjourned at 11:22 a.m. and Peter Hartmans closed the meeting with prayer.

APPENDIX A
Omnibus Motion – Camp McDougall

Canadian Shield Omnibus motion – September 17, 2019

MOTION by Helen Smith/Dave Le Grand that the Canadian Shield Regional Council
(6) Executive take the following action:

a) Camp McDougall Inc.

...approve the Camp McDougall Inc. 2019-2020 Board of Directors

Denise Berg
Sherrill Dewar
Kevin Harrison
Kenny Hermiston
Debbie Kirby
Sharon Lane
Mary A. Laundrie
Steven Mullins
Nancy Rouble
Cleo Walker

This is based on the draft Annual Meeting minutes of June 5, 2019, the board member approval form, contact list provided and receipt of other required documentation per the Incorporated Ministries Policy and Section C.2.13 of The Manual.

APPENDIX B Finance RT – Investment Policy



INVESTMENT POLICY

A. General Guidelines

1. All investments will meet the test of reasonableness, as seen by a prudent investor.
2. We will abide by the "United Church Ethical Investment Policy" from The United Church of Canada.

B. Specific Guidelines For various Tiers of Assets

TIER I Short term investments (Initially about \$200,000)

1. Definition-defined as assets that are likely to be turned into cash within a year.
2. Eligible investments
 - a. Deposits in Canadian Chartered banks;
 - b. Debt instruments of the Federal or Provincial Governments of Canada, or of Crown Corporations guaranteed by them, maturing within one year;
 - c. Debt instruments of Canadian Trust Companies, up to the limit of the CDIC insurance, currently \$100,000), maturing within one year.
3. Objectives and priorities; security, liquidity and income

TIER II Medium Term Investments (Initially about \$300,000)

1. Definition- defined as assets not likely to be turned into cash within a year, but which could be required in the case of a major new initiative of CSRC.
2. Eligible investments
 - a. All investments listed in Tier I, (2), above, but with maturities up to five years;
 - b. Debt instruments of Canadian Companies, rated as AA or higher by Standard & Poors or CBRS, maturing within five years.
3. Objectives and priorities; security income and liquidity.

TIER III Long Term Investments (Initially about \$200,000)

1. Definition- defined as assets not likely to be turned into cash in the foreseeable future.
2. Eligible Investments
 - a. All investments listed in Tier II, (2), above
 - b. Shares of Canadian Companies, listed on the TSE
 - c. Units of Canadian Income Trusts, listed on the TSE
 - d. Units of Exchange Traded Funds, (ETFs)
 - e. Shares of Companies listed on the NYSE
3. Objectives and priorities; return on investment (including both income and capital gains), liquidity and security.

C. Administration of These Guidelines

1. Amount in each of the three Tiers
Specifying the amount of each tier shall be done at least annually by the Finance Resource Team.
2. Investment Advisor
An Investment Advisor will be announced soon from BMO. This appointment shall be reviewed at least every year by the Finance Resource Team.
3. Exceptions to these Guidelines



CANADIAN SHIELD
REGIONAL COUNCIL
The United Church of Canada

- a. These guidelines are established for the normal investment operations where the criteria are income, security and liquidity. The Executive is not bound by these guidelines if they chose to make an investment for other purposes.
 - b. These guidelines do not apply to funds held in Trust for others. Such funds will be invested in a manner appropriate to the terms of the Trust and the expressed wishes of the beneficial owner of the funds.
4. Implementation of these guidelines
- These investment guidelines shall come into force when they are approved by the Executive of Canadian Shield Regional Council, which will be reviewed annually.