

## EXECUTIVE

### **MINUTES of Meeting held June 20, 2019**, at 1:00 p.m.

via video conference

**PRESENT:** Jingle Ayupan, Pat Edmonds, Allan Holditch, Kirsty Hunter, Isaac Kamta, David Leyton-Brown (President), Steven Loweth, Allyce Mutungi, Moon Ja Park, Daniel Reed, Dong-Chun Seo,

Staff: Peter Hartmans, Executive Minister, Rachael Howes, Administrative Support, Jody Maltby, Staff Lead: Region and Communities of Faith Support

**REGRETS:** Lynn Mooney, Jessica McCrae, Jessica Stevenson, Martha ter Kuile

### **GATHERING, OPENING PRAYER**

David Leyton-Brown opened the meeting at 1:00 p.m. and offered an opening prayer. David also 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.

### **AGENDA**

**MOTION** by Kirsty Hunter/Pat Edmonds that the agenda for this meeting be approved as circulated. **CARRIED**

### **CORRESPONDENCE**

The following correspondence was received for information:

- Township of Scugog – re: Hillman Cemetery
- Toronto Christian Resource Centre – re: Mission Support Grant
- UCC re: GO Project
- TUCC re: St. Enoch's Fund
- UCC Foundation re: Seeds of Hope grant
- Minutes; Pastoral Relations Commission

The Minutes of the Pastoral Relations Commission dated April 30, May 22, and May 28, 2019 were received for information.

### **Omnibus Motion**

**MOTION** by Steven Loweth/Dong-Chun Seo that the Shining Waters Regional Council Executive take the following actions:

- a) Beginning Again Richmond Hill

...approve the Beginning Again Richmond Hill 2018-2019 Board of Directors

Shahin Akter

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Elizabeth Jack  
John Sguigna  
Carol Thompson  
Mel Thompson  
Timothy Yeung

b) Grace Place Community Resource Centre

...approve the Grace Place Community Resource Centre 2019-2020  
Board of Directors

Graham Avery  
Daniel Clark  
Sheila Hill  
C. Jean Jamieson  
Stephen Rhodes  
Leslie Scott  
Bernhard Volkmann  
Cameron Welsh

**CARRIED**

**Greeting, Introductions and Orientation**

David Leyton-Brown led the group in an exercise that pointed out how perspectives can change and that we all bring a different perspective to this new group. He then invited everyone to introduce themselves, identify their community of faith, and tell where they lived prior to where they live now and how many countries in the world they have lived in, and to tell one interesting thing about themselves that others wouldn't know.

As orientation, David Leyton-Brown gave an overview of the transition to the new structure to date.

**Nominations**

**MOTION** by Allan Holditch/Pat Edmonds that Shining Waters Regional Council Executive elect Kirsty Hunter to the position of Past President for 2019-2020.

**CARRIED**

**Social Justice Commission**

A draft policy was provided for review and David Leyton-Brown gave some background on it and the formation of the Commission.

**MOTION** by Kirsty Hunter/Allyce Mutungi that the Shining Waters Regional Council adopt as a draft policy the Social (and Ecological) Justice Commission policy presented, and empower the nominations process to begin to populate the commission. **CARRIED**

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Order of the day having been reached, it was decided by consensus to extend the meeting.

### **Regional Council meeting**

An idea was presented to consider having a one-day meeting in the spring for celebration of ministries and ordination, and a regional council meeting in the fall. This item will come back to the next Executive meeting.

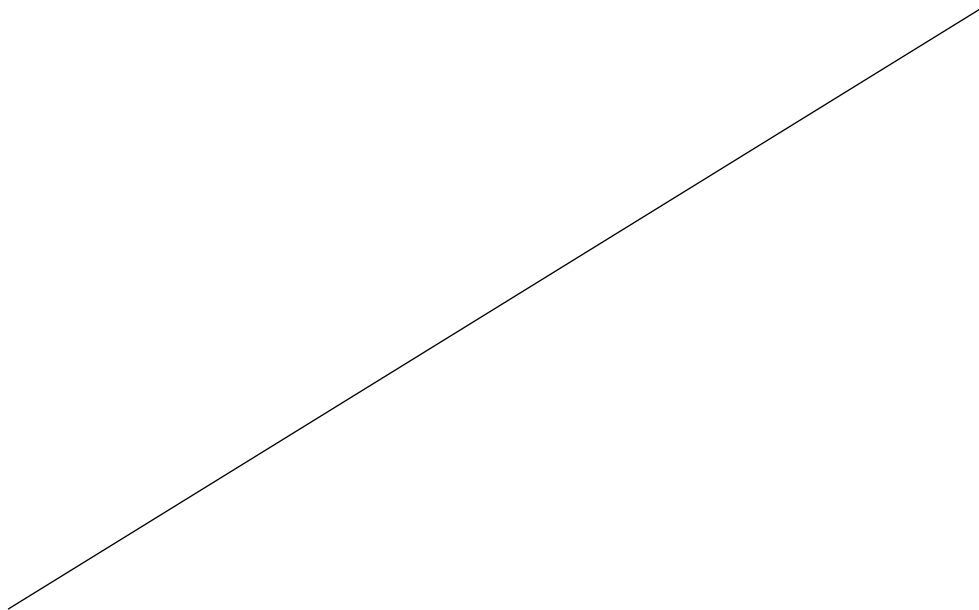
### **Financial – Relationship with General Council**

**MOTION** by Pat Edmonds/Allan Holditch that the Shining Waters Regional Council Executive direct the Executive Minister to negotiate a financial accounting for Shining Waters Regional Council and work towards ending the financial shared services with General Council. **CARRIED**

**MOTION** by Isaac Kamta/Jingle Ayupan that the Shining Waters Regional Council Executive appoint Donna Rutz, Susie Henderson, Jody Maltby, Rachael Howes, Janet MacDonald, Joan Bailey, and Susan Whitehead signing officers for the finances of the region. **CARRIED**

Next meetings: video conference call on July 24<sup>th</sup> and August 28<sup>th</sup> (if needed) in the evening, 7 – 8:30 p.m.

Closing: the meeting closed at 4:05 p.m. and Peter Hartmans offered prayer.



## EXECUTIVE

### **MINUTES of Meeting held July 24, 2019, at 7:00 p.m.**

via video conference

**PRESENT:** Jingle Ayupan, Pat Edmonds, Isaac Kamta, David Leyton-Brown, Steven Loweth, Allyce Mutungi, Moon Ja Park, Daniel Reed, Dong-Chun Seo, Jessica Stevenson, Martha ter Kuile

Staff: Peter Hartmans, Executive Minister, Rachael Howes, Administrative Support, Jody Maltby, Staff Lead: Region and Communities of Faith Support

**REGRETS:** Allan Holditch, Kirsty Hunter, Jessica McCrae

### **GATHERING, OPENING PRAYER**

David Leyton-Brown opened the meeting at 7:02 p.m. and offered an opening prayer. David also 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.

### **AGENDA**

**MOTION** by Jessica Stevenson/Moon Ja Park that the agenda for this meeting be approved as amended by adding approval of the May 15, 2019 meeting Minutes, and by adding, under Correspondence, the appointment of an additional signing officer for the finances of the region. **CARRIED**

### **MINUTES**

**MOTION** by Martha ter Kuile/Jessica Stevenson that the Minutes of the meeting of the Shining Waters Regional Council Executive held May 15, 2019 be approved as circulated. **CARRIED**

**MOTION** by Pat Edmonds/Dong-Chun Seo that the Minutes of the meeting of the Shining Waters Regional Council Executive held June 20, 2019 be approved as circulated. **CARRIED**

### **CORRESPONDENCE**

The following correspondence was received for information:

- Letter from Malvern Emmanuel United Church dated June 25, 2019 addressed to Toronto United Church Council

**MOTION** by Moon Ja Park/Martha ter Kuile that the Shining Waters Regional Council Executive appoint Dale Hildebrand a signing officer for the finances of the region. **CARRIED**

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**Check-in**

David Leyton-Brown asked the members of the Executive that were not at the last meeting to check-in with the same questions asked at that meeting.

**Grant Review Committee – Mandate Update**

**MOTION** by Steven Loweth/Pat Edmonds that the term for members of the Urban Forest Fund Commission and the Toronto Southeast Presbytery Major Capital Fund Commission be two years, ending December 31, 2020; and that responsibility for considering grants for these two funds will shift to the Grants Review Committee as of January 1, 2021; and that the Executive of Shining Waters Regional Council approve the revised Mandate of the Grants Review Committee to reflect this. **CARRIED**

**Social and Ecological Justice Commission Governance Document**

The feedback on the Social and Ecological Justice Commission policy was discussed.

**MOTION** by Moon Ja Park/Dong Chun Seo to amend the wording of item #6 under *Responsibilities* to read: *The Commission will advocate and support campaigns around regional priority issues (e.g. racism awareness, being an intercultural church).* **CARRIED.**

**MOTION** by Moon Ja Park/Dong-Chun Seo to amend the wording of item #8 under *Responsibilities* to read: *In cooperation with the Executive and other commissions, the commission will support right relations, particularly being mindful of marginalized people such as racialized people and ethnic minorities.* **CARRIED**

**MOTION** by Moon Ja Park/Martha ter Kuile that the Purpose of the Social and Ecological Justice Commission draft policy be amended to read: *The Social and Ecological Justice Commission will encourage, support, and initiate social justice work within Shining Waters Regional Council, which encompasses but is not limited to anti-racism and becoming a critical intercultural church of justice.* **CARRIED**

**MOTION** by Steven Loweth/Jessica Stevenson that the Shining Waters Regional Council adopt the Social and Ecological Justice Commission policy as amended. **CARRIED**

**Regional Council meeting date**

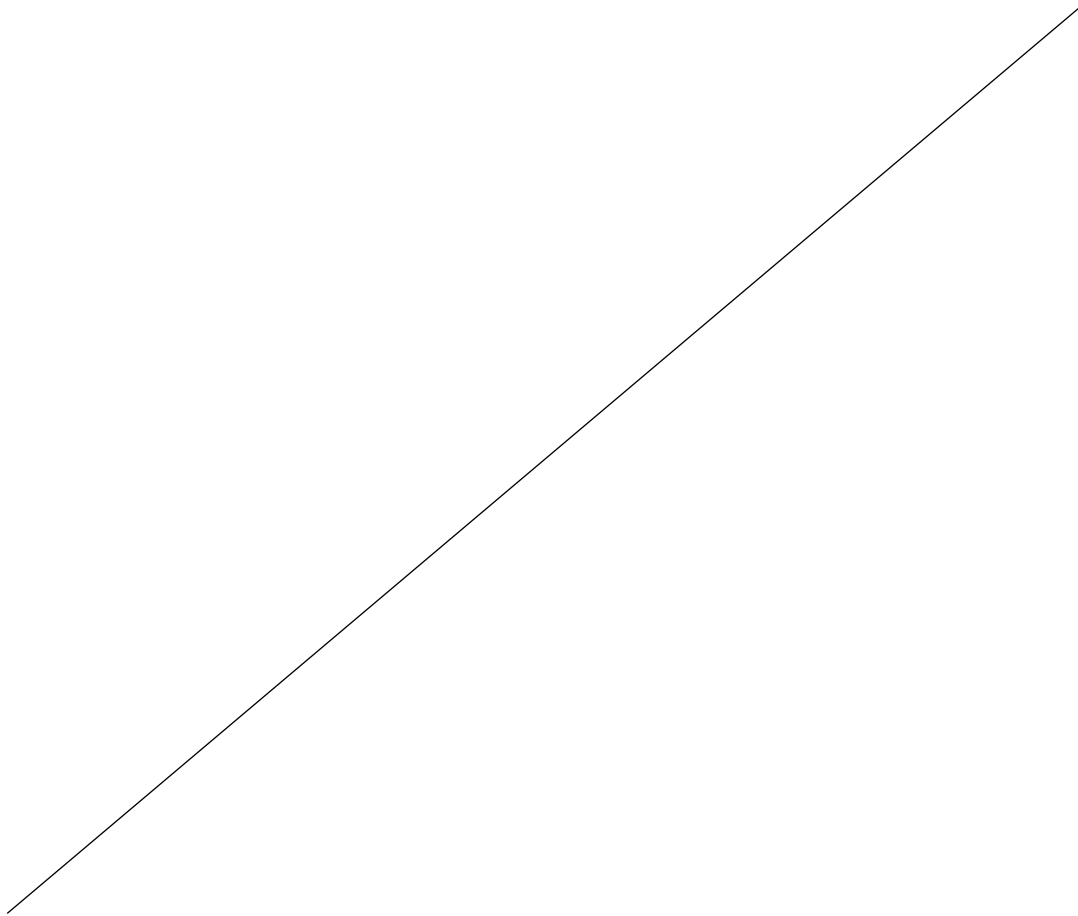
**MOTION** by Moon Ja Park/Isaac Kamta that Shining Waters Regional Council Regional gathering and New Ministry service take place Saturday May 23, 2020 and that Shining Waters Regional Council Regional meeting take place the Fall of 2020, date and location to be determined by staff in consultation with the Shining Waters Regional Council President. **CARRIED**

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Jody Maltby gave an update on the progress of nominations for the Social and Ecological Justice Commission, Nominations Committee, and Intentional Interim Ministry Committee.

Next meetings: video conference call on August 28<sup>th</sup>, 7 – 8:30 p.m. Setting a meeting schedule was discussed and a Doodle poll will be circulated to the Executive to find a preferred day and time.

Closing: the meeting closed at 8:12 p.m. and Peter Hartmans offered a closing prayer.



## EXECUTIVE

### **MINUTES of Meeting held August 28, 2019**, at 7:00 p.m.

via video conference

**PRESENT:** Jingle Ayupan, Pat Edmonds, Allan Holditch, Kirsty Hunter, David Leyton-Brown, Jessica McCrae, Lynn Mooney, Moon Ja Park, Daniel Reed, Jessica Stevenson

Staff: Peter Hartmans, Executive Minister, Rachael Howes, Administrative Support

**REGRETS:** Isaac Kamta, Steven Loweth, Allyce Mutungi, Dong-Chun Seo, Martha ter Kuile

### **GATHERING, OPENING PRAYER**

David Leyton-Brown opened the meeting at 7:02 p.m., 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. David offered prayer.

### **AGENDA**

**MOTION** by Moon Ja Park/Allan Holditch that the agenda for this meeting be approved as amended by adding an item on humanitarian support. **CARRIED**

### **MINUTES**

**MOTION** by Jessica Stevenson/Pat Edmonds that the Minutes of the meeting of the Shining Waters Regional Council Executive held July 24, 2019 be approved as circulated. **CARRIED**

### **CORRESPONDENCE**

None

### **Nominations**

**MOTION** by Kirsty Hunter/Jessica MacCrae that the following people be elected to the Social and Ecological Justice Commission of Shining Waters Regional Council for a two-year term:

Susan Eagle (Chairperson)

Alana Martin

Tina Conlon

Donna Lang

Eleanor Scarlett

Lois Brown

Moon Ja Park

Cameron Watts **CARRIED**

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**MOTION** by Kirsty Hunter/Jessica Stevenson that the following people be elected to the Nominations Committee for a three-year term:

Kirsty Hunter (Chairperson)

Steven Loweth (Executive representative)

Lawrence Nyarko **CARRIED**

**Humanitarian Support**

Jingle Ayupan brought to the attention of the Executive the case of Rosalie Tendero. She is an immigrant and a member of the Filipino Christian Fellowship. In March of 2018 she was diagnosed with cancer and underwent treatment. In January of 2019 she was released by her employer, and on May 31, 2019 her work permit expired. Jingle asked Shining Waters to provide a letter of support in her immigration process. It was suggested that this matter could go to the new Social and Ecological Justice Commission, and Jingle will contact Susan Eagle as chair of that commission.

**Next meetings:**

Gathering on September 12<sup>th</sup> for Executive and Commissions at North Bramalea UC

October – will conduct a doodle poll for an in-person meeting.

Tuesday, November 26, 10 a.m. via video conference

Closing: the meeting closed at 7:40 p.m. and Peter Hartmans offered a closing prayer.



## EXECUTIVE

**MINUTES of Meeting held October 22, 2019**, at 10:00 a.m.  
at the Regional Office, in Oro-Medonte, ON

**PRESENT:** Jingle Ayupan, Pat Edmonds, Kirsty Hunter, David Leyton-Brown (President), Jessica McCrae, Lynn Mooney, Moon Ja Park, Jessica Stevenson, Isaac Kamta, Steven Loweth, Allyce Mutungi, Martha ter Kuile

**Staff:** Peter Hartmans, Executive Minister; Jody Maltby, Staff Lead; Susie Henderson, Community Engagement and Partnership; Rachael Howes, Administrative Support.

**REGRETS:** Allan Holditch, Daniel Reed, Dong-Chun Seo

### GATHERING, OPENING PRAYER

David Leyton-Brown opened the meeting at 10:10 a.m., 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. David offered prayer.

Introductions were made around the table.

### AGENDA

**MOTION** by Pat Edmonds/Moon Ja Park that the agenda for this meeting be approved as circulated. **CARRIED**

### MINUTES

**MOTION** by Moon Ja Park/Jingle Ayupan that the Minutes of the meeting of the Shining Waters Regional Council Executive held August 28, 2019 be approved as circulated. **CARRIED**

**MOTION** by Kirsty Hunter/Steven Loweth that the Executive of Shining Waters Regional Council receive the Minutes of the Shining Waters Communities of Faith Commission dated May 1, 2019, May 16, 2019, June 18, 2019 and August 22, 2019 for information. **CARRIED**

**MOTION** by Moon Ja Park/Isaac Kamta that the Executive of Shining Waters Regional Council receive the Minutes of the Shining Waters Pastoral Relations Commission dated June 18, 2019 and August 27, 2019 for information. **CARRIED**

**MOTION** by Jessica Stevenson/Martha ter Kuile that the Executive of Shining Waters Regional Council receive the Minutes of the Shining Waters Grants Review Committee dated September 26, 2019 for information. **CARRIED**

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**Executive Minister's Report**

The Executive received the Report of the Executive Minister for information. *Appendix A attached.*

**OMNIBUS MOTION**

**MOTION** by Peter Hartmans/Pat Edmonds that the Executive of Shining Waters Regional Council take the following actions;

- a) Signing Authority for Executive Minister  
... authorize Executive Minister, Peter Hartmans, to have signing authority on incorporated ministries and release documents on behalf of the Regional Council
  
- b) Central King Seniors Residence  
...approve the Central King Seniors Residence 2019-2020 Board of Directors  
Mary Louise Ashbourne  
Alex Gribben  
David Hewett  
Ella Jackson  
Joyce Klammer  
Michael Kooiman  
Jon Lee  
Taye Maddison  
Lang Moffat  
Bob Putnam
  
- c) Fred Victor Centre  
...approve the Fred Victor Centre 2019-2020 Board of Directors  
Sandra Bennett  
Neill Carson  
Deane Collinson  
Marco Ding  
John Dynes  
Michele Erskine  
David Estabrooks  
John Hinds  
Jawad Kassab  
Karine MacIndoe  
Janet Mason  
Paulett Ramsey  
Muwanguzi Ssebagala  
Christina Topp
  
- d)... approve the Fred Victor Centre resolutions for the Ministry of Municipal Affairs and Housing to arrange on behalf of Fred Victor Centre a refinancing of the existing

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mortgages for 704 Mortimer (\$1,550,962.88), 147 Queen Street East (\$2,223,571.82), and 139 Jarvis Street (\$1,137,422.84).

e) ... grant permission for Fred Victor Centre to proceed to a process for the sale of 86 Lombard Street.

f) Fred Victor Centre and Toronto Christian Resource Centre  
... grant permission for Fred Victor Centre and Toronto Christian Resource Centre, to proceed with a corporate amalgamation, to execute the amalgamation agreement between Fred Victor Centre and Toronto Christian Resource Centre and approve Andrew Gray and Nancy Easton as members of Fred Victor's Board of Directors subject to the amalgamation agreement being signed.

g) The Presbyteries of Toronto Conference Corporation  
...approve The Presbyteries of Toronto Conference Corporation 2019-2020 Board of Directors

Philip Armstrong  
Charles Donley  
Evelyn Hill  
Mary McKeen  
John Ostime  
Harry Ramsaran  
Nick Walker

h) Wilmar Heights United Church Non-Profit Homes  
...approve the Wilmar Heights United Church Non-Profit Homes 2019-2020 Board of Directors

David Almack  
Trevins Fonseka  
Neil Harris  
Bridie Lane  
Bob Pomeroy  
Patricia Shearer  
Jane Warwood

i) United Church of Canada GO Project  
...approve the United Church of Canada GO Project 2019-2020 Board of Directors

Brian Allen  
Carla Langhorst  
Ian McPherson

**MOTION**

**CARRIED**

**Greeting, Worship and Check-in**

Peter Hartmans led a brief worship, read a Bible passage from Philippians 4, and gave some reflections on how the passage is reflected in our Region.

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David Leyton-Brown invited folks to share good news items as a check-in.

**Grants Review Committee – Recommendations**

**MOTION** by Jessica Stevenson /Allyce Mutungi that the Executive of Shining Waters Regional Council confirms that the Operating Agreement dated October 1<sup>st</sup>, 2010 as amended April 20<sup>th</sup>, 2016, between the Presbyteries of Toronto Conference Corporation (PTCC), Toronto Conference and the four presbyteries will remain in effect until such time as a new Operating Agreement is signed between Shining Waters Regional Council and PTCC; and confirms the decision of Toronto Conference Executive, made September 12, 2018 that, for the purpose of this Operating Agreement Shining Waters Regional Council is successor to Toronto Conference, Living Waters Presbytery, Toronto Southeast Presbytery and South West Presbytery and that Western Ontario Waterways Regional Council is successor to Northern Waters Presbytery; and confirms the decision of Toronto Conference Executive, made September 12, 2018 that the funds of Living Waters Presbytery, Toronto Southeast Presbytery and South West Presbytery will merge into one fund for Shining Waters Regional Council and the fund of Northern Waters Presbytery will become the fund of Western Ontario Waterways Regional Council and that Presbytery Funds within the Presbyteries of Toronto Conference Corporation (PTCC) accounts as of December 31, 2018 are to be allocated as follows;

- To Shining Waters Region: the Living Waters, Toronto Southeast and South West Presbytery accounts;
  - To Western Ontario Waterways Region: the Northern Waters Presbytery account;
- and confirms that Shining Waters Regional Council Executive acts on behalf of the Regional Council as per section C.3.1 of The Manual (2019) and therefore, in relation to the 2010 Operating Agreement, on recommendation of the regional Grants Review Committee, the Executive is able to consider and approve both annual income grant applications and capital grant applications while the 2010 Operating Agreement is in place

**MOTION**

**CARRIED**

**MOTION** by Moon Ja Park/Jingle Ayupan that the Executive of Shining Waters Regional Council confirms the decision of Toronto Conference Executive made September 12, 2018 that,

- the New Ministries Development and Leadership Fund continue for two years beginning January 1, 2019 and operate according to the current terms of reference;
- as per the Memorandum of Understanding dated November 23rd, 2016, between PTCC, Toronto Conference and the four presbyteries, that Region 10 be the

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successor for Toronto Conference, Living Waters Presbytery, Toronto Southeast Presbytery and South West Presbytery and that Region 8 be the successor for Northern Waters Presbytery;

and that the New Ministries Development and Leadership Funds within the PTCC accounts as of December 31, 2018 are to be allocated as follows:

- 75% to Shining Waters Region; and
- 25% to Western Ontario Waterways Region.

and confirms the decision of Shining Waters Regional Executive made on May 15, 2019 to temporarily suspend applications to the New Ministries Development and Leadership Fund until review in the first quarter of 2020 in consultation with the Grants Review Committee.

**MOTION**

**CARRIED**

**MOTION** by Martha ter Kuile/Jingle Auypan that the Executive of Shining Waters Regional Council, on recommendation of the Grants Review Committee, approves the funding application from the former South West Presbytery for the Toronto United Church Council Innovative Ministry Centre in the amount of \$200,000 over three years and forwards it to the Presbyteries of Toronto Conference Corporation (PTCC).

**MOTION**

**CARRIED**

**MOTION** by Pat Edmonds/Martha ter Kuile that the Executive of Shining Waters Regional Council approve that Ron Wigle move from the Grants Review Committee to the Mission Support Committee.

**MOTION**

**CARRIED**

The meeting broke for lunch at 12:05 p.m. and resumed at 12:45 p.m.

**Proposal – Intercultural Diversity Commission**

The Executive received correspondence towards furthering the intercultural work in the region by creating a Commission. After discussion, it was decided that David Leyton-Brown meet with the Intercultural Diversity Network for conversation and listening. Allyce Mutungi asked to be included. Peter Hartmans will mobilize staff to set up a meeting for this to happen. A report will be brought to a future Executive meeting.

**Social Justice Network of Ontario Regions – Covenant**

Peter Hartmans gave background on the Social Justice Network of Ontario Regions and stated that Shining Waters currently has an informal relationship with the Network. It was decided to refer this covenant document to the Social and Ecological Justice Commission for review and comment and return to the Executive.

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### **Shining Waters sub-Executive**

Shining Waters has a policy that calls for the creation of a sub-Executive annually. It is to be made up of the President, Past President or President Elect, Executive Minister, and three members of the Executive.

David Leyton-Brown called for people interested on being on the sub-Executive or to nominate someone. David asked for response within two weeks.

### **Shining Waters relationship with Canadian Shield Regional Council**

The Memorandum of Agreement between the two regional councils states that there is to be an ad hoc committee set up with four people, two from each Executive, to “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.”

It was suggested the two members from Shining Waters be the President and either Past President or President-Elect.

**MOTION** by Steven Loweth/Allyce Mutungi that the President and Past President of Shining Waters Regional Council be the two members from Shining Waters to the ad hoc committee with the Canadian Shield Regional Council.

**MOTION**

**CARRIED**

Jody Maltby left the meeting.

### **Regional Council Presidents meeting, October 23, 2019**

David Leyton-Brown will be attending this meeting, and polled the Executive for response to two questions that will be discussed at the meeting; Do you feel fully established in your regional council? What are you hearing from people in your region and what are you doing about it?

Todd McDonald, Pastoral Relations Minister, joined the meeting.

### **Pastoral Relations Commission recommendations**

Todd McDonald briefed the Executive about two items that were discussed by the Pastoral Relations Commission at their meeting earlier today. He brought forward the following recommendations from the Commission.

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**MOTION** by Pat Edmonds/Isaac Kamta that Shining Waters Regional Council celebrate newly Licensed Lay Worship Leaders who have been approved by the Pastoral Relations Commission at the region's annual Celebration of Ministry service.

**MOTION**

**CARRIED**

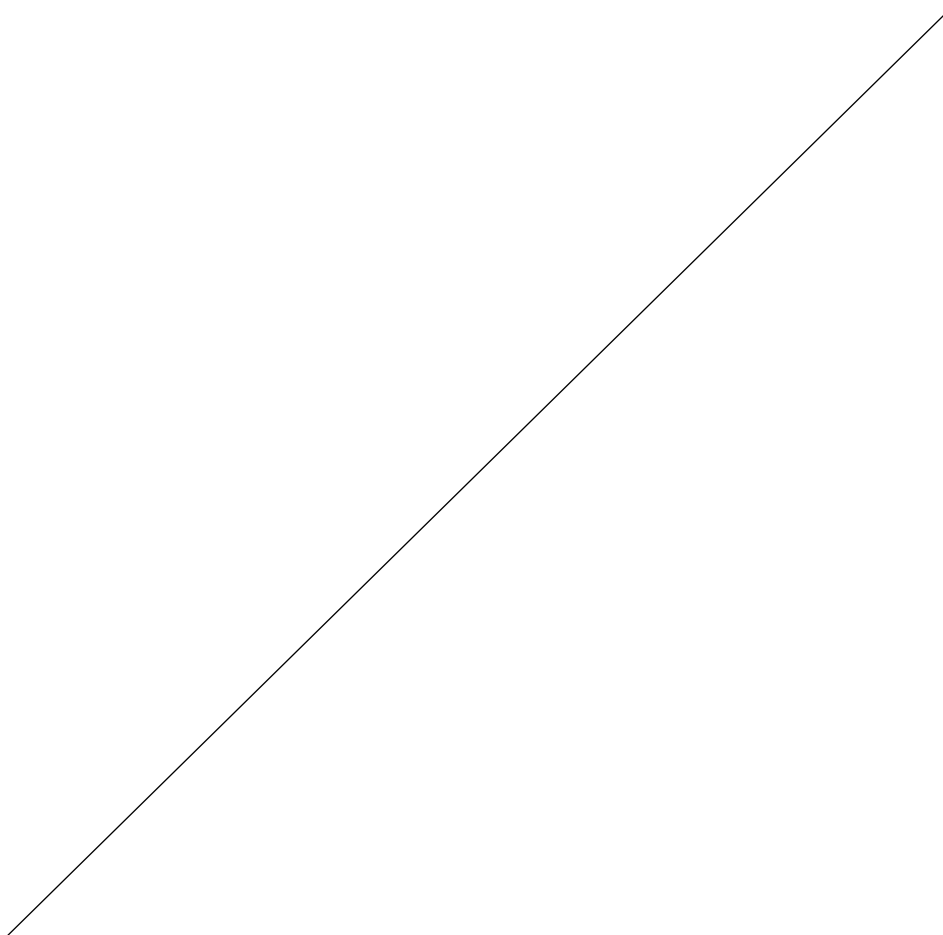
**MOTION** by Kirsty Hunter/Jessica McCrae that Shining Waters Regional Council recognize new Designated Lay Ministers who have been approved by the Office of Vocation at the region's annual Celebration of Ministry service.

**MOTION**

**CARRIED**

**Next meeting:** Tuesday, November 26, 2019, 10 a.m. via video conference

**Closing:** the meeting closed at 2:40 p.m. and Peter Hartmans offered a closing prayer.



**Executive Minister Report from Peter Hartmans  
to Shining Waters Regional Council  
October 22, 2019**

**This report provides highlights from the period from approximately  
January 1, 2019 – October 22, 2019.**

This report is an overview and update with regard to our SWRC policies. Our primary role as Executive is to provide oversight to our policies through Staff, Commissions and Committees.

Governance: Our Policies were established in May 2019 and will be reviewed by the end of 2020. All three commissions have now been established and have started their work.

**Commissions:**

Social and Ecological Justice Commission: The Commission is now meeting

Pastoral Relations Commission: See minutes

Communities of Faith Commission: See minutes

\*Taken from Communities of Faith Commission Minutes to Note:

\* Celebration of Ministry Service, May 23, 2020  
Health, Joy and Excellence of lay leaders

The Staff Lead reported that the regional Celebration of Ministries Service will be held on May 23, 2020 and the regional meeting will be held later in the fall. The Pastoral Relations Commission is planning an event for ministry personnel about health, joy and excellence to be held earlier on the day of the service. This is an opportunity to provide similar program for lay leaders in our congregations. Participants will then have the opportunity to stay for the service if they wish.

MOTION by Ross Leckie/Gloria Tozek that the Communities of Faith Commission organize an event for lay leaders to provide fellowship, support, and skill development, to occur in conjunction with the Celebration of Ministries Service.

MOTION

CARRIED

**Communication:**

Part of our role as staff is to ensure and promote communication. We have established a communication policy and Susie Henderson is now implementing a communication policy. See attached.



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**Regional Meeting:**

The Executive has established two upcoming Regional meetings. Our first is scheduled for May 23, 2019 and the day will include workshops and our New Ministry service. We are still negotiating location. Our October meeting is scheduled for October 16 and 17 and our hope is to meet in Orillia at St Paul's United Church.

**Grant Application Update:**

In early 2019, our Executive supported a grant application for the Canadian Circle of Courage & Renewal Facilitator Preparation Program (FPP). The grant approval made possible for twenty extraordinary individuals, selected from a larger group of applicants, to participate in our first Canadian Gateway discernment retreat a few weeks ago, the first step in our Facilitator Preparation Program.

**Finance:**

Janet MacDonald began the task of transferring management of our accounting from the General Council office to Shining Waters Regional Council. She will provide a more specific financial update for our November meeting.

**Equity Committee:**

The Equity Committee has started to share information and get to know each other. Part of the committee met together at the September leadership meeting.

**Right Relations Work:**

Gibimishkaadimin 2019: A Reconciliation Journey. We are supporting this project through our Right Relations Fund. It is a five-year pilot project engaging Indigenous and non-Indigenous youth in collaborative and experiential learning through an Indigenous lens over a seven day canoe trip. See below link for more information and great pictures!

<https://gibimishkaadimin.wixsite.com/home/photos-videos-2019>

**Explore Program:**

The Explore program, initiated by Toronto Conference, continued in 2018 through the primary support of SWRC. We had a number of students participate in the program. The program has now moved to the General Council office as a National Program. Regional Councils across the Country will support the project including SWRC staff.

**Policies Not in Compliance:**






One of the roles of the Executive Secretary is to bring to your attention any areas where I believe we as an Executive are not in compliance with these policies.

- We do not comply with our policy page 8 of our Governance Handbook. To be discussed at our Executive meeting.






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**E-MAIL NEWSLETTERS**

Banner	Focus	Distribution	Content	Summer	Sept	Oct	Nov	Dec
	Brief informative updates on key decisions and priorities	Posted on the website and RSS e-mail distribution to all members after every executive meeting; monthly	Peter/David/Susie	First Issue	13	After Exec	After Exec	After Exec
	Monthly listing of community events calendar.	Events are posted on the website calendar, sorted by category and outgoing RSS newsletter is distributed to all members, churches and subscribers.	Contributed by users (all UCC members in the region)		3 Announce  16 Launch	1	1	1
	General administrative/program announcements generated as the need arises	As required. Distributed to all members, could be RSS as well – up to admins.	Admin create content based on requests from staff/Commissions.					
	For events that are hosted by the region/staff including covenanting services or specialized workshops a dedicated e-mail campaign will be distributed.	Distributed to all members	Staff create content; Donna distributes		as required	as required	as required	as required
	Notices of members who have died including funeral information.	Distributed to all members by e-mail as required	Admin (Donna and Rachael)		as required	as required	as required	as required

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**BLOGS**

Banner	Focus	Distribution	Content	Sept	Oct	Nov	Dec	Jan
	Stories of inspiration, revitalization, innovation, honouring past and future	Posted on the website and RSS e-mail distribution to all members six times a year  SWRC Facebook page	Susie contracts out to an editor		Launch			
	how are churches using social media	Posted on the website (blog) monthly and distributed by e-mail based on subscription  SWRC Facebook page and author's individual profile	Susie					Launch
	Reflections on what we are learning about equity across the region	Posted on the website (blog) monthly and distributed by e-mail based on subscription.  SWRC Facebook page and author's individual profile	Susie coordinates, multiple authors		Prepare schedule		January Launch monthly post	

## EXECUTIVE

**MINUTES of Meeting held November 26, 2019**, at 10:00 a.m.  
via video teleconference.

**PRESENT:** Jingle Ayupan, Allan Holditch, Kirsty Hunter, David Leyton-Brown, Jessica McCrae, Daniel Reed, Dong-Chun Seo, Isaac Kamta, Steven Loweth, Lynn Mooney, Allyce Mutungi, Martha ter Kuile

Staff: Peter Hartmans, Executive Minister, Jody Maltby, Staff Lead, Rachael Howes, Administrative Support

**REGRETS:** Pat Edmonds, Moon Ja Park, Jessica Stevenson,

### **GATHERING, OPENING PRAYER**

David Leyton-Brown opened the meeting at 10:02 a.m., 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. David offered prayer.

Worship and Reflection - Peter Hartmans led a worship time, reading Psalm 108, and offering prayer,

### **AGENDA**

**MOTION** by Steven Loweth / Jessica McCrae that the agenda for this meeting be approved as amended by adding an item on PROK. **CARRIED**

### **MINUTES**

**MOTION** by Peter Hartmans/Martha ter Kuile that the Minutes of the meeting of the Shining Waters Regional Council Executive held October 22, 2019 be approved as circulated. **CARRIED**

### **EMAIL VOTE - Confirmation**

The Executive voted by email in favour of the request by Rebekah Duncan to change the location of her ordination from Shining Waters Regional Council to Western Ontario Waterways Regional Council.

### **OMNIBUS MOTIONS**

**MOTION** by Allan Holditch/Allyce Mutungi that the Shining Waters Regional Council Executive take the following actions:

- (a) ... remove Shirley Baster as Trustee of Regent Park United Church, Orillia;

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(b) ... confirm the members of the committee to make recommendations on Regent Park, Orillia as being Ted Reeve, Tony Rennett, Sue Jamieson, Ann Cox, and Daphne Mainprize

(c) ... name Janet MacDonald, Finance Administrator, for Shining Waters Regional Council, as the person authorized to manage the Desjardins credit card account (Staples).

**MOTION**

**CARRIED**

**MOTION** by Dong-Chun Seo/Isaac Kamta that the Shining Waters Regional Council Executive take the following actions:

a) Central King Seniors Residence

...based on the guidance received from General Council Staff, pursuant to the Incorporated Ministries Policy of The United Church of Canada approve By-Law Number 1 signed October 23, 2019 of the incorporated ministry known as Central King Seniors Residence

b) Lake Scugog United Church Camp Inc.

...approve the Lake Scugog United Church Camp Inc. 2019-2020 Board of Directors

Janet Adamson  
Ken W. Andras  
Graham Clark  
Kevin Craft  
Karen Hamilton  
Shannon Lundquist  
Tim Magwood  
Sally Jo Martin  
Melody Onuoto  
Carol Rhynas  
Patti Smith  
Myriam Theodule

c) Toronto Christian Resource Centre

...approve the Toronto Christian Resource Centre 2019-2020 Board of Directors

Peter Andrew  
Bill Dines  
Nancy Easton  
Andrew Gray  
Mary Morison  
John O'Leary  
Gary Schlee

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**Mission Support Grants**

Jody Maltby provided a report of the Grants Review Committee and the Mission Support Committee on their review and recommendations of the grant applications received.

**MOTION** by Martha ter Kuile / Steven Loweth that the Shining Waters Regional Council Executive approve the recommendations of the Grants Review Committee and the Mission Support Committee as presented, and refer the Net Annual Revenue grant applications to the Presbyteries of Toronto Conference Corporation (PTCC) for consideration

**MOTION**

**CARRIED**

**Complaint notification under the workplace violence and harassment policy**

Peter Hartmans reported on two official complaints received, one of which has been withdrawn. The practice in these matters is for an investigator to be appointed, and the timeline of the investigation depends on the individual complaint. The Executive will receive notice of the completion of the investigation.

**Update Intercultural and Diversity Network Meeting – David Leyton-Brown**

Further to the last Executive meeting, a meeting was held on November 21<sup>st</sup> between some members of the Executive and the Network; David Leyton-Brown reported that the intent was to go over the background, intent and goals of the proposal in order to have a clearer idea of the issues. He indicated it was not a decision-making meeting, and discussions and consultations will continue.

**Staff positions for Shining Water Regional Council -**

Peter Hartmans reported that there has been an assessment of where we are regarding staffing, some job descriptions have changed, and some contracts are ending soon. He is recommending that we offer a full time position, *Regional Minister for Faith Formation and Youth*, a full time position *Regional Minister for Support to Communities of Faith, Right Relations Work and Clusters Support*, and a full time position, *Regional Minister for Social Justice and Network Support*

**MOTION** by Daniel Reed / Allyce Mutungi that the Shining Waters Regional Council Executive approve the following new full time staffing positions; *Regional Minister for Faith Formation and Youth, Regional Minister for Support to Communities of Faith, Right Relations, and Clusters, Regional Minister for Social Justice and Network Support.*

**MOTION**

**CARRIED**

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**Sub-Executive**

David Leyton-Brown recommend that Steven Loweth, Jessica McCrae and Martha ter Kuile be part of the sub-Executive. The Shining Waters Regional Council policy states that the President and Past President or President Elect, and Executive Minister are a part of the sub-Executive.

**MOTION** by Allan Holditch / Allyce Mutungi that Steven Loweth, Jessica McCrae and Martha ter Kuile be appointed as members of the Shining Waters Regional Council sub-Executive

**MOTION**

**CARRIED**

**Shared Regional Committee: Shining Waters and Canadian Shield - Update**

A shared regional committee is in place; Canadian Shield Regional Council Executive recently appointed their two members. Under the Memorandum of Agreement, the two regional councils are obligated to have a joint meeting once a year.

**Planning Process for Regional meeting**

Thornhill United Church has agreed to host the May regional meeting. The October regional meeting is scheduled to be in Orillia. Peter Hartmans suggested that staff work on the May meeting, as it is primarily a learning event and ordination service. For the October meeting, he suggested putting together a working group from the Executive made up of Peter Hartmans, Jody Maltby, David Leyton-Brown, and Susie Henderson, and, as needed, Janet MacDonald and other staff; he also suggested having three regional members or executive members on the planning committee.

**Presbyterian Church in the Republic of Korea (PROK)**

Jody Maltby gave the background of the relationship that Toronto Conference had with PROK. PROK has approached the region about a possible internship for a Korean student, with a Partner in Residence Program proposal.

Jody recommended approval of the Memorandum of Agreement between Toronto Conference and PROK, and approval of the Partner In Residence Program proposal for a year long internship for a student from Korea

**MOTION** by Steven Loweth / Dong-Chun Seo that the Shining Waters Regional Council Executive approves the continuation of the Memorandum of Agreement between Toronto Conference and the Presbyterian Church in the Republic of Korea (PROK), and approves the Partner in Residence Program proposal from PROK

**MOTION**

**CARRIED**

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**Next meeting** – a date will be set for January and include Living into Right Relations Network members

**Closing:** the meeting closed at 12:00 p.m. and Peter Hartmans offered a closing prayer.

