

The United Church of Canada
Canadian Shield Regional Council

EXECUTIVE

MINUTES of the Executive of Canadian Shield Regional Council held on June 19, 2019 at 1:30 p.m. via teleconference.

PRESENT: Kathie Smith (Chair), Cindy Desilets, Joy Galloway, Jim Jackson, Dave LeGrand, Maxine McVey, Helen Smith, Judith Visser, Stewart Walker

STAFF: Peter Hartmans, Rachael Howes

REGRETS: Barbara Nott

Chair, Kathie Smith welcomed everyone to the first meeting of the new Executive. Peter Hartmans opened the meeting at 1:35 p.m. with a reading from Ecclesiastes and a prayer. Kathie Smith honoured the traditional lands upon which we meet, and read the safe space statement.

Greeting, Welcome and Orientation

As a way of getting to know each other, Kathie Smith invited everyone to introduce themselves, indicate where they worship, and reflect on how the Spirit moved them during the inaugural meeting of the Regional Council.

APPROVAL OF AGENDA

MOTION by Jim Jackson/Maxine McVey **2019-06-19-01**

That the agenda for the meeting be approved as circulated.

CARRIED

APPROVAL OF MINUTES

MOTION by Helen Smith/Joy Galloway **2019-06-19-02**

That the Minutes of the meeting of the Canadian Shield Regional Council Transition Executive held May 14, 2019 be approved as circulated.

CARRIED

CORRESPONDENCE

Letter to Communities of Faith – *Kathie Smith*

The Executive reviewed a draft of a letter to be sent to all the Communities of Faith in the region asking each to establish a policy stating that they choose not to use single-use plastic water bottles in their churches, and to incorporate into their rental policies, a request that others using their buildings abide by this same agreement.

REGIONAL MEETING 2020

MOTION by Stewart Walker/Judith Visser **2019-06-19-03**

that the date for the 2020 Canadian Shield Regional Council meeting be June 5, 6 and 7, 2020.

CARRIED

The United Church of Canada
Canadian Shield Regional Council

MOTION by Maxine McVey /Jim Jackson

2019-06-19-04

That the 2020 Canadian Shield Regional Council meeting take place in Sudbury, ON.

CARRIED

MOTION by Judith Visser/Cindy Desilets

2019-06-19-05

That the Executive of Canadian Shield Regional Council authorize the local arrangements committee to secure a venue for the 2020 Regional Council meeting.

CARRIED

FINANCE

There was discussion about the shared services with the General Council office around the region's finances.

MOTION by Helen Smith/Maxine McVey

2019-06-19-06

That Canadian Shield Regional Council Executive withdraw the arrangement for shared services for finances with General Council.

CARRIED

MOTION by Dave LeGrand/Cindy Desilets

2019-06-19-07

That Canadian Shield Regional Council Executive appoint Will Kunder, Susan Whitehead, Rachael Howes, Joan Bailey, Janet MacDonald, and Jim Jackson as signing officers for the finances of the region.

CARRIED.

NEXT MEETING

It was decided to meet in September by video conference and have an in-person meeting in October in Sudbury.

CLOSING

The meeting was adjourned at 3:05 p.m. and Peter Hartmans closed the meeting with prayer.

The United Church of Canada
Canadian Shield Regional Council

EXECUTIVE

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

The United Church of Canada
Canadian Shield Regional Council

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.

The United Church of Canada
Canadian Shield Regional Council

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

The United Church of Canada
Canadian Shield Regional Council



- 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.

The United Church of Canada
Canadian Shield Regional Council

EXECUTIVE

MINUTES of the Executive of Canadian Shield Regional Council held on November 12-13, 2019 at 4:30 p.m.

PRESENT: Kathie Smith (Chair), Barb Nott, Christina Stricker, Maxine McVey, Judith Visser, Stewart Walker, John Watson, Dave Le Grand, Cindy Desilets, David Leyton-Brown

STAFF: Peter Hartmans, Susan Whitehead

REGRETS: Joy Galloway, Jim Jackson, Helen Smith

Tuesday, November 12, 2019 – 4:30 p.m.

Chair, Kathie Smith welcomed everyone to the meeting of Executive, introduced David Leyton-Brown, the President of Shining Waters RC Executive and then opened the meeting with a 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.

Welcome and Check-In

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

WORSHIP

Peter led worship with Executive.

APPROVAL OF AGENDA

There was consensus that the agenda for the meeting be approved as amended, adding the complaint under the harassment policy.

APPROVAL OF MINUTES

MOTION by Christina Stricker/Dave Le Grand 2019-11-12/13-01

The United Church of Canada
Canadian Shield Regional Council

**That the Minutes of the Canadian Shield Regional Council Executive meeting held September 17, 2019 via Zoom, be approved as circulated.
CARRIED**

RECEIVE MINUTES FROM COMMISSIONS

MOTION by John Watson/Maxine McVey 2019-11-12/13-02
**That the Minutes of the CSRC Pastoral Relations Commission from September 25, 2019 be received, for information.
CARRIED**

MOTION by Christina Stricker/Barb Nott 2019-11-12/13-03
**That the Minutes of the CSRC Support to Community of Faith Commission from September 25, 2019 be received, for information.
CARRIED**

CORPORATIONS BACKGROUND AND OMNIBUS MOTION REVISITED

Canadian Shield Omnibus motion – September 17, 2019

MOTION by Peter Hartmans/Stewart Walker 2019-11-12/13-04
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. Landrie
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.

CARRIED

Canadian Shield Omnibus motion – November 12, 2019

MOTION by Peter Hartmans/John Watson 2019-11-12/13-05
That the Canadian Shield Regional Council (6) Executive take the following action:

The United Church of Canada
Canadian Shield Regional Council

UC - North Bay. The respondent is another lay member of the congregation. When a complaint comes in, it is received for information by the Executive and then an investigator is assigned. When the investigation is complete, the appropriate steps will be taken.

MOTION by Maxine McVey/Dave Le Grand 2019-11-12/13-07
That the CSRC Executive receive the Harassment complaint from Emmanuel UC – North Bay for information, and under the CSRC Harassment Policy, an investigator has been assigned.
CARRIED

Peter closed the meeting and Executive sang, VU 644 “I Was There to Hear Your Boring Cry.”

Wednesday, November 13, 2019 – 9:00 a.m.

Kathie welcomed Executive members back to the meeting and opened with a reading from Richard Wagamese’s book “Embers”.

EXECUTIVE MINISTERS REPORT: RECEIVED FOR INFORMATION (*Appendix B*)
MOTION by Cindy Desilets/Barb Nott 2019-11-12/13-08
That the CSRC Executive receive the Executive Minister’s Report, for information.
CARRIED

FUNDS CONSOLIDATION

Peter distributed the Funds Transferred chart (*Appendix C*) with Executive. He explained that Executive has the power to change and/or move money, while taking into consideration the intention of the transferred money from the original source.

Executive expressed the need for parameters and definitions around each category. Executive directed Peter Hartmans and Janet MacDonald to create descriptors for each category of funds.

MOTION by Judith Visser/Dave Le Grand 2019-11-12/13-09
That the CSRC Executive recommend that the Extension Council Legacy Funds (from Algoma) be used to promote the health, joy, and excellence programming for Ministry Personnel.
CARRIED

MOTION by John Watson/Maxine McVey 2019-11-12/13-10
That the name of the Extension Council Legacy Funds (from Algoma) be changed to Health, Joy, and Excellence for Ministry Personnel Fund.
CARRIED

MOTION by Cindy Desilets/Barb Nott 2019-11-12/13-11
That the Kathleen Christopher Fund (\$36,000) and the North Bay Presbytery Fund (\$3,574) be combined and now named “Preparing for Ministry Fund”.
CARRIED

The United Church of Canada
Canadian Shield Regional Council

MOTION by John Watson/Stewart Walker 2019-11-12/13-12
That the CSRC Executive accept the revisions to the Funds Transferred
Report and that all funds be combined, as amended.
CARRIED

SJNOR AGREEMENT BETWEEN REGIONS (*Appendix D*)

Peter explained what the Social Justice Network of Ontario Regions (SJNOR) is (a body that encompasses all the UCC Regions in Ontario re: Justice issues). The CSRC has two reps that it sends: Ernie Epp (lay) and Will Kunder (staff).

MOTION by Judith Visser/Maxine McVey 2019-11-12/13-13
That the CSRC Executive endorse the SJNOR's covenant proposal
and request that the CSRC Nominations Committee seek a second
representative to fill the last position.
CARRIED

CSRC SUB-EXECUTIVE: POLICY

Executive discussed having a sub-executive consisting of the Chair, Chair-Elect and 3 appointees from the Executive that would report back to the Executive on any decisions made. This has been tabled to the next Executive meeting when a sub-executive policy will be created.

CSRC AND SWRC AD HOC COMMITTEE, 2 MEMBERS FOR EACH EXECUTIVE

David Leyton-Brown discussed the Ad Hoc Committee with Executive. He indicated that this committee will not make decisions about policy matters but will have oversight of the Executive Minister. Shining Waters Regional Council appointed the President and President-Elect from Executive to be the reps on this committee.

MOTION by Cindy Desilets/Dave Le Grand 2019-11-12/13-14
That the 2 reps to the CSRC and SWRC Ad Hoc Committee are the Chair
and Chair-Elect (or their designate) for a term of 2 years.
CARRIED

ANNUAL EXECUTIVE MEETING WITH SWRC, BY VIDEO CONFERENCE

There need to be conversations between Peter, SWRC and CSRC about what topics would be discussed.

REGIONAL MEETING UPDATE – BARB

Barb gave an update on the 2020 RC Meeting Planning Team Committee meeting from yesterday. Planning is well in-hand. The meeting is from June 5-7, 2020 at St. Andrew's United Church in Sudbury. The meeting, meals, and breakout rooms for workshops will all be at the same venue. An accommodations list is being compiled. Parking downtown at the venue is difficult so there has been a decision to have a school bus to serve as a shuttle from the hotel to the venue. There will be a mass choir organized for the event. There will be a worship service created and distributed to the communities of faith for the Sunday of the meeting. A billet service will be offered. The Committee had discussions regarding workshops and this is ongoing.

The United Church of Canada
Canadian Shield Regional Council

The committee brainstormed ideas about a theme; Barb asked for Executive's input. Most of the theme ideas were based on growing: Tending the Seeds, Building Connections, Growing the Connections.

There was consensus that the theme for the 2020 CSRC Meeting be "Growing the Connections".

The idea was raised that it would be good to have at least one hour of agenda time for commission/committee/resource teams to meet face-to-face in their respective groups.

Evaluations indicated that people needed more stretch breaks during the plenary. There will be a time for networks and clusters with business cards – more on that soon. There will be a book room from Grand River Bookstore. The youth are not meeting at the same time as the Regional Council.

DRAFT PROPERTY POLICY

Peter introduced the property policy work, indicating it is the distribution of left-over funds from the sale of churches that cease to exist (closure).

All property sales are approved by the Support to Communities of Faith Commission (SCoFC), with the exception when a church closes and there are remaining assets. The Executive would then get involved in that case and make the final decision based on policy (yet to be written).

Several Executive members felt that the community of faith should have a "say" in where the money from the sale of their church goes.

REVIEW OF INCORPORATED MINISTRY HANDOUT

Peter shared the role of the Regional Council with Incorporated Ministries handbook (*Appendix E*). Peter will discuss this with the Executive at another meeting.

Executive stopped the meeting for lunch.

COMMUNICATION

Peter and Susan discussed the CSRC Communication Plan (*Appendix F*) with Executive.

NOMINATIONS REPORT

MOTION by Jim Jackson/Maxine McVey 2019-11-12/13-15
That the CSRC Executive welcome Christina Stricker, from the Support to Communities of Faith Commission, and John Watson, from the Pastoral Relations Commission, to the Executive team.
CARRIED

MOTION by John Watson/Christina Stricker 2019-11-12/13/16
That Jim Jackson and Paul McAllister be added to the Property Resource Team, effective immediately.
CARRIED

MOTION by Jim Jackson/Christina Stricker 2019-11-12/13/17

The United Church of Canada
Canadian Shield Regional Council

**That Helen Smith be named the CSRC Executive Representative to the CSRC Nominations Committee.
CARRIED**

Letter from St. Andrew's UC – Sudbury (see Appendix G)

Kathie reviewed the letter with Executive and discussions ensued about a response letter (Appendix H).

**MOTION by Maxine McVey/John Watson 2019-11-12/13-18
That the CSRC Executive approve the response letter to St.
Andrew's UC (Sudbury) re: the nominations process at the RC
meeting in 2019.
CARRIED**

As the Regional Council has started to live-into this new way of being, Kathie indicated that there needs to be revisions made to the Nominations Committee section of the Governance Document. Executive must do these revisions and it will be discussed at a later meeting.

NEXT MEETING DATE:

- January – Video Conference Call (Susan will send a doodle poll)
- February – Video Conference Call (Susan will send a doodle poll)
- May 12-14, 2020 – In Person Meeting, Sudbury (Villa Loyola)
- June – Video Conference Call (Susan will send a doodle poll)

Closing Worship

Peter closed the meeting with worship and communion.

CLOSING

The meeting was adjourned at 2:30 p.m. and Executive had dinner with the CSRC Staff.

The United Church of Canada
Canadian Shield Regional Council

**of recognition by commission on Saturday, February 8, 2020 at 11:30 am at
Trinity United Church, Iroquois Falls, ON.
CARRIED**

