

**MINUTES** of the Executive of Canadian Shield Regional Council held on February 2, 2023 at 1:00 p.m. via Zoom.

**PRESENT:** Barb Nott (Chair), Nancy Ferguson, John Watson, Helen Smith, Mastard Sakala, Bill Steadman, Joy Galloway, Stewart Walker, Susan Lindquist, Dave LeGrand, Jim Jackson, Eun-Joo Park, Kathie Smith

**STAFF:** Peter Hartmans, Susan Whitehead

The Chair welcomed everyone to the meeting of Executive.

Barb honoured the traditional lands upon which we meet and then read the CSRC safe space statement.

### **CHECK-IN**

Executive took time to do a check-in with each other.

### **APPROVAL OF AGENDA**

One change to the agenda is the removal of accepting the Support to Communities of Faith Commission Minutes from November 24, 2022; they were accepted at the December 1, 2022 meeting of Executive.

**MOTION by Bill Steadman/Eun-Joo Park** **202-02-02-01**  
That the agenda for the meeting be approved, as amended.  
**CARRIED**

### **APPROVAL OF MINUTES**

**MOTION by Joy Galloway/Dave LeGrand** **2023-02-02-02**  
That the Minutes of the meetings of the Canadian Shield Regional Council Executive held on December 1, 2022 via Zoom be approved, as circulated.  
**CARRIED**

### **RECEIVE MINUTES FROM COMMISSIONS**

**MOTION by John Watson/Kathie Smith** **2023-02-02-03**  
That the Minutes of the CSRC Pastoral Relations Commission Minutes from November 23, 2022 and the Support to Communities of Faith Commission Minutes from December 14, 2022 be received, for information.  
**CARRIED**

### **CORRESPONDENCE**

- *SWRC letter re: Joint Festival of Faith*  
Executive had a fulsome discussion about the possibility of having a joint Festival of Faith event with Shining Waters Regional Council.

**There was consensus that the Canadian Shield Regional Council will invite Shining Waters Regional Council to participate in a joint Festival of Faith in 2025.**

### **WELCOME AND GREETINGS – DAVID LEYTON-BROWN, PRESIDENT OF SWRC**

As David entered the meeting in the last half, Kathie Smith (Past Chair) took the chair in Barb's absence and welcomed David Leyton-Brown, the President of Shining Waters Regional Council, to the meeting where he gave greetings from SWRC.

### **NEW ADMIN HIRE UPDATE – RACHAEL'S REPLACEMENT**

Peter shared with Executive that we have hired the first new administrative assistant, Celio De Andrade, in January 2023 and he is working out very well. There will be interviews for Rachael's replacement next week with the hope that the new hire will have the opportunity to shadow Rachael on the job.

### **MODERATOR IN CSRC IN 2024 FOR MINISTRY PERSONNEL FLOURISH EVENT**

Peter indicated that Canadian Shield Regional Council received an invitation from the Moderator (Right Rev. Carmen Lansdowne) to visit the region for a week-long event the week of April 29, 2024. This event will include a two-day retreat with ministry personnel and a symposium event at Emmanuel College.

### **HUNTINGTON UNIVERSITY DRAFT MEMORANDUM OF UNDERSTANDING (MOU)**

Peter led Executive in a discussion about updates in bylaws since the change in structure in The UCC from Presbyteries and Conferences to Regional Councils. Executive discussed the draft Memorandum of Agreement (MOA) between Huntington University, The United Church of Canada, and the Canadian Shield Regional Council.

**There was consensus that Executive needs more time to review the MOA, which will be attended to at an upcoming Executive meeting.**

### **NEXT IN-PERSON EXECUTIVE MEETING – IN SUDBURY, APRIL 12-13, 2023**

The next in-person Executive Meeting will be held at Villa Loyola in Sudbury, ON on Wednesday, April 12 to Thursday, April 13, 2023. The meeting will begin with lunch on the 12<sup>th</sup> and will end with lunch on the 13<sup>th</sup>. Susan will make flight travel arrangements for people coming from Thunder Bay.

### **FESTIVAL OF FAITH CHECK-IN**

Barb shared some of the plans for the Festival of Faith (FoF) with Executive including the agenda, keynote speaker Marlene Britton, musical guest Linnea Good, workshop titles, etc. There will be a registration fee of \$125 each and Executive suggested we could record/livestream the workshops and charge a fee for those who could not attend.

### **IN-MEETING POLL FOR DATE OF NEXT ONLINE RCM – NOVEMBER 2023**

Peter shared that since the decision was made at a previous Executive meeting to have an in-person educational event in June of 2023 (Festival of Faith), that meant that the next Regional Council Meeting (RCM) would be online in the fall. After discussing possible dates for our next online RCM, Executive voted via a zoom poll and the results are as follows: the next CSRC RCM will be held on Saturday, November 25, 2023 and it will be an all-day meeting.

### **EXECUTIVE MINISTER'S REPORT**

Executive received the Executive Minister Report, for information.

### **NEW BUSINESS**

There is no new business.

### **NEXT MEETING DATES:**

- March 2, 2023 at 1:00 p.m. via Zoom

- April 12-13, 2023 In-person Meeting at Villa Loyola, Sudbury
- May 4, 2023 at 1:00 p.m. via Zoom
- June 1, 2023 at 1:00 p.m. via Zoom

**CLOSING**

As Kathie took the chair after the break, she adjourned the meeting at 3:15 p.m. and Peter ended with a prayer.

**MINUTES** of the Executive of Canadian Shield Regional Council held on April 12-13, 2023 at 1:00 p.m. at Villa Loyola in Sudbury, ON.

**PRESENT:** Barb Nott (Chair), Nancy Ferguson, John Watson, Helen Smith, Bill Steadman, Stewart Walker, Susan Lindquist, Dave LeGrand, Kathie Smith

**STAFF:** Peter Hartmans, Susan Whitehead

**GUESTS:** Nicole Treksler (UCC Legal Counsel), Mardi Mumford, Melody Duncanson-Hales

**REGRETS:** Mastard Sakala, Jim Jackson, Eun-Joo Park and Joy Galloway

**Wednesday, April 12, 2023 – 1:00 p.m.**

Chair Barb Nott welcomed everyone to the meeting of Executive and opened with a prayer.

Barb honoured the traditional lands upon which we meet and then read the CSRC safe space statement.

**CHECK-IN**

Executive took time to do a check-in with each other.

**HUNTINGTON UNIVERSITY CONVERSATION – MEMORANDUM OF AGREEMENT AND CONVERSATION WITH NICOLE TREKSLER, LEGAL COUNCIL FOR UCC)**

Barb introduced Nicole to Executive and invited her to open discussions about the Memorandum of Agreement between Huntington University, The United Church of Canada, and the Canadian Shield Regional Council. Nicole shared that this agreement is the third one to cross her desk and the drafted agreement is typical of this kind of relationship. She indicated that the agreement can be rescinded with a 6-month written notice if we decide to terminate the agreement.

Executive had an in-depth discussion with Nicole about the benefits of keeping this agreement as is or changing it.

**There was consensus that a meeting with Kevin McCormick and the Executive would be beneficial to make final decisions about the Memorandum of Agreement. Nicole and Peter will set that meeting up and report back to Executive.**

**OPENING WORSHIP WITH COMMUNION**

Stewart led Executive in Opening Worship with Communion.

**APPROVAL OF AGENDA**

**MOTION by Bill Steadman/John Watson** **2023-04-12/13-01**  
**That the agenda for the meeting be approved, as circulated.**  
**CARRIED**

**APPROVAL OF MINUTES**

**MOTION by Kathie Smith/Susan Lindquist** **2023-04-12/13-02**  
**That the Minutes of the meetings of the Canadian Shield Regional Council Executive held on February 3, 2023 via Zoom be approved, as circulated.**  
**CARRIED**

## RECEIVE MINUTES FROM COMMISSIONS

**MOTION by Helen Smith/Dave Legrand** **2023-04-12/13-03**  
**That the Minutes of the CSRC Pastoral Relations Commission Minutes from January 25, 2023 be received, for information**

**MOTION by Bill Steadman/Susan Lindquist** **2023-04-12/13-04**  
**That the Minutes of the CSRC Support to Communities of Faith Commission Minutes from January 24<sup>th</sup> and February 28<sup>th</sup>, 2023 be received, for information.**  
**CARRIED**

## CORRESPONDENCE

- *Remit Email from Adele Halliday, Anti-Racism and Equality*  
Peter stated that we will be discussing Remit #1 later on in the agenda and Executive decided to wait to have the discussion.

## CS RCM PLANNING TEAM POLICY DRAFT DOCUMENT

Executive reviewed and edited the Canadian Shield Regional Council Meeting Team Draft Policy, which was created from our learnings after our last in-person RCM in Sudbury, as well as our past experiences with conference and regional meetings.

## SIGNING AUTHORITIES REVISITED

Peter revisited the changes in staff that has and is occurring in the region and the need to change the signing authorities.

**MOTION by John Watson/Nancy Ferguson** **2023-04-12/13-05**  
**That the signing officers for all Bank Accounts at the Bank of Montreal and BMO Nesbitt Burns for the Canadian Shield Regional Council be Susan Whitehead, Janet MacDonald, Kathleen Wolfe and Kathleen Smith, effective June 1, 2023.**  
**CARRIED**

## NOMINATIONS REPORT

The Chair of Nominations, Kathie Smith, shared the nominations report with Executive. There were several positions posted in January and the team is still working on getting those positions filled. Each Resource Team and Commission are sending in updated job descriptions to Nominations and will be put up on the website as soon as they are received.

Executive discussed the list of terms for this body and Kathie indicated that everyone should now be on a 3-year term, with the end dates being staggered. For those Executive members whose term is up in 2023 (Stewart Walker, Dave LeGrand, Joy Galloway, Helen Smith and Eun-Joo because she is leaving to take a position with the SWRC), they could choose to stay for a second term.

## FESTIVAL OF FAITH (FoF) UPDATE

Susan shared that there are currently sitting at 51 registrants and about 4 of those are from Shining Waters RC and that the planning team has a meeting on April 25<sup>th</sup>, where they will discuss how to increase the promotion of the FoF. The planning team just learned that James Ko's Admission to The United Church of Canada will be at the Sunday service of the FoF. A reminder message will go out to the region with that information.

## **REMIT #1 VOTE – ESTABLISHING AN AUTONOMOUS NATIONAL INDEIGENOUS ORGANIZATION**

Peter indicated that there are two ways the region can move with the remit; the first is to discuss this at the Regional Council Meeting to serve as an education function for communities of faith and then remind the church boards/councils to vote; the second is to have a vote at the Executive level. Executive had a discussion about which way would be most beneficial to communities of faith and it was decided that there will be an educational component at the RCM and that perhaps a Town Hall Meeting will happen within a month of the due date of the vote (February 2024).

## **EXECUTIVE MINISTER'S REPORT**

Executive received the Executive Minister Report, for information (*attached as Appendix A*).

### *Update on UCC Budget*

Peter attended a staff leader's meeting on Tuesday afternoon where Erik Mathiesen reported about the budget for The United Church of Canada. The UCC needs to make a cut to their budget of \$6 million. Discussions at the General Council Office have occurred questioning the number of regions in The UCC, if we could decrease some of them and what would that look like.

### *Conversations About Relationship Between CS and SW*

Peter led a discussion with Executive about the relationship between SW and CS to date and how we have been sharing staff, events, budgets, etc. He expressed sadness around the number of pastoral charges they have closed in the last 2-3 years. Peter indicated that this was a preliminary discussion about our relationship and future partnering and for Executive to think about it.

Peter closed the meeting and Executive sang, VU 289 "It Only Takes a Spark."

**Thursday, April 13, 2023 – 9:00 a.m.**

## **OPENING PRAYER**

Barb opened the meeting and Peter started off by acknowledging Volunteer Appreciation Week and thanked all Executive members for all their hard work they do for the region that is deeply appreciated. Peter led Executive in a brief worship by singing Voices United 356 "Seek Ye First the Kingdom" and then shared a prayer.

## **MEMORANDUM OF UNDERSTANDING (MOU) WITH SWRC**

Executive reviewed the MOU between SW and CS regional councils. There were minor clerical changes and a larger change to #10. Executive acknowledged that this term in the MOU has not been met and would like to honour it going forward, expressing the need to have both the Executives of SW and CS Regional Councils to meet face-to-face soon. It was determined that the ad hoc committee could be the Chair and Chair Elect of the CS Executive, the President and President Elect of the SW Executive (the Past Chair/President if no Chair/President Elect is present), plus the Executive Minister, his assistant, the Staff Lead from SW and other staff, as needed. The wording for #10 will be rewritten to reflect that this group will jointly decide the dates of the Regional Council Meetings for both regional councils, with input from the Executives.

## **SEPTEMBER 2023 JOINT EXECUTIVE ZOOM MEETING BETWEEN CS AND SW**

Executive discussed the possibility of meeting at Villa Loyola in September 2023 for a joint CS and SW Executive meeting. Executive instructed Peter to ask the SW Executive if this is a possibility for them.

### **SCoFC PROPOSAL PRESENTATION**

The Chair welcomed Mardi Mumford and Melody Duncanson-Hales to the meeting where they shared a presentation on behalf of the Support to Communities of Faith Commission (*Appendix B*).

**MOTION by Bill Steadman/Nancy Ferguson** **2023-04-12/13-06**  
**That the Canadian Shield Regional Council Executive support, in principle, the Mustard Seed Strategy proposal of the Support to Communities of Faith Commission and to create policy that reflects that proposal.**  
**CARRIED**

### **NEW BUSINESS**

David shared that members at St. Andrew's UC in Sudbury had a robust discussion about the Manitou Art Collection and they wondered if there was a digital copy of all the pictures in the collection. The suggestion was to contact the Right Relations Resource Team (RRRT) to inquire if the region can have access to these images (possibly with a CSRC watermark on each image). Susan has some of the images digitized after the Conference Office fire. The request for digital images of the collection will be forwarded to the RRRT for action.

### **NEXT MEETING DATES:**

- May 4, 2023 at 1:00 p.m. via Zoom, if needed
- June 1, 2023 at 1:00 p.m. via Zoom

### **CLOSING**

Barb adjourned the meeting at 11:45 a.m. and Executive ended Executive's time together with singing MV 92 and Peter ended with a prayer.

## Appendix A Executive Minister Report March 2023

Happy Spring!!! The planning team for the Festival of Faith is well organized and has made significant progress. Staff visited the venue site. Shining Waters Regional Council has chatted with Canadian Shield Regional Council, through Barb this past month, around a learning event and we will need to begin thinking about partnering for 2025. Both Regional Council Executives seem very excited.

We posted the new full-time admin. position to be shared between the Canadian Shield and Shining Waters Regional Councils. The position was posted in January for two weeks. We also circulated via Regional networks, hiring platforms etc. The General Council supports hiring for Regional Councils through its HR office. They received many applicants and a three-person hiring team was created with myself, Jody Maltby and Joy Galloway. We did interviews in early February. We hired Kathleen Wolfe and she started mid-March. You can reach Kathleen at Email: [kwolfe@united-church.ca](mailto:kwolfe@united-church.ca). Kathleen provides primary administrative support for Shining Waters and Canadian Shield Regional Councils. Rachael retires May 2023, we will be very sad to say goodbye. Susan will move as primary Executive Minister admin. support for both Regional Councils. Presently Susan just supports Canadian Shield Regional Council Executive.

We are currently in the position of hiring a new Congregational Support Minister for SWRC, who's primary work will focus South of the 407 in Shining Waters Regional Council. The successful applicant is Eun-Joo Park! We are delighted for Eun-Joo and SWRC; however, CSRC will deeply miss her leadership and this change will also create a vacancy for CSRC at our Executive.

Recently at our Executive Minister Management Meeting, Erik Matheson, CFO for the United Church shared that the General Council (GC) needs to cut our GC operating budget by 6 million dollars over two years. He also feels that communities of faith do not have the capacity to increase General Council assessments. One of the acute challenges at this time for General Council is both the challenge of inflation and at the same time, receiving smaller returns on investment. While the Regional Council operating grant will remain the same until 2025, M&S Grants to the Regional Council will likely be cut in 2024/25, which could have an impact on our operating income. The cut will also have an impact on granting.

In the near future, we have pre-planned some room for cuts to our income. However, my sense is in the future, we will face cuts to our operating budget, while at the same time our expenses will increase. Part of the way we are addressing this future challenge is by partnering more and more with Shining Waters around staffing and budgeting related to staffing. However, my suggestion to both Regional Councils is to start talking about how we can partner more as two Regional Councils. Erik Matheson at our recent meeting, raised the delicate point that he has concerns around the economic sustainability of 16 Regional Councils. Frankly for many, it went over like a lead balloon. For me, I am mindful that he has the challenging task of being the messenger and not the author of our economic challenge.

My sense is we could approach this future challenge in two ways. One we could wait and deal with the challenge when we need to face it head-on, which is a legitimate strategy, since the Regional Council would likely be more accepting facing a budget challenge in real time. The second option would be to intentionally reach out to Shining Waters Regional Council about partnering more beyond staff. Perhaps experiment with ways we could consolidate our administrative work as a Regional Council. Consider how we could partner around Regional Council Meetings and at the very least, consider how we are **distinctive** as a Regional Council and consider what work we are we doing that is essentially the same? I am aware the Canadian



Shield Regional Council is new and folks are new to each other. My sense, after discussing this with Chair Barb, is that we need to proceed carefully and thoughtfully as we work toward creating a strong community in CSRC. However, as our Regional Council policy already has a mechanism for partnering, I am recommending that we work towards planning a joint Executive Meeting with CSRC and SWRC in the fall to brain storm how we can strengthen our partnership and perhaps consider how we can work together. If we can figure out a path forward together, perhaps we can offer leadership to the entire church, as we face our future challenges together. We could also provide leadership to our communities of faith as they face similar challenges and conversations with neighbouring United Churches.

**Appendix B**  
**The Mustard Seed Strategy**  
**Submitted by the Support to Communities of Faith Commission**

“...for truly I say to you, if you have faith the size of a mustard seed, you will say to this mountain, ‘Move from here to there,’ and it will move; and nothing will be impossible to you.” ~Matthew 17:20

“I am about to do a new thing; now it springs forth; do you not perceive it? I will make a way in the wilderness and rivers in the desert” ~Isaiah 43:19

Canadian Shield is a Regional Council that has faith that moves mountains. In the face of decline – in membership, financial and human resources, and aging church buildings – members of Canadian Shield are working together to creatively discern and respond to God’s will for the church in this time. And while we, with deep regret, as a Commission of the Regional Council disband communities of faith with regularity, we also live in trust that the small seeds our congregations have planted will take deep root and become a resting place for fresh expressions of the Holy Spirit at work in Northern Ontario.

We are blessed with abundance in Canadian Shield! We have access to funds that allow us to support educational initiatives, ministry with youth, community outreach, outdoor ministries, and much more. It is a privilege we do not take lightly to be able to share these monies with communities of faith and individuals who are doing and being church in innovative ways.

We have also found that restricted funds, and funds with very specific foci, have kept us from responding in a timely and nimble way when communities of faith recognize a need, or discern a call, and wish for the Regional Council to partner in doing a new thing.

To this end, we are proposing the adoption of the Mustard Seed Strategy. Our vision is that the \$100 000 communities of faith support fund established by CSRC Executive motion 2022-12-01-12 (MOTION by John Watson/Jim Jackson That the CSRC Executive, after receiving the motion from the Finance Resource Team, it was decided to put \$100,000 in a fund designated for communities of faith support. CARRIED) will be administered by the Support to Communities of Faith Commission and renewed in perpetuity, seeded from property sales and redevelopment to a maximum of \$25 000 per year. Of the \$25 000 per annum, we would like to see \$5 000 designated for the work of the Support to Communities of Faith Commission – travel for an in-person meeting if appropriate, facilitation or a retreat opportunity to enable us to do our work more faithfully, or supplies we may need. The remaining \$20 000 we would like to be able to grant to communities of faith to facilitate growth. Examples may include, but not be limited to, purchasing technology (such as that made available through Rural Connect) to enable collaboration, organizing community hubs, and providing hospitality.

We live in hope that we might soon see an end to the need to disband communities of faith. As congregations turn to one another in collaboration and amalgamation, we would invite members of the Executive into a time of discernment with the Support to Communities of Faith Commission. It has been our practice, in Canadian Shield, not to declare surplus property when communities of faith amalgamate. In order that we might better support all congregations in the Regional Council, we would like to discuss the possibility of revisiting this policy. We would welcome the opportunity for a joint Executive and Support to Communities of Faith Commission Zoom call where we might build community, pray together, and discern how we can partner together to witness the new things God is up to in our Regional Council.

In gratitude and respect,  
Jim Jackson, Chair - Support to Communities of Faith Commission

**MINUTES** of the Executive of Canadian Shield Regional Council held on June 1, 2023 at 1:00 p.m. online via Zoom.

**PRESENT:** Barb Nott (Chair), Nancy Ferguson, John Watson, Helen Smith, Bill Steadman, Stewart Walker, Susan Lindquist, Dave LeGrand, Mastard Sakala, Jim Jackson, Eun-Joo Park

**STAFF:** Peter Hartmans, Susan Whitehead

**REGRETS:** Joy Galloway, Kathie Smith

Chair Barb Nott welcomed everyone to the meeting of Executive.

Barb honoured the traditional lands upon which we meet and then read the CSRC safe space statement.

**CHECK-IN**

Executive took time to do a check-in with each other.

Peter opened the meeting with Worship, reading Psalm 104:24-34.

**APPROVAL OF AGENDA**

There were some changes to the Commission dates that needed to be made on the agenda.

**MOTION by Dave LeGrand/John Watson** **2023-06-01-01**  
**That the agenda for the meeting be approved, as amended.**  
**CARRIED**

**MOA HUNTINGTON UNIVERSITY REVISITED**

Barb shared the revised Memorandum of Agreement (MOA) with Huntington University (HU) after the last Executive Meeting. Executive members discussed the concerns from the last meeting and how they could be resolved.

The first was the concern that we would not have enough time to elect members of the board and that HU would appoint someone if we didn't do it. Peter shared that the GCO lawyer added a 60-day notice as a deadline for appointing people.

**There was consensus that the 60-day notice is acceptable as a deadline for appointments.**

The second concern was about the document language around divesting ourselves of responsibility of appointing people for all time, not just for a term. Peter explained this is a 2-year document that we can choose to rescind at any time and that if we don't appoint someone in the given time frame, we will be able to do it in the next cycle.

After a lengthy discussion about appointing members and the language in the document, Executive passed the following motion:

**MOTION by Eun-Joo Park/Helen Smith** **2023-06-01-02**  
**That the CSRC Executive forward the amended draft of the Memorandum of Agreement (MOA) to The United Church of Canada lawyer Nicole Treksler, and then to Huntington University for review and response before final approval.**  
**CARRIED**  
**1 Abstention – Peter Hartmans**

## APPROVAL OF MINUTES

**MOTION by Nancy Ferguson/Bill Steadman** **2023-06-01-03**  
**That the Minutes of the meetings of the Canadian Shield Regional Council Executive held on April 12-13, 2023 at Villa Loyola, in Sudbury be approved, as circulated.**  
**CARRIED**

## RECEIVE MINUTES FROM COMMISSIONS

**MOTION by Helen Smith/John Watson** **2023-06-01-04**  
**That the Minutes of the CSRC Pastoral Relations Commission Minutes from March 22, 2023 be received, for information.**  
**CARRIED**

**MOTION by Peter Hartmans/Eun-Joo Park** **2023-06-01-05**  
**That the Minutes of the CSRC Support to Communities of Faith Commission Minutes from March 28, 2023, April 24, 2023, and May 18, 2023 be received, for information.**  
**CARRIED**

## CORRESPONDENCE

- *Signed MOU Between CS and SW from Executive Secretary*  
Barb shared with Executive that the Memorandum of Understanding (MOU) between CSRC and SWRC has been signed and distributed to each Region.

## HR UPDATE – RACHAEL’S RETIREMENT; SUSAN AND KATHLEEN TO COVER WORKLOAD

Peter shared that Rachael Howe’s retired the day before this meeting and that she will be missed. Kathleen Wolfe has been hired in advance of Rachael’s leaving and that is working out very well. Susan will now pick up work for both Executives and Kathleen will pick up the other pieces for both regions.

Diane Matheson-Jimenez has bought a new house in North Bay and will be settled there by July 2023.

## MODERATOR’S FLOURISHING EVENT IN CSRC – MAY 2-4, 2024 AND RCM 2024

Peter shared that the Flourishing Event in 2024 is being driven by the Moderator and we are partnering with them to offer two events in one. This way, people will only have to travel around the region once, given the vast geography of our region. The Moderator asked for a central location in the north to host this event; the suggestion was made for Sault Ste. Marie, ON, and we are waiting to hear back from the Moderator’s office to confirm.

## FESTIVAL OF FAITH UPDATE

Barb shared that we are over 100 people coming to the event and some people are coming just for the Saturday. Instructions will be going out to people this week on how to get to the residence and venue and any last-minute details. The workshops seem to be well-attended in advance and people seem very excited about the topics. Gifts will be given out to the workshop leaders (pure maple syrup) to thank them for their time. Evaluation forms will be available to fill out to help us plan for the next FoF.

## EXECUTIVE MINISTER’S REPORT

Executive received the Executive Minister Report, for information (*attached as Appendix A*).

### **NEW BUSINESS**

The Joint Executives Ad Hoc Committee met on May 2, 2023, consisting of the Chair and Chair Elect of CSRC and the President and President Elect of SWRC, the Executive Minister, and other staff from both regions. The group was very positive about meeting for a joint Executive meeting in-person between the two regions, which will occur on September 26-28, 2023 at Villa Loyola Retreat Centre in Sudbury, ON. Susan circulated the minutes from this meeting to both Executives.

### **NEXT MEETING DATES:**

- Summer Meeting 2023, if needed
- September 7, 2023 at 1:00 p.m. via Zoom
- Joint Executives In-Person – September 26-28, 2023 at Villa Loyola in Sudbury
- October 12, 2023 at 1:00 p.m. via Zoom

### **CLOSING**

Peter and the Executive thanked Eun-Joo for her time on Executive and on the Transition Team and wished her good luck in her new position with Shining Waters Regional Council.

Barb adjourned the meeting at 3:22 p.m. and Nancy ended with a prayer.

## **Appendix A Executive Minister Report June 2023**

### *JOINT EXECUTIVE AD HOC COMMITTEE:*

Happy Spring!!! The Joint Executive Ad Hoc Committee of Canadian Shield Regional Council and Shining Waters Regional Council met on May 2, 2023. The group included Chair Barb and President David, Chair Elect Nancy and President Elect Tina. The conversation focused on our relationship between Regional Councils, planning between both regions, and a discussion about the 2025 Festival of Faith.

The Ad Hoc Committee discussed the upcoming joint Executive meeting between the two regional Executives, including making the meeting a 1- or 2-night stay. The decision was made to drive up to Sudbury to the Villa Loyola retreat centre in the afternoon of Tuesday, September 26th, 2023 to get there for a dinner time start, stay for 2 nights, and return home in the afternoon on Thursday, September 28th. We have sent emails to both Executives with this information and Susan has confirmed the dates and times with Villa Loyola. David shared that he was very thankful that the CS Executive invited the SW Executive to come up to share a joint meeting in September and feels it will be very beneficial to both regions. SW and CS Executives will work jointly on the agenda for the meeting.

The Ad Hoc Committee discussed the in-person dates for both Regional Council Meetings (RCMs) in 2024. After an extensive search through dates that would work for both SW and CS, and didn't interfere with holidays or special days within the UCC, it was decided that the SW in-person RCM for 2024 would be the weekend of June 7, 8, 9 and the CS in-person RCM for 2024 would be May 3, 4, 5, in partnership and working around the Moderator's Flourishing Event on May 1-4. We have corresponded with the Flourishing Event planning committee to let them know we plan to work around the event to host our 2024 Regional meeting. This will consolidate travel and facilitate travel support. The suggested location given to the Moderator's Planning Committee is Sault Ste Marie, a central location for both events.

### *FESTIVAL OF FAITH 2023 and 2025:*

The 2023 Festival of Faith planning is going very well. The planning committee and local arrangement are well organized and we look forward to wonderful event! Presently, 102 people have registered.

The Joint Ad Hoc Committee started conversation around the joint Festival of Faith in 2025 and the team looked at possible calendar dates in 2025. I shared with the committee that the Moderator's Planning Committee asked Regional Councils to consider partner events for their official visit. The Moderator-lead Flourishing Event will not be considered our official visit. The Ad Hoc Committee decided to reach out to the Moderator's Advisory Committee to see if she would consider participating in a Festival of Faith event tentatively set for June 13-15, 2025.

### *UPCOMING MODERATOR'S FOURISH VISITS, hosted by the Moderator:*

As previously mentioned, the CS Moderator's Flourish visit will be May 1- 4, 2024. Peter will inquire if we can share that visit with the CS RCM. Location still TBD, but suggested location Sault Ste. Marie.

### *2023 REGIONAL MEETING NOVEMBER, BUDGET AND STAFFING:*

Janet continues planning for the 2024 budget and planning for the online Regional Council Meeting will not likely start until mid to late summer or first thing in the fall.

We say goodbye to Rachael Howes as of May 31, 2023. I have deeply appreciated her work, sense of humor and great skill over the past 5 years. It has been an honour to work with her. We hired a new Congregational Support Minister for SWRC, whose primary work will focus south of the 407 in Shining Waters Regional Council. The successful applicant is Eun-Joo Park! We are delighted for Eun-Joo and SWRC. Currently, she is serving is the Canadian Shield Regional

Council and the minister at St. Andrew's United Church in Sault Ste. Marie. She will start August 1, 2023.

Recently at our Executive Minister management meeting, Erik Mathiesen the CFO for the United Church, shared that the General Council needs to cut our GC operating budget by 6 million dollars over two years. He also feels that communities of faith do not have the capacity to increase General Council assessments. One of the acute challenges at this time for General Council is both the challenge of inflation and receiving smaller returns on investment. While the Regional Council operating grant will remain the same until 2025, M&S Grants to Regional Council will likely be cut in 2024/25, which could have an impact on our operating income. The cut will also have an impact on granting.

In the near future, we have pre-planned some room for cuts to our income. However, my sense is in the future, we will face cuts to our operating budget while at the same time our expenses will increase. Part of the way we are addressing this future challenge is by partnering more and more around staffing and budgeting related to staffing. However, my suggestion to both Regional Councils is to start talking about how we can partner more as two regional councils. Erik Mathiesen raised the delicate point that he has concerns around the economic sustainability of 16 Regional Councils. For me, I am mindful that he has the challenging task of being the messenger and not the author of our economic challenge. My sense is we could approach this future challenge in two ways: one, we could wait and deal with the challenge when we need to face it head-on, which is a legitimate strategy, as the Regional Council would likely be more accepting facing a budget challenge in real time; and two, would be to intentionally reach out to the Canadian Shield Regional Council about partnering more beyond staff. Perhaps experiment with ways we could consolidate our administrative work as a Regional Council; consider how we could partner around RCMs and at the very least, consider how we are **distinctive** as a Regional Council and consider what work are we doing that is essentially the same. My sense discussing with President David from SWRC is that we need to proceed carefully and thoughtfully, as we work toward creating a strong community between the two Regional Councils. However, as our Regional Council policy already has a mechanism for partnering, I am recommending that we work at the joint Executive meeting this fall to brainstorm how we can strengthen our partnership and perhaps, consider how we can work together. If we can figure out a path forward together, perhaps we can offer leadership to the entire church as we face our future challenges together. We could also provide leadership to our communities of faith as they face similar challenges and conversations with neighbouring United Churches.

**MINUTES** of the Executive of Canadian Shield Regional Council held on August 16, 2023 at 11:00 a.m. online via Zoom.

**PRESENT:** Barbara Nott (Chair), Joy Galloway, Jim Jackson, Nancy Ferguson, Stewart Walker, Helen Smith, Susan Lindquist, John Watson, Kathie Smith, Bill Steadman

**STAFF:** Janet MacDonald Jody Maltby, Diane Matheson-Jimenez, Kathleen Wolfe

**REGRETS:** David Le Grand, Mastard Sakala, Susan Whitehead

The Chair opened the meeting and welcomed everyone. Barbara Nott provided an opening prayer. She gave an acknowledgement of the land, and acknowledged our commitment to being a safe place for all people to gather and participate in our Region.

### **REQUEST FROM CAMP MCDUGALL**

#### *Background Information*

In the Spring of 2023, the Board of Camp McDougall had to make the difficult and very necessary decision to cancel the 2023 camping season due to not being able to secure staffing to fill vital positions. Simultaneously, the person who had been hired to keep the camp's books resigned from the position suddenly, leaving some key pieces of work left undone. It is now necessary for Camp McDougall's Board to hire Janet MacDonald to help get the camp's finances back on track, file required documentation, and ensure summer students are paid for their work. Camp McDougall is asking CSRC for a loan of up to \$5,000 to pay for Janet's services.

Questions & concerns that arrived during email vote resulting in a zoom meeting are as follows:

- Whether this loan is interest free?
- What is the time commitment?
- What are the loan terms in CSRC?
- Is there a financial report?
- What needs to be done regarding finances treasurer leaving & government regulations?

Janet was able to provide the following information. Camp McDougall charitable status is a concern. The youth leaders have not been paid properly through payroll although have been receiving advances. Bank Accounts have not been reconciled. At this time Janet does not know how long it will take to complete what is being asked of her.

Camp McDougall Annual Meeting is scheduled for November 2023 following which the Executive is requesting a financial report. In the case that \$5,000 will not be enough to allow Janet to complete the work requested another motion will be put in place.

**MOTION by John Watson / Stewart Walker**

**2023-08-16-01**

**That the Canadian Shield Regional Council Executive approves the request from Camp McDougall for an interest free loan of up to \$5,000 to pay Janet MacDonald for bookkeeping services and to be paid back at a minimum of \$1,000 per year.**

**MOTION**

**1 Abstention** (Nancy Ferguson abstained due to a conflict of interest)

Diane Matheson-Jimenez closed the meeting in prayer 11:40 a.m.



**MINUTES** of the Executive of Canadian Shield Regional Council held on October 12, 2023 at 1:00 p.m. online via Zoom.

**PRESENT:** Barb Nott (Chair), John Watson, Helen Smith, Bill Steadman, Stewart Walker, Susan Lindquist, Mastard Sakala, Jim Jackson, Kathie Smith, Joy Galloway

**STAFF:** Peter Hartmans, Susan Whitehead

**REGRETS:** Nancy Ferguson, Dave LeGrand

Chair Barb Nott welcomed everyone to the meeting of Executive and welcomed Peter back after being off on leave.

Barb honoured the traditional lands upon which we meet and then read the CSRC safe space statement.

Peter opened the meeting with a prayer.

#### **CHECK-IN**

Executive took time to do a check-in with each other.

#### **APPROVAL OF AGENDA**

There were some changes to the Commission dates that needed to be made on the agenda.

**MOTION by Bill Steadman/Jim Jackson                      CS Exec 2023-10-12-01**  
**That the agenda for the meeting be approved, as amended.**  
**CARRIED**

#### **APPROVAL OF MINUTES**

There was business arising from Huntington University from the June 1, 2023 meeting; Peter shared that he has reached out to Kevin McCormick to meet in-person but were unable to do this because of scheduling. Peter will attempt to schedule a meeting in November.

There was one error in the June 1, 2023 minutes – Page 16 above Motion 2023-06-01-02, change “to” to “the.”

**MOTION by John Watson/Joy Galloway                      CS Exec 2023-10-12-02**  
**That the Minutes of the meetings of the Canadian Shield Regional Council Executive held on June 1, 2023 be approved, as amended.**  
**CARRIED**

**MOTION by Kathy Smith/Joy Galloway                      CS Exec 2023-10-12-03**  
**That the Minutes of the meetings of the Canadian Shield Regional Council Executive held on August 16, 2023 be approved, as circulated.**  
**CARRIED**  
**1 Abstention**

#### **RECEIVE MINUTES FROM COMMISSIONS**

**MOTION by John Watson/Jim Jackson                      CS Exec 2023-10-12-04**  
**That the Minutes of the CSRC Pastoral Relations Commission Minutes from April 26, 2023, May 24, 2023, June 27, 2023 and an e-vote in July 2023 be received, for information.**

**CARRIED**

**MOTION by Joy Galloway/John Waston                      CS Exec 2023-10-12-05**  
**That the Minutes of the CSRC Support to Communities of Faith**  
**Commission Minutes from May 30, 2023 be received, for information.**  
**CARRIED**

**INCORPORATED MINISTRIES OMNIBUS MOTION**

**MOTION by John Watson/Susan Lindquist                      CS Exec 2023-10-12-06**  
**That the Canadian Shield Regional Council Executive take the**  
**following actions:**

**a)        St. Paul's United Church Non-Profit Housing Corporation**

**... pursuant to the Incorporated Ministries Policy of The United**  
**Church of Canada approve the St. Paul's United Church Non-Profit**  
**Housing Corporation 2023-2024 Board of Directors**

**Lynne Curran**  
**Laurie Forbes**  
**Gail Henderson**  
**Linda Hietanen**  
**Terry Hietanen**  
**Don Macdougall**  
**Doreen Macdougall**  
**Bert Rowson**  
**Ray Quinn**

**This is based on the draft Annual General Meeting minutes of June**  
**6, 2023, the 2023 board member approval form, contact list provided**  
**and receipt of other required documentation per the Incorporated**  
**Ministries Policy of The United Church of Canada.**

**...pursuant to the Incorporated Ministries Policy of The United**  
**Church of Canada approve the request of St. Paul's United Church**  
**Non-Profit Housing Corporation to renew its loan with Peoples Trust**  
**Company in the amount of approximately \$680,009.57 for a four-year**  
**term at the rate of 5.11% paid monthly, maturing July 1, 2027 as**  
**approved by the St. Paul's United Church Non-Profit Housing**  
**Corporation Board of Directors on September 19, 2023.**

**This is based on the draft Board Meeting Minutes of September 19,**  
**2023, and receipt of other required documentation per the**  
**Incorporated Ministries Policy of The United Church of Canada.**  
**CARRIED**

**CORRESPONDENCE**

- *Letter of Concern re: 2024 RCM Date and Ordination*  
Peter shared a letter of concern received regarding the Ordination of a student in the Canadian Shield RC and Executive discussed changes to the policy regarding Ordination, Commissioning, Admissions, etc. John highlighted that after it had been approved by there region, there was a modification to the policy where ordinations

could now occur outside of a Regional Council Meeting, allowing individuals to begin their work immediately without losing a year of pensionable time and that the choice of when the ordination should occur rested with the candidate.

After discussion, Executive made the decision to refer the letters to the Pastoral Relations Commission (PRC) for action.

**MOTION by Peter Hartmans/Jim Jackson CS Exec 2023-10-12-07**  
**That the CSRC Executive refer the 2 letters (letter of concern from Rev. Catherine Somerville and the letter from the Chair of North and Central Ontario Candidacy Board) be referred to the CS Pastoral Relations Commission for review and possible action.**  
**CARRIED**

- *Proposal from Harry Oussoren*

The region received this proposal from Harry Oussoren. Peter had discussed this proposal with Melody Duncanson Hales and the chair of the Right Relations Resource Team, Lisa Blais. The proposal is lengthy and has been assigned to the Right Relations team for review.

#### **RESCHEDULING OF JOINT EXECUTIVE MEETING IN SUDBURY**

Peter shared his disappointment at having to cancel the Joint Executives meeting in Sudbury September 24-26, 2023. He will check in with Tina and Barb/Nancy in the upcoming weeks about dates for fall of 2024.

**MOTION by John Watson/Jim Jackson CS Exec 2023-10-12-08**  
**That the CSRC Executive suggest rescheduling the Joint CS and SW Executives Meeting in Sudbury for the fall of 2024, with consultation with the SW Executive.**  
**CARRIED**

#### **NOMINATIONS UPDATE**

Kathie proposed changes to the terms of office for the chair, chair-elect, and past chair positions, suggesting a four-year model instead of the current six-year commitment. This change was recommended to ease the burden on nominees and facilitate smoother transitions in leadership. She expressed hope that these changes would simplify the nomination process. She addressed John's question about the possibility of past chairs staying on for longer than a year, noting that while it would not be a problem, the current plan was for a four-year model. The team also discussed the importance of the past chair in maintaining continuity, and the challenges of retaining volunteers due to the long commitment required of 6 years.

Kathie shared the Chair Elect/Chair/Past Chair 4-Year Timeline with Executive to help illustrate the model. After a discussion, Executive passed a motion to receive the Nominations recommendation and adopt the model.

**MOTION by John Watson/Bill Steadman CS Exec 2023-10-12-09**  
**That the CSRC Executive receive the following motion from the Nominations Committee and approve it:**

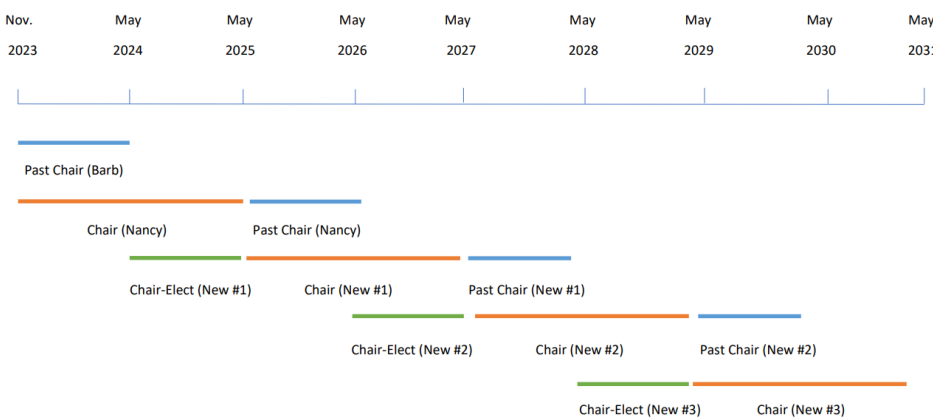
*Kathie Smith/Helen Smith*

*CS Noms 2023-10-10-01*

**That the CSRC Nominations Committee recommend adopting a four-year model regarding the terms of office for Chair/Chair-Elect/Past Chair to the CSRC Executive for consideration.**  
**CARRIED**

**And; will adopt the four-year model regarding the terms of office for Chair/Chair-Elect/Past Chair.**  
**CARRIED**

#### Chair-Elect/Chair/Past Chair 4-Year Timeline



The Nominations Committee also recommended 2 new names to the Mission Support Resource Team:

*MOTION by Helen Smith/Janice Brownlee*

*CS Noms 2023-07-31-01*

*That the CSRC Nominations Committee recommend Christine Paul and Dave Clarke to the Mission Support Resource Team, effective August 2023.*

**CARRIED**

**MOTION by Jim Jackson/Stewart Walker**

**CS Exec 2023-10-12-10**

**That the CSRC Executive accept the Nominations Committee recommendation of Christine Paul and Dave Clarke to the Mission Support Resource Team, effective August 2023.**

**CARRIED**

#### **DISCUSSION RE: FORMAL POLICY AND TERMS FOR LOANS FROM THE CSRC**

A potential policy regarding loans from the Canadian Shield was discussed, leading to the formation of a working group consisting of members from the Finance Committee, the Grants Committee, and Staff. A process for handling financial requests and approvals was discussed, with Bill suggesting that the responsible group should make recommendations, and Jim proposing a hierarchy for approvals. The role of the Executive was also discussed, with Peter highlighting that the current policy allows the Executive to approve up to \$5,000.

Executive agreed with the creation of a working task group consisting of:

- Diane Matheson-Jimenez (CSRC Staff)
- Melody Duncanson Hales (CSRC Staff)
- One member from the Finance Resource Team

- One member from the Grants Resource Team

This group will create a proposal to present to Executive regarding a policy for loans from the regional council. The decision was not made on which group/entity will be responsible for receiving and recommending to Executive; the Chair suggested that the working task group could make that decision and report back to Executive.

### **2021 CSRC DRAFT AUDIT – FINANCE MOTION**

The 2021 CSRC Draft Audit was shared with Executive prior to the meeting.

**MOTION by Peter Hartmans/Joy Galloway      CS Exec 2023-10-12-11**  
**That the CSRC Executive receive the 2021 CSRC Audited Financial**  
**Statements.**  
**CARRIED**

### **REGIONAL MEETING 2023 AND 2024**

- *Planning Team Notes for 2023 and Updates for 2023 RCM*

Barb shared that there was a planning meeting to discuss the 2023 online RCM. The planning team consists of Barb, Peter, Diane and Susan; it was decided since this was a smaller, online meeting that a full planning team was not needed. Agenda includes the remit vote, proposals (if any), approval of the 2024 Draft Budget, Nominations and the installation of the new Chair, Nancy Ferguson.

The Support to Communities of Faith Commission will host the opening worship, while the Pastoral Relations Commission will host the closing worship. The decision was made to hold off on workshops, presentations, celebrations, retirements, church closures, etc. until the May 2024 in-person meeting. Susan is waiting for confirmation from St. Peter's UC in Sudbury to be the site for the installation of the Chair portion of the meeting.

There will also be an opportunity for Communities of Faith to have time to share what is going on at their churches.

- *Updates for 2024 RCM*

Kathie reported on expressions of interest for the 2024 Planning Team, noting that we have the following members of the team:

- Kathie Smith – Chair
- Mardi Mumford – Member
- Ryan Fea – Member
- Helen Smith – Member

- *Music Matters 2024 and our RCM Date*

Susan shared that Music Matters 2024 is occurring in Thunder Bay on the same weekend as our RCM. There are exciting plans in the works to do some joint events during our meeting time and their event time; more details to come.

### **GROWTH ANIMATOR POSITION**

Jim Jackson shared information about our new Growth Animator, Calin Lau, who will be shared between CSRC and SWRC, and will be starting in the position in January 2024.

### **EXECUTIVE MINISTER'S REPORT**

Executive received the Executive Minister Report, for information (attached as Appendix A).

## **NEW BUSINESS**

### *Pastoral Relations Request*

John shared that there is a request from the PRC re: ministers requesting financial support in our region. John proposed the creation of a benevolent fund for ministry personnel, to be administered by the Pastoral Relations Minister and the Chair of the Commission, funded at \$2,000 annually. The team agreed with Peter's suggestion that this fund could come from the existing special funds supporting ministers. Bill expressed concern about the limited amount, suggesting a higher funding of \$5,000 would be more reasonable and the Pastoral Relations Commission will set up the criteria for the fund.

**MOTION by Jim Jackson/Kathie Smith                      CS Exec 2023-10-12-12**  
**That the CSRC Executive authorize the Pastoral Relations Commission to withdraw up to \$5,000 annually from the Health, Joy and Excellence Fund for Ministry Personnel in need of financial support, with the Pastoral Relations Commission to assess, and administer case by case.**  
**CARRIED**

### **NEXT MEETING DATES:**

- November 2, 2023 at 1:00 p.m. via Zoom
- December 7, 2023 at 1:00 p.m. viz Zoom

### **CLOSING**

Barb adjourned the meeting at 3:34 p.m. and Peter ended with a prayer.

## **Executive Minister Report October 2023**

Happy Fall!!! I am grateful to return from sick leave and continue to recover. I am currently on graduated return to work and hope to return full-time by the end of October. I deeply appreciate the time the United Church provided for recovery and in particular the support of Jody and Susan Whitehead, along with the entire staff of CSRC and SWRC who provided key support in my absence. I am grateful to be back.

The Joint Regional Councils Executives Ad Hoc Committee for the CSRC and SWRC met on May 2, 2023. The group included Chair Barb and President David and Chair-Elect Nancy and President-Elect Tina. The conversation focused on our relationship between Regional Councils, planning between Regional Councils and a discussion about the 2025 Festival of Faith event. A gathering of both Executives was planned for fall 2023, but needed to be postponed and we will need to discuss rescheduling.

### **Festival of Faith 2023 and 2025:**

The 2023 Festival of Faith went well and I am grateful for the hard work of both volunteers and staff who supported the event. In particular, I am grateful to Rev. Rob Smith who planted the seed for the festival of faith initially! We gained many learnings from our first gathering and participants shared they were grateful to gather together to worship, laugh, learn and grow in faith. One key concern was the size of the facility and mobility issues.

The Festival of Faith in 2025 is planned for June 13-15, 2025. Currently the nominations committee has asked for expressions of interest from both Regional Councils and we are focusing on Sudbury as the venue location. The Moderator will attend the Festival of Faith 2025! Rob Smith will provide key leadership for this event.

UPCOMING MODERATOR'S FOURISH VISITS, hosted by the Moderator:

As previously mentioned, the CS Moderator's Flourish visit will be May 1- 4, 2024.

### **2023 Regional Meeting November**

Budget: Janet continues planning for the 2024 budget and planning for the online Regional meeting continues.

### **Staffing:**

#### **Jeffery Dale:**

We said goodbye to Jeffery Dale who accepted a Call to Port Elgin United Church. I want to express deep appreciation for Jeffery's ministry within Shining Waters Regional Council and Canadian Shield Regional Council. In my absence, Diane and Jody have been working towards replacing Jeffery's position who will provide key leadership support around Youth Ministry and Faith Formation in CSRC and Justice ministry, Youth Leadership and Faith Formation in SWRC.

#### **Staff lead, CSRC:**

As part of our transition to a more integrated staff, I have asked Diane Matheson-Jimenez to enter the role of Staff Lead for the Canadian Shield Regional Council. This would be a similar role to Jody Maltby in Shining Waters Regional Council. The Staff Lead role partners with the Executive Minister around coordination, partnership and key leadership. In particular, Diane will focus on coordinating

administrative staff, especially at events like the Regional Meeting and the Festival of Faith. Diane would also be in the position to provide key leadership in my absence.

**Pastoral Relations Minister:** Currently Dale Hildebrand has indicated that he will be retiring by the end of 2023. Dale serves as Pastoral Relations Minister for Shining Waters Regional Council. As part of our staff partnership with Shining Waters Regional Council, Rob Smith will begin to more formally partner with Shining Waters Regional Council focusing on Pastoral Relations work, in partnership with Todd Smith and Eun-Joo Park. Rob will continue to serve as CSRC Pastoral Relations minister.

**Melody Duncanson-Hales:** Melody continues to serve CSRC as Congregational Support Minister part-time and also supports the CSRC and SWRC part-time through the General Council Philanthropy Unit. This summer, at the request of the Philanthropy Unit, Melody's role shifted from 60/40 in CS&SW/General Council Office to 50/50 CS&SW/GCO. The shift reflects a shift in work within both CSRC and SWRC with greater demand for her work around stewardship development in both Regional Councils. GCO requested the financial shift to reflect the practical shift in work supporting congregations through stewardship support.



**MINUTES** of the Executive of Canadian Shield Regional Council held on November 2, 2023 at 1:00 p.m. online via Zoom.

**PRESENT:** Barb Nott (Chair), Nancy Ferguson, John Watson, Bill Steadman, Stewart Walker, Dave LeGrand, Jim Jackson, Kathie Smith

**STAFF:** Peter Hartmans, Susan Whitehead

**REGRETS:** Susan Lindquist, Mastard Sakala, Helen Smith, Joy Galloway

Chair Barb Nott welcomed everyone to the meeting of Executive and welcomed Nancy back to Canada after her sabbatical overseas.

Barb honoured the traditional lands upon which we meet and then read the CSRC safe space statement.

Peter opened the meeting with a prayer and highlighted Helen Smith today, as she has a particularly difficult and challenging funeral in Sault Ste. Marie today.

#### **CHECK-IN**

Executive took time to do a check-in with each other.

#### **APPROVAL OF AGENDA**

There were some changes to the Commission dates that needed to be made on the agenda.

**MOTION by Jim Jackson/Kathie Smith                      CS Exec 2023-11-02-01**  
**That the agenda for the meeting be approved, as amended.**  
**CARRIED**

#### **APPROVAL OF MINUTES**

**MOTION by Kathie Smith/Bill Steadman                      CS Exec 2023-11-02-02**  
**That the Minutes of the meetings of the Canadian Shield Regional Council Executive held on October 12, 2023 be approved, as amended.**  
**CARRIED**

#### **RECEIVE MINUTES FROM COMMISSIONS**

**MOTION by Dave LeGrand/Peter Hartmans                      CS Exec 2023-11-02-03**  
**That the Minutes of the CSRC Pastoral Relations Commission from September 26, 2023 be received, for information.**  
**CARRIED**

**MOTION by John Watson/Nancy Ferguson                      CS Exec 2023-11-02-04**  
**That the Minutes of the CSRC Support to Communities of Faith Commission from June 26, 2023, July 27, 2023, September 13, 2023 and September 26, 2023 be received, for information.**  
**CARRIED**

#### **CORRESPONDENCE**

- *Email from Fraser Williamson re: 2024 RCM Date*

Executive discussed the letter from Fraser Williamson regarding the date of the 2024 Regional Council Meeting (RCM). This issue was referred to the Pastoral Relations Commission (PRC) at the October 2023 CSRC Executive meeting. The PRC have since met and made the decision that there will not be an ordination at the 2024 RCM in Sault Ste. Marie. Executive directed Peter to write a joint response letter to Fraser Williamson on behalf of himself, the Executive Minister, the Chair of Executive, the Chair of the PRC, and the Chair of the Nominations Committee. See section "Possible 2024 Ordination – Update from PRC" below for more information.

- *Email from Melody Duncanson Hales re: funding*  
The team also discussed responding to a funding request from Melody regarding Reseau Access and support for a supervised consumption site (petition signing initiative). A decision was made to have Dave draft a letter to Melody from Barb and the Support to Communities of Faith Commission. Kathie requested the letter include a call for other communities of faith to show public support.

### **RESCHEDULING OF JOINT EXECUTIVE MEETING**

Barb shared that the new Joint Executives meeting date will be on Tuesday, September 24 – Thursday, September 26, 2024 at Villa Loyola in Sudbury. Peter has already offered these dates to the SWRC Executive at their last meeting and the CSRC Executive has confirmed these new dates work.

**There was consensus that the CSRC Executive will join the SWRC Executive in Sudbury, ON at Villa Loyola on September 24-26, 2024 for the Joint Executives Meeting.**

### **POSSIBLE 2024 ORDINATION – UPDATE FROM PRC**

Executive continued their discussion about the possibility of having an Ordination at the 2024 CS RCM. The PRC referred the matter back to Executive, indicating there are two options available:

1. **To wait to be ordained until the next RCM (2025), which will be online; or,**
2. **To be ordained at a different service (outside the in-person 2024 RCM) that they arrange with the Region.**

Individuals seeking ordination would normally have to wait until the next meeting if their documents (Testamur) and Supervised Ministry Education (SME) were not in place. Alternatively, they could arrange a service at a location of their choice. The point was made that since all students must receive their Testamur and complete their SME before they can be ordained, it is clear the date of the RCM will not work. Executive discussed the implications of changing the date of the RCM at this time, i.e. losing the deposit for the venue, possibly not being able to book the venue again at this late date, possibly not being able to get the Moderator to attend the RCM, Nominations timeline changes, etc. A suggestion was made that there not be a formal ordination for the candidate but that an affirmation of ordination could happen at the meeting 2024 RCM in Sault Ste. Marie to recognize them.

### **REGIONAL MEETING 2023 UPDATE**

- *Updates*  
As previously mentioned, the theme is called "The Stones Will Shout." Executive reviewed the agenda for the meeting and Barb shared that the SCoFC and the PRC will be leading the opening and closing worship, respectively. The agenda includes an optional refresher on Zoom protocols, a gathering and welcoming, and a time of grounding with the Right Relations Resource Team prior to the Remit vote. The team also planned to have a budget presented and voted on, nominations opened, and a new chair

installed. The team also discussed the importance of registration deadlines and communication about the meeting, which had been taken over by Donna for website communications.

### *2025 CS RCM*

There was a brief discussion about the 2024 RCM and a possible lay-led congregation information session prior to the meeting in 2024, potentially inviting the Moderator to participate. John shared that several people expressed that we reconsider having the Ministry Personnel Retreats prior to the RCM, as many people who participate in those are part of the planning and want it to happen after the RCM.

- *Executive Accountability Report Starting Point*

Peter thanked the staff team and the Chair for planning the RCM in his absence and shared a draft of the Executive Accountability Report for the Report Packet at the upcoming RCM. Peter requested that Executive review the report and that any updates be sent to himself and Susan this week and emphasized that the report was a team effort.

### **BUDGET UPDATE – 2024 CSRC DRAFT BUDGET**

Executive discussed the draft budget for 2024 and Peter shared that there is no requirement that Executive approves a budget before a RCM. He asked if Executive would like to conduct an e-vote to bring the draft budget to the RCM or just bring the draft budget to the RCM and then approve the final budget at the December meeting of Executive. Members decided to review it before presenting it at the regional meeting. They agreed that any major changes could be made at the December Executive meeting.

**There was consensus that Executive will review the draft Budget prior to the 2023 CS RCM via email, with the Executive Minister drafting an email to the Financial Administrator, Janet MacDonald, asking to have it ready before the November 25, 2023 CS RCM.**

### **EXECUTIVE MINISTER'S REPORT**

Executive received the Executive Minister Report, for information (*attached as Appendix A*). Peter reported that Jeffrey's position is now vacant and the position of Justice and Faith Formation is about to be posted and there is a desire to re-establish youth ministry support for Canadian Shield.

- *Huntington University Update*

Peter has attempted on several occasions to plan a meeting with the President of Huntington with no success with finding a mutual meeting time. He will continue to try to set up a meeting. If a meeting date is not chosen before the installation of Nancy as the new Chair for the CSRC, Executive can choose to pivot and have Nancy take over the negotiations if that is ideal.

### **NEW BUSINESS**

#### *GC44 Meeting*

Barbara shared her experience from the GC44 annual meeting, noting that the discussion about Designated Lay Minister (DLM) discussion took up a significant portion of the meeting time. Peter added that while the DLM conversation was complex, with some progress had been made, discussing their role in the church and their acceptance within communities of faith was also discussed. Bill, who co-authored the One Ministry report years ago, expressed his interest in understanding the current status of the issue. Peter indicated he would send Bill a link to the recorded conversation for better understanding. They also discussed the end of missionary work in South Korea.

**NEXT MEETING DATES:**

- December 7, 2023 at 1:00 p.m. via Zoom
- January 2024 TBD

**CLOSING**

The meeting also marked Barbara's last official meeting as Chair of the Canadian Shield Regional Council, for which the Executive expressed their gratitude.

Barb adjourned the meeting at 3:10 p.m. and Nancy ended with a prayer.

## **Appendix A Executive Minister Report November 2023**

Happy Fall!!! I am grateful to return from sick leave and continue to recover. I am currently on graduated return to work and hope to return full-time starting in November. I deeply appreciate the time the United Church provided for recovery and in particular, the support of Jody Maltby and Susan Whitehead, along with the entire staff of CSRC and SWRC who provided key support in my absence. I am grateful to be back.

### **The Ad Hoc Committee:**

The Ad Hoc Committee of the Canadian Shield Regional Council and Shining Waters Regional Council met May 2, 2023. The group included Chair Barb and David and Chair Elect Nancy and Tina. The conversation focused on our relationship between Regional Councils, planning between Regional Councils and a discussion about the 2025 Festival of Faith. A gathering of both Executives was planned for fall 2023, but needed to be postponed and Canadian Shield Regional Council Executive has proposed a new tentative date for fall 2024.

### **Huntington University:**

Work continues updating the bi-laws for Huntington University, following the reorganization of The United Church of Canada and the establishment of Regional Councils. Nicole Treksler, legal council for The United Church of Canada, has forwarded first draft of proposed changes to the by-laws, which reflect the UCC structural shift. Chair Barb Nott and I have also reached out to Dr. Kevin McCormick, President and Vice-Chancellor of Huntington University, to discuss the proposed changes. We are currently waiting for a response.

### **Festival of Faith 2025:**

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**MINUTES** of the Executive of Canadian Shield Regional Council held on December 7, 2023 at 1:00 p.m. online via Zoom.

**PRESENT:** Nancy Ferguson (Chair), John Watson, Bill Steadman, Stewart Walker, Dave LeGrand, Jim Jackson, Kathie Smith, Mastard Sakala, Helen Smith, Joy Galloway

**STAFF:** Peter Hartmans, Susan Whitehead

**REGRETS:** Susan Lindquist, Barb Nott

Chair Nancy Ferguson welcomed everyone to the meeting of Executive.

Nancy honoured the traditional lands upon which we meet and then shared the CSRC safe space statement.

Peter opened the meeting with worship reading from Luke 1:41. Peter also welcomed Nancy as the CSRC Executive Chairperson.

#### **CHECK-IN**

Executive took time to do a check-in with each other with a focus on hope.

#### **APPROVAL OF AGENDA**

There was a change to the PRC Commission Minutes dates that needed to be made on the agenda; Executive is receiving only the October 24, 2023 minutes.

**MOTION by Helen Smith/Peter Hartmans                      CS Exec 2023-12-07-01**  
**That the agenda for the meeting be approved, as amended.**  
**CARRIED**

#### **APPROVAL OF MINUTES**

There were some errors in the Minutes that will be corrected.

**MOTION by Joy Galloway/John Watson                      CS Exec 2023-12-07-02**  
**That the Minutes of the meeting of the Canadian Shield Regional Council Executive held on November 2, 2023 be approved, as amended.**  
**CARRIED**

#### **RECEIVE MINUTES FROM COMMISSIONS**

**MOTION by John Watson/Stewart Walker                      CS Exec 2023-12-07-03**  
**That the Minutes of the CSRC Pastoral Relations Commission from October 31, 2023 be received, for information.**  
**CARRIED**

**MOTION by Bill Steadman/John Watson                      CS Exec 2023-12-07-04**  
**That the Minutes of the CSRC Support to Communities of Faith Commission from October 24, 2023 be received, for information.**  
**CARRIED**

#### **OMNIBUS MOTION FROM INCORPORATED MINISTRIES**

**MOTION by Helen Smith/Peter Hartmans CS Exec 2023-12-07-05  
that the Canadian Shield Regional Council (6) Executive take the  
following actions:**

**a) Camp McDougall Inc.**

**... pursuant to the Incorporated Ministries Policy of The  
United Church of Canada approve the Camp McDougall  
Inc. 2021-2022 Board of Directors**

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

***This is based on the draft Annual Meeting minutes of June  
6, 2021, the 2021 board member approval form, contact list  
provided and receipt of other required documentation per  
the Incorporated Ministries Policy of The United Church of  
Canada.***

***\*N.B. During follow up with this IM, it was discovered that  
no D&O policy was issued for the term December 1, 2020  
to September 7, 2021 as the Hub office never received the  
D&O application due to the changes in leadership on the  
Camp's board. This has been corrected and D&O coverage  
was reinstated September 7, 2021 and on.***

***\*N.B. This IM continues to struggle with submission of  
required documentation and Regional Council staff are  
following up.***

**CARRIED**

**CORRESPONDENCE**

- ***Letter from Kathy Dahmer***  
Executive discussed the letter received from Rev. Kathy Dahmer regarding possible ordinations at the 2024 CS RCM. Since the ultimate authority around ordination resides with the Office of Vocation and decision about executing the ordinations residing with the regional Pastoral Relations Commission (PRC), Executive will refer this matter to the PRC.

**There was consensus that a letter be drafted on behalf of the CSRC Executive from Peter and Nancy, indicating that the letter from Kathy Dahmer was received and has now been referred to the Pastoral Relations Commission for a more specific response to her concerns.**



## **REGIONAL MEETING DEBRIEF**

Nancy led a discussion on the regional meeting held on November 25th via Zoom. The team reflected on the successes and challenges, including technical glitches and the learning curve for the new administrative staff. Stewart and John expressed dissatisfaction with using Zoom for these types of meetings, emphasizing the need for brevity and focus on business. Nancy proposed using Zoom's breakout group feature to encourage interaction.

## **REMIT FOLLOW UP**

The team also discussed the Remit 1 vote, with Peter reporting a low response rate of voting across the church with a 10% return of the voting cards. GCO has a listing of all churches across the country who haven't returned the cards and CSRC has a number of churches on that list. In the new year, Diane Matheson-Jimenez and Jody Maltby (SWRC) will work with the Right Relations Resource Team to reach out to our churches to encourage voting and the return of the voting cards before the close of the remit.

## **BUDGET UPDATE – 2024 CSRC DRAFT BUDGET**

Janet presented the budget, emphasizing a 25% cut to the M&S Grant for 2024 and the residual amount from congregations, which is expected to balance the budget.

**MOTION by Jim Jackson/Bill Steadman                      CS Exec 2023-12-07-06**  
**That the Executive of the Canadian Shield Regional Council approve**  
**the 2024 Budget with a total revenue of \$654,000 and total expenses of**  
**the same amount, as presented.**  
**CARRIED**

## **HUNTINGTON UNIVERSITY UPDATE**

Work continues updating the bi-laws for Huntington University, following the reorganization of The United Church of Canada and the establishment of regional councils. Nicole Treksler, legal counsel for The United Church of Canada, has forwarded a first draft of proposed changes to the by-laws, which reflect the UCC structural shift, to Huntington's legal counsel. Peter and Barb had reached out to Dr. Kevin McCormick, President and Vice-Chancellor of Huntington University, in early November to discuss the proposed changes and his office indicated that Dr. McCormick is on leave until the new year. Peter and Nancy will follow up with Huntington in the new year and also look forward to a response from Huntington's legal counsel.

## **GCE UPDATE**

Peter reported there has been a change in the regional council membership related to the request to add retired Designated Lay Ministers (DLMs) to the membership role of the region. Upon further investigation, it was discovered that the request goes against the Basis of Union of the UCC and there would need to be a regional remit to remedy this; more details to come.

## **EXECUTIVE MINISTER'S REPORT**

Executive received the Executive Minister Report, for information (*attached as Appendix A*).

Nancy inquired whether the new Growth Animator, Calin Lau, would be at the next RCM and Peter shared that he would.

## **DISCUSS UPCOMING EXECUTIVE MEETING DATES**

Unless there are emergent issues that arise after Christmas, Nancy shared that we will not need to have our January 4, 2024 CSRC Executive meeting. Susan inquired whether Executive would be open to moving the proposed dates of May 2, 2024 and June 6, 2024 to April 25, 2024 and May 30, 2024 respectively, as they fall on the weeks of the SW and CS Regional Council Meetings and the decision was made to move those dates.

### **NEW BUSINESS**

Bill Steadman inquired whether the agenda package could now be sent in 2 batches as they are hard to manage when they are large and sent close to the meeting date. Susan will send the agenda package in 2 sets if there are pieces that can come early.

### **NEXT MEETING DATES:**

- January 4, 2023 at 1:00 p.m. via Zoom – **if needed**
- February 1, 2023 at 1:00 p.m. via Zoom
- March 7, 2023 at 1:00 p.m. via Zoom
- April 4, 2023 at 1:00 p.m. via Zoom
- **April 25, 2023 at 1:00 p.m. via Zoom in lieu of May 2, 2023 (CS RCM)**
- **May 30, 2023 at 1:00 p.m. via Zoom in lieu of June 6, 2023 (SW RCM)**

### **CLOSING**

Nancy adjourned the meeting at 2:00 p.m. and she ended with a prayer.

## **Appendix A Executive Minister Report November 2023**

Happy Fall!!!! I am grateful to return from sick leave and continue to recover. I am currently on graduated return to work and hope to return full-time starting in November. I deeply appreciate the time the United Church provided for recovery and in particular, the support of Jody Maltby and Susan Whitehead, along with the entire staff of CSRC and SWRC who provided key support in my absence. I am grateful to be back.

### **The Ad Hoc Committee:**

The Ad Hoc Committee of the Canadian Shield Regional Council and Shining Waters Regional Council met May 2, 2023. The group included Chair Barb and David and Chair Elect Nancy and Tina. The conversation focused on our relationship between Regional Councils, planning between Regional Councils and a discussion about the 2025 Festival of Faith. A gathering of both Executives was planned for fall 2023, but needed to be postponed and Canadian Shield Regional Council Executive has proposed a new tentative date for fall 2024.

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