

The United Church of Canada
Shining Waters Regional Council

REGIONAL COUNCIL: RELATIONSHIP WITH CANADIAN SHIELD REGIONAL COUNCIL (REGION 6)

This policy is the covenant between Canadian Shield Regional Council and Shining Waters Regional Council.

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| Date Approved: November 30, 2018 | Review date by the Executive: 2021 |
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The original signed copy of the Memorandum of Understanding is available at the General Council Office and the offices of Shining Waters and the Canadian Shield Regional Councils.

Memorandum of Understanding

**Two Regional Councils Sharing Executive Minister
and Executive Minister Administrators**

Participants:

Canadian Shield Regional Council
and
Shining Waters Regional Council

Terms:

The two participating Regional Councils agree to enter into a cooperative arrangement to share the services of the Executive Minister, and the Executive Minister Administrators assigned to Canadian Shield Regional Council and Shining Waters Regional Council.

1. This will be an opportunity to test strengths and weaknesses of a different way of working while living into new times, and adjustments may be made as needed with the approval of all the participants.
2. The Executive Minister will serve each Regional Council half time, Executive Minister Administrators will serve each Regional Council half time.
3. Travel costs and administrative expenses for the Executive Minister and the Administrators supporting the Executive Minister will be shared equally between Canadian Shield and Shining Waters Regional Councils, through a travel expense pool where each Regional Council contributes 50 percent.
4. The Regional Council will share equally in the cost of the salary, benefits, and office related costs for the Executive Minister and Executive Minister administrator(s).
5. The Executive Minister will be responsible for
 - Support and leadership for executive meetings
 - Relationship building including Regional Council visits and support
 - Support to the President
 - As per Executive Minister Job Description
6. The Regional Council Executive Minister Administrators will be responsible for supporting the work of the Executive Minister.

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7. Any Regional Council concerns about the Executive Minister will be raised with the General Secretary, General Council, so that it may be resolved following the United Church's human resource policies.
8. The Regional Council Executive Minister may raise any concerns he/she has about the arrangement with Canadian Shield and Shining Waters Regional Councils, with the General Secretary, General Council, who will be responsible for working with the Regional Councils.
9. A Canadian Shield and Shining Waters Regional Councils ad hoc committee would be created, to begin after the first Regional Council meetings, to be made up of two members of each Regional Council Executive. The ad hoc committee would support transition, monitor the workload of the Executive Minister, and Executive Minister Administrators, address any concerns/disputes between the Regional Councils, and if not resolved, contact the General Secretary for support. The ad hoc committee will communicate and meet mainly electronically and be reviewed at Regional Council meetings in June 2020.

The document was signed by James Jackson, Chair of Region 6 Transition Commission, David Leyton-Brown and Margaret Walker, Co-Chairs of Region 10 Transition Commission, and Nora Sanders, General Secretary, General Council. The agreement is effective January 1, 2019.